

Committee Name and Date of Committee Meeting

Staffing Committee – 23 January 2025

Report Title

Recruitment of Director of Public Health

Is this a Key Decision and has it been included on the Forward Plan?

No

Strategic Director Approving Submission of the Report

Ian Spicer, Strategic Director of Adult Care, Housing and Public Health

Report Author(s)

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Ward(s) Affected

Borough-Wide

Report Summary

This report sets out proposals to appoint to the Director of Public Health.

Recommendations

1. That Staffing Committee approve the request to fill the post of the Director of Public Health and refer the process to the Senior Appointments Panel to undertake the recruitment process, with appointment subject to Council approval.
2. That the variation to the remuneration package of the Director of Public Health be approved by Council, and the Pay Policy Statement be amended to reflect the revised remuneration package.

List of Appendices Included

Appendix 1 – Salary for Directors of Public Health

Background Papers

Localism Act 2011 Hutton review of Fair Pay in the Public Sector

Local Government Transparency Code 2015

Pay Policy Statement

Other Employment Procedure Rules

Directors of Public Health in Local Government: Guidance on appointing directors of public health

Consideration by any other Council Committee, Scrutiny or Advisory Panel

None

Council Approval Required

Yes

Exempt from the Press and Public

No

Recruitment of Director of Public Health

1. Background

- 1.1 Following the resignation of the Director of Public Health on 14 December 2024, formal arrangements need to be made to appoint to the role on a permanent basis.

2. Key Issues

- 2.1 Staffing Committee is asked to give their approval to recruit to the vacant Director of Public Health post which is a statutory function under the Health and Social Care Act. The Act sets out that each local authority must, acting jointly with the Secretary of State for Health, appoint an individual responsible for its public health functions. The postholder will continue to lead the public health team and sit under the Adult Care Housing and Public Health Directorate.

- 2.2 As per the Officer Employment Procedure Rules; Code of Conduct and Public Health England's guidance on appointing Directors of Public Health, Staffing Committee is asked to agree plans to immediately begin the selection process, led by the Advisory Appointments Committee. The Advisory Appointments Committee shall be comprised of:

- *Leader of the Council*
- *Relevant Cabinet Member*
- *Leader of the Opposition*
- an external professional assessor, appointed after consultation with the Faculty of Public Health;
- the Chief Executive (or nominated deputy);
- senior local NHS representation;
- PHE Regional Director, or another senior professionally qualified member of PHE acting on their behalf; and
- (in the case of appointments to posts which have teaching or research commitments), a professional member nominated after consultation with the relevant university.

- 2.3 Due to the nature of the post it is proposed that an acting up arrangement to the Director of Public Health is established until the permanent post holder has commenced in post.

- 2.4 The salary for the Director of Public Health post is £99,174. The remuneration for the post is based on an Assistant Director salary. This is inclusive of the 2024/25 Chief Officer pay award.

2.5 It was previously agreed by the Council that in order to compete for the recruitment and retention of relevant qualified candidates, either medically qualified or not, that the job had a salary of an Assistant Director and a market supplement of between £9,000 to £20,000. In accordance with revised market rates identified in Appendix 1, it is proposed that the range of the market supplement is considered to be between £6,000 and £22,000 in order to compete for the recruitment and retention of relevant qualified candidates.

2.6 The current package for the Director of Public Health post is currently £119,174, consisting of £99,174 Assistant Director salary.

3. Options considered and recommended proposal

3.1 Due to the statutory function of this post, the only viable option is to recruit on a permanent basis and minimise the impact of the post being vacant by appointing an interim Director of Public Health.

4. Consultation on proposal

4.1 Consultation has taken place with the Chief Executive and Leader of the Council.

5. Timetable and Accountability for Implementing this Decision

5.1 There is no proposal to change the existing agreed salary for the post, however there may be a variation caused by the market supplement as referenced at section 2.5 of the report, and therefore it is proposed to refer the process to the Senior Officer Appointments Panel. In accordance with the Localism Act (2011) the appointment would be subject to Council approval. Recruitment will proceed subject to approval by the Staffing Committee and subsequent approval by Council.

6. Financial and Procurement Advice and Implications

6.1 The ongoing cost of the Director of Public Health is fully budgeted for. Any premium relating to the Interim post may be above the budget available.

6.2 The engagement of a recruitment agency to assist with the search and selection process will be undertaken in accordance with the Council's Financial & Procurement Procedure Rules.

7. Legal Advice and Implications

7.1 There are no direct legal implications arising from this report.

8. Human Resources Advice and Implications

8.1 An appropriately rewarded workforce motivates employees and meets standards of fairness and equity required by employment legislation.

8.2 It is imperative that a permanent replacement is recruited as quickly as possible.

9. Implications for Children and Young People and Vulnerable Adults

9.1 There are no direct implications arising from this report.

10. Equalities and Human Rights Advice and Implications

10.1 Fair pay structures are a requirement of employment and equalities legislation.

11. Implications for CO₂ Emissions and Climate Change

11.1 There are no direct implications arising from this report, although appointing to this strategic role will support continued leadership of the Council's climate change strategy.

12. Implications for Partners

12.1 The role is a member of the Council's Strategic Leadership Team working corporately with Elected Members and external stakeholders to ensure the Council vision, priorities and values are actively promoted and made a reality.

13. Risks and Mitigation

13.1 Failure to proceed with the appointment process would create a risk that the council will be unable to deliver their statutory function relating to health protection.

14. Accountable Officer(s)

14.1 Ian Spicer, Strategic Director, Adult Care, Housing and Public Health

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Helen Rowe

This report is published on the Council's [website](#).

Appendix 1 Benchmarking

Sheffield City Council	£135027*
Barnsley MBC	£105000 to £109999***
City of Doncaster Council	£120922 – 2023/2024***
Wakefield Council	£107446 – 2023/2024***
East Riding of Yorkshire Council	£109098**
North Yorkshire Council	£106,500***
City of York	£100,000 to £104,999**

* Salary above is taken from the Statement of Accounts 2023/2024 and include fees and allowances

**Salaries above are taken from published 2024/25 Pay Policy Statements which would be published in advance of Chief Executives Pay Award (2.5%)

*** Senior officer remuneration 2023/2024