

APPOINTMENTS COMMITTEE

17 JULY 2009

ASSISTANT DIRECTOR, ADULT SERVICES

Report from: Tricia Palmer, Organisational Services

Author: Peter Holland, Committee Co-ordinator

Summary

To interview and appoint to the post of Assistant Director, Adult Services.

1. Budget and Policy Framework

1.1 The Appointment of all first and second tier posts is a matter for this Committee. Budgetary provision is held for this post.

2. Background

2.1 A vacancy has occurred to the above post and a recruitment process is underway to appoint to this post.

2.2 Following the selection process an offer can only be made after completion of the Executive notification procedure set out in the Councils constitution (paragraph 4 of the Employment Rules)

2.3 The Head of Paid Service will be notified of the name of the person to whom it is desired to make the offer and any other particulars which the Committee considers relevant to the appointment.

2.4 The Head of Paid Service will then notify every member of the Cabinet of:

- (i) the name of the person to whom it is intended to make the offer.
- (ii) any other particulars relevant to the appointment which the Committee has notified to the Head of Paid Service; and
- (iii) the period within which any objection to the making of the offer is to be made by the Leader on behalf of the Cabinet to the Head of Paid Service. This will normally be within 5 working days after notification, if no objection is made by a Cabinet Member after 5 working days it will be taken that they have no objection to the appointed candidate.

2.5 This will be undertaken as soon as possible after this meeting.

2.6 An offer of an appointment must not be made until

Either:

- (i) the Leader has, within the period specified in the notice, notified the Committee that neither he nor any other member of the Cabinet has any objection to the making of the offer.
- (ii) the Head of Paid Service has notified the Committee that no objection was received by him/her within that period from the Leader; or
- (iii) the Committee is satisfied that any objection received from the Leader within that period is not material or is not well-founded.

3. Financial and legal implications

3.1 There is budgetary provision for this post.

3.2 The process for the recruitment and appointment of Assistant Directors and above is set out within the Employment Rules in the Council's constitution.

3.3 The Council's Employment Rules reflect and are consistent with the provisions in the Local Authorities (Standing Orders) (England) Regulations 2001.

4. Recommendations

4.1 The Committee will be asked to decide whether to make an offer of appointment subject to the executive notification procedures as set out in 2.4 of this report.

Lead officer contact

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Background papers

None.