

## **15. Amendment of Appointments Committee's Terms of Reference**

### **Purpose of report**

1. To seek approval from the Authority to amend the wording of the Appointments Committee's Terms of Reference.
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### **Recommendation**

***The Clerk recommends that the Authority approve the change in the Terms of Reference of the Appointments Committee, set out in paragraph 5 of this report.***

### **Background**

2. In September 2010, Members approved a review of the committee framework and new Terms of Reference of the main committees. The Appointments Committee's Terms of Reference were retained and additions were made in respect of the Clerk and Section 151 Officer.

3. The current Terms of Reference provide:

"The Committee will consider and make recommendation to the Authority on the appointment, terms and conditions, suspension or dismissal of the Chief Fire Officer and Deputy Chief Fire Officer, Section 151 Officer and Monitoring Officer."

4. However in practice the Appointments Committee has always, since its inception exercised, delegated authority in relation to determining terms and conditions of the relevant officers. This is because there is usually an element of local discretion with regards to terms and conditions that are agreed nationally. In addition, when new appointments are made it may be necessary to amend existing terms and conditions to reflect the needs of the Service.

5. It is therefore recommended that the Terms of Reference of the Appointments Committee are amended to reflect the current practice and read as follows:

***"The Committee will consider and make recommendation to the Authority on the appointment, suspension or dismissal of the Chief Fire Officer and Deputy Chief Fire Officer, Section 151 Officer and Monitoring Officer.***

***The Committee will approve the terms and conditions of employment of the Chief Fire Officer, Deputy Chief Fire officer, Monitoring Officer and Section 151 Officer."***

## Summary

6. Members are asked to agree to the change in Terms of Reference to reflect the current practice, whereby the Appointments Committee approves the terms and conditions of employment of the Chief Fire Officer, Deputy Chief Fire Officer, Monitoring Officer and Section 151 Officer.

## Financial Considerations

Consideration	Yes/No	Reference in Report i.e paragraph no.
There are financial issues that require consideration	N	

## Legal Considerations

Consideration	Yes/No	Reference in Report i.e paragraph no.
There are legal issues e.g. contractual and procurement, reputational issues that require consideration	N	

## Additional Considerations

7. The table below sets out any additional issues arising from the proposals contained in this report and identifies the relevant paragraphs in the report where such issues are addressed.

Consideration	Yes/No	Reference in Report i.e paragraph no.
<b>Resources</b> (e.g. Assets, ICT, Human Resources, Training & Development, Sustainability).	N	
<b>Strategic Policy Links</b> (e.g. IRMP, Authority Plan, Equality & Diversity, Partnerships, Environmental Impact).	N	
<b>Risk Management / Health &amp; Safety</b> (e.g. risk management and control measures, risk register score).	N	
<b>Consultation with Representative Bodies</b>	N	

## Contact Officer

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