Bath & North East Somerset Council

Democratic Services
Riverside, Temple Street, Keynsham, Bristol BS31 1LA
Telephone: (01225) 477000 *main switchboard*
Direct Lines - Tel: 01225 394358 Fax: 01225 394439
Web-site - http://www.bathnes.gov.uk

Your ref:
Our ref:
Date: 5 March 2012
E-mail: Democratic_Services@bathnes.gov.uk

To: All Members of the Re-Structuring Implementation Committee

Councillor John Bull
Councillor Paul Crossley
Councillor Francine Haeberling

Chief Executive and other appropriate officers
Press and Public

Dear Member

Re-Structuring Implementation Committee: Monday, 12th March, 2012

You are invited to attend a meeting of the **Re-Structuring Implementation Committee**, to be held on **Monday, 12th March, 2012** at **8.00 pm** in the **Pump room, Bath.**

The agenda is set out overleaf.

Yours sincerely

Jo Morrison
for Chief Executive

If you need to access this agenda or any of the supporting reports in an alternative accessible format please contact Democratic Services or the relevant report author whose details are listed at the end of each report.

This Agenda and all accompanying reports are printed on recycled paper

NOTES:

1. **Inspection of Papers:** Any person wishing to inspect minutes, reports, or a list of the background papers relating to any item on this Agenda should contact Jo Morrison who is available by telephoning Bath 01225 394358 or by calling at the Riverside Offices Keynsham (during normal office hours).

2. **Public Speaking at Meetings:** The Council has a scheme to encourage the public to make their views known at meetings. They may make a statement relevant to what the meeting has power to do. They may also present a petition or a deputation on behalf of a group. Advance notice is required not less than two full working days before the meeting (this means that for meetings held on Wednesdays notice must be received in Democratic Services by 4.30pm the previous Friday)

   The public may also ask a question to which a written answer will be given. Questions must be submitted in writing to Democratic Services at least two full working days in advance of the meeting (this means that for meetings held on Wednesdays, notice must be received in Democratic Services by 4.30pm the previous Friday). If an answer cannot be prepared in time for the meeting it will be sent out within five days afterwards. Further details of the scheme can be obtained by contacting Jo Morrison as above.

3. **Details of Decisions taken at this meeting** can be found in the minutes which will be published as soon as possible after the meeting, and also circulated with the agenda for the next meeting. In the meantime details can be obtained by contacting Jo Morrison as above.

   Appendices to reports are available for inspection as follows:-

   Public Access points - Riverside - Keynsham, Guildhall - Bath, Hollies - Midsomer Norton, and Bath Central, Keynsham and Midsomer Norton public libraries.

   For Councillors and Officers papers may be inspected via Political Group Research Assistants and Group Rooms/Members' Rooms.

4. **Attendance Register:** Members should sign the Register which will be circulated at the meeting.

5. THE APPENDED SUPPORTING DOCUMENTS ARE IDENTIFIED BY AGENDA ITEM NUMBER.

6. **Emergency Evacuation Procedure**

   When the continuous alarm sounds, you must evacuate the building by one of the designated exits and proceed to the named assembly point. The designated exits are sign-posted.

   Arrangements are in place for the safe evacuation of disabled people.

Re-Structuring Implementation Committee - Monday, 12th March, 2012

at 8.00 pm in the Pump room, Bath

A G E N D A

1. EMERGENCY EVACUATION PROCEDURE

The Chair will draw attention to the emergency evacuation procedure as set out under Note 6.

2. APOLOGIES FOR ABSENCE

3. DECLARATIONS OF INTEREST UNDER THE LOCAL GOVERNMENT ACT 1972

To receive any declarations from Members/Officers of personal or prejudicial interests in respect of matters for consideration at this meeting. Members who have an interest to declare are asked to:

a) State the Item Number in which they have the interest;
b) The nature of the interest;
c) Whether the interest is personal, or personal and prejudicial.

Any Member who is unsure about the above should seek advice from the Monitoring Officer prior to the meeting in order to expedite matters at the meeting itself.

4. TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIR

5. MINUTES OF PREVIOUS MEETING - 2ND MARCH 2012 (Pages 5 - 6)

To be approved as a correct record and signed by the Chair.

6. QUESTIONS AND STATEMENTS

7. EXCLUSION OF THE PRESS AND PUBLIC

In order to move into exempt session, the Committee need to pass the following resolution;

That, having been satisfied that the public interest would be better served by not disclosing relevant information, and in accordance with the provisions of Section 100 (A) (4) of the Local Government Act 1972, the public be excluded from the meeting for the following item of business because of the likely disclosure of exempt information as defined in paragraph 2 of Part 1 of Schedule 12A of the Act as amended.

8. APPOINTMENT OF CHIEF EXECUTIVE

To consider feedback from the Assessment Centre held earlier on the 12th March and determine those applicants that should go forward for interview on 13th March.

The Committee Administrator for this meeting is Jo Morrison who can be contacted on 01225 394358.

BATH AND NORTH EAST SOMERSET

RE-STRUCTURING IMPLEMENTATION COMMITTEE

Friday, 2nd March, 2012

Present:- Councillors John Bull, Paul Crossley and Francine Haeberling

Also in attendance: Rashpal Kaur Singh, Director – Harvey Nash group; William Harding, Head of Human Resources; John Everitt, Chief Executive

25 EMERGENCY EVACUATION PROCEDURE

The Chair(person) drew attention to the emergency evacuation procedure.

26 APOLOGIES FOR ABSENCE

There were no apologies for absence.

27 DECLARATIONS OF INTEREST UNDER THE LOCAL GOVERNMENT ACT 1972

There were no declarations of interest made.

28 TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIR

There were no items of urgent business.

29 MINUTES OF PREVIOUS MEETING - 10TH FEBRUARY 2012

These were approved as a correct record and signed by the Chair.

30 QUESTIONS AND STATEMENTS

There were no questions or statements from public or Councillors

31 EXCLUSION OF THE PRESS AND PUBLIC

The Committee passed the following resolution to move into exempt session;

RESOLVED

That, having been satisfied that the public interest test would be better served by not disclosing relevant information, and in accordance with the provisions of Section 100 (A) (4) of the Local Government Act 1972, the public be excluded from the meeting for the following item of business because of the likely disclosure of exempt information as defined in paragraph 1 of Part 1 of Schedule 12A of the Act as amended.

32 APPOINTMENT OF THE CHIEF EXECUTIVE

The Committee considered written reports together with oral submissions relating to the long list candidate interviews conducted on their behalf by Harvey Nash Consultants in February, together with Harvey Nash's recommendations on which candidates should go forward to the next stage of the selection process. Arrangements for subsequent phases of the selection procedure were reviewed, with instruction given to the external adviser on how to proceed.

It was then **RESOLVED** that

1. Applicants (7 in total) identified by the numbers 9, 12, 13, 28, 39, 43 & 51 within the original schedule of applicants be invited to attend the Assessment Centre to be held in Bath on 12th & 13th March 2012; and

2. The Committee meet at 8pm on 12th March 2012 to consider reports from the Assessment Centre and to agree those applicants that should go forward for interview on 13th March 2012.

The meeting ended at 3.45 pm

Chair(person) .....

Date Confirmed and Signed .....

Prepared by Democratic Services