# Item 9 Appointments Sub-Committee

Report of the Head of Administration

### Recommended:

That the decision by the Chief Executive to establish an Appointments Sub-Committee to appoint a Head of Legal and Democratic Services be noted.

- The vacancy of Head of Legal and Democratic Services has been advertised and interviews are scheduled to take place on Monday 9 July 2012.
- There is no scheduled meeting of the General Purposes Committee before 10 July at which an Appointments Sub-Committee can be established to make the appointment.
- The Chief Executive, via his delegated powers to take urgent decisions, decided to establish an Appointments Sub-Committee of 3 Members.

#### 1 Introduction

- 1.1 The vacancy of Head of Legal and Democratic Services has been advertised and interviews are scheduled to take place on Monday 9 July 2012.
- 1.2 The appointment of a Head of Service is a matter delegated to the General Purposes Committee.
- 1.3 There is no scheduled meeting of the General Purposes Committee before 10th July at which an Appointments Sub-Committee can be established to make the appointment.
- 1.4 Rather than call for a special meeting of the Committee, the Chairman of General Purposes Committee requested the Chief Executive to consider, via his delegated powers to take urgent decisions, establishing an Appointments Sub-Committee of 3 Members.

### 2 Background

2.1 The Chief Executive liaised with the Chairman of the General Purposes Committee and the Leader of the Liberal Democrat Group regarding the membership of the sub-committee who respectively suggested that Councillors Busk, Carr and Cooper be appointed to it.

2.2 The Chief Executive duly considered the matter and decided that an Appointments Sub-Committee comprised of the following Councillors be established to appoint a Head of Legal and Democratic Services: Councillors Busk, Carr and Cooper. His decision is attached as an Annex to this report.

### 3 Consultations/Communications

3.1 The Chairman of the General Purposes Committee and Leader of the Liberal Democrats Group were consulted.

## 4 Risk Management

4.1 This report is for information purposes so the Council's Risk management process does not need to be applied.

### 5 Conclusion

5.1 This matter is reported to Committee in accordance with the provisions of the delegated authority to the Chief Executive.

Background Papers (Local Government Act 1972 Section 100D)			
Confidentiality			
It is considered that this report does not contain exempt information within the meaning of Schedule 12A of the Local Government Act 1972, as amended, and can be made public.			
No of Annexes:	1	File Ref:	
(Portfolio: Corporate) Councillor Busk			
Officer:	Tom van der Hoven	Ext:	8001
Report to:	General Purposes Committee	Date:	10 July 2012