
APPOINTMENT OF RECRUITMENT PANEL: POST OF HEAD OF SERVICE

1.0 SUMMARY

The purpose of this report is to invite the Council to establish an Appointments Panel to appoint to the post of Head of Education.

2.0 RECOMMENDATIONS

It is recommended that:

- 2.1 The Council establishes an Appointments Panel of 7 Members to appoint to the post of Head of Education.

3.0 DETAIL

- 3.1 Carol Evans will be retiring from her employment as Head of Education with the Council with effect from 27 June 2014.
- 3.2 In terms of the Council's constitution the Council has the power to appoint a Panel to appoint, on behalf of the Council, the Chief Executive, Executive Directors and Heads of Service.
- 3.3 It is recommended that, in line with existing practice, a Panel of 7 Members be appointed to approve the short list, interview the short listed candidates and make an appointment. Given the strategic nature of the post a period of overlap is anticipated between Mrs Evans and the incoming Head of Service to ensure service continuity.

5.0 IMPLICATIONS

- Policy – The post is required to ensure that the Council's statutory obligations are met.
- Financial – None.
- Legal – None
- HR – The Council's procedures have been adhered to.
- Equalities – None.
- Risk – Failure to recruit into the post of Head of Education would affect the operational management and direction of the Education Service.

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13th January 2014

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