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7 September 2016

To: Chairman – Councillor Ray Manning
Members of the Employment Committee – Councillors Doug Cattermole,
Pippa Corney, Simon Edwards, Sebastian Kindersley, Alex Riley, Bridget Smith,
Edd Stonham and Peter Topping

Quorum: 3

Dear Councillor

You are invited to attend the next meeting of the **EMPLOYMENT COMMITTEE**, which will be held in the **JEAVONS ROOM, FIRST FLOOR** at South Cambridgeshire Hall on **THURSDAY, 15 SEPTEMBER 2016** at **1.00 p.m.**

Members are respectfully reminded that when substituting on committees, subcommittees, and outside or joint bodies, Democratic Services must be advised of the substitution *in advance of* the meeting. It is not possible to accept a substitute once the meeting has started. Council Standing Order 4.3 refers.

Yours faithfully
JEAN HUNTER
Chief Executive

Requests for a large print agenda must be received at least 48 hours before the meeting.

AGENDA

PAGES

1. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

Councillor Peter Topping has been substituted onto the Employment Committee in place of Councillor Val Barrett in order to comply with the requirement in the Council's Constitution for the Leader of the Council to be a Member of the Employment Committee when considering the recruitment of a Chief Executive.

2. DECLARATIONS OF INTEREST

To receive any declarations of Members' interest.

3. MINUTES OF PREVIOUS MEETING

To confirm the minutes of the previous meeting held on 15 January 2016 as a correct record.

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4. RECRUITMENT OF CHIEF EXECUTIVE

To consider the recruitment of a Chief Executive and interim arrangements for the positions of Head of Paid Service, Electoral Registration Officer and Returning Officer.

The report associated with this agenda item contains exempt information as defined in paragraph 1 of Schedule 12A of Section 100(A)(4) of the Local Government Act 1972, as amended. The report is therefore unavailable for publication and the press and public are likely to be excluded from the meeting during consideration of the item.

5. APPOINTMENT OF MONITORING OFFICER

The Employment Committee is recommended to make a formal recommendation to Council that Tom Lewis, Head of the 3C Shared Services Legal Practice, be appointed as the Council's Monitoring Officer.

Tom Lewis has joined the 3C Shared Services Legal Practice from his previous role as Chief Solicitor and Monitoring Officer for Fenland District Council. In his time at Fenland Tom also served as Deputy Monitoring Officer for a number of years. He has worked in local government for nearly 8 years, advising on a wide variety of legal issues including property, contract, administrative and constitutional law. Prior to entering local government Tom worked in private legal practice.

OUR LONG-TERM VISION

South Cambridgeshire will continue to be the best place to live, work and study in the country. Our district will demonstrate impressive and sustainable economic growth. Our residents will have a superb quality of life in an exceptionally beautiful, rural and green environment.

OUR VALUES

We will demonstrate our corporate values in all our actions. These are:

- Working Together
- Integrity
- Dynamism
- Innovation

GUIDANCE NOTES FOR VISITORS TO SOUTH CAMBRIDGESHIRE HALL

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If a member of the public interrupts proceedings at a meeting, the Chairman will warn the person concerned. If they continue to interrupt, the Chairman will order their removal from the meeting room. If there is a general disturbance in any part of the meeting room open to the public, the Chairman may call for that part to be cleared. The meeting will be suspended until order has been restored.

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