

Minutes of an **Extraordinary** meeting of the **Council** held at Thorpe Lodge, 1 Yarmouth Road, Thorpe St Andrew, Norwich on **Thursday 28 February 2019** at **7.00pm** when there were present:

Mrs J Leggett – Chairman

Mr A D Adams	Mr D G Harrison	Mr D Roper
Mrs C H Bannock	Mr R J Knowles	Mr N C Shaw
Mr D Buck	Mr K G Leggett MBE	Mr M D Snowling MBE
Mr P H Carrick	Mr G K Nurden	Mrs K A Vincent
Ms S J Catchpole	Mr F O'Neill	Mr S A Vincent
Mr S Dunn	Mr G Peck	Mr D C Ward
Mr J J Emsell	Mr A J Proctor	Mr J M Ward
Mr J F Fisher	Mr V Ray-Mortlock	Mr F Whymark
Mr R R Foulger	Mr S Riley	
Mrs S C Gurney	Mrs B H Rix	

Also in attendance were the Managing Director, the Deputy Chief Executive, the Head of Democratic Services & Monitoring Officer and the Senior Committee Officer.

119 DECLARATIONS OF INTEREST UNDER PROCEDURAL RULE NO 8

Member / Officer	Minute No & Heading	Nature of Interest
Head of Democratic Services & Monitoring Officer (on behalf of all staff present who were affected by the senior management restructure)	97 Senior Management Structure	Personal interest as affected by the proposals

120 APOLOGIES FOR ABSENCE

Apologies for absence were received from Mrs Copplestone; Mr Grady; Mr C Harrison; Mr Mallett, Mrs Mancini-Boyle, Mr Moncur, Mr Tapp and Mr Willmott.

121 QUESTIONS FROM THE PUBLIC

There were no questions.

122 PUBLIC SPEAKING

There was no public speaking.

123 SENIOR MANAGEMENT STRUCTURE AND APPOINTMENT ARRANGEMENTS

Members considered the report of the Managing Director seeking Council approval on the preferred appointment Panel for the recruitment and appointment of the Senior Management roles for Broadland and South Norfolk Councils to facilitate a single paid service. The report included an updated timeline and updated terms of reference for the Joint Appointment Panel and the responses and feedback from the formal consultation with affected senior staff and UNISON.

In presenting the report, the Leader of the Council (Mr Vincent) drew Members' attention to paragraph 4.13 and advised that option 1 had been chosen by the Joint Lead Members Group, Joint Scrutiny Committee, the Council's Overview & Scrutiny Committee and Cabinet. In addition, he referred to an amendment to the recommendation by the inclusion of wording relating to a common membership of no less than 75% being maintained, as outlined in paragraph 4.14 of the report.

After a brief discussion, it was

RESOLVED:

to

- (1) note the recruitment process and associated timeline (attached at Appendix 1 to the signed copy of these Minutes) for appointment of Chief Officer and Deputy Chief Officer roles to the Senior Management structure;
- (2) confirm and approve the proposed panel format as set out in sections 4.12 and 4.14 of the report (attached at Appendix 2 to the signed copy of these Minutes) for the Member appointments panel of Chief Officer roles;
- (3) confirm and approve that option 1 from the table of options in section 4.13 of the report (attached at Appendix 2 to the signed copy of these Minutes) be the preferred option for the appointments panel of Deputy Chief Officer roles;
- (4) approve the updated terms of reference for the Joint Appointment

Panel (attached at Appendix 3 to the signed copy of these Minutes)
and

- (5) agree that the Managing Director be given delegated authority to appoint on an interim basis in the event that any external appointments are required after all internal senior staff and wider internal staff groups are complete.

The meeting closed at 7:15pm