

# Public Document Pack



**Nottingham  
City Council**

## **Nottingham City Council Appointments and Conditions of Service Committee**

**Date:** Thursday, 5 December 2024

**Time:** 12.00 pm

**Place:** Ground Floor Committee Room - Loxley House, Station Street, Nottingham,  
NG2 3NG

**Councillors are requested to attend the above meeting to transact the following business**

**Director for Legal and Governance**

**Governance Officer:** Phil Wye

**Direct Dial:** 0115 8764637

- 1 Apologies for Absence**
- 2 Declarations of Interests**
- 3 Minutes** 3 - 14  
Minutes of the meetings held on 5 July, 12 July, 16 July, 25 July, 26 July and 2 August
- 4 Proposed changes to the senior structure of the Council** To Follow
- 5 Exclusion of the public**  
To consider excluding the public from the meeting during consideration of the remaining items in accordance with Section 100A of the Local Government Act 1972, under Schedule 12A, Part 1, Paragraphs 1 and 2, on the basis that, having regard to all the circumstances, the public interest in maintaining an exemption outweighs the public interest in disclosing the information
- 6 Exempt Minutes** 15 - 20  
Exempt minutes of the meetings held on 12 July, 26 July and 2 August

If you need any advice on declaring an Interest in any item on the agenda, please contact the Governance Officer shown above, if possible before the day of the meeting.

Citizens are advised that this meeting may be recorded, including by members of the public. Any recording or reporting on this meeting should take place in accordance with the Council's policy on recording and reporting on public meetings, which is available at [www.nottinghamcity.gov.uk](http://www.nottinghamcity.gov.uk). Individuals intending to record the meeting are asked to notify the Governance Officer shown above in advance.

## Nottingham City Council

### Appointments and Conditions of Service Committee

Minutes of the meeting held at Loxley House, Nottingham on 5 July 2024 from 12.15 pm - 3.00 pm

#### Membership

##### Present

Councillor Neghat Khan  
Councillor Kevin Clarke  
Councillor Steve Battlemuch  
Councillor Graham Chapman  
Councillor Helen Kalsi (Chair)  
Councillor Ethan Radford  
Councillor Linda Woodings

##### Absent

Councillor Audra Wynter

#### Colleagues, partners and others in attendance:

Lee Mann - Head of HR and EDI

#### 8 Apologies for Absence

Councillor Audra Wynter - leave

#### 9 Declarations of Interests

#### 10 Minutes

The minutes of the meeting held on 2 July 2024 were confirmed as a correct record and signed by the Chair.

#### 11 Exclusion of the public

**Resolved to exclude the public from the meeting during consideration of the remaining agenda item(s) in accordance with Section 100A(4) of the Local Government Act 1972 on the basis that, having regard to all the circumstances, the public interest in maintaining the exemption outweighed the public interest in disclosing the information, as defined in Paragraph(s) 1 and 2 of Part 1 of Schedule 12A to the Act.**

#### 12 Interviews for Chief Executive (Head of Paid Service) role

Shortlisted candidates were interviewed for the role of Chief Executive (Head of Paid Service). Further interviews will take place on Friday 12<sup>th</sup> July.

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# Nottingham City Council

## Appointments and Conditions of Service Committee

Minutes of the meeting held at Ground Floor Committee Room - Loxley House, Station Street, Nottingham, NG2 3NG on 12 July 2024 from 12.15 pm

### Membership

#### Present

Councillor Neghat Khan  
Councillor Kevin Clarke  
Councillor Steve Battlemuch  
Councillor Graham Chapman  
Councillor Helen Kalsi (Chair)  
Councillor Ethan Radford  
Councillor Linda Woodings

#### Absent

Councillor Audra Wynter

### Colleagues, partners and others in attendance:

Lee Mann - Strategic Director of HR and Equality, Diversity and Inclusion

### 13 Apologies for Absence

Councillor Audra Wynter - leave

### 14 Declarations of Interests

None

### 15 Exclusion of the public

The Committee decided to exclude the public from the meeting during consideration of the remaining agenda item in accordance with Section 100A(4) of the Local Government Act 1972 on the basis that, having regard to all the circumstances, the public interest in maintaining the exemption outweighed the public interest in disclosing the information, as defined in Paragraphs 1 and 2 of Part 1 of Schedule 12A to the Act.

