



# CHEL TENHAM

## BOROUGH COUNCIL

### Notice of a meeting of Appointments Sub-Committee Leader's Office

Tuesday, 25 January 2011  
1.00 pm

Municipal Offices, Promenade, Cheltenham, GL50 9SA

Membership	
<b>Councillors:</b>	Rowena Hay, Steve Jordan and Duncan Smith

The Council has a substitution process and any substitutions will be announced at the meeting

### Agenda

1. APPOINTMENT OF CHAIR
2. APOLOGIES FOR ABSENCE
3. DECLARATIONS OF INTEREST
4. LOCAL GOVERNMENT ACT 1972 - EXEMPT BUSINESS

The Committee is recommended to approve the following resolution:

“That in accordance with Section 100A(4) Local Government Act 1972 the public be excluded from the meeting for the remaining items of business as it is likely that, in view of the nature of the business to be transacted or the nature of the proceedings, if members of the public are present there will be disclosed to them exempt information as defined in paragraph 1, Part 1, Schedule 12A Local Government Act 1972, namely:

- Paragraph 1; Information relating to any individual.

5. SENIOR MANAGEMENT RECRUITMENT (PART 1)
6. DATE OF NEXT MEETING (IF NECESSARY)

**Contact Officer:** Rosalind Reeves, Democratic Services Manager,  
**Email:** [democratic.services@cheltenham.gov.uk](mailto:democratic.services@cheltenham.gov.uk)



## **Public Information**

### **Emergency Evacuation Procedure at the Municipal Offices**

- (i) In the event of a fire you will hear a continuous alarm.  
In the event of a bomb alert the alarm will sound in repeated short bursts.
- (ii) Members, officers and the public should leave the building promptly and in a quiet and orderly fashion using the nearest available escape routes and assemble on the Promenade footway by the War Memorial.

### **Attendance at Meetings - Local Government (Access to Information) Act 1985**

Meetings are open to the public and a limited amount of public seating is available. Copies of the agenda will also be available. You may be asked to leave the meeting if any "exempt" (confidential) business is considered. This will normally be shown on the agenda

### **Inspection of Papers - Local Government (Access to Information) Act 1985**

We can also arrange for copies of individual decision records, reports or minutes to be supplied. If you wish to inspect minutes or reports (other than those which are exempt) relating to any item on this agenda, please contact Democratic Services. The background papers listed in a report may also be inspected. Please notify Democratic Services who will arrange with the report author for papers to be made available to you at a mutually convenient time.

All meeting information is published on the Council's Internet website at:  
[www.cheltenham.gov.uk](http://www.cheltenham.gov.uk).

**If you have difficulty reading this agenda please let us know  
and we will do everything we can to meet your requirements.**

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