

## **Glamorgan Archives Joint Committee**

### **Terms of Reference**

#### **Appointments Committee**

The membership of the Appointments Committee will be agreed by the Glamorgan Archives Joint Committee (the Joint Committee). It will comprise at least three, but up to 6 members, with a maximum of one from each contributing authority.

The Appointments Committee is a sub-committee of the Joint Committee.

The Appointments Committee will be convened as and when required and the terms of reference are to:

- Appoint the Glamorgan Archivist in accordance with Cardiff Council's relevant recruitment and selection policies and procedures.
- Make the appointment within the terms and conditions as determined by Cardiff Council's pay and grading structure and terms and conditions of employment, as agreed by the Glamorgan Archives Joint Committee
- Undertake relevant training to enable members to properly discharge their duties.

**Glamorgan Archives Joint Committee**

**September 2019**