

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

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

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

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.