



# Senior Appointments Committee

A meeting of the Senior Appointments Committee will be held at the Room 101, One Angel Square, Northampton on Tuesday 30 April 2024 at 1.30 pm

## Agenda

1.	<b>Apologies for Absence and Notification of Substitute Members</b>
2.	<b>Declarations of Interest</b> Members are asked to declare any interest and the nature of that interest which they may have in any of the items under consideration at this meeting.
3.	<b>Chairman's Announcements</b> To receive communications from the Chairman.
4.	<b>Urgent Business</b> The Chairman to advise whether they have agreed to any items of urgent business being admitted to the agenda.
5.	<b>Exclusion of Press and Public (Pages 5 - 6)</b>  The Chair to move: "That the public and press be excluded from the remainder of the meeting on the grounds that there is likely to be disclosure to them of such categories of exempt information as defined by Section 100(1) of the Local Government Act 1972 as listed against such items of business by reference to the appropriate paragraph of Schedule 12A to such act"  <b>Exempted Under Schedule 12A of the Local Government Act 1972</b> <b>Paragraph: 1</b>

Catherine Whitehead  
Proper Officer  
22 April 2024

### **Senior Appointments Committee Members:**

Councillor Adam Brown (Chair)

Conservative member TBC

Councillor Fiona Baker

Councillor Mike Hallam

Councillor Bob Purser

Councillor Andrew Grant

Councillor Wendy Randall

Councillor Keith Holland-Delamere (substitute for Cllr Randall)

Councillor Mark Hughes (substitute for Cllr Grant)

### **Information about this Agenda**

#### **Apologies for Absence**

Apologies for absence and the appointment of substitute Members should be notified to [democraticservices@westnorthants.gov.uk](mailto:democraticservices@westnorthants.gov.uk) prior to the start of the meeting.

#### **Declarations of Interest**

Members are asked to declare interests at item 2 on the agenda or if arriving after the start of the meeting, at the start of the relevant agenda item

#### **Local Government and Finance Act 1992 – Budget Setting, Contracts & Supplementary Estimates**

Members are reminded that any member who is two months in arrears with Council Tax must declare that fact and may speak but not vote on any decision which involves budget setting, extending or agreeing contracts or incurring expenditure not provided for in the agreed budget for a given year and could affect calculations on the level of Council Tax.

#### **Evacuation Procedure**

If a continuous fire alarm sounds you must evacuate the building via the nearest available fire exit. Members and visitors should proceed to the assembly area as directed by Democratic Services staff and await further instructions.

#### **Access to Meetings**

If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named below, giving as much notice as possible before the meeting.

#### **Mobile Phones**

Please ensure that any device is switched to silent operation or switched off.

### **Queries Regarding this Agenda**

If you have any queries about this agenda please contact Democratic Services via the following:

Tel:

Email: [democraticservices@westnorthants.gov.uk](mailto:democraticservices@westnorthants.gov.uk)

Or by writing to:

West Northamptonshire Council  
The Guildhall  
St Giles Street  
Northampton  
NN1 1DE

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# WEST NORTHAMPTONSHIRE COUNCIL

## Senior Appointments Committee 30 April 2024

### Appointment to the Statutory Chief Officer role of Director of Children's Services (DCS).

#### 1. Purpose of Report

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The Senior Appointments Committee is convened to consider the appointment to the Statutory Chief Officer role of Director of Children's Services (DCS).

#### 2. Executive Summary

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The appointment will be made in compliance with the [Constitution](#) , specifically section 9.5 Staff Employment Rules (page 237):

4.1 Where the Council proposes to appoint a Chief Officer (statutory or non-statutory) or a Deputy Chief Officer, then: (a) the Senior Appointments Committee shall oversee the arrangements for filling the vacancy of a Chief Officer; (b) the appropriate Chief Officer (statutory or non-statutory) shall be responsible for the appointment of a Deputy Chief Officer.

4.2 The Senior Appointments Committee or the Chief Officer shall: (a) draw up a statement specifying the duties and salary of the officer concerned and any qualifications or qualities to be sought in the person to be appointed; (b) make arrangements for the post to be advertised in such a way as is likely to bring it to the attention of persons who are qualified to apply for it; (c) make arrangements for a copy of the statement mentioned in (a) above to be sent to any person on request; (d) select from the applications a short list of qualified candidates and interview those included in the short list.

4.3 Following the interview of candidates, the Senior Appointments Committee or the Chief Officer will come to a view as to the most suitable person or the position.

4.4 The Senior Appointments Committee or the Chief Officer must advise the Assistant Director HR of: (a) the name of the person in question; (b) any other particulars that the committee or Chief Officer consider are relevant to the appointment.

4.5 Within five clear working days of receiving notification in 4.4 above, the Assistant Director HR will notify each member of the Cabinet of: (a) the information notified under paragraph 4.4 above; (b) the period in which any objection to the making of the offer is to be made by the Leader on behalf of the Cabinet to the Assistant Director HR; such period not to exceed five clear working days.

### **3. Recommendations**

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It is recommended that the Senior Appointments Committee considers the appoint of the DCS. In the event that the panel are of the view that there is no suitable candidate the post must be re-advertised.