



Notice of a public meeting of

Staffing Matters & Urgency Committee

- To:** Councillors Alexander (Chair), Boyce, Fraser, Gillies and Aspden
- Date:** Monday, 23 December 2013
- Time:** 1.00 pm
- Venue:** The Auden Room - Ground Floor, West Offices (G047)

AGENDA

1. Declarations of Interest

At this point in the meeting, Members are asked to declare:

- any personal interests not included on the Register of Interests
- any prejudicial interests or
- any disclosable pecuniary interests

which they may have in respect of business on this agenda.

2. Minutes (Pages 3 - 4)

To approve and sign the minutes of the meeting of the Staffing Matters & Urgency Committee held on 9 December 2013.

3. Public Participation

At this point in the meeting members of the public who have registered their wish to speak regarding an item on the agenda or an issue within the Committee's remit can do so. The deadline for registering is **Friday 20 December 2013 at 5.00 pm.**

4. Appointments of Sub Committee for appointments of Assistant Directors (Pages 5 - 22)

There are 12 Assistant Director posts on our establishment and three of these posts are currently vacant, this paper makes proposals to permanently recruit to two and temporarily fill one of these three vacancies. This report seeks formal approval to establish an Appointments Sub-Committee for Chief Officer appointments and to delegate sufficient powers to those Sub-Committees to enable them to conduct the recruitment process, select and appoint a candidate, subject to the requirements of the standing orders on appointment.

5. Urgent Business

Any other business which the Chair considers urgent under the Local Government Act 1972.

Democracy Officer:

Name: Laura Bootland

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For more information about any of the following please contact the Democracy Officer responsible for servicing this meeting:

- Registering to speak
- Business of the meeting
- Any special arrangements
- Copies of reports

Contact details are set out above.