

FOI Reference Number: FOI/347/1819

Date: 01 November 2018

Request:

I therefore ask for full disclosure under the FOI Act with regards to the other candidates being selected for this post

Response:

Thank you for your information request which Mid and East Antrim Borough Council received on 22 October 2018.

Please find below Mid and East Antrim Borough Council's response to the information you requested in relation to selection for a post.

Mid + East Antrim Borough Council
Short listing Matrix

Post:	Health & Safety Manager	T65
Closing Date:	1 October 2018	
Shortlisting Panel	[REDACTED]	
Date of Shortlisting Meeting	16 October 2018	

Shortlisting Criteria

Essential	
Criterion 1	Applicants must have a degree qualification.
Criterion 2	Applicants must be in possession of a NEBOSH Diploma.
Criterion 3	Please demonstrate, by providing personal and specific examples, that you have two years' (4 years' within a H&S Management role if you do not have the academic requirement in Criteria 1) experience working within a H&S role delivering in the following areas: <ul style="list-style-type: none"> • Proven track record of delivering improvement in H&S policy, practice or procedures within a large multi disciplinary organisation developing and implementing H&S policies and procedures that are aligned to corporate priorities and in accordance with legislation and best practice.
Criterion 4	Please demonstrate, by providing personal and specific examples, that you have two years' (4 years' within a H&S Management role if you do not have the academic requirement in Criteria 1) experience working within a H&S role delivering in the following areas: <ul style="list-style-type: none"> • Successful management of a H&S function and advising stakeholders on key operational issues.
Criterion 5	Please demonstrate, by providing personal and specific examples, that you have two years' (4 years' within a H&S Management role if you do not have the academic requirement in Criteria 1) experience working within a H&S role delivering in the following areas: <ul style="list-style-type: none"> • Proven track record of providing practical H&S advice and guidance with successful outcomes.
Criterion 6	Please demonstrate, by providing personal and specific examples, that you have two years' (4 years' within a H&S Management role if you do not have the academic requirement in Criteria 1) experience working within a H&S role delivering in the following areas: <ul style="list-style-type: none"> • Experience of effectively working with a range of internal or external stakeholders.
Criterion 7	All candidates must have or be willing to work towards obtaining Chartered Membership of IOSH (Institute of Occupational Safety & Health) within a 2-year period of appointment.
Criterion 8	Hold a full current driving licence valid in the UK and access to a form of transport that meets the needs of the post in full OR have access to a form of transport which enables the applicant to meet the full requirements of the post in full.* (*This relates to any person who has declared that they have a disability which debars them from driving).

**Mid + East Antrim Borough Council
Short listing Matrix**

Name of applicant		Essential Criterion								Shortlisted Yes/No
		1	2	3	4	5	6	7	8	
[REDACTED]	E001	✓	?	X						NO
	E002	✓	?	✓	✓	✓	✓	✓	✓	YES
	E003	✓	✓	✓	✓	✓	✓	✓	✓	YES
	E004	X	?	X	X					NO
	E005	✓	✓	X	✓	X				NO
[REDACTED]	E006	X	X	X	X					NO
[REDACTED]	E007	✓	?	X	X					NO
	E008	?	?	✓	✓	✓	✓	✓	✓	YES
	E009	X?	✓	✓	✓	✓	✓	✓	✓	YES
	E010	✓	✓	✓	✓	✓	✓	✓	✓	YES
	E011	✓	?	X	X					NO
	E012	✓	✓	X						NO
	E013	✓	✓	X	X					NO
	E014	?	X?	X						NO
	E015	✓	✓	X	X					NO

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Signed by Panel Members

Signature	Print Name	Date:
[REDACTED]	[REDACTED]	16.10.18
[REDACTED]	[REDACTED]	16.10.18
[REDACTED]	[REDACTED]	16.10.18

If you are dissatisfied with the handling of part of your request, you have the right to ask for an internal review. Internal review requests should be submitted within two months of the date of receipt of the response to your original letter and should be addressed to the Chief Executive at the Braid Ballymena Town Hall, 1-29 Bridge Street, Ballymena, BT43 5EJ.

Please remember to quote the reference number FOI/347/1819 in any future communications.

If you are not content with the outcome of an internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF.

Please be advised that Mid and East Antrim Borough Council may release the response to this information request into the public domain via our website at <https://www.midandeantrim.gov.uk/>.

If we publish our response to your request, your personal data will be removed to protect your privacy.