

**Appointment Sub Committee –
Chief Executive**

17 April 2009
11.30pm

Present: Councillors Hart, Herbert, Bick, Nimmo-Smith (Chair), Smart, Reid and Stuart, Deborah Simpson, Head of HR and Carol Snell of Tribal Resourcing were also in attendance.

1. MINUTES

The Minutes of the meetings of 2nd March and 9 March 2009 were confirmed as a correct record.

2. APOLOGIES

Apologies were received from Councillor Cantrill. Councillor Bick was present as the Liberal Democrat Alternate.

3. DECLARATIONS OF INTEREST

Councillors declared they knew some of the following candidates: 5384, 5385, 5393, 5395, 620, 5401, 5404.

4. PUBLIC SPEAKERS

There were no public speakers.

5. EXCLUSION OF THE PUBLIC

Before considering the next item on the agenda, the Sub-Committee decided to exclude members of the public from the meeting on the grounds that, if they were present, there would be disclosure to them of information defined as exempt from publication by paragraphs 1 and 3 of Part 1 of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006.

6. LONG LIST CONSIDERATION

The Appointment Sub Committee considered the applications for the post of Chief Executive and drew up a long list of candidates to be invited to participate in the long list selection process on the 24th April 2009.

7. CONSIDERATION OF INTERVIEW QUESTIONS AND ARRANGEMENTS FOR THE 24TH APRIL

The Appointment Sub Committee considered the draft questions for the 24th April meeting, prepared by Tribal Resourcing. A revised version will be circulated by e-mail to the Appointment Sub Committee for final agreement prior to the 24th April.

The timetable and final arrangements for the 24th will be confirmed by the Head of HR and Tribal Resourcing following confirmation of the long –list candidates attendance and will be circulated to the Appointment Sub Committee by e-mail.

An outline of the assessment process for the 30th April was also discussed together with arrangements for all Councillors to attend the presentations and meet the candidates on this date.

8. CONSIDERATION OF INTERIM CHIEF EXECUTIVE ARRANGEMENTS

Potential options and arrangements for appointing an interim Chief Executive were discussed and a recommendation to Council was agreed. The recommendation of the Appointment Sub Committee will be considered by Council at the meeting on the 23rd April 2009, following an oral report from the Chair of the Appointment Sub Committee.

9. BUDGET IMPLICATIONS

A report on current and proposed costs for the appointment of a Chief Executive and the recommended arrangements for meeting these budgetary implications was considered and the recommendation agreed.

10. DATE OF THE NEXT MEETING – 9.30am on 24TH April 2009

The Meeting concluded at 4.00pm

Chair