

A.4 - APPENDIX B

Committee	Functions and Terms of Reference	Delegated Functions
Human Resources Sub-Committee	<ol style="list-style-type: none"> 1. Forms part of the recruitment, dismissal and disciplinary process for the appointment of Senior Officers, which includes the following posts: <ul style="list-style-type: none"> • Chief Executive; • Section 151 Officer; • Monitoring Officer; • Chief Officers (Deputy Chief Executive/ Corporate Directors); and • All Deputy Chief Officers (Heads of Service) 2. Forms a panel to undertake interview of applicants for Senior Officer posts who have successfully been shortlisted and undertaken necessary technical interviews and assessments. 3. The Panel will comprise of 3 members consisting of: <ul style="list-style-type: none"> • a member of Cabinet being the relevant Portfolio Holder for the service concerned (unless that Portfolio Holder requires the Leader to appoint a substitute for them because they will be unable to attend); • Chairman or Vice-Chairman of the Human Resources Committee; and • a named committee member from an opposition group. 4. The Panel must take into account the views and professional advice given by the relevant officers before an offer of appointment can be made. 	