### 16 Interviews for Chief Executive (Head of Paid Service) role

The Committee interviewed candidates for the post of Chief Executive and Head of Paid Service.

**Resolved to recommend the candidate set out in the exempt appendix to Council for appointment as the Head of Paid Service, subject to the Proper Officer seeking any material or well-founded objections from Executive Members on the recommended appointment.**

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# Nottingham City Council

## Appointments and Conditions of Service Committee

Minutes of the meeting held at LH2.30, Loxley House, Station Street, Nottingham, NG2 3NG

### Membership

#### Present

Councillor Neghat Khan  
Councillor Kevin Clarke  
Councillor Steve Battlemuch  
Councillor Helen Kalsi (Chair)  
Councillor Ethan Radford  
Councillor Linda Woodings

#### Absent

Councillor Audra Wynter  
Councillor Graham Chapman

### Colleagues, partners and others in attendance:

Lee Mann - Strategic Director of HR and EDI

### 17 Apologies for Absence

Councillor Graham Chapman - personal  
Councillor Audra Wynter - leave

### 18 Declarations of Interests

None

### 19 Exclusion of the Public

**The Committee decided to exclude the public from the meeting during consideration of the remaining agenda item in accordance with Section 100A(4) of the Local Government Act 1972 on the basis that, having regard to all the circumstances, the public interest in maintaining the exemption outweighed the public interest in disclosing the information, as defined in Paragraphs 1 and 2 of Part 1 of Schedule 12A to the Act.**

### 20 Shortlisting for Director of Children's Services (DCS) and Director of Adult Social Care (DASS) Corporate Directors

Shortlisting of candidates for the post of Corporate Director of Children's Services and Education (incorporating Director of Children's Services) took place, and candidates to be taken forward to the 'assessment centre' stage of the recruitment process were identified.

Shortlisting of candidates for the post of Corporate Director of Adult Social Care and Health (incorporating Director of Adult Social Services) took place, and candidates to

be taken forward to the 'assessment centre' stage of the recruitment process were identified.

**Resolved to:**

- (1) approve a list of four candidates for the post of Corporate Director for Adult Social Care and Health (incorporating the Director of Adult Social Services) to be taken forward to the 'assessment centre' stage of the recruitment process;**
- (2) approve a list of three candidates for the post of Corporate Director for Children's Services and Education (incorporating the Director of Children's Services) to be taken forward to the 'assessment centre' stage of the recruitment process; and**
- (3) note the proposed 'assessment centre' process and timescales.**



# Nottingham City Council

## Appointments and Conditions of Service Committee

Minutes of the meeting held at LH 2.30, 2nd floor - Loxley House, Station Street, Nottingham, NG2 3NG on 25 July 2024 from 11.30 am

### Membership

#### Present

Councillor Neghat Khan  
Councillor Kevin Clarke  
Councillor Helen Kalsi (Chair)  
Councillor Linda Woodings

#### Absent

Councillor Audra Wynter  
Councillor Steve Battlemuch  
Councillor Graham Chapman  
Councillor Ethan Radford

### Colleagues, partners and others in attendance:

Lee Mann - Strategic Director for HR and Equality, Diversity and Inclusion

### 21 Apologies for Absence

Councillor Steve Battlemuch – leave  
Councillor Graham Chapman – personal  
Councillor Ethan Radford - personal  
Councillor Audra Wynter - leave

### 22 Declarations of Interests

None

### 23 Interviews for and Appointment of the Corporate Director for Adult Social Care and Health (incorporating the role of Director of Adult Social Services)

The Committee noted the Assessment Centre process and revised timescales for the recruitment of the Corporate Director for Adult Social Care and Health.

