

## APPOINTMENT COMMITTEE - ASSISTANT DIRECTOR, EDUCATION & LIFELONG LEARNING

5 APRIL 2019

Present: Councillor Merry (Chairperson)  
Councillors Boyle, Hinchey, Lister and Williams

### 15 : APOLOGIES

There were no apologies.

### 16 : DECLARATION OF INTERESTS

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

### 17 : 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”.*

### 18 : MINUTES

The minutes of the meeting 25 March 2019 were approved as a correct record.

### 19 : 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.

### 20 : APPOINTMENT OF ASSISTANT DIRECTOR, EDUCATION AND LIFELONG LEARNING

The Committee was convened to interview two candidates put forward by the Committee on 25 March 2019 following consideration of the outcomes from the Assessment Centre.

As part of the interview process, the candidates were invited to make a 10-minute presentation and Members were given an opportunity to question each candidate on the presentation. This was followed by formal set questions and two mandatory questions.

At the end of the interview process, the Committee deliberated on the performance of each candidate against the competencies and model responses.

The Committee agreed that they were able to appoint to the post of Assistant Director – Education and Lifelong Learning.

RESOLVED – That

1. Mr Mike Tate be appointed Assistant Director – Education and Lifelong Learning in accordance with the advertised Grade and Salary for the post;
2. the selection process had been conducted in accordance with the Appointment process and all candidate had been treated equally and fairly during the process. The successful candidate was appointed on merit.

*The meeting terminated at 13.20pm*