

# Crawley Borough Council

19 February 2008

Agenda for the **Appointments and Investigating Committee** which will be held in Committee Room B, Town Hall, Crawley, on **Friday 29 February 2008 at 10.30 a.m. prompt**

**PLEASE NOTE TIME OF  
MEETING AND PRE MEETING**

Nightline Telephone No. (01293) 551636

## Head of Democratic Services

Members: Councillors B K Blake, K Brockwell, B J Burgess, R D Burrett, C A Cheshire, D G Crow, C L Denman, J I Denman, C R Eade, M T Head, R J Hull, S J Joyce, R A Lanzer, C C Lloyd, B McCrow, D W Murdoch, B J Quinn, A J E Quirk, G K Seekings, L A Seekings, D J Shreeves, J A Singh and B A Smith.

Please note that Members requiring refreshments should contact Member Services on 01293 438391 no later than 48 hours before the meeting

**Members are reminded that the following Councillors are to attend this meeting, the purpose of which is to undertake the final interview process for the proposed appointment of Head of Legal and Democratic Services:-**

**Councillors: R D Burrett, D G Crow, R A Lanzer, L A Seekings and B A Smith.**

**The attending Members are also reminded that a pre meeting will be taking place in Committee Room B at 10.00 a.m. on Friday 29 February (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 18 December 2007 ([Enclosure A](#)).

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

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

Members must declare if they think they have an interest in any item on this agenda and what the interest is. They have a personal interest if a reasonable person thought they had a greater interest in it than other residents of the ward. If this was considered so great it would affect Members' judgements, it becomes prejudicial.

If a Member has a:

***Personal and Non Prejudicial Interest*** – they must declare it, they may stay in the meeting, speak and vote.

However, if the interest arises either from the Member representing the Council on an outside body or because the Member serves on another body exercising functions of a public nature, they only need to declare the interest if they wish to speak on the item.

***Personal and Prejudicial Interest*** – they must declare it, leave the meeting while the item is discussed and take no part in the decision making.

However, if it is an item on which the public are allowed to make representations, the Member may make representations on their own behalf or on behalf of their constituents but must leave the meeting before the item is discussed and voted upon.

### **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 Legal and Democratic Services (Exempt Paragraph 1- Information Relating to an Individual)**

To undertake the final interview process of the shortlisted candidate. (Papers are circulated separately).

***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***