



PERTH & KINROSS HEALTH AND SOCIAL CARE INTEGRATION JOINT BOARD

30 November 2018

APPOINTMENT COMMITTEE FOR CHIEF OFFICER – HEALTH & SOCIAL CARE

**Joint Report by Corporate Human Resources Manager, Perth & Kinross
Council and Head of Human Resources, NHS Tayside (Report No. G/18/194)**

PURPOSE OF REPORT

This report seeks to confirm the two Elected Members and two Non-Executive Committee Members who will be on the Appointment Committee for the post of Chief Officer – Health & Social Care for the Perth & Kinross Health & Social Care Partnership.

1. BACKGROUND / MAIN ISSUES

- 1.1 Following the intimation of retirement of Robert Packham, a recruitment and selection process is required for the joint appointment of a Chief Officer who will be accountable to the Integration Joint Board and the Chief Executives of Perth & Kinross Council and NHS Tayside.
- 1.2 This report provides an overview of the recruitment and selection process and seeks to confirm the membership of the Appointment Committee who will take forward the joint appointment process.

2. PROPOSALS

- 2.1 The appointment of Chief Officer – Health & Social Care is a joint Perth & Kinross Council and NHS Tayside appointment. Both partner organisations have their own employment policies and procedures which must be considered in any recruitment and selection process. The process outlined below is consistent with the national Joint Appointments Guide which provides a checklist for success with joint appointments in Health and Social Care Integration.
- 2.2 An Appointment Committee will be established with two Elected Members from Perth & Kinross Council and two Non-Executive Committee Members of NHS Tayside, all of whom must be members of the Perth & Kinross Integration Joint Board. The other members of the Appointment Committee

will be the Chief Executives of Perth & Kinross Council and NHS Tayside. Finally, the Appointment Committee will have an HR Advisor from each of the partner employers.

- 2.3 The post of Chief Officer – Health & Social Care is a permanent appointment. Given the seniority of the post, this type of vacancy will be advertised externally at the same time that it is advertised internally within the partner organisations. The vacancy will be advertised through MyJobScotland and the NHS system, with the application process through the Perth & Kinross Council recruitment system. A microsite will be set up to promote the vacancy. The vacancy will also be promoted using social media – Facebook, Twitter and LinkedIn.
- 2.4 Applicants will be required to complete an online application which will ensure consistency in the type of information available to the Appointment Committee when deciding who to invite to take part in the appointment process. The process will be administered by the Recruitment Team within Perth & Kinross Council in line with recent discussions on joint recruitment.
- 2.5 For a senior executive position, both NHS Tayside and Perth & Kinross Council have similar appointment processes which utilise a range of selection methods including panel interviews, presentations, psychometric testing, role play and references. External consultants will be engaged to run the Assessment Centre following a quick quote procurement process.
- 2.6 The successful candidate will be employed by either Perth & Kinross Council on local authority terms and conditions or by NHS Tayside, on NHS terms and conditions, depending on their choice. It should be noted that as the salary and terms and conditions package differ in each organisation, the candidate cannot select terms from each employer: the appointment will be offered on the basis of the whole package of terms and conditions from one.
- 2.7 The Integration Joint Board is asked to nominate two Elected Members from Perth & Kinross Council and two Non-Executive Members from NHS Tayside to form part of the Appointment Committee, as outlined in this report.

3. CONCLUSION AND RECOMMENDATION

- 3.1 This is an important appointment to provide executive leadership for transforming the way health and social care services are delivered across Perth and Kinross.
- 3.2 The Board is asked to agree the proposals in section 2 of this report.

Authors

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Approved

Name	Designation	Date
Karen Reid	Chief Executive, Perth and Kinross Council	November 2018
Malcolm Wright	Chief Executive, NHS Tayside	November 2018

1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

Strategic Implications	Yes / None
Community Plan / Single Outcome Agreement	Yes
Resource Implications	
Financial	None
Workforce	Yes
Asset Management (land, property, IST)	None
Assessments	
Equality Impact Assessment	Yes
Strategic Environmental Assessment	None
Sustainability (community, economic, environmental)	None
Legal and Governance	None
Risk	Yes
Consultation	
Internal	Yes
External	Yes
Communication	
Communications Plan	Yes

2. Strategic Implications

Community Plan / Single Outcome Agreement

- 2.1 The report supports the overall delivery of the Perth and Kinross Community Plan / Single Outcome Agreement in terms of the contribution made by the Partnership to Supporting people to lead independent, healthy and active lives.

3. Resource Implications

Financial

- 3.1 There are no financial implications arising directly from this report.

Workforce

- 3.2 This report relates to the recruitment and selection process for the most senior leadership post within the Perth & Kinross Health and Social Care Partnership. The post also has wider strategic and corporate responsibilities within each of the partner organisations.

Asset Management (land, property, IT)

- 3.3 There are no land, IT or property implications arising from this report.

4. Assessments

Equality Impact Assessment

- 4.1 Under the Equality Act 2010, public bodies are required to eliminate discrimination, advance equality of opportunity, and foster good relations between equality groups. The recruitment and selection process will be carried out on the basis of fair recruitment policies and practices of the respective partner organisations.

Strategic Environmental Assessment

- 4.2 The Environmental Assessment (Scotland) Act 2005 places a duty on the Council to identify and assess the environmental consequences of its proposals. No further action is required as it does not qualify as a PPS as defined by the Act and is therefore exempt.

Legal and Governance

- 4.3 There are no legal issues arising directly from this report.

Risk

- 4.4 The Appointment Committee will have professional HR advice from each partner organisation. This is a joint appointment which reflects the employment policies and responsibilities of the respective partner organisations.

5. Consultation

Internal

- 5.1 The Chief Executives of each partner organisation have been consulted in the preparation of this report.

External

- 5.2 N/A

6. Communication

- 6.1 The vacancy will be advertised internally and externally in order to attract the best available candidates for the post.

7. BACKGROUND PAPERS

N/A

8. APPENDICES

N/A