

**SPECIAL APPOINTMENTS PANEL
(HEAD OF LEARNING AND IMPROVEMENT AND
HEAD OF PARTNERSHIP AND INCLUSION)**

Minutes of the Special Appointments Panel (Head of Learning and Improvement and Head of Partnership and inclusion) held in the Cabinet Room, County Hall, Ruthin on Tuesday 22 May 2007 at 5.00 p.m.

PRESENT

Councillors N Hugh-Jones (Chair), J Chamberlain Jones, S A Davies M M Jones and D Owens, Chief Executive and Corporate Director: Lifelong Learning.

ALSO PRESENT

Head of Personnel, Personnel Officer (L Jones) and County Clerk together with C Johnson and M Phillips (GatenbySanderson).

1 URGENT ITEMS

None.

2 MINUTES

The minutes of the Special Appointments Panel meeting held on 11 May were submitted.

The Chief Executive reported that two neighbouring Councils had expressed an initial interest in collaboration to cover the Head of Learning and Improvement post. If discussions did not result in a satisfactory solution by 22 June, the post would be re-advertised.

RESOLVED that the minutes of the Special Appointments Panel meeting held on 11 May 2007 be approved as a correct record and signed by the Chair.

RESOLVED to note the steps being taken to fill the Head of Learning and Improvement post.

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 paragraphs 12 and 13 of Part 4 of Schedule 12A of the Local Government Act 1972.

3 APPOINTMENT OF HEAD OF PARTNERSHIP AND INCLUSION – FINAL SHORTLISTING

The Council's consultants reported that 4 candidates had attended the Assessment Centre as previously resolved by the Panel: the other candidate who had been invited had withdrawn. The consultants gave an overview of the Assessment Centre process and the exercises undertaken. Candidates had completed an on-line a personality profile on which the consultants gave them feedback on the day to validate the process. During the course of the day candidates were assessed over a range of factors including examining what motivated them in their work, an analysis of their critical thinking abilities, group working and interaction with an Officer/Teacher Panel.

The consultants responded to questions that members had regarding the process and the feedback in respect of each candidate. Members deliberated carefully on each candidate and concluded that on merit two should proceed to final interview by the Panel.

RESOLVED that

- (a) candidates 2 and 9, proceed to final interview by the Panel on 23 May, the Panel to reconvene at 10.45 a.m. with the first candidate being interviewed at 11.00 a.m. and the second at 12 noon.*
- (b) candidates be given a presentation topic on the day of final interview by officers and each candidate be asked the same questions to be put by members of the Panel, allocation of such questions to be as determined by the Panel.*

The meeting concluded at 6.30 p.m.
