

**MINUTES OF THE MEETING OF THE HUMAN RESOURCES SUB-COMMITTEE  
PANEL,  
HELD ON THURSDAY, 27TH MARCH, 2025 AT 3.45 PM  
IN THE BOARD ROOM, AT THE TOWN HALL, STATION ROAD, CLACTON-ON-  
SEA, CO15 1SE**

<b>Present:</b>	Councillors Jayne Chapman BEM (Chairman), Carlo Guglielmi and Mark Stephenson
<b>Also Present:</b>	Councillor Garry Calver
<b>In Attendance:</b>	Ian Ford (Committee Services Manager) and Jo Williams-Lota (Human Resources Manager)

**10. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

There were no apologies for absence submitted, or substitutions appointed, on this occasion.

**11. DECLARATIONS OF INTEREST**

There were none on this occasion.

**12. EXCLUSION OF PRESS AND PUBLIC**

It was moved by Councillor Mark Stephenson, seconded by Councillor Carlo Guglielmi and:-

**RESOLVED** that under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of Agenda Item 4 on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 1 of Part 1 of Schedule 12A, as amended, of the Act.

**13. APPOINTMENT OF VARIOUS POSTS**

Having previously interviewed the candidates for the following posts (which were Chief Officer or deputy Chief Officer posts as defined in section 2 of the Local Government and Housing Act 1989) –

Corporate Director – Finance and IT  
Corporate Director – Planning and Community  
Corporate Director – Law and Governance  
Assistant Director – Corporate Policy and Support  
Assistant Director – People  
Assistant Director – Finance (Revenues) and IT  
People Development Manager

It was moved by Councillor Carlo Guglielmi, seconded by Councillor Mark Stephenson and unanimously:

**RESOLVED** that:-

- (i) the Human Resources Manager be notified of the names of the persons to whom the aforementioned posts are to be offered;
- (ii) Council Procedure Rule 20.1 be suspended in order to delegate authority to the Committee Services Manager to approve the draft minutes as an accurate record of the meeting, after consultation with the Members of the Sub-Committee Panel.

NOTE: The Sub-Committee Panel was reminded that no formal offers of appointment could be made until the provisions of Officer Employment Procedure Rule 5 had been complied with. Rule 5(b) allowed for a three working day period in which the Leader of the Council, on behalf of the Cabinet, could object to the proposed appointments. If such an objection or objections was/were lodged the Sub-Committee Panel would be required to reconvene and satisfy itself that such objection(s) was/were neither material nor well-founded for the appointment(s) to proceed.

The meeting was declared closed at 3.52 pm

**Chairman**