

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

25 May 2023

Present:-

Councillors J Hart (Chair), J McInnes (Vice-Chair), C Whitton, F Letch MBE and P Twiss

\* 72 **Minutes**

**RESOLVED** that the minutes of the meeting held on 9 May 2023 be signed as a correct record.

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\* 73 **Items Requiring Urgent Attention**

There was no item raised as a matter of urgency.

\* 74 **Deputy Director of Integrated Adult Social Care - Commissioning - Job Description and Process**

The Committee considered the Report of the Director of Integrated Adult Social Care regarding an updated Job Description for the post of Deputy Director of Integrated Adult Social Care (Commissioning) and the proposed recruitment process.

The Committee noted that the existing Job Description had been reviewed and updated by the Director of Integrated Adults Social Care and had been included in Appendix 2 to the Report. Members further noted that the current salary for the Deputy Director of Integrated Adult Social Care - Commissioning was £109,179 (Grade L3). Whilst the title of the post had been changed to Deputy Director (aligned to job titles in other service areas), the grade / salary remained the same.

The Report outlined the previous incumbents of role, including moves to undertake a joint commissioning role with the NHS and temporary backfill arrangements to support this. Further interim arrangements were put in place to cover the role of Director of Integrated Adult Social Care.

The continued temporary arrangement for the Deputy Director role was no longer sustainable. A permanent, sustainable Leadership Team was needed to create long-term stability in this critical service area.

The timetable for recruitment had been drafted (available at Appendix 1) and was in line with the 8-point plan, which looked to recruit internal candidates where possible, but also anticipating a good level of interest.

The Report further outlined the proposed recruitment process for shortlisting, interview question exercises and interview with Management Panel and further conversation with Director or Deputy Director of Finance, prior to presentation of candidates to the Appointments, Remuneration and Chief Officer Conduct Committee at a later date.

Members welcomed the move away from interim posts and the focus on permanent leadership.

It was **MOVED** by Councillor Hart, **SECONDED** by Councillor Whitton, and

**RESOLVED**

(a) that the updated job description for the Deputy Director of Integrated Adult Social Care – Commissioning be noted and endorsed; and

(b) that the recruitment and selection process for this role be agreed.

**NOTES:**

1. *Minutes should always be read in association with any Reports for a complete record.*
2. *If the meeting has been webcast, it will be available to view on the [webcasting site](#) for up to 12 months from the date of the meeting*

\* **DENOTES DELEGATED MATTER WITH POWER TO ACT**

The Meeting started at 10.50 am and finished at 10.56 am