



To: **All Members of the Special Appointments Panel**

Date: 5 July 2011

Direct Dial: 01824 712589

e-mail: [steve.price@denbighshire.gov.uk](mailto:steve.price@denbighshire.gov.uk)

Dear Councillor / Colleague,

You are invited to attend the Assessment Centre as a member of the **SPECIAL APPOINTMENTS PANEL (HEAD OF LEGAL AND DEMOCRATIC SERVICES)** on **TUESDAY, 12 JULY 2011** from **10.15am** in **CONFERENCE ROOM 1A, COUNTY HALL, WYNNSTAY ROAD, RUTHIN.**

**(NB Panel Members are requested to note that their attendance will be necessary in Conference Room 1a at 9.30am to receive a final briefing for the day.)**

**The plenary session for Panel Members to determine the shortlist for Council will commence at 5.00pm in Conference Room 1a**

Yours sincerely

J. Kennedy  
Acting Head of Corporate Governance

## **AGENDA FOR THE PLENARY SESSION**

**PART 1: The press and public are invited to attend this part of the meeting**

### **1. APOLOGIES**

## **2. DECLARATION OF INTERESTS**

Members to declare any personal or prejudicial interests in any business identified to be considered at this meeting.

## **3. APPOINTMENT OF CHAIR**

To appoint a Chair of the Panel.

## **4. URGENT MATTERS AS AGREED BY THE CHAIR**

Notice of items which, in the opinion of the Chair, should be considered at the meeting as a matter of urgency pursuant to Section 100B(4) of the Local Government Act, 1972.

## **PART 2: CONFIDENTIAL ITEM**

It is recommended in accordance with Section 100A (4) of the Local Government Act, 1972, that the Press and Public be excluded from the meeting during consideration of the following item(s) of business because it is likely that exempt information (as defined in Paragraphs 12 and 13 of Part 4 of Schedule 12A of the Act) would be disclosed.

## **5. APPOINTMENT OF HEAD OF LEGAL AND DEMOCRATIC SERVICES**

To consider the merits of candidates' applications (copies previously circulated to Panel members only) and the outcome of the Assessment Centre and to determine a final shortlist for proceeding to interview at a special meeting of Council on the 13 July 2011.

### **Membership**

Councillor B. Blakeley	Chief Executive
Councillor C.M. Evans	Head of Strategic HR
Councillor H.H. Evans	Corporate Director,
Councillor I.A. Gunning	Business Transformation and
Councillor S. Thomas	Regeneration

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