

Central Bedfordshire  
Council  
Priory House  
Monks Walk  
Chicksands  
Shefford SG17 5TQ



**please ask for** Leslie Manning  
**direct line** 0300 300 5132  
**date** 1 August 2013

## NOTICE OF MEETING

### APPOINTMENTS SUB-COMMITTEE

Date & Time

**Friday, 9 August 2013 9.00 a.m.**

Venue at

**Room 13, Priory House, Chicksands, Shefford**

Richard Carr  
**Chief Executive**

To: The Chairman and Members of the APPOINTMENTS SUB-COMMITTEE:

CLLrs: C Hegley, P Hollick, J G Jamieson, D Jones and M R Jones

[Named Substitutes:

CLLrs: P N Aldis, B Saunders and N Warren]

All other Members of the Council - on request

## AGENDA

1. **APPOINTMENT OF CHAIRMAN**

To appoint a Chairman for the meeting.

2. **APOLOGIES FOR ABSENCE**

To receive apologies for absence and notification of substitute Members.

3. **MINUTES**

To approve as a correct record the minutes of the meeting of the Appointments Sub-Committee held on 8 July 2013 (copy attached).

4. **MEMBERS' INTERESTS**

To receive from Members any declarations of interest.

5. **EXCLUSION OF PRESS AND PUBLIC**

To consider whether to pass a resolution under section 100A of the Local Government Act 1972 to exclude the Press and Public from the meeting for the following item of business on the grounds that the consideration of the item is likely to involve the disclosure of exempt information as defined in Paragraph 1 of Part I of Schedule 12A of the Act.

**Exempt Decision**

<i>Item</i>	<i>Subject</i>	<i>Exempt Para.</i>	<i>Page Nos.</i>
6.	<b>Appointment of Chief Legal and Democratic Services Officer</b>	* 1	

To consider the appointment of the Chief Legal and Democratic Services Officer.

**CENTRAL BEDFORDSHIRE COUNCIL**

At a meeting of the **APPOINTMENTS SUB-COMMITTEE** held in the Leader's Meeting Room, Ground West, Priory House, Monks Walk, Shefford on Monday, 8 July 2013

**PRESENT**

Cllrs C Hegley  
P Hollick  
J G Jamieson

Cllrs D Jones  
M R Jones

Officers in Attendance: Mr R Carr – Chief Executive  
Ms D Clarke – Director of Improvement and Corporate Services  
Mr L Manning (for items 1-5 only) – Committee Services Officer

Others in Attendance: Mr S Guest – SOLACE Enterprises

ASC/13/20 **Appointment of Chairman**

**RESOLVED**

**that Councillor J G Jamieson be appointed Chairman of the Sub-Committee for this meeting only.**

ASC/13/21 **Minutes**

**RESOLVED**

**that the minutes of the meeting of the Appointments Sub-Committee held on 11 June 2013 be confirmed and signed by the Chairman as a correct record.**

ASC/13/22 **Members' Interests**

There were no declarations of interest.

ASC/13/23 **Exclusion of Press and Public**

**RESOLVED**

**that in accordance with Section 100A of the Local Government Act 1972 the Press and Public be excluded from the meeting for the following item of business on the grounds that consideration of the item is likely to**

**involve the disclosure of exempt information as defined in Paragraph 1 of Part 1 of Schedule 12A of the Act.**

ASC/13/24 **Appointment of Chief Legal and Democratic Services Officer**

The Sub-Committee considered a report by SOLACE Enterprises, the Council's recruitment partner. The report included summaries of the preliminary interviews conducted with seven of the nine longlisted applicants for the post of Chief Legal and Democratic Services Officer. Members noted that two of the nine longlisted applicants had withdrawn before the preliminary interview stage.

The Sub-Committee considered the information before it.

**RESOLVED**

- 1 that three candidates, identified by the Appointments Sub-Committee as being suitable for further consideration, be invited to attend the meeting of the Sub-Committee on 9 August 2013 for interview;**
- 2 that one candidate, identified by the Appointments Sub-Committee as being suitable for further consideration but being unable to attend the meeting of the Sub-Committee on 9 August, be invited to attend a meeting of the Sub-Committee on 1 August for interview.**

(Note: The meeting commenced at 4.00 p.m. and concluded at 4.21 p.m.)