



# CHIEF OFFICERS' EMPLOYMENT PANEL

(LICENSING AND GENERAL PURPOSES)

**THURSDAY 6 NOVEMBER 2008  
5.45 PM**

**COMMITTEE ROOM 6  
HARROW CIVIC CENTRE**

**MEMBERSHIP (Quorum 3)**

**Chair: Councillor David Ashton**

**Councillors:**

**Susan Hall**

**Bill Stephenson  
Phillip O'Dell**

**Christopher Noyce**

**Issued by the Democratic Services Section,  
Legal and Governance Services Department**

**Contact: Pauline Ferris, Senior Professional - Democratic Services (Council)  
Tel: 020 8424 1269 E-mail: pauline.ferris@harrow.gov.uk**

***NOTE FOR THOSE ATTENDING THE MEETING:*  
*IF YOU WISH TO DISPOSE OF THIS AGENDA, PLEASE LEAVE IT BEHIND AFTER THE MEETING.  
IT WILL BE COLLECTED FOR RECYCLING.***

**HARROW COUNCIL**

**CHIEF OFFICERS' EMPLOYMENT PANEL (Licensing and General Purposes)**

**THURSDAY 6 NOVEMBER 2008 AT 5.45 PM**

**AGENDA - PART I**

1. **Chairman of the Panel:**

A Chairman of the Chief Officers' Employment Panel for the Municipal Year 2008/09 was appointed by the Licensing and General Purposes Committee at its special meeting on 12<sup>th</sup> May 2008, under the provisions of Committee Procedure Rule 7.2. The appointed Chairman is Councillor David Ashton, Leader of the Council.

2. **Arrangement of Agenda:**

To consider whether any of the items listed on the agenda should be considered with the press and public excluded on the grounds that it is thought likely, in view of the nature of the business to be transacted, that there would be disclosure of confidential information in breach of an obligation of confidence or of exempt information as defined in Part 1 of Schedule 12A to the Local Government Act 1972.

3. **Membership:**

To note under the provisions of the formula membership the attendance of any duly appointed nominees.

**FOR INFORMATION**

4. **Declarations of Interest:**

To receive declarations of personal or prejudicial interests, arising from business to be transacted at this meeting, from:

- (a) all Members of the Panel;
- (b) all other Members present in any part of the room or chamber.

5. **Minutes:** (Pages 1 - 2)

That the minutes of the meeting of the Chief Officer Employment Panel held on 30 April 2008 be taken as read and signed as correct records.

**AGENDA - PART II**

6. **Appointments to Chief Officer Posts:** (Pages 3 - 16)

Further to the restructuring of Chief Officer posts agreed at the Cabinet meeting on 23<sup>rd</sup> October 2008, the Panel is requested to agree the job descriptions for the new Corporate Director posts of Corporate Director Place Shaping and Corporate Director Community & Environment and agree the appointment process for these posts.

**FOR CONSIDERATION**

**CHIEF OFFICERS' EMPLOYMENT PANEL**

**30 APRIL 2008**

Chairman: \* Councillor Chris Mote

Councillors: \* David Ashton \* Paul Scott (1)  
 \* Mrs Margaret Davine \* Bill Stephenson

\* Denotes Member present  
 (1) Denotes Nominee substitution (see Minute 26 below).

**PART I - RECOMMENDATIONS - NIL**

**PART II - MINUTES**

25. **Arrangement of Agenda:**

**RESOLVED:** That all items be considered with the press and public present with the exception of the following item for the reason set out below:

<u>Item</u>	<u>Reason</u>
5. Chief Officer Posts in New Senior Management Structure	This item was considered to contain exempt information under paragraph 1 of Part 1 of Schedule 12A to the Local Government Act 1972 (as amended) in that it contained information relating to individuals.

26. **Membership:**

**RESOLVED:** That the attendance of Nominee Members at this meeting, further to the formula membership of the Panel, be noted as follows:-

<u>Original Member</u>	<u>Nominee Member Attending</u>
Councillor Christopher Noyce	Councillor Paul Scott

27. **Declarations of Interest:**

**RESOLVED:** That it be noted that there were no declarations of interest by Members in relation to the business transacted at this meeting.

28. **Minutes:**

**RESOLVED:** That the minutes of the previous meetings of the Panel held on 8 and 25 May 2008 be taken as read and signed as correct records.

29. **Chief Officer Posts in New Senior Management Structure:**

Further to the restructuring of the Senior Management Structure agreed by Cabinet on 10 April 2008, the Panel considered job descriptions for revised Chief Officer posts and appointments by assimilation to these posts arising from the restructuring proposals.

The Panel was advised of the proposals in relation to a redundancy of a Chief Officer post identified by the restructuring proposals.

**RESOLVED:** That (1) the job descriptions for the revised Chief Officer posts of Director of Customer Services & Business Transformation and Corporate Director of Finance be agreed;

(2) in accordance with the Council's Protocol for Managing Organisational Change appointments by assimilation:

- Carol Cutler, Director of Business Transformation and Customer Services, be offered assimilation to the post of Director of Customer Services and Business Transformation with effect from 1 July 2008
- Paul Najsarek, Interim Corporate Director Adults and Housing, be assimilated to the vacant post of Corporate Director Adults and Housing;

(3) on the basis that there was no suitable alternative employment to which the postholder might be redeployed, the employment contract of the Corporate Director of Strategy and Business Support be terminated on the grounds of redundancy;

(4) the Chief Executive be authorised to make such further minor changes to the job descriptions of Chief Officer posts as might be necessary to implement the agreed revised management structure.

(Note: The meeting having commenced at 5.03 pm, closed at 5.15 pm)

(Signed) COUNCILLOR CHRIS MOTE  
Chairman

Document is Restricted

This page is intentionally left blank

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

Document is Restricted

This page is intentionally left blank



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

Document is Restricted

This page is intentionally left blank

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

Document is Restricted

This page is intentionally left blank