

## **Personnel Committee**

### **Minutes of the meeting held on Wednesday, 13 September 2023**

**Present:** Councillor Akbar (Chair) – in the Chair

**Councillors:** Bridges, Hacking, Igbon, Midgley, Leech, Rawlins, T Robinson and White

**Apologies:** Councillor Moran and Rahman

**Also present:** Councillors:

**PE/23/7 Minutes**

#### **Decision**

The Committee approve the minutes of the meeting held on 31 May 2023

#### **PE/23/8 Recruitment and Selection Policy**

The Committee considered a report of the Director of Human Resources, Organisational Development and Transformation, which sought approval of a proposed revision to the Council's Recruitment and Selection Policy.

The revised Recruitment and Selection Policy had been developed to incorporate critical strategic aims arising from the Race Review (2019) and the Workforce Equality Strategy (2022). The policy was last approved by Personnel Committee in June 2018.

The main changes reflected the strategic aims of the Workforce Equality Strategy. The central ambition of the Workforce Equality Strategy (WES) was that the Council's workforce should reflect the rich diversity of talent in the community it served by 2025.

The aim of diversifying the workforce to better reflect the city's community required internal and external candidates to be recruited on a more equal footing. This was to facilitate a wider and more diverse pool of candidates from which to select the best candidates. Therefore, one key change set out in the revised policy was that, normally and by default, roles would be advertised externally and internally at the same time.

Trade Unions had been consulted on the proposed revisions and had not raised any issues.

#### **Decision**

The Committee approve the revised Recruitment and Selection Policy.

## **PE/23/9 Recruitment to the role of Director of Population Health and Wellbeing**

The Committee considered a report of the Director of Human Resources, Organisational Development and Transformation, which outlined the approach for recruitment to the upcoming vacant post of Director of Population Health and Wellbeing, in line with the guidance from the Department of Health and Social Care.

The Director of Population Health and Wellbeing carried out the statutory functions of the Director of Public Health under Section 73A(1) of the National Health Service Act 2006. The current substantive grading level was SS4 (£105,566 to £116,346). As a result of the imminent departure of the postholder, benchmarking had been undertaken against core cities and regional comparators, to ensure the Council positioned the role appropriately for a successful recruitment episode. On the basis of the benchmarking, it was proposed to retain the salary of the post in line with its current substantive grading level of SS4, with an optional static market rate supplement of up to £5000. This would be applied at the discretion of the Director of Human Resources, Organisational Development and Transformation (in discussion with the Chief Executive) based on the calibre of the candidate selected by the panel.

There was a standard national appointment process which must be followed for all appointments to roles with the statutory functions of the Director of Public Health. This would operate alongside the stipulations within the Council's Constitution in relation to the appointment of Statutory Chief Officer posts. The recruitment process would also be supported by an Executive Search Company, on which a recommendation had been made and authorised by the Chief Executive.

In compliance with the National Health Service (Appointment of Consultants) Regulations 1996 on recruiting to roles with the statutory responsibility of the Director of Public Health, an Advisory Appointment Committee would also be set up as the final panel to make recommendations on the appointment to the Leader of the Local Authority. All members of the Advisory Appointment Committee would be required to participate in all elements of the recruitment process, including shortlisting and the core make up of the Advisory Appointment Committee was set out in legislation.

In addition, the Personnel Committee was required to establish a sub-committee to act as the appointment panel for the appointment to any Statutory Chief Officer. To comply with the stipulations set out in the Council's Constitution, it was proposed that the Personnel Sub-Committee formed part of the required Advisory Appointment Committee

Whilst it was mandatory for the Advisory Appointment Committee to be the final panel, it was proposed that there was an additional panel with stakeholders as part of the process. The Faculty of Public Health Assessor would check the technical and professional expertise of the candidates at this stage.

## **Decisions**

The Committee:-

- (1) Places on record its most sincere thanks and appreciation to the Director of Population Health and Wellbeing, David Regan, for his contribution to the city of Manchester across the past 23 years and his strong and inspiring leadership that has enabled Manchester to navigate through some difficult times, including the COVID-19 pandemic, and to embark on new programmes to reduce inequalities and improve the lives of Manchester residents.
- (2) Agree to establish a Personnel Sub-Committee for the purposes of this appointment and invite nominations from Personnel Committee members to determine its membership.
- (3) To request Council agree the recruitment for the role to be at its current substantive grading level of SS4 (£105,566 to £116,346), with the optional inclusion of a market rate supplement up to a fixed maximum of £5,000 to be applied at the discretion of the Director of HROD and Transformation (in discussion with the Chief Executive).
- (4) Endorse the outlined approach to the recruitment of the Director of Population Health and Wellbeing for Manchester City Council.