

EMPLOYMENT PROCEDURE COMMITTEE

**MEETING HELD AT THE SOUTHPORT TOWN HALL
ON TUESDAY 13TH DECEMBER, 2022**

PRESENT: Councillor Cummins (in the Chair)
Councillors Moncur and Pugh

40. APPOINTMENT OF CHAIR

RESOLVED:

That Councillor Cummins be appointed Chair for this and subsequent meetings relating to recruitment to the posts of:

- Assistant Director – Integrated Life Course Commissioning;
- Senior Manager – Operational Safeguarding & Quality Assurance;
- Senior Manager – Access to Support & Early Intervention Services;
and
- Senior Manager – Integrated Community Services.

41. APOLOGIES FOR ABSENCE

No apologies for absence were received.

42. DECLARATIONS OF INTEREST

No declarations of interest were received.

43. MINUTES OF THE MEETING HELD ON 2 NOVEMBER 2022

RESOLVED:

That the minutes of the meeting held on 2 November 2022 be confirmed as a correct record.

44. EXCLUSION OF PRESS AND PUBLIC

RESOLVED:

That, under Section 100A(4) of the Local Government Act, 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they would involve the likely disclosure of exempt information as defined in paragraphs 1 and 2 of Part 1 of Schedule 12A to the Act. The Public Interest Test has been applied and favours exclusion of the information from the press and public.

**45. RECRUITMENT TO THE POST OF ASSISTANT DIRECTOR -
INTEGRATED LIFE COURSE COMMISSIONING**

The Committee considered the report of the Executive Director, Adult Social Care and Health and NHS Place Director (responsible for Commissioning) relating to recruitment to the post of Assistant Director – Integrated Life Course Commissioning.

RESOLVED: That

- (1) the recommended shortlist for progression to Technical Interview be approved;
- (2) the Executive Directors for Adult Social Care & Health and Children’s Social Care and Education, and the Assistant Director of Adult Social Care be authorised to conduct Technical Interviews and in consultation with the Chair will determine who should go through to the next stage of the selection process - namely an interview with both the stakeholder and council representative panels;
- (3) feedback from the interviews indicated in (2) above be provided to the Chair to determine which candidates will progress for interview by the Employment Procedure Committee;
- (4) it be noted that the post is graded at Hay 3, at a salary of £90,836 per annum;
- (5) it be noted that the job advertisement shown at Annex 1 to the report has been placed in the Guardian online, Jobsgopublic and Sefton’s website along with appropriate social media such as the Council’s twitter feed, Facebook, and LinkedIn; and
- (6) the job description and person specification set out in Annex 2 to the report be noted.

**46. RECRUITMENT TO THE POST OF SENIOR MANAGER,
OPERATIONAL SAFEGUARDING & QUALITY ASSURANCE**

The Committee considered the report of the Executive Director, Adult Social Care and Health and NHS Place Director (responsible for Commissioning) relating to recruitment to the post of Senior Manager - Operational Safeguarding & Quality Assurance.

RESOLVED: That

- (1) the recommended shortlist for progression to Technical Interview be approved;

EMPLOYMENT PROCEDURE COMMITTEE- TUESDAY 13TH
DECEMBER, 2022

- (2) the Assistant Director of Adult Social Care and the Integrated Social Care and Health Manager be authorised to conduct Technical Interviews followed by consultation with the Chair to determine which candidates will be put forward for interview by the Employment Procedure Committee;
- (3) it be noted that the post is graded at Hay 5, with a salary of £66,548 to £73,004 per annum;
- (4) it be noted that the job advertisement shown at Annex 1 to the report has been placed on Jobsgopublic and Sefton's website along with appropriate social media such as the Council's twitter feed, Facebook, and LinkedIn; and
- (5) the job description and person specification set out in Annex 2 to the report be noted.

**47. RECRUITMENT TO THE POST OF SENIOR MANAGER,
ACCESS TO SUPPORT & EARLY INTERVENTION SERVICES**

The Committee considered the report of the Executive Director, Adult Social Care and Health and NHS Place Director (responsible for Commissioning) relating to recruitment to the post of Senior Manager – Access to Support and Early Intervention Services.

RESOLVED: That

- (1) the recommended shortlist for progression to Technical Interview be approved;
- (2) the Assistant Director of Adult Social Care and the Integrated Social Care and Health Manager be authorised to conduct Technical Interviews followed by consultation with the Chair to determine which candidates will be put forward for interview by the Employment Procedure Committee;
- (3) it be noted that the post is graded at Hay 5, with a salary of £66,548 to £73,004 per annum;
- (4) it be noted that the job advertisement shown at Annex 1 to the report has been placed on Jobsgopublic and Sefton's website along with appropriate social media such as the Council's twitter feed, Facebook, and LinkedIn; and
- (5) the job description and person specification set out in Annex 2 to the report be noted.

**48. RECRUITMENT TO THE POST OF SENIOR MANAGER
INTEGRATED COMMUNITY SERVICES**

The Committee considered the report of the Executive Director, Adult Social Care and Health and NHS Place Director (responsible for Commissioning) relating to recruitment to the post of Senior Manager – Integrated Community Services.

RESOLVED: That

- (1) the recommended shortlist for progression to Technical Interview be approved;
- (2) the Assistant Director of Adult Social Care and the Integrated Social Care and Health Manager be authorised to conduct Technical Interviews followed by consultation with the Chair to determine which candidates will be put forward for interview by the Employment Procedure Committee;
- (3) it be noted that the post is graded at Hay 5, with a salary of £66,548 to £73,004 per annum;
- (4) it be noted that the job advertisement shown at Annex 1 to the report has been placed on Jobsgopublic and Sefton's website along with appropriate social media such as the Council's twitter feed, Facebook, and LinkedIn; and
- (5) the job description and person specification set out in Annex 2 to the report be noted.