

VJB42. Divisional Assessor

The Board considered a report by the Assessor & Electoral Registration Officer presenting the Divisional Assessor which:-

- advised the Board that the Appointments Committee had appointed Mark Docherty to the vacant post of Divisional Assessor with effect from 4 April 2022;
- advised that Darryl Rae, Divisional Assessor, had intimated his intention to resign with effect from 15 May 2022,
- sought authority for the Assessor & ERO to initiate a recruitment and selection process, up to, but not including, final interview, to fill the vacant post as soon as practicable, and
- sought approval to revise the pay grade of the Divisional Assessor post to facilitate recruitment and retention.

The Assessor and Electoral Registration Officer clarified that the increase in salary for a Divisional Assessor from £67,759 to £74,235 was to align the Divisional Assessor's pay with those across the country and thus be used as a mechanism of retention. In terms of an operational impact, Mr Wildman clarified that the proposed increase had been incorporated into the Proposed Revenue Budget 2022/23.

Following on from a question on whether any other pay grades would be reviewed, the Assessor and Electoral Registration Officer confirmed that pay grades were continuously under review. He recognised the significant change in the Assessors market in the past 18 months which had led to more vacancies than qualified individuals.

The Board agreed to maintain the current membership of the Appointments Committee (Councillors Balfour, Binnie, Holden, Nimmo and Thompson) but noted that Councillor Holden was not present at the meeting. It was agreed that Councillor Earle would substitute Councillor Holden if he was not able to participate.

The Assessor and Electoral Registration Officer clarified that an appointment would be made prior to the Local Government Elections being held in May 2022.

The Board considered the meeting arrangements for the interviews Mr Wildman explained that Hillside House was to be open on a more structured basis for staff on 4 April 2022 and would be happy to have a health and safety evaluation on whether all participants could attend in person there. The Assistant to the Clerk noted that the Scottish Government Covid-19 Guidance was to change on 21 March 2022 which would negate the requirement to incorporate social distancing, thus making face-to-face interviews easier.

Decision

The Board:-

- (1) noted the appointment of Mr Mark Docherty as Divisional Assessor from 4 April 2022;**
- (2) noted the resignation of Mr Darryl Rae as Divisional Assessor from 15 May 2022;**
- (3) approved that the resultant vacancy be recruited to;**
- (4) approved the revision in pay grading for the post of Divisional Assessor from £67,759 to £74,235;**
- (5) confirmed the membership of the Appointments Committee as Councillors Balfour, Binnie, Holden, Nimmo and Thompson with Councillor Earle as a substitute for Councillor Holden should he be unable to participate;**
- (6) confirmed Councillor Balfour as convener of the committee;**
- (7) approved that the recruitment advisors to the Board will be the Clerk to the Board, the Human Resources adviser to the Board and the Assessor and Electoral Registration Officer;**
- (8) in order to expedite recruitment, notwithstanding Standing Orders which provide that recruitment of the Divisional Assessor is delegated to the Appointments Committee, that recruitment, not including final interview, is delegated to the Assessor and Electoral Registration Officer, Clerk and HR Advisor;**
- (9) noted that the outcome of the recruitment process would be reported to the Board by the Clerk;**
- (10) approved the following recruitment timetable**

Closing Date for Applications	20 March 2022
Interviews	29 March 2022; and
- (11) agreed to delegate authority to the Assessor, in consultation with the Convener and taking into consideration the public health situation at the time, to determine whether the interviews would be held physically or remotely.**