



County Hall
Cardiff
CF10 4UW
Tel: (029) 2087 2000

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

SUPPLEMENTARY PAPERS

Committee	APPOINTMENTS COMMITTEE - HEAD OF TRANSPORT
Date and Time of Meeting	TUESDAY, 16 AUGUST 2022, 2.00 PM
Venue	REMOTE MEETING VIA MS TEAMS
Membership	Councillor De'Ath Councillors Robson, Taylor, Lynda Thorne and Wong

The following papers were marked 'to follow' on the agenda circulated previously

5 Appointment of Head of Transport(Pages 3 - 100)

To consider the shortlisting of candidates for the post of Head of Transport following the assessment centre.

Davina Fiore
Director Governance & Legal Services

Date: 10 August 2022

Contact: Kate Rees, 02920 872427, KRees@cardiff.gov.uk

This document is available in Welsh / Mae'r ddogfen hon ar gael yn Gymraeg

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**NOTES FOR RECONVENED APPOINTMENT COMMITTEE FOR
SHORT-LISTING FOR APPOINTMENT OF CHIEF EXECUTIVE /
CORPORATE DIRECTOR, RESOURCES / DIRECTORS /
ASSISTANT DIRECTORS /CHIEF OFFICERS**

1. Chair reminds Members of the Committee of the need to offer comments on the list of candidates based on their personal review of applications (applications having been sent out with this note) and the results of the assessment centre which will follow and be presented by the Advisor and Lead Officer for discussion at the meeting.
2. Lead Officer / Advisor talks through the assessment centre report each candidate in turn answering any questions relating to the assessment raised by any Member of the Committee.
3. Members discuss the information received and consider who should go through to the final Appointment Committee.
4. Agreement is sought from Committee on the candidates to be included for the final stage of the process.
5. Lead officer / Advisor answers any queries relating to the next stage of the assessment.
6. Chair confirms the outcome of the discussion by listing the candidates being taken through to the next stage – the Appointment Committee.
7. Lead officer confirms the Appointment Committee details including date and timings based on the number of candidates confirmed by the shortlist committee.
8. Chair concludes the Committee.

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By virtue of paragraph(s) 12, 13 of Part(s) 4 and 5 of Schedule 12A of the Local Government Act 1972.

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