

## Appendix B

### The Staffing Matters & Urgency Committee

The HR & Urgency Committee is a formally constituted, politically proportionate committee of council which may undertake all non-executive functions relating to HR matters and all non-executive functions in case of emergency.

Delegations to the Staffing Matters & Urgency Committee:

Delegated authority	Conditions
---------------------	------------

<p><b>Human Resources:-</b> The committee is empowered to exercise all functions of Full Council concerning Staffing Matters, (other than those which by law are reserved to Full Council), including but not limited to matters under S.112 of the Local Govt. Act 1972.</p>	
---	--

For the avoidance of doubt this shall include the following:-

- To arrange for the conduct of or conduct the recruitment and selection process and to make recommendations to Full Council as to whom an offer of appointment to the said post(s) should be made in respect of the following vacant posts:-
  - Head of Paid Service
  - Directors
  - Monitoring Officer
  - S.151 Officer
- In conducting its recruitment functions the committee shall be empowered to establish recruitment sub-committees of no less than three elected Members.

<p><b>Urgency:-</b> The committee is empowered to authorise all non-executive functions, (other than those which must, by law, be exercised by Full Council), in circumstances of urgency where it is necessary to obtain a decision on any matter without delay.</p>	
---	--

<p>In relation to any urgent matter, which involves the exercise of Executive functions, the Committee shall act in an advisory capacity to the Executive Leader or his or her substitute Executive Member, who shall have regard to the advice when exercising the relevant function.</p>	<p>Subject to legal requirements for taking an urgent Executive decision.</p>
--	---

For the purposes of determining whether the Urgency Committee ought to exercise the above delegations a decision is regarded as urgent if it cannot reasonably be deferred to the next available Council, Executive or Committee

v.23.03.08(2)

for determination and any such delay is likely to seriously prejudice the Council's or the public's interests.