

North Yorkshire County Council

Chief Officers Appointments and Disciplinary Committee

Minutes of the Meeting held at County Hall, Northallerton on 19 September 2012 at 12.30 pm.

Present:

County Councillors: Arthur Barker (substituting for Carl Les); Tony Hall (substituting for Chris Metcalfe); Keith Barnes (substituting for Geoff Webber); Paul Richardson; and John Weighell.

Officers: Richard Flinton, Chief Executive; Justine Brooksbank, Assistant Chief Executive (HR & OD); and Josie O'Dowd, Legal and Democratic Services.

Apologies for Absence: County Councillors Carl Les, Brian Marshall, Chris Metcalfe, John Watson OBE, and Geoff Webber.

Copies of all documents considered are in the Minute Book

35. Minutes

Resolved –

That the public minutes of the meeting held on 25 July 2012, having been printed and circulated, were taken as read, confirmed and signed by the Chairman as a correct record.

36. Exclusion of the Public

Resolved –

That the public be excluded from the meeting during consideration of item 3 on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 1, 3 and 4 of Part 1 of Schedule 12A to the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006.

37. Appointment of the Corporate Director Children and Young People's Services – Establishment of an Appointments Sub Committee.

Considered –

The report of the Assistant Chief Executive (Legal and Democratic Services) regarding the proposed recruitment and selection process for the post of Corporate Director Children and Young People's Services, as a result of the retirement in December 2012 of the present post holder Cynthia Welbourn.

Justine Brooksbank, Assistant Chief Executive (Business Support), introduced the report. The question of the need to retain the post in its present format, versus a further restructure of Management Board was addressed. Consensus was reached that due to: the sheer scope and diversity of the role; the size and nature of the County; and the increasing pressures round children's social care; that there was a strong rationale for retaining the post in its present format and proceeding to make arrangements to fill the forthcoming vacancy.

The proposed job description and person specification were considered and agreed, similarly the arrangements for the recruitment and selection process which would taken place over two days, 20 and 21 November 2012.

To facilitate the process, it was agreed to delegate authority to the Chief Executive in consultation with the Chairman, and Assistant Chief Executive (Business Support) to:

- engage recruitment and search services if needed;
- review the applications to determine a manageable long list and;
- complete further short listing after Day One of the recruitment and selection process to remove applicants not deemed suitable for appointment prior to the final interview.

Regarding the appointment and composition of the Chief Officers Appointments and Disciplinary Sub Committee it was agreed that that this would comprise: 4 Conservatives – County Councillors Arthur Barker, Tony Hall, Carl Les, and John Weighell; 1 Liberal Democrat – County Councillor Keith Barnes and 2 Independent members – County Councillors Brian Marshall and Paul Richardson; mirroring the balance of the main committee.

Resolved –

- a) To appoint a Sub-Committee to undertake and decide upon this appointment in accordance with the Staff Employment Procedure Rules, including the undertaking of short listing and interviewing.
- b) To approve the draft job description and person specification for the recruitment of a new Corporate Director – Children and Young People's Services subject to any further necessary changes.
- c) To delegate authority to the Chief Executive in consultation with the Chairman, and Assistant Chief Executive (Business Support) to engage recruitment and search services if needed, review the applications to determine a manageable long list and complete further short listing after Day One to remove applicants not appointable prior to the final interview.
- d) To consider and agree the proposed recruitment process in terms of timescale and selection arrangements.

JO'D/ALJ