

**CHILTERN DISTRICT COUNCIL
SOUTH BUCKS DISTRICT COUNCIL**

**MINUTES of the Meeting of the
JOINT APPOINTMENTS AND IMPLEMENTATION COMMITTEE
held on 10 FEBRUARY 2012**

PRESENT: Councillor R Reed - Chairman

Councillors: Mrs I A Darby
P M Jones
A Oxley
Mrs P Plant
M R Smith
D Spate

APOLOGIES FOR ABSENCE were received from Councillors R Burns-Green, B Harding and J Wilson

ALSO IN ATTENDANCE: Councillor C J Wertheim

1 APPOINTMENT OF CHAIRMAN FOR THE MEETING

It was proposed by Councillor M Smith and seconded by Councillor A Oxley that Councillor R Reed be appointed Chairman for the meeting.

2 MINUTES

The minutes of the meeting of the meeting held on 30 January 2012 were agreed as a correct record.

3 EXCLUSION OF THE PUBLIC

RESOLVED –

That under section 100 (A) (4) of the Local Government Act 1972 (as amended) the public be excluded from the meeting for the following item(s) of business on the grounds that they involved the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act.

4 REVISED RISK REGISTER AND TIMETABLE

The Committee noted the Risk Register and Timetable attached as Appendices A and B respectively.

5 BRIEFING

The Committee received a briefing from the External HR Consultant, Janet Beaumont of Janet Beaumont Associates Ltd, and during the presentation she reminded members that the recruitment process for the appointment of the Chief Executive and the two Directors was being carried out in accordance with the procedure agreed by the Committee at its meeting on 30 January 2012.

In accordance with this process applications had been received within the timescale from:

- Alan Goodrum for the post of Chief Executive
- Jim Burness for the post of Director
- Bob Smith for the post of Director

Following a question from a member Janet Beaumont confirmed that the process as agreed by the Committee did not provide for the interviewing of the candidates. Janet Beaumont also went on to confirm that the Leaders of both Councils had been consulted on the process and the applications received.

Janet Beaumont went on to refer her assessments of the applications and her conclusions that on the basis of the letters, CV and supporting statements all three candidates meet the requirements of the posts for which they had applied. Janet Beaumont informed members that the Leaders of both Councils had confirmed in writing that they supported the assessments.

Janet Beaumont concluded her presentation by reminding members of the decision taken at the meeting on 30 January 2012 that the successful applicants would be appointed at a spot salary within the range set out in the report of the National Local Government Employers, a further copy of which had been previously circulated. Progression within the salary range would be subject to review of performance.

6 APPOINTMENT OF CHIEF EXECUTIVE

Having assessed his application against the requirements of the post as set out in the job specification the Committee unanimously agreed to

RECOMMEND to the Council that Alan Goodrum be appointed to the post of Chief Executive at a spot salary of £125,000 and that progression be determined through performance.

(The meeting adjourned at 11.10 am and reconvened at 11.20 am with Alan Goodrum in attendance)

7 APPOINTMENT OF DIRECTORS

Having considered their applications against the requirements of the post as set out in the job specifications the Committee unanimously agreed to

RECOMMEND to the Council that Bob Smith and Jim Burness be appointed to the two posts of Director on a spot salary of £91,000 and that progression be determined through performance.

8 DATE AND TIME OF NEXT MEETING

The Committee noted that the next meeting on 28 February 2012 may not be necessary.

The meeting ended at 11.37 am