

Agenda

Employment panel

Date: **Wednesday 8 November 2017**

Time: **9.00 am**

Place: **Committee Room 1, Shire Hall, St. Peter's Square,
Hereford**

Notes: Please note the time, date and venue of the meeting.

For any further information please contact:

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If you would like help to understand this document, or would like it in another format, please call John Coleman, democratic services manager on 01432 260382 or e-mail John.Coleman@herefordshire.gov.uk in advance of the meeting.

Agenda for the meeting of the Employment panel

Membership

Chairman

Councillor AW Johnson

Councillor JG Lester

Councillor RI Matthews

Councillor AJW Powers

Agenda

Pages

- 1. APOLOGIES FOR ABSENCE**
To receive any apologies for absence.
 - 2. NAMED SUBSTITUTES (IF ANY)**
To receive details of any member nominated to attend the meeting in place of a member of the panel.
 - 3. DECLARATIONS OF INTEREST**
To receive any declarations of interest by members in respect of items on this agenda.
 - 4. QUESTIONS FROM MEMBERS OF THE PUBLIC**
To receive any written questions from members of the public.
Details of the scheme and related guidance are available here:
https://www.herefordshire.gov.uk/info/200148/your_council/61/get_involved
Please submit questions to councillorservices@herefordshire.gov.uk
The deadline for the receipt of questions is 3 November 2017 at 5.00 pm.
Accepted questions will be published as a supplement prior to the meeting.
 - 5. QUESTIONS FROM COUNCILLORS**
To receive any written questions from councillors.
Please submit questions to councillorservices@herefordshire.gov.uk
The deadline for the receipt of questions is 3 November 2017 at 5.00 pm.
Accepted questions will be published as a supplement prior to the meeting.
- RECOMMENDATION**
- The Chairman will invite the committee to consider whether in the circumstances, the public, press and members who are not members of the decision making body should be excluded and, if in agreement, those in attendance will be asked to leave the meeting during consideration of those items.**
- 6. APPOINTMENT OF DIRECTOR FOR CHILDREN'S WELLBEING** 7 - 10
To appoint the council's director for children's wellbeing.
 - 7. APPOINTMENT OF DIRECTOR OF PUBLIC HEALTH** 11 - 14
To approve the appointment committee's identified preferred candidate for the post of director of public health.

The public's rights to information and attendance at meetings

You have a right to: -

- Attend all council, cabinet, committee and sub-committee meetings unless the business to be transacted would disclose 'confidential' or 'exempt' information.
- Inspect agenda and public reports at least five clear days before the date of the meeting.
- Inspect minutes of the council and all committees and sub-committees and written statements of decisions taken by the cabinet or individual cabinet members for up to six years following a meeting.
- Inspect background papers used in the preparation of public reports for a period of up to four years from the date of the meeting. (A list of the background papers to a report is given at the end of each report). A background paper is a document on which the officer has relied in writing the report and which otherwise is not available to the public.
- Access to a public register stating the names, addresses and wards of all councillors with details of the membership of cabinet and of all committees and sub-committees.
- Have a reasonable number of copies of agenda and reports (relating to items to be considered in public) made available to the public attending meetings of the council, cabinet, committees and sub-committees.
- Have access to a list specifying those powers on which the council have delegated decision making to their officers identifying the officers concerned by title.
- Copy any of the documents mentioned above to which you have a right of access, subject to a reasonable charge (20p per sheet subject to a maximum of £5.00 per agenda plus a nominal fee of £1.50 for postage).
- Access to this summary of your rights as members of the public to attend meetings of the council, cabinet, committees and sub-committees and to inspect and copy documents.

Public transport links

The Shire Hall is a few minutes walking distance from both bus stations located in the town centre of Hereford.

Recording of this meeting

Please note that filming, photography and recording of this meeting is permitted provided that it does not disrupt the business of the meeting.

Members of the public are advised that if you do not wish to be filmed or photographed you should let the governance services team know before the meeting starts so that anyone who intends filming or photographing the meeting can be made aware.

The reporting of meetings is subject to the law and it is the responsibility of those doing the reporting to ensure that they comply.

Fire and emergency evacuation procedure

In the event of a fire or emergency the alarm bell will ring continuously.

You should vacate the building in an orderly manner through the nearest available fire exit and make your way to the Fire Assembly Point in the Shire Hall car park.

Please do not allow any items of clothing, etc. to obstruct any of the exits.

Do not delay your vacation of the building by stopping or returning to collect coats or other personal belongings.

The chairman or an attendee at the meeting must take the signing in sheet so it can be checked when everyone is at the assembly point.



Meeting:	Employment panel
Meeting date:	Wednesday 8 November 2017
Title of report:	Appointment of director for children's wellbeing
Report by:	Chief executive

Classification

Open

Decision type

This is not an executive decision

Wards affected

(All Wards);

Purpose and summary

To appoint the council's director for children's wellbeing.

Recommendation(s)

That:

- (a) subject to there being no valid objections received from cabinet members by 9 am on Friday 10 November, [name to be confirmed] be appointed as the council's director for children's wellbeing.

Alternative options

- 1 If employment panel determines that none of the candidates are appointable as director for children's wellbeing at this time, panel members can initiate a new search for the right candidate.

