

Appointments Board

Agenda

Friday, 7th November, 2025 at 9.00 am (Members of the Appointments Board to arrive at 8.30am)

in the

Council Chamber, Town Hall, Saturday Market Place, King's Lynn.



King's Court, Chapel Street, King's Lynn, Norfolk, PE30 1EX Telephone: 01553 616200

APPOINTMENTS BOARD AGENDA

DATE: APPOINTMENTS BOARD - FRIDAY. 7TH

NOVEMBER, 2025

VENUE: COUNCIL CHAMBER, TOWN HALL, SATURDAY

MARKET PLACE, KING'S LYNN PE30 5DQ

TIME: 8.30 am for 9.00 am start

1. APOLOGIES FOR ABSENCE

2. <u>DECLARATIONS OF INTEREST</u> (Page 4)

Please indicate if there are any interests which should be declared. A declaration of an interest should indicate the nature of the interest (if not already declared on the Register of Interests) and the agenda item to which it relates. If a disclosable pecuniary interest is declared, the member should withdraw from the room whilst the matter is discussed.

3. EXCLUSION OF PRESS AND PUBLIC

To consider passing the following resolution:

"That under Section 100(A)(4) of the Local Government Act, 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraphs 1 and 2 of Part 1 of Schedule 12A to the Act".

- 4. INTERVIEWS AND APPOINTMENT OF CHIEF OF STAFF
- 5. INTERVIEWS AND APPOINTMENT OF CHIEF OPERATING OFFICER
- 6. DEPUTY CHIEF EXECUTIVE APPOINTMENT

To: Members of the Appointments Board

Councillors A Beales (Chair), R Blunt, F Bone, J Kirk, B Long, C Morley, S Ring, S Sandell and A Ware (Vice-Chair)

For Further information, please contact:

democratic.services@west-norfolk.gov.uk Borough Council of King's Lynn & West Norfolk King's Court, Chapel Street King's Lynn PE30 1EX

DECLARING AN INTEREST AND MANAGING ANY CONFLICTS FLOWCHART



START

YFS ←

Does the matter directly relate to one of your DPIs?

 \rightarrow NO

Does the matter directly relate to the finances or wellbeing of one of your ERIs?

Declare the interest. You have a conflict and cannot act or remain in the meeting *

NO

* without a dispensation

Glossary:

DPI: Disclosable Pecuniary

ERI: Extended Registrable

Other actions to mitigate against identified conflicts:

- 1. Don't read the papers
- 2. Tell relevant officers
- 3. Ask to be removed from any email recipient chain/group

Declare the interest. You have a conflict and cannot act or remain in the meeting *

Declare the interest. You have a conflict and cannot act or remain in the meeting *

Declare the interest. Are you extent than most people? And would a reasonable person think you are biased because

 YES

You have a conflict and cannot act or remain in the meeting *

YES ←

or they affected to a greater of the interest?

↑NO

Take part as normal

YES 🗹

Does it directly relate to the finances or wellbeing of you, a relative or a close associate?

↑ NO

Does it affect the finances or wellbeing of you, a relative, a close associate or one of my ERIs?

↑ NO

Does it relate to a Council Company or outside body to which you are appointed by the Council?

YES ←

YES ∠

↑ NO

You can remain the meeting if the Chair agrees, for you to speak in your external capacity only. Do not vote.

You can take part in discussions but make clear which capacity you are speaking in. Do not vote.

YES ←

NO ←

Declare the interest. Do you, or would a reasonable person think there are competing interests between the Council and the company/outside body?

Does another interest make you that feel you cannot act in a fair, impartial, objective or open manner? Would a reasonable person knowing the same interest think you could not act in a fair, impartial, objective or open manner?

NO TO BOTH

YES TO ONE ↓

Declare the interest for the sake of openness and transparency. Then take part as normal.

You have a conflict. Declare the interest. Do not participate and do not vote.