



County Hall
Cardiff
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Neuadd y Sir
Caerdydd
CF10 4UW
Ffôn: (029) 2087 2000

AGENDA

Pwyllgor	PWYLLGOR PENODI - CYFARWYDDWR CYNORTHWYOL, GWASANAETHAU OEDOLION
Dyddiad ac amser y cyfarfod	DYDD LLUN, 8 HYDREF 2018, 9.30 AM
Lleoliad	YSTAFELL GYNADLEDDA'R - LEFEL 5, NEUADD Y SIR, GLANFA'R, CAERDYDD
Aelodaeth	Cynghorydd Elsmore (Cadeirydd) Cynghorwyr Bowen-Thomson, Hinchey, McKerlich a/ac Williams

1 Ymddiheuriadau

2 Datgan Buddiannau (os o gwbl)

Derbyn datganiadau buddiannau yn unol â Chod Ymddygiad yr Aelodau.

3 Cylch Gorchwyl

Cyflawni swyddogaethau'r awdurdod o ran penodi a diswyddo Prif Swyddogion a Dirprwy Brif Swyddogion (fel y'u diffinnir yn Rheoliadau Awdurdodau Lleol (Gorchmynion Sefydlog) (Cymru) 2006) a Phennaeth statudol Gwasanaethau Democrataidd, yn unol â'r Rheolau Gweithdrefnau Cyflogaeth ac unrhyw bolisiâu a gweithdrefnau perthnasol y Cyngor.

4 Cofnodion (*Tudalennau 3 - 4*)

Cymeradwyo cofnodion y cyfarfod a gynhaliwyd ar 24 Medi 2018 fel cofnod cywir.

5 Eithrio'r Cyhoedd

Ni chaiff y wybodaeth yn yr eitemau canlynol ei chyhoeddi yn sgil paragraffau 12 a 13 Rhan 4 Atodlen 12A Deddf Llywodraeth Leol 1972.

6 Penodi Cyfarwyddwr Cynorthwyol, Gwasanaethau Oedolion (*Tudalennau 5 - 38*)

I gyfweld ymgeiswyr / ymgeiswyr a dod i'r casgliad o'r broses ar gyfer penodi swydd Cyfarwyddwr Cynorthwyol Gwasanaethau Oedolion.

Davina Fiore

Cyfarwyddwr Llywodraethu a Gwasanaethau Cyfreithiol

Dyddiad: Dydd Mawrth, 2 Hydref 2018

Cyswllt: Gill Nurton, 02920 872432, G.Nurton@caerdydd.gov.uk

APPOINTMENT COMMITTEE - ASSISTANT DIRECTOR, ADULT SERVICES

24 SEPTEMBER 2018

Present: Councillor Elsmore(Chairperson)
Councillors Bowen-Thomson, Hinchey, McKerlich and Williams

9 : APOLOGIES

There were no apologies for this meeting.

10 : DECLARATION OF INTEREST (IF ANY)

There were no declarations of interest for this meeting.

11 : TERMS OF REFERENCE

The Terms of Reference were noted as follows:-

“ To discharge the functions of the authority in respect of the appointment and dismissal of Chief Officers and Deputy Chief Officers (as defined in the Local Authorities (Standing Orders) (Wales) Regulations 2006) and the statutory Head of Democratic Services, in accordance with Employment Procedures Rules and other relevant Council policies and procedures”.

12 : MINUTES OF THE MEETING 3 SEPTEMBER 2018

The minutes of the 3 September 2018 were approved as a correct record.

13 : EXCLUSION OF THE PUBLIC

RESOLVED: That the public be excluded during the discussion on the following item of business on the grounds that, if members of the public were present during the discussion, because of the nature of the business to be transacted there would be disclosure to them of the except information as defined in Part 4 of Schedule 12A of the Local Government Act 1972 and as describe below:-

Paragraph 12 – Information relating to an applicant to become an employee of the Authority:-

Paragraph 13 – Information which as likely to reveal the identity of an individual.

14 : APPOINTMENT OF ASSISTANT DIRECTOR, ADULT SERVICES

The Appointment Committee for the post of Assistant Director Adult Services was reconvened to receive and consider the findings from the Assessment Centre.

Sarah Cook, the External Lead Assessor presented the findings from the assessment centre exercises and overall scores given for each of the behavioural competencies required for the role by Candidates 1, 2, 7 & 11.

The Committee in making its decision took account of each candidate's original application, how each candidate scored against the competencies required for the role, the written assessment on each of the tasks which addressed the candidates strength's and skills. The Committee the candidate to be put forward for formal interview.

The Committee considered the topic options and set questions for the interview process.

RESOLVED: That.

1. Candidate 2 be invited for interview.
2. The Candidate be advised of the presentation topic and that a maximum of 10 minutes be allocated for the presentation.
3. The selected questions be finalised for the interview Committee.

15 : DISMISSAL (IF REQUIRED)

There was no consequential dismissal required as part of the short-listing process.

16 : DATE OF NEXT MEETING - 8 OCTOBER 2018, 09:30PM

The next meeting was agreed as Monday 8 October 2018 at 09:30am.

Yn rhinwedd paragraff (au) 12, 13 Rhan (nau) 4 a 5 o Atodlen 12A
o Ddeddf Llywodraeth Leol 1972.

Mynediad Cyfyngedig i'r Ddogfen

Mae'r dudalen hon yn wag yn fwriadol

Yn rhinwedd paragraff (au) 12, 13 Rhan (nau) 4 a 5 o Atodlen 12A
o Ddeddf Llywodraeth Leol 1972.

Mynediad Cyfyngedig i'r Ddogfen

Mae'r dudalen hon yn wag yn fwriadol