

APPOINTMENT COMMITTEE – ASSISTANT DIRECTOR STREET SCENE

5 JUNE 2018

Present: Councillor Michael (Chairperson)
Councillors Mackie, Robson, Wild and Williams

25 : APOLOGIES

There were no apologies for this meeting.

26 : DECLARATION OF INTERESTS

There were no declarations of interest for this meeting.

27 : 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 the Employment Procedure Rules and other relevant Council policies and procedures”.

28 : MINUTES

The minutes of the 27 February 2018 were approved as a correct record.

29 : 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 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.

30 : APPOINTMENT OF ASSISTANT DIRECTOR STREET SCENE

The Appointment Committee for the post of Assistant Director Street Scene was reconvened to receive and consider the findings from the Assessment Centres held on 4 and 24 May 2018. The Committee noted that Candidates 1,3,10 and 11 had withdrawn from the process.

Mandy Pigny, 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 2, 6, 9 and 15.

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' strengths and skills. The Committee agreed the candidates to be put forward for formal interview.

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

RESOLVED – That

1. candidates 9 and 15 be invited for interview.
2. the candidates be advised of the presentation topic and that a maximum of 10 minutes will be allocated for the presentation.
3. the selected questions be finalised for the interview committee.

31 : DISMISSAL

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

32 : DATE OF NEXT MEETING

The next meeting was agreed as Wednesday 20 June 0218 starting at 9:30am.

The meeting terminated at 10.20 am