

PUBLIC

MINUTES of a meeting of the **CABINET MEMBER FOR COUNCIL SERVICES**
held on 26 April 2018 at County Hall, Matlock

PRESENT

Cabinet Member – Councillor A Foster

46/18 **MINUTES RESOLVED** that the minutes of the meeting held on 12 April 2018 be confirmed as a correct record and signed by the Cabinet Member.

47/18 **ESTABLISHMENT OF A NEW POST – SUPPORT OFFICER** It was proposed to create a permanent position of Support Officer to assist the Business Manager including supervisory responsibility of the Member's secretaries.

The role would work with the Leader and Cabinet Member to monitor the performance of projects, as well as assisting the Council in delivering a range of strategic functions. A substantial focus of this role would be to proactively liaise between Cabinet Members and officers to ensure delivery of key actions and priorities as set by the administration. This would include undertaking high quality research on a range of issues and ensuring that the Leader and Elected Members had access to the information needed for key meetings and events.

RESOLVED to approve the establishment of the position of Support Officer as detailed in the report.

48/18 **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 12 April 2018.
2. To consider the exempt report of the Strategic Director Commissioning, Communities and Policy on the provision of Occupational Physician Services – Contract Extension
(contains information relating to the financial or business affairs of any particular person (including the Authority holding that information))