

## SENIOR MANAGEMENT APPOINTMENT COMMITTEE

Minutes of a Remote Meeting held on 7th July, 2023.

The Committee agenda is available [here](#).

The Meeting recording is available [here](#).

Present: Councillor L. Burnett (Chair); Councillor B.E. Brooks (Vice-Chair), Councillors G.D.D. Carroll, P. Drake, S.M. Hanks and Dr. I.J. Johnson.

### 172 ANNOUNCEMENT –

Prior to the commencement of the business of the Committee, the Principal Democratic and Scrutiny Services Officer read the following statement: “May I remind everyone present that the meeting will be live streamed as well as recorded via the internet and this recording archived for future viewing.”

### 173 MINUTES –

RESOLVED – T H A T the minutes of the meetings held on 20th January, 2023 and 24th January, 2023 be approved as a correct record.

### 174 DECLARATIONS OF INTEREST –

No declarations of interest were received.

### 175 RECRUITMENT AND SELECTION ARRANGEMENTS FOR THE HEAD OF DIGITAL (DCR) –

The Director of Corporate Resources presented the report which set out the recruitment and selection arrangements proposed for the position of Head of Digital, further to the [‘Corporate Resources Directorate – Capacity and Ways of Working’](#) and [‘Draft Digital Strategy’](#) reports that were considered by Cabinet on 6<sup>th</sup> July, 2023.

Following approval by Committee the position would be advertised, longlisting would take place together with any necessary assessments of candidates in advance of shortlisting and a final shortlist would then be drawn up for interview at a future meeting of the Committee.

Councillor Hanks asked if the positions within the Department listed in the Cabinet report would finance the new post. The Director of Corporate Resources clarified that the roles would be funded from existing resources. There was one vacant Head of Service position within the establishment for Corporate Resources, and a vacant Operational Manager position within the Directorate, along with a cost pressure that had been awarded in the budget that was not yet committed to any position. The

proposal was to use the cost pressure funding to pay for the Head of Service and rather than then recruiting another Head of Service and Operational Manager role that those two positions would be replaced with two Operational Manager roles, delivering a saving on the base budget.

The Leader said that Cabinet on 6<sup>th</sup> June 2023 had considered the Digital Strategy and the forward approach that the Vale of Glamorgan was taking to be able to support residents of the Vale digitally, which would require a Head of Service with the understanding to work across Service Areas for best results.

RESOLVED –

(1) T H A T the recruitment and selection arrangements as contained within the report be approved. .

(2) T H A T delegated authority be granted to the Director of Corporate Resources, in consultation with the Head of HR and the Leader to progress:

- (a) advertising the position,
- (b) the necessary arrangements for long-listing and any necessary assessment of candidates in advance of shortlisting,
- (c) the drawing up of a final short-list for interview, the interview of which to be undertaken by a future meeting of the Committee, and,
- (d) agreed costings and resource requirements relating to the processes required to pursue the recruitment and selection process.

#### Reasons for decisions

(1) To ensure the appointment could be progressed in accordance with the requirements of the Council's constitution.

(2) To allow matters to be progressed in advance of the final stage of recruitment.