

SPECIAL APPOINTMENTS PANEL

Minutes of the meeting of the Special Appointments Panel held in the Town Hall, Rhyl on Tuesday 23 October 2001 at 12.30 p.m.

PRESENT

Councillors D. Jones (Chairman), M.Ll. Davies, S. Drew (substitute for M.A. German), E.C. Edwards, I.M. German, D.M. Holder, R.W. Hughes, G.M. Kensler, D.M. Morris, E.A. Owens, A.E. Roberts, W.R. Webb, K.E. Wells, E.W. Williams and G. Williams (substitute for P. Douglas).

OBSERVER

Councillor W.G. Thomas.

ALSO PRESENT

T. Lewindon (Riley Consulting), Acting Chief Executive, County Clerk and Head of Personnel

APOLOGIES

Councillors P. Douglas and M.A. German.

ANNOUNCEMENT

The Chairman referred to the recent floods in the County and extended the Authority's sympathy to those residents and businesses which had been affected.

1 MINUTES

The Minutes of the Special Appointments Panel held on 17 July 2001 (previously circulated) were submitted.

RESOLVED that the Minutes of the Special Appointments Panel meeting held on 17 July 2001 be approved as a correct record and signed by the Chairman.

2 EXCLUSION OF PRESS AND PUBLIC

RESOLVED under Section 100A(4) of the Local Government Act 1972 the Press and Public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 1 of Part 1 of Schedule 12A of the Local Government Act 1972.

3 SHORTLISTING FOR POST OF CHIEF EXECUTIVE

Mr. T. Lewindon, Consultant presented the reports (previously circulated) on each of the candidates. Discussion followed on the requirement for the successful candidate to be fluent in the Welsh Language within 2 years of appointment. It had been proposed that the successful candidate undertake to learn and be able to converse in Welsh within 2 years of appointment. This might necessitate time being made available for the learning process. Members supported this approach but felt that it might have been better to have taken the decision at an earlier stage.

In accordance with the previously accepted methodology the Consultant by reference to documents and a schedule of applicants previously circulated to Members summarised the key attributes of each candidate and responded to Members' questions.

Members considered the merits of each of the applicants and resolved to invite five candidates (subject to meeting the qualification requirement) to attend the Assessment Centre.

RESOLVED that five candidates (subject to qualification) be invited to attend the Assessment Centre.

8 FURTHER ARRANGEMENTS FOR THE APPOINTMENT PROCESS

The Head of Personnel set out for Members the proposed timetable of events.

Shortlisted candidates to attend the Assessment Centre to be arranged by the Consultant on 29 October 2001. A further meeting of the Special Appointments Panel would take place at 10.00 a.m. on 7 November 2001 at The Town Hall, Ruthin to determine, on the basis of the outcome of the Assessment Centre, the candidates to proceed to formal interview by Full Council on 14 November 2001. The Head of Personnel also invited all Members of the Council to attend an informal buffet from 6.00 - 7.00 p.m. on 13 November 2001 in the Assembly Rooms, Town Hall, Ruthin to enable Members to meet the shortlisted candidates.

RESOLVED that the above arrangements be approved

The meeting concluded at 1.45 p.m.
