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CYNGOR SIR
YNYS MÔN
ISLE OF ANGLESEY
COUNTY COUNCIL

Mrs Annwen Morgan
Prif Weithredwr—Chief Executive
CYNGOR SIR YNYS MÔN
ISLE OF ANGLESEY COUNTY COUNCIL
Swyddfeydd y Cyngor - Council Offices
LLANGFNI
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RHYBUDD O GYFARFOD	NOTICE OF MEETING
PWYLLGOR PENODIADAU	APPOINTMENTS COMMITTEE
DYDD MAWRTH, 22 HYDREF, 2019 am 2.00 o'r gloch yp	TUESDAY, 22 OCTOBER 2019 at 2.00 pm
YSTAFELL BWYLLGOR 1, SWYDDFEYDD Y CYNGOR, LLANGFNI	COMMITTEE ROOM 1, COUNCIL OFFICES, LLANGFNI
Swyddog Pwyllgor	Mrs Mairwen Hughes 01248 752516
	Committee Officer

AELODAU / MEMBERS

Cynghorwyr / Councillors:-

Y Grŵp Annibynnol/The Independent Group

Richard A Dew, Ieuan Williams (**Cadeirydd/Chair**)

Plaid Cymru / The Party of Wales

Trevor Ll Hughes MBE, Vaughan Hughes, R Meirion Jones, Llinos M Huws, Bob Parry OBE
FRAGS (**Is-gadeirydd/Vice-Chair**)

Annibynnwyr Môn/Anglesey Independents

Kenneth P Hughes, Aled M Jones

Plaid Lafur Cymru/Wales Labour Party

Glyn Haynes

A G E N D A

1 DECLARATION OF INTEREST

To receive any declaration of interest by any Member or Officer in respect of any item of business.

2 MINUTES (Pages 1 - 4)

To submit, for confirmation, the minutes of the meeting held on 10 October, 2019.

3 EXCLUSION OF THE PRESS AND PUBLIC (Pages 5 - 6)

To consider adopting the following:-

“Under Section 100(A)(4) of the Local Government Act 1972, to exclude the press and public from the meeting during the discussion on the following item as it may involve the likely disclosure of exempt information as defined in Paragraph 12A of the said Act and in the attached Public Interest Test.”

4 STAFF APPOINTMENTS

Head of Highways, Property and Waste

To consider the applications for the above post.

Copies of the Job Description, Person Specification and application forms are enclosed.

5 EXCLUSION OF THE PRESS AND PUBLIC (Pages 7 - 8)

To consider adopting the following:-

“Under Section 100(A)(4) of the Local Government Act 1972, to exclude the press and public from the meeting during the discussion on the following item as it may involve the likely disclosure of exempt information as defined in Paragraph 12A of the said Act and in the attached Public Interest Test.”

6 STAFF APPOINTMENTS

Deputy Chief Executive

To consider the applications for the above post.

Copies of the Job Description, Person Specification and application forms are enclosed.

APPOINTMENTS COMMITTEE

Minutes of the meeting held on 10 October 2019

- PRESENT:** Councillor Ieuan Williams (Chair)
Councillor Bob Parry OBE FRAGS (Vice-Chair)
- Councillors R Dew, Glyn Haynes, T LI Hughes MBE, K P Hughes, Vaughan Hughes, Llinos Medi Huws, A M Jones and R Meirion Jones.
- IN ATTENDANCE:** Chief Executive,
Head of Profession (Human Resources) and Transformation,
Senior Human Resources Officer (CW),
Committee Officer (MEH).
- APOLOGIES:** None
- ALSO PRESENT:** None
-

1 **DECLARATION OF INTEREST**

Councillor R Meirion Jones declared a personal and prejudicial interest as regards to Item 6 – Staff Appointments – Deputy Chief Executive and left the meeting during discussion and voting thereon.

2 **MINUTES**

The minutes of the following meetings were confirmed:-

- Minutes of the meeting held on 31 July, 2019
- Minutes of the meeting held on 22 August, 2019

Councillors K P Hughes and Aled M Jones abstained from voting as they were not members of the Appointments Committee at these meetings.

3 **EXCLUSION OF THE PRESS AND PUBLIC**

RESOLVED to adopt the following:-

“Under Section 100(A)(4) of the Local Government Act 1972, to exclude the press and public from the meeting during the discussion on the following item as it may involve the likely disclosure of exempt information as defined in Paragraph 12A of the said Act and in the attached Public Interest Test.”

4 **STAFF APPOINTMENTS**

Head of Highways, Property and Waste

1 application received for the above post which was an internally advertised vacancy.

The Head of Profession (Human Resources) and Transformation explained that in the first instance the process for appointing vacant posts at Heads of Service is to ascertain an expression of interest among other Heads of Service within the Council in the first instance.

It was RESOLVED that the 1 application be put forward to the next stage of the appointments process.

Councillor A M Jones wished it to be minuted that he did not agree with a shortlist of one.

