

# SOUTHEND-ON-SEA BOROUGH COUNCIL

## Meeting of Appointments and Disciplinary Committee

**Date: Wednesday, 15th March, 2017**

**Place: Executive Boardroom - Civic Suite**

**Present:** Councillor J Lamb (Chair)  
Councillors A Holland (Vice-Chair), M Assenheim, N Folkard,  
I Gilbert, L Salter and J Ware-Lane

**In Attendance:** J Ruffle  
Also in attendance: T McDougall - Solace

**Start/End Time:** 9.00 am - 4.00 pm

### **868 Apologies for Absence**

There were no apologies for absence at this meeting.

### **869 Declarations of Interest**

There were no declarations of interest at this meeting.

### **870 Exclusion of the Public**

Resolved:-

That, under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting for the item of business set out below, on the grounds that it would involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A to the Act and that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

### **871 Appointment of Chief Executive & Town Clerk - Interviews**

The Committee interviewed short-listed candidates for the post of Chief Executive and Town Clerk.

Recommended:

1. That, subject to the provisions of the Local Authorities (Standing Orders) (England) Regulations 2001 (as incorporated in the Council's Officer Employment Procedure Rules), the Council be recommended to approve the appointment of Alison Griffin to the post of Chief Executive & Town Clerk, Head of the Council's Paid Service, Returning Officer and Electoral Registration Officer, subject to the completion of normal pre-employment checks.
2. That upon approval by the Council, the Director of Transformation, in consultation with the Leader of the Council, be authorised to deal with the pre-employment checks, finalise the conditions of employment & start date and offer the post to Alison Griffin.

**Chairman:** \_\_\_\_\_