

ANGUS COUNCIL

MINUTE of MEETING of the **SPECIAL APPOINTMENTS COMMITTEE** held in the Town and County Hall, Forfar on Tuesday 1 March 2005 at 2.00 pm.

Present: Councillors ROB MURRAY, BILL ROBERTON, GLENNIS MIDDLETON, JOY MOWATT, IAN MACKINTOSH, PETER NEILD and the Hon RJ LESLIE MELVILLE MBE (substitute for ROBERT SPINK).

Apology: An apology for absence was intimated on behalf of Councillor ROBERT SPINK.
Councillor MURRAY, Convener in the Chair

1. DECLARATIONS OF INTEREST

The Committee agreed to note that no declarations of interest were made.

2. EXCLUSION OF PUBLIC AND PRESS

The Committee resolved, in terms of Standing Order 27(2), that the public and press be excluded during consideration of the following item, so as to avoid the disclosure of information which was exempt in terms of Part 1 of Schedule 7A to the Local Government (Scotland) Act 1973, paragraph 1.

3. POST OF CHIEF EXECUTIVE

With reference to Article 5 of the minute of meeting of Angus Council of 17 February 2005, there was submitted [Joint Report No 338/05](#) by the Personnel Services Manager and the Director of Law and Administration presenting the Committee with the first draft of an information pack for issue to those interested in the Chief Executive's post. The Report also highlighted other topics for consideration including the appointment process timetable, the appointment of an external adviser and the location for interviews.

The Committee agreed:-

- (i) to approve the draft Information Pack, as appended to Report No 338/05, and as tabled by the Personnel Services Manager;
- (ii) to approve a draft advert, and remit to the Personnel Services Manager to discuss further with the advertising agency;
- (iii) that the short-leet interviews be held in the Town and County Hall and to remit to the Personnel Services Manager to report back on a proposed location for the long-leet interviews;
- (iv) to approve in principle the appointment process timetable as tabled; and
- (v) to remit to the Director of Law and Administration to approach an individual to act as external adviser.