

Report of the Corporate Director of Children's, Education and Communities

## **Appointment of Interim Assistant Director, Children's Specialist Services**

### **Summary**

1. This report seeks formal approval to establish an Appointments Committee and to delegate sufficient powers to that Committee to enable them to conduct the recruitment process, select and appoint an interim Assistant Director of Children's Specialist Services.

### **Background**

2. The current Assistant Director of Children's Specialist Services has resigned from his post and will be leaving the organisation in late January 2018. There is a need to put in place interim arrangements for the management of these services, prior to permanent recruitment to the post and to ensure that critically Children's Social Care continues to have sufficient leadership capacity in the interim period.
3. The current role of Assistant Director of Children's Specialist Services provides senior management and leadership of the following service areas:
  - 3.1 Children's social care – including referral and assessment, permanence services, courts and child protection, quality assurance and Local Authority Designated Officer (LADO).
  - 3.2 Special educational needs and disability.
  - 3.3 Educational psychology services.
  - 3.4 Emotional health and wellbeing services for children and young people.
  - 3.5 Youth Offending Team.
4. Permission will be sought to appoint permanently to an Assistant Director role following a review of the departmental management arrangements.

The current postholder's departure provides the opportunity to consider portfolio options for the senior team, following significant service changes within the directorate over the last 12 months.

5. It is proposed that a temporary appointment is advertised internally using the current job description. This is a developmental, secondment opportunity for senior staff in the Council and is in line with our People Plan to create opportunities to support and develop our employees. It is envisaged that the temporary arrangement will ensure that we can fully discharge our responsibilities in Children's Social Care. This will enable continued focus on our statutory responsibilities.

### **Consultation**

6. Consultation has taken place with the Chief Executive, Council Management Team Portfolio Lead member and the Leader of the council.

### **Options / Analysis**

7. There are no alternative options for members on the recruitment process to consider, other than simply not proceeding with the recruitment to the post.

### **Council Plan**

8. Making an appointment to this post will contribute to the delivery of the Council Plan and its priorities.

### **Associated Implications**

9. The following implications have been considered:
  - **Financial** – *The temporary appointment will be made to the current salary band which is £68,744.00 to £76,374.00*
  - **Equalities** - The post will be recruited to in accordance with the Council's Equalities policy.
  - **Legal** – Appointment will be made by temporary contract. As this is a Chief Officer appointment the Appointments Committee should include at least one Member of the Executive and the normal procedures allowing for other members of the Executive to make a "well founded objection" should be followed.
  - **HR - Human Resources (HR)** – The job description for the position of Assistant Director Children's Specialist Services is subject to the Council's established job evaluation mechanism and the grade

confirmed for the position. The Appointments Committee is in line with the constitutional requirements for the recruitment and appointment of Chief Officers.

Any future proposals following the review of the senior management arrangements will be subject to the appropriate decision making process.

- **Crime and Disorder** – There are no crime and disorder implications
- **Information Technology (IT)** – There are no IT implications
- **Property** – There are no property implications
- **Other** – There are no other implications.

### **Risk Management**

10. Appointment to this post on an interim basis until a permanent appointment can be made will ensure the council can fulfil statutory duties in Children's Specialist Services maintaining momentum in delivery of the priorities of the Council Plan.

### **Recommendations**

11. It is recommended that Staffing Matters and Urgency Committee:
  - a) Approve the recruitment in an interim capacity to the role of Assistant Director Children's Specialist Services Chief Officer grade 10 £68,744.00 to £76,374.00
  - b) Approve the advertising of this opportunity internally only.
  - c) Approve the establishment of the Appointments Committee and the committee be authorised to conduct the interview, and select a successful candidate and make an offer of interim employment subject to the necessary employment procedures and standing orders

Reason: To progress the appointment and reduce risks highlighted in the report in relation to this critical role required to deliver the Council's statutory responsibilities.

## Contact Details

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### Chief Officer Responsible for the report:

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**Report  
Approved**



**Date** 22 December  
2017

### Specialist Implications Officer(s)

Human Resources: Claire Waind, HR Manager

Legal: Andrew Docherty, Assistant Director, IT Democratic & Legal  
Services

Finance: Richard Hartle, Finance Manager

**Wards Affected:** List wards or tick box to indicate all

**All**



**For further information please contact the author of the report**

### Annex:

- A. Chief Officer Recruitment Protocol
- B. Conditions of Service – Assistant Director of Children’s Specialist  
Services
- C. Structure Chart
- D. Job Profile