



Report of: Director of Adults and Health

Report to: Employment Committee

Date: 10th January 2020

Subject: Appointment of Director of Public Health

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	☐ Yes	X No
Are there implications for equality and diversity and cohesion and integration?	☐ Yes	X No
Is the decision eligible for Call-In?	☐ Yes	X No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix 2 is exempt under rule (10.4 (1) & (2))	X Yes	☐ No

Summary of main issues

This report outlines the reasons for the permanent recruitment to the post of Director of Public Health in the Adults and Health Directorate.

The Employment Committee is asked to:

- Note the process for the recruitment of the post of Director of Public Health; and
- Following the interview process, should an appropriate candidate be identified, make an offer of appointment, subject to the associated notification processes, as set out within the Officer Employment Procedure Rules.

1 Purpose of this report

- 1.1 This report outlines the reasons for the permanent recruitment to the post of Director of Public Health in the Adults and Health Directorate.

2 Background information

- 2.1 The current Director of Public Health will be retiring from the Council on 29th February 2019, the Director of Adults and Health proposes to commence the recruitment process now.

3 Main issues

- 3.1 The post of Director of Public Health is strategically and operationally responsible for improving the health and wellbeing of residents, reducing inequalities in health outcomes and protecting local communities from public health hazards.
- 3.2 The grade of this role has been reviewed and is established at the JNC current grade of Dir 90%. This role is likely to attract medical professionals within from the health sector and although the successful applicant will be placed on Local Authority terms and conditions, there is potential for NHS medical consultant terms and conditions to be applied for appropriate applicants)
- 3.3 The advert, role profile and role specification for this is attached and has been evaluated in line with Leeds City Councils processes for JNC posts. (Appendix 1a, 1b & 1c).
- 3.4 Tenders were invited for Executive Search and Selection in February to assist with the recruitment process. Penna were successful with their tender bid.
- 3.5 The post has been advertised externally on the Leeds City Council job site, The MJ print, The Health Services Journal on-line, NHS jobs and the Penna website. The Executive Search and Selection agency, Penna has been engaged in assisting the Council with the recruitment and selection.
- 3.6 The recruitment process is being co-ordinated by Human Resources. The Recruitment timeline is as follows:
- Job advert close – 19th December 2019;
 - Short/Long List by Employment Committee and AAC (Appointments Advisory Committee) the Faculty of Public Health process – 10th January 2020;
 - Technical Assessments/Interviews 31st January 2020;

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 The proposals contained in this report have been consulted with the leadership of the Council and Executive Members. Consultations have also taken place with the trade unions.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.2 This is a senior role and has been subject to external advertisement for an inclusive search to maximise the diversity of applicants.

4.3 Council policies and the Best Council Plan

- 4.3.1 Recruiting to this role will build on achievements to date and continue to deliver positive outcomes for Leeds. This will be done by creating a culture of excellence in service delivery and continuous improvement that focusses on maximising resources and delivers agreed outcomes and objectives in accordance with the values, vision and service priorities.

4.4 Resources and value for money

- 4.4.1 The post is an established post and is within the budget provision for 2020/2021.

4.5 Legal Implications, Access to Information and Call In

- 4.5.1 This post is an Employment Committee appointment in line with the criteria set out in the Officer Employment Procedure Rules, and will be recruited to in accordance with those Procedure Rules.
- 4.5.2 Due to the nature of the role we have an obligation to also work alongside the AAC, Appointments Advisory Committee which is a stipulation of the Faculty of Public Health. This will form part of a hybrid appointment process.
- 4.5.3 Candidate information as part of this recruitment exercise is detailed within Appendix 2 which is exempt from publication. It is considered that this information will relate to individuals personal details.

Also it is considered that the release of such information in Appendix 2 would, or would be likely to prejudice the Council's ability to recruit effectively to similar posts in the future.

It is therefore considered that future candidate information in Appendix 2 should be treated as exempt from publication under the provisions of paragraphs 10.4 (1) and (2) of the Access to Information Procedure Rules.

4.6 Risk Management

- 4.6.1 The Council has responsibilities for the health and wellbeing of all residents and failure to recruit to this key senior leadership post will impact on its ability to fulfil these responsibilities.

5 Conclusions

- 5.1 Members of the Employment Committee are requested to agree the content of this report.

6 Recommendations

6.1 The Employment Committee is asked to:

6.1.1 Note the process for the recruitment of the post of Director of Public Health; and

6.1.2 Following the interview process, should an appropriate candidate be identified, make an offer of appointment, subject to the associated notification processes, as set out within the Officer Employment Procedure Rules.

7 Background documents¹

7.1 N/A

Appendixes for the report

Appendix 1 Advert, Role Profile and Role Specification

Appendix 2 Candidate Information – Exempt from publication under the provisions of Access to Information Procedure Rule 10.4(1) & (2)

¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.