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To: The Chair and Members
of the Appointments,
Remuneration and Chief
Officer Conduct
Committee

County Hall
Topsham Road
Exeter
Devon
EX2 4QD

Date: 17 March 2023

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**APPOINTMENTS, REMUNERATION AND CHIEF OFFICER CONDUCT
COMMITTEE**

Monday, 27th March, 2023

A meeting of the Appointments, Remuneration and Chief Officer Conduct Committee is to be held on the above date at 12.45 pm in the Committee Suite - County Hall (DAW Room) to consider the following matters.

Donna Manson
Chief Executive

A G E N D A

PART I - OPEN COMMITTEE

1 Apologies for Absence

2 Minutes

Minutes of the meeting held on 2 February 2023.

3 Items Requiring Urgent Attention

Items which in the opinion of the Chair should be considered at the meeting as a matter of urgency.

4 Deputy Director Children's Services - Head of Children's Social Care

Officers to report on the process for attracting suitable candidates for the above post.

Electoral Divisions(s): All Divisions

PART II - ITEMS WHICH MAY BE TAKEN IN THE ABSENCE OF PRESS AND PUBLIC ON THE GROUNDS THAT EXEMPT INFORMATION MAY BE DISCLOSED

5 Exclusion of the Press and Public

Recommendation: that the press and public be excluded from the meeting for the following items of business under Section 100(A)(4) of the Local Government Act 1972 on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 1 and 2 of Schedule 12A of the Act namely relating to any individual and information likely to reveal the identity of an individual and in accordance with Section 36 of the Freedom of Information Act 2000, by virtue of the fact that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

Electoral Divisions(s): All Divisions

6 Deputy Director Children's Services - Head of Children's Social Care (Pages 1 - 12)

To interview shortlisted candidate(s) and, if possible, make a recommendation upon an appropriate appointment to the next meeting of the County Council.

Papers attached include

- Job description for the Deputy Director Children's Services - Head of Children's Social Care; and
- Report on process to date and format of assessments;
- Candidate(s) CV.

Electoral Divisions(s): All Divisions

Members are reminded that Part II Reports contain exempt information and should therefore be treated accordingly. They should not be disclosed or passed on to any other person(s). They need to be disposed of carefully and should be returned to the Democratic Services Officer at the conclusion of the meeting for disposal.

MEETINGS INFORMATION AND NOTES FOR VISITORS

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Committee Terms of Reference

For the terms of reference for any Committee, please [visit the Committee page](#) on the website and click on the name of the Committee. Under purpose of Committee, the terms of reference will be listed. Terms of reference for all Committees are also detailed within Section 3b of [the Council's Constitution](#).

Access to Information

Any person wishing to inspect any minutes, reports or background papers relating to an item on the agenda should contact the Clerk of the Meeting. To find this, [visit the Committee page](#) on the website and find the Committee. Under contact information (at the bottom of the page) the Clerk's name and contact details will be present. All [agenda, reports and minutes of any Committee are published on the Website](#)

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Webcasting, Recording or Reporting of Meetings and Proceedings

The proceedings of any meeting may be recorded and / or broadcasted live, apart from any confidential items which may need to be considered in the absence of the press and public. For more information [go to our webcasting pages](#)

Anyone wishing to film part or all of the proceedings may do so unless the press and public are excluded for that part of the meeting or there is good reason not to do so, as directed by the Chair. Filming must be done as unobtrusively as possible without additional lighting; focusing only on those actively participating in the meeting and having regard to the wishes of others present who may not wish to be filmed. Anyone wishing to film proceedings is asked to advise the Chair or the Democratic Services Officer in attendance.

Members of the public may also use social media to report on proceedings.

Declarations of Interest for Members of the Council

It is to be noted that Members of the Council must declare any interest they may have in any item to be considered at this meeting, prior to any discussion taking place on that item.

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Mobile Phones

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Alternative Formats

If anyone needs a copy of an Agenda and/or a Report in another format (e.g. large print, audio tape, Braille or other languages), please contact the Customer Service Centre on 0345 155 1015 or email: committee@devon.gov.uk or write to the Democratic and Scrutiny Secretariat in G31, County Hall, Exeter, EX2 4QD.

