

# PERSONNEL COMMITTEE

## MINUTES OF THE MEETING HELD ON 21 APRIL 2006

**Councillors:** Barbara Alexander (P), Phil Barnett (P), Paul Bryant (*Chairman*) (P), Denise Gaines (P), Quentin Webb (P)

**Also present:** Nick Carter, Liz Howlett and Moira Fraser

### PART I

#### 12. APOLOGIES.

There were no apologies for absence received.

#### 13. MINUTES.

The Minutes of the meeting held on 23 March 2006 were approved as a true and correct record and signed by the Chairman. The Minutes of the Appointments Panel held on the 31 March 2006 were also noted.

#### 14. DECLARATIONS OF INTEREST.

There were no interests declared.

#### 15. EXCLUSION OF PRESS AND PUBLIC.

**RESOLVED that** members of the press and public be excluded from the meeting for the under-mentioned item of business on the grounds that it involves the likely disclosure of exempt information as contained in Paragraph 2 of Part 1 of Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information)(Variation) Order 2006. Rule 4.2 of the Constitution also refers.

### PART II

#### 16. SENIOR MANAGEMENT REVIEW - PART ONE.

*(Paragraph 2 - information which is likely to reveal the identity of an individual)*

The Committee considered an exempt report (Agenda Item 5) concerning the designation of Section 151 Officer and Proper Officer posts resulting from the Senior Management Review which had been considered by the Executive on the 21<sup>st</sup> April 2006.

**RESOLVED that:**

1. the new post of Head of Finance be the Council's designated Section 151 Officer;
2. all references in the Council's schedule of Proper Officer appointments to the Head of Resources and Commissioning be replaced by the new post of Head of Finance;
3. all references to the Council's schedule of Proper Officer appointments to the Head of Policy and Performance or the Head of Information and Communication be replaced by the new post of Head of Policy and Communication;
4. the Council to note the decision of the Personnel Committee and delegate to the Head of Legal and Electoral Services authority to make all the necessary changes to the Council's Scheme of Delegation and Constitution generally to give full effect to the changes in responsibility set out in the Senior Management Review Part One approved by the Executive on the 21<sup>st</sup> April 2006. The timescales will be in accordance with that report.

**PERSONNEL COMMITTEE – 21.04.06 – MINUTES**

5. the membership of the Interview Panels for the five Head of Service posts and the Corporate Contracts and Procurement Manager were approved.

*(The meeting commenced at 10.15pm and closed at 10.25pm)*

**CHAIRMAN** .....

**Date of Signature:** .....