

APPOINTMENTS COMMITTEE - WEDNESDAY, 22 JANUARY 2020

MINUTES OF A MEETING OF THE APPOINTMENTS COMMITTEE HELD IN COMMITTEE ROOMS 2/3, CIVIC OFFICES ANGEL STREET BRIDGEND CF31 4WB ON WEDNESDAY, 22 JANUARY 2020 AT 16:00

Present

Councillor HJ David – Chairperson

HM Williams
RL Penhale-
Thomas

N Clarke
PJ White

T Giffard

JPD Blundell

Apologies for Absence

T Thomas

Officers:

Andrew Rees	Democratic Services Manager
Kelly Watson	Chief Officer Legal, HR and Regulatory Services
Debra Beeke	HR & OD Manager
Mark Shephard	Chief Executive

1. DECLARATIONS OF INTEREST

None.

2. APPOINTMENT PROCESS: CORPORATE DIRECTOR SOCIAL SERVICES AND WELLBEING

The Chief Executive sought approval for the recruitment process to the position of Corporate Director Social Services and Wellbeing as the current post holder had given notice to resign from her position.

The Group Manager HR&OD reported that quotations had been sought from recruitment agencies specialising in recruiting local authority senior management and executive roles to support the Council with the appointment. Solace in Business had been engaged, who are suitably experienced in recruiting local authority senior management and executive roles to support the Council with the appointment.

The Group Manager HR & OD reported on the selection process to be followed, in that applications would be sent to Solace in Business who will assess and evaluate candidates against the set competencies and will provide feedback to this Committee throughout the process. She outlined the timetable for the stages of the selection process, together with the job description and person specification for the role. Following the closing date, the Appointments Committee would be convened to receive feedback from the recruitment specialist and to agree a long list of candidates to progress to the assessment centre. She stated that the assessment centre will comprise a range of selection methods and assessors will undertake managerial / technical interviews, psychometric testing and interactive assessments to test key competencies. The Appointments Committee will receive feedback following the assessment centre and agree a final shortlist of candidates who will be invited to interview by the Committee. The Committee will make the final decision on the appointment, taking account of the outcome of the assessment centre and final interview.

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The Committee discussed the need for a benchmark to assess candidates and considered that this be set at 50%.

RESOLVED: That the Appointments Committee:

- (i) Approved the job description and specification;
- (ii) Approved the process outlined in paragraph 4.3 of the report;
- (iii) Reconvenes on 11 March 2020 following the meeting of Council to determine the long list of candidates to be invited to the assessment centre;
- (iv) Delegated to the Chief Executive and the Leader which candidates should progress to the final stage of the selection process to be interviewed by the Appointments Committee, based on the outcomes of the assessment centre
- (v) Reconvenes on 25 March 2020 at 9.30am to receive feedback from the assessment centre and, to undertake final interviews and make an appointment decision.

The meeting closed at 17:24