

APPOINTMENTS COMMITTEE

Minutes of the virtual meeting held on 5 November 2021

- PRESENT:** Councillor Ieuan Williams (Chair)
Councillor Robert G Parry OBE FRAGS (Vice-Chair)
- Councillors R Dew, Glyn Haynes, T LI Hughes MBE, K P Hughes, A M Jones and R.Meirion Jones.
- IN ATTENDANCE:** Chief Executive,
Director of Function (Council Business)/Monitoring Officer,
Head of Profession (Human Resources) and Transformation,
Human Resources Manager (CW),
Committee Officer (MEH).
- APOLOGIES:** Councillors Vaughan Hughes and Llinos Medi Huws.
- ALSO PRESENT:** None
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1 DECLARATION OF INTEREST

Councillor K P Hughes declared a personal interest as he knew one of the applicants, following legal advice he said that as the applicant is not a close personal contact he was able to take part in the meeting.

2 MINUTES

The minutes of the following meetings were confirmed as correct:-

- Minutes of the meeting held on 12 October, 2021.
- Minutes of the meeting held on 21 October, 2021, subject to the inclusion that the arrangements for the professional interview will be discussed at the next meeting.

3 EXCLUSION OF THE PRESS AND PUBLIC

It was RESOLVED:-

“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 Democratic Services

The Director of Function (Council Business)/Monitoring Officer reported that in accordance with the recommendation of the Appointments Committee held on 12 October, 2021 the post of Head of Democratic Services was re-advertised on the 15 October, 2021 until the 29 October, 2021. She further reported that as a result of an independent shortlist analysis

2 by two HR Officers, it was recommend that the Committee identifies the candidates to be interviewed.

It was recommend that the Appointments Committee follow the same process that has been followed with a number of recent senior appointments which is a three step approach of :-

- Professional Interview to be held between the shortlisted candidate/s and the Chief Executive, Director of Function (Council Business)/Monitoring Officer and the Head of Profession HR.
- Shortlisted candidates to undergo external interviews with Gatenby Sanderson based on a psychometric testing process.
- Appointment Committee to conduct formal interviews with the shortlisted candidate/s and to make a selection decision following consideration of a verbal report on the professional interviews and psychometric testing process.

It was RESOLVED that candidates 1, 3 and 5 be put forward for interview and that this be done following the three step process outlined above.

**COUNCILLOR IEUAN WILLIAMS
CHAIR**