

**CHIEF EXECUTIVE, DIRECTORS AND CHIEF OFFICER
APPOINTMENTS COMMITTEE**

Minutes of a meeting held at the Council Offices, Narborough

TUESDAY, 12 JANUARY 2016

Present:-

Cllr. Terry Richardson (Chairman)

Cllr. Maggie Wright

Cllr. Sheila Scott

Cllr. Geoff Welsh

Substitutes:-

Cllr. Bill Wright (In place of Cllr. Sam Maxwell)

Officers present:-

Mrs Jane Toman

- Chief Executive

Apologies:-

Cllr. Sam Maxwell

239. DISCLOSURES OF INTERESTS BY MEMBERS

No disclosures were received.

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240. EXEMPT INFORMATION

Considered – A proposed resolution to exclude any members of the public from the meeting.

DECISION

That under Section 100(A)(4) of the Local Government Act, 1972, the public be excluded from the meeting for the following item of business, on the grounds that the item involves the likely disclosure of exempt information as defined in paragraph 1 of Part 1 of Schedule 12A of the said Act.

Exemption Category: 1

Reason for Exemption: the report contains information relating to an individual.

Public Interest Test: The public interest test has been considered and, in all the circumstances of the case, the public interest in maintaining the exemption is considered to outweigh the public interest in disclosing the information

241. DRAFT JOB DESCRIPTION

Considered – The draft Job Description for the Post of Director of People and Finance.

DECISION

That the draft Job Description be approved.

Reason:

It is appropriate that a Job Description is approved by Members of the Committee.

242. SELECTION PROCESS AND TIMELINES

Considered – a verbal update from the Director of People.

DECISION

That the timelines for the selection process including the selection process be approved.

Reason:

It is appropriate that a timeline and a selection process be agreed by the Committee.

243. INTERVIEW QUESTIONS

Considered – Interview Questions.

DECISIONS

The details of the Interview questions be approved.

Reason:

It is appropriate that the Interview Questions are agreed by the Committee

THE MEETING CONCLUDED AT 6.35 P.M.