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Mark James LLM, DPA, DCA
Prif Weithredwr,
Chief Executive,
Neuadd y Sir, Caerfyrddin. SA31 1JP
County Hall, Carmarthen. SA31 1JP

THURSDAY, 5 JULY 2018

TO: ALL MEMBERS OF THE APPOINTMENTS COMMITTEE B

I HEREBY SUMMON YOU TO ATTEND A MEETING OF THE **APPOINTMENTS COMMITTEE B** WHICH WILL BE HELD IN THE **CHAMBER, - COUNTY HALL, CARMARTHEN. SA31 1JP. AT 2.30 PM, ON THURSDAY, 12TH JULY, 2018** FOR THE TRANSACTION OF THE BUSINESS OUTLINED ON THE ATTACHED AGENDA

Mark James CBE

CHIEF EXECUTIVE



PLEASE RECYCLE

Democratic Officer:	Michelle Evans Thomas
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APPOINTMENTS COMMITTEE B – HEADS OF SERVICE 10 MEMBERS

PLAID CYMRU GROUP (5)

- | | | |
|----|------------|--------------------------------|
| 1. | Councillor | Cefin Campbell |
| 2. | Councillor | Emlyn Dole (Vice-Chair) |
| 3. | Councillor | Linda Evans |
| 4. | Councillor | Tyssul. Evans |
| 5. | Councillor | David Jenkins |

LABOUR GROUP (3)

- | | | |
|----|------------|---------------------|
| 1. | Councillor | Colin Evans |
| 2. | Councillor | Rob James |
| 3. | Councillor | John Prosser |

INDEPENDENT GROUP (2)

- | | | |
|----|------------|------------------------------|
| 1. | Councillor | Joseph Davies |
| 2. | Councillor | Mair Stephens [Chair] |

A G E N D A

1. APOLOGIES FOR ABSENCE.
2. DECLARATIONS OF PERSONAL INTERESTS.
3. TO SIGN AS A CORRECT RECORD THE MINUTES OF THE MEETINGS OF APPOINTMENTS COMMITTEE B HELD ON THE 14TH JULY 2017 AND 3RD OCTOBER 2017 5 - 8
4. THE REPORT RELATING TO THE FOLLOWING ITEM IS NOT FOR PUBLICATION AS IT CONTAINS EXEMPT INFORMATION AS DEFINED IN PARAGRAPH 12 OF PART 4 OF SCHEDULE 12A TO THE LOCAL GOVERNMENT ACT 1972 AS AMENDED BY THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) (VARIATION) (WALES) ORDER 2007. IF, FOLLOWING THE APPLICATION OF THE PUBLIC INTEREST TEST, THE COMMITTEE RESOLVES PURSUANT TO THE ACT TO CONSIDER THIS ITEM IN PRIVATE, THE PUBLIC WILL BE EXCLUDED FROM THE MEETING DURING SUCH CONSIDERATION.
5. HEAD OF ACCESS TO EDUCATION - CONSIDERATION OF SUITABLE ALTERNATIVE EMPLOYMENT 9 - 38

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Friday, 14 July 2017

PRESENT: Councillor L.M. Stephens (Chair)

Councillors:

J.A. Davies, E. Dole, L.D. Evans, W.T. Evans, D.C. Evans, J.G. Prosser, D.M. Jenkins and G. Davies (In place of C.A. Campbell)

The following Officers were in attendance:

M. James, Chief Executive
C. Moore, Director of Corporate Services
P.R. Thomas, Assistant Chief Executive (People Management & Performance)
M.S. Davies, Democratic Services Officer

Chamber, County Hall, Carmarthen - 1.30 - 3.30 pm

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors C. Campbell and K. Madge.

2. DECLARATIONS OF PERSONAL INTERESTS

Councillor	Minute Number	Nature of Interest
E. Dole	3 – Head of ICT and Head of Revenues & Financial Compliance – Consideration of suitable alternative employment	Attends same chapel as one of the officers

3. EXCLUSION OF THE PUBLIC

UNANIMOUSLY RESOLVED pursuant to the Local Government Act 1972, as amended by the Local Government (Access to Information)(Variation) Order 2007 that the public be excluded from the meeting during consideration of the following items as the reports contained exempt information as defined in paragraph 12 of Part 4 of Schedule 12A to the Act namely information relating to applicants to become an employee of the Authority.

