

**NEATH PORT TALBOT COUNTY BOROUGH COUNCIL**

**Personnel Committee  
15 January, 2018**

**Report of the Head of the Director of Social Services, Health  
and Housing**

Matter for Information

Wards Affected: All

Officer Urgency Action: 0416

Re: Interim Management arrangements in Social Services, Health and  
Housing

Details of the above Urgency Action taken by the Head of the Director of  
Social Services, Health and Housing in consultation with the requisite  
Members, for immediate implementation.

There is no call-in of this matter.

# **NEATH PORT TALBOT COUNTY BOROUGH COUNCIL**

## **PERSONNEL COMMITTEE**

### **REPORT OF THE DIRECTOR OF SOCIAL SERVICES HEALTH & HOUSING**

#### **Matter for decision**

**WARD(S) AFFECTED: All**

#### **INTERIM MANAGEMENT ARRANGEMENTS IN SOCIAL SERVICES, HEALTH & HOUSING**

##### **1. Purpose of Report**

The purpose of this report is to establish appropriate interim arrangements to cover the work of vacant post of Head of Social Work Services pending external permanent recruitment.

##### **2. Background information**

Following the promotion of the incumbent post holder, the Head of Social Work Services post became vacant w.e.f. 5<sup>th</sup> December 2017. Members at Personnel Committee on 15<sup>th</sup> January 2018 will be asked to approve a proposal to advertise this vacant post, for external advertisement, and to appoint on a permanent basis to this very important role.

At this level, it can take between three to six months to fill a vacant post, depending on the notice period of the successful candidate, and therefore, and in order to ensure appropriate management arrangements are in place within Social Services, Health & Housing, an interim arrangement is proposed.

##### **3. Proposed interim arrangement**

It is proposed to seek expressions of interest from Principal Officers within SSHH, to cover the work of the Head of Social Work Services post using acting up arrangements. It is proposed that two officers will

jointly cover the work, one covering the Adults social work teams, and one covering the CYP social work teams.

The acting up allowance will be the difference between the appointed officers' current salaries and the bottom point of the HOS scale £71,213, split between the two officers. The market supplement which applies to the Head of Social Work Services post will not apply to the acting up opportunity.

The acting up period will cease on commencement in post of the appointed Head of Social Work Services.

There is an urgency to ensure that acting up arrangements can be in place by mid-January at the latest, in which case the Director needs to seek expressions of interest now rather than wait until post Personnel Committee on 15<sup>th</sup> January 2018.

The Director wishes to seek delegated authority from Members to consider expressions of interest received and to appoint two officers to cover the work of the Head of Social Services via acting up arrangements.

#### **4. Financial Impact**

This proposal will be cost neutral, and will be funded from the budget allocated for the vacant Head of Social Work services. A financial appraisal is attached at Appendix A.

#### **5. Equality Impact Assessment**

There are no equality impacts associated with this report.

#### **6. Workforce Impacts**

This will have a positive impact on the workforce, ensuring that appropriate interim management arrangements are in place, and creating a developmental opportunity for two principal officers to gain invaluable acting up experience.

#### **7. Legal impacts**

There are no legal impacts.

## **8. Risk Management**

There are no significant risks associated with this report.

## **9. Consultation**

There is no requirement under the Constitution for external consultation on this item.

## **10. Recommendation**

To delegate authority to the Director of Social Services, Health & Housing to seek expressions of interest from Principal Officers within SSHH, for two officers to jointly cover the work of the vacant Head of Social Work Services post on an acting up basis, splitting the work between Adults and CYP and splitting the acting up allowance between both officers. The acting up arrangements to cease on appointment of a permanent post holder.

## **11. Officer contact**

Andrew Jarrett, Director of Social Services, Health & Housing, email: [a.jarrett@npt.gov.uk](mailto:a.jarrett@npt.gov.uk), telephone: 01639 763327.

## **12. Appendices**

Appendix A – financial appraisal

## **13. List of Background Papers**

None