

## **PERSONNEL COMMITTEE**

**Monday 10<sup>th</sup> June, 2019, at 6.00 pm.**

**In a Conference Room, Council House, Walsall**

### **Present**

Councillor Andrew (Vice-Chair)  
Councillor Allen  
Councillor Chattha (Substitute for Councillor Bird)  
Councillor Gultasib  
Councillor Harris  
Councillor Hussain  
Councillor Nawaz

### **In attendance**

Executive Director – Children's Services  
Head of Community Care – Partnerships  
Transactional Manager – HR

35/19

### **Apologies**

An apology for non-attendance was submitted on behalf of Councillor Bird.

36/19

### **Declarations of Interest**

None submitted.

37/19

### **Local Government (Access to Information) Act, 1985 (as amended)**

#### **Resolved**

That, where applicable, the public be excluded from the meeting during consideration of any items set out in the private part of the agenda for the reasons set out therein and Section 100A of the Local Government Act, 1972.

38/19

### **Minutes**

**Resolved** that the minutes of the meetings held on 24<sup>th</sup> April and 9<sup>th</sup> May, 2019, copies having previously been circulated to all Members of the Committee, be approved and signed by the Chair as a correct records.

39/19

## **Establishment of Personnel Sub-Committees**

A report was submitted.

(see annexed)

The report detailed that, at its meeting on 22<sup>nd</sup> May, 2019, the Council re-established the Personnel Committee which held the delegated responsibility, within the Constitution, for establishing two Sub-Committees to undertake Employment Appeals on behalf of the Council.

Accordingly, the report recommended the establishment of two Employment Appeals Sub-Committees to determine appeals against dismissal submitted by employees at all levels below Assistant Director level in the context of the application of the relevant procedure or for claims of unfair or unduly severe sanctions only, in accordance with the Policies approved by the Council.

**Resolved** that: -

1. approval be given to the establishment of 2 Sub-Committees, as set out below, together with the delegations as set out in Appendix 1 to the report.
  - Employment Appeals Sub-Committee 'A';
  - Employment Appeals Sub-Committee 'B';
2. the Membership of each Sub-Committee be approved, as set out in Appendix 2 to the report.
3. the Employment Appeals Sub-Committees continue with the existing practice of meeting on Tuesdays (Committee B) and Thursdays (Committee A) both at 10.30am on dates set out in the Council's timetable of meetings, and that meetings be cancelled when they are not required.

40/19

## **Private Session**

### **Exclusion of Public**

**Resolved**

That, during consideration of the remaining items on the agenda, the Committee considers that the items for consideration are exempt information for the reasons set out therein and Section 100A of the Local Government Act, 1972, and accordingly resolves to consider the items in private.

41/19

## **Recruitment to the post of Assistant Director – Children's Social Care – Children's Services**

A report was submitted.

(see annexed)

The Executive Director – Children’s Services presented the report and highlighted the salient points contained therein.

Officers responded to a number of questions by Member who had sought assurances around the recruitment process.

**Resolved** that: -

1. the Job Description and Employee Specification for the role be approved.
2. approval be granted to advertise the post using appropriate online media (such as Guardian Jobs, WMJOBS etc. as required) and social media (such as the Councils Facebook and/or Twitter feeds).
3. the revised timeline be approved, as set out in the report.
4. approval be granted to delegate authority to the Director of Children’s Services (DCS), supported by the relevant Portfolio Holder – Children’s Services, to carry out a range of selection activity (such as Value Based Interviews, Technical Interviews, Stakeholder Interviews, Psychometrics) and to long/short list in order to identify appropriate candidates for final interview by Members as detailed in the recruitment timeline.
5. authority be granted for the Council’s Relocation Procedure to apply to the permanent post up to and including the enhanced level, where deemed necessary.
6. that final interviews be held on the 23<sup>rd</sup> July, 2019, commencing at 10.00am, or another suitable time as deemed appropriate by the Leader.

[Exempt information under Paragraph 4 of Part I of Schedule 12A of the Local Government Act, 1972 (as amended)]

42/19

**Recruitment to the post of Assistant Director – Community Care Partnerships – Adult Social Care**

A report was submitted.

(see annexed)

The Head of Community Care – Partnerships presented the report and highlighted the salient points contained therein.

Officers responded to a number of questions by Member who had sought assurances around the recruitment process.

**Resolved that: -**

1. the current Job Description and Employee Specification for the role be approved.
2. approval be granted to advertise the post using appropriate online media (such as Guardian Jobs, WMJOBS etc. as required) and social media (such as the Council's Facebook and/or Twitter feeds).
3. the timeline as proposed within the report be agreed.
4. approval be granted to delegate responsibility to the Director of Adult Social Care (DASS), supported by the Portfolio Holder – Adult Social Care, to carry out a range of selection activity (such as Value Based Interviews, Technical Interviews, Stakeholder Interviews, Psychometrics) and to long list/short list candidates. Members will then carry out final interviews as detailed in the recruitment timeline.
5. a special Personnel Committee, to undertake final interviews for this post, be established on either the 30<sup>th</sup> or 31<sup>st</sup> July 2019 commencing at 10.00am.
7. authority be granted for the Council's Relocation Procedure to apply to the permanent post up to and including the enhanced level, where deemed necessary.

[Exempt information under Paragraph 4 of Part I of Schedule 12A of the Local Government Act, 1972 (as amended)]

**Termination of Meeting**

There being no further business, the meeting terminated at 6.17p.m.

Chairman .....

Date .....