



APPOINTMENTS COMMITTEE

MINUTES of the meeting of the Appointments Committee held on Tuesday 4th December, 2012 at 2.00 pm.

PRESENT

Dennis Andrewartha Antonia Noble
Cllr Mark Hawthorne Brian Robinson
Cllr Jeremy Hilton

Peter Bungard, Chief Executive
Dilys Wynn, Director of People Services
Simon Harper, Democratic Services

Apologies: Cllr Raymond Theodoulou

12. APPOINTMENT OF CHAIRMAN

RESOLVED that Cllr Mark Hawthorne be appointed chairman for the meeting.

13. MINUTES

The non-exempt minutes of the meeting held on 12 September 2012 were confirmed and signed as a correct record.

14. PUBLIC QUESTIONS

No public questions had been received.

15. MEMBERS' QUESTIONS

No questions from members had been received.

16. MONITORING OFFICER

In presenting his report, the Chief Executive explained that Graham Garbutt's review of the Cotswold Water Park had identified potential conflicts of interest as a result of the Monitoring Officer also being the Head of Legal Services. Members of both the Audit Committee and the Constitution Committee had recommended that the two roles should be separated. The Council had made a decision on 21 November 2012 that a post other than the Director of Law and Administration should be designated as Monitoring Officer.

Minutes subject to their acceptance as a correct record at the next meeting

The Chief Executive advised that the post designated should have direct access to the Head of Paid Service and be a member of the corporate management team. It could not be the Head of Paid Service or the Section 151 Chief Finance Officer and, to avoid potential conflicts of interest, should not be the other two statutory officer roles: Director of Children's Services and Director of Adult Social Services.

Answering questions, the Chief Executive explained that it was not necessary for the Monitoring Officer to have a legal qualification but it was essential that they had a good understanding of governance issues. He assured members that arrangements would be made for the Monitoring Officer to have access to good legal advice. He said that he was confident that Jane Burns, the Director: Strategy and Challenge, with her background as a Chartered Secretary and knowledge of governance, could fulfil the role.

The committee recognised that Jane Burns with her knowledge of governance and procedure was the ideal person for the role. They noted that the role of Monitoring Officer would be in addition to Jane's responsibilities as Director: Strategy and Challenge.

RESOLVED

That the current holder of the post of Director: Strategy and Challenge, Jane Burns, be designated as the Monitoring Officer.

17. EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED *that the press and public be excluded from the meeting for consideration of the remaining agenda items in accordance with the provisions of section 100A of the Local Government Act 1972 (schedule 12A, paragraph 4).*

This provision relates to information on consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter between the authority and employees.

18. EXEMPT MINUTES

The exempt minutes of the meeting held on 12 September 2012 were confirmed and signed as a correct record.

CHAIRPERSON

The meeting ended at 2.30pm.