

# AGENDA

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**Meeting:** Officer Appointments Committee  
**Place:** The North Wiltshire Room - County Hall, Trowbridge BA14 8JN  
**Date:** Friday 6 July 2018  
**Time:** 9.30 am

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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](mailto:roger.bishton@wiltshire.gov.uk)

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

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## Membership:

Cllr Baroness Scott of Bybrook OBE (Chairman)	Cllr Bridget Wayman
Cllr Richard Clewer	Cllr Philip Whitehead
Cllr Ian Thorn	

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## **Recording and Broadcasting Information**

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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](#).

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

# AGENDA

1      **Apologies**

2      **Minutes of Previous Meeting** (*Pages 5 - 8*)

To confirm the minutes of the meeting held on 10 April 2018 (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 **Friday 29 June 2018** 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 **Tuesday 3 July 2018**. 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 Finance & Procurement**

A confidential report will be circulated.

## OFFICER APPOINTMENTS COMMITTEE

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### DRAFT MINUTES OF THE OFFICER APPOINTMENTS COMMITTEE MEETING HELD ON 10 APRIL 2018 AT LEADER'S OFFICE, COUNTY HALL, TROWBRIDGE.

#### **Present:**

Cllr Baroness Scott of Bybrook OBE (Chairman), Cllr John Thomson (Vice-Chairman),  
Cllr Richard Clewer, Cllr Bob Jones MBE and Cllr Jerry Wickham

#### **Also Present:**

Cllr Philip Whitehead

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#### 40 **Apologies**

There were no apologies.

#### 41 **Minutes of Previous Meeting**

##### **Resolved:**

**To confirm and sign the minutes of the previous meeting held on 2 February 2018.**

#### 42 **Declaration of Interests**

There were no declarations of interest made at the meeting.

#### 43 **Chairman's Announcements**

There were no Chairman's announcements.

#### 44 **Public Participation**

No members of the public were present.

#### 45 **Urgent Items**

There were no urgent items of business other than that set out in Minute No 47 below.

46 **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. 47 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.**

47 **Appointment of Director, Housing and Commercial Development**

The Committee received a confidential report by the Director, HR & Organisational Development regarding need for the appointment of a Director, Housing & Commercial Development.

It was noted that whilst it was normally a requirement to give five days' notice of a meeting it had been necessary to convene this meeting urgently in accordance with section 100E of the Local Government Act 1972. The convening of this meeting at shorter notice was due to the limited availability of those concerned, including the candidate, as adherence to the required five clear days' notice would in this instance mean that the Committee would have been unlikely to be able to meet the candidate for at least two weeks. This delay would affect the timescale for the appointments process further for this and other vacant director posts, which needed to be re-advertised as soon as possible. Any further delay in progressing the recruitment to these roles would adversely impact upon the delivery of the Council's business priorities.

The Committee thereupon conducted an interview and selection process to appoint a Director, Housing & Commercial Development.

After discussion,

**Resolved:**

**To appoint Simon Hendeby to the post of Director of Housing & Commercial Development with a start date to be confirmed in due course, subject to consultation with the Leader and Cabinet Members in accordance with paragraph 5(2) of the Officer Employment Procedure Rules.**

(Duration of meeting: 3.30 pm - 4.45 pm)

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](mailto:roger.bishton@wiltshire.gov.uk)

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