Induction Loop available



HAY JOB DESCRIPTION

POSITION TITLE	Deputy Director - Childrens Services and Head of Social Care		
LOCATION	County Hall, Exeter		
REPORTING TO	Chief Officer Children Services		
EVALUATED GRADE	L3	DATE OF EVALUATION	15/9/21
DIRECTORATE/SECTION/SCHOOL	Children's Services		
EFFECTIVE DATE OF JD	Sept-21	JOB NUMBER	H.0190-2

JOB PURPOSE:

- To improve outcomes for Children in Need (early help, children in need, with or without a protection plan, disabled children, children in care and care experienced leavers)
- To ensure services delivered by Devon are good or better as defined by Ofsted.
- To be responsible for all aspects of practice and management (workforce/HR, performance, budget etc) in the service area.
- To deliver the functions of Practice Leader/Principal Social Worker
- To provide strategic system leadership, developing and delivering the ambitions of the partnership's Children's Services Delivery Plan and the Council's strategic plans for children
- To deputise for the Director of Children and Young People's Futures
- To support political leaders to deliver their agenda for the community in Devon
- Within each specialist area ensure all relevant statutory duties and legislative obligations are met.
- Working closely with partners across police, health and schools
- To be the accountable decision holder in relation to children's needs

CONTEXT:

Devon must provide good or better services for children. This will require a focus and drive on improvement in key areas in response to identified weaknesses as well as system leadership of the statutory and third sector to continue to promote early help and a culture shift across the partnership so that children's issues are seen as everyone's issues.

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The post-holder will model the Council's leadership expectations and deliver, in partnership with others, the Council's ambitions.

Deputy to the Chief Officer and working alongside the Head of Children's Health and Wellbeing, the post-holder will, with the Children's Services Leadership Team, lead the development and delivery of the partnership's and the council's ambitions for children in Devon.

The post-holder is the professional lead for social work, with leadership responsibility for Early Help, contributing to national and regional practice development in both fields

The Childrens' Services Leadership Team will work together as one entity, valuing and demonstrating strong leadership and developing a collaborative approach towards continuous improvement. Each Service Leader will hold individual accountability for the results and performance improvement of their own area, alongside joint ownership of all service areas in order to meet the needs of the children and families of Devon.

There will be a shared understanding of the single council approach ensuring that public money is used in the most business-like way. The role will provide strategic direction, clear evidence for decision making, robust performance management and enhanced relationships with elected Members.

The post holder will be expected to work in partnership across the local authority at all levels but also externally to the NHS, other statutory bodies, independent sector care providers, and service users and carers. A principle of co-production should be adopted wherever feasible.

RESOURCES

Finance and Staff	<p>Headline financial data:</p> <ul style="list-style-type: none"> Total Children's Social Care Gross Revenue Budget for 2022/23 £158 million; of which Deputy Childrens Social Care is responsible for £105 million. Net Budget (after grant and other income) is £94 million Budget represents 15% of DCC Services net revenue budgets for 22/23. 722 full time equivalent staff - The post will directly line manage a number of Head of Service posts within the service. <p>Further detail:</p> <p>Children's Social Care – adjusted Net revenue budget 2022/23</p> <table border="0"> <thead> <tr> <th>Service Area</th> <th>£m</th> </tr> </thead> <tbody> <tr> <td>Placements</td> <td>53</td> </tr> <tr> <td>Children & Families</td> <td>14</td> </tr> <tr> <td>Disabled Childrens Service</td> <td>11</td> </tr> <tr> <td>Early Help</td> <td>7</td> </tr> <tr> <td>Assessment, MASH & EDS</td> <td>5</td> </tr> <tr> <td>Corporate Parenting</td> <td>4</td> </tr> <tr> <td></td> <td>94</td> </tr> </tbody> </table>	Service Area	£m	Placements	53	Children & Families	14	Disabled Childrens Service	11	Early Help	7	Assessment, MASH & EDS	5	Corporate Parenting	4		94
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Other	<p><i>Any other statistics directly relevant relating to the job.</i></p> <ul style="list-style-type: none"> Referrals to service: 3,861 (2019/20 figures) Section 47's: 1,778 (2019/20 figures) Number children subject to CP Plans: 514 (Sept 2020) 																

