

**SPECIAL APPOINTMENTS PANEL
(HEAD OF SCHOOL IMPROVEMENT)**

Minutes of a meeting of the Special Appointments Panel, held in Conference Room 1a, County Hall, Ruthin on Friday 8 January, 2008 at 2.00 p.m.

PRESENT

Councillors J A Smith (Chair), J Chamberlain-Jones, S Frobisher, H H Evans, M M Jones and; Chief Executive and Corporate Director: Resources/ Deputy Chief Executive.

ALSO PRESENT

M Mehmet (Interim Corporate Director: Lifelong Learning), David Edwards (Chair Denbighshire Headteachers Federation), Linda Atkin (Head of Personnel), Linda M Jones (Personnel Officer) and County Clerk together with M Phillips (Gatenby Sanderson).

APOLOGIES

There were no apologies.

1 URGENT ITEMS

There were none

2 MINUTES

The minutes of the Special Appointments Panel meeting held on 22 November 2007 were submitted.

RESOLVED that the minutes of 22 November 2007 be approved as a correct record and signed by the Chair.

EXCLUSION OF PRESS AND PUBLIC

RESOLVED that under Section 100A(4) of the Local Government Act 1972 the Press and Public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 12 and 13 of Part 4 of Schedule 12A of the Local Government Act 1972.

3 APPOINTMENT OF HEAD OF SCHOOL IMPROVEMENT - SHORTLISTING

The Council's recruitment consultant explained to members how the recruitment process had been undertaken. Members had previously been circulated curriculum vitae submitted by 5 candidates who had applied had been considered by the consultant and the Interim Corporate Director: Lifelong Learning as potentially suitable for further consideration and had received an initial interview for the post. The Consultant also reported that 3 further candidates had applied subsequently. A verbal report on each candidate together with a recommendation was provided at the meeting.

Members considered the merits of each of the applications.

RESOLVED:-

- (a) candidates 2, 4, and 5 proceed to the Assessment Centre.*
- (b) Candidates 1, 6, 7 and 8 proceed to the Assessment Centre unless the Consultant and Interim Corporate Director: Lifelong Learning recommend otherwise.*
- (c) that following conclusion of the Assessment Centre the Panel reconvene at 5.30 p.m. on Wednesday 23 January 2008 to identify those candidates to proceed to final interview commencing at 8.30 a.m. on Thursday 24 January 2008 and to determine questions and the interview timetable.*

The meeting concluded at 3.10 p.m.
