

# AGENDA

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**Meeting:** Officer Appointments Committee  
**Place:** Committee Room VII - County Hall, Trowbridge  
**Date:** Monday 31 October 2011  
**Time:** 9.00 am

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Please direct any enquiries on this Agenda to Roger Bishton, of Democratic Services, 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 Lionel Grundy OBE  
Cllr Jon Hubbard  
Cllr Christopher Newbury

Cllr John Noeken  
Cllr John Thomson

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# AGENDA

## PART I

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

1. **Apologies**

2. **Minutes of Previous Meeting** *(Pages 1 - 4)*

To confirm the minutes of the meeting held on 14 July 2011. (copy attached).

3. **Declaration of Interests**

To receive any declarations of personal or prejudicial 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 above 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 above (acting on behalf of the Director of Resources) no later than **5pm on Monday 24 October 2011**. Please contact the officer named on the first page 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. **Appointments following Changes to the Senior Management Structure***(Pages 5 - 20)*

A confidential report by the Service Director HR & OD is attached.

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## **OFFICER APPOINTMENTS COMMITTEE**

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### **DRAFT MINUTES OF THE OFFICER APPOINTMENTS COMMITTEE MEETING HELD ON 14 JULY 2011 AT COMMITTEE ROOM VII - COUNTY HALL, TROWBRIDGE.**

#### **Present:**

Cllr Peter Colmer (Substitute), Cllr Christopher Newbury, Cllr John Noeken (Substitute),  
Cllr Fleur de Rhe-Philippe (Substitute) and Cllr John Thomson (Vice Chairman)

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#### **31. Apologies**

Apologies for absence were received from Cllr Lionel Grundy (who was substituted by Cllr Fleur de Rhe Philippe), Cllr Jon Hubbard (who was substituted by Cllr Peter Colmer) and Cllr Jane Scott (who was substituted by Cllr Jon Noeken).

#### **32. Minutes of Previous Meeting**

##### **Resolved:**

To confirm and sign the minutes of the previous meeting held on 6 April 2011 as a correct record.

#### **33. Declaration of Interests**

There were no declarations of interest.

#### **34. Chairman's Announcements**

There were no Chairman's announcements.

#### **35. Public Participation**

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

36. **Urgent Items**

There were no urgent items.

37. **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 Nos. 38 & 39 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.**

38. **Appointments following Changes to Senior Management Structure**

Consideration was given to a report by the Chief Executive which recommended candidates for appointment into the following posts on the grounds of suitable alternative employment:-

- a. Director – Communications
- b. Director – Law & Governance
- c. Service Director – Policy, Performance & Partnerships
- d. Service Director – Communities, Libraries, Heritage & Arts
- e. Service Director – Business Services

The Chief Executive explained that the Corporate Leadership Team and the Cabinet had reviewed the alignment of senior management responsibilities to ensure that the Council's published 4 Year Business Plan could be delivered. The Committee noted the various changes to the senior management structure which had resulted from the realignment of responsibilities and which were set out in a structure chart in Appendix 6 to the report.

After discussion,

**Resolved:**

**To approve the following appointments with effect from 1 August 2011, subject to consultation with the Leader of the Council and Cabinet members in accordance with paragraph 5(2) of the Officer Employment Rules:-**

- (a) Laurie Bell - Director, Communications
- (b) Ian Gibbons – Director, Law & Governance
- (c) Sharon Britton – Service Director, Policy, Performance & Partnerships

- (d) **Nikki Lewis – Service Director, Communities, Libraries, Heritage & Arts**
- (e) **Jacqui White – Service Director, Business Services**

39. **Temporary Appointment of Director - Finance/Section 151 Officer**

On considering a confidential report by the Chief Executive,

**Resolved:**

**To approve the appointment of Michael Hudson as Director, Finance for a fixed term of seven months from 1 September 2011 to 31 March 2012, on terms as set out in the report, subject to consultation with the Leader of the Council and Cabinet members in accordance with paragraph 5(2) of the Officer Employment Rules.**

(Duration of meeting: 12.00noon – 12.30pm)

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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