

## EMPLOYMENT COMMITTEE

WEDNESDAY 19 SEPTEMBER 2012

9.30 AM

Forli Room - Town Hall

### AGENDA

Page No

1. **Apologies for Absence**

2. **Declarations of Interest and Whipping Declarations**

At this point Members must declare whether they have a disclosable pecuniary interest, or other interest, in any of the items on the agenda, unless it is already entered in the register of members' interests or is a "pending notification" that has been disclosed to the Solicitor to the Council. Members must also declare if they are subject to their party group whip in relation to any items under consideration.

3. **Exclusion of Press and Public**

In accordance with Standing Orders, Members are asked to determine whether item 3, Interviews for the post of Executive Director – Children's Services, which contains exempt information relating to individuals as defined by Paragraphs 1, 2 and 3 of Schedule 12A of Part 1 of the Local Government Act 1972, should be exempt and the press and public excluded from the meeting when it is discussed, or whether the public interest in disclosing this information outweighs the public interest in maintaining the exemption.

4. **Interviews for the Post of Director of Children's Services**

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Committee Members:

Councillors: Fitzgerald (Chairman), Holdich (Vice Chairman), Cereste, Lamb, Khan, Swift and Sandford

Substitutes: Councillors: Walsh, Shearman and Fletcher

Further information about this meeting can be obtained from Gemma George on telephone 01733 452268 or by email – [gemma.george@peterborough.gov.uk](mailto:gemma.george@peterborough.gov.uk)



There is an induction hearing loop system available in all meeting rooms. Some of the systems are infra-red operated, if you wish to use this system then please contact Gemma George on 01733 452268 as soon as possible.

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# Director of Children's Services

**P**eterborough is an attractive and vibrant cathedral city, with a proud history and an exciting future.

Even in this straightened financial climate, Peterborough City Council is committed to improving services and boosting the local economy through strong and effective partnerships with both the private and voluntary sectors.

The city now wants to appoint a Director of Children's Services who will provide strong leadership for the management team and staff within the 450 strong department which has been undergoing a series of major changes.

In November last year, Ofsted delivered a critical assessment of Peterborough Children's Services which identified serious weaknesses within its arrangements for safeguarding children and young people which overshadowed the council's success in schools and other key areas of provision such as childcare and looked after children.

This prompted a major overhaul of the management and organisation of Children's Services led by Chief Executive Gillian

**"Our new Director of Children's Services will be charged with leading a management team that can deliver the high quality and sustainable Children's Services that our community expects and deserves."**

Beasley with strong support and backing from the Leader of the Council.

The appointment of Malcolm Newsam as Interim Director of Children's Services and the recruitment of Sue Westcott as Assistant Director of Safeguarding and of Wendy Ogle-Welbourn as Assistant Director of Strategy brought a wealth of experience to the department and has reinforced the Council's ambition to drive through service improvements.

Among the key issues highlighted by Ofsted had been the serious backlog of work with the department struggling to cope with unallocated casework and incomplete assessments and

**Chief Executive Gillian Beasley**



immediate action was needed to increase staff levels within the establishment from 56 to 81 and set in place the building blocks for improved service capacity.

By March this year the backlog of initial assessments was reduced from a high of 235 in December to nil and the number of core assessments still waiting

completion had fallen from 125 to just five, with the improved staffing levels not just helping to reduce the departmental backlog but ensuring a more even spread of casework and helping to improve the overall quality of work.

Installation of an improved computer system and administrative support, implementing

an effective quality assurance framework and putting in place a compelling workforce strategy alongside more effective commissioning and a range of preventative services have all played an important part in securing improvements.

As the reputation of Children's Services has risen, so has the Council's success in attracting high quality staff improved and the city has moved from a situation where there was no-one applying for jobs in Peterborough to now attracting a regular stream of experienced applicants.

"We took immediate action to address the issues raised by Ofsted and the service improvements we have already seen are just the start of what we want to achieve," says Chief Executive Gillian Beasley.

"Our challenge now is for us to build on this success and our new Director of Children's Services will be charged with leading a management team that can deliver the high quality and sustainable Children's Services that our community expects and deserves."



"Peterborough is a vibrant and dynamic place where many of our children and young people achieve amazing things"



## Director of Children's Services

Up to £140k

We realise that the Children and Young People of the city are central to our vision and priorities. Over the course of this year, we have dramatically improved our Children's Services and are moving forward with confidence with a model that will ensure clarity of leadership, fully embrace the move towards integrated delivery, direct resources to frontline services and allow us to accelerate the pace of change in order to ensure improvements in services and outcomes for children and young people.

We now need to appoint an exceptional Director of Children's Services to continue the progress already made and ensure we create a sustainable platform to deliver excellent outcomes for children and young people. You will also have an important contribution to make to our corporate management team.

You will already have an impressive track record in leading children's services and be able to demonstrate achievements in successful change management and significant performance improvement. You will have

credibility with a wide range of stakeholders and be an impressive ambassador for the Council and children's services across the city.

Above all, you will be committed to delivering a brighter future for all the diverse children and young people in Peterborough. For further details, please visit [www.leadingpeterborough.com](http://www.leadingpeterborough.com) or contact **Jon Houlihan** on **0121 644 5710**.

