

Minutes

Joint Appointments Committee

Held at:	Middelburg Room - Civic Centre Folkestone
Date	Monday, 6 June 2011
Present	Councillors Robert Bliss, Susan Chandler, Nigel Collor, Brian Copping, Gordon Cowan, Mike Eddy, Rory Love, David Monk, Russell Tillson and Watkins
Apologies for Absence	None
Officers Present:	Harvey Rudd, Solicitor to the Council, Dover District Council and Peter Wignall, Head of Democratic Services and Policy, Shepway District Council for minutes 1 to 3 and 4 (in part)
Others Present:	Sam Maher and Lisa Butterfill of East Midlands Councils

33 Election of Chairman

Resolved:

That Councillor Paul Watkins is appointed as chairman for the meeting.

For 10, against 0, abstentions 0,

34 Declarations of interest

There were no declarations of interest.

35 Terms of reference and composition and committee procedure rules for the Joint Appointments Committee

The committee were asked to note the terms of reference and composition and committee procedure rules of the Joint Appointments Committee attached to the agenda.

Proposed by Councillor Bliss
Seconded by Councillor Watkins and

Resolved:

That the terms of reference be noted.

For 10, against 0, abstentions 0,

36 **Selection and appointment of a joint chief executive officer for Dover and Shepway District Councils**

Report JC/11/01 sets out recommendations of the joint implementation forum on the role description, person specification, remuneration package and outline selection process for the post of joint chief executive officer.

The recommendations of Dover District Council's Scrutiny (Policy and Performance) Committee meeting of 31 May 2011 and its Cabinet meeting of 2 June 2011 were reported.

Sam Maher and Lisa Butterfilll of East Midlands Councils gave advice on further details of the selection process

Proposed by Councillor Bliss
Seconded by Councillor Watkins and

Resolved:

1. **To receive and note Report JC/11/01.**
2. **To agree the role description and person specification for the role of joint chief executive officer annexed respectively as appendix 1 and 2 of the report of East Midlands Councils to the committee;**
3. **To agree the selection procedure contained in the report of East Midlands Councils to the committee subject to the inclusion of an assessment of emotional intelligence and the details agreed in the meeting;**
4. **To recommend to both councils that the basic salary for the role of joint chief executive be a "spot salary" of £125,000 p.a. preserving any other benefits that the successful candidate has;**
5. **To recommend to both councils that the joint chief executive officer be the returning officer for each council;**
6. **That East Midlands Councils make the arrangements for the selection process.**

For 10, against 0, abstentions 0,