

## APPOINTMENT COMMITTEE

2 MARCH 2018

Present: Councillor Huw Thomas(Chairperson)  
Councillors Boyle, Cunnah, Gavin Hill-John and Weaver

Also: Mandy Pigny, External Lead Assessor, Paul Orders, Christine Salter and Philip Lenz

**Special Note: Due to weather condtions the meeting was held via conference call with members attending via telephone. Start time 1.45 pm**

1 : APOLOGIES (IF ANY)

No apologies

2 : DECLARATION OF INTERESTS

There were no declarations of interest in accordance with the Members Code of Conduct.

3 : 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”.*

4 : MINUTES

The minutes of the Appointment Committee on 8<sup>th</sup> February 2018 were approved as a correct record and signed by the Chairperson.

5 : 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.

## 6 : APPOINTMENT OF CHIEF DIGITAL OFFICER

The Appointment Committee for the post of Chief Digital Officer was reconvened to receive and consider the findings from the Assessment Centre held on 19<sup>th</sup> and 20<sup>th</sup> February 2018.

It was noted that candidate 10 had withdrawn from the process prior to the Assessment Centre.

Mandy Pigny the External Lead Assessor presented the findings for each of the 9 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.

RESOLVED - That

1. candidates 3,14, 22, & 35 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

## 7 : DISMISSAL (IF ANY)

There was no requirement to consider this item.

## 8 : DATE OF NEXT MEETING - FRIDAY 9 MARCH 2018 AT 9:00AM

RESOLVED – That the Appointment Committee as Interview Panel will convene at 9.30am on Friday 9 March 2018 in the Leader's Conference Room.