

Report of: Director of A&H

Report to: Employment Committee

Date: 12th February 2020

Subject: Appointment of Chief Officer, Transformation and Innovation – Adults and Health

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	☐ Yes	☒ No
Are there implications for equality and diversity and cohesion and integration?	☐ Yes	☒ No
Is the decision eligible for Call-In?	☐ Yes	☒ 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))	☒ Yes	☐ No

Summary of main issues

This report outlines the reasons for the permanent recruitment to the post of Chief Officer Transformation and Innovation in the Adults and Health Directorate.

The Employment Committee is asked to:

- Note the process for the recruitment of the post of Chief Officer T&I; 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 Chief Officer Transformation and Innovation in the Adults and Health Directorate.

2 Background information

- 2.1 The current Chief Officer T&I will be retiring from the Council on 3rd May 2020, the Director of Adults and Health proposes to commence the recruitment process now.

3 Main issues

- 3.1 The post holder will support the Adults and Health Directorate to deliver programmes of strategic significance to the Council in order to deliver services and interventions in line with Council & Directorate priorities. They will take the lead and be responsible for managing and implementing the service plans of the Service Transformation Team and the Enterprise Development Team (including Asset Based Community Development). The post holder will drive continuous improvement initiatives through leading and contributing to cross Council projects, collaborative working with partners and supporting the Directorate Management Team.
- 3.2 They will take the lead and be responsible for the development and delivery of the Service Transformation Team work programme to support the Adults and Health Directorate and cross partnership working with other directorates and partners across the health and care sector. Programmes of transformational change will be delivered through a range of approaches that support service improvement, co-creation and service design that enables the directorate to further build on its strengths-based approach.
- 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.
- 3.1 Tenders were invited for Executive Search and Selection in February to assist with the recruitment process. Penna were successful with their tender bid.
- 3.2 The post has been advertised internally and externally on the Leeds City Council job site and through social media outlets and the Penna website where applicants will be directed to apply. 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:
- Advert goes 'live' w/c: 6th January 2020
 - Job advert close – 3rd February 2020
 - Short/Long List by Employment Committee 12th February 2020
 - Stakeholder Panel 24th February 2020
 - Employment Committee Interview 25th February 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 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 Chief Officer – Transformation and Innovation in Adults and Health.
- 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

Attached:

Advert, Role Profile and Role Specification

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.