

# Crawley Borough Council

5 January 2007

Agenda for the **Appointments and Investigating Committee** which will be held in Committee Room B, Town Hall, Crawley, on **Monday 15 January 2007 at 10.00 a.m.** prompt

Nightline Telephone No. (01293) 551636

**Head of Democratic Services**

Members: Councillors B K Blake, S A Blake, K Brockwell, A G Brown, B J Burgess, R D Burrett, A C W Crane, D G Crow, C L Denman, J I Denman, S J Joyce, R A Lanzer, C C Lloyd, B McCrow, D W Murdoch, A J Quirk, G K Seekings and B A Smith.

Deputy: Councillor L A Seekings

Please note that Members requiring refreshments should contact Member Services on 01293 438391 no later than 48 hours before the meeting
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**With reference to my letter of arrangements, circulated to all members of the Committee, dated 21 November 2006, Members are reminded that the following Councillors are to attend this meeting:-**

**Councillors: R D Burrett, R A Lanzer, C C Lloyd, A J Quirk and G K Seekings.**

There is a possibility that Councillor G K Seekings will not be available to attend this meeting. If his attendance is not possible, it has been agreed that Councillor **L A Seekings** will attend instead as Deputy.

**The attending Members are also reminded that a pre meeting will be taking place in Committee Room B at 9.30 a.m. on Monday 15 January (prior to the Committee's meeting).**

## **Business - Part A**

### **1. Appointment of Chair**

To appoint a Chair for the meeting.

### **2. Minutes**

To approve as a correct record the minutes of the meeting of the Committee held on 1 December 2006 ([Enclosure A](#)).

### **3. Apologies for Absence**

### **4. Members' Disclosures of Interest**

The law requires Council Members to disclose details of any interests they have that others might think could influence their decision. Members should disclose the fact that they have an interest in any items on the agenda **and the nature of that interest** at this point in the meeting. They should say whether or not they consider the interest to be prejudicial and, if they do think the interest is prejudicial, they must leave the meeting when that item is discussed.

### **5. Exempt Information – Exclusion of the Public**

The Committee is asked to consider passing the following resolution:-

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

## **Business – Part B**

### **6. Appointment of Head of Human Resources and Development (Exempt Paragraph 1- Information Relating to an Individual)**

To undertake the final interviews of the shortlisted candidates. (Papers are circulated separately).

**Note by Head of Democratic Services**

Following the resignation of the former Head of Organisational Development and Improvement, The Chief Executive reviewed the structure of the ODI Division and identified the need to create a dedicated Head of Human Resources post in place of a Head of ODI and has authorised the post's establishment in accordance with his delegated authority to vary the staffing structure within the existing budget. The Chief Executive will be bringing forward to the Executive a report on wider proposals relating to the structure of the ODI Division in due course.

***Please contact Democratic Services on 01293 438282 if you would like a translation of any part of this agenda or copies in Braille, large print, audio tape or computer disk. If you require information on how to get to the meeting by public transport please ring West Sussex Traveline number on 0870 6082608***