

APPOINTMENTS COMMITTEE - ASSISTANT DIRECTOR, HOUSING & COMMUNITIES

21 JUNE 2021

Present: Councillor Lynda Thorne(Chairperson)
Councillors Elsmore, Hudson and Mackie

8 : APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Carter.

9 : DECLARATIONS OF INTERESTS

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

10 : TERMS OF REFERENCE

RESOLVED: To note the following Terms of Reference: "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"

11 : MINUTES

The minutes of the meeting held on 17 May 2021 were approved as a correct record.

12 : 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

13 : APPOINTMENT OF ASSISTANT DIRECTOR, HOUSING & COMMUNITIES

The Appointments Committee for the post of Assistant Director, Housing & Communities was reconvened to receive and consider the findings from the Assessment Centre.

The Committee had four Assessment Reports to review. 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 strength's and

skills. The Committee considered that two candidates should be put forward for formal interview.

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

RESOLVED – That

- Candidates 22915 and 22957 be invited for interview;
- the candidates be advised of the presentation topic and that a maximum of 10 minutes be allocated for the presentation;
- the selected questions be finalised for the interview Committee

14 : DATE OF NEXT MEETING

The next meeting of the Committee is on Friday 9 July 2021 at 10.00 am.

The meeting terminated at 10.45 am