

Meeting of:	<b>Senior Management Appointment Committee</b>
Date of Meeting:	<b>Monday, 11 March 2019</b>
Relevant Scrutiny Committee:	No Relevant Scrutiny Committee
Report Title:	Recruitment and Selection Arrangements for the Head of Standards and Provision
Purpose of Report:	To provide an update on the recruitment and selection arrangements for the post of Head of Standards and Provision and ask the Committee to identify and confirm (following interview) a suitable candidate for appointment.
Report Owner:	P Ham, Director of Learning & Skills - Tel 01446 709161
Responsible Officer:	P Ham, Director of Learning & Skills - Tel 01446 709161
Elected Member and Officer Consultation:	Cabinet Member for Learning & Culture R Thomas, Managing Director - Tel 01446 709202 A Unsworth, Operational Manager HR Business Partnership - Tel 01446 709359
Policy Framework:	The final decision of the Senior Management Appointments Committee will be referred for information to Council.
<p>Executive Summary:</p> <ul style="list-style-type: none"> <li>• This report sets out the final interview schedule for the above position.</li> <li>• Members are asked to identify and confirm (following interview) a suitable candidate for appointment.</li> </ul>	

## **Recommendations**

1. To conduct interviews on the 11 March 2019 in relation to the post of Head of Standards and Provision to make final determination on appointment of candidate.
2. To delegate residual appointment details, as appropriate, to the Director of Learning and Skills in consultation with the Managing Director and Cabinet Member for Learning & Culture if a suitable applicant is confirmed by members.

## **Reasons for Recommendations**

1. To ensure an appointment to the post is conducted in accordance with the Council's constitution.

### **1. Background**

- 1.1 The recruitment and selection arrangements for the Head of Standards and Provision were initially approved by the Senior Management Appointment Committee on 19th December 2018.
- 1.2 Members will recall that this new position was approved at Cabinet on 17th December 2018.
- 1.3 In accordance with the above arrangements three candidates were invited to attend an initial interview and assessment process on 19th February 2019.
- 1.4 The Senior Management Appointment Committee met on the 26 February 2019 to finalise a short-list of candidates for the post of Head of Standards and Provision.
- 1.5 All information gathered from the assessment centre (and related activities) was summarised for the Committee in order to help determine the final short-list.
- 1.6 Following consideration of all the information presented the Committee determined to invite two candidates to attend for final interview on 11 March 2019.

### **2. Key Issues for Consideration**

- 2.1 A copy of the application forms in respect of the two shortlisted candidates will be circulated to Members under separate cover prior to this meeting. Interviews will be conducted under "Part II" provisions of Access to Information legislation.
- 2.2 All short-listed candidates will be supplied with a topic in advance of the meeting, on which they will be invited to deliver a 10 minute verbal presentation prior to the start of the interview process.
- 2.3 In addition to the above, candidates will be asked to respond to a variety of questions by Members of the Committee and will also be afforded the opportunity to ask questions in respect of the duties and responsibilities of the post.
- 2.4 A list of the suggested questions and presentation topic were agreed by the Committee on 26 February 2019. Assessment forms will be provided at the Final Interview to Members.

- 2.5** If a suitable applicant is confirmed by Members, Members are asked to delegate residual appointment details, as appropriate, to the Director of Learning and Skills in consultation with the Managing Director and Cabinet Member for Learning & Culture.

### **3. How do proposals evidence the Five Ways of Working and contribute to our Well-being Objectives?**

- 3.1** The new structure seeks to respond to the longer-term needs of the Directorate, the wider Council and reflect the need to deliver services in a financially sustainable manner.
- 3.2** Appointment to the Head of Standards and Provision will support the delivery of Well-being Outcome 3: An Aspirational and Culturally Vibrant Vale, the Council's objective of raising overall standards of achievement and the following priorities:
- Improve standards of achievement for pupils through sharing excellence between schools and targeting of resources
  - Secure improved outcomes for groups of learners at risk of underachievement, such as those entitled to free school meals
  - Increase learning opportunities for disadvantaged individuals and their families
  - Reduce the number of young people not in education, employment or training
  - Improve outcomes for post 16 learners through greater cooperation between schools, training providers and businesses
  - Implement the Youth Service National Outcomes Framework to ensure young people (11-25) can access quality youth support services

### **4. Resources and Legal Considerations**

#### **Financial**

- 4.1** Appointment to the above post will be on terms and conditions as prescribed by the Joint Negotiating Committee for Chief Officers of Local Authorities and on the current Head of Service salary range of between £70,180 and £77,978 (effective 1 4 2019).

#### **Employment**

- 4.2** The Head of Standards and Provision would have responsibility for 61 WTE staff and a budget of £4.4 million plus an additional £6 million post 16 funding which this post would be responsible for allocating to school 6th forms in line with an agreed programme. The Head of Additional Learning Needs and Wellbeing would have responsibility for 59 WTE and a budget of £7.65 million.

### **Legal (Including Equalities)**

- 4.3** This recruitment process is compliant with Local Government, Employment and Equalities legislation.
- 4.4** The recruitment process will be managed in accordance with the Council's equality proofed recruitment and selection policy and the provisions of the Local Authorities (Standing Orders) (Wales) Regulations 2014.

### **5. Background Papers**

Previous Cabinet and Senior Management Appointment Committee reports.