



## Appointments

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**1 February 2013**

### **Purpose of report**

- 1 To appoint a Vice-Convener of the Joint Board following the resignation of the existing Vice-Convener.
- 2 To advise of an appointment to the Joint Board following the resignation of a member from West Lothian Council and the need to fill a vacancy on the Appointment Committee, the Appeal Committee and the Joint Consultative Group.

### **Vice-Convener of the Joint Board**

- 3 On 11 June 2012, the Joint Board appointed Councillor King as its Vice-Convener.
- 4 Councillor King has now resigned as Vice-Convener and the Joint Board is invited to appoint a replacement. In accordance with the Joint Board's Standing Orders, the Convener and Vice-Convener must represent different Councils.

### **Membership of the Joint Board, its Sub-Committees and Joint Consultative Group**

- 5 On 4 September 2012, West Lothian Council appointed Councillor Barry Robertson to serve on the Lothian Valuation Joint Board in place of Councillor Cathy Muldoon who had resigned.
- 6 Councillor Muldoon also served on the Appointment Committee, the Appeal Committee and the Joint Consultative Group. The current membership, as notified, and remits of these groups are detailed in the attached appendices.
- 7 The Joint Board is invited to appoint a member from West Lothian Council to the Appointment Committee, the Appeal Committee and the Joint Consultative Group.

## Recommendations

- 8 The Joint Board is asked:
- 8.1 To appoint a Vice-Convener.
  - 8.2 To note the appointment of Councillor Barry Robertson to represent West Lothian Council.
  - 8.3 To appoint a member from West Lothian Council to the Appointment Committee, the Appeal Committee and the Joint Consultative Group.

**Sue Bruce**  
Chief Executive and Clerk

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<b>Appendices</b>	1	Membership of Committees and Joint Consultative Group
	2	Appointment Committee Remit
	3	Appeal Committee Remit
	4	Joint Consultative Group

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**Background  
Papers**

**LOTHIAN VALUATION JOINT BOARD**

**MEMBERSHIP OF COMMITTEES AND JOINT CONSULTATIVE GROUP  
2007-2012**

**Appointment Committee**

<b>The City of Edinburgh Council</b>	Councillor Work Councillor Bagshaw
<b>East Lothian Council</b>	Councillor Gillies
<b>Midlothian Council</b>	Councillor Russell
<b>West Lothian Council</b>	Councillor Muldoon

**Appeal Committee**

<b>The City of Edinburgh Council</b>	Councillor Work Councillor Bagshaw
<b>East Lothian Council</b>	Councillor Gillies
<b>Midlothian Council</b>	Councillor Russell
<b>West Lothian Council</b>	Councillor Muldoon

**Joint Consultative Group**

<b>The City of Edinburgh Council</b>	Councillor Work Councillor Bagshaw
<b>East Lothian Council</b>	Councillor Gillies
<b>Midlothian Council</b>	Councillor Russell
<b>West Lothian Council</b>	Councillor Muldoon

**LOTHIAN VALUATION JOINT BOARD**

**APPOINTMENT COMMITTEE**

**REMIT**

- 1 The Appointment Committee** shall be authorised to act on behalf of the Board on all matters of selection and appointment of the Assessor and Electoral Registration Officer of the Lothian Valuation Joint Board.
- 2** Membership of the Committee shall comprise:

**Members:**

The City of Edinburgh Council	-	2 Councillors
East Lothian Council	-	1 Councillor
Midlothian Council	-	1 Councillor
West Lothian Council	-	1 Councillor

**Total            5**

**Advisers (non-voting):**

Chief Executive and Clerk to the Valuation Board  
Personnel Adviser to the Valuation Board

- 3** The quorum for meetings of the Committee will be 3 members.
- 4** The Convener of the Committee shall be appointed by the Valuation Board. In the absence of the Convener at any meeting, the Committee will elect a Chair from its members.
- 5** Members will be permitted to appoint a substitute to attend in their place, in accordance with the requirements of the Board's Standing Orders.
- 6** All members (and any substitute member) will require to have attended an approved training course for the purpose of selection of Chief Officers.
- 7** All members (and any substitute members) will be subject to the general requirement to have attended all the stages of the selection process i.e. any short-leeting (or long-leeting) and interviews of all candidates when participating in the selection process.
- 8** The Chief Executive and Clerk to the Valuation Board, in consultation with the Convener of the Committee, will be responsible for calling meetings of the Committee.
- 9** The Chief Executive and Clerk shall report on any appointment made to a meeting of the Valuation Board.

**LOTHIAN VALUATION JOINT BOARD**

**APPEAL COMMITTEE**

**REMIT**

To decide appeals by staff in regard to disciplinary action, gradings, grievances and disputes or in other appropriate circumstances, in terms of the Joint Board's policies in these matters.

### **LOTHIAN VALUATION JOINT BOARD**

#### **JOINT CONSULTATIVE GROUP**

##### **REMIT**

- 1 To provide a means of regular consultation between the Board and employees' representatives, on matters affecting the employment and conditions of service of Board employees, always provided that no question of an individual's pay, wage, grading, discipline, promotion or efficiency shall be within the scope of the Joint Group.
- 2 To consider and offer observations on any proposals made by the Board involving substantial administrative reorganisation to the extent to which it affects the pay and conditions of employment of the employees of the Board.
- 3 To consider and report on any matter which may be referred to the Joint Group by the Board or by any of the employee organisations.