



Nottingham City Council Appointments and Conditions of Service Committee

Date: Friday, 26 July 2024

Time: 1.00 pm

Place: LH 2.30, 2nd floor - Loxley House, Station Street, Nottingham, NG2 3NG

Councillors are requested to attend the above meeting to transact the following business

Director for Legal and Governance

Governance Officer: Jane Garrard

Direct Dial: 0115 8764637

This meeting was scheduled with less than the statutory notice period due to the availability of candidates to attend the meeting.

- 1 Apologies for Absence**
- 2 Declarations of Interests**
- 3 Interviews for and Appointment of the Corporate Director for Adult Social Care and Health (incorporating the role of Director of Adult Social Services)** 3 - 6
- 4 Exclusion of the Public**
To consider excluding the public from the meeting during consideration of the remaining item in accordance with Section 100A(4) of the Local Government Act 1972 on the basis that, having regard to all the circumstances, the public interest in maintaining the exemption outweighs the public interest in disclosing the information as defined in paragraphs 1 and 2 of Part 1 of Schedule 12A to the Act.
- 5 Interviews for and Appointment of the Corporate Director for Adult Social Care and Health (incorporating the role of Director of Adult Social Services) - Exempt Information**

If you need any advice on declaring an Interest in any item on the agenda, please contact the Governance Officer shown above, if possible before the day of the meeting.

Citizens are advised that this meeting may be recorded, including by members of the public. Any recording or reporting on this meeting should take place in accordance with the Council's policy on recording and reporting on public meetings, which is available at www.nottinghamcity.gov.uk. Individuals intending to record the meeting are asked to notify the Governance Officer shown above in advance.

Appointments and Conditions of Service Agenda Item 3
26 July 2024

Title of paper:	Interviews for and Appointment of the Corporate Director for Adult Social Care and Health (incorporating the role of Director of Adult Social Services)	
Director(s)/ Corporate Director(s):	Lee Mann, Strategic Director HR & EDI	Wards affected: All
Report author(s) and contact details:	Kelly Cracknell, HR Business Lead	
Other colleagues who have provided input:		
Date of consultation with Portfolio Holder(s) (if relevant)	On-going discussions with Portfolio Holder	
<p>Does this report contain any information that is exempt from publication? Information about candidates is exempt from publication under paragraphs 1 and 2 of Schedule 12A to the Local Government Act 1972 because it contains information relating to individuals and information which is likely to reveal the identity of an individual and, having regard to all the circumstances, the public interest in maintaining the exemption outweighs the public interest in disclosing the information. It is not in the public interest to disclose this information because it relates to a confidential recruitment process.</p>		
Relevant Council Plan Key Outcome:		
Clean and Connected Communities	<input checked="" type="checkbox"/>	
Keeping Nottingham Working	<input checked="" type="checkbox"/>	
Carbon Neutral by 2028	<input checked="" type="checkbox"/>	
Safer Nottingham	<input checked="" type="checkbox"/>	
Child-Friendly Nottingham	<input checked="" type="checkbox"/>	
Healthy and Inclusive	<input checked="" type="checkbox"/>	
Keeping Nottingham Moving	<input checked="" type="checkbox"/>	
Improve the City Centre	<input checked="" type="checkbox"/>	
Better Housing	<input checked="" type="checkbox"/>	
Financial Stability	<input checked="" type="checkbox"/>	
Serving People Well	<input checked="" type="checkbox"/>	
Summary of issues (including benefits to citizens/service users):		
<p>Following the resignation of the Corporate Director for People’s Services, ACOS agreed proposals for a restructure in People’s Services. This involved deleting the current Corporate Director for People’s Services role and replacing with two new roles.</p> <p>These are a Corporate Director for Children and Education Services who will be the Council’s DCS and a Corporate Director for Adult Social Care and Health who is the DASS, currently being covered through interim arrangements.</p> <p>This paper outlines the recruitment process followed for the Corporate Director of Adult Social Care and Health and asks the Committee to interview and to take a decision on the appointment to this role (subject to a well-founded objections process with the Executive).</p>		
Recommendation(s):		
1	To note the proposed Assessment Centre process and revised timescales.	
2	To consider the information provided by the candidates at interview and decide upon the	

1. **Reasons for recommendations**

- 1.1 The Council's Corporate Director for People's Services resigned in June 2024; prior to their resignation, the Council had decided to split the directorate and create two Corporate Directors, a Corporate Director of Adult Social Care & Health (DASS) and a Corporate Director of Children and Education Services (DCS).
- 1.2 Under the Local Authority Social Services Act 1970, each local authority has a duty to designate one of its officers to ensure the Council's statutory responsibilities in relation to Adult Social Services are fulfilled. Following the resignation of the Corporate Director for People's Services, the Council has gone out to recruit utilising the executive search firm Faerfield to support the recruitment and source qualified candidates for the Corporate Director role.
- 1.3 The Council's Constitution states that it is a function of the Proper Officer and Appointment of Conditions and Services Committee (ACOS) to coordinate the recruitment of Corporate Directors.
- 1.4 The recruitment timetable has been designed to enable an appointment to the post of Corporate Director of Adult Social Care and Health (DASS) to be made by early August 2024 by the Appointments and Conditions of Service (ACOS) Committee.
- 1.5 According to the Constitution, the Corporate Director for Adult Social Care and Health is a statutory Chief Officer appointment, as outlined in Section 2 (6) of the 1989 Act.
- 1.6 Following the assessment centre process and the decision of ACOS to appoint to the role, the Proper Officer will inform every member of the Executive Board of the name of the prospective appointee, of anything else which is relevant to the appointment and will give timescales for the Leader to make any objection on their own behalf or on behalf of one or more members of the Executive. Should the Leader make no objection on their own behalf or on behalf of one or more Executive Members, or if the Committee is satisfied that any objections made within the specified timescales are not material or well founded, the Proper Officer can confirm an unconditional offer of appointment.

