



Complete Agenda

Democratic Service
Swyddfa'r Cyngor
CAERNARFON
Gwynedd
LL55 1SH

Meeting

CHIEF OFFICERS APPOINTMENTS COMMITTEE

Date and Time

1.00 pm, FRIDAY, 19TH JULY, 2019

Location

Siambwr Hywel Dda, Council Offices, Caernarfon, Gwynedd, LL55 1SH

Contact Point

Lowri Haf Evans

01286 679878

lowrihafevans@gwynedd.llyw.cymru

(DISTRIBUTED Thursday, 11 July 2019)

CHIEF OFFICERS APPOINTMENTS COMMITTEE

MEMBERSHIP (15)

Plaid Cymru (8)

Councillors

E. Selwyn Griffiths
Peredur Jenkins
Dyfrig L. Siencyn
Dafydd Meurig

Annwen Hughes
Mair Rowlands
Gethin Glyn Williams
Olaf Cai Larsen

Independent (5)

Councillors

Richard Medwyn Hughes
Eryl Jones-Williams
Angela Russell

Eric M. Jones
Dewi Wyn Roberts

Llais Gwynedd (2)

Councillors

Robert Glyn Daniels

Alwyn Gruffydd

Ex-officio Members

Chair and Vice-Chair of the Council – Councillor Edgar Wyn Owen and Simon Glyn

A G E N D A

1. APOLOGIES

To receive any apologies for absence.

2. DECLARATION OF PERSONAL INTEREST

To receive any declaration of personal interest

3. URGENT ITEMS

To note any items that is a matter of urgency in the view of the Chairman for consideration.

4. MINUTES

4 - 6

The Chairman shall propose that the minutes of the meeting of this committee held on 27.6.19 be signed as a true record

5. EXCLUSION OF PRESS AND PUBLIC

The Chairman shall propose that the press and public be excluded from the meeting during the discussion on the following item due to the likely disclosure of exempt information as defined in paragraph 12, Part 4, Schedule 12A of the Local Government Act 1972. This paragraph should apply because the report contains information regarding individuals and the individuals in question are entitled to privacy and there is no overriding public interest that requires the disclosure of personal information relating to those individuals, nor their identities. Consequently the public interest in maintaining the exemption outweighs the public interest in disclosing the information

6. INTERVIEW CANDIDATE FOR HEAD OF HOUSING AND PROPERTY

To interview the applicants for the post

7. INTERVIEW CANDIDATE FOR HEAD OF HIGHWAYS AND MUNICIPAL

To interview the applicant for the post

Agenda Item 4

CHIEF OFFICERS APPOINTMENT COMMITTEE 27.06.19

Present: Councillors: Eryl Jones-Williams, Alwyn Gruffydd, Annwen Hughes, Peredur Jenkins, Eric M. Jones, Cai Larsen, Dafydd Meurig, Dewi W. Roberts, Angela Russell and Gethin Glyn Williams.

Also in Attendance: Dilwyn Williams (Chief Executive), Geraint Owen (Head of Corporate Support Department), Eurig Williams (Human Resources Advisory Services Manager) and Lowri Haf Evans (Member Support Officer).

1. **ELECTION OF CHAIR**

RESOLVED to elect Councillor Dafydd Meurig as Chair for 2019/20.

2. **ELECTION OF VICE-CHAIR**

RESOLVED to elect Councillor Alwyn Gruffydd as Vice-chair for 2019/20.

3. **APOLOGIES**

Apologies were received from Councillors R. Medwyn Hughes, R. Glyn Daniels, Selwyn Griffiths, Mair Rowlands and Dyfrig Siencyn.

4. **DECLARATION OF PERSONAL INTEREST**

None to note

5. **URGENT ITEMS**

None to note

6. **MINUTES OF THE PREVIOUS MEETING**

The Chair signed the minutes of the previous meeting of this committee, held on 14.02.19 as a true record.

7. **EXCLUSION OF PRESS AND PUBLIC**

RESOLVED to exclude the press and public from the meeting during the discussion on the following item due to the likely disclosure of exempt information as defined in paragraph 12, Section 4, Schedule 12A, Local Government Act 1972. This paragraph is relevant as the report contains information about specific individuals who have the right to privacy. There is no public interest that calls for disclosing personal information about these

individuals. Consequently, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

8. DRAW UP A SHORT LIST FOR APPOINTING A HEAD OF HIGHWAYS AND MUNICIPAL DEPARTMENT

Concern was highlighted by a member regarding the number of applications received for key roles, and it was suggested that the posts be advertised externally in order to garner more interest. In response, the Chief Executive noted that this was part of the process of achieving savings, and that this would not be possible if we appointed from outside the Council. Furthermore, recognition and opportunities needed to be given to Council staff, and he was confident that there was material in the applications that would make for a good Head of Department.

The Chair reported that one application had been received for the post, which was advertised internally only.

The application was discussed in accordance with the requirements of the post, focusing on the main competencies.

RESOLVED THAT THE APPLICANT IS COMPETENT TO BE PLACED ON THE SHORT-LIST

9. DRAW UP A SHORT LIST FOR APPOINTING A HEAD OF HOUSING AND PROPERTY DEPARTMENT

The Chief Executive noted that he had held a review of the Council's managerial arrangements in order to attempt to achieve the efficiency savings. To realise these objectives, and the Cabinet's wish to give priority to the Housing Strategy, it was decided to create a Housing and Property Department. The successful Head of Department would lead on housing construction projects for the people of Gwynedd.

The Chair reported that two applications had been received for the post, which was advertised internally only.

The applications were discussed in accordance with the requirements of the post, focusing on the main competencies.

RESOLVED THAT THE APPLICANTS ARE COMPETENT TO BE PLACED ON THE SHORT-LIST

In response to a question regarding the costs of undertaking an assessment centre, the Head of Corporate Support Department confirmed that the costs of the Assessment Centre were not calculated on the basis of cost per

head. The Chief Executive stated that undertaking an assessment centre was central to the process of appointing Heads in order to ensure quality and receive an independent view. The cost of making an incorrect decision would be much higher for the residents of Gwynedd. It was added that the original provider, who conducted the service in Welsh, had now retired. Consequently, it was reported that a new arrangement would be tested by using an external company to carry out the psychometric testing and an internal arrangement for undertaking the assessment centre itself.

Members of the Committee were informed that the salary of the new Head of Housing and Property role had been evaluated at level HS2 by using the Hay system, which was the same system used to evaluate every job at Head of Department level and above.

It was agreed to present a recommendation to the meeting of the Full Council on 18 July, stating that the salary of the post should be set at the HS2 scale, and that the Pay Policy for 2019-20 was being amended to reflect this.

The meeting commenced at 11:00am and concluded at 11:55am.