

Lancashire County Council

Employment Committee

Tuesday, 9th October, 2018 at 2.00 pm in Committee Room 'D' (The Henry Bolingbroke Room) - County Hall, Preston

Agenda

Part I (Open to Press and Public)

No.	Item
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1.	Apologies
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2.	Disclosure of Pecuniary and Non-Pecuniary Interests
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Members are asked to consider any Pecuniary and Non-Pecuniary Interests they may have to disclose to the meeting in relation to matters under consideration on the Agenda.

3.	Minutes of the Meetings held on 11 September 2018	(Pages 1 - 6)
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Minutes of the meetings held at 10am and 10.30am on Tuesday, 11 September 2018. To be confirmed, and signed by the chair.

4.	Urgent Business
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An item of urgent business may only be considered under this heading where, by reason of special circumstances to be recorded in the Minutes, the Chair of the meeting is of the opinion that the item should be considered at the meeting as a matter of urgency. Wherever possible, the Chief Executive should be given advance warning of any Member's intention to raise a matter under this heading.

5.	Date of Next Meeting
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The next meeting of the Committee will be held on Tuesday 23 October 2018 at 2.00 p.m. at County Hall, Preston.

6. Exclusion of Press and Public

The Committee is asked to consider whether, under Section 100A(4) of the Local Government Act, 1972, it considers that the public should be excluded from the meeting during consideration of the following items of business on the grounds that there would be a likely disclosure of exempt information as defined in the appropriate paragraph of Part 1 of Schedule 12A to the Local Government Act, 1972, as indicated against the heading to the item.

Part II (Not open to Press and Public)

7. Recruitment and Assessment Process for the Post of Chief Executive and Director of Resources (Pages 7 - 36)

(Not for Publication – Exempt information as defined in Paragraphs 1, 2 and 3 of Part 1 of Schedule 12A to the Local Government Act, 1972. It is considered that in all the circumstances of the case the public interest in maintaining the exemption outweighs the public interests in disclosing the information).

The following documents are provided to assist the committee in conducting the interviews:

Appendix A – Job Description

Appendix B – Person Specification

Appendix C – Candidate CV

Appendix D – Technical Assessment

Appendix E – Interview Questions and Presentation Topic

L Sales
Director of Corporate Services

County Hall
Preston

Lancashire County Council

Employment Committee

Minutes of the Meeting held on Tuesday, 11th September, 2018 at 10.00 am in Committee Room 'B' (The Diamond Jubilee Room) - County Hall, Preston

Present:

County Councillor Geoff Driver CBE (Chair)

County Councillors

A Atkinson	T Martin
L Beavers	D O'Toole
Mrs S Charles	A Vincent
Ms S Malik	

County Councillor S Malik replaced County Councillor A Ali at the meeting.

1. Apologies

None.

2. Disclosure of Pecuniary and Non-Pecuniary Interests

None.

3. Minutes of the Meeting held on 28 June 2018

Resolved: That the minutes of the meeting held on 28 June 2018 be confirmed as a correct record and signed by the Chair.

4. Urgent Business

None.

5. Date of Next Meeting

It was noted that the next meeting would be held on 9 October 2018 at 10.00 a.m. at County Hall, Preston.

6. Exclusion of Press and Public

Resolved: That the press and members of the public be excluded from the meeting during consideration of the following items of business on the grounds that there would be a likely disclosure of exempt information as defined in the appropriate paragraph of Part I of Schedule 12 A to the Local Government Act 1972. It was considered that in all the circumstances the public interest in

maintaining the exemption outweighed the public interest in disclosing the information.

7. Shortlisting and Recruitment and Assessment Process for the Post of Executive Director of Education and Children's Services

(Exempt information as defined in Paragraphs 1, 2 and 3 of Part 1 of Schedule 12A to the Local Government Act 1972. It was considered that in all the circumstances of the case the public interest in maintaining the exemption outweighed the public interest in disclosing the information).

The Committee considered a report in relation to the Council's Shortlisting and Recruitment and Assessment Process for the Post of Executive Director of Education and Children's Services. The report included:

- A brief for the position of Executive Director of Education and Children's Services, and a recommended shortlist assessed against the brief; and
- A draft presentation topic and draft questions for the interviews for the position of Executive Director of Education and Children's Services, as revised by the Head of Service for Human Resources and provided at the meeting.

