

CHIEF EXECUTIVE APPOINTMENT – CONSTITUTION OF PANEL FOR FINAL INTERVIEWS

LEAD OFFICER: Martin Jepson, Head of Legal & Democratic Services

REPORT AUTHOR: Tim Capper, Democratic Services Manager

Summary: Seeks clarification constitution of Member Panel for final interviews.

Recommendation:	That the Panel considers options set out below.
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Impact on delivering the Corporate Plan: None of this report

Impact on other statutory objectives (e.g. crime & disorder, LA21): None of this report

Financial and human resource implications: None

Project & Risk Management: None

Key Decision Status

- **Financial:** N/A
- **Ward:** N/A

Other Ward Implications: None

1. INTRODUCTION

- 1.1 Responsibility for interviewing candidates for the Head of the Paid Service post, and making a recommendation to Council on an appointment, is the Personnel Panel's under the Constitution.
- 1.2 There are opportunities for involvement of other Members, and non Members, in the appointment process. This report sets out the options.

2. OPTIONS

- 2.1 Option 1: Personnel Panel conducts the interviews with short-listed candidates and makes a recommendation to Council.
- 2.2 Option 2: A sub committee of Personnel Panel is appointed, from among its Members, for the purposes of interviewing short-listed candidates and making a recommendation to Council. This requires a resolution of Personnel Panel appointing the sub committee.
- 2.3 Option 3: Other Members of the Council can be co-opted to the Personnel Panel, with voting rights, for the specific purpose of taking part in interviewing short-listed candidates and making a recommendation to Council. Co-option of other Councillors to the Panel requires a resolution of full Council.
- 2.4 Option 4: Non Councillors can be co-opted to the Panel to participate in the interviews but cannot have voting rights. Co-opted non Councillors would therefore be in a similar position to advisors to the Panel who will be present at the interviews, i.e. Council officers and the recruitment consultants, and would also be obliged to comply with the Council's Standing Orders, Code of Conduct, and the rules on declaration of personal and prejudicial interests. Co-option of non Councillors to the Panel requires a resolution of full Council.

3 CONCLUSIONS

- 3.1 The Panel is asked to consider the options.

List of Appendices

None

List of Background Documents:

CBC Constitution Parts 3 & 4H

List of Consultees:

Head of Legal & Democratic
Services