

**TAYSIDE AND CENTRAL SCOTLAND TRANSPORT PARTNERSHIP****26 JUNE 2018****APPOINTMENT OF SECRETARY****REPORT BY DIRECTOR**

This report notifies the Partnership of Mrs Gillian Taylor's planned retirement and seeks agreement to appoint Scott Hendry as Secretary to the Partnership with effect from 1 October 2018.

**1 RECOMMENDATIONS**

1.1 That the Partnership:-

- (i) agrees to appoint Scott Hendry, Team Leader Committee Services at Perth & Kinross Council to the position of Secretary with effect from 1 October 2018; and
- (ii) extends its thanks to Gillian Taylor for her significant contribution as Partnership Secretary since December 2005.

**2 DISCUSSION**

- 2.1 Under the terms of the Transport (Scotland) Act 2005 Regional Transport Partnerships must appoint Proper Officers for the purposes of offering specialist corporate governance, financial and legal support and advice. In terms of Paragraph 5 of Schedule 2 to the Regional Transport Partnerships Order 2005 RTPs are required to appoint a Secretary who may also be an officer of one of their constituent Councils.
- 2.2 Since its inception the Partnership has appointed senior Perth & Kinross officers with appropriate experience to the three Proper Officer positions of Secretary, Treasurer and Legal Advisor to the Partnership. The appointment of Perth & Kinross officers to these positions is operationally advantageous in terms of consistency and familiarity with the provision of various administrative and other support services by the Council to Tactran, and the Partnership's related adoption of relevant Council policies, practices and procedures.
- 2.3 Since the establishment of the Partnership in December 2005 the position of Secretary has been fulfilled by Gillian Taylor, Head of Democratic Services with Perth & Kinross Council. At its meeting on 13 June 2017 the Partnership reaffirmed Mrs Taylor's appointment as Secretary for the duration of the current Local Authority electoral term from 2017 – 2022.

- 2.4 Gillian Taylor is retiring from her position with Perth & Kinross Council on 30 November 2018, after 39 years of Local Government service and has indicated her intention to stand down as Secretary with effect from 30 September 2018. The Partnership is, therefore, required to appoint a suitably qualified person to fulfil the role of Secretary moving forward.
- 2.5 Scott Hendry, Team Leader Committee Services at the Council currently supports not only the Council's political decision-making structure but also the Perth and Kinross Council Community Planning Partnership Board and the Perth and Kinross Health and Social Care Integrated Joint Board.
- 2.6 Accordingly Scott Hendry possesses all of the necessary professional experience and competencies to fulfil the role of Partnership Secretary and the Partnership is asked to agree his appointment as Secretary to the Partnership. In order to ensure a managed transition it is proposed that Scott Hendry is appointed with effect from 1 October 2018.

### **3 CONSULTATIONS**

- 3.1 The report has been prepared in consultation with the current Partnership Secretary.

### **4 RESOURCE IMPLICATIONS**

- 4.1 The costs of Secretary support are met from the provision for Third Party Payments within the approved Core budget.

### **5 EQUALITIES IMPLICATIONS**

- 5.1 This report has been screened for any policy implications in respect of Equality Impact Assessment and no issues have been identified.

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**Director**

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### **NOTE**

No background papers as defined by Section 50D of the Local Government (Scotland) Act 1973 (other than these containing confidential or exempt information) were relied on in preparing the above report.