Having carefully considered the information and recommended shortlist presented, and following discussion, the Committee:

Resolved:

- (i) That the shortlist identified by the Committee be invited for interview for the position of Executive Director of Education and Children's Services on 23 October 2018.
- (ii) That the recruitment and assessment process include interview questions and a presentation topic.
- (iii) That the draft presentation topic be approved and, subject to further comments on the draft interview questions following the meeting, the final questions be agreed by correspondence prior to the interview date.

L Sales
Director of Corporate Services

County Hall
Preston

Lancashire County Council

Employment Committee

**Minutes of the Meeting held on Tuesday, 11th September, 2018 at 10.30 am
in Cabinet Room 'C' - The Duke of Lancaster Room, County Hall, Preston**

Present:

County Councillor Geoff Driver CBE (Chair)

County Councillors

A Atkinson
K Iddon

D O'Toole
A Riggott

County Councillors A Riggott and K Iddon replaced County Councillors S Charles and A Vincent respectively at this meeting.

1. Apologies

None.

2. Disclosure of Pecuniary and Non-Pecuniary Interests

None.

5. Shared cost salary sacrifice scheme for additional voluntary contributions

The Chair moved to consider Item 5 as the next substantive item.

The Committee considered a report on the introduction of a salary sacrifice 'Shared Cost' scheme for the additional voluntary contributions as part of the Local Government Pension Scheme arrangements.

It was noted that the scheme would be formally presented to the unions in order to determine how the scheme, if approved, should be presented to employees.

Resolved:

- (i) That the commencement of a salary sacrifice shared cost scheme for additional voluntary contributions as part of the Local Government Pension Scheme, as set out in the report, be approved.
- (ii) That the proposed amendments to the current Lancashire County Council Discretionary Statement of Policy, as set out at Appendix 'B', to allow for the implementation of the salary sacrifice shared cost scheme for additional voluntary contributions, be approved.

- (iii) That all existing additional voluntary contribution employees are entered into the new scheme and all new additional voluntary contributors are automatically opted-in, with the option for each employee to opt-out, be approved.

3. Urgent Business

None.

4. Date of Next Meeting

It was noted that the next meeting of the committee would be held on Tuesday 9 October 2018 at 10.00 a.m. at County Hall, Preston.

6. Exclusion of Press and Public

Resolved: That the press and members of the public be excluded from the meeting during consideration of the following items of business on the grounds that there would be a likely disclosure of exempt information as defined in the appropriate paragraph of Part I of Schedule 12 A to the Local Government Act 1972. It was considered that in all the circumstances the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

7. Shortlisting and Recruitment and Assessment Process for the Post of Chief Executive and Director of Resources

(Exempt information as defined in Paragraphs 1, 2 and 3 of Part 1 of Schedule 12A to the Local Government Act 1972. It was considered that in all the circumstances of the case the public interest in maintaining the exemption outweighed the public interest in disclosing the information).

The Committee considered a report in relation to the Council's Shortlisting and Recruitment and Assessment Process for the Post of Chief Executive and Director of Resources. The report included:

- A brief for the position of Chief Executive and Director of Resources, and a recommended shortlist assessed against the brief; and
- A draft presentation topic and draft questions for the interviews for the position of Chief Executive and Director of Resources, as revised by the Head of Service for Human Resources and provided at the meeting.

Having carefully considered the information and recommended shortlist presented, and following discussion, the Committee:

Resolved:

- (i) That the recommended shortlist, as set out in the shortlist pack, be invited for interview for the position of Chief Executive and Director of Resources on 9 October 2018.
- (ii) That the recruitment and assessment process include interview questions and a presentation topic.
- (iii) That the draft presentation topic be approved and, subject to further comments on the draft interview questions following the meeting, the final questions be agreed by correspondence prior to the interview date.
- (iv) That the absence of all members of the Committee from the Labour Group be noted.

8. Winter Maintenance – Extension of Collective Agreement

The Committee considered a report on the extension of the collective agreement with the council's recognised Trade Unions in relation to winter maintenance duties.

Resolved: That the recommended extension of the previous collective agreement, as set out at Appendix 'A', be agreed.

L Sales
Director of Corporate Services

County Hall
Preston

Agenda Item 7

(NOT FOR PUBLICATION: By virtue of paragraph(s) 1, 2, 3 of Part 1 of Schedule 12A of the Local Government Act 1972. It is considered that all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information)

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