



APPOINTMENTS COMMITTEE

Notice of a Meeting, to be held as a Virtual Meeting on Microsoft Teams in accordance with Regulation 5 of The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police Crime Panel Meetings) (England and Wales) Regulations 2020 on **Friday 18th December 2020 at 10.00am.**

The Members of the Appointments Committee are:-

Councillor Clarkson (Chairman)
Councillor Pickering (Vice-Chairman)

Cllrs. Ovenden, Feacey and L. Suddards

Agenda

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1. **Apologies/Substitutes**

To receive Notification of Substitutes in accordance with Procedure Rule 1.2(c)

2. **Declaration of Interests**

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To declare any interests which fall under the following categories, as explained on the attached document:

- a) Disclosable Pecuniary Interests (DPI)
- b) Other Significant Interests (OSI)
- c) Voluntary Announcements of Other Interests

See Agenda Item 2 for further details

3. **Minutes**

3 - 4

To approve the Minutes of the Meeting of this Committee held on the 2nd December 2020

4. **To consider passing the following resolution to exclude the public**

That pursuant to Section 100A(4) of the Local Government Act 1972 as amended the public be excluded from the meeting during consideration of the following item as it is likely in view of the nature of the business to be transacted or the nature of the proceedings that if members of the public were present there would be disclosure of exempt information hereinafter specified by reference to paragraph 1 of Part 1 of Schedule 12A of the Act.

5. Appointment of the Head of Planning and Development

Interview papers will be sent by post

KF
9th December 2020

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Declarations of Interest (see also “Advice to Members” below)

- (a) **Disclosable Pecuniary Interests (DPI)** under the Localism Act 2011, relating to items on this agenda. The nature as well as the existence of any such interest must be declared, and the agenda item(s) to which it relates must be stated.

A Member who declares a DPI in relation to any item will need to leave the meeting for that item (unless a relevant Dispensation has been granted).

- (b) **Other Significant Interests (OSI)** under the Kent Code of Conduct as adopted by the Council on 19 July 2012, relating to items on this agenda. The nature as well as the existence of any such interest must be declared, and the agenda item(s) to which it relates must be stated.

A Member who declares an OSI in relation to any item will need to leave the meeting before the debate and vote on that item (unless a relevant Dispensation has been granted). However, prior to leaving, the Member may address the Committee in the same way that a member of the public may do so.

- (c) **Voluntary Announcements of Other Interests** not required to be disclosed under (a) and (b), i.e. announcements made for transparency reasons alone, such as:

- Membership of outside bodies that have made representations on agenda items, or
- Where a Member knows a person involved, but does not have a close association with that person, or
- Where an item would affect the well-being of a Member, relative, close associate, employer, etc. but not his/her financial position.

[Note: an effect on the financial position of a Member, relative, close associate, employer, etc; OR an application made by a Member, relative, close associate, employer, etc, would both probably constitute either an OSI or in some cases a DPI].

Advice to Members on Declarations of Interest:

- (a) Government Guidance on DPI is available in DCLG’s Guide for Councillors, at https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/5962/2193362.pdf
- (b) The Kent Code of Conduct was adopted by the Full Council on 19 July 2012, and a copy can be found in the Constitution at <http://www.ashford.gov.uk/part-5---codes-and-protocols>
- (c) If any Councillor has any doubt about the existence or nature of any DPI or OSI which he/she may have in any item on this agenda, he/she should seek advice from the Corporate Director (Law and Governance) and Monitoring Officer or from other Solicitors in Legal and Democratic Services as early as possible, and in advance of the Meeting.

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Ashford Borough Council - Appointments Committee

Minutes of a Virtual Meeting of the Appointments Committee held on Microsoft Teams on the 2nd December 2020

Present:

Cllr. Clarkson (Chairman);
Cllr. Pickering (Vice-Chairman);

Cllrs. Feacey, Ovenden, L Suddards

Also Present:

Cllr. Shorter

Chief Executive, Head of HR and Customer Services, Personnel Advisor – Recruitment, Member Services Liaison Manager.

161 Minutes

Resolved:

That the Minutes of the Meeting of this Committee held on the 3rd November 2020 be approved and confirmed as a correct record.

162 Exclusion of the Public

Resolved:

That pursuant to Section 100A(4) of the Local Government Act 1972, as amended, the public be excluded from the meeting during consideration of the following item, namely Appointment of the Head of Planning and Development as it is likely in view of the nature of the business to be transacted or the nature of the proceedings that if members of the public were present there would be disclosure of exempt information hereinafter specified by reference to Paragraph 1 of Part 1 of Schedule 12A of the Act where in the circumstances the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

163 Appointment of the Head of Planning and Development

The Committee received the report of the Head of HR and Customer Services which advised that the meeting had been convened to shortlist applicants for interview for the role of Head of Planning & Development. The Committee had been provided with the relevant application papers.

The Committee agreed the applicant for interview and also confirmed the presentation topic which they would be asked to prepare for interview and agreed the interview questions to be asked by members of the Committee.

Resolved:

That

- (i) the Applicant be interviewed by the Committee for the post of Head of Planning and Development.**
- (ii) the interview by the Committee be held on 18th December 2020 at 10.30am via Microsoft Teams.**