4. HEAD OF ICT AND HEAD OF REVENUES & FINANCIAL COMPLIANCE - CONSIDERATION OF SUITABLE ALTERNATIVE EMPLOYMENT

Following the application of the public interest test it was **UNANIMOUSLY RESOLVED**, pursuant to the Act referred to in Minute Number 3 above, to consider this matter in private, with the public excluded from the meeting as it would involve the disclosure of exempt information relating to a particular individual.

The Committee was invited, following consideration of a report detailing staff changes and restructuring, to assess the suitability of the interim Head of I.C.T and Interim Head of Audit, Risk and Procurement to undertake the duties of the

posts of Head of I.C.T. Services and Head of Revenues and Financial Compliance, respectively.

The Committee thereupon received presentations from the two aforementioned members of staff and was afforded the opportunity of asking questions.

UNANIMOUSLY RESOLVED

4.1 that Mr. N. Daniel be appointed as Head of ICT;

4.2 that Ms. H. Pugh be appointed as Head of Revenues and Financial Compliance.

[Both the abovementioned were recalled separately to the meeting and intimated their acceptance of the respective appointments.]

CHAIR

DATE

APPOINTMENTS COMMITTEE B

3RD OCTOBER 2017

PRESENT: Councillor L.M. Stephens (Chair)

Councillors: C.A. Campbell, D.M. Cundy (In place of C. Evans), H.A.L. Evans (In place of E. Dole), L.D. Evans, W.T. Evans, D.M. Jenkins, K. Madge, A.G. Morgan (In place of J. Davies) and J.G. Prosser.

The following Officers were in attendance:

J. Morgan, Director of Community Services;
C. Moore, Director of Corporate Services;
P.R. Thomas, Assistant Chief Executive (People Management & Performance);
D. Richards, Organisational Development Manager;
V. Fermor, Occupational Psychotherapist;
J. Owen, Democratic Services Officer.

Chamber, 3 Spilman Street, Carmarthen – 2:00pm - 6:05pm

[NOTE: At 5:30pm the Committee's attention was drawn to Council Procedure Rule 9 – Duration of Meeting and as the meeting had been underway for 3 hours it was RESOLVED to suspend CPR 9.1 and continue with the remaining business]

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors J. Davies, E. Dole and C. Evans.

2. DECLARATIONS OF PERSONAL INTERESTS.

There were no declarations of personal interest.

3. EXCLUSION OF THE PUBLIC

UNANIMOUSLY RESOLVED pursuant to the Local Government Act 1972, as amended by the Local Government (Access to Information)(Variation) Order 2007 that the public be excluded from the meeting during consideration of the following items as the reports contained exempt information as defined in paragraph 12 of Part 4 of Schedule 12A to the Act namely information relating to applicants to become an employee of the Authority.

4. TO RECEIVE THE ACTION NOTES OF THE MEETING OF THE SHORT LISTING PANEL HELD ON THE 6TH SEPTEMBER, 2017

Following the application of the public interest test it was **UNANIMOUSLY RESOLVED**, pursuant to the Act referred to in Minute Number 3 above, to consider this matter in private, with the public excluded from the meeting as it would involve the disclosure of exempt information relating to a particular individual.

UNANIMOUSLY RESOLVED, that the report of the meeting of the Short-listing Panel held on the 6th September, 2017 be received.

5. TO RECEIVE PRESENTATIONS AND INTERVIEW THE SHORTLISTED APPLICANTS FOR THE POST OF HEAD OF FINANCIAL SERVICES.

Following the application of the public interest test it was **UNANIMOUSLY RESOLVED**, pursuant to the Act referred to in Minute Number 3 above, to consider this matter in private, with the public excluded from the meeting as it would involve the disclosure of exempt information relating to a particular individual.

The Chair outlined the selection process to date and the suggested format for the meeting. The Committee noted that following the outcomes of the Assessment Centre process held on 2nd October, 2017, the number of candidates being presented for interview that day had been reduced to four.

The Committee thereupon received presentations from the four remaining candidates and were afforded the opportunity of asking questions.

Following completion of the presentations and interviews, the Committee received feedback from the Director of Community Services, Director of Corporate Services and the Assistant Chief Executive (People Management and Performance) together with the observations of an external consultant which, included details of the assessment process and its conclusions.

RESOLVED, that Mr R. Hemingway be appointed as Head of Financial Services.

[Mr R. Hemingway was recalled to the meeting and intimated his acceptance of the appointment.]

CHAIR

DATE

Agenda Item 5

By virtue of paragraph(s) 12 of Part 4 of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007.

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