

Joint Appointment Panel

Agenda

Date

Friday 15 March 2019

Time

12pm

Members of the Joint Appointment Panel

Broadland District Council

Mrs T M Mancini-Boyle
Mr G Peck
Mr S Riley
Mr S A Vincent

South Norfolk Council

Mr J Fuller
Dr C Kemp
Mr T Lewis
Ms K Mason Billig

Substitutes

Conservative

Mrs S C Gurney
Mrs J Leggett
Mr N C Shaw
Mr M D Snowling MBE

Substitutes

Conservative

Mr M Edney

Liberal Democrat

Dr M Gray

Liberal Democrat

Ms S J Catchpole
Mr D Roper

Place

Blomefield Room
South Norfolk House
Cygnet Court
Long Stratton
Norwich
NR15 2XE

Contact

Sue Elliott tel (01508) 533869

South Norfolk Council
South Norfolk House
Cygnet Court
Long Stratton
Norwich NR15 2XE



E-mail: selliott@s-norfolk.gov.uk

The Openness of Local Government Bodies Regulations 2014

Under the above Regulations, any person may take photographs, film and audio-record the proceedings and report on all public meetings. If you do not wish to be filmed / recorded, please notify an officer prior to the start of the meeting. The Council has a protocol, a copy of which will be displayed outside of each meeting room and is available on request.

**The Chairman will ask if anyone wishes to
film / record this meeting**

A G E N D A

Page No

- 1 Appointment of Chairman**
- 2 To receive declarations of interest**
- 3 Apologies for absence**

- 4 [Minutes of meeting held on 28 September 2018](#)**

3 – 4

- 5 Matters arising therefrom (if any)**

- 6 Exclusion of the Press and public**

The Chairman will move that the Press and public be excluded from the meeting for the remaining business because otherwise, information which is exempt information by virtue of Paragraph 1 of Part I of Schedule 12A of the Local Government Act 1972, as amended by The Local Government (Access to Information) (Variation) Order 2006, would be disclosed to them.

- 7 Senior Management Interviews**

To interview candidates for the joint management structure

Trevor Holden
Managing Director

Minutes of a meeting of the Joint Appointment Panel at 8.00am on Friday 28 September 2018 at Broadland District Council

Present: Mr J Fuller, Dr C Kemp, Mr T Lewis, Ms K Mason Billig (Chairman), Mr G Peck, Mr A J Proctor, Mr S Riley and Mr S A Vincent.

Michelle Kirk and Helen Malloy of the East of England Local Government Association were in attendance for the duration of the meeting.

Also in attendance, for part of the meeting, were the Head of Business Transformation (SNC), the Head of Corporate Resources (BDC) and the Committee Officer (BDC).

1 APPOINTMENT OF CHAIRMAN

After calling for nominations, it was:

RESOLVED

to appoint Ms Mason Billig as Chairman of the Panel.

Ms Mason Billig in the Chair.

2 TO ENDORSE THE PANEL'S TERMS OF REFERENCE

The Panel amended point 6 to the following:

Any recommendation by the Panel for the appointment of the Joint Managing Director requires a clear majority from each Council's *Panel Members*.

RESOLVED

to endorse the Panel's Terms of Reference, as amended.

3 TO ENDORSE ACTIONS TAKEN AT THE INFORMAL MEETINGS OF THE PANEL HELD ON 3, 11 AND 27 SEPTEMBER 2018

RESOLVED

to endorse the actions of the informal meetings of the Panel.

4 EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED

to exclude the press and public from the meeting for the remaining business because otherwise, information which was exempt information by virtue of Paragraph 1 and 2 of Part I of Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006 would be disclosed to them.

5 JOINT MANAGING DIRECTOR INTERVIEWS

The Panel undertook the interviews for the post of Joint Managing Director of Broadland and South Norfolk Councils.

Members having undertaken a robust and thorough assessment of five candidates, then deliberated.

In a unanimous decision of the Panel, it was decided to:

RECOMMEND TO COUNCIL

that Mr Trevor Holden be appointed as Joint Managing Director for Broadland and South Norfolk Councils. It was further determined to offer the role at £160,000 subject to the normal pre-employment checks including right to work, references and medical clearances and confirmation at both Council meetings on 4 October 2018.

The meeting closed at 7.00pm.