**Closing date: 10th August 2012.**

**GatenbySanderson**   
www.gatenbysanderson.com

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## JOB DESCRIPTION FORM

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**Job Title:** Executive Director – Children’s Services

**Job Holder:**

**Reports to:** Gillian Beasley

**(Name & Title)** Chief Executive

### Job Purpose:

- To operate as a Corporate Director and the statutory Director of Children’s Services as required by the Children Act 2004, being responsible for:
    - The professional leadership, strategy and effectiveness of local authority children’s services.
    - Securing the provision of services which address the needs of all children and young people, including the most disadvantaged and vulnerable and their families and carers.
    - The performance of local authority functions relating to the education and social care of children and young people, ensuring that effective systems are in place for discharging these functions, including where a local authority has commissioned any services from another provider rather than delivering them itself.
- In discharging these responsibilities, the Executive Director will work closely with other local partners to improve the outcomes and well-being of children and young people.
- To be a fully participating member of Peterborough City Council’s (PCC) Corporate Management Team driving strategy and performance and identifying, and championing the delivery of PCC's vision and strategy with lead politicians, partners, community representatives, colleague Directors, Heads of Service and all employees.

### Organisation:

The Executive Director – Children’s Services is:

- Responsible for shaping, driving and delivering efficient and effective Children’s and Young People’s services for the community of Peterborough.
- Provides regular support and guidance to the Chief Executive, senior politicians, partners and reporting Heads of Service.

### Principal Accountabilities/Responsibilities:

- Ensure that the Council’s aims, strategies and achievements are understood by, and engage, the community, local industry and commerce, regional leads, local MPs and

central government to help PCC meet its objectives and to ensure effective reputation and relationship management.

- Lead, direct and deliver PCC services for children including its schools and social care workforce whilst developing and promoting the Council's vision for these services.
- Promote and lead the development of effective multi-agency arrangements for children and young people and their families.
- Ensure that there are clear and effective arrangements to protect children and young people from harm.
- Be a member of the LSCB and account for the effective working of the LSCB.
- Work with partners to promote prevention and early intervention and offer early help so that emerging problems are dealt with before they become more serious.
- Put in place effective corporate parenting arrangements for looked after children.
- Ensure that disabled children and those with special educational needs (SEN) can access high quality provision that meets their needs.
- Be a member of the health and wellbeing board, and drive the development of the local Joint Strategic Needs Assessment (JSNA) and joint health and wellbeing strategy.
- Ensure arrangements are in place for alternative provision for children outside mainstream education or missing education.
- Ensure there is coherent planning between all agencies providing services for children involved in the youth justice system.
- Ensure fair access to all schools for every child in accordance with the statutory School Admissions and School Admissions Appeal Codes and ensure appropriate information is provided to parents.
- Develop a robust school improvement strategy and take rapid and decisive action in relation to poorly performing schools.
- Ensure provision for suitable home to school transport arrangements.
- Promote high quality early years provision, including helping to develop the market, securing free early education for all three and four year olds and for all disadvantaged two year olds, providing information, advice and assistance to parents and prospective parents.
- To promote effective communication, within the Council and externally.
- To play a corporate role in the delivery of the Council's Budget within the resources available and in line with priorities agreed by Members and statutory requirements.
- To comply with Financial Regulations and Standing Orders, maintaining spending within approved levels.
- Develop and foster relationships with government, professional bodies and other organisations. Represent and promote PCC's interests influencing national and international policy.
- Maximise opportunities for income generation to contribute to the sustainability of service delivery across PCC.
- Evaluate, review and report performance to members and auditors (internal and external).
- Lead employee engagement, inspiring and enabling people to work with commitment and competence. Champion PCC Vision, Mission and Values, ensuring the management of people is within PCC policy and delivers significant levels of community employment.
- Comply with PCC's Constitution, Standing Orders, financial regulations, corporate and professional standards and statutory obligations.

## Job Knowledge, Skills & Experience

### Qualification

- A professional qualification at degree level in either social work or education.

### Experience

- Significant and successful senior leadership and operational experience in Children's Services with an organisation of similar complexity.
- An excellent track record of working in a complex political environment.
- A proven track record of the delivery of improvement to service operations in a local authority setting.
- Demonstrable record of formulating, leading and implementing strategies and programmes across a range of groups, organisations and agencies.
- A strong track record of managing, monitoring and reviewing performance standards and meeting targets within children's services.

### Knowledge

- A comprehensive understanding of local government and children's services, the national political context within which it operates and the current challenges and opportunities.
- In depth understanding and commitment to safeguarding.
- In depth understanding of the issues involved in tackling inequalities and disadvantage.

### Skills

- An ability to relate to and win the confidence, trust and respect of Members colleagues, partners and the wider community.
- Excellent leadership skills, which encourage commitment from others and promote a positive, motivated organisational culture.
- Excellent communication and negotiation skills and an ability to influence outcomes through reasoning, persuasion and tact.
- Strong financial and budgetary awareness.
- Strategic and logical thinker and decision-maker able to provide practical and creative solutions to the management of partnership, corporate and directorate issues.
- Demonstrable continuous development and improvement of own leadership and professional practice.

### SIGNATURES:

**JOB HOLDER:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**LINE MANAGER:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

