

**MINUTES OF THE MEETING OF THE PERSONNEL PANEL
HELD AT FOLLATON HOUSE, TOTNES ON 3 DECEMBER 2007**

MEMBERS

* Cllr M F Saltern - Chairman

* Cllr J A Westacott - Vice-Chairman

* Cllr R F Croad

* Cllr R J Tucker

* Cllr T J Hewitt

* Denotes attendance

Officers in attendance:

All Agenda Items: Chief Executive;

Items 6 and 8 (Minutes PP.12/07 and PP.14/07 below refer): Acting Head of
Personnel and Payroll;

Item 6 (part) (Minute PP.12/07 below refers): Strategic Director (Operations);

Item 8 (Minute PP.14/07 below refers): Head of Customer Services.

PP.9/07 **MINUTES**

The minutes of the meeting of the Panel held on 18 October 2007 were confirmed as a correct record and signed by the Chairman.

PP.10/07 **DECLARATIONS OF INTEREST**

Members were invited to declare any interests in the items of business to be considered during the course of the meeting but none was made.

PP.11/07 **EXCLUSION OF PUBLIC AND PRESS**

RESOLVED

That in accordance with Section 100(A)(4) of the Local Government Act 1972, the public and press be excluded from the meeting during consideration of the following item of business as the likely disclosure of exempt information as defined in paragraph 4 of Schedule 12A to the Act is involved.

PP.12/07 **OPERATIONS AND BUSINESS DEVELOPMENT STAFFING REVIEW
– PHASE ONE**

Members considered an exempt report which informed of a potential redundancy arising from the first phase of a re-organisation of the staffing arrangements for Operations and Business Development Services and the creation of a new Head of Service Post as a replacement for two existing posts.

RESOLVED

1. That, subject to final agreement with the Chairman of the Panel and reference being made in the job description to the major associated budget responsibilities, the new Head of Service post for the resultant merged service be approved and subsequently appointed to;
2. That the consequent redundancy (as outlined in the presented report) be agreed.

PP.13/07 **HEAD OF SERVICE – STAFFING MATTER**

An exempt report was considered which advised of a potential redundancy arising from the shared service of Personnel and Payroll, with West Devon Borough Council and Teignbridge District Council.

RESOLVED

1. That the redundancy (as detailed in the presented report) be agreed;
2. That the Head of Personnel at West Devon be asked to continue in the joint role of Head of Personnel and Payroll for both South Hams District Council and West Devon Borough Council

PP.14/07 **CUSTOMER SERVICES – STAFFING MATTER**

The Panel considered an exempt report which informed of a potential redundancy in Customer Services.

RESOLVED

That the redundancy (as outlined in the presented report) be agreed.

(Meeting commenced at 11.00 am and concluded at 12.15 pm).

Chairman