

Proposed Terms of Reference for the Appointments Panel

The proposed terms of reference for the politically proportionate Appointments Panels, for the purposes of recruitment to vacant Chief Officer posts as identified in the Employment and Appointments Committee report, 25 July 2016 are as follows:

1. To receive applications and consider all candidates and decide on a short list for the following positions:
 - Assistant Director: Community Services
 - Assistant Director: Adult and Disability Services

2. To receive applications and consider all candidates and decide on a long list for the following positions:
 - Transformation Director
 - Assistant Director: Commissioning Support

3. To receive and consider feedback on the long-listed candidates and decide on a short list for the following positions:
 - Transformation Director
 - Assistant Director: Commissioning Support

- 4.1. To form the final interview panel for all roles.

- 4.2 To appoint to the following Chief Officer positions:
 - Assistant Director: Commissioning Support
 - Assistant Director: Community Services
 - Assistant Director: Adult and Disability Services

- 4.3 To make a recommendation to Full Council for appointment of the Transformation Director where the salary of the role is over £100k.

- 5 To agree the appropriate salary and contract terms for the Transformation Director and Assistant Director: Commissioning Support.