The Head of Profession (Human Resources) and Transformation noted that the established practice would be followed for the next stage of the appointment process with an external independent assessment via a psychometric test conducted to gauge behavioural competencies as required within the responsibilities of the job description of the post. A verbal report will be afforded to the Appointments Committee at the final interview stage on the outcomes of that assessment. In addition a professional interview would also take place as per established practice. However the new Chief Executive has decided that the format for the professional interview will be that this will be conducted by the Chief Executive and the Head of Profession (Human Resources) and Transformation. Feedback from the professional interview will be provided to the Appointments Committee at the final interview stage.

Councillor A M Jones wished it to be minuted that he had asked for clarifications as to the next stage of the appointments process.

5 **EXCLUSION OF THE PRESS AND PUBLIC**

RESOLVED to adopt the following:-

“Under Section 100(A)(4) of the Local Government Act 1972, to exclude the press and public from the meeting during the discussion on the following item as it may involve the likely disclosure of exempt information as defined in Paragraph 12A of the said Act and in the attached Public Interest Test.”

6 **STAFF APPOINTMENTS**

Deputy Chief Executive

6 applications received for the above post.

The Chief Executive gave analysis of the six applications for the post to the Committee and recommended two applications to be taken forward as shortlisted candidates.

Members of the Committee considered that 2 applications met the criteria of the post and that they be put forward to the next stage of the appointments process.

Councillor A M Jones wished it to be minuted that he considered that another applicant, whilst not reaching the language skills required, had the professional background to be considered for the post. The Head of Profession (Human Resources) and Transformation responded that the post was advertised as Welsh essential and would need the expected level 5 language skills for the post and therefore in this instance the candidate could not be shortlisted.

The Head of Profession (Human Resources) and Transformation noted that the established practice would be followed for the next stage of the appointment process with an external independent psychometric test assessment conducted to gauge behavioural competencies as required within the responsibilities of the job description of the post. A verbal report will be afforded to the Appointments Committee at the final interview stage on the outcomes of that assessment. In addition, a professional interview would also take place as per established practice. However, the new Chief Executive has decided that the format for the professional interview will be that this will be conducted by the Chief Executive and the Head of Profession (Human Resources) and Transformation. Feedback from the professional interview will be provided to the Appointments Committee at the final interview stage.

It was further agreed that any applicant who has undertaken the psychometric test within the last three months would not be required to undertake this test again and that the previous test result be utilised.

The recommendation of the Appointments Committee, if any appointment is made, will need to be ratified by the full Council at a meeting to be arranged to follow the scheduled final Appointments Committee meeting for this appointment.

It was RESOLVED that 2 applicants be put forward to the next stage of the appointments process.

**COUNCILLOR IEUAN WILLIAMS
CHAIR**

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PRAWF BUDD Y CYHOEDD PUBLIC INTEREST TEST

(Teitl yr Adroddiad/Title of Report) Staff Appointments

Paragraff(au) Llywodraeth Leol 1972 Paragraph(s) 12, 13, 14 Act 1972	Atodlen 12A Deddf Schedule 12A Local Government
Y PRAWF – THE TEST	
<p>Mae yna fudd y cyhoedd wrth ddatgelu oherwydd / There is a public interest in disclosure as:-</p> <p>Mae hwn yn fater sy'n effeithio ar strwythur rheoli'r Cyngor ac, fel y cyfryw, mae gan y cyhoedd ddiddordeb uniongyrchol mewn cael eu hysbysu am faterion sy'n ymwneud â darparu, cost ac effeithionrwydd gwasanaethau yn cynnwys arbedion sy'n ymwneud â'r rheini.</p> <p>This is a matter which affects the Council's management structure and , as such, the public has a direct interest in being informed about matters which relate to the delivery, cost and efficiency of services including savings relating thereto.</p>	<p>Budd y cyhoedd with beidio datgelu yw / The public interest in not disclosing is:-</p> <p>Mae yna ddisgwyliad cyfreithiol y bydd materion sy'n ymwneud â gweithwyr unigol y Cyngor yn cael eu trin yn gyfrinachol. Mae gan y Cyngor ddyletswyd o ymddiriedaeth a hyder mewn perthynas â'i ymwneud â'i staff ac mae'r wybodaeth yn yr adroddiad sydd ynghlwm. Mae i'r adroddiad oblygiadau cyflogaeth i'r swyddogion sy'n cael eu heffeithio ac fe all toriad dianghenriad mewn cyfrinached adael y Cyngor, fel cyflogwr, yn agored i gamau cyfreithiol.</p> <p>There is a legal expectation that matters relating to individual employees of the Council are to be treated confidentially. The Council has a duty of trust and confidence in relation to its dealings with its staff and the information in the attached report. This report has employment implications for those Officers affected and any unnecessary breach of confidentiality may leave the Council, as employer, open to legal action.</p>
<p>Argymhelliad - Mae budd y cyhoedd wrth gadw'r eithriad o bwys mwy na/llai na* budd y cyhoedd wrth ddatgelu'r wybodaeth. [* - dilêwch y geiriau amherthnasol] Recommendation - The public interest in maintaining the exemption outweighs/does not outweigh* the public interest in disclosing the information. [* - delete as appropriate]</p>	

PRAWF BUDD Y CYHOEDD PUBLIC INTEREST TEST

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