



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

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

AGENDA

Pwyllgor	PWYLLGOR PENODI - Cyfarwyddwr Corfforaethol - Pobl a Chymunedau
Dyddiad ac amser y cyfarfod	DYDD MAWRTH, 6 CHWEFROR 2018, 12.45 PM
Lleoliad	YSTAFELL GYNDLEDDU'R ARWEINYDD, LEFEL 5, NEUADD Y SIR, GLANFA'R IWERDYDD, CAERDYDD
Aelodaeth	Cynghorydd Huw Thomas (Cadeirydd) Cynghorwyr Bridgeman, Carter, McKerlich a/ac Lynda Thorne

1 Ymddiheuriadau (Os o gwbl)

2 Datgan Buddiannau

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 1 - 2*)

Cymeradwyo cofnodion y Pwyllgor Penodi 29 Ionawr 2018.

5 Eithro'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 Corfforaethol - Pobl a Chymunedau (*Tudalennau 3 - 82*)

Cyfweld ymgeiswyr a dod â'r broses ar gyfer penodi i'r swydd Cyfarwyddwr Corfforaethol - Pobl a Chymunedau i ben.

7 Diswyddo (os oes angen)

Ystyried unrhyw ddiswyddiad canlyniadol os oes angen o'r broses hon.

Davina Fiore

Cyfarwyddwr Llywodraethu a Gwasanaethau Cyfreithiol

Dyddiad: Dydd Mercher, 31 Ionawr 2018

Cyswllt: Gill Nurton, 029 2087 2432, g.nurton@cardiff.gov.uk

APPOINTMENT COMMITTEE

29 JANUARY 2018

Present: Councillor Huw Thomas (Chairperson);
Councillors Bridgeman, McKerlich and Lynda Thorne

Also: Nick Clark, External Lead Assessor; Paul Orders, Christine Salter and Philip Lenz.

9 : APOLOGIES

An apology was received from Councillor Carter who had an urgent, unexpected family commitment.

10 : DECLARATIONS OF INTEREST

There were no declarations of interest for this meeting.

11 : TERMS OF REFERENCE

RESOLVED – That 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 the Employment Procedure Rules and other relevant Council policies and procedures”.

12 : MINUTES

The minutes of the Appointment Committee on 12 January 2018 were approved as a correct record and signed by the Chairperson.

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 except information as defined in Part 4 of Schedule 12A of the Local Government Act 1972 and as described below:

Paragraph 12 – Information relating to an applicant to become an employee of the Authority; and

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

14 : APPOINTMENT OF CORPORATE DIRECTOR - PEOPLE & COMMUNITIES

The Appointment Committee for the post of Corporate Director – People and Communities was reconvened to receive and consider the findings from the Assessment Centre held on 23 January 2018.

It was noted that Candidate 5 had withdrawn from the process prior to the Assessment Centre.

Nick Clark, the External Lead Assessor presented the findings for each of the three candidates following the assessment centre exercises, and the scores against the behavioural competencies for the role. The Committee based on the essential criteria, assessment outcomes and the candidate's original application considered which candidates should be put forward for formal interview.

The Committee discussed and agreed the presentation topic and selected interview questions.

RESOLVED – That

1. Candidates 3, 4 and 6 be invited for interview;
2. the candidates be advised of the chosen presentation topic and that a maximum of 10 minutes will be allocated for the presentation; and
3. the selected questions be finalised for the Interview Committee.

15 : DISMISSAL (IF REQUIRED)

There was no requirement to consider this item.

16 : DATE OF NEXT MEETING

RESOLVED – That the Appointment Committee as Interview Panel will start at 12.45pm on Tuesday 6 February 2018 in the Leader's Conference Room.

The meeting terminated at 14.45pm.

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

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Mae'r dudalen hon yn wag yn fwriadol

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