

# AGENDA

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**Meeting:** Officer Appointments Committee

**Place:** Kennet Room - County Hall, Bythesea Road, Trowbridge, BA14 8JN

**Date:** Wednesday 21 February 2024

**Time:** 1.30 pm

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Please direct any enquiries on this Agenda to Kieran Elliott of Democratic Services, County Hall, Bythesea Road, Trowbridge, direct line 01225 718504 or email [kieran.elliott@wiltshire.gov.uk](mailto:kieran.elliott@wiltshire.gov.uk)

Press enquiries to Communications on direct lines 01225 713114/713115.

This Agenda and all the documents referred to within it are available on the Council's website at [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

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## Membership:

Cllr Richard Clewer (Chairman)  
Cllr Laura Mayes (Vice-Chairman)  
(Vacancy)

Cllr Ashley O'Neill  
Cllr Derek Walters

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## Substitutes:

Cllr Phil Alford  
Cllr Ian Blair-Pilling  
Cllr Nick Botterill  
Cllr Jane Davies  
Cllr Brian Dalton  
Cllr Nick Holder  
Cllr Mel Jacob

Cllr Carole King  
Cllr Gordon King  
Cllr Paul Sample JP  
Cllr Caroline Thomas  
Cllr Jo Trigg  
Cllr Tim Trimble

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## **Public Participation**

Please see the agenda list on following pages for details of deadlines for submission of questions and statements for this meeting.

For extended details on meeting procedure, submission and scope of questions and other matters, please consult [Part 4 of the council's constitution](#).

The full constitution can be found at [this link](#).

Our privacy policy is found [here](#).

For assistance on these and other matters please contact the officer named above for details

# AGENDA

## PART I

*Items to be considered while the meeting is open to the public*

1 **Apologies**

To receive any apologies or substitutions for the meeting.

2 **Minutes of Previous Meeting** (Pages 5 - 6)

To confirm the minutes of the meeting held on 6 October 2023.

3 **Declaration of Interests**

To receive any declarations of disclosable interests or dispensations granted by the Standards Committee or Monitoring Officer.

4 **Chairman's Announcements**

To receive any announcements through the Chairman.

5 **Public Participation**

The Council welcomes contributions from members of the public.

Statements

If you would like to make a statement at this meeting on any item on this agenda, please register to do so at least 10 minutes prior to the meeting. Up to 3 speakers are permitted to speak for up to 3 minutes each on any agenda item. Please contact the officer named on the front of the agenda for any further clarification.

Questions

To receive any questions from members of the public or members of the Council received in accordance with the constitution.

Those wishing to ask questions are required to give notice of any such questions in writing to the officer named on the front of this agenda no later than 5pm on 14 February 2024 in order to be guaranteed of a written response. In order to receive a verbal response questions must be submitted no later than 5pm on 16 February 2024. Please contact the officer named on the front of this agenda for further advice. Questions may be asked without notice if the Chairman decides that the matter is urgent.

Details of any questions received will be circulated to Committee members prior to the meeting and made available at the meeting and on the Council's website.

6 **Urgent Items**

Any other items of business, which, in the opinion of the Chairman, should be considered as a matter of urgency. Urgent items of a confidential nature may be

considered under Part II of this agenda.

**7 Exclusion of the Public**

To consider passing the following resolution:-

To agree that in accordance with Section 100A(4) of the Local Government Act 1972 to exclude the public from the meeting for the business specified in Item No. 8 because it is likely that if members of the public were present there would be disclosure to them of exempt information as defined in paragraph 1 of Part I of Schedule 12A to the Act and the public interest in withholding the information outweighs the public interest in disclosing the information to the public.

**PART II**

*Items during consideration of which it is recommended that the public should be excluded because of the likelihood that exempt information would be disclosed*

**None**

**8 Appointment of Director of Commissioning (Pages 7 - 16)**

To appoint to the role of Director of Commissioning.

## Officer Appointments Committee

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**MINUTES OF THE OFFICER APPOINTMENTS COMMITTEE MEETING HELD ON 6 OCTOBER 2023 AT KENNET ROOM - COUNTY HALL, BYTHESEA ROAD, TROWBRIDGE, BA14 8JN.**

**Present:**

Cllr Richard Clewer (Chairman), Cllr Laura Mayes (Vice-Chairman),  
Cllr Derek Walters and Cllr Nick Botterill (Substitute)

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26 **Apologies**

Apologies for absence were received from Councillors Bob Jones MBE and Ashley O'Neill.

Councillor O'Neill was substituted by Councillor Nick Botterill.

27 **Minutes of Previous Meeting**

The minutes of the meeting held on 29 June 2023 were presented for consideration, and it was,

**Resolved:**

**To approve and sign the minutes as a true and correct record.**

28 **Declaration of Interests**

There were no declarations.

29 **Chairman's Announcements**

There were no announcements.

30 **Public Participation**

No statements or questions were submitted.

31 **Urgent Items**

There were no urgent items.

32 **Exclusion of the Public**

It was,

**Resolved:**

**To agree that in accordance with Section 100A(4) of the Local Government Act 1972 to exclude the public from the meeting for the business specified in Minute 33 because it is likely that if members of the public were present there would be disclosure to them of exempt information as defined in Paragraph 1 of Part I of Schedule 12A to the Act, and the public interest in withholding the information outweighs the public interest in disclosing the information to the public.**

33 **Appointment of Director Finance and Procurement**

The Committee undertook an interview process for the appointment of the role of Director, Finance and Procurement.

It was then,

**Resolved:**

**To appoint Lizzie Watkin as Director, Finance and Procurement.**

(Duration of meeting: 12.05 - 13.05 pm)

The Officer who has produced these minutes is Kieran Elliott of Democratic Services, direct line 01225 718504, e-mail [kieran.elliott@wiltshire.gov.uk](mailto:kieran.elliott@wiltshire.gov.uk)

Press enquiries to Communications, direct line 01225 713114 or email [communications@wiltshire.gov.uk](mailto:communications@wiltshire.gov.uk)

By virtue of paragraph(s) 1 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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