

AGENDA

Meeting: Officer Appointments Committee
Place: The Kennet Room - County Hall, Trowbridge BA14 8JN
Date: Thursday 16 March 2017
Time: 9.00 am

Please direct any enquiries on this Agenda to Roger Bishton, of Democratic Services, County Hall, Bythesea Road, Trowbridge, direct line 01225 713035 or email roger.bishton@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

Membership:

Cllr Nick Fogg MBE
Cllr Jon Hubbard
Cllr Fleur de Rhé-Philipe

Cllr Baroness Scott of Bybrook OBE
(Chairman)
Cllr John Thomson (Vice Chairman)

Substitutes:

Cllr Terry Chivers
Cllr Dennis Drewett
Cllr Peter Edge
Cllr George Jeans
Cllr Bob Jones MBE

Cllr Gordon King
Cllr Laura Mayes
Cllr Jonathon Seed
Cllr Stuart Wheeler
Cllr Jerry Wickham

Parking

To find car parks by area follow [this link](#). The three Wiltshire Council Hubs where most meetings will be held are as follows:

County Hall, Trowbridge
Bourne Hill, Salisbury
Monkton Park, Chippenham

County Hall and Monkton Park have some limited visitor parking. Please note for meetings at County Hall you will need to log your car's registration details upon your arrival in reception using the tablet provided. If you may be attending a meeting for more than 2 hours, please provide your registration details to the Democratic Services Officer, who will arrange for your stay to be extended.

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](#).

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

Part 1

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

1 **Apologies**

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

To confirm the minutes of the meeting held on 25 June 2014. (copy attached).

3 **Declaration of Interests**

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

4 **Chairman's Announcements**

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 **Thursday 9 March 2017** 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 **Monday 13 March 2017**. 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.

8 **Appointment of Director of Public Health**

A confidential report will be circulated.

OFFICER APPOINTMENTS COMMITTEE

**DRAFT MINUTES OF THE OFFICER APPOINTMENTS COMMITTEE MEETING
HELD ON 25 JUNE 2014 AT THE PRATCHETT ROOM - COUNTY HALL,
TROWBRIDGE BA14 8JN.**

Present:

Cllr Nick Fogg MBE, Cllr Jon Hubbard, Cllr Fleur de Rhé-Philipe, Cllr Jane Scott OBE
(Chairman) and Cllr John Thomson (Vice Chairman)

9 Apologies

There were no apologies for absence.

10 Minutes of Previous Meeting

Resolved:

To confirm and sign as a correct record the minutes of the previous meeting held on 4 March 2014.

11 Declaration of Interests

There were no declarations of interest.

12 Chairman's Announcements

There were no Chairman's announcements.

13 Public Participation

There were no members of the public present or councillors' questions.

14 Urgent Items

There were no items of urgent business.

15 **Exclusion of the Public**

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 No. 16 because it was 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.

16 **Appointment of Associate Director Corporate Functions & Procurement**

The Committee conducted a competitive selection process to appoint to the role of Associate Director, Corporate Function & Procurement prior to appointing to that post.

It was noted that the job description for this post had been updated to meet the needs of the service and it was explained that such a change had not fundamentally changed the role. It was agreed to reconsider the title of the post.

After discussion,

Resolved:

To appoint Mr Robin Townsend to the post of Associate Director, Corporate Function & Procurement with effect from Monday 30 June 2014 on Grade HAY M3, £94,076 - £103,711.

(Duration of meeting: 10.30 - 11.50 am)

The Officer who has produced these minutes is Roger Bishton, of Democratic & Members' Services, direct line 01225 713035, e-mail roger.bishton@wiltshire.gov.uk

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