



Northumberland County Council

This report is on the public agenda, but the committee will be advised to consider a resolution excluding the public from the meeting while they are considering some additional information about the issue.

Staff and Appointments Committee

16 April 2024

Appointment of Deputy Chief Officer – Public Health Consultant

Report of Councillor(s) Glen Sanderson, Leader of the Council,

Responsible Officer(s): Dr Helen Paterson, Chief Executive

1. Link to Key Priorities of the Corporate Plan

This report is relevant to all areas of the Corporate Plan as it relates to ensuring that the Council is compliant with the constitution and fulfilling its legal duties and requirements to ensure that there is an effective and fit for purpose staffing establishment.

In particular, appointment to this role will contribute to the delivery of the Council's 'Tacking Inequalities' priority in that it will ensure the council's ability to engage communities in order to address social determinants of health and to promote equity.

2. Purpose of report

2.1 The purpose of this report is to confirm and set out to the Staff and Appointments Committee the outcome of a selection process for the role of Public Health Consultant and to seek approval for the appointment of the preferred candidate. The vacancy occurred as a result of the resignation of the previous postholder.

3. Recommendations

- 3.1 To accept the findings of the selection panel that the preferred candidate be appointed to the role of Public Health Consultant. Details are set out in the attached confidential appendix 1.
- 3.2 To agree that in the event that any objection is received from the Leader and/or Cabinet that the appointment in question be referred back to this Committee for urgent

consideration.

- 3.3 To note that the offer of employment will be subject to all necessary pre-employment checks.
- 3.4 To note that the effective date of commencement of employment is to be confirmed following all the necessary pre-employment checks.
- 3.5 To agree that the Public Health Consultant receives staff benefits in line with all Council employees and remuneration of £85,286 within pay band 14 (this cost excludes employer's national insurance and employer's pension contributions)

4. Forward plan date and reason for urgency if applicable

N/A

5. Process and Timeline

- 5.1 The Faculty for Public Health (FPH) requires a standard process for recruitment which must be followed for all Public Health Consultant and Director of Public Health posts.
- 5.2 Particular requirements are outlined by the FPH and have been met within the recruitment process detailed below. The requirements are:
 - 5.2.1 Job design and job description approval by the Faculty of Public Health
 - 5.2.2 Assessment by an appropriately constituted 'Advisory Appointment Committee'
 - 5.2.3 Advertising of the vacancy across multiple specified channels
- 5.3 This role was advertised externally on the Council's own platform, on 'Indeed', 'Linked In', NHS Jobs, in the Health Services Journal (HSJ) and on 'Northeast Jobs'.
- 5.4 The advert closed on 2nd February 2024. A total of 7 applications were received and of these, 2 were shortlisted to take part in the approved selection process.
- 5.5 The selection process took place on 1st March 2024. The process consisted of a 45 minute interview with a staff panel and a 1 hour interview with the Advisory Appointment Committee panel including a 10 minute presentation.
- 5.6 The Advisory Appointment Committee consisted of the: Executive Director - Public Health, Inequalities and Stronger Communities - NCC; Chief Executive - Citizens Advice Northumberland; Deputy Director for Health, Wellbeing & Workforce - Office for Health Improvement and Disparities; Consultant for Workforce Strategy - Office for Health Improvement & Disparities; Director of Economic Development and Growth – NCC ; Elected Member and portfolio holder – NCC; HR Advisor - NCC.

5.7 Following the conclusion of the selection process, Luke Robertshaw was identified as the preferred candidate.

6. Officer Employment Procedure Rules

6.1 The Local Authorities (Standing Orders) (England) Regulations 2001 (as amended) requires that, where a Council is operating a Cabinet and Leader model of governance, before any offer of appointment is made to a Chief or Deputy Chief Officer, the Proper Officer designated for that purpose, notifies the Leader and every member of the Cabinet of the intention to make the appointment, the name, salary and other relevant particulars of the post, and allows the Leader and Cabinet an opportunity to make any substantial or well-founded objections to that appointment, before the appointment is made. These provisions apply irrespective of whether the appointment is made by the full Council, a committee, or by an officer of the Council delegated to do so. The provisions are broadly set out in Part 4.3 of the Northumberland County Council Constitution.

6.2 Accordingly, for these purposes, appointment of a Public Health Consultant is deemed to be a deputy chief officer.

6.3 The Proper Officer designated for this purpose is the Chief Executive/Head of Paid Service. Accordingly, the Council's Chief Executive and Head of Paid Service will discharge the functions as required under the Officer Employment Procedure Rules.

7. Implications

Policy	Oversight of HR policies and procedures
Finance and value for money	Permanent appointment to this role is deemed to be appropriate and the cost of appointment will be funded through the ring-fenced Public Health grant.
Legal	<p>The functions of the Staff and Appointments Committee are as follows:</p> <ul style="list-style-type: none"> a) To discharge the Council's functions of the employer in relation to the Chief and Deputy Chief Officers. b) To consider, approve, or make recommendations to the County Council, in relation to any changes to the overall structure of the Council's workforce, and the number and designation of Chief Officer and Deputy Chief Officer posts. c) To determine the terms and conditions relating to employees of the County Council to include the remuneration and terms and conditions of employment for the Head of Paid Service and Chief and Deputy Chief Officers.
Procurement	N/A

Human resources	The appointment will be made in line with appropriate employment recruitment processes. Relevant legal implications have been set out in the body of this report
Property	N/A
The Equalities Act: is a full impact assessment required and attached?	No - no equalities issues identified This process will be conducted in line with best practice in relation to promoting equality and diversity within the Council's employment processes.
Risk assessment	Consistent with the approved management structure.
Crime and disorder	N/A
Customer considerations	N/A
Carbon reduction	N/A
Health and wellbeing	The recommendation will support the health and wellbeing of employees
Wards	Not related to any particular ward but covers the whole of Northumberland

8. Appendices

Appendix 1 – CONFIDENTIAL Preferred candidate application form

9. Links to other key reports already published

Not applicable

10. Author and Contact Details

Sarah Farrell, Director of Workforce and Organisational Development
 Email: sarah.farrell@northumberland.gov.uk