

APPRAISAL OF THE CHIEF EXECUTIVE (Min. 135/99)

1 SUMMARY

- 1.1 With the new municipal year now underway, this report seeks the re-establishment of the Member Appraisal Panel with responsibility for the appraisal of the Chief Executive.

2 DETAILED CONSIDERATIONS

- 2.1 IN 1999/2000 Members considered and set up an appraisal process relating to the Chief Executive and Upper Management tiers (Min No 135/99). It was agreed that Member appraisal of management would be confined to the Chief Executive, with the Chief Executive undertaking appraisal of the Corporate Directors and in association with the Corporate Directors, appraising the Heads of Service. A Member Appraisal Panel appointed from Corporate Resources Sub Committee, comprising the Chairman of the Sub Committee and one nomination from each of the main political groups, was set up to undertake that task. Once appointed, no Member substitutes were to be permitted during the municipal year.
- 2.2 A special meeting of Corporate Resources Sub Committee was convened prior to the first Appraisal Panel with the Chief Executive in December, 1999. Subsequently, there have been further special meetings of the Corporate Resources Sub Committee in January and February which considered Corporate Directors and Heads of Service feedback to the Chief Executive.
- 2.3 It is now appropriate to reconvene the Members Appraisal Panel and also to consider a date for a special meeting of the Corporate Resources Sub Committee, inviting those Chairman of the main service committees not already on Corporate Resources Sub Committee, so that the appraisal process can once again move forward in this municipal year.

3 RESOURCE IMPLICATIONS

- 3.1 The appraisal process requires resourcing in terms of officer and Member time. However, it is an integral part of the overall management and review systems now in place for the organisation.

4 RECOMMENDATION

4.1 It is proposed that the Sub-Committee **RECOMMENDS**

- (1) That the Member Appraisal Panel, comprising the Chairman of the Corporate Resources Sub Committee and the four Group Leaders, or their nominees, be re-established to oversee the appraisal of the Chief Executive. Once appointed to the Panel, no Member substitution to be permitted during the municipal year.
- (2) That a special meeting of the Corporate Resources Sub Committee be convened prior to the Chief Executive's appraisal taking place, to discuss and agree those issues to be taken up by the Member Appraisal Panel with the Chief Executive as part of the appraisal process, with those Chairman of the main service committees not already on Corporate Resources Sub Committee being invited to the Sub Committee specifically for this item. (CEX)

Paul Warren
Chief Executive

Background Papers:

None

For further information please contact Paul Warren on (01702) 546366