

Appointments Etc Panel

Thursday, 19 October 2017, 11.00 am

Present:

Minutes

Mr I D Hardiman, Mr M J Hart, Ms P A Hill,
Mrs L C Hodgson, Mrs F M Oborski and Mr A C Roberts

Available papers

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

1089 **Named
Substitutes
(Agenda item 1)**

None.

1090 **Apologies and
Declarations of
Interest
(Agenda item 2)**

None.

1091 **Election of
Chairman
(Agenda item 3)**

Mr M Hart was elected Chairman.

1092 **Election of Vice-
Chairman
(Agenda item 4)**

Mrs F Oborski was elected Vice-Chairman.

1093 **Confirmation of
Minutes
(Agenda item 5)**

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.

1094 **Exclusion of
Press and
Public (Agenda
item 6)**

RESOLVED: that the press and public be excluded from the meeting for the following item as it is likely that exempt information relating to any individual will be disclosed and the public interest in maintaining the exemption outweighs the public interest in disclosure.

**1095 Strategic
Commissioner
Education and
Skills and Other
Senior
Management
Arrangements
(Agenda item 7)**

Summary of the proceedings during which the Press and Public were excluded. (This is a fair summary of the proceedings and there are no exempt minutes.)

The Panel considered a report setting out the current situation regarding senior management arrangements in the Directorate of Children, Families and Communities and seeking authority to recruit to two posts.

Appointment to Assistant Director (Education and Skills)

The post of Strategic Commissioner (Education and Skills) was currently being filled on an interim basis following the departure of the previous post holder at the end of September 2017. The Panel was asked to agree to fill the post on a permanent basis to ensure consistency of service provision and focus on service delivery/quality and improvement for all education and skills services at a time when considerable change would be taking place within the Directorate.

If the Panel agreed to this it was proposed that the title of the post was changed so that it better reflected the seniority of the post and range of responsibilities. The proposed new title of Assistant Director of Education and Skills was approved by the Panel.

The Panel approved the job description and person specification for the post and the salary for a 35 hour contract with a salary range for Head of Service Band 1 (£79,659 - £87,741 per annum). Whilst the recruitment campaign would start quickly, the Panel agreed to the extension of the interim contract for the current post holder for up to 5 months, likely to be until 30 April 2018, to allow time for a permanent candidate to be secured.

Appointment to Assistant Director (Early Help and Commissioning)

Members were reminded of a recent decision for Children, Families and Communities to begin work on a full options appraisal and implementation plan for an Alternative Delivery Model (ADM) for parts of the Directorate. This would be a significant project which would require considerable additional resource and capacity to design, deliver and commission. It would be led by the Assistant Director (Families, Communities and Partnerships).

Due to the significant additional volume of work this

would create and to enable the work to be undertaken it required some of the Assistant Director (Families, Communities and Partnerships) role to be covered temporarily. This would enable the current post holder to focus on the ADM options appraisal and business case.

The Panel supported the proposal to create an Assistant Director (Early Help and Commissioning) post on a temporary basis, funded by the Department for Education, to cover some of these responsibilities. This would then create capacity for the Assistant Director (Families, Communities and Partnerships) to focus on leading on the ADM work and enable the Directorate to continue to deliver business as usual and deliver against the Service improvement Plan and financial targets.

It was agreed that the temporary post be appointed on a 35 hour per week contract for 12 – 18 months with reviews at 6 and 12 months. The Panel was asked to agree an internal secondment arrangement in the first instance as it was believed there were internal candidates with relevant skills and experience to undertake the requirements. This approach would also enable the post to be filled as soon as possible with minimum disruption and supported the commitment to talent Management within the County Council.

RESOLVED: that the Panel

- (a) Approve the proposal to redesignate the current post of Strategic Commissioner – Education and Skills to Assistant Director (Education and Skills) with the job description and person specification set out in Appendix 1 to the report and salary range as set out in the report;**
- (b) Authorise the Director of Children, Families and Communities, in consultation with the Cabinet Member with Responsibility for Education and Skills, to commence the recruitment process for the new Assistant Director (Education and Skills) post as detailed in the report;**
- (c) Authorise the Director of Children, Families and Communities to extend the current interim arrangements until the appointment of a permanent Assistant Director;**
- (d) Approve the creation and appointment to an**

additional temporary post of Assistant Director (Early Help and Commissioning) to cover some of the responsibilities of the current Assistant Director (Families, Communities and Partnerships) whilst this role leads on the creation and implementation of the Alternative Delivery Model;

- (e) Approve the Job Description and Person Specification for the Post of Assistant Director (Early Help and Commissioning) as set out in Appendix 2;**
- (f) Delegate authority to the Director of Children, Families and Communities in consultation with the Cabinet Member with Responsibility for Children and Families and Head of Human Resources/Organisational Development (HR/OD) to agree the salary for this post in accordance with current policy;**
- (g) Authorise the Director of Children, Families and Communities in consultation with the Cabinet Member with Responsibility for Children and Families to commence an internal recruitment process in the first instance for seeking suitable applicants for the new Assistant Director (Early Help and Commissioning).**

The meeting ended at 12.00 noon

Chairman