

PERSONNEL COMMITTEE – 9TH SEPTEMBER 2019
Report of the Head of Strategic
Support

Part A

ITEM 6 APPOINTMENTS TO PANELS 2019-20

Purpose of Report

To consider appointments to Panels for 2019-20.

Recommendation

That Panels comprising 5 councillors be appointed for the Council year 2019-20 in respect of the following:

- a) To determine appeals by a JNC Officer against dismissal.
- b) To determine all other employment related appeals for JNC staff which are provided for in the Council's procedures.
- c) To make recommendations to Council on the appointment or dismissal of the Head of Paid Service.
- d) To make appointments to Chief Officer and Statutory Officer posts excluding the Head of Paid Service.
- e) To undertake the Chief Executive's Performance and Development Review.

Reason

Section 5.5 (e) of the Council's Constitution (Roles of decision taking Committees) states that the Personnel Committee will appoint Panels comprising 5 councillors (with a quorum of 3) for these functions. Appointing Panels to undertake these functions at the beginning of the Council year will prevent the need for a meeting of the Committee for the sole purpose of appointing a Panel and enable the functions to be dealt with in a timely manner.

Policy Justification and Previous Decisions

The responsibilities of the Personnel Committee include the appointment of Panels for the purposes set out.

Implementation Timetable including Future Decisions

Once decided by the Committee, the appointments will come into immediate effect for 2019 -20.

Report Implications

The following implications have been identified for this report:

Financial Implications

None identified.

Risk Management

There are no specific risks associated with this decision.

Background Papers: None

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Part B

Background

1. A 5 member Panel which reflects the political balance of the Council, will comprise 4 Conservative councillors and 1 Labour councillor.
2. In 2014/15, the Committee decided to appoint a single Panel for all of the functions set out in the recommendation. Alternatively, the Committee might wish to appoint Panels for some or all of the functions stated, only as they are needed in 2019 20.
3. In 2018-19 the Committee resolved to appoint Barkley, Draycott, Morgan Poland and Snartt for a Panel in respect of the functions stated in the recommendation.
4. When the Committee appoints the Panel members, there is no requirement that Panel membership be drawn solely from that of the Personnel Committee but it is usual for this to be the case.
5. The Council's Constitution states that councillors should not participate in Personnel Committee and Panel meetings unless they have attended appropriate training on relevant personnel matters prescribed by the Head of Strategic Support.
6. The panel established to undertake the Chief Executive's Performance and Development Review will also undertake the probation review meetings for the new Chief Executive, who's employment with the Council commences on 23rd September 2019.
7. The Council's probation policy specifies that the first review meeting should take place approximately 2 months after appointment, and that the final review meeting should be held approximately 5 months after appointment. Once the Committee has appointed the Panel, Democratic Services will arrange for the 2 probation review meetings to be scheduled and for appropriate training to be provided to the members of the panel.