

4 APPOINTMENT PROCESS: HEAD OF FINANCE AND ICT

In attendance:

Mr S Guest - Solace Enterprises
Mr R Kelly - Solace Enterprises

The Human Resources – Business Partner presented a report which provided the Appointments Committee with information regarding the recruitment process of the Head of Finance and ICT and a request to determine a long list of suitable candidates to participate in the selection process.

She reminded members that the position had been advertised earlier this year. However, none of the long-listed candidates were assessed as being suitable to progress to the final stage of the process. The post was re-advertised and following a recruitment campaign supported by Solace Enterprises, 14 applications had been received. Solace Enterprises assessed each of the applications against the criteria for the position and categorised in one of 3 categories according to suitability. A copy of the assessment had been included in the appointment pack.

Members requested that the Job Description of the post be provided for the Committee to determine if each candidate met the requirements of the advertised job description. The Chief Executive advised this was a key role required to support the Senior Management Team with future changes. There were technical requirements in the delivery of the S151 function and a strategic leadership role in supporting the Group Manager ICT. In addition to the technical and managerial requirements of the role he was expecting that a successful candidate would have experience in change management.

The Committee reviewed each of the applications in turn and questioned the suitability of each candidate accordingly. It was noted that the majority of candidates did not have any significant direct management experience in respect of ICT.

After some debate the Committee unanimously;

RESOLVED: To shortlist the following applicants for the post of Head of Finance and ICT, and invite these to attend the next stage of the selection process:-

1. Yacob Cajee
2. Ian Eynon
3. Nia Morgan
4. Ola Awalabi
5. Brij Sharma
6. Andrew Bevan
7. Randal Hemingway

The Chairperson then advised Members that the meeting would stand adjourned, and reconvene for the purpose of interviewing shortlisted candidates on 4 July 2014.

The meeting adjourned at 1.55pm.

The meeting reconvened on Friday, 4 July 2014 at 9.30am.

Present:-

Councillor M E J Nott OBE - Chairperson (Leader)

Councillors

G W Davies MBE
E Dodd
C A Green

Councillors

M Gregory
D Sage

Officers:

D Mepham - Chief Executive
D Beeke - Human Resources - Business Partner
M A Galvin - Senior Democratic Services Offices - Committees

Mr Ray Kelly of Solace Enterprises was invited by the Committee to provide feedback on the five candidates who had undertaken a technical interview by himself and the Chief Executive for the post of Head of Finance and ICT. There had originally been seven candidates short listed, however, two of those had subsequently withdrawn their applications. Following the interviews, four candidates were shortlisted and invited to attend an Assessment Centre, and Mr Kelly provided feedback on these candidates who had attended the Assessment Centre and informed the Committee that two candidates, namely Mr Randal Hemingway and Mrs Nia Morgan were recommended for interview by the Committee.

Mr Kelly outlined to the Committee the components of the Assessment Centre, which involved a competency based interview, which measured the key competencies of the applicants including testing their management attributes. There then followed a meeting with internal stakeholders, i.e. members of the Authority's Senior Management Team, to look at how the candidates would work with the Senior Management Team and achieve savings under the Medium Term Financial Strategy. There then followed a written Analysis Briefing exercise and the assessment exercises on-line that were validated by an assessor.

Mr Kelly added that a good sense of numeracy was essential for the post as was resolving scenarios through complex thinking, and making accurate judgements in relation to the assessment of risks facing the Authority, and these together with testing the candidates general capabilities and abilities, were all included in the last part of the assessment process. In response to a Member's question, Mr Kelly confirmed that both candidates had more experience in the Finance part of the role rather than the area of ICT. He added, that management experience in the area of finance was more important than in ICT for this specific role, given that the successful candidate would play an integral supporting role in the overall management of the Authority's budget in future years.

Mr Kelly then confirmed that both candidates that had attended the Assessment Centre had overall equipped themselves very well in each of the different components and therefore they were very evenly matched coming into today's interview.

The Committee after asking a few questions of Officers regarding the candidates then considered the suggested interview questions and selected the most appropriate question to be asked by each Member, whilst noting that the candidates would be required to give a presentation to the Committee on the following subject:

"Making a meaningful and lasting difference to Bridgend: My evaluation of the key service challenges I will face and the outcomes you will see after two years in post".

The candidates were then summoned in turn to the meeting to give their Presentations, and respond to the series of questions asked by Members.

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Mr Kelly and the Chief Executive then following this process, gave an overview of each of the candidates' performance as a result of the presentation and set questions from the Committee.

The Committee then also considered the performance of the candidates, during the interview, presentation and Assessment Centre phases of the recruitment process and, following this it was

RESOLVED: That by way of a majority decision, Randal Hemingway be appointed to the post of Head of Finance and ICT

The meeting closed at 11.36am.