

Selection Committee Agenda



Date: Monday, 24 October 2016

Time: 5.00 pm

Venue: City Hall, College Green, Bristol BS1 5TR

Distribution:

Councillors: Craig Cheney, Stephen Clarke, Richard Eddy, Helen Holland, Gary Hopkins and Estella Tincknell

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Date: 14 October 2016



Agenda

1. Apologies for Absence and Substitutions

2. Membership of the Committee

To note the membership of the Selection Committee.

3. Terms of Reference

To note the terms of reference for the Selection Committee.

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4. Declarations of Interest

To note declarations of interest.

5. Election of Chair

To elect a Chair for the purpose of the Interview Panel.

6. Exclusion of the Press and Public

The Committee is asked to pass the following resolution:

That under s.100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 1, information relating to any individual, of Part 1 of schedule 12A of the Act.

7. Interview - Service Director - Legal

The interview pack provided under separate cover.



Selection Committee

Terms of Reference

Overview

In accordance with the Officer Employment Rules (OER) -

- (a) Interviewing applicants for chief officer and deputy chief officer posts;
- (b) The appointment of chief officers and deputy chief officers, except those officers designated as follows:-
 - Head of Paid Service
 - Chief Finance Officer
 - Monitoring Officer
 - Returning Officer for local government elections
 - Electoral Registration Officer;
- (c) In the case of appointments designated in (b) above, recommendation to full Council in accordance with OER4.

Functions

Full Council has delegated the following functions to the Selection Committee to the extent specified above:

1. Duty to designate officer as the monitoring officer (s.5(1) Local Government and Housing Act 1989);
2. Duty to appoint an electoral registration officer (s.8(2) Representation of the People Act 1983);
3. Duty to appoint a returning officer for local government elections (s.35 Representation of the People Act 1983);
4. Duty to designate officer as the head of the authority's paid service (s.4(1) Local Government and Housing Act 1989).
5. The power to appoint chief officers and deputy chief officers, and to determine the terms and conditions on which they hold office (Section 112 of the Local Government Act 1972).

May 2016