

Minutes of the Staff Appointments Committee meeting held at Endeavour House, Ipswich on Tuesday 1 March 2016 at 12.30 p.m.

**Present:** Councillors Alan Murray (Chairman), Tony Goldson, Derek Hackett, Beccy Hopfensperger and Sandy Martin

**Supporting officers present:** Megan O'Keefe, HR Resourcing Manager, Sue Morgan, Head of Democratic Services

**85. Election of Chairman**

Councillor Tony Goldson proposed and Councillor Beccy Hopfensperger seconded the appointment of Councillor Alan Murray as Chairman for the meeting. Members present supported the proposal.

**Decision:** Councillor Alan Murray was elected Chairman of the meeting.

**86. Apologies for Absence and Substitutions**

There were no apologies for absence.

**87. Declarations of Interest and Dispensations**

There were no declarations of interest or dispensations given.

**88. Minutes of the Previous Meeting**

The minutes of the meeting held on 12 September 2014 were approved as an accurate record and signed by the Chairman.

**89. Business Case for the Recruitment of a Director of Public Health and Protection.**

The Committee considered Agenda Item 5, a report by Megan O'Keefe, HR Resourcing Manager, seeking the approval of the business case to recruit to the post of Director of Public Health and Protection on a permanent basis and associated matters.

**Decision:** The Committee, by a unanimous decision:

- a) **Approved** the Business Case for the recruitment of a permanent Director of Public Health and Protection.
- b) **Approved** the salary range of £98,393 to £126,733
- c) **Agreed** that the recruitment process undertaken is carried out through an external selection process, and
- d) **Agreed** that Amanda Jones is appointed as 'Acting' Director of Public Health and protection for the interim period between when Tess Lindfield leaves and a successfully appointed candidate is able to start.

**Reason for decision:**

The Committee recognised that the Council was required to have a Director of Public Health, but members queried whether or not now was an appropriate time to recruit in the light of potential devolution and whether or not the present Assistant Director could fill the post.

The Committee noted the level of uncertainty about the impact future local devolution may have on the role and that applicants would be clearly informed about the need to collaborate with other organisations and work with the devolution agenda.

Members heard that Suffolk County Council was viewed positively by public health professionals nationally for its high levels of involvement in the national agenda, the current Director's positive involvement and her role in Suffolk as a member of the senior management team.

Members heard that staff with a medical background are generally paid at a higher level than local government so a salary of around £100 k would be attractive to potential candidates, but they would be asked to declare their current salary when they apply.

The current Assistant Director had agreed to take on the role on a temporary basis and could potentially apply for the permanent role if she wanted to. There were no other staff in the service who would be able to transfer into the role, but some would be able to benefit from being able to act up temporarily as a knock on effect of the Assistant Director taking on the role on a temporary basis.

**Alternative options:** Members questioned whether or not the current assistant Director could take on the role on her current working arrangements of 4 days per week. The HR Resourcing Manager agreed to pick this up with the current Director of Public Health and protection and the Chief Executive.

**Declarations of interest:** None were reported.

**Dispensations:** None were given.

90. **Urgent Business**

There was no urgent business, but members did receive information from the HR Resourcing Manager about the selection process and the interviews which were anticipated to take place on 9 May 2016. The process was generally prescribed, with a large interview panel including a technical assessor from Public Health England and two members of the Staff Appointments Committee, a presentation to stakeholders and an opportunity for stakeholders to ask questions. The Staff Appointments Committee would consider the recommendations of the Selection Panel after the Panel had concluded, either on 9 May or the following morning.

*The meeting closed at 10:52*

Chairman