

**NORTHUMBERLAND COUNTY COUNCIL**  
**STAFF AND APPOINTMENTS COMMITTEE**

At a meeting of the **Staff and Appointments Committee** held in the Council Chamber, County Hall, Morpeth on Wednesday, 20 November 2024 at 9.30 p.m.

**PRESENT**

Councillor G. Sanderson  
in the Chair

**MEMBERS**

Dunn, L.	Reid, J.
Flux, B.	Wearmouth, R.
Purvis, M.	

**OFFICERS IN ATTENDANCE**

Bennett, L.M.	Senior Democratic Services Officer
Farrell, S.	Director of People and Culture
Gerrard, S.	Director of Law and Corporate Governance (Monitoring Officer)
Neilson, S.	Executive Director - Place and Regeneration
Sample, C.	Lawyer

**5. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors A. Dale, S. Dickinson and J. Watson.

**6. MINUTES**

**RESOLVED** that the minutes of the meeting of the Staff and Appointments Committee held on Wednesday, 14 August 2024, as circulated, be confirmed as a true record and signed by the Chair.

**7. DELETION OF ROLE FORMERLY KNOWN AS ‘HEAD OF HIGHWAYS & TRANSPORT’, RESULTING IN THE CREATION OF PROPOSED ROLES – ‘HEAD OF STRATEGIC TRANSPORT AND CLIMATE CHANGE’ AND ‘HEAD OF HIGHWAYS’**

The Executive Director - Place and Regeneration presented a report to Members setting out the proposal for the creation, advertisement and permanent recruitment to the following two Head of Service roles:

Ch.'s Initials.....

Members were informed that following the retirement of the previous Head of Highways and Transport, a review had been undertaken to examine the remit and future configuration of the role. It had been determined that the role was too broad and so the responsibilities were to be split between the two new roles.

Head of Strategic Transport & Climate Change  
Head of Highways

In answer to queries from Members, the following comments were made:-

- it was confirmed that it was expected that the funding through the overachievement of streetworks income would continue. In the event that it did not, then alternative funding, for example external capital funding, would be sought.
- The post would be advertised internally and externally.

**RESOLVED** that

- (1) the confirmed staffing budget be utilised to fund the two roles in the establishment.
- (2) the evaluated job descriptions for Head of Strategic Transport and Climate Change (Band 14) and Head of Highways (Bank 15) will apply.
- (3) external advertisement of the posts take place and shortlisted candidates will be required to attend an Assessment Day.
- (4) it be noted that offers of employment will be subject to all necessary pre-employment checks and that the effective date of commencement of employment will be confirmed after checks are satisfactorily completed.
- (5) it be noted that the Staff & Appointments Committee was not required to approve the appointments to the new roles as these were not Chief Officer or Deputy Chief Officer roles.

## **8. DATE OF NEXT MEETING**

The next meeting will be held on Wednesday, 4 December 2024, at 2.00 pm.

**CHAIR** \_\_\_\_\_

**DATE** \_\_\_\_\_