

## **JOINT APPOINTMENTS COMMITTEE**

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MEMBERS                    6 (3 from each Council)

QUORUM                    3 (at least 1 from each Council)

### **General Role**

Adopting and exercising such of the Councils' functions as can be delegated by full Council in respect of the appointment, discipline and dismissal of the Chief Executive, Directors and Statutory post holders as are covered by the Local Authorities (Standing Orders) (England) Regulations or any successor regulations or Act.

### **Frequency of Meetings**

As and when required.

### **Substitutes**

Any Member from the same political group and Council.

### **Role and Function**

- (i) To undertake and determine all aspects of the process for the recruitment, selection of the Chief Executive, Directors and Statutory Posts.
- (ii) The final decision as to the appointment, discipline or dismissal of the Head of Paid Service shall be reserved to Council, but the Appointments Committee may make such recommendations about these matters to Council as the law allows.
- (iii) No disciplinary action in relation to the Head of Paid Service, Monitoring Officer or Chief Finance/Section 151 Officer may be taken by the Appointments Committee or the Council, other than
  - (a) Suspension on full pay for no more than two months, or
  - (b) Other than in accordance with the recommendations of a Designated Independent Person's report under the Local Authorities (Standing Orders) England Regulations.
- (iv) In discharging its duties, the Appointments Committee shall follow the procedures set out in the relevant laws then in force, including the Local Authorities (Standing Orders) England Regulations and any appropriate government guidance.
- (v) All other matters pertaining to the appointment, discipline or dismissal of Council staff or staff shall remain the responsibility of the Council's Head of Paid Service.

- (vi) To hear and determine issues relating to discipline and capability for the Chief Executive, Directors and the Statutory Posts of Monitoring Officer and Chief Finance Officer.
- (vii) To deal with disciplinary cases involving Head of Paid Service, Monitoring Officer and Chief Finance Officer in accordance with The Local Authorities (Standing Orders) (England) (Amendment) Regulations 2015 and is to make recommendations of proposed action to Council.