

APPOINTMENT PANEL

Minutes of the meeting held at 6.00 pm on 25 January 2012

Present:

Councillors Stephen Carr, Judi Ellis, Robert Evans,
John Getgood, David McBride, Ernest Noad, Tony Owen and
Stephen Wells

1 APPOINTMENT OF CHAIRMAN

RESOLVED that Councillor Tony Owen be appointed Chairman of the Appointment Panel.

2 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Bosshard.

3 DECLARATIONS OF INTEREST

There were no declarations of interest.

4 APPOINTMENT TO THE POST OF DIRECTOR OF EDUCATION AND CARE SERVICES

Report HHR 12001

Following the Executive meeting on 19th October 2011 (Minute 83 refers) when a report on Organisational Redesign was endorsed, the Panel had been convened to deal with the recruitment and selection process for the new Post of Director of Education and Care Services. The successful candidate would act as the Council's lead officer on all matters relating to children social care, adult social care, education and operational housing with emphasis placed on the strong leadership qualities of this role needed in drawing together the newly organised department.

The Assistant Chief Executive (HR) when introducing the report advised that a twin track approach has been taken with the appointment of Odgers Berndtson, an executive recruitment company, to undertake a targeted search for potential candidates as well as the Council having advertised the post in appropriate publications and on websites. The advertisement had run for two weeks and closed at midnight on 25th January 2012.

Members' views were being sought on the approach to be taken in respect of the

interview process as to whether it should be a short listing and straight to interview or drawing up a long list and then short listing candidates for stakeholder interviews followed by final interviews. This latter arrangement had been used in the appointment of the current Chief Executive and was favoured by members provided it did not extend the process over too long a period as the Council wished to make a suitable appointment as soon as possible. After discussion the timetable was agreed. The Panel then went on to briefly consider in the confidential part of the meeting the applications received to date.

RESOLVED that

- 1) the recruitment and selection process set out in the report be endorsed;**
- 2) the terms and conditions to be applied to the Post be noted;**
- 3) the following timetable for the selection process and interviews be agreed:-**
 - **Initial 30 minute interviews with applicants by Panel Members - 9th February 2012;**
 - **Stakeholder interview process during the week commencing 13th February 2012;**
 - **Final Member interview on the afternoon of 21st February 2012;**
- 4) the Chief Executive and Assistant Chief Executive (HR) to provide advice and support to the Panel.**
- 5 RESOLVED that the Press and public be excluded during consideration of the item of business referred to below as it is likely in view of the nature of the business to be transacted or the nature of the proceedings that if members of the Press and public were present there would be disclosure to them of exempt information.**

**The following summary
refers to a matter
involving exempt information**

6 APPOINTMENT TO THE POST OF DIRECTOR OF EDUCATION AND CARE SERVICES - APPLICATIONS

The Panel discussed the individual applications received to date.

Chairman

The Meeting ended at 7.20 pm.