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## AGENDA

**Committee** APPOINTMENTS COMMITTEE - HEAD OF PLANNING

**Date and Time of Meeting** MONDAY, 17 MAY 2021, 12.00 PM

**Venue** REMOTE MEETING VIA MS TEAMS

**Membership** Councillor Wild (Chair)  
Councillors Hopkins, Jones-Pritchard, K Jones and Merry

**1 Apologies for absence**

**2 Minutes** (*Pages 3 - 4*)

To approve the minutes of the Longlisting Committee on 27 April 2021

**3 Declarations of Interest**

To receive declarations of interest in accordance with the Members Code of Conduct.

**4 Exclusion of the Public**

Information included in the following item is not for publication by virtue of paragraphs 12 and 13 of Part 4 of Schedule 12A of the Local Government Act 1972

**5 Appointment of Head of Planning**

*Papers to follow*

To consider the shortlisting of candidates for the post of Head of Planning.

**6 Date of next meeting**

The date of the next meeting of the Appointments Committee, Head of Planning is on Thursday 26 May 2021.

**Davina Fiore**  
**Director Governance & Legal Services**  
Date: Tuesday, 11 May 2021  
Contact: Kate Rees,  
02920 872437, KRees@cardiff.gov.uk

APPOINTMENTS COMMITTEE - HEAD OF PLANNING

27 APRIL 2021

Present: Councillors Hopkins, Jones-Pritchard, K Jones, Merry and Wild

1 : ELECTION OF CHAIR

Councillor Caro Wild was appointed as Chairperson of the Committee.

2 : APOLOGIES FOR ABSENCE

No apologies for absence were received.

3 : DECLARATIONS OF INTEREST

No declarations of interest were received in accordance with the Members Code of Conduct.

4 : 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”.*

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 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.

6 : APPOINTMENT OF HEAD OF PLANNING

The Appointment Committee was convened to consider the long-list of candidates for the appointment to the post Head of Planning.

The Committee reviewed the 6 applications received and considered how each of the candidates met the essential competencies from the Behavioural Competencies

Framework and the Role Profile, and identified those candidates to be recommended to go forward for assessment.

RESOLVED – That Candidates 21965, 21973, 21976, 22010 & 22033 be put forward for assessment to be held in May 2021.

7 : DISMISSAL (IF REQUIRED)

Not required.

8 : DATE OF NEXT MEETING - 17 MAY 2021