

SPECIAL APPOINTMENTS PANEL

Minutes of the meeting of the Special Appointments Panel held in the Stewart Jones Committee Room, Prestatyn on Tuesday 18th February, 2003 at 2.00 p.m.

PRESENT

Councillors J.A. Smith, J. Butterfield and P.A. Dobb and Corporate Director Personal Services.

ALSO PRESENT

I. Jeffcott (Riley Consulting), Head of Personnel, Personnel Officer (L.M. Jones) and Legal Services Manager.

APOLOGIES

An apology for absence was received from the Chief Executive.

1059. APPOINTMENT OF CHAIR

***RESOLVED** that Councillor J.A. Smith be appointed chair of the Panel.*

1060. EXCLUSION OF PRESS AND PUBLIC

***RESOLVED** that under Section 100A(4) of the Local Government Act 1972, the Press and Public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 1 of Part 1 of Schedule 12A of the Act.*

1061. SHORTLISTING - HEAD OF SERVICE (ADULT SERVICES)

Mr. I Jeffcott presented Members with a 'candidate assessment' which had been drawn up following discussions with each candidate. With further reference to documentation previously circulated to Members the key attributes of each candidate were summarised. Mr. Jeffcott then responded to Members' questions.

Members considered the merits of each of the applicants and agreed to invite five candidates to undergo a further personnel assessment.

Members also agreed that following the assessments, the Panel should reconvene to select the candidates for formal interview.

***RESOLVED** that the five candidates selected by the Panel be invited to undergo a personnel assessment on 25th February, 2003, followed by a further meeting of the Panel on that day to select the candidates for formal interview.*

1062. INTERVIEW DATE

***RESOLVED** that final interviews be undertaken on Tuesday, 4th March, 2003.*

The meeting concluded at 2.45 p.m.
