

**Minutes of a meeting of the
Joint Senior Staff Committee
Adur District and Worthing Borough Councils**

The Members' Room, Shoreham Centre, Shoreham-by-Sea BN43 5WU

30 August 2022

Cllr Neil Parkin (Chairman)

Adur District Council:

*Cllr Angus Dunn
Cllr Lee Cowen

Worthing Borough Council:

Cllr Beccy Cooper
Cllr Carl Walker
*Cllr Kevin Jenkins

* absent

JSnSC/1/22-23 Substitute Members

Councillor Steve Neocleous declared his substitution for Councillor Angus Dunn.

Councillor Elizabeth Sparkes declared her substitution for Councillor Kevin Jenkins.

JSnSC/2/22-23 Declarations of Interest

Members were invited to declare any disclosable pecuniary interests but no interests were declared.

JSnSC/3/22-23 Public Question Time

There were no questions from the public.

JSnSC/4/22-23 Items Raised under Urgency Provisions

There were no items raised under urgency provisions.

JSnSC/5/22-23 Exclusion of Press and Public

The Committee was advised that in the opinion of the Proper Officer, the press and public should be excluded from the meeting for consideration of item 6.

The Committee agreed the following resolution:

‘that under Section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting from the following items of business on the grounds that they

involve the likely disclosure of exempt information as defined in the paragraph of Part 1 of Schedule 12A to the Act indicated against the item’.

JSnSC/6/22-23 Recruitment for Head of Legal Services and Monitoring Officer

Before the Committee was an exempt report from the Director for Digital, Sustainability and Resources as item 6.

The Joint Senior Staff Committee was responsible for the recruitment of the Chief Executive (Head of Paid Service), Chief Financial Officer and Monitoring Officer, and making recommendations to Full Councils on such appointments.

The purpose of this meeting was to undertake recruitment to the post of Head of Legal Services and Monitoring Officer.

The report provided an overview of the recruitment and selection process and the necessary documents to support the committee in undertaking interviews and selection.

Resolved,

The Joint Senior Staff Committee

1. Recommended that Adur and Worthing Councils approve the appointment of Mrs Joanne Lee as the Head of Legal Services and Monitoring Officer of Adur and Worthing Councils;
2. delegated authority to the Director for Digital, Sustainability & Resources to make an offer of appointment according to the Committee’s recommendation at 1.1. above; and
3. noted the appointment to the post would be made subject to the approval of both Full Councils.

The meeting was declared closed by the Chairman at 11.37 am, it having commenced at 10.00 am

Chairman