

CHIEF EXECUTIVE, DIRECTORS AND CHIEF OFFICER APPOINTMENTS COMMITTEE

GENERAL

- Delegated powers to recommend the appointment of the Head of Paid Service and to appoint Directors, Chief Officers and Deputy Chief Officers.
- This body reports direct to the Council as appropriate.

MEMBERSHIP, CHAIRMANSHIP AND QUORUM

- Number of Members: **5**
- Substitute Members permitted: **YES**
- Whether Proportionality applies: **NO**
- Appointments/Removal from Office: As expressed through the wishes of the Political Groups and given effect to by the Council by way of resolution.
- At least one appointment must be a Member of the Cabinet Executive.
- Eligibility/Non-Eligibility for Membership: All Members are eligible.
- Eligibility/Non-Eligibility for Chairmanship/Vice-Chairmanship: All Members are eligible.
- Quorum: **3**

PROCEDURES

Compilation of Agenda

The Democratic Services, Scrutiny and Governance Manager is responsible for the compilation of the Agenda in consultation with the Chief Executive or Director as appropriate.

FUNCTIONS

- 1 On behalf of the Council, to draw up a statement specifying:
 - (a) the duties of the post concerned;
 - (b) any qualifications or qualities to be sought for the post, and
 - (c) make arrangements for the post to be advertised, including preparation of a job pack.
- 2 To shortlist, interview and recommend any appointment to the Council for the post of Head of Paid Service.
- 3 To shortlist, interview and appoint any Chief Officer or Director.
- 4 To use external consultants to facilitate the short-listing and interviewing process.
- 5 Posts Affected:-
 - Chief Executive
 - Directors
 - Such of the Senior Management posts as determined by the Chief Executive from time to time as being posts affected.

DELEGATED POWERS

Full delegated powers to give effect to the functions allocated.

OFFICER DELEGATION SCHEME

The delegated powers specified in the Cabinet Executive Officer Delegation Scheme shall, so far as they fall within the functions, powers and duties of this body, constitute the delegated powers of this body. Where those delegated powers are specified in the case of the Cabinet Executive as being exercised in consultation with a Portfolio Holder, such delegated powers shall be exercised within this body's functions, powers and duties.