

PUBLIC

MINUTES of a meeting of the **CABINET MEMBER FOR COUNCIL SERVICES** held on 15 March 2018 at County Hall, Matlock

PRESENT

Cabinet Member – Councillor A Foster

32/18 **MINUTES RESOLVED** that the minutes of the meeting held on 22 February 2018 be confirmed as a correct record and signed by the Cabinet Member.

33/18 **DERBYSHIRE BUSINESS CENTRE – MANAGEMENT ARRANGEMENTS** The Business Centre was responsible for a variety of corporate functions, in particular post collection and distribution, printing and scanning and managing contracts with external providers. There were currently 24 staff members in the Business Centre, the current management arrangements had a Manager (Grade 11) and a Deputy (Grade 8), the latter post being vacant.

The current vacancy of the Deputy post and a Grade 4 Business Services Assistant post had presented an opportunity for an amendment to the management arrangements to allow for the time of the Manager to have a strategic focus on managing the Centre. To provide a more robust and resilient structure for the 24 staff members, it was proposed that the post of Deputy Manager be deleted along with a Business Services Assistant, Grade 4, to be replaced by two Business Services Assistants (Grade 7), to manage the Centre on a day to day basis.

RESOLVED to approve (1) the deletion of the current Deputy Manager (Grade 8) and Business Services Assistant (Grade 4) posts; and

(2) the establishment of two new Supervisor posts (Grade 7)

34/18 **EXCLUSION OF THE PUBLIC** **RESOLVED** to exclude the public from the meeting during the consideration of the remaining items on the agenda to avoid the disclosure of exempt or confidential information

SUMMARY OF PROCEEDINGS CONDUCTED AFTER THE PUBLIC WERE EXCLUDED FROM THE MEETING

1. To confirm the exempt minutes of the meeting held on 22 February 2018.

2. To consider the exempt reports of the Strategic Director Commissioning, Communities and Policy on:-

- (a) Peverel House, Mill Lane, Codnor
- (b) Southgate House, Eckington
- (c) Acquisition of land adjacent to Kirk Langley Primary School
(contains information relating to the financial or business affairs of any particular person (including the Authority holding that information))