

Appointments Etc Panel

Friday, 23 September 2016, 1.00 pm,

Present:

Minutes

Mr M L Bayliss, Mr A N Blagg, Ms P A Hill,
Mrs L C Hodgson and Mrs F M Oborski

Available papers

The Agenda papers (previously circulated), a copy of which will be attached to the signed Minutes.

1016 Named Substitutes

Mrs L C Hodgson substituted for Mr J P Campion.

1017 Apologies and Declarations of Interest

No apologies received.

No Declarations received.

1018 Confirmation of Minutes

RESOLVED: that the minutes of this meeting be circulated to Members of the Panel and be signed by the Chairman in the light of any comments on their accuracy received within 7 days of their circulation.

1019 Exclusion of Press and Public

RESOLVED: that the public and press be excluded from the meeting during the consideration of the following items of business on the grounds that if they were present during such consideration it would be likely that there would be disclosure to them of exempt information as defined in Section 100(I) and Schedule 12A of the Local Government Act 1972 relating to any individual and the public interest in maintaining the exemption outweighed the public interest in disclosure.

1020 CHILDREN, FAMILIES AND COMMUNITIES LEADERSHIP TEAM RESTRUCTURE - APPOINTMENT OF ASSISTANT

Summary of the Proceedings during which the Public and Press were excluded.

The Chairman invited the Director of Children, Families and Communities and the Human Resources Manager to present the report to the Panel. Officers explained that following the decision of the Appointments etc Panel on 5 September 2016 to approve the restructure at Head of Service level in Children, Families and Communities, the Director was authorised to place the following post holders at

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provisional risk of redundancy; Neil Anderson (Head of Communities) and Hannah Needham (Strategic Commissioner Early Help and Partnerships) due to the proposed deletion of their posts.

The Panel also agreed the creation of a new post of Assistant Director Families, Communities and Partnerships with a revised job description and person specification which confirmed those services in scope of the post.

The Panel agreed that an internal ring-fence (prior consideration) should be created for appointment to the new post, and that this would be limited to the two individuals above who are provisionally at risk of redundancy as a result of this decision.

The Panel agreed that both individuals should attend a competitive selection process which was to take place at the Panel meeting today.

At the Appointment Etc Panel meeting on 5 September 2016 the Panel recommended alterations be made to the Job Description and Person Specification, the Panel approved the revised version of both the Job Description and Person specification for the post.

The Director of Children, Families and Communities explained to the Panel that each candidate had been asked to submit an expression of interest along with a written presentation and prepare a verbal presentation. The topic for the presentation (both written and verbal) was:

Please outline your vision for a cohesive and integrated range of services with scope of this role, explaining the difference this could make to the lives and outcomes for families and communities. How would you articulate and translate your vision so that it is relevant and appropriate to each of the different stakeholders who will be affected?

The Panel interviewed each candidate, asking tailored questions in order to ensure a thorough and objective assessment of the capabilities of each candidate. Following the interviews the Panel put questions for clarification to officers present and asked for feedback on each candidate from the Director Children's, Families and Communities.

Before deliberating the performance of candidates through interview the Panel considered the written

submissions of each candidate and the written presentation, before assessing the verbal presentation.

After detailed deliberations and considerations the Panel agreed that;

- 1) having regard to the internal ring- fenced selection process for the post of Assistant Director Families, Communities and Partnerships and the expressions of interest received, interviews and assessment that it determines to offer the above post to Hannah Needham;**
- 2) authorises the Director of Children, Families and Communities in consultation with the Chairman of the Panel, to settle the detailed terms of the contract on the basis that the new post is suitable alternative employment to the successful applicant's deleted post;**
- 3) authorises the Director Children, Families and Communities to proceed with the formal at risk process as appropriate in respect of Neil Anderson, noting that this will include the offer of the right to make representations against provisional selection for redundancy;**
- 4) authorises the Director Children, Families and Communities to give formal notice of termination of employment on the grounds of redundancy as appropriate to Neil Anderson and to determine the timing of such notice, noting the right to appeal any such dismissal;**
- 5) notes that the Council will make every effort to mitigate the consequence of redundancy for Neil Anderson, including tailored outplacement support and right to time off to seek alternative work;**
- 6) authorises the Director of Children, Families and Communities to dismiss on the grounds of redundancy Neil Anderson subject to the outcome of 4 and 5 above, in the event that no suitable alternative employment is offered or accepted before the end of the notice period;**

The meeting ended at 4.00pm

Chairman