

Appointments Committee

Agenda

| | |
|---------------|--|
| Date: | Friday 2nd August 2024 |
| Time: | 10.00 am |
| Venue: | Committee Suite 1,2 & 3, Westfields, Middlewich Road, Sandbach CW11 1HZ |

The agenda is divided into 2 parts. Part 1 is taken in the presence of the public and press. Part 2 items will be considered in the absence of the public and press for the reasons indicated on the agenda and at the foot of each report.

It should be noted that Part 1 items of Cheshire East Council decision making meetings are audio recorded and the recordings will be uploaded to the Council's website.

PART 1 – MATTERS TO BE CONSIDERED WITH THE PUBLIC AND PRESS PRESENT

- 1. Apologies for Absence**
- 2. Declarations of Interest**

To provide an opportunity for Members and Officers to declare any disclosable pecuniary interests, other registerable interests, and non-registerable interests in any item on the agenda.

- 3. Public Speaking Time/Open Session**

In accordance with the Council's Committee Procedure Rules and Appendix on Public Speaking a total period of 15 minutes is allocated for members of the public to put questions to the Committee on any matter relating to this agenda. Each member of the public will be allowed up to two minutes each to speak, and the Chair will have discretion to vary this where they consider it appropriate.

Members of the public wishing to speak are required to provide notice of this at least three clear working days' in advance of the meeting and should include the question with that notice.

For requests for further information

Contact: Rachel Graves

Tel: 01270 686473

E-Mail: rachel.graves@cheshireeast.gov.uk

4. **Recruitment and Selection for post of Executive Director Children's Services**
(Pages 3 - 6)

To consider the report on the recruitment and selection of a permanent Executive Director of Children's Services and statutory post holder.

5. **Recruitment and Selection for post of Executive Director Place** (Pages 7 - 12)

To consider the update report on the recruitment and selection arrangements for the post of Executive Director Place and to provide a shortlist of candidates for final assessment.

6. **Exclusion of the Press and Public**

The report relating to the remaining item on the agenda has been withheld from public circulation and deposit pursuant to Section 100(B)(2) of the Local Government Act 1972 on the grounds that the matters may be determined with the press and public excluded.

The Committee may decide that the press and public be excluded from the meeting during consideration of the following items pursuant to Section 100(A)4 of the Local Government Act 1972 on the grounds that they involve the likely disclosure of exempt information as defined in Paragraphs 1 and 2 of Part 1 of Schedule 12A to the Local Government Act 1972 and public interest would not be served in publishing the information.

PART 2 - MATTERS TO BE CONSIDERED WITHOUT THE PUBLIC AND PRESS PRESENT

7. **Recruitment and Selection for post of Executive Director Children's Services**
(Pages 13 - 20)

To consider the confidential appendix.

8. **Recruitment and Selection for post of Executive Director Place** (Pages 21 - 22)

To agree a shortlist of candidates for further assessment.

Membership: Councillors C Bulman, J Clowes, S Corcoran, R Fletcher, S Gardiner, M Gorman (Vice-Chair), M Simon and F Wilson (Chair)

OPEN - Report**NOT FOR PUBLICATION - Appendix 1**

By virtue of paragraph(s) 1 and 2 of Part 1 Schedule 1 of the Local Government Act 1972.

Appointments Committee**2 August 2024****Recruitment and Selection for post of Executive Director
Children's Services**

Report of: Rob Polkinghorne, Chief Executive**Report Reference No: AP/03/24-25****Ward(s) Affected: All****Purpose of Report**

- 1 To arrange for the recruitment and selection of a permanent Executive Director of Children's Services (DCS) and statutory post holder.

Executive Summary

- 2 This report is to commence the recruitment to the vacancy in the post of Executive Director Children's Services.
- 3 There is a need to recruit to this post on a permanent basis in a timely basis to support the delivery of a core service of the council.
- 4 The report seeks permission to appoint a recruitment partner and then delegate to the Chief Executive authority to select the appropriate agency, approve advertisement set timetables etc. to fulfil the requirement to recruit to this post.

