

LONDON BOROUGH OF CAMDEN	WARDS: All
REPORT TITLE Director of Education Commissioning and Inclusion: Final Member panel	
REPORT OF Director of People and Inclusion	
FOR SUBMISSION TO Audit and Corporate Governance (Appointment Panel) Sub-Committee	DATE 31 st March 2023
<p>SUMMARY OF REPORT</p> <p>This report provides some background with regard to process and practice for the sub-committee in undertaking their role in interviewing candidates for Chief Officer positions. Members are asked to carefully consider the advice within the report and should they have any additional questions to seek advice either before or during the meeting. Separately and with as much notice as they can (depending on the timing of the recruitment) Human Resources (HR) will supply to all members on a strictly confidential basis applications/CV of the candidates, as well as the results of the technical interviews and the assessment centre. Members will consider the relevant application material against the applications.</p> <p>Local Government Act 1972 – Access to Information</p> <p>No documents have been used in the preparation of this report.</p> <p>Contact Officer: Joanna Brown Director of People and Inclusion 5 Pancras Square London N1C 4AG Tel: 020 7974 6302 E-mail: joanna.brown@camden.gov.uk</p>	
<p>RECOMMENDATIONS</p> <p>That the Audit and Corporate Governance (Appointment Panel) Sub-Committee:</p> <ol style="list-style-type: none"> (1) Notes the process for appointment to the post of Director of Education Commissioning and Inclusion. (2) Notes the job details for this post and the progress made to date; and (3) Interview candidates from the final shortlist and if appropriate recommend an offer of appointment, subject to there being no well-founded objections. 	

Local Government Act 1972 – Access to Information

The longlist of candidates and the candidate reports which were supplied separately to members by HR are exempt from disclosure by virtue of the following paragraphs of Schedule 12A to the Local Government Act 1972:

Paragraph 1: Information relating to any individual.

Signed:

A handwritten signature in black ink, appearing to read 'J Brown', written in a cursive style.

Joanna Brown
Director of People and Inclusion

Date: 21st March 2023

1. Purpose of Report

- 1.1 The Audit and Corporate Governance Committee has delegated to the Audit and Corporate Governance (Appointment Panel) Sub-Committee responsibility for interviewing and offering permanent appointments to all posts at Chief Officer level. Attached at Appendix 1 are the job advert and job description.
- 1.2 This report sets out the job details in Appendix A, as well as the process and timetable for appointment to the position of Director of Education Commissioning and Inclusion. Additional papers including candidate packs and the results of the process to date will be provided in an exempt from disclosure appendix directly by HR.

2. Process

- 2.1. The process to date has involved the following:
 - The role of Director of Education Commissioning and Inclusion was advertised on the 4th February with a closing date of 3rd March 2023.
 - Executive Director of Supporting People (statutory Director of Childrens Services (DCS), supported by the HR Strategic Lead, undertook 'longlisting' on Tuesday 7th March 2023.
 - An initial 'technical' interview is currently being undertaken for each longlisted candidate week commencing the 13th March 2023.
 - Member shortlist will be undertaken on the Monday 20th March 2023.
 - An assessment centre including Schools/Education panel, Young Persons Panel and Officer interview will be undertaken on Monday 27th March 2023.
- 2.2. Information from the process will support the Sub-Committee in interviewing candidates, and if they consider it appropriate recommending an offer of appointment, subject to there being no well-founded objections from any member of the Cabinet, reference and medical as applicable and agreeing (subject to those conditions) a starting salary for the successful candidate.
- 2.3. The Council will seek to employ candidates who display the attitudes, skills and behaviours that are non-negotiable to work in Camden, the Director of People and Inclusion or delegated HR Strategic Lead will be available to advise the members of the appropriate method for doing this during the process.
- 2.4. Camden Council challenges itself to achieve a representative workforce at all levels. As part of this challenge, Camden publishes a higher level of detail, analysis and comparison data than is standardly done within local authorities and openly publishes this, for example Gender, Black, Asian and other ethnic staff and Disability pay gap data. As a Timewise council all positions are open to applicants who wish to work part-time or on a flexible working arrangement unless there is a good business reason why this is not possible.
- 2.5. To ensure that the recruitment process is free from discrimination all those members who participate in recruitment panels will have received

appropriate equalities and unconscious bias training.

3. Finance Comments of the Executive Director Corporate Services

Prior to candidates being put forward for interview the Director of People and Inclusion will have checked with the relevant Finance lead that the appropriate budget provisions is available for the post and to have covered the costs of the recruitment exercise.

4. Environmental Implications

No impact.

5. Legal Comments of the Borough Solicitor

5.1 The Local Authorities (Standing Orders) (England) Regulations 2001 (the Regulations) set out the requirements for the appointment of senior staff and the relevant provisions of the Regulations are contained in the Officer Employment Procedure Rules, which are set out in Part 4, section 9 of the Council's Constitution. The procedure set out in this report complies with the Regulations.

5.2 The Council has the power to appoint such officers as it considers necessary for the proper discharge of the Council's functions by virtue of s. 112(1) of the Local Government Act 1972.

5.3 By s. 112(2) of the Local Government Act 1972 such an officer "shall hold office on such reasonable terms and conditions, including conditions as to remuneration, as the authority appointing him think fit".

5.4 Local Government and Housing Act 1989 s7(1) stipulates that any appointment made by the Council must be on merit subject only to some exemptions concerning the council's equality duties. The Council should if challenged be able to demonstrate that the successful candidate was the best candidate by objective reference to both the application and the interviews

6. Appendices

- a) Job description and person specification
- b) Candidate CVs (exempt)
- c) Results of longlisting, and technical interview reports (exempt).

REPORT ENDS