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	<ul style="list-style-type: none"> • Number of CiC: 826 (Sept 2020) • Average Caseload per Social Worker (Mainstream Teams): 15.9 (Sept 2020)
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KEY ACCOUNTABILITIES:		%
1	Hold the welfare of the child as the paramount consideration in all matters, safeguard and protect children where necessary and ensure Devon is a strong and effective corporate parent	15%
2	Be responsible for specified Children and Young People's Services (delivered and commissioned) including statutory responsibility for the needs of children in need and 0-25 care experienced young people.	15%
3	Strategic lead for looked after children's services, covering the Ofsted requirements for children's social work and working closely with the Director of Children and Young People, the lead Member for Children Services and other peers and colleagues to deliver services.	10%
4.	Develop, maintain and implement strategies and provide operational governance to all services in scope and with the DCS and other Heads. Provide leadership to the Devon Children's and Families Partnership	10%
5.	Develop new models of service delivery within the council and through robust partnerships which promote strengths-based approaches, early intervention to support children and families, and integrated locality working.	10%
6.	Provide strong leadership and management of the Children's Social Care Workforce. Overseeing the strategic development of the workforce to ensure recruitment meets safeguarding standards and that the workforce are trained and developed to ensure the highest standard of service delivery	10%
7.	As the Local Authority Designated Officer (LADO) ensure robust recruitment practices are in place across the Council to safeguard children and young people.	10%
8.	Deliver robust quality assurance processes and performance management linked to Devon and national priorities to satisfy internal and external scrutiny.	10%
9.	Leadership in respect of all aspects of financial management. Ensuring robust budget management and delivery of all children's services with budget tolerances.	8%
10.	Deputise for the Director of Children and Young People's Futures as required.	2%

It should be noted that the duties or tasks associated with of the post may change from time to time without altering their general character or the level of responsibility entailed and without affecting the grading of the post.

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For all roles the job holder must:

- Understand and lead to achieve the Council's vision, direction and priorities,
- Lead by example in line with the organisation's core principles and behaviours,
- Embrace the positive benefits of a diverse workforce and be committed to creating and maintaining an environment that is inclusive and safe,
- Promote a positive culture of personal responsibility and accountability to meet the legal expectations, policies and frameworks for example Employment Law, Health and Safety, GDPR and Data Protection.

The above duties and activities associated with this job are neither exclusive nor exhaustive and the job holder may be called upon to carry out such other appropriate duties as may be required within the grading level of the job and the competence of the job holder.

KNOWLEDGE AND EXPERIENCE:

Higher degree or equivalent.

Further professional qualification in Social work and have current Social Work England registration.

Extensive experience of social care, particularly child protection and safeguarding

Evidence of effective involvement and partnership work with children, young people, and families across a range of organisations to develop and improve service provision.

Excellent knowledge of how to understand local needs and priorities of children, young people, and their families and how the partner organisations need to respond.

Proven leadership experience providing direction and purpose, ability to work at a strategic level providing clarity; committed to expertise in frontline practice.

Knowledge and experience of managing and inspiring in large and complex organisations.

Experience and expertise in delivering safeguarding social work practice across the child's journey.

Knowledge and capability to deliver the requirements of Working Together 2013 and all relevant statutory requirements and guidance.

Awareness of, and sensitivity to, the political implications of professional and managerial decisions.

Understanding of context of Devon Children and Families Partnership role and responsibilities.

Excellent communication, advocacy, presentation, influencing and negotiating skills.

Experience of working with a range of partners, creating honest and productive conversations, embracing challenge and opportunities for collective learning.

Senior management experience and a proven track record of success at a senior level.

CORE PRINCIPLES AND BEHAVIOURS

Devon County Council's Core Principles and Behaviours Framework can be found here: [Core Behaviours Framework \(Core Principles and Behaviours Overview\) - tasks and guides \(devon.gov.uk\)](#)

APPROVAL: I confirm this Job Description conveys a full and accurate description of the job and has been agreed with the post holder (where applicable).

SIGNED:

Julian Wooster, Interim Director of Children and Young People's Future

DATE

ORGANISATIONAL STRUCTURE



By virtue of paragraph(s) 1, 2 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

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