

COMMITTEE REF:

AP/11A/19



***Please note start time of meeting**

NOTICE OF MEETING

COMMITTEE : APPOINTMENTS PANEL

DATE : TUESDAY 19th NOVEMBER 2019

TIME : *5:00 PM

PLACE : COMMITTEE ROOM 4

**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.

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2. MINUTES

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4. 6th November 2019 4

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.

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.

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 – LONG-SHORTLISTING. (Report of the HR Recruitment Manager)	3	1 to 127
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APPOINTMENTS PANEL

(APPOINTMENT OF THE SERVICE DIRECTOR, HEALTHCARE & ADULTS COMMISSIONING)

21st October 2019 at 6.00pm

PRESENT: Councillor Hopkins (Chair) Councillors Adrees, A. Khan, Pedersen & Petts.

48 MINUTES (REF: 2)

Resolved: That the minutes of the meetings of the Panel held on 7th, 8th and 9th October 2019 be approved as correct records and signed by the Chair.

49 LOCAL GOVERNMENT ACT 1972, PART VA (REF: 5)

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.

50 APPOINTMENT TO THE POST OF SERVICE DIRECTOR, HEALTHCARE & ADULTS COMMISSIONING (REF: 6)

The Panel was advised that 10 applications had been received for the post of Service Director, Healthcare and Adults Commissioning.

The process of long/shortlisting candidates by officers and the Executive Search Agency had resulted in 4 candidates being invited to participate in the longlist and technical interviews. One candidate shown as recommended on the initial evaluation, had not been taken through the longlist process.

The Panel considered the longlist and agreed to invite 2 applicants to interview.

Resolved: That applicants numbered A2 and A6 on the agenda pack, be invited for interviews to be held on Tuesday 29th October 2019 from 10:00 am.

(Note: The meeting ended at 6:35 pm)

APPOINTMENTS PANEL

(APPOINTMENT OF A CORPORATE DIRECTOR, AIRPORT)

24th October 2019 at 9.00 am

PRESENT: Councillors Malcolm (Chair), Javeria Hussain, Simmons, Wynn and Young.

51 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.

52 APPOINTMENT TO THE POST OF CORPORATE DIRECTOR, LONDON LUTON AIRPORT LIMITED – INTERVIEWS (REF: 5)

The Panel interviewed 5 candidates for the post of Corporate Director, London Luton Airport Limited.

Resolved: (i) That Graham Olver be recommended for appointment to the role of Corporate Director, London Luton Airport Limited.

(ii) That the Democracy Manager write to all Members of the Executive in accordance with Standing Order 74.5 advising them of the Appointment Panel's recommendations.

(Note: The meeting ended at 3:00 pm)

APPOINTMENTS PANEL

(APPOINTMENT OF A SERVICE DIRECTOR, INCLUSIVE GROWTH)

29th October 2019 at 10.00 am

PRESENT: Councillors Timoney (Chair); Councillors Hopkins, Roche and Young.

53 LOCAL GOVERNMENT ACT 1972, PART VA (REF: 5)

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.

54 APPOINTMENT TO THE POST OF SERVICE DIRECTOR, INCLUSIVE GROWTH – INTERVIEWS (REF: 6)

The Panel interviewed 4 candidates for the post of Service Director, Inclusive Growth.

Resolved: (i) That Jodie Yandall be recommended for appointment to the role of Service Director, Inclusive Growth.

(ii) That the Democracy Manager write to all Members of the Executive in accordance with Standing Order 74.5 advising them of the Appointment Panel's recommendations.

(Note: The meeting ended at 3:00 pm)

APPOINTMENTS PANEL

(APPOINTMENT OF SERVICE DIRECTOR, HOUSING)

6th November 2019 at 5.30 pm

PRESENT: Councillors Agbley, Castleman, Keens and Shaw

55 ELECTION OF CHAIR (REF: 1)

Resolved: That Councillor Shaw be elected Chair of the Panel for recruitment to the post of Service Director, Housing.

56 APPOINTMENT TO THE POST OF SERVICE DIRECTOR, HOUSING (REF: 5)

The HR Recruitment Team Leader presented the report (Ref: 5) which sought approval to appoint to the post of Corporate Director, Housing.

The Panel was requested to approve the use of Penna for the Executive search and selection process.

In relation to the job description attached at Appendix A to the report the Chair advised that membership of the Institute of Housing should be an essential requirement of the education and training category of the person specification.

The Panel considered the draft timetable attached at Appendix B to the report and agreed that long-shortlisting would be held w/c 16th December 2019 and interviews all day w/c 6th or 13th January 2020.

Resolved: (i) That the appointment of and selection process for, the post of Service Director, Housing be approved.

(ii) That the use of Penna for search and select candidates for the long and short list and final interview stages (the long and short list meetings be merged in to one meeting for speed of process), the selection process to include assessment of the relevant competencies, be approved.

(iii) That membership of the Institute of Housing should be an essential requirement of the education and training category of the person specification.

(iv) That the long-shortlisting meeting be arranged for w/c 16th December 2019 and interviews all day w/c 6th January or 13th January 2020, the Democracy Manager to consult members on their preferred dates.

(Note: The meeting ended at 6:10 pm)