

## APPOINTMENT COMMITTEE

13 MARCH 2018

Present: Councillor Weaver(Chairperson)  
Councillors Derbyshire, Jones-Pritchard and Patel

### 1 : APOLOGIES (IF ANY)

Councillor Carter

### 2 : DECLARATIONS OF INTEREST

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

### 3 : MINUTES

The minutes of the 13 February 2018 were approved as a correct record.

### 4 : TERMS OF REFERENCE

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 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 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 DEMOCRATIC SERVICES

The Appointment Committee for the post of Head of Democratic Services was reconvened to receive and consider the findings from the Leadership and Technical Assessment, 22 February 2018.

Mandy Pigny, the External Lead Assessor presented the findings for candidates following the Leadership and Technical Assessment exercises. The Committee based on the essential criteria and Leadership and Technical Assessment outcomes

and the candidate's original application form considered which candidates should be put forward to formal interview.

RESOLVED:

- (1) candidates 3, 6 & 9 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 REQUIRED)

There were no consequential dismissal required as part of the shortlisting process.

8 : DATE OF NEXT MEETING - THURSDAY 29 MARCH 2018 AT 9:30AM

***This document is available in Welsh / Mae'r ddogfen hon ar gael yn Gymraeg***