Key considerations

- 2 On 13 July 2017, employment panel approved the recruitment process for the post of

Further information on the subject of this report is available from
Tracey Sampson, Tel: 01432 383715, email: Tracey.Sampson@herefordshire.gov.uk

director for children's wellbeing.

- 3 Subsequently a national search for candidates was undertaken and after longlisting by the recruitment agency, a short-list of candidates was considered by the shortlisting panel. On Wednesday 8 November 2017 employment panel interviewed the shortlisted candidates.
- 4 Under the council's employment rules (para 4.9.1) the appointment of a statutory chief officer is undertaken by the employment panel. Therefore, after a full and rigorous appointment process, employment panel is asked to confirm the appointment of [name to be confirmed] as the council's director for children's wellbeing, subject to no valid objections being received from cabinet members within the time specified, in accordance with the requirements of the council's employment rules.

Community impact

- 5 The post holder provides strategic leadership for one of the council's priority service delivery areas of 'keeping children and young people safe and giving them a great start in life'. Without effective leadership, outcomes for communities and individuals in Herefordshire could be adversely affected.

Equality duty

- 6 Under section 149 of the Equality Act 2010, the 'general duty' on public authorities is set out as follows:

A public authority must, in the exercise of its functions, have due regard to the need to -

- (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;
 - (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
 - (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.
- 7 The recommendations in this report and the recruitment and selection process take full account of the legislation and will ensure the council's equality duty is met.

Resource implications

- 8 The full time salary for this post is £122,412 and the establishment budget for this post is available. Any appointment will be made within this budget.

Legal implications

9. Under the Constitution at 4.9.20 the appointment of the Director for Children's Wellbeing shall be made by the Employment Panel. The existing pay policy statement as approved by full council complies with the requirements of the Localism Act 2011 Part 1 Chapter 8. As this is not a new salary package council does not need to approve this payment which is over £100k.

Risk management

10. The risk of not being able to successfully recruit to the role have been considered and mitigated by proposing the council invests in specialist recruitment expertise to undertake the search.

Consultees

11. None.

Appendices

None.

Background papers

None identified.



Meeting:	Employment panel
Meeting date:	Wednesday 8 November 2017
Title of report:	Appointment of director of public health
Report by:	Director for adults and wellbeing

Classification

Open

Decision type

This is not an executive decision

Wards affected

(All Wards);

Purpose and summary

To approve the appointment committee's identified preferred candidate for the post of director of public health.

Recommendation(s)

That:

- (a) subject to there being no valid objections received from Cabinet members by 9am on Friday 10 November, [name to be confirmed] be appointed as the council's director of public health.

Alternative options

- 1 If employment panel determines that the preferred candidate is not appointable as director of public health, panel members can initiate a new search for the right candidate.

Key considerations

- 2 On 13 July 2017, employment panel approved the recruitment process for the post of

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director of public health.

- 3 Subsequently a national search for candidates was undertaken and after longlisting by the recruitment agency, the appointments committee shortlisted and then interviewed candidates on 23 October 2017.
- 4 The appointments committee was convened to comply with statutory guidance for the appointment of directors of public health and the committee has identified [name to be confirmed] as the preferred candidate.
- 5 Under the council's employment rules (para 4.9.1) the appointment of a statutory chief officer is undertaken by the employment panel. Therefore, after a full and rigorous appointment process, employment panel is asked to confirm the appointment of the preferred candidate, [name to be confirmed] as the council's director of public health, subject to no valid objections being received from Cabinet members within the time specified, in accordance with the requirements of the council's employment rules.

Community impact

- 6 The post holder provides strategic leadership to a key council service delivery area. Without effective leadership, outcomes for communities and individuals in Herefordshire could be adversely affected.

Equality duty

- 7 Under section 149 of the Equality Act 2010, the 'general duty' on public authorities is set out as follows:

A public authority must, in the exercise of its functions, have due regard to the need to -
 - (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;
 - (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
 - (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.
- 8 The recommendations in this report and the recruitment and selection process take full account of the legislation and will ensure the council's equality duty is met.

Resource implications

- 9 The establishment budget for this post is available if an appointment is made for three days a week. Any appointment made for more than three days a week will result in a salary shortfall and this will be met from within the public health grant and will not have an impact on the AWB budget.

Legal implications

- 10 Director of Public health is a statutory chief officer and the principal advisor on all health matters to elected members and officers, with a leadership role across health improvement, health protection and healthcare public health. The Health and Social Care Act 2012 states that

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councils must, acting jointly with the Secretary of State for Health, appoint an individual to have responsibility for its public health functions under the Act

- 11 Any employee employed by the council must be employed on the council's normal terms and conditions and will be subject to all relevant policies and procedures as any other employee would be.
- 12 The appointment is delegated to the employment panel as stated in paragraph 5 above.

Risk management

- 13 The risk of not being able to successfully recruit to the role has been considered and mitigated by proposing the council invests in specialist recruitment expertise to undertake the search and that a market forces supplement is available to attract the right candidate.

Consultees

- 14 Public Health England has been consulted at every stage of the recruitment process for this post.

Appendices

None.

Background papers

None identified.

