

**REPORT TO: POLICY AND RESOURCES COMMITTEE 30 MARCH 2010**

**SUBJECT: APPOINTMENTS PROCEDURE**

**BY: CHIEF EXECUTIVE**

**1. REASON FOR REPORT**

- 1.1 To consider the procedure for the interview of the Planning and Economic Development Manager.
- 1.2 This report is submitted to Committee in terms of Section A para 35 of the Council's Administrative Scheme relating to the formulation of policy and practices of the Council for all employees, other than teachers.

**2. RECOMMENDATION**

- 2.1 **It is recommended that an Appointments Committee be established for this post comprising five members: 2 Administration, 2 Scottish National Party and one other with the Chair being taken by a Chair of one of the relevant Service Committees.**

**3. BACKGROUND**

- 3.1 The current procedure for the appointment of senior staff in the Council refers only to the Chief Executive, Directors and Heads of Service. There is no provision for elected member involvement at any level below this.
- 3.2 The post of Planning and Economic Development Manager is scheduled for interview on 31 March 2010 and the Chairs of the relevant service Committees have intimated that they would wish to be involved in the process.
- 3.3 Given the close involvement that members will have with this postholder this is considered to be a reasonable request and it is proposed that an Appointments Committee be established for this post comprising five members: 2 Administration, 2 Scottish National Party and one other with the Chair being taken by a Chair of one of the relevant Service Committees.
- 3.4 In all other respects, it is proposed that the current procedure be adhered to.

- 3.5 It is recognised that the procedure for the appointment of senior staff in the Council will require to be revised when members re-consider management structures and the posts to be covered by an Appointments Committee will be reviewed at that time.

#### 4. **SUMMARY OF IMPLICATIONS**

- (a) ***Single Outcome Agreement/Service Improvement Plan***  
No implications
- (b) **Policy and Legal**  
This report considers amending the current procedure for the appointment of senior staff in the Council
- (c) **Resources (Financial, Risks, Staffing and Property)**  
None
- (d) **Consultations**  
There have been no formal consultations regarding this matter.

#### 5. **CONCLUSION**

- 5.1 The chair of Planning and Regulatory Services and the chair of Economic Development & Infrastructure services wish to be involved in the interview procedure for the post of Planning and Economic Development Manager. This is considered to be a reasonable request and it is proposed that the current procedure for the appointment of senior staff in the Council be amended to facilitate this.

Author of Report:  
Background Papers:  
Ref: