

## JOINT APPOINTMENTS COMMITTEE

**Quorum:** 3

**Composition:**

- 4 members appointed by Breckland District Council and 4 members appointed by South Holland District Council;
- Appointments shall be made in accordance with the Local Government (Committees and Political Groups) Regulations 1989;
- At least one member of the Committee shall be a member of Breckland District Council's Executive and at least one member shall be a member of South Holland District Council's Cabinet.

**Substitutions:** Each Council shall appoint one named member who may act as a substitute

**Terms of Reference:**

- (a) The making of recommendations to the Councils on the appointment and dismissal of the Head of the Paid Service/Chief Executive, or the taking of disciplinary action against him/her;
- (b) The appointment of any Director and the dismissal of, or the taking of any disciplinary action against any Director except the Section 151 Officer and Monitoring Officer;
- (c) The making of recommendations to the full Councils on the dismissal of the Monitoring Officer or Section 151 Officer, or on the taking of disciplinary action against him/her.

NOTE: In the exercise of these functions the Committee must act in accordance with the Local Authority (Standing Orders) (England) Regulations 2001

**Place of Meeting:**

Meetings of the Joint Appointments Committee may be held wherever it is considered to be most appropriate depending on the agenda for the particular meeting. The Chairman of the Committee may give directions.

**Training:**

Members of the Committee shall undertake appropriate training in selection and interviewing skills.

**Chairing Joint Appointments Committees:**

Chairmanship of the Joint Committee alternates between the two Councils

**Servicing the Joint Committee:**

The Joint Committee could be serviced by staff from either Council

**Legislation:**

This Joint Committee has been established in accordance with Section 102 of the Local Government Act 1972 (appointment of Committees)

NOTE: In exercising these functions the Committee must have regard to the Local Authorities (Standing Orders) (England) Regulations 2001.