

Public Document Pack

Penallta House,
Tredomen Park,
Ystrad Mynach,
Hengoed CF82 7PG

Ty Penallta,
Parc Tredomen,
Ystrad Mynach,
Hengoed CF82 7PG



www.caerphilly.gov.uk
www.caerffili.gov.uk

For all enquiries relating to this agenda please contact Emma Sullivan
(Tel: 01443 864420 Email: sullie@caerphilly.gov.uk)

Date: 10th November 2021

Dear Sir/Madam,

A digital meeting of the **Appointments Committee** will be held via Microsoft Teams on **Wednesday, 17th November, 2021 at 4.30 pm** to consider the matters contained in the following agenda. You are welcome to use Welsh at the meeting, a minimum notice period of 3 working days is required should you wish to do so

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Chrissy'.

Christina Harrhy
CHIEF EXECUTIVE

AGENDA

	Pages
1 To receive apologies for absence.	
2 Declarations of Interest.	

Councillors and Officers are reminded of their personal responsibility to declare any personal and/or prejudicial interest(s) in respect of any item of business on this agenda in accordance with the Local Government Act 2000, the Council's Constitution and the Code of Conduct for both Councillors and Officers.

To approve and sign the following minutes: -

A greener place Man gwyrddach



- | | | |
|---|---|-------|
| 3 | Appointments Committee held on 14th July 2021. | 1 - 2 |
| 4 | Appointments Committee held on 26th July 2021. | 3 - 4 |
| 5 | Appointments Committee held on 29th July 2021. | 5 - 6 |
| 6 | Public Interest Test.

To receive and consider the following matter which in the opinion of the Proper Officer may be discussed when the meeting is not open to the public and first to consider whether the public interest requires that the meeting should be closed to the public for consideration on this matter: - | |
| 7 | To consider the Appointment Process for the position of Head of Land and Property Services. | |

Circulation:

Councillors Mrs E.M. Aldworth (Chair), C.J. Gordon, W. David, C.P. Mann, J. Ridgewell, J. Simmonds (Vice Chair) and J. Taylor.

Relevant Cabinet Member Councillor J. Pritchard.

And Appropriate Officers.

HOW WE WILL USE YOUR INFORMATION

Those individuals that attend committee meetings to speak/give evidence will be named in the minutes of that meeting, sometimes this will include their place of employment or business and opinions expressed. Minutes of Meetings including details of speakers will be publicly available to all via the Council website at www.caerphilly.gov.uk. except for discussions involving confidential or exempt items.

You have a number of rights in relation to your information, including the rights of access to information we hold about you and the right of complaint if you are unhappy with the way your information is being processed.

For further information on how we process your information and your rights please view the [Full Committee Meetings Privacy Notice](#) on our website or contact Legal Services by email griffd2@caerphilly.gov.uk or telephone 01443 863028.

Agenda Item 3



APPOINTMENTS COMMITTEE

MINUTES OF THE MEETING HELD VIA MICROSOFT TEAMS ON THURSDAY 14TH JULY
2021 AT 10:00AM

PRESENT:

Councillor Mrs E.M. Aldworth (Chair)

Councillors:

W. David, C. Gordon, C. Mann, J. Pritchard, G. Simmonds, J. Simmonds, J. Taylor

Relevant Cabinet Member: Councillor L. Phipps

Together with:

D. Street (Corporate Director Social Services and Housing) and L. Donovan (Head of People Services)

1. **APOLOGIES FOR ABSENCE**

There were no apologies for absence received.

2. **DECLARATIONS OF INTEREST**

There were no declarations of interest made at the meeting.

3. **PUBLIC INTEREST TEST**

Members considered the public interest test certificate from the Proper Officer and concluded that on balance the public interest in maintaining the exemption outweighed the public interest in disclosing the information and it was

RESOLVED that in accordance with Section 100A(4) of the Local Government Act 1972 the public be excluded from the remainder of the meeting because of the likely disclosure to them of exempt information as identified in paragraph 12 of Part 4 of Schedule 12A of the Local Government Act 1972.

4. **EXEMPT ITEM – TO SHORT LIST CANDIDATES TO PROCEED ON TO THE ASSESSMENT CENTRE AS PART OF THE RECRUITMENT PROCESS FOR THE POST OF CHIEF HOUSING OFFICER**

Following due consideration, the details of candidates (by reference number) were provided to the Head of People Services to take forward to the next stage of the recruitment process and by a show of hands this unanimously agreed.

RESOLVED that the details of candidates (by reference number) be provided to the Head of People Services to take forward to the next stage of the recruitment process.

The meeting closed at 11.06am.



APPOINTMENTS COMMITTEE

MINUTES OF THE MEETING HELD VIA MICROSOFT TEAMS ON MONDAY 26TH JULY 2021 AT 10:00AM

PRESENT:

Councillor Mrs E.M. Aldworth (Chair)

Councillors:

W. David, C. Gordon, C. Mann, J. Pritchard, G. Simmonds, J. Simmonds, J. Taylor

Relevant Cabinet Member: Councillor L. Phipps

Together with:

D. Street (Corporate Director Social Services and Housing) and L. Donovan (Head of People Services)

1. **APOLOGIES FOR ABSENCE**

There were no apologies for absence received.