RECOMMENDATIONS

The Appointments Committee is recommended to:

1. Agree the appointment of a partner agency for the recruitment of the permanent Executive Director Children's Services.
2. Delegate to the Chief Executive all necessary recruitment steps to ensure that the Cheshire East Council has applications from suitably qualified and experienced candidates.

Background

- 5 The post of Director of Children's Services was created under Section 18 Children's Act 2004. The purpose was to ensure a coherent provision of services for children, such as education, safeguarding and social care. The obligations of the role can be found in government guidance. [DFE stat guidance template \(publishing.service.gov.uk\)](https://publishing.service.gov.uk)
- 6 The job description for this role is shown in Appendix 1.
- 7 The duties of the DCS revert to Chief Executive until there are delegated to another officer either interim or permanent.
- 8 The Appointments Committee on 25 July 2024, agreed to delegate the appointment of an interim Executive Director Children's Services (and DCS) to the Chief Executive. The interim recruitment is underway.
- 9 The permanent recruitment needs to commence as soon as possible to ensure that the service has support in and strategic oversight of the delivery of the action plan in response to the recent Ofsted inspection.
- 10 It is essential that the council has the support of an executive search recruitment partner to ensure the widest pool of suitably qualified and experienced candidates for the recruitment and selection process.
- 11 Delegation of the procedural arrangements to the Chief Executive will ensure that all aspects of the recruitment and selection process are in place for the Appointments Committee.
- 12 It is proposed the Appointment Committee receive an update on progress and timescale at the next meeting on 8 August 2024.

Consultation and Engagement

13 Not applicable.

Reasons for Recommendations

- 14 Cheshire East Council is required to have the statutory post of Director of Children's Services under the Children's Act 2004.
- 15 In accordance with the Constitution, the Appointments Committee is required to undertake the recruitment and selection process for Executive Director Children's Services (and DCS) in accordance with the Employment Procedure Rules.

Other Options Considered

16 Not applicable.

Implications and Comments

Monitoring Officer/Legal

- 17 In line with Cheshire East Council's constitution, the appointment of the Executive Director Children's Services (and DCS) is responsibility of the Appointments Committee.

Section 151 Officer/Finance

- 18 The salary cost for the Executive Director Children's Services (and DCS) can be managed within existing budgets, as can the required recruitment exercise.

Policy

- 19 The recruitment to the post of Executive Director Children's Services (and DCS) is key to the Council's need to provide capacity and leadership within the Senior Management Team to meet the current fiscal challenges and to deliver its transformation programme.

Equality, Diversity and Inclusion

- 20 There are no direct equality implications.
- 21 All equality considerations will be taken into account as part of the recruitment process for the Executive Director Children's Services (and DCS) recruitment process.

Human Resources

- 22 Actions will be undertaken in accordance with the Constitution and appropriate HR policies and procedures.

Rural Communities

23 There are no direct implications for rural communities.

Children and Young People including Cared for Children, care leavers and Children with special educational needs and disabilities (SEND)

24 The recruitment and selection to the post of Executive Director Children's Services (and DCS) has direct implications and benefits for Children and Young People including Cared for Children, care leavers and Children with special educational needs and disabilities (Send).

Public Health

25 There are no direct implications for public health.

Climate Change

26 There are no direct implications for climate change.

| Access to Information | |
|------------------------------|--|
| Contact Officer: | Sara Barker, Head of Human Resources sara.barker@cheshireeast.gov.uk |
| Appendices: | Appendix 1 – Job description |
| Background Papers: | None |

OPEN - Report**NOT FOR PUBLICATION - Appendix 1**

By virtue of paragraph(s) 1 and 2 of Part 1 Schedule 1 of the Local Government Act 1972.

Appointments Committee**2 August 2024****Recruitment and Selection for post of Executive Director Place**

Report of: Rob Polkinghorne, Chief Executive**Report Reference No: AP/02/24-25****Ward(s) Affected: All****Purpose of Report**

- 1 To update on the recruitment and selection arrangements for the post of Executive Director Place.
- 2 To provide a shortlist of candidates for final assessment as part of the recruitment and selection to the post of Executive Director Place.
- 3 The report contributes to the delivery of Council services through the recruitment to a key vacant senior management post.

