

DONCASTER METROPOLITAN BOROUGH COUNCIL
CHIEF OFFICERS' APPOINTMENTS AND CONDITIONS OF
SERVICE COMMITTEE

22ND NOVEMBER 2010

A MEETING of the CHIEF OFFICERS' APPOINTMENTS AND CONDITIONS OF SERVICE COMMITTEE was held at the COUNCIL HOUSE, DONCASTER on MONDAY 22ND NOVEMBER 2010 at 4.00 p.m.

PRESENT:

Chair - Councillor Ken Knight
Vice Chair – Councillor Ray Mullis

Mayor Peter Davies, Councillors Bob Ford, Glyn Jones (substitute for Councillor Stuart Hardy) David Holland, Sandra Holland, Ros Jones, Chris Mills (substitute for Councillor Craig Sahman) and Cynthia Ransome (Substitute for Councillor Patricia Schofield)

APOLOGIES:

Apologies were received from Councillors Stuart Hardy, Craig Sahman and Patricia Schofield

11. DECLARATIONS OF PERSONAL OR PREJUDICIAL INTEREST, IF ANY

No declarations were made at the meeting.

12. MINUTES OF THE MEETINGS HELD ON 19TH AND 30TH JULY 2010

RESOLVED that the Minutes of the meetings held on 19th and 30th July 2010 be approved as a correct record and signed by the Chair.

13. INTERNAL RECRUITMENT PROCESS FOR POPULATING THE NEW STRUCTURE AT DIRECTOR AND ASSISTANT DIRECTOR LEVEL

The Committee considered a report which sought Members' endorsement of the proposed arrangements for the appointment of internal candidates into the new Council Structure at Director and Assistant Director levels.

Members were advised that the new structure comprised a reduction in the number of Directors from six to four posts with an additional temporary

Director of Change post for a period of two years, as well as a significant reduction in the number of Assistant Director posts.

The Committee was reminded of the intervention of the Secretary of State for Communities and Local Government and the Direction dated 29th June 2010, which determined that the function of appointing all Chief Officers for the next three years (with the exception of the three statutory officers) would be exercised by the three Commissioners assigned to the Council. However the Commissioners had expressed a desire for the involvement of elected Members by the creation of an advisory panel which would assist the Commissioners in the discharge of their responsibilities when appointing to these posts.

Members were informed that the Advisory Panel would interview ringfenced candidates and together with the Chief Executive, would make recommendations to the Commissioners for appointment to the relevant posts. The Panel would consist of:-

- the Chair of the Chief Officers Appointments and Conditions of Service Committee (COAC)
- the Mayor
- the Leader of the largest political group of the Council (i.e Labour)
- two additional members of COAC

In addition, the relevant Portfolio Holder would be invited to attend each interview as appropriate.

Members also noted that at least one of the Commissioners would attend the Director interviews.

Following presentation of the report, Members sought clarity on a number of issues including the following:-

Members were advised that the Panel would not have the power to vote for their preferred candidate but would be able to put forward a recommendation based on a consensus of opinion, to the Commissioners who would ultimately make the appointment.

Some Members questioned the process to be followed in the event that there could be a distinct difference of opinion between Members. It was suggested that clear and precise criteria be established to guide Members in making their recommendation and what would happen in the event that a general consensus could not be reached. Members also sought clarity on whether the relevant Portfolio Holder would also be able to express an opinion on their preferred candidate.

Members were advised that there would be an established format to conducting the interviews and 'scoring' applicants. In addition, at least one of the Commissioners would be in attendance at the Director interviews to ensure that an equitable process had been followed. It was further

confirmed that the Commissioners were meeting later in the week to determine the way forward.

One Member raised concern in relation to pre-determination, as it was likely that Members on the Panel would know the candidates. The Acting Assistant Director of Resources (Legal and Democratic Services) advised that Members must approach the interviews with an open mind.

One Member raised concern that should the Panel be unable to recommend a candidate to any of the Director posts, would this delay the appointment of the Assistant Directors? It was confirmed that the Assistant Director interviews would not be held up as the Chief Executive had agreed to take on the role of the vacant Director post until it had been filled.

Finally, Members were assured that those Assistant Directors who had been unsuccessful in securing one of the posts in the new structure, would be considered for redundancy, redeployment or early retirement under the terms and conditions that apply at that time and were in line with other employees within the Council.

RESOLVED that:-

- (1) the proposals for internal recruitment at Director and Assistant Director level as outlined within the report, be endorsed;
- (2) the Committee notes the establishment of the Advisory Panel to comprise of:-
 - the Chair of the Chief Officers Appointments and Conditions of Service Committee (COAC)
 - the Mayor
 - the Leader of the largest political group of the Council (i.e Labour)
 - two additional members of COAC
- (3) the relevant Portfolio Holder will attend the appropriate interviews and be able to express an opinion on the preferred candidate; and
- (4) the Committee would welcome clarity on the process to be followed by the Advisory Panel in making its recommendation to the Commissioners.