

CHIEF OFFICERS' EMPLOYMENT PANEL MINUTES

17 JANUARY 2012

Chairman: * Councillor Bill Stephenson

Councillors: * Keith Ferry * Barry Macleod-Cullinane
* Susan Hall * Phillip O'Dell

* Denotes Member present

RESOLVED ITEMS

1. Chairman of the Panel

RESOLVED: To note the appointment at the Special meeting of the Licensing and General Purposes Committee on 12 May 2011, under the provisions of Committee Procedure Rule 7.2, of Councillor Bill Stephenson as Chairman for the Municipal Year 2011/12.

2. Membership

RESOLVED: That, further to the formula membership of the Panel, the attendance of the following Nominee Member at this meeting be noted:-

Original Member

Nominee Member Attending

Councillor Margaret Davine

Councillor Keith Ferry

3. Declarations of Interest

RESOLVED: To note that there were no declarations of interests made by Members.

4. Minutes

RESOLVED: That the minutes of the meeting held on 27 November 2009, be taken as read and signed as a correct record.

5. Exclusion of the Press and Public

RESOLVED: That in accordance with Part I of Schedule 12A to the Local Government Act 1972, the press and public be excluded from the meeting for the following item for the reason set out below:

<u>Item</u>	<u>Title</u>	<u>Reason</u>
6.	Chief Officer Posts in the New Senior Management Structure	Information under paragraph 1 (contains information relating to any individual).

6. Chief Officer Posts in the New Senior Management Structure

The Panel received a confidential report of the Chief Executive which outlined the recommended process to implement the revised senior management structure for the Council. Members were advised that whilst Cabinet had agreed the structure and the generic role profiles, the Panel were requested to agree the specific job descriptions and subsequent appointments to the new structure. The Panel discussed in depth the potential outcomes of the proposals as set out in the Confidential Memorandum Book.

RESOLVED: That

- (1) the draft job descriptions and person specifications for the Corporate Director Chief officer posts in the revised senior management structure attached at appendix 3 to the report be agreed;
- (2) authority be delegated to the Chief Executive, in consultation with the Leader of the Council, to make such further changes to the job descriptions of the Corporate Director chief officer posts as were necessary to implement the agreed revised senior management structure;
- (3) the current Interim Corporate Director, Finance and Section 151 Officer, be appointed to the chief officer post of Interim Corporate Director, Resources and Section 151 Officer on a fixed term contract of 18 months with effect from 1 February 2012;
- (4) the process for the appointment to the following chief officer posts in accordance with the Council's Constitution and its adopted Protocol for Managing Organisational Change be agreed as follows:
 - (i) the Corporate Director, Adults and Housing Services be assimilated to the new chief officer post of Corporate Director,

Community, Health and Wellbeing with effect from 1 February 2012;

- (ii) the Corporate Director, Place Shaping be offered a ring fenced interview, to take place on 31 January 2012, for the new chief officer post of Corporate Director, Environment and Enterprise;
 - (iii) the Assistant Chief Executive be offered a ring fenced interview, to take place on 31 January 2012, for the new chief officer post of Corporate Director, Resources;
- (5) the Corporate Director, Community and Environment's employment be terminated on the grounds of redundancy and he receive compensation in accordance with Council's Redundancy/Early Retirement Scheme.

(Note: The meeting, having commenced at 2.00 pm, closed at 3.15 pm).

(Signed) COUNCILLOR BILL STEPHENSON
Chairman