

To: All Members of the EXECUTIVE

When calling please ask for:

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**Policy and Governance**

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Date: 7 July 2017

**Membership of the Executive**

Cllr Julia Potts (Chairman)  
Cllr Tom Martin (Vice Chairman)  
Cllr Brian Adams  
Cllr Andrew Bolton  
Cllr Kevin Deanus

Cllr Jim Edwards  
Cllr Jenny Else  
Cllr Ged Hall  
Cllr Carole King  
Cllr Chris Storey

Dear Councillors

A special meeting of the EXECUTIVE will be held as follows:

DATE: TUESDAY, 18 JULY 2017

TIME: 6.00 PM

PLACE: COUNCIL CHAMBER, COUNCIL OFFICES, THE BURYS,  
GODALMING

The Agenda for the Meeting is set out below.

Yours sincerely

ROBIN TAYLOR  
Head of Policy and Governance

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## **NOTES FOR MEMBERS**

Contact Officers are shown at the end of each report and members are welcome to raise questions, make observations etc. in advance of the meeting with the appropriate officer.

### **AGENDA**

1. **APOLOGIES FOR ABSENCE**

To receive apologies for absence.

2. **DECLARATIONS OF INTEREST**

To receive from members, declarations of interest in relation to any items included on the agenda for this meeting, in accordance with the Waverley Code of Local Government Conduct.

3. **APPOINTMENT OF INTERIM MANAGING DIRECTOR** (Pages 5 - 14)

[Portfolio Holder: Cllr Julia Potts]

[Wards Affected: All Waverley Wards]

At its meeting on 6 June 2017, the Council agreed, subject to the completion of a satisfactory Settlement Agreement, as mutually agreed with the post holder, to terminate the employment of the Executive Director with effect from 31 July 2017 and to put interim arrangements in place.

The report sets out the legal and constitutional requirements for the appointment of this post and the associated statutory roles and seeks agreement to the proposed interim arrangements.

#### **Recommendation**

**That the Executive recommends to Council that:**

- 1) Tom Horwood be appointed to undertake the role of interim Managing Director and Head of Paid Service with effect from 1 August 2017;**
- 2) Damian Roberts, Strategic Director – Frontline Services, be appointed as the interim Electoral Registration Officer and Returning Officer with effect from 1 August 2017, noting that it is a**

**departure from Waverley's constitution for this role to be undertaken by someone other than the Executive Director; and**

**3) Robin Taylor, Head of Policy and Governance, be appointed as a Deputy Returning Officer with effect from 1 August 2017.**

4. EXCLUSION OF PRESS AND PUBLIC

To consider the following recommendation on the motion of the Chairman:-

Recommendation

That, pursuant to Procedure Rule 20, and in accordance with Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of the following item(s) on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during these items, there would be disclosure to them of exempt information (as defined by Section 100I of the Act) of the description specified at the meeting in the revised Part 1 of Schedule 12A to the Local Government Act 1972.

5. ANY OTHER ISSUES TO BE CONSIDERED IN EXEMPT SESSION

To consider matters (if any) relating to aspects of any reports on this agenda which, it is felt, may need to be considered in Exempt session.

**For further information or assistance, please telephone  
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