

**Democratic Services**

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**Date:** 26 November 2012

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**To: All Members of the Re-Structuring Implementation Committee**

Councillor John Bull

Councillor Paul Crossley

Councillor Francine Haeberling

For information: Councillors Anthony Clarke and Robin Moss

Chief Executive and other appropriate officers

Press and Public

Dear Member

**Re-Structuring Implementation Committee: Monday, 3rd December, 2012**

You are invited to attend a meeting of the **Re-Structuring Implementation Committee**, to be held on **Monday, 3rd December, 2012** at **6.00pm** in the **Kaposvar Room - Guildhall, Bath**.

The agenda is set out overleaf.

Yours sincerely

David Taylor  
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 David Taylor who is available by telephoning Bath 01225 394414 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 David Taylor 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 David Taylor 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, 3rd December, 2012

at 6.00pm in the Kaposvar Room - Guildhall, Bath

### A G E N D A

1. APOLOGIES FOR ABSENCE

2. EMERGENCY EVACUATION PROCEDURE

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

3. DECLARATIONS OF INTEREST

At this point in the meeting declarations of interest are received from Members in any of the agenda items under consideration at the meeting. Members are asked to indicate:

(a) The agenda item number in which they have an interest to declare.

(b) The nature of their interest.

(c) Whether their interest is **a disclosable pecuniary interest** *or* an **other interest**,  
(as defined in Part 2, A and B of the Code of Conduct and Rules for Registration of Interests)

Any Member who needs to clarify any matters relating to the declaration of interests is recommended to seek advice from the Council's Monitoring Officer before the meeting to expedite dealing with the item during the meeting.

4. TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIR

5. MINUTES OF PREVIOUS MEETING - 6TH NOVEMBER 2012 (Pages 5 - 6)

To confirm as a correct record the Minutes of the previous meeting held on Tuesday 6<sup>th</sup> November 2012

6. QUESTIONS AND STATEMENTS

7. EXCLUSION OF PRESS AND PUBLIC

The Committee is asked to agree:

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 1 of Part 1 of Schedule 12A of the Act as amended.

8. APPOINTMENT OF STRATEGIC DIRECTOR OF PLACE

The Committee Administrator for this meeting is David Taylor who can be contacted on 01225 - 394414

**DRAFT MINUTES PENDING CONFIRMATION AT THE NEXT MEETING**

**BATH AND NORTH EAST SOMERSET**

**RE-STRUCTURING IMPLEMENTATION COMMITTEE**

Tuesday, 6th November, 2012

**Present:-** Councillor Paul Crossley in the Chair  
Councillors John Bull and Anthony Clarke (In place of Francine Haeberling)

**Also in attendance:** Jo Farrar, Chief Executive; Rashpal Kaur Singh, Harvey Nash Group; and William Harding, Head of Human Resources

**16 APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillor Francine Haeberling whose substitute was Councillor Anthony Clarke

**17 EMERGENCY EVACUATION PROCEDURE**

The Chair drew attention to the emergency evacuation procedure

**18 DECLARATIONS OF INTEREST**

There was none

**19 TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIR**

There was none

**20 QUESTIONS AND STATEMENTS**

There was none

**21 MINUTES OF PREVIOUS MEETINGS HELD ON 14TH JUNE AND 1ST OCTOBER 2012**

The Minutes of the meetings held on 14<sup>th</sup> June and 1<sup>st</sup> October 2012 were approved and signed by the Chair as a correct record

**22 EXCLUSION OF PRESS AND PUBLIC**

**RESOLVED** 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 1 of Part 1 of Schedule 12A of the Act as amended

## 23 APPOINTMENT OF STRATEGIC DIRECTOR OF PLACE

The Committee considered reports and oral submissions relating to the Long List candidate interviews conducted on their behalf by Harvey Nash Consultants in October, together with Harvey Nash's recommendations as to which candidates should go forward to the next stage of the selection process. The Committee was informed that one of the short listed applicants had withdrawn their application prior to interview. Arrangements for subsequent phases of the selection procedure were reviewed. It was acknowledged that the Committee would need to meet at the conclusion of the Assessment Centre on 3<sup>rd</sup> December to consider reports and to agree those applicants that should go forward for interview on 4<sup>th</sup> December.

### **RESOLVED** that:

- (1) Applicants (6 in total) identified by the numbers 21, 23, 30, 43, 58 and 95 within the original schedule of applicants be invited to attend the Assessment Centre and interviews to be held in Bath on 3<sup>rd</sup> and 4<sup>th</sup> December 2012; and
- (2) In the event of the withdrawal of any of the applicants identified above, the Reserve (Number 20) be invited to attend for interview.

The meeting ended at 12.00 pm

Chair(person) .....

Date Confirmed and Signed .....

**Prepared by Democratic Services**