

# Agenda

**MEETING: CHIEF OFFICERS APPOINTMENTS COMMITTEE**

**VENUE: Meeting Room 2 County Hall, Northallerton**

**DATE: Monday, 26 April at 11.00 am**

## Business

1. Election of Chairman.
2. Resignation of Director of Social Services – Arrangements for appointment of successor.
3. Appointment of Appointments Sub-Committee for Director of Social Services – the delegated powers of this Committee make it clear that, where a vacancy occurs in a position of any Chief Officer other than the Chief Executive Officer, a Sub-Committee, which must include at least one Member of the Executive, will be appointed to perform the following functions, in relation to that vacant post:-
  - (a) Interview all qualified applicants for the post; or
  - (b) Select a shortlist of such qualified applicants and interview those on the shortlist; and (in either case)
  - (c) Having carried out such interviews, either appoint one of the candidates to the vacancy, or decide not to appoint any of the candidates, but instead to take such further action in relation to the filling of the post as the Sub-Committee may determine.

Action taken in relation to the vacant post will be reported to full Council at the first available opportunity.
4. Other business which the Chairman agrees should be considered as a matter of urgency because of special circumstances.

STEPHEN KNIGHT  
Head of Committee Services

County Hall  
NORTHALLERTON

16 April, 2004  
SJK/meg

**keep north yorkshire together**

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## **NOTES:**

- (a) Members are reminded of the need to consider whether they have any personal or prejudicial interests to declare on any of the items on this agenda and, if so, of the need to explain the reason(s) why they have any personal interest when making a declaration.

The relevant Committee Administrator, Monitoring Officer or Deputy Monitoring Officer (the Head of Committee Services) will be pleased to advise on interest issues. Ideally their views should be sought as soon as possible and preferably prior to the day of the meeting, so that time is available to explore adequately any issues that might arise.

- (b) Coffee will be available in the Members' Room a quarter of an hour before the meeting. Will Members please help themselves.

## **(c) EMERGENCY PROCEDURES FOR MEETINGS**

### **FIRE**

The fire evacuation alarm is a continuous Klaxon. On hearing this you should leave the building by the nearest safe fire exit. From Meeting Room 2 this is either the main entrance stairway or the staircase outside Meeting Room 3. Once outside the building please proceed to the fire assembly point outside the main entrance

Persons should not re-enter the building until authorised to do so by the Fire and Rescue Service or the Emergency Co-ordinator.

An intermittent alarm indicates an emergency in nearby building. It is not necessary to evacuate the building but you should be ready for instructions from the Fire Warden.

If you discover a fire, you should sound the alarm and then dial 9-999 asking the Fire Brigade to come to the main County Hall Building, Northallerton. You should then dial 0 and inform the switchboard as to where the fire is.

There are alarm points at each end of the Meeting Room corridor – and at the main stairway.

### **ACCIDENT OR ILLNESS**

First Aid treatment can be obtained by telephoning Ex 2919 which is the Occupational Health and Safety Section.