

No.

## **SENIOR MANAGEMENT APPOINTMENT COMMITTEE**

Minutes of a meeting held on 26<sup>th</sup> February, 2019.

Present: Councillor J.W. Thomas (Chairman); Councillor T.H. Jarvie (Vice-Chairman); Councillors L. Burnett, Dr. I.J. Johnson, N. Moore and R.A. Penrose.

### 758 MINUTES –

RESOLVED – T H A T the minutes of the meetings held on 6<sup>th</sup> December and 19<sup>th</sup> December, 2018 be approved as a correct record.

### 759 DECLARATIONS OF INTEREST –

No declarations were received.

### 760 RECRUITMENT AND SELECTION ARRANGEMENTS FOR THE HEAD OF HUMAN RESOURCES AND ORGANISATIONAL DEVELOPMENT (MD) –

The Managing Director provided the Committee with an update in respect of the outcome of the recruitment arrangements and the long listing process. The recruitment campaign attracted 11 applications and subsequent long listing was undertaken by the Managing Director and the Leader of the Council. Subsequently, five applications met the requirements of the agreed Person Specification to form the long list. However, the long list had since been reduced following the withdrawal of one of the long listed candidates.

Accordingly, four applicants proceeded to a preliminary assessment process which took place on 21<sup>st</sup> February, 2019 which included psychometric testing, a technical interview, an in-tray exercise and a presentation to the Corporate Management Team.

In addition to the above matters, the Managing Director also provided verbal feedback on the outcome of the above assessment process together with recommendations to progress the filling of the post which would be dealt with under Part II of the agenda.

RESOLVED – T H A T the contents of the report and the verbal feedback from the Managing Director be noted.

### Reason for decision

In order to comply with the Council's Constitution.

No.

761 RECRUITMENT AND SELECTION ARRANGEMENTS FOR THE HEAD OF STANDARDS AND PROVISION (DLS) –

The Director of Learning and Skills provided the Committee with an update on the outcome of the recruitment arrangements and long listing process. A total of five applications had been received and as previously agreed by the Committee, a long listing exercise was undertaken by the Director of Learning and Skills in consultation with the Managing Director and the Cabinet Member for Learning and Culture. Four applicants subsequently met the requirements of the agreed Person Specification to form the long list. However, the long list had been reduced to three as a result of the withdrawal of one of the long list candidates. Accordingly, three applicants proceeded to a preliminary assessment process which was undertaken on 19<sup>th</sup> February, 2019, the process included psychometric testing, a technical interview, an in-tray exercise and a presentation to a Headteacher Panel.

RESOLVED – T H A T the contents of the report and the verbal feedback provided by the Director be noted.

Reason for recommendation

To ensure the appointment was progressed in accordance with the requirements of the Council's Constitution.

762 EXCLUSION OF PRESS AND PUBLIC –

RESOLVED – T H A T 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 Part 4 of Schedule 12A (as amended) of the Act, the relevant paragraphs of the Schedule being referred to in brackets after the minute heading.

763 RECRUITMENT AND SELECTION ARRANGEMENTS FOR THE HEAD OF HUMAN RESOURCES AND ORGANISATIONAL DEVELOPMENT (MD) (EXEMPT INFORMATION – PARAGRAPHS 12, 13 AND 14) –

The Managing Director provided the Committee with an update in respect of the outcome of the recruitment arrangements and the long listing process. The recruitment campaign attracted 11 applications and subsequent long listing was undertaken by the Managing Director and the Leader of the Council. Subsequently, five applications met the requirements of the agreed Person Specification to form the long list. However, the long list had since been reduced following the withdrawal of one of the long listed candidates.

RESOLVED – T H A T none of the long listed candidates progress to final interview and that the Managing Director submit a further report to the next meeting of the Committee on options for filling the vacant post.

No.

Reason for decision

To ensure the appointment was progressed in accordance with the requirements of the Council's Constitution.

764 RECRUITMENT AND SELECTION ARRANGEMENTS FOR THE HEAD OF STANDARDS AND PROVISION (DLS) (EXEMPT INFORMATION – PARAGRAPHS 12, 13 AND 14) –

The Director of Learning and Skills provided the Committee with verbal feedback on the outcome of the assessment process together with recommendations for a final short list of candidates to be interviewed by the Committee on 11<sup>th</sup> March, 2019.

RESOLVED – T H A T candidates AD and MH be short listed for final interview to take place on 11<sup>th</sup> March, 2019.

Reason for decision

To ensure that the appointment was progressed in accordance with the requirements of the Council's Constitution.