

URGENT BUSINESS COMMITTEE

ABERDEEN, 29 May 2013. Minute of Meeting of the URGENT BUSINESS COMMITTEE. Present:- Councillor Crockett, Convener; and Councillors Boulton, Cooney, Dickson, Jackie Dunbar, Forsyth, McCaig, Jean Morrison MBE (as substitute for Councillor Laing), Noble, Taylor, Young and Yuill (as substitute for Councillor Malone).

The agenda and reports associated with this minute can be found at:-

<http://councilcommittees.acc.gov.uk/ieListDocuments.aspx?CId=334&MId=3066&Ver=4>

DETERMINATION OF URGENT BUSINESS

1. In terms of Standing Order 28(3)(vi), and in accordance with Section 50(B)(4)(b) of the Local Government (Scotland) Act 1973, the Committee was requested to determine (1) that the item on the agenda, and an additional item raised by the Head of Legal and Democratic Services, were of an urgent nature; and (2) that the Committee required to consider the items and take decisions thereon.

The Committee resolved:-

that the items were of an urgent nature and required to be considered this day, and decisions taken thereon.

DETERMINATION OF EXEMPT BUSINESS

2. The Committee was requested to determine that the business before it which contained exempt information as described in Schedule 7(A) of the Local Government (Scotland) Act 1973 be taken in private.

The Committee resolved:-

in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973, to exclude the press and public from the meeting during consideration of the items of business before it so as to avoid disclosure of exempt information of the classes described in paragraphs 1 and 6 of Schedule 7(A) of the Act.

POST OF DIRECTOR OF CORPORATE GOVERNANCE - RECRUITMENT AND SELECTION PROCESS

3. The Committee had before it a report by the Chief Executive which sought approval to establish an Appointment Panel to recruit to the post of Director of Corporate Governance and to award a contract for assistance with the recruitment process.

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The report recommended:-

that the Committee –

- (a) establish an Appointment Panel comprising nine members (3+3+1+1+1) to appoint to the post of Director of Corporate Governance, including the Leader of the Council who should be appointed as Convener;
- (b) to delegate authority to the Appointment Panel to agree all matters relating to the recruitment process, including job description and person specification, salary and timeline;
- (c) that external recruitment consultants be appointed for the purposes of supporting the recruitment to the post;
- (d) that any acting arrangements to cover the role should the vacancy not be filled for a period of time be delegated to the Chief Executive; and
- (e) to invoke Standing Order 1(6)(a) of the Council's Standing Orders relating to contracts and procurement to allow a contract to be entered into with the recruitment consultants Munro Consulting to support the recruitment process for this post, without the need to seek four quotes in accordance with Standing Order 6 or to undertake a competitive tendering exercise in accordance with Standing Order 5.

The Convener then explained that he had been advised that, since the issuing of the report, Munro Consulting had split into two companies, that those staff which supported the public sector were now operating independently as Aspen People and that, accordingly, the recommendation to appoint Munro Consulting should now be amended to appoint Aspen People. He assured the Committee that the individuals in the new company were those who had previously supported the Council in previous exercises.

The Committee resolved:-

- (i) to approve the recommendations on the basis that the contract referred to would be awarded to Aspen People; and
- (ii) to note the appointment of Councillors Boulton, Cameron, Forsyth, McCaig and Noble to the Panel, with nominees for the Labour and Liberal Democrat Groups to be confirmed subsequently.

SECTION 95 OFFICER

4. The Committee heard from the Head of Legal and Democratic Services who proposed that, in the absence of the Head of Finance, the Council's Section 95 officer, these duties be carried out by the Chief Accountant and that authority be given to the Chief Executive, in consultation with the Convener, to determine that they may be carried out by the Corporate Accounting Manager.

The Committee resolved:-

to approve the recommendation on the basis that the Chief Executive would consult the Convener of Finance and Resources on any transfer of the responsibility.

- BARNEY CROCKETT, Convener.