

Agenda item 8

For decision – Appointment of Acting Deputy Town Clerk

Author: Peter Wheelhouse, Acting Town Clerk

It is a legal requirement for a deputy to be appointed to deputise in the absence of the Town Clerk. This position has been held by Peter Wheelhouse but with the retirement of Paul Wynne and the appointment of Peter to act as Acting Town Clerk, it will be necessary to appoint an interim deputy that can act in his absence. This would be for the period up to the appointment of a permanent Town Clerk.

Delegated authority is sought to enable the Acting Town Clerk to appoint an interim deputy from within the Management Group and agree appropriate remuneration for this purpose in consultation with the Responsible Finance Officer and HR Team.

Recommendations

1. Delegate authority to the Acting Town Clerk to recruit and appoint an Acting Deputy Town Clerk from the Management Group that will deputise for the Acting Town Clerk in his absence to serve for the period until the appointment of a permanent Town Clerk
2. Delegate authority to agree appropriate remuneration for that period in consultation with the Responsible Finance Officer and HR Team