

Agenda

Employment panel

Date: **Monday 15 November 2021**

Time: **10.00 am**

Place: **Herefordshire Council Offices, Plough Lane, Hereford,
HR4 0LE**

Notes: Please note the time, date and venue of the meeting.

For any further information please contact:

Democratic Services

Tel: 01432 260176

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If you would like help to understand this document, or would like it in another format, please call Democratic Services on 01432 260176 or e-mail sarah.buffrey@herefordshire.gov.uk in advance of the meeting.

Agenda for the meeting of the Employment panel

Membership

Chairperson **Councillor David Hitchiner**
Vice-chairperson **Councillor Ellie Chowns**

Councillor Tony Johnson
Councillor Liz Harvey
Councillor Terry James

Agenda

1. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

2. NAMED SUBSTITUTES (IF ANY)

To receive details of any member nominated to attend the meeting in place of a member of the panel.

3. DECLARATIONS OF INTEREST

To receive declarations of interests in respect of Schedule 1, Schedule 2 or Other Interests from members of the committee in respect of items on the agenda.

4. MINUTES

To approve and sign the minutes of the meeting held on 9 August 2021.

5. QUESTIONS FROM MEMBERS OF THE PUBLIC

To receive any written questions from members of the public.

Details of the scheme and related guidance are available here:

https://www.herefordshire.gov.uk/info/200148/your_council/61/get_involved

Please submit questions to councillorservices@herefordshire.gov.uk

The deadline for the receipt of questions is Tuesday 9 November at 5.00 pm.

Accepted questions will be published as a supplement prior to the meeting.

6. QUESTIONS FROM COUNCILLORS

To receive any written questions from councillors.

Please submit questions to councillorservices@herefordshire.gov.uk

The deadline for the receipt of questions is Tuesday 9 November at 5.00 pm.

Accepted questions will be published as a supplement prior to the meeting.

EXCLUSION OF THE PUBLIC AND PRESS

In the opinion of the Proper Officer, the next item will not be, or is likely not to be, open to the public and press at the time it is considered.

RECOMMENDATION

That under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Schedule 12(A) of the Act (as amended) as indicated below.

This item discloses information about an individual.

7. APPOINTMENT OF CORPORATE DIRECTORS

To agree appointments for the council's three corporate director posts following a national recruitment campaign and rigorous selection process.

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The Public's Rights to Information and Attendance at Meetings

In view of the continued prevalence of covid-19, we have introduced changes to our usual procedures for accessing public meetings. These will help to keep our councillors, staff and members of the public safe.

Please take time to read the latest guidance on the council website by following the link at www.herefordshire.gov.uk/meetings and support us in promoting a safe environment for everyone. If you have any queries please contact the Governance Support Team on 01432 261699 or at governancesupportteam@herefordshire.gov.uk

We will review and update this guidance in line with Government advice and restrictions. Thank you for your help in keeping Herefordshire Council meetings safe.

You have a right to:

- Attend all Council, Cabinet, Committee and Sub-Committee meetings unless the business to be transacted would disclose 'confidential' or 'exempt' information.
- Inspect agenda and public reports at least five clear days before the date of the meeting. Agenda and reports (relating to items to be considered in public) are available at www.herefordshire.gov.uk/meetings
- Inspect minutes of the Council and all committees and sub-committees and written statements of decisions taken by the Cabinet or individual Cabinet Members for up to six years following a meeting.
- Inspect background papers used in the preparation of public reports for a period of up to four years from the date of the meeting. (A list of the background papers to a report is given at the end of each report). A background paper is a document on which the officer has relied in writing the report and which otherwise is not available to the public.
- Access to a public register stating the names, addresses and wards of all Councillors with details of the membership of Cabinet and of all Committees and Sub-Committees. Information about councillors is available at www.herefordshire.gov.uk/councillors
- Have access to a list specifying those powers on which the Council have delegated decision making to their officers identifying the officers concerned by title. Information about councillors is available at www.herefordshire.gov.uk/councillors
- Copy any of the documents mentioned above to which you have a right of access, subject to a reasonable charge (20p per sheet subject to a maximum of £5.00 per agenda plus a nominal fee of £1.50 for postage).
- Access to this summary of your rights as members of the public to attend meetings of the Council, Cabinet, Committees and Sub-Committees and to inspect and copy documents.

Recording of meetings

Please note that filming, photography and recording of this meeting is permitted provided that it does not disrupt the business of the meeting.

Members of the public are advised that if you do not wish to be filmed or photographed you should let the governance services team know before the meeting starts so that anyone who intends filming or photographing the meeting can be made aware.

The reporting of meetings is subject to the law and it is the responsibility of those doing the reporting to ensure that they comply.

