

BRECON BEACONS NATIONAL PARK AUTHORITY

Dear Member

A meeting of the **APPOINTMENTS COMMITTEE** will be held **ON FRIDAY, 10TH SEPTEMBER, 2021 AT 10.00 AM** when your attendance is requested.

Yours sincerely

Catherine Mealing-Jones

Chief Executive

**PLEASE NOTE THAT THE NATIONAL PARK AUTHORITY FILMS AND
WEBCASTS ALL ITS PUBLIC MEETINGS LIVE -**
<http://www.breconbeacons.public-i.tv/core/>

Fire Evacuation Advice

In the event of a fire, please exit the building via the main staircase,
and assemble in the car park at **Assembly Point 3**

- 1 **MINUTES OF PREVIOUS MEETING** (Pages 3 - 4)
- 2 **TO APPOINT A CHAIR FOR THE MEETING**
- 3 **CORRESPONDENCE**
- 4 **DECLARATIONS OF INTEREST**
- 5 **ACCESS TO INFORMATION**
- 6 **INTERVIEWS FOR INDEPENDENT MEMBERS OF STANDARDS**

COMMITTEE

SCHEDULE OF CORRESPONDENCE

1. To receive apologies for absence
2. Such other correspondence as, in the opinion of the Chairman, is of such urgency as to warrant consideration.

Any enquiries about this agenda should be addressed to Julia Gruffydd (Democratic Services Manager) Julia.gruffydd@beacons-mpa.gov.uk

MINUTES OF BRECON BEACONS NATIONAL PARK AUTHORITY APPOINTMENTS COMMITTEE HELD AT VIRTUAL MEETING ON WEDNESDAY, 4TH AUGUST, 2021

PRESENT:

Cllr Gareth Ratcliffe, Powys County Council
Cllr Edwin Roderick, Powys County Council
Cllr Steven Evans, Torfaen County Borough Council
Cllr John Hill, Blaenau Gwent County Borough Council
Cllr Andrew James, Carmarthenshire County Council
Cllr Mrs Ann Webb, Monmouthshire County Council
Mr Julian Stedman, Welsh Government Appointed Member
Sue Holden, Welsh Government Appointed Member

In Attendance

Marc Ronan, Solicitor & Monitoring Officer
Elizabeth Lewis, HR Officer
Julia Gruffydd, Democratic Services Manager

6/21 Correspondence

Apologies were noted.

7/21 Declarations of Interest

No declarations of interest were made.

8/21 Minutes of last meeting

RESOLVED: That the minutes of the meeting held on 22 February 2021 be approved and the Chair authorised to sign them as a true record.

9/21 Public Speaking

There were no requests to speak.

10/21 Recruitment of Independent Members of Standards Committee

Members considered the job pack and advertisement for the two vacancies for independent members of Standards Committee.

Members sought clarity on a number of issues and some minor amendments were agreed.

RESOLVED:

- a) **To approve the role description, person specification and job pack for independent members of Standards Committee;**
- b) **To agree the recruitment process to include advertisement and dates for shortlisting and interview.**

11/21 Personal Development Review Process for the Chief Executive

Members considered the timescale for probation and performance reviews for the Chief Executive. The HR Officer advised that the staff performance review process was currently being reviewed.

The Chair advised that following discussion with the CEO it was suggested that an 18 month programme of reviews by the committee be scheduled, to build in probation points in line with Authority policy. He confirmed that anything urgent and outside this schedule could be addressed through an additional meeting of the Appointments Committee.

RESOLVED: That meetings of the Appointments Committee be scheduled late September 2021 (3 month probation), early January 2022 (6 month probation), late March 2022 (year end review) and that ongoing quarterly meetings be set for the next 18 months.

12/21 Other Business

There was no further business.

Signed as a correct record
Chairman of the Appointments Committee