

**EXTRAORDINARY COUNCIL MEETING held at COUNCIL CHAMBER -  
COUNCIL OFFICES, LONDON ROAD, SAFFRON WALDEN, CB11 4ER, on  
THURSDAY, 9 SEPTEMBER 2021 at 6.00 pm**

Present: Councillor A Coote (Chair)  
Councillors H Asker, A Armstrong, S Barker, M Caton, C  
Criscione, C Day, G Driscoll, J Emanuel, J Evans, M Foley, R  
Freeman, N Gregory, N Hargreaves, V Isham, A Khan,  
P Lavelle, G LeCount, P Lees, M Lemon, B Light, J Lodge,  
S Luck, S Merifield, L Pepper, N Reeve, G Sell, G Smith, and  
M Tayler.

Officers in attendance: R Tinlin (Interim Chief Executive), B Ferguson (Democratic  
Services Manager), R Harborough (Director – Public Services),  
J Reynolds (Monitoring Officer), N Roberts (HR Manager) and  
Adrian Webb (Director – Finance and Corporate Services)

**C41 APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST**

Apologies for absence were received from Councillors Bagnall, Dean, de Vries,  
Jones, Eke, Oliver, Pavitt, Loughlin, Sutton and Fairhurst.

**C42 APPOINTMENT OF HEAD OF PAID SERVICE AND CHIEF EXECUTIVE**

The Leader of the Council summarised the report and outlined the recruitment  
process for the Head of Paid Service and Chief Executive. The process for  
recruiting a permanent Chief Executive had been undertaken by the  
Appointments Committee, the Interim Chief Executive and the recruitment  
specialist Solace. The process culminated with shortlisted candidates taking part  
in interviews with the Appointments Committee on Friday, 3 September 2021.  
On the recommendation of the Appointments Committee, the Leader proposed  
the appointment of Peter Holt as the Head of Paid Service and Chief Executive  
of the Council.

Councillor Lees seconded the proposal.

Members discussed the appointment and welcomed the incoming Chief  
Executive. A number of questions were raised by Members, including the brief  
provided to Solace in regard to diversity and inclusion principles, the candidate's  
skill-set and the lack of documentation accompanying the proposed  
appointment.

*The Chair adjourned the meeting at 6.20pm due to technical issues with the  
microphone system.*

*The meeting was reconvened at 6.32pm.*

The Chair apologised to the public for the technical problems with the microphones, which had not been resolved. He said a decision was required this evening and the meeting would continue without the aid of microphones.

*Councillor Driscoll entered the meeting at 6.35pm. He took no part in the debate or vote.*

The Interim Chief Executive was invited to comment. With regard to the brief provided to Solace, he said the Council's policies had been shared with Solace at the beginning of the process. Furthermore, Solace had been selected due to their inclusivity in terms of their own recruitment practices. He advised that, in his report, he had provided a pen-portrait of the recommended candidate rather than a full CV, due to the privacy issues relating to publishing such a document in the public domain. He concluded, noting that the Appointments Committee had delivered its delegated duty to carry-out a thorough recruitment process, resulting in the recommendation to Full Council as required.

The Interim Chief Executive, HR Manager, the Appointments Committee and Solace were thanked for their hard work during the recruitment process.

RESOLVED to appoint Peter Holt to the post of Head of Paid Service and Chief Executive.

*The meeting ended at 6.41 pm.*