

BIRMINGHAM CITY COUNCIL

COUNCIL BUSINESS MANAGEMENT (CHIEF OFFICER AND DEPUTY CHIEF OFFICER APPOINTMENTS, DISMISSALS AND SERVICE CONDITIONS SUB-COMMITTEE)

JNC RECRUITMENT PANEL

**Wednesday, 24 October 2018 at
1200 hours in the Chief Executive's
Office, Council House, Birmingham**

A G E N D A

1. **APOLOGIES**

2. **AUTHORITY TO ACT BETWEEN MEETINGS**

CHAIRPERSON TO MOVE:

"That the Chairperson be authorised to act on behalf of the Sub-Committee until the next ordinary meeting except in respect of the exercise of the Council's functions in which case the Director of Human Resources be authorised to act in consultation with the Chairperson and that the Chief Legal Officer be authorised to affix the Common Seal to any document necessary to give effect to a decision of the said officer acting in pursuance of the power hereby delegated to him, further, that a report of all such action taken under this authority be submitted to the next meeting and that such report shall explain why this authority was used"

3. **OTHER URGENT BUSINESS**

NB: Only special items of business that in the opinion of the Chairperson of the meeting are matters of urgency may be considered.

4. **EXCLUSION OF THE PUBLIC**

CHAIRPERSON TO MOVE:

"That in view of the nature of the business to be transacted which includes the following exempt information, the public be excluded from the meeting".

Title of Report

Appointment of Assistant Director, Legal Services

Description of Exempt Information

Information relating to employees or applicants to become employees of the Authority (paragraph 1, Part 1, Schedule 12a, Local Government Act 1972)

PRIVATE AGENDA

5. APPOINTMENT OF ASSISTANT DIRECTOR, LEGAL SERVICES

To consider the short listed applicants for the post(s) of Assistant Director, Legal Services

6. INTERVIEWS

To interview for the above job, Information and Applications in respect of the candidate is attached, together with a copy of the role description.

7. APPOINTMENT DECISION

- a) To approve the candidate as Assistant Director Legal Services
- b) To note that the Chairperson will notify all members of the Cabinet of the recommended appointment and any written objections must be made within [24] hours of the notification, and must be 'material and well founded'.
- c) To note that an offer of employment will not be made to a candidate until the Director of Human Resources has been notified that no material and well-founded objections have been received by the Chairperson.¹

8. OTHER URGENT BUSINESS (EXEMPT INFORMATION)

NB: Only special items of business disclosing exempt information by reasons of special circumstances (which are to be specified) that in the opinion of the Chairperson of the meeting are matters of urgency may be considered.

9. MINUTES

To confirm the public and private minutes of this meeting and sign the minutes as a whole.

¹ The Local Authorities (Standing Orders) (England) Regulations 2001 SI 2001 No. 3384 Schedule 1 Part II, paragraph 5.