### 24 Exclusion of the Public

The Committee decided to exclude the public from the meeting during consideration of the remaining agenda item in accordance with Section 100A(4) of the Local Government Act 1972 on the basis that, having regard to all the circumstances, the public interest in maintaining the exemption outweighed the public interest in disclosing the information, as defined in Paragraphs 1 and 2 of Schedule 12A to the Act.

### 25 Interviews for and Appointment of the Corporate Director for Adult Social Care and Health (incorporating the role of Director of Adult Social

**Services) - Exempt Information**

The Committee considered the information provided by two candidates at interview.

# Nottingham City Council

## Appointments and Conditions of Service Committee

Minutes of the meeting held at LH 2.30, 2nd floor - Loxley House, Station Street, Nottingham, NG2 3NG on 26 July 2024 from 1.00 pm

### Membership

#### Present

Councillor Neghat Khan  
Councillor Kevin Clarke  
Councillor Helen Kalsi (Chair)  
Councillor Linda Woodings

#### Absent

Councillor Audra Wynter  
Councillor Steve Battlemuch  
Councillor Graham Chapman  
Councillor Ethan Radford

### Colleagues, partners and others in attendance:

Lee Mann - Strategic Director for HR and Equality, Diversity and Inclusion

### 26 Apologies for Absence

Councillor Steve Battlemuch – leave  
Councillor Graham Chapman – personal  
Councillor Ethan Radford – personal  
Councillor Audra Wynter - leave

### 27 Declarations of Interests

None

### 28 Interviews for and Appointment of the Corporate Director for Adult Social Care and Health (incorporating the role of Director of Adult Social Services)

The Committee noted the report.

### 29 Exclusion of the Public

The Committee decided to exclude the public from the meeting during consideration of the remaining agenda item in accordance with Section 100A(4) of the Local Government Act 1972 on the basis that, having regard to all the circumstances, the public interest in maintaining the exemption outweighed the public interest in disclosing the information, as defined in Paragraphs 1 and 2 of Schedule 12A to the Act.

### 30 Interviews for and Appointment of the Corporate Director for Adult Social Care and Health (incorporating the role of Director of Adult Social Services) - Exempt Information

The Committee considered the information provided by two candidates at interview.

**Resolved to appoint the preferred candidate, as set out in the exempt minutes, as the Corporate Director for Adult Social Care and Health (incorporating the role of Director of Adult Social Services).**

# Nottingham City Council

## Appointments and Conditions of Service Committee

Minutes of the meeting held at Loxley House, Nottingham on 2 August 2024  
from 1.00 pm

### Membership

#### Present

Councillor Neghat Khan  
Councillor Graham Chapman  
Councillor Helen Kalsi (Chair)  
Councillor Ethan Radford  
Councillor Linda Woodings  
Councillor Andrew Rule (Substitute)

#### Absent

Councillor Kevin Clarke  
Councillor Audra Wynter  
Councillor Steve Battlemuch

### Colleagues, partners and others in attendance:

Lee Mann - Strategic Director for HR and Equality, Diversity and Inclusion

### 31 Apologies for Absence

Councillor Steve Battlemuch – leave  
Councillor Kevin Clarke – leave  
Councillor Audra Wynter - personal

### 32 Declarations of Interests

None

### 33 Interviews for and Appointment of the Corporate Director for Children and Education Services (incorporating the role of Director of Children's Services)

The Committee noted the report.

### 34 Exclusion of the Public

The Committee decided to exclude the public from the meeting during consideration of the remaining agenda item in accordance with Section 100A(4) of the Local Government Act 1972 on the basis that, having regard to all the circumstances, the public interest in maintaining the exemption outweighed the public interest in disclosing the information, as defined in Paragraphs 1 and 2 of Schedule 12A to the Act.

### 35 Interviews for and Appointment of the Corporate Director for Children and Education Services (incorporating the role of Director of Children's Services)

**Services) - Exempt Information**

The Committee considered the information provided by the candidates at interview.

**Resolved to appoint the preferred candidate, as set out in the exempt minutes, as the Corporate Director for Children and Education Services (incorporating the role of Director of Children's Services).**

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By virtue of paragraph(s) 1, 2 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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