Executive Summary

- 4 The report provides an update on the current recruitment and selection process for the post of Executive Director Place.
- 5 The post was advertised with a closing date of 19 July 2024. There were 23 applications received.
- 6 On 25 July 2024, the Appointments Committee approved a longlist of 9 candidates to progress to the assessment of technical ability and potential suitability for the post of Executive Director Place.
- 7 The Appointments Committee is requested to:

- consider the feedback from Penna in respect of the technical assessment and potential suitability of the longlisted candidates; and
- to approve a shortlist of applicants to progress to the formal interview and further assessment on 8 August 2024.

RECOMMENDATIONS

The Appointments Committee is recommended to:

1. Note the update on the recruitment and selection process.
2. Approve a shortlist of applicants from the information provided in the Part 2 Appendix 1 for the post of Executive Director Place to the formal interview and further assessment on 8 August 2024.

Background

- 8 On 25 July 2024, the Appointments Committee approved a longlist of candidates to progress to the assessment of technical ability and potential suitability for the post of Executive Director Place.
- 9 The assessment of technical ability and potential suitability for the post has been undertaken by Penna, our recruitment partner, together with a technical expert.
- 10 Appendix 1 provides the CVs and supporting statements for longlisted candidates together with a report on the technical assessments.
- 11 Appendix 1 is Part 2 and is exempt from publication in accordance with Chapter 3, Part 2, Paragraph 24 under the categories 'Information relating to any individual' and 'Information which is likely to reveal the identity of an individual'. The public in maintaining the exemption outweighs the public interest in disclosing the information as this:
- maintains the council's confidential recruitment process to ensure that it can recruit the best candidate for the role, and
 - ensures the candidates' personal data is protected and there is no breach of data protection, and
 - does not undermine the recruitment process.
- 12 The Appointments Committee is requested to carefully consider the reports from the technical assessment, and to agree on a shortlist of candidates.

- 13 The shortlisted candidates will be invited for further assessment and formal interview on 8 August 2024.

Consultation and Engagement

- 14 Not applicable.

Reasons for Recommendations

- 15 In accordance with the Constitution, the Appointments Committee is required to undertake the recruitment and selection process for Executive Director Place in accordance with the Employment Procedure Rules.

Other Options Considered

- 16 Not applicable.

Implications and Comments

Monitoring Officer/Legal

- 17 In line with Cheshire East Council's constitution, the appointment of the Executive Director Place is responsibility of the Appointments Committee.

Section 151 Officer/Finance

- 18 The salary cost for the Executive Director Place can be managed within existing budgets, as can the required recruitment exercise.

Policy

- 19 The recruitment to the post of Executive Director Place is key to the Council's need to provide capacity and leadership within the Senior Management Team to meet the current fiscal challenges and to deliver its transformation programme.

Equality, Diversity and Inclusion

- 20 There are no direct equality implications.
- 21 All equality considerations will be taken into account as part of the recruitment process for the Chief Executive recruitment process.

Human Resources

- 22 Actions will be undertaken in accordance with the Constitution and appropriate HR policies and procedures.

Rural Communities

- 23 There are no direct implications for rural communities.

Children and Young People including Cared for Children, care leavers and Children with special educational needs and disabilities (SEND)

24 There are no direct implications for Children and Young People including Cared for Children, care leavers and Children with special educational needs and disabilities (Send).

Public Health

25 There are no direct implications for public health.

Climate Change

26 There are no direct implications for climate change.

| Access to Information | |
|------------------------------|--|
| Contact Officer: | Sara Barker, Head of Human Resources sara.barker@cheshireeast.gov.uk |
| Appendices: | Appendix 1 Part 2 – Longlisted applicants and feedback from assessment of technical ability and potential suitability for the role of Executive Director Place (to follow) |
| Background Papers: | None |

This page is intentionally left blank

By virtue of paragraph(s) 1, 2 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 1, 2 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank