
APPOINTMENTS SUB-COMMITTEE

MINUTES of the Meeting held in the Committee Room - Swale House, East Street, Sittingbourne, Kent, ME10 3HT on Wednesday, 25 July 2018 from 5.00 - 5.26 pm

PRESENT: Councillors Mike Baldock, Bowles (Chairman), Mike Cosgrove, Duncan Dewar-Whalley, Alan Horton, Gerry Lewin (Vice-Chairman) and Roger Truelove (Substitute for Councillor Harrison).

OFFICERS PRESENT: Katherine Bescoby and Mark Radford.

APOLOGIES: Councillors Harrison.

154 EMERGENCY EVACUATION PROCEDURE

The Vice-Chairman in-the-chair outlined the emergency evacuation procedure.

155 MINUTES

The Minutes of the Meeting held on 29 November 2017 (Minute Nos. 359 - 363) were taken as read, approved and signed by the Vice-Chairman in-the-chair) as a correct record.

156 DECLARATIONS OF INTEREST

No interests were declared.

Part A - Minutes for Recommendations to Council

157 APPOINTMENT OF MONITORING OFFICER

The Committee considered the report of the Chief Executive, which set out a proposal to appoint David Clifford as the Council's Monitoring Officer with effect from 1 October 2018.

The Vice-Chairman (in-the-Chair for the start of the meeting) proposed the recommendation in the report, which was seconded by Councillor Alan Horton. The Chairman chaired the meeting from 5:12pm.

Members spoke in support of the proposal and asked the Chief Executive questions.

In response to questions from Members, the Chief Executive confirmed that the Monitoring Officer role would be in addition to the current post held by the individual, and that support from within the organisation would be made available, as and when required. He also clarified the role of the Monitoring Officer and the skills and qualities required, the experience of the individual proposed, and referred back to when he himself had first been appointed as Monitoring Officer.

Members spoke in support of the recommendation and the skills and qualities of the individual. In response to further questions, the Chief Executive clarified that there was flexibility around working hours and referred to background knowledge already held by the individual from his current role, and the training that would be put in place if the Council agreed to the appointment.

In respect of financial implications, it was suggested by the seconder that it could be seen to be a saving as the Council would not be calling on additional services from Mid Kent Legal Services.

The Chief Executive also clarified that the individual was already a member of the Senior Management Team (SMT) but the appointment to this role would be extended that membership to include all four types of SMT meetings. He also agreed that it would be useful for the statutory officers to meet to review after a period of time.

Resolved:

(1) That David Clifford be designated as the Monitoring Officer for the Council with effect from 1 October 2018.

Chairman

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All Minutes are draft until agreed at the next meeting of the Committee/Panel