

EMPLOYMENT PROCEDURE COMMITTEE

**MEETING HELD AT THE TOWN HALL, BOOTLE
ON 27 MARCH 2024**

PRESENT: Councillor Roscoe (in the Chair)
Councillor Doyle

28. APPOINTMENT OF CHAIR

RESOLVED:

That Councillor Roscoe be appointed as Chair for this and subsequent meetings of the Employment Procedure Committee relating to recruitment to the post of Assistant Director (Education Excellence).

29. APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor Pugh.

30. DECLARATIONS OF INTEREST

No declarations of interest were received.

31. MINUTES OF THE MEETING HELD ON 25 SEPTEMBER 2023

RESOLVED:

That the minutes of the meeting held on 25 September 2023 be confirmed as a correct record

32. 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 item(s) of business on the grounds that it/they would involve(s) the likely disclosure of exempt information as defined in paragraph 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.

**33. RECRUITMENT TO THE POST OF ASSISTANT DIRECTOR
(EDUCATIONAL EXCELLENCE)**

The Committee considered the report of the Executive Director of Children's Social Care and Education relating to recruitment to the post of Assistant Director (Education Excellence).

EMPLOYMENT PROCEDURE COMMITTEE - WEDNESDAY 27TH
MARCH, 2024

RESOLVED: That

- (1) the shortlist of candidates for progression to technical interview with the Executive Director and Interim Assistant Director of Children's Services (Education Excellence) be approved;
- (2) the Executive Director for Children's Services be authorised to conduct an initial sift in consultation with the Chair of the EPC following the Technical Interviews. This would enable candidates to be taken forward to the next stage of the recruitment process, which is interviews with representatives from Headteachers, the One Council/Focus Groups, and Young People.
- (3) a further sift take place in consultation with the Chair of the EPC following these Interviews. This would be prior to the formal interviews with the Employment Procedure Committee.
- (4) the proposed approach to the recruitment of Assistant Director of Children's Services (Education Excellence) be approved;
- (5) it be noted the Assistant Director of Children's Services (Education Excellence) is grade Hay 3 with a salary of £94,017 per annum. The post has a provision for a market supplement as dictated within the Council's pay policy.
- (6) it be noted that the role was advertised on the JobsGopublic page and Sefton's website, along with appropriate social media such as the Council's twitter feed, Facebook, and LinkedIn. The job was also advertised on the TES website. (a copy of the job advertisement was contained in Annex 1 of the report submitted); and
- (7) it be noted that the job description and person specification was set out at Annex 2 to the report submitted.