

# Human Resources Committee (Extraordinary Meeting)

18 May 2022

Present: Councillor M James (Chair)  
Councillor Mrs D Clements, Dr R Heath-Davies, Mrs J James,  
Councillor PJ Morgan and Councillor S Yelland.

[Mr GA Jones arrived prior to consideration of the report]

(Virtual meeting: 2.00p.m. – 3.40p.m.)

## 1. Apologies

Apologies for absence were received from Councillor ML Evans and Councillor A Wilcox.

## 2. Disclosures of interest

There were no disclosures of interest.

## 3. Exclusion of the Public

It was **resolved** that the public be excluded from the meeting as exempt information, as defined in Paragraph 12 of Part 4 of Schedule 12A to the Local Government Act 1972, would be disclosed.

## 4. Appointment of a Director

The Committee was advised that the current Director of Planning and Park Direction had tendered her resignation. As the appointment of a Director was a task delegated by the Authority to Members of the Human Resources Committee, they were therefore asked to agree the process.

Members were asked to consider a number of issues, including the need for the role and the requirements of the post. Members agreed that it was important to recruit to the post but that care should be taken in setting out the requirements to encourage a wide field of candidates. It was also suggested that there would be benefits in using the term 'Planning' rather than 'Placemaking' in the job title for recruitment purposes. The report went on to outline the recruitment process, which included the use of a recruitment consultant, and its timeline.

Some concern was expressed that as new Councillors would be elected to the National Park Authority at Pembrokeshire County Council's forthcoming AGM, the Human Resources Committee who would interview the Director would consist of different Members to those who had agreed the job specification. It was therefore suggested that the National Park Authority be asked to appoint a Director's Appointment



Panel consisting of those Members of the Committee present that day, and who remained on the Authority, to take the process forward.

[Dr R Heath-Davies tendered her apologies and left the meeting during the discussion. Councillor M James also apologised that he had to leave the meeting before the vote was taken. Mrs J James, the Deputy Chair, presided for the rest of the meeting.]

It was **resolved** that:

- a) Recruitment of a Director to cover the portfolio of Placemaking, Decarbonisation and Engagement be agreed;
- b) The requirements of the post be agreed, as set out in the report;
- c) The services of the recruitment consultant, Gatenby Sanderson, be agreed;
- d) Responsibility for managing the recruitment process be delegated to the Chief Executive and Human Resources Manager.
- e) The National Park Authority be asked to appoint Members of the Human Resources Committee present that day, and who remained on the Authority, to a Director's Appointment Panel in order to maintain continuity.

## **5. Restructuring**

There was a brief discussion on what Members expected to receive in advance of the meeting of the HR Committee on 25 May 2022 which would consider the outcomes of the staff consultation on restructuring. This included updates on the process, consultation, organisational structure, integration plan and financial elements. Officers replied that it was hoped that these areas would be covered in the report currently being prepared. It was also suggested that the revised structure be shared with other Members who did not sit on the Committee to keep them informed of progress, noting that communication was key in any change management process.

**Noted.**

The Minutes of this meeting were confirmed at the meeting of the Human Resources Committee held on 29 June 2022 without amendment

