

Council – 8 December 2016

Secretary to Council

Executive summary and recommendations

Introduction

At the Council meeting in February 2009, the Council consented to the appointment by the Registrar of Louise Lake as the Secretary of the Council and agreed that Louise Lake should assume the responsibilities of the Secretary with immediate effect.

At its meeting in February 2016 the Council noted that Louise Lake would be on maternity leave from March 2016. The Council appointed Kelly Holder to act as Secretary to Council in her absence.

Kelly Holder will be going on maternity leave from 23 December 2016, and so, in accordance with Standing Order No 21, it is necessary to appoint someone to act as Secretary to Council in her absence. Council's approval is therefore sought to appoint Claire Amor to act as Secretary to Council.

Decision

In accordance with Standing Order No 21, the Council is asked to agree to the appointment by the Registrar of Claire Amor as the Secretary to Council, starting on 24 December 2016 until 1 April 2017.

Background information

Paper to Council February 2009, February 2016.

Resource implications

None

Financial implications

None

Appendices

None

Date of paper

18 November 2016