2. **Other options considered in making recommendations**

- 2.1 As these are required posts to the Council, no other recruitment considerations were reviewed.

3. **Consideration of Risk**

- 3.1 As above, it is critical that an appointment is confirmed in good time. Securing an appointment at the 26 July Appointments and Conditions of Service Committee meeting will allow this to be facilitated.

4. **Background (including outcomes of consultation)**

- 4.1 A recruitment campaign has been undertaken, with adverts launching on 30th May and closing on 19th June, to attract interest in these critical roles for the Council.
- 4.2 The long listing exercise identified a number of potential candidates. Four of the candidates were initially recommended to be taken forward in the process, with technical interviews conducted w/c 8th July to confirm their potential in moving forward.

4.3 At the ACOS shortlisting meeting on 16th July, four candidates were taken forward to assessment centre and final interview for the Corporate Director of Adult Social Care and Health (DASS).

4.4 The assessment centre, consisting of workforce and stakeholder panels, took place for the Corporate Director of Adult Social Care & Health (DASS) on 22nd July with final interviews on 25th and 26th July 2024.

5. **Finance colleague comments (including implications and value for money)**

5.1 Ross Brown, Corporate Director of Finance and Resources (s151 officer), provided the following comments in the ACOS report from 2 April 2024:

5.2 As highlighted in the Commissioners comments, the creation of an additional Corporate Director requires sufficient ongoing budget provision to be identified. For the purpose of this report it should be assumed this amounts to c£210k inclusive of full on costs. The budget provision for this new post is not contained within any of the growth allocations made as part of the budget City Council approved on the 4th March 2024, and therefore this constitutes a new unfunded growth request.

5.3 As it is not appropriate to assume the funding for this new post/s can simply be absorbed or made available from the 24/25 budget provision, it is the professional advice of the s151 officer that this request should be funded from newly devised in year (24/25) savings proposals. New staffing savings should be explored firstly from within the Peoples Directorate and secondly from across the Council through the deployment of techniques such as Tiers and Spans to generate savings that cover in full the cost of the new post within the financial year of 2024/25.

5.4 It is challenging in the absence of a clear plan for funding (as referred to in paragraph 6.2) to support the request for new growth having just concluded an extensive budget build process and having articulated a clear position regarding the delivery of the Duties and Powers savings to reduce the use of Exceptional Financial Support and having provided professional advice on appropriateness of the contingency set-aside for 2024/25.

5.5 It is the advice of the s151 officer, that whilst such plans as set out in paragraph 6.2 are being formulated and subsequently put in place to cover the full cost of any new roles, an amount from corporate contingency can be provisionally allocated to fund this cost in the immediacy, but only on the proviso the full amount temporarily used is repaid in full within 2024/25 financial year.

6. **Legal colleague comments**

6.1 The role of the Director of Adult Social Services is a statutory requirement in England in accordance with the Local Authority Social Services Act 1970 as amended by the Children Act 2004.

6.2 This role will be held the newly appointed Corporate Director for Adult Social Care and Health. The process for appointing a corporate Director is set out in Article 14 Officer Employment Procedure Rules of the Council's Constitution.

6.3 The appointment must be made on merit and is subject to a period following a conditional offer being made for the executive to make material or well-founded objections to the appointment.

7. **Other relevant comments**

7.1 Not applicable at this stage

8. **Crime and Disorder Implications (If Applicable)**

8.1 Not applicable at this stage

9. **Social value considerations (If Applicable)**

9.1 Not applicable at this stage

10. **Regard to the NHS Constitution (If Applicable)**

10.1 Not applicable at this stage

11. **Equality Impact Assessment (EIA)**

11.1 Has the equality impact of the proposals in this report been assessed?

No



An EIA is not required. However, details of our candidate pool and its diversity will be circulated separately as part of the candidate papers.

12. **Data Protection Impact Assessment (DPIA)**

12.1 Has the data protection impact of the proposals in this report been assessed?

No



A DPIA is not required.

13. **Carbon Impact Assessment (CIA)**

13.1 Has the carbon impact of the proposals in this report been assessed?

No



A CIA is not required because it is not applicable, the decision and recommendations are concerning recruitment activity.

14. **List of background papers relied upon in writing this report (not including published documents or confidential or exempt information)**

14.1 Not applicable

15. **Published documents referred to in this report**

15.1 Minutes of the Appointments and Conditions of Service Committee held on 2 April and 16 July 2024