

CHIEF OFFICERS' EMPLOYMENT PANEL MINUTES

16 AUGUST 2012

Chairman: * Councillor Bill Stephenson

Councillors: * Susan Hall * Barry Macleod-Cullinane
* Graham Henson * Sachin Shah

* Denotes Member present

11. Membership

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

Original Member

Nominee Member Attending

Councillor Thaya Idaikkadar
Councillor Mrs Margaret Davine

Councillor Graham Henson
Councillor Sachin Shah

12. Declarations of Interest

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

13. Minutes

RESOLVED: That the minutes of the meeting held on 3 July 2012, be taken as read and signed as a correct record.

14. 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>
5.	Resources Restructure	Information under paragraph 1 (contains information relating to any individual).

RESOLVED ITEMS

15. Resources Directorate Restructure

The meeting received a report of the Corporate Director Resources. Officers presented the report and recommendations and explained the reasons for the amendments to the job descriptions for the posts of Director of Legal and Governance Services and Director of Customer Services IT. Officers confirmed that the Trades' Unions had been consulted on the restructure.

Officers advised that an independent technical adviser would be available to support Members in the selection process for the Director of Finance and Assurance (Section 151 Officer).

RESOLVED: That

- (1) the proposed senior management structure for the Resources Directorate be noted;
- (2) the draft job descriptions for the new statutory chief officer post of Director of Finance and Assurance (Section 151 Officer) and the updated job descriptions for the Director of Legal and Governance Services and Director of Customer Services and IT be agreed;
- (3) authority be delegated to the Corporate Director of Resources, in consultation with the relevant Portfolio Holder and Chief Executive to make such further changes to chief officer job descriptions as are necessary to implement the proposed structure;
- (4) the process for appointment to the post of Director of Finance and Assurance (Section 151 Officer) in accordance with the Council's Constitution and its adopted Protocol for Managing Organisational Change (PMOC) be agreed;
- (5) the current Divisional Director Finance and Procurement be 'ring fenced' for interview for the new statutory chief officer post of Director of Finance and Assurance (Section 151 Officer).

(Note: The meeting, having commenced at 2.03 pm, closed at 2.15 pm).

(Signed) COUNCILLOR BILL STEPHENSON
Chairman