

## **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 Councils' *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.*