

APPOINTMENTS PANEL

AGENDA



26 January 2024

at 4.00 p.m.

in Committee Room C

MEMBERS: APPOINTMENTS PANEL:

Councillors Brown, Clayton, Harrison, Holbrook, Little, Moore, Thompson and Young.

Chair of Children's Services Committee – Councillor Lindridge.

- 1. APOLOGIES FOR ABSENCE**
- 2. TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS**
- 3. MINUTES**
 - 3.1 To confirm the minutes of the meeting held on 13 December 2023
- 4. ITEMS FOR INFORMATION**

None
- 5. ANY OTHER BUSINESS WHICH THE CHAIR CONSIDERS URGENT**
- 6. LOCAL GOVERNMENT (ACCESS TO INFORMATION) (VARIATION) ORDER 2006**

EXEMPT ITEMS

Under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that it



involves the likely disclosure of exempt information as defined in the paragraphs referred to below of Part 1 of Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006

7. ITEMS REQUIRING DECISION

7.1 Appointment of Assistant Director - *Director of Children's and Joint Commissioning Services*

8. ANY OTHER CONFIDENTIAL ITEMS WHICH THE CHAIRMAN CONSIDERS ARE URGENT



<p style="text-align: center;">APPOINTMENTS PANEL</p> <p style="text-align: center;">MINUTES AND DECISION RECORD</p> <p style="text-align: center;">13 DECEMBER 2023</p>

The meeting commenced at 4.00 pm in the Civic Centre, Hartlepool.

Present:

Councillor: Mike Young (In the Chair);

Councillors: Paddy Brown, Brenda Harrison, Phil Holbrook, Sue Little and Carole Thompson.

Also Present: Councillor Jim Lindridge, Chair of Children's Services Policy Committee.
Councillor Tom Feeney as substitute for Councillor Ben Clayton in accordance with Council Procedure Rule 4.2.

Officers: Denise McGuckin, Managing Director
Sally Robinson, Executive Director of Children's and Joint Commissioning Services
Hayley Martin, Director of Legal, Governance and Human Resources
Gillian Laight, HR Manager
David Cosgrove, Democratic Services Team

1. Apologies for Absence

Councillors Ben Clayton and Shane Moore.

2. Declarations of Interest

None.

3. Minutes of the meeting held on 30 March 2023

Confirmed.

4. Any Other Items which the Chairman Considers are Urgent

None.

5. **Local Government (Access to Information) (Variation Order) 2006**

Under Section 100(A)(4) of the Local Government Act 1972, the press and public were excluded from the meeting for the following items of business on the grounds that they involved the likely disclosure of exempt information as defined in the paragraphs referred to below of Part 1 of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006.

Minute 6 – Appointment of Assistant Director – This item contains exempt information under Schedule 12A Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006 namely (para. 1) , Information relating to any individual and (para. 2) Information which is likely to reveal the identity of an individual.

6. **Appointment of Assistant Director** (*Executive Director of Children's and Joint Commissioning Services*)

This item contains exempt information under Schedule 12A Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006 namely (para. 1 and 2).

Purpose of report

To consider and agree the arrangements for the recruitment and selection process for the post of Assistant Director, Children and Families.

Issue(s) for consideration

The Executive Director of Children's and Joint Commissioning Services reported that current post-holder has made the decision that they wished to retire from this role with effect from 1 April 2024. The role is a critical post within Children and Joint Commissioning Services as it has overall leadership and management responsibility for children's social care and youth offending services. Much of the work of this division is statutory in nature and is subject to regulation and inspection by Ofsted.

The report set out the proposed recruitment process including the proposed advert, job description and person specification. It was also agreed that a recruitment consultant be engaged to secure applicants for the position. Advertisement both internally and externally would be the Communications and Marketing Team. A detailed timetable was also appended to the report.

Members supported the proposals set out in the report including the involvement of the recruitment consultant in the terms set out in the meeting.

Decision

1. That the advert, job description and person specification be approved.
2. That the internal/external advertising and the engagement of an external executive search consultancy to promote the position be approved.
3. That the final interview process include a presentation and feedback from technical interview and stakeholder panel.
4. That the timetable and dates for future appointments panels as reported be approved.

The meeting concluded at 4.15 pm.

CHAIR