

**COMMITTEE REF:**

**AP/12A/19**



**\*Please note start time of meeting**

## **NOTICE OF MEETING**

**COMMITTEE : APPOINTMENTS PANEL**

**DATE : FRIDAY 6<sup>TH</sup> DECEMBER 2019**

**TIME : 10:00 AM**

**PLACE : YOUTHSCAPE,  
74 Bute Street,  
Luton LU1 2EY**

**COUNCILLORS: MALCOLM (CHAIR)  
GHULAM JAVED  
SAIMA HUSSAIN  
PEDERSEN  
YOUNG**


**QUORUM : 3 MEMBERS**

### **INFORMATION FOR THE PUBLIC**


**PURPOSE:** The Appointments Panel deals with the appointment of Chief Officers and JNC related posts.


This meeting is open to the public and you are welcome to attend. For many meetings of this Panel, by nature of the business to be transacted, the public will be excluded after a resolution to exclude the public and press has been dealt with.

For further information, or to see the papers, please contact us at the Town Hall:

 **IN PERSON**, 9am to 5pm, Monday to Friday, or

 **CALL** Democratic and Member Services on 01582 546038

An induction loop  facility is available for meetings held in Committee Room 3.

Arrangements can be made for access to meetings for  disabled people.

If you would like us to arrange this for you, please call us on 546038

# AGENDA

Page(s)

**1. APOLOGIES FOR ABSENCE**

**2. MINUTES**

1. 19<sup>th</sup> November 2019

1 - 2

**DISCLOSURES OF INTERESTS**

Members are reminded that they must disclose both the existence and the nature of any personal interest that they have in any matter to be considered at this meeting.

A Member with a personal interest in any matter to be considered at this meeting will also have a prejudicial interest in that matter if the interest is one which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the Member's judgement of the public interest. A Member who has a prejudicial interest must withdraw from the meeting room unless (s)he has obtained a dispensation from the Council's Standards Committee.

**3. URGENT BUSINESS**

The Chair to report on any business which is considered to be urgent and which should be discussed at the meeting in accordance with Section 100B (4)(b) of the Local Government Act 1972 and to determine when, during the meeting, any such business should be discussed.

**4. LOCAL GOVERNMENT ACT 1972, PART VA**

To consider whether to pass a resolution under Section 100 A (4) of the Local Government Act 1972 to exclude the public from the meeting during consideration of any item listed above if it is likely that if members of the public were present during consideration of that item there would be disclosure to them of exempt information falling within the relevant Paragraph of Part 1 of Schedule 12A to the Local Government Act 1972.

**5. APPOINTMENT TO THE POST OF CORPORATE DIRECTOR, CUSTOMER SERVICES – INTERVIEWS**

(Report of the HR Recruitment Manager)

**3** (Papers previously circulated)

**APPOINTMENTS PANEL**

**(APPOINTMENT OF A CORPORATE DIRECTOR, CUSTOMER & COMMERCIAL)**

19<sup>th</sup> November 2019 at 5.00 pm

PRESENT: Councillors Malcolm (Chair); Councillors Ghulam Javed, Saima Hussain, Pedersen and Young.

**57 APOLOGY FOR ABSENCE (REF: 1)**

An apology for absence was received from Councillor Ghulam Javed.

**58 MINUTES (REF: 2.1 TO 2.4)**

**Resolved:** That the minutes of the meetings of the Panel held on 21<sup>st</sup>, 24<sup>th</sup> and 29<sup>th</sup> October and 6<sup>th</sup> November 2019, be approved as correct records and signed by the Chair.

**59 LOCAL GOVERNMENT ACT 1972, PART VA (REF: 4)**

**Resolved:** That, under Section 100A (4) of the Local Government Act 1972, the public be excluded from the remainder of this meeting as it is likely that if members of the public were present during the item of business to be considered there would be disclosure to them of exempt information falling within Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972.

**60 APPOINTMENT TO THE POST OF CORPORATE DIRECTOR, CUSTOMER & COMMERCIAL (REF: 5)**

The Panel was advised that 19 applications (one circulate separately) had been received for the post of Corporate Director, Customer & Commercial.

Of those 19 applications, 8 candidates had been invited to participate in the longlist and technical interviews by Penna and officers. Of those interviewed, 5 were recommended to proceed to interview.

The Panel considered the longlist recommendations and decided to invite 5 candidates to interview. The Panel also identified the presentation topic to be prepared by candidates.

**Resolved:** (i) That applicants numbered A3, A4, A8, A13 and A14 on the application forms, be invited for interview on Friday 6<sup>th</sup> December 2019 from 10:00 am at Youthscape.

(ii) That the HR Recruitment and DBS Manager prepared draft questions for circulation to Panel members prior to the interviews.

**(Note: The meeting ended at 5:35 pm)**