

**EMPLOYMENT PROCEDURE COMMITTEE**

**MEETING HELD AT THE TOWN HALL, BOOTLE  
ON TUESDAY 8TH JUNE, 2021**

PRESENT: Councillor Roscoe (in the Chair)  
Councillors Blackburne

**17. APPOINTMENT OF CHAIR**

RESOLVED:

That Councillor Roscoe be appointed Chair for this and subsequent meetings of the Employment Procedure Committee relating to the appointment to the post of Head of Education Excellence.

**18. APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillor Pugh.

**19. DECLARATIONS OF INTEREST**

No declarations of interest were received.

**20. EXCLUSION OF PRESS AND PUBLIC**

RESOLVED:

That, under Section 100A(4) of the Local Government Act, 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it would involve the likely disclosure of exempt information as defined in paragraph 1 of Part 1 of Schedule 12A to the Act. The Public Interest Test has been applied and favours exclusion of the information from the press and public.

**21. RECRUITMENT TO HEAD OF EDUCATION EXCELLENCE**

The Committee considered the report of the Chief Personnel Officer relating to recruitment to the post of Head of Education Excellence.

The report updated Members on the recruitment process so far, the process for completion of the appointment of the Head of Education Excellence and sought approval for the recommended shortlist for progression to the next stages of the selection process.

RESOLVED: That

- (1) the applications and recommended shortlist of candidates for progression to the Technical Interview stage, be conducted by the

Chief Executive and Chief Personnel Officer;

- (2) the Chief Executive and Chief Personnel Officer be authorised to conduct an initial sift in consultation with the Chair of the EPC following the Technical Interviews, which will enable candidates to be taken forward to the next stages of the recruitment process - which is the Head Teachers' Stakeholder Panel and One Council interviews and final EPC process;
- (3) the Chief Executive and Chief Personnel Officer be authorised to conduct a further sift in consultation with the Chair of the EPC following the Head Teachers' Stakeholder Panel and One Council interviews which will be prior to the formal interviews with the Employment Procedure Committee;
- (4) it be noted that the Head of Education Excellence is graded at Senior Management Hay 3 at a salary of £87,597 per annum;
- (5) the job advertisement detailed at Annex 1 to the report be noted;
- (6) the job description and person specification set out at Annex 3 to the report be noted; and
- (7) the full recruitment timetable and process set out at Annex 5 be noted.