



PERTH AND KINROSS INTEGRATION JOINT BOARD

26 October 2022

APPOINTMENT OF CHIEF FINANCE OFFICER

Report by Chief Officer
(Report No. G/22/157)

PURPOSE OF REPORT

To set out the proposed arrangements to ensure the Integrated Joint Board (IJB) has a proper officer discharging the Chief Finance Officer role with responsibility for the administration of its financial affairs following the resignation of the current postholder.

1. RECOMMENDATION(S)

It is recommended that the Integration Joint Board: -

- (i) Notes the resignation of the current Chief Finance Officer for the Perth and Kinross Integration Joint Board and the recruitment arrangements agreed by NHS Tayside and Perth and Kinross Council.
- (ii) Delegates authority to the Chief Officer to introduce interim arrangements for the discharge of the role of proper officer for the Perth and Kinross Integration Board until the permanent role of Chief Finance Officer is filled.

2. SITUATION/BACKGROUND / MAIN ISSUES

- 2.1 Section 13 of the Public Bodies (Joint Working) (Scotland) Act 2014 requires the IJB to appoint a Chief Finance Officer as proper officer with responsibility for the administration of its financial affairs.
- 2.2 The Chief Finance Officer is accountable to the IJB for the planning, development, and delivery of the IJB's financial strategy. The postholder is responsible for the provision of strategic financial advice and support to the IJB and the Chief Officer as well as financial administration and financial governance. The Chief Finance Officer is the Accountable Officer for financial management and administration of the IJB and the responsibilities

include ensuring probity, sound corporate governance and achieving Best Value.

- 2.3 The Chief Finance Officer is responsible for developing the financial strategy of the IJB and must be actively involved in, and able to bring influence to bear on all material business decisions to ensure immediate and longer-term financial implications, opportunities and risks are fully considered and aligned with the IJB's financial strategy. The Chief Finance Officer must lead the promotion and delivery by the IJB of good financial management so that public money is safeguarded at all times and used appropriately, economically, efficiently, and effectively. The Chief Finance Officer is responsible for creating, in conjunction with those responsible for finance in the Council and Health Board, a collaborative arrangement with business partners and other senior finance officers.

3. PROPOSALS

3.1 Recruitment process for the Chief Finance Officer

A vacancy has arisen for this statutory post following the resignation of the current Chief Finance Officer who has been in the role since 2016 and who will leave the post at an agreed date which is likely to be on or around the end of the calendar year. It is intended that both partner organisations will advertise the post according to current recruitment policy and procedures and NHS Tayside will take the lead role for the recruitment process. A panel comprising of senior/executive representation from the Finance functions of both organisations, a senior Human Resources representative as well as the Chief Officer will form the appointment panel.

3.2 Interim arrangements to ensure continuity in the Chief Finance Officer role

The Integration Joint Board requires a proper officer who has responsibility for the administration of its financial affairs. A vacancy will arise for this statutory post following the resignation of the current Chief Finance Officer who will leave the post at an agreed date which is likely to be on or around the end of the calendar year. It is intended that both partner organisations will advertise the post according to current recruitment policy and procedures and NHS Tayside will take the lead role for the recruitment process.

- 3.3 While the permanent and substantive Chief Finance Officer post is recruited to, the Integrated Joint Board will require arranging an interim arrangement to discharge the duties. The Chief Officer has been in discussions with NHS Tayside and Perth and Kinross Council to identify the range of options to resolve the immediate gap. It is requested that the IJB agrees to delegate authority to the Chief Officer to negotiate an interim arrangement with the agreement of the Partner organisations. This will ensure that there is not a gap in the statutory role being fulfilled as it is particularly important to avoid a gap during crucial budget setting processes across the IJB and Partner bodies.

4. CONCLUSION

A vacancy has arisen for this statutory post of Chief Finance Officer following the resignation of the current postholder. The post will fall vacant on or around the end of the calendar year. The process of recruiting to the vacancy has already commenced and it is intended that both partner organisations will advertise the post according to current recruitment policy and procedures. NHS Tayside will take the lead role for the recruitment process and a panel comprising of senior/executive representation from the Finance functions. It is likely that there will be a gap between the current postholder leaving and the successful candidate taking up post. In order to avoid a potential gap at a crucial time of budget setting, it is proposed that the Chief Officer is authorised to work with NHS Tayside and Perth and Kinross Council and in accordance with HR policies and procedures appoint to the role on an interim basis.

Authors

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NOTE: No background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (other than any containing confidential or exempt information), were relied on to any material extent in preparing this report.

1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

Strategic Implications	Yes / None
HSCP Strategic Commissioning Plan	Yes
Transformation Programme	Yes
Resource Implications	
Financial	None
Workforce	Yes
Assessments	
Equality Impact Assessment	Yes
Risk	Yes
Other assessments (enter here from para 3.3)	None
Consultation	
External	None
Internal	Yes
Legal & Governance	
Legal	None
Clinical/Care/Professional Governance	None
Corporate Governance	Yes
Directions	None
Communication	
Communications Plan	Yes

1. Strategic Implications

1.1 Strategic Commissioning Plan

This report and its recommendations support the overall delivery of the Perth and Kinross Integration Joint Board's Strategic Commissioning Plan in terms of the contribution made to manage integrated budgets for the purposes of supporting people to lead independent, healthy and active lives and towards

- 1 *prevention and early intervention,*
- 2 *person centred health, care and support*
- 3 *work together with communities*
- 4 *inequality, inequity and healthy living*
- 5 *best use of facilities, people and resources*

2. Resource Implications

2.1 Financial

There are no financial implications arising from this report as the budget is available to fully fund this post.

2.2 Workforce

This report relates to the recruitment and selection process for the Chief Finance Officer, the most senior finance leadership post within the Perth & Kinross Health and Social Care Partnership. The Human Resources Lead Officers in NHS Tayside and Perth and Kinross Council have contributed to this report.

3. **Assessments**

3.1 Equality Impact Assessment

Under the Equality Act 2010, PKC and NHS Tayside 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 based on fair recruitment policies and practices of the respective partner organisations.

3.2 Risk

The selection panel will have professional HR advice from NHS Tayside and Perth and Kinross Council. This is a joint appointment which reflects the employment policies and responsibilities of the respective partner organisations.

3.3 Other assessments

None.

4. **Consultation – Patient/Service User first priority**

4.1 External

None.

4.2 Internal

The Chief Executives of NHS Tayside and Perth and Kinross Council, The Director of Finance for NHS Tayside and Head of Finance for Perth and Kinross Council have been consulted on the proposals within this report.

4.3 Impact of Recommendation

Continuity of the statutory Chief Finance Officer functions.

5. **Legal and Governance**

5.1 None

5.2 Continuity of the statutory Chief Finance Officer functions.

6. Directions

None.

7. Communication

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

8. BACKGROUND PAPERS/REFERENCES

None.

9. APPENDICES

Appendix 1: Joint Recruitment Process for post of Chief Finance Officer.