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**ARGYLL AND BUTE COUNCIL**

**COUNCIL**

**CUSTOMER SERVICES**

**29 NOVEMBER 2018**

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**APPOINTMENT OF RECRUITMENT PANEL: POST OF HEAD OF ADULT SERVICES (HEALTH AND SOCIAL CARE PARTNERSHIP).**

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## **1.0 EXECUTIVE SUMMARY**

The purpose of this report is to invite the Council to establish an Appointments Panel to appoint to the post of Head of Adult Services (Health and Social Care Partnership).

### **It is recommended that:**

- The Council agrees to establish an Appointments Panel for the recruitment of the Head of Adult Services (Health and Social Care Partnership).
- The Council agrees to the Appointments Panel of 3 members each from the Council who will be Councillor A. Morton, Councillor K. Green, Councillor S. Taylor, Councillor G. Mulvaney as a substitute and 3 from the NHS Board HSCP Members who sit on the IJB.
- The Council delegates the arrangements for the Appointment process to the Head of Improvement and HR.

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**2.0 INTRODUCTION**

- 2.1 The purpose of this report is to invite the Council to establish an Appointments Panel to appoint the post of Head of Adult Services (Health and Social Care Partnership).

**3.0 RECOMMENDATIONS**

It is recommended that Council:

- 3.1 Agrees to establish an Appointments Panel for the recruitment of the Head of Adult Services (Health and Social Care Partnership).
- 3.2 Agrees to the Appointments Panel of 3 members each from the Council who will be Councillor A. Morton, Councillor K. Green, Councillor S. Taylor, Councillor G. Mulvaney as a substitute and 3 from the NHS Board HSCP Members who sit on the IJB.
- 3.3 Delegates the arrangements for the Appointment process to the Head of Improvement and HR.

**4.0 DETAIL**

- 4.1 The current Head of Adult Services post is being supported by an interim Head of Adult Services. It is important that this role has a permanent Head of Service to support Adult Services in Argyll and Bute.
- 4.2 The Chief Executives of both parent bodies request the Council agree a panel to appoint, on behalf of the Council and NHS, the Head of Adult Services.
- 4.3 It is recommended that a Panel of 6 members (3 Council and 3 NHS) be appointed to approve the short listing, interview the short listed candidates and make an appointment. The Panel will be supported by the Chief Officer and HR.
- 4.4 External candidates may choose whether to be employed by NHSH or the Council. If the successful candidate is an existing NHSH or Argyll and Bute

Council employee, they would remain with their current employer.

- 4.5 The appointments process will, as per agreed practice for appointing Chief Officers, include an assessment centre run by SOLACE Enterprises. This will inform the final appointment.

## **5.0 CONCLUSION**

- 5.1 Council is asked to approve an appointments panel for recruitment to the Head of Adult Services in the Health and Social Care Partnership.

## **6.0 IMPLICATIONS**

- 6.1 Policy – The post is required to ensure that the Council’s statutory obligations are met.
- 6.2 Financial – There will be a cost associated with assessment of candidates as well as possible accommodation and travel costs for shortlisted applicants. Provision is made for this from the vacancy savings incurred during the short period that the post will be vacant.
- 6.3 Legal – None.
- 6.4 HR – HR advisers from both parent bodies will support both the shortlisting and panel interview to ensure that all HR policies and procedures are adhered to.
- 6.5 Equalities – Due regard should be given to the make-up of the appointments panel to ensure balance as far as possible,
- 6.6 Risk – Failure to recruit into the post of Head of Adult Services would affect the strategic and operational management and direction of Adult Services in Argyll and Bute.
- 6.7 Customer Service - Failure to recruit into the post of Head of Adult Services may affect the operational management and direction of Adult Services which could in turn impact customer service.
- 6.8 Socio-Economic– None from this report

**Douglas Hendry, Executive Director – Customer Services**

**For further information contact:** Jane Fowler, Head of Improvement and HR