

**APPENDIX I to the minute of meeting of  
the Policy and Resources Committee of  
29 November 2016 (Article 3(b) refers)**

MINUTE of MEETING of the **EXECUTIVE SUB COMMITTEE of the POLICY and RESOURCES COMMITTEE** held in the Town and County Hall, Forfar on Tuesday 11 October 2016 at 2.10pm.

**Present:** Councillors IAIN GAUL, PAUL VALENTINE and CRAIG FOTHERINGHAM.

Councillor GAUL, Convener, in the Chair.

**1. APOLOGIES/SUBSTITUTES**

There were no apologies intimated.

**2. DECLARATIONS OF INTEREST**

There were no declarations of interest intimated

**3. EXCLUSION OF PUBLIC AND PRESS**

The Sub-Committee agreed that the public and press be excluded from the meeting during consideration of the following item so as to avoid the possible disclosure of information which was exempt in terms of Part 1 of Schedule 7A to the Local Government (Scotland) Act 1973.

**4. PROPOSED EARLY RETIREMENT**

There was submitted Joint Report No 368/16 by the Head of Corporate Improvement and Finance, the Head of Legal and Democratic Services and the Head of HR, IT and Organisational Development seeking the approval of the application for early retirement by the Chief Executive.

The Sub-Committee agreed to approve the early retirement of the Chief Executive with effect from 31 May 2017, as detailed in the Report.