ARGYLL AND BUTE COUNCIL **COUNCIL**

CUSTOMER SERVICES **16 AUGUST 2018**

APPOINTMENTS PANEL: POST OF CHIEF OFFICER (HEALTH AND SOCIAL CARE PARTNERSHIP)

1.0 EXECUTIVE SUMMARY

The purpose of this report is to invite the Council to establish an Appointments Panel to appoint the post of **Chief Officer** (Health and Social Care Partnership) following the resignation of the current post holder.

It is recommended that Council:

- Agrees to establish an Appointments Panel for the recruitment of the Chief Officer (Health and Social Care Partnership)

- Agrees that the Appointments Panel has eight members: three each from the Council and from the NHS Board and the Chief Executives of the Council and NHS Highland

- Delegates the arrangements for the Appointment process to the Head of Improvement and HR

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2.0 INTRODUCTION

2.1 The purpose of this report is to invite the Council to establish an Appointments Panel to appoint the post of Chief Officer (Health and Social Care Partnership) following the resignation of the current post holder.

3.0 RECOMMENDATIONS

It is recommended that Council:

3.1 Agrees to establish an Appointments Panel for the recruitment of the Chief Officer (Health and Social Care Partnership)

3.2 Agrees that the Appointments Panel has eight members: three each from the Council and from the NHS Board and the Chief Executives of the Council and NHS Highland

3.3 Delegates the arrangements for the Appointment process to the Head of Improvement and HR

4.0 DETAIL

4.1 The current Chief Officer has tendered her resignation and will depart from her employment with the Council as (**Chief Officer HSCP**) with effect from the end of September

4.2 The Chief Executives of both parent bodies request the Council agree a panel to appoint, on behalf of the Council and NHS, the Chief Officer for the Health and Social Care Partnership.

4.3 It is recommended that a Panel of eight members is appointed with three Council Integrated Joint Board members, three NHS Highland Board members and the Chief Executives of the Council and NHS Highland. The panel members will approve the short leet, interview the short listed candidates and make an appointment. The Panel will be supported by HR advisers from both employer parent bodies.

4.4   As per national guidance, the Chief Officer may choose to be employed by either the NHS or the Council.

4.5   The appointments process will, as per agreed practice for appointing Chief Officers, include an assessment centre run by SOLACE Enterprises. This will inform the final appointment.

5.0   CONCLUSION

5.1   The Chief Officer has resigned and this paper sets out the process for establishing an appointments panel in line with the Council's constitution to make a new appointment to the post.

6.0   IMPLICATIONS

6.1   Policy – The post is required to ensure that the Council's statutory obligations are met.

6.2   Financial – There will be a cost associated with assessment of candidates as well as possible accommodation and travel costs for shortlisted applicants. Provision is made for this from the vacancy savings incurred during the short period that the post will be vacant.

6.3   Legal – None.

6.4   HR – HR advisers from both parent bodies will support both the shortleeting and panel interview to ensure that all HR policies and procedures are adhered to.

6.5   Equalities – Due regard should be given to the make-up of the appointments panel to ensure balance as far as possible,

6.6   Risk – Failure to recruit into the post of Chief Officer would affect the strategic and operational management and direction of the HSCP

6.7   Customer Service - Failure to recruit into the post of Chief Officer may affect the operational management and direction of the HSCP which could in turn impact customer service.

6.8   Socio-Economic– None from this report

Douglas Hendry, Executive Director – Customer Services

For further information contact: Jane Fowler, Head of Improvement and HR