

**Northampton Town Council**

**Council Meeting 27<sup>th</sup> January 2021**

**Report of the Appointments Panel**

**Recommended : i) That Marion Goodman, currently Acting Chief Executive and Director for Customers and Communities with Northampton Borough Council be appointed Town Clerk to the Town Council with effect from 1<sup>st</sup> April 2021**

**ii) That, to enable the Council at its Annual Meeting to be held on 17<sup>th</sup> May 2021 to meet the criteria for having a CiLCA qualified Clerk in post in order to meet the statutory criteria to adopt the General Power of Competence, Marion be initially employed in the position of Town Clerk (Designate) to work alongside the Acting Town Clerk but that she be appointed to the substantive role of Town Clerk immediately following that meeting.**

Applications for the post of Town Clerk closed on 17<sup>th</sup> December and it attracted some excellent potential candidates. All the applicants had completed a written exercise indicating how the Council could undertake an initial Community Needs Analysis of its area. The Appointments Panel (Cllrs Birch, Hibbert, B Markham, Marriott and Russell) met on 21<sup>st</sup> December when Cllr Birch was elected its Chair. The Panel, advised by the Northants County Association of Local Councils (NCALC), agreed a shortlist of four candidates who would attend a two day Assessment Centre on 13<sup>th</sup>/ 14<sup>th</sup> January 2021. The first day comprised the candidates being welcomed by Cllr Birch and then meeting officers from the Borough Council and Northants County Association of Local Councils (NCALC) who updated them on the creation of the Town Council and the current position concerning transfer of assets and services. Candidates will meet individually Panels representing the Borough Council's Leadership (members of the Cross Party Working Group), Town Councillors who were not otherwise taking part in the selection process and a wide range of Community Leaders. The day concluded with all candidates taking part in an observed group session on a topic relating to the practical operation of the Mayoralty

Day two comprised formal interviews by the Appointments Panel during at which each candidate gave a presentation on the topic "What I will achieve in my first six months as Northampton Town Clerk". The Panel then received feedback from the sessions on Day One and deliberated as to which candidate would recommend be appointed by the full Council at its meeting on 27<sup>th</sup> January.

Whilst all candidates performed extremely well, and were commended for the time and effort they had expended in preparing their applications, the Panel was of the unanimous view that Marion Goodman be appointed, subject to the receipt of satisfactory references, which have since been received. Under the terms and conditions of appointment Marion is required to obtain the Certificate in Local Council Administration (CiLCA) partly in order that the Council can meet the statutory requirements to enable it to adopt the General Power of Competence. However, as the Acting Town Clerk already held this qualification it was agreed that Marion be appointed initially as Town Clerk (Designate) to work alongside the Acting Town Clerk until after the Annual Meeting on 17<sup>th</sup> May when this power could then be adopted but with direct responsibility for establishing the new Town Council and its staff in the Guildhall and managing all transferred services. After the Annual Meeting Marion will assume the substantive role of Town Clerk.

Several candidates had mentioned the excellent and efficient manner in which NCALC had managed the Assessment process and the Panel endorsed this view and thanked the NCALC team for all their hard work.