

**Minutes of** **Shared Services Joint Committee - Appointments Panel**

**Meeting date** **Wednesday, 16 March 2022**

**Committee members present:** Councillors Alistair Bradley, Aniela Bylinski Gelder, Sam Chapman, Paul Foster, Bev Murray, David Shaw, Karen Walton and Peter Wilson

**1 Introduction and Apologies**

Apologies were received from Councillor Alan Cullens, with Councillor Sam Chapman attending as substitute.

**2 Declarations of Any Interests**

None.

**3 Exclusion of Press and Public**

The press and public were excluded from the meeting under paragraphs 1 and 3 of Part 1 of Schedule 12A to the Local Government Act 1972.

**4 Role of the Appointments Panel**

Noted.

**5 Proposed Approach to Senior Recruitment**

Noted.

**6 Scoring Guidelines**

Noted.

**7 Chief Executive - Job Description and Person Specification**

Noted.

**8 Chief Executive - CV, Covering Letter and Photo**

Noted.

**9 Chief Executive - Shortlisting**

Noted.

**10 Chief Executive - Interview Questions**

Noted.

**11 Director of Change and Delivery - Job Description and Person Specification**

Noted.

**12 Strategic Lead for Future Investments - Job Description and Person Specification**

Noted.

**13 Director of Change and Delivery and Strategic Lead for Future Investments - Interview Questions**

Noted.

Chair

Date