



meeting      ADMINISTRATION COMMITTEE

date            1 February 2006

agenda item number

## **REPORT OF THE HEAD OF LEGAL AND DEMOCRATIC SERVICES**

### **COMPANY SECRETARY SCAPE SYSTEM BUILD LIMITED**

#### **Purpose of Report**

1. To gain Administration Committee approval for John Sears (a County Council employee) to take the position as Company Secretary of Scape System Build Limited.

#### **Background**

2. At a meeting of the Cabinet on 12 October 2005, the Cabinet approved the Council's involvement in the incorporation of Scape System Build Limited. This Company was incorporated on 21 December 2005.
3. John Sears, who is a part time employee of the Council, wishes to act as Company Secretary of the newly formed Company.

#### **Recommendation**

4. Pursuant to the responsibilities delegated to the Administration Committee regarding the approval of appointments to outside bodies, it is recommended that the Administration Committee approve John Sears' appointment as Company Secretary of Scape System Build Limited.

#### **Legal Services Comments (KK)**

The Administration Committee has delegated authority to make decisions in relation to appointments to outside bodies, relating to functions of Council. The proposal in this report, subject to the proposed appointment relating to functions of Council, is within the remit of this Committee.

#### **Director of Resources Financial Comments (MB)**

There are no specific financial implications arising from this report.

**Elizabeth Bennett**

## Head of Legal and Democratic Services