

**AGENDA ITEM 5(a) – ANNUAL MEETING OF THE COUNCIL
REFERRAL FROM THE APPOINTMENTS COMMITTEE**

MINUTES

APPOINTMENTS COMMITTEE

7 May 2013

Present:

Members:

Councillors:

Cllr Mrs Bassadone	
Cllr Mrs Griffiths	Portfolio Holder for Housing
Cllr Rance	Leader - Liberal Democrats
Cllr Reay	
Cllr Tiley	Portfolio Holder for Finance and Resources
Cllr Williams (Chairman)	Leader of the Council

Outside Representative:

David Bowles	David J Bowles & Associates
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The meeting began at 10.00am.

1. APOLOGY FOR ABSENCE

An apology for absence was submitted on behalf of Councillor M Flint..

2. DECLARATIONS OF INTEREST

None.

3. EXCLUSION OF THE PUBLIC

It was proposed, duly seconded and:

Resolved:

That, under s.100A (4) of the Local Government Act 1972 the public were excluded during the item in part II of the Agenda for this meeting, because it was likely, in view of the nature of the business to be transacted, that if members of the public were present during this item, there would be disclosure to them of exempt information relating to an individual (Minute 4).

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4. APPOINTMENT OF A CHIEF EXECUTIVE

The Leader of the Council, Cllr Williams reminded members of background to the Appointments Committee meeting and the decisions of the Council to seek to appoint a new Chief Executive internally in the first instance and, should that not be possible, then to commence an external selection process.

David Bowles advised the Committee that a number of changes have been made to the person specification and job description following discussions with the Leader. These were designed to update both documents and reflect the Council's focus and priorities. It was against these 2 documents that both internal candidates had submitted their applications. The Committee noted the changes to the job description and person specification.

Both candidates had been through an assessment centre and the results of that assessment centre had previously been circulated to members of the Committee. Cllr Williams referred to those documents in addition to the Facet 5 profiles of both candidates, which had also been circulated.

The Committee agreed the questions to be asked to of each candidate together with the scoring and assessment system. Candidates had been asked to give a brief presentation on encouraging private sector investment in the borough and how the candidate would meet the objective.

At the completion of the interviews the Committee considered the performance of each candidate and the other information it had before it. Members also debated the requirements of the Council, their expectations of the post holder over the next few years, the current management arrangements and the implications of seeking external candidates.

After considerable debate and considering the merit of the candidates it was a unanimous decision of the Committee to offer the post to Sally Marshall.

1. RESOLVED TO RECOMMEND

That the Council appoint Sally Marshall as Chief Executive and Head of Paid Service from 1st of November 2013 (in the autumn following the retirement of the current Chief Executive).

And that the appointment be on the following terms as regards remuneration:

- **Annual Salary - £123,630 to £132,030 Inclusive of LFW. (Band points 88 to 92).**
- **Lease Car Allowance - £4,800 per annum (Band 5).**
- **Election Payment - Amount dependent on type of election.**

- 2.. That the details regarding the remuneration for this role be made available in accordance with Dacorum Borough Council's stated policy and procedure on publicising Chief Officer Salaries.