

SHARED REGULATORY SERVICES JOINT COMMITTEE

Minutes of a Special Hybrid meeting held on 3rd December, 2025.

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

The recording of the meeting is available [here](#).

Representing Bridgend County Borough Council – Councillors M. Lewis and H. Williams (Vice-Chair).

Representing Cardiff City and County Council – Councillors N. Mackie and M. Michael.

Representing the Vale of Glamorgan Council – Councillors P. Drake and R. Sivagnanam (Chair).

(a) Announcement –

Prior to the commencement of the business of the Committee, the 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”.

(b) Declarations of Interest –

No declarations of interest were received.

(c) Appointment of the Head of Shared Regulatory Services (CX) –

The current Head of Shared Regulatory Services was due to retire on 31st March, 2026.

The Joint Working Agreement for Shared Regulatory Services delegated any appointment to the role of Head of Shared Regulatory Services to this Committee.

At its meeting on 24th September, 2025, the Joint Committee authorised the Shared Regulatory Services Management Board to begin a recruitment process to appoint a new Head of Shared Regulatory Services with appointment to the position to be determined by the Committee later on this agenda.

11 applications were received for the position with 4 candidates being shortlisted to progress to the technical interview stage on 2nd December 2025.

The report detailed the Management Board’s recruitment process to date.

Due to the date of the technical interviews, the Joint Committee was advised of the candidates selected by the Management Board for the final interview at this meeting.

RESOLVED – T H A T the recruitment process to date be noted and agreed.

Reason for decision

Having regard to the contents of the report and discussions at the meeting.

(d) 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 item of business on the grounds that it involves 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.

(e) Appointment of the Head of Shared Regulatory Services (CX) (Exempt Information – Paragraph 15) –

The Joint Committee was asked to identify and confirm, following interview, a suitable candidate for appointment to the role of Head of Shared Regulatory Services.

RESOLVED –

(1) T H A T the appointment of H to the position of Head of Shared Regulatory Services be approved.

(2) T H A T all residual appointment arrangements be delegated to the Chief Executive, Vale of Glamorgan Council, in consultation with the Chair of this Committee (the Vale of Glamorgan Council Cabinet Member for Community Engagement, Equalities and Regulatory Services).

Reasons for decisions

(1) Having regard to the contents of the report and discussions at the meeting.

(2) To enable all other appointment arrangements to be made promptly without further recourse to this Committee.