

THE ROYAL BOROUGH OF KENSINGTON AND CHELSEA

ADMINISTRATION COMMITTEE – 29 SEPTEMBER 2011

REPORT BY THE HEAD OF HUMAN RESOURCES

**APPOINTMENT OF CHIEF OFFICERS WITH RESPONSIBILITY FOR
SHARED SERVICES**

On 22 June 2011 full Council agreed Constitutional changes which amended the terms of reference for the Appointments Panels to reflect tri-borough arrangements and establishing joint appointment panels for Chief Officers with responsibility for shared services. Further changes are now required as Westminster City Council subsequently indicated that they cannot agree to joint panels but wish to retain the right for each Council to make an independent decision about the successful candidate.

FOR DECISION

1. Appointments Panels

1.1 The current terms of reference for Appointments Panels are:

PANEL A

(a) Membership

Nine Council members (to be determined on each individual appointment but shall include at least one Cabinet member)

(b) Terms of Reference

In respect of the Town Clerk and Chief Executive, the Director of Legal Services and executive directors to carry out interviews and make appointments.

PANEL B

(a) Membership

Five Council members (to be determined on each individual appointment but shall include at least one Cabinet member)

(b) Terms of Reference

To carry out interviews and make appointments in respect of service directors for all business groups.

JOINT APPOINTMENTS PANEL

For the appointment of Chief Officers with responsibility for shared services covering more than one Council a joint panel shall be convened comprising three members from each relevant authority. Other appointments, other than at Chief Officer level, may be conducted by members where all relevant authorities agree that the appointment should be made by members.

The membership of the panel will comprise three Council members from each relevant authority (to include one Cabinet member from each relevant authority) split in the ratio of administration to opposition members in each Council.

2. Proposed new arrangements

- 2.1 In order to accommodate the Westminster's wish that each Council maintains the principle of separate governance and makes an independent decision about tri- or bi-borough appointments it is proposed that, rather than joint appointments panels as set out above, the Royal Borough nominates its own appointments panel and that this meets concurrently with the panels for Westminster and Hammersmith and Fulham
- 2.2 It is proposed that the number of Councillors on RBKC selection panels for joint appointments is set at four Council members including the relevant Cabinet Member, and reflecting the established ratio on committees, i.e. three Conservative Group Members and one Labour Group member. This mirrors the Westminster arrangement. Other appointments for heads of service, other than at Chief Officer level, may be conducted by members where all relevant authorities agree that the appointment should be made by members.
- 2.3 Arrangements for single borough appointments will remain unchanged and operate as outlined in paragraph 1.1

3. Urgent Action taken pursuant to Standing Order 37

- 3.1 As two Appointments Panels had to be convened in w/c 22 September, action was taken (following email consultation with Committee Members) to bring the above arrangements quickly into operation. The Mayor gave the necessary written authority on 14 September to the 'JOINT APPOINTMENTS PANEL' paragraphs inserted at the 22 June Council meeting (see para. 1.1. above) being deleted and replaced by the following:

PANEL C

(a) Membership

Four Council members (to be determined on each individual appointment, but shall include at least one Cabinet member).

(b) Terms of Reference

To carry out interviews and make appointments in respect of Chief Officers with responsibility for shared services covering more than one Council. Other joint appointments, other than at Chief Officer level, may be conducted by Members under these arrangements where all relevant authorities agree that the appointment should be made by Members.

Note: *Each authority involved shall convene its own Panel, though in normal circumstances the Panels will meet concurrently. Appointments other than at Chief Officer level may be conducted by Members where all relevant authorities agree that the appointment should be made in that way.*

- 3.2 The Administration Committee is invited formally to note this Constitutional change which will be reported to Council.

FOR INFORMATION

Mary Ann Lord
Head of Human Resources

Background papers: The Standing Order 37 letter signed by the Mayor.

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