

NORTH HERTFORDSHIRE DISTRICT COUNCIL

EMPLOYMENT COMMITTEE

**MEETING HELD IN THE THIS WILL BE A VIRTUAL MEETING
ON TUESDAY, 25TH AUGUST, 2020 AT 10.00 AM**

MINUTES

Present: *Councillors: Councillor Martin Stears-Handscorn (Chair), (Vice-Chair), Judi Billing, Keith Hoskins, David Levett and Val Shanley*

In Attendance: *Anthony Roche (Managing Director), Kerry Shorrocks (Corporate Human Resources Manager) and Hilary Dineen (Committee, Member and Scrutiny Manager)*

8 WELCOME AND INTRODUCTION

Audio Recording – 40 seconds

The Chair welcomed everyone to this virtual Employment Committee that it was being conducted with Members and Officers at various locations, communicating via audio/video and online.

He invited the Committee, Member and Scrutiny Manager to explain how proceedings would work and to confirm that Members and Officers were in attendance

The Committee, Member and Scrutiny Manager undertook a rollcall of Members and Officers to ensure that they could hear and be heard and gave advice on the following:

Live Streaming

The meeting was being streamed live on the Council's You Tube channel. If live streaming failed the meeting would adjourn. If the live stream could not be restored within a reasonable period then the remaining business would be considered at a later date.

If for any reason the meeting was not quorate an Officer would notify attendees by interjecting the meeting. The meeting would adjourn immediately. Once the meeting was quorate the meeting would resume. If connection could not be restored within a reasonable period, then the remaining business would be considered at a later date.

Noise Interference

Electronic devices should be muted and the mute button on computers should be activated when not speaking

Rules of Debate

If a Member wished to speak they should use the raise hand button and then wait to be invited by the Chair to address the Committee.

Voting

If the Committee decided to take a vote this would be via the Green tick for “Yes”, Red Cross for “No” and Blue Raise Hand for “abstain”, located in the participants section at the bottom of the screen.

Details of how Members voted would not be kept or minuted unless a Recorded Vote was requested or an individual requested that their vote be recorded, and it would not be heard or seen on the audio and YouTube recordings of the meeting.

Part 2 Items

Much of this meeting would be held in Part 2. When the Committee had resolved to move into Part 2 Members would be transferred to the Break Out Room which is where the Part 2 discussions would be held.

Once the Part 2 discussions had concluded Members would move back into the public part of the meeting. Whilst the part 2 discussions happened the live stream of the meeting would not have ceased – it would have continued live onto the You Tube channel with a holding message.

Councillor Martin Stears-Handscob, Chair of the Employment Committee started the meeting proper.

9 APOLOGIES FOR ABSENCE

Audio recording – 4 minutes 13 seconds

There were no apologies for absence.

10 NOTIFICATION OF OTHER BUSINESS

Audio recording – 4 minutes 17 seconds

There was no other business notified.

11 CHAIR'S ANNOUNCEMENTS

Audio recording – 4 minutes 21 seconds

- (1) The Chair advised that, in accordance with Council policy this meeting was being audio recorded as well as filmed. The audio recordings would be available to view on Mod.gov and the film recording via the NHDC Youtube channel;
- (2) Members were reminded to make declarations of interest before an item, the detailed reminder about this and speaking rights was set out under Chair's Announcements on the agenda;
- (3) The Chair informed Members that the Committee would consider the Part 1 item then the meeting would go into Part 2, where the majority of the discussions would be held. Once a decision had been made in Part 2 they would return to Part 1 to confirm the decision.

12 RECRUITMENT TO ROLES OF RETURNING OFFICER/ELECTORAL REGISTRATION OFFICER AND SERVICE DIRECTOR - TRANSFORMATION

Audio Recording – 4 minutes 57 seconds

The Managing Director presented the report entitled Recruitment to Roles of Returning Officer/Electoral Registration Officer and Service Director - Transformation together with the following appendices:

- Appendix A – Roles and responsibilities for RO and ERO;
- Appendix B – Initial Scope for Transformation Programme;
- Appendix C – Service Director Transformation Job Description;
- Appendix D – Service Director Transformation Person Specification.

Councillor Martin Stears-Handscomb moved, Councillor David Levett seconded and it was:

RESOLVED:

- (1) That the Employment Committee interview the candidates for the two roles;
- (2) That the report entitled Recruitment to Roles of Returning Officer/Electoral Registration Officer and Service Director- Transformation be noted.

REASON FOR DECISIONS: To enable the posts of Returning Officer/Electoral Registration Officer and Service Director - Transformation to be appoint to.

13 EXCLUSION OF PRESS AND PUBLIC

Audio recording – 9 minutes 5 seconds

It was moved by Councillor Martin Stears-Handscomb, seconded by Councillor Keith Hoskins and:

RESOLVED: That under Section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 1 of Part 1 of Schedule 12A of the said Act (as amended).

14 RECRUITMENT TO ROLES OF RETURNING OFFICER/ELECTORAL REGISTRATION OFFICER AND SERVICE DIRECTOR - TRANSFORMATION

There is no recording of the Part 2 element of this Item

The Committee, Member and Scrutiny Manager undertook a roll call to ensure that all Members and Officers could hear and be hear.

The Managing Director presented the report entitled Recruitment to Roles of Returning Officer/Electoral Registration Officer and Service Director – Transformation together with the following appendices:

- Appendix A – Statement of Relevant Experience for RO/ERO posts;
- Appendix B – Application for Service Director - Transformation Post.

Members of the Committee discussed the report.

Tuesday, 25th August, 2020

The candidates for the roles of Returning Officer/Electoral Registration Officer and Service Director Transformation were interviewed by the Committee.

Following discussion Councillor Martin Stears-Handscomb proposed, Councillor David Levett seconded and it was:

RESOLVED:

- (1) That the recommendations from the Head of Paid Service set out in the report entitled Recruitment to Roles of Returning Officer/Electoral Registration Officer and Service Director - Transformation be noted;
- (2) That Howard Crompton be appointed to the role of Service Director – Transformation.

RECOMMENDED TO COUNCIL:

- (1) That full Council be recommended to appoint Melanie Stimpson to the roles of Returning Officer and Electoral Registration Officer.

REASON FOR DECISIONS: To appoint to the roles of Returning Officer/Electoral Registration Officer and Service Director – Transformation.

Audio Recording – 2 hours 19 minutes 42 seconds

The Employment Committee returned to the public meeting.

The Committee, Member and Scrutiny Manager undertook a roll call to ensure all Members and Officers could hear and be heard,

The Employment Committee confirmed the decisions above.

The meeting closed at 12.22 pm

Chair