The council may make a recording of this public meeting or stream it live to the council's website. Such recordings form part of the record of the meeting and are made available for members of the public via the council's web-site.

Public transport links

The Herefordshire Council office at Plough Lane is located off Whitecross Road in Hereford, approximately 1 kilometre from the City Bus Station.

The location of the office and details of city bus services can be viewed at:

<http://www.herefordshire.gov.uk/downloads/file/1597/hereford-city-bus-map-local-services->

**Minutes of the meeting of Employment panel held at
Herefordshire Council Offices, Plough Lane, Hereford, HR4 0LE
on Monday 9 August 2021 at 2.00 pm**

Present: Councillor David Hitchiner (chairperson)
Councillor Ellie Chowns (vice-chairperson)

Councillors: Tony Johnson, Liz Harvey and Terry James

Officers: Assistant director, people and Chief Executive

30. APOLOGIES FOR ABSENCE

There were no apologies for absence.

31. NAMED SUBSTITUTES (IF ANY)

None.

32. DECLARATIONS OF INTEREST

There were no declarations of interest.

33. MINUTES

The minutes of the meeting held on 12 May 2021 were approved.

34. QUESTIONS FROM MEMBERS OF THE PUBLIC

There were no questions from members of the public.

35. QUESTIONS FROM COUNCILLORS

There were no questions from councillors.

36. APPOINTMENT OF CORPORATE DIRECTORS

The Assistant Director, People introduced the item.

The council has a number of senior roles being filled on a temporary or interim basis.

Since starting in post in May, the chief executive has taken the opportunity of having a number of vacancies, to review the senior management structure, and he is currently consulting with management board about a number of changes he is proposing to make.

Consideration has been given to reducing the corporate director roles to two by joining the adults and children portfolios to create a people directorate. This is a model which, given the significant crossover, works well in many organisations. However, given the intensity of the improvement work underway in our children's service, it was determined that now is not the right time to risk diluting that improvement focus

The report therefore sets out proposals to recruit to three posts in the new structure:

Corporate Director of community wellbeing
Corporate Director for children and young people
Corporate Director of Public health

Since publishing the report, a further vacancy has arisen and an amendment to the report was published on Thursday 5th August to include recruitment for the post of:

Corporate director economy and environment.

Which brings us to 4 posts to recruit to.

Shortlisting and interviewing for these posts is reserved to employment panel in the council's constitution which is why this proposal is being discussed at this meeting here today.

One distinction to note between the corporate director posts and the DPH is that the appointment of the director of public health must take place with the regional director for public health England.

Recruiting good candidates to these roles will be challenging. The recruitment market is particularly difficult at the moment and relying on a national advert to attract candidates is not likely to be successful. The report recommends that a specialist agency or agencies are engaged to headhunt a field of candidates.

Recruiting to 4 posts will be an intense piece of work and will make demands on all of the diaries of panel members and others involved in the process. There is an indicative timetable but this may change. The AD, People, commented that she would aim to balance the need to get on and fill this posts at pace without moving so quickly that insufficient time is given to the search. Whichever agency was engaged will have a view of our timetable and at an appropriate time would confirm timescales.

During discussion of the item, the following points were noted:

1. The panel understood and agreed that children's and adults needed to be separate directorates at the moment. It was important that children's kept a focus on improving their service and there was no wish to potentially destabilise the adults and community directorate. However, this may be an opportunity in the future.
2. Ofsted were believed not to be very supportive of combining the roles of director of adult social services and director of children's services.
3. The panel were keen that there was good cross directorate working and that as far as the service user was concerned, it was seamless.
4. Herefordshire is a small authority, which presented opportunities and challenges.
5. The agencies would need to understand what Herefordshire required and noted that there will be a head hunting exercise.
6. Sufficient time needed to be set aside for interviews.
7. Employment Panel would receive details of those candidates who were not being recommended for short listing and the reasons why.
8. If possible, a joint exercise to see how the candidates worked together would be built into the process.
9. There was no role for employment panel with regard to the appointment of the director of transformation. However, the cabinet member for finance, corporate services and planning would be involved as would the Leader where possible.
10. With regard to the recruitment of the director of public health, this would be a 2 stage process as the Faculty for Public Health would need to determine if

candidates were competent. This would be a challenging appointment during the pandemic.

RESOLVED that

- a) Recruitment for the Corporate Director Children and Young People, Corporate Director Community Wellbeing, Corporate Director Economy and Environment and Director of Public Health is initiated in line with the estimated timescales set out in paragraph 12 below; and**
- b) The employment panel endorses the recruitment plan and delegates long listing to the Chief Executive and Assistant Director, People.**

The meeting ended at 2.28 pm

Chairperson

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