

## Minutes of Policy & Finance Sub-Committee

Meeting Date: Tuesday, 10 October 2017, starting at 10am  
Present: Councillor K Hind (Chairman)

Councillors:

S Atkinson  
P Elms  
A Knox

In attendance: Chief Executive and Head of HR.

### 302 APOLOGIES

There were no apologies for absence from the meeting.

### 303 PUBLIC PARTICIPATION

There was no public participation.

### 304 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

There were no declarations of pecuniary and non-pecuniary interest.

### 305 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That by virtue of the following item of business being exempt information under Category 1 of Schedule 12A of the Local Government Act 1972 the press and public be now excluded from the meeting.

### 306 APPOINTMENT OF DIRECTOR OF PLANNING AND ECONOMIC DEVELOPMENT

The Chief Executive submitted a report asking Committee to agree the procedure for the appointment to the new post of Director of Planning and Economic Development. He reminded the Committee that at its meeting on 12 September 2017 the Policy and Finance Committee had approved the appointment of a Sub-Committee to oversee the recruitment and selection process for the new post of Director of Planning and Economic Development.

The report outlined a draft timetable for the appointment which Members amended slightly.

Committee considered the procedure for the interviews for both the presentations and the formal interviews as well as the on-line testing. The Head of HR circulated a list of draft interview questions, a copy of the draft advert, a copy of the draft Applicant Information Booklet and suggestions for presentation topics. A request was made that the advert also be put in a planning magazine.

Committee discussed the documents circulated and agreed to give feedback on the draft questions and presentation topic as soon as possible.

RESOLVED: That

1. the timetable for the recruitment for the post of Director of Planning and Economic Development be approved with the amended interview dates of 4/5 December;
2. the advert be approved with minor amendments; and
3. feedback on the interview questions and presentation topic be forwarded to the Head of HR.

The meeting closed at 10.50am.

If you have any queries on these minutes please contact Marshal Scott extension 4400.