2. **DECLARATIONS OF INTEREST**

There were no declarations of interest made at the meeting.

3. **PUBLIC INTEREST TEST**

Members considered the public interest test certificate from the Proper Officer and concluded that on balance the public interest in maintaining the exemption outweighed the public interest in disclosing the information and it was

RESOLVED that in accordance with Section 100A(4) of the Local Government Act 1972 the public be excluded from the remainder of the meeting because of the likely disclosure to them of exempt information as identified in paragraph 12 of Part 4 of Schedule 12A of the Local Government Act 1972.

4. **EXEMPT ITEM – TO SHORT LIST CANDIDATES FOR INTERVIEW FOR THE POST OF CHIEF HOUSING OFFICER**

Following due consideration, the details of candidates (by reference number) were provided to the Head of People Services to take forward to the next stage of the recruitment process and by a show of hands this unanimously agreed.

RESOLVED that the details of candidates be provided to the Head of People Services to take forward to the next stage of the recruitment process.

The meeting closed at 11.30am.

Agenda Item 5



APPOINTMENTS COMMITTEE

MINUTES OF THE MEETING HELD VIA MICROSOFT TEAMS ON WEDNESDAY 29TH JULY 2021 AT 2:00PM

PRESENT:

Councillor Mrs E.M. Aldworth (Chair)

Councillors:

W. David, C. Gordon, C. Mann, J. Pritchard, G. Simmonds, J. Simmonds, J. Taylor

Relevant Cabinet Member: Councillor L. Phipps

Together with:

D. Street (Corporate Director Social Services and Housing) and L. Donovan (Head of People Services)

1. **APOLOGIES FOR ABSENCE**

There were no apologies for absence received.

2. **DECLARATIONS OF INTEREST**

There were no declarations of interest made at the meeting.

3. **PUBLIC INTEREST TEST**

Members considered the public interest test certificate from the Proper Officer and concluded that on balance the public interest in maintaining the exemption outweighed the public interest in disclosing the information and it was

RESOLVED that in accordance with Section 100A(4) of the Local Government Act 1972 the public be excluded from the remainder of the meeting because of the likely disclosure to them of exempt information as identified in paragraph 12 of Part 4 of Schedule 12A of the Local Government Act 1972.

4. **EXEMPT ITEM – TO INTERVIEW CANDIDATES FOR THE POST OF CHIEF HOUSING OFFICER**

Following due consideration, it was moved and seconded that the post of Chief Housing Officer be offered to the candidate Mr N. Taylor-Williams and by a show of hands this unanimously agreed.

RESOLVED that Mr N. Taylor-Williams be appointed as Chief Housing Officer.

The meeting closed at 4.30pm.



APPOINTMENTS COMMITTEE – 17TH NOVEMBER 2021

PUBLIC INTEREST TEST – EXEMPTION FROM DISCLOSURE OF DOCUMENTS SCHEDULE 12A LOCAL GOVERNMENT ACT 1972

SUBJECT: TO CONSIDER THE APPOINTMENT PROCESS FOR THE POST OF HEAD OF LAND AND PROPERTY SERVICES

REPORT BY: HEAD OF LEGAL SERVICES AND MONITORING OFFICER

I have considered grounds for exemption of information to be presented to the Committee and make the following recommendations to the Proper Officer:-

EXEMPTIONS APPLYING TO THE REPORT:

Information relating to a particular individual(s) (para 12).

FACTORS IN FAVOUR OF DISCLOSURE:

There is a public interest in the way in which the Council deals with staffing issues.

PREJUDICE WHICH WOULD RESULT IF THE INFORMATION WERE DISCLOSED:

The report contains detailed personal information regarding individuals who have applied for the above-mentioned vacant post.

MY VIEW ON THE PUBLIC INTEREST TEST IS AS FOLLOWS:

That paragraph 12 should apply. My view on the Public Interest Test is that whilst there is a need to ensure transparency and accountability of a Public Authority for decisions taken in relation to the appointment of senior officers, this must be balanced against the fact that this process has not yet been formally concluded and also the right of a third party to the privacy of their affairs. It is considered that this outweighs the need for the information to be made public.

The information is not affected by any other statutory provision, which requires the information to be publicly registered. The information contains personal data of staff members which is protected by the Data Protection Act 2018.

On that basis I feel that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.

RECOMMENDED DECISION ON EXEMPTION FROM DISCLOSURE:

On that basis I feel that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, and that the report should be exempt.

Signed:
Post: Head of Legal Services and Monitoring Officer

Date: 8th November 2021

I accept/~~do not accept~~ recommendation made above.

Signed:
Proper Officer

Date: 9th November 2021

This page is intentionally left blank