

**REPORT TITLE: Update on Senior Management arrangements**

<b>Meeting:</b>	<b>Personnel Committee</b>
<b>Date:</b>	<b>6 November 2024</b>
<b>Cabinet Member (if applicable)</b>	<b>Cllr Tyler Hawkins</b>
<b>Key Decision Eligible for Call In</b>	<b>No No</b>
<b>Purpose of Report</b> To update Personnel Committee on recent appointments and pending changes to the senior management arrangements and to seek approval to convene associated recruitment panels.	
<b>Recommendations</b>  It is recommended that the Committee agrees to: <ol style="list-style-type: none"> <li>1. Note the recent appointment of Executive Director for Adults and Health</li> <li>2. Commence permanent recruitment to Service Director – In House Provision, Learning Disabilities and Mental Health to be carried out in accordance with the Council’s established and approved chief officer recruitment practices</li> <li>3. Commence permanent recruitment to Service Director – Homes and Neighbourhoods to be carried out in accordance with the Council’s established and approved chief officer recruitment practices</li> <li>4. Convene member appointment panel to recruit to the roles as set out in above.</li> </ol>	
<b>Resource Implications:</b>  No additional resource implications	
<b>Date signed off by <u>Strategic Director</u> &amp; name</b>  <b>Is it also signed off by the Service Director for Finance?</b>  <b>Is it also signed off by the Service Director for Legal Governance and Commissioning?</b>	<b>Steve Mawson – 25/10/2024</b>  <b>Kevin Mulvaney – 24/10/2024</b>  <b>Samantha Lawton – 24/10/2024</b>

**Electoral wards affected: N/A**

**Ward councillors consulted: No**

**Public or private: Public**

**Has GDPR been considered? Yes – no implications**

**1. Executive Summary**

The purpose of the report is to provide an update from the Chief Executive on the senior management structure and to seek agreement to commence recruitment to Service Director for Homes and Neighbourhoods and Service Director for In House Provision, Learning Disabilities and Mental Health. The report also seeks agreement to convene member appointment panels to recruit to the above two roles.

**2. Information required to take a decision**

**Background**

**Executive Director – Adults and Health**

The statutory role of Director of Adult Social Services (DASS) is required by Section 6 of the Local Authority Social Services Act 1970 accountable for the delivery of local authority social services functions specified in the 1970 Act, other than those for which the Director of Children’s services is responsible. In Kirklees this statutory function is held by the Strategic Director for Adults and Health.

The Executive Director for Adults and Health has taken up a new part time role from August remaining with Kirklees in the DASS role on a part time basis to ensure stability and a smooth transition until a successor is recruited.

Personnel Committee are asked to note the successful appointment to this role following a robust externally advertised recruitment process. The appointment of an internal candidate results in a vacancy of Service Director for In House Provision, Learning Disabilities and Mental Health. In advance of any recruitment, the portfolios of the three Service Directors in Adults and Health will be reviewed to ensure appropriate leadership to the specialist areas; should this result in change to portfolios within the Directorate, elected members would be updated.

**Service Director – Homes and Neighbourhoods**

The Service Director for Homes and Neighbourhoods has submitted notice of their retirement to take effect from 31 December 2024. This is a critical role responsible for Homes and Neighbourhoods and of critical importance as the council works with the regulator to make service improvements.

Personnel Committee are asked to note that the recruitment market for these specialist roles is known to be difficult with significant competition which may necessitate consideration of a market supplement to secure an appointment of a calibre required to deliver on improvements. Recruitment timescales and the Christmas period may mean that there is a gap between the planned retirement and appointment. As a result Personnel Committee are asked to note the need for interim support whilst the permanent search and selection process takes place.

### **3. Implications for the Council**

The implications for the Council are to ensure that the Council meets its responsibilities in respect of:

- Social housing and continues to make improvements required by the regulator
- Adult social care provision including CQC inspection readiness
- Providing effective leadership as part of the Council's leadership team.

#### **Council Plan**

The roles to be recruited to will be expected to make a significant contribution to the delivery of these priorities.

#### **Financial Implications**

There are no direct additional financial implications as all costs will be met from within existing staffing budgets.

#### **Other (eg Risk, Integrated Impact Assessment or Human Resources)**

Under the Council's Constitution, the responsibility for the appointment of these roles, sits with the Personnel Committee. The appointments should be compliant with the Council's Officer Employment Procedure Rules and the Recruitment and Selection Procedure. The appointment should be made on merit in accordance with section 7 of the Local Government and Housing Act 1989. There are no other specific human resources or financial implications other than those mentioned elsewhere in this report.

### **4. Consultation**

The recruitment processes will involve elected members.

### **5. Engagement**

Internal and external stakeholders will be engaged in the recruitment processes.

### **6. Recommendation**

It is recommended that the Committee agrees to:

1. Note the recent appointment of Executive Director for Adults and Health
2. Commence permanent recruitment to Service Director – In House Provision, Learning Disabilities and Mental Health to be carried out in accordance with the Council's established and approved chief officer recruitment practices. Personnel Committee are asked the note potential for changes to portfolios.
3. Commence permanent recruitment to Service Director – Homes and Neighbourhoods to be carried out in accordance with the Council's established and approved chief officer recruitment practices
4. Convene member appointment panels to recruit to the two roles as set out above.

### **7. Next steps and timelines**

Should Personnel Committee approve the recommendation to progress recruitment, recruitment will commence as soon as practicable.

### **8. Contact officer**

Steve Mawson – Chief Executive

- 9. Background Papers and History of Decisions**  
This report builds on Personnel Committee of 2 July 2024
- 10. Service Director responsible**  
Steve Mawson – Chief Executive