

LEGAL AND DEMOCRATIC SERVICES

COMMITTEE DECISION SHEET

URGENT BUSINESS COMMITTEE - THURSDAY, 2 APRIL 2015

Please let the Committee Officer know as soon as possible if you do not agree with any action proposed in this decision sheet. These are decisions of the Committee and there is an expectation that action will be taken. If for any reason it is apparent that you will not be able to act on these instructions in full or in part or that there will be a delay, please let the Committee Officer know as it may be necessary to advise the Committee or seek further instructions from the Committee.

	Item Title	Committee Decision	Services Required to take action	Officer to Action
1	<u>Determination of Urgent Business</u>	<u>The Committee resolved:</u> (i) to agree that item 2 was of an urgent nature and required to be considered this day; (ii) to agree that item 3 was not of an urgent nature and instruct that it be submitted to the next meeting of the Finance, Policy and Resources Committee; and (iii) to accept an additional item onto the agenda regarding arrangements for the forthcoming Standards Commission hearing, agreeing that it was of an urgent nature and required to be considered this day.		
2	<u>Interim Arrangements for Head of Legal and Democratic Services and Monitoring Officer</u>	<u>The Committee resolved:</u> (i) to appoint the Head of Procurement to provide strategic managerial direction to Legal and Democratic Services until the recently appointed candidate takes up post;	Corporate Governance	Ewan Sutherland

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		<p>(ii) to authorise the four service managers in Legal and Democratic Services to act up into the duties of the Head of Legal and Democratic Services specific to their post set out in Standing Orders, the Scheme of Delegation and job profile during this period;</p> <p>(iii) to suspend Standing Order 42(3) insofar as it requires that the Head of Legal and Democratic Services shall be the Monitoring Officer and to appoint the Head of Procurement to that position until such time as the recently appointed candidate takes up the post; and</p> <p>(iv) notwithstanding (ii) above, during the same period to appoint Alyson Mollison, Legal Manager, as Clerk to the Licensing Board and Karen Donnelly, Legal Manager, as Appointed Person for the Pensions Scheme and as Data Controller.</p>		
3	<u>Amendments to the Recruitment Process for Director of Corporate Governance</u>	To be submitted to the Finance, Policy and Resources Committee of 23 April 2015.	<p>Human Resources and Organisational Development</p> <p>Legal and Democratic</p>	<p>Jeff Capstick</p> <p>Mark Masson</p>

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4	<u>Standards Commission Hearing</u>	<u>The Committee resolved:</u> (i) to note the information provided by the Chief Executive in relation to this matter; and (ii) to agree that this is a decision to be made by the Chief Executive.	Office of Chief Executive	Angela Scott

If you require any further information about this decision sheet, please contact Martyn Orchard 01224 523097 or email morchard@aberdeencity.gov.uk