

## PERSONNEL COMMITTEE

4.00 P.M.

14TH AUGUST 2018

**PRESENT:-** Councillors Margaret Pattison (Vice-Chairman in the Chair), Eileen Blamire, Claire Cozler, Caroline Jackson, Susan Sykes, Phillippa Williamson and Brendan Hughes (substitute for Councillor Kershaw)

### Apologies for Absence

Councillor Ronnie Kershaw

### Officers in attendance:-

Susan Parsonage	Chief Executive (Minutes 12 to 14)
David Brown	Interim Head of Legal and Democratic Services and Monitoring Officer (Minutes 7 to 11)
Dave Rigby	Interim HR Manager
Liz Bateson	Principal Democratic Support Officer

## 7 MINUTES

The minutes of the meetings held on 19<sup>th</sup> July 2018 were signed by the Chairman as a correct record.

## 8 DECLARATIONS OF INTEREST

There were no declarations of interest.

## 9 ITEMS OF URGENT BUSINESS AUTHORISED BY THE CHAIRMAN

There were no items of urgent business authorised by the Chairman.

The Chairman advised the meeting of a revision to the order of the agenda.

## 10 EXCLUSION OF THE PRESS AND PUBLIC

### ***Resolved:***

That, in accordance with Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they could involve the possible disclosure of exempt information as defined in paragraph 2 of Schedule 12A of that Act.

## 11 PERSONNEL COMMITTEE - COMPLAINT

The Monitoring Officer presented a report in order for the Personnel Committee to consider the adoption of a summary process for persistent complainants and dismiss a complaint against a senior officer, which had been referred to the Committee by a persistent complainant. Details of the complaint were set out in the exempt report. It

was noted that the authority had a duty of care to its employees and persistent complaints by individuals who used the complaints process in order to influence decision-making might not be beneficial to the organisation. A summary process would permit persistent or vexatious complaints to be identified and dealt with in a similar manner to the Standards Committee process with the Monitoring Officer consulting with the Independent Person to establish whether there was any merit to the complaint.

***Resolved:***

- (1) That the complaint, as set out in the exempt report, be dismissed and a summary process similar to that used for the Standards Committee be adopted for persistent complainants.

***The press and public were re-admitted at this point.***

***The Monitoring Officer left the meeting at this point and the Chief Executive joined the meeting.***

## **12 EXECUTIVE TEAM RECRUITMENT**

The Interim HR Manager introduced a report to enable the Committee to consider a request that Portfolio Holders participate in the selection process for the newly agreed Directors. This would enable the Committee to take into account the views of those members who had close links to the work, which the Directors would be required to oversee. It was noted that the Portfolio Holders would be invited to attend in an observer capacity only and as such would not be permitted to speak or ask questions during the interviews.

***Resolved:***

- (1) That the Committee agree to a maximum of two Portfolio Holders, in addition to the two Cabinet Members who sit on the Personnel Committee, attending the final stage interviews for the new Director roles in an observer capacity.

## **13 EXCLUSION OF PRESS AND PUBLIC**

***Resolved:***

That, in accordance with Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they could involve the possible disclosure of exempt information as defined in paragraphs 1 & 2 of Schedule 12A of that Act.

## **14 EXECUTIVE TEAM - SHORTLISTING**

The meeting adjourned at 4.20pm and convened as an Informal Recruitment Panel to facilitate shortlisting for the Executive Team. The Principal Democratic Support Officer left the meeting at this point.

On reconvening the Interim Head of HR was provided with a shortlist of candidates to progress through the recruitment process.

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Chairman

(The meeting ended at 5.25 p.m.)

**Any queries regarding these Minutes, please contact  
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