

**REPORT TO:** East Lothian Integration Joint Board

**MEETING DATE:** 1 July 2015

**BY:** Director of Human Resources, NHS Lothian

**SUBJECT:** Appointment of Chief Officer

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## **1 PURPOSE**

- 1.1 To consider and approve the appointment of the Chief Officer of the East Lothian Integration Joint Board (the 'IJB').

## **2 RECOMMENDATIONS**

That the IJB:

- 2.1 notes the process of the appointment of the Chief Officer; and
- 2.2 agrees and approves the recommendation made by the Appointment Committee as to the appointment of the Chief Officer.

## **3 BACKGROUND**

- 3.1 The IJB is required to appoint its Chief Officer. Good people management practice dictates that such a decision should be taken on the basis of a proper selection process. A process agreed by the nominated voting members of the IJB has been undertaken to allow the IJB to confirm the appointment of the Chief Officer at its first meeting, or alternatively to proceed to an open recruitment process if no appointment is made at the first stage.
- 3.2 The Chief Officer post is a new post with duties and responsibilities that in places are materially different from the responsibilities of the existing Director. In particular, the Chief Officer will be the Accountable Officer to a new statutory body, the IJB. The Chief Officer will be responsible for ensuring that systems and professional expertise is available to allow the IJB to fulfil its statutory obligations in accordance with the relevant legislation. In addition, the Chief Officer will be responsible for

the development of a strategic plan and then for the commissioning of health and social care services including substantial elements of acute hospital care for the community in the Council area.

- 3.3 In accordance with the policies and procedures of East Lothian Council and NHS Lothian, Appointment Committee will be constituted. Given the operational duties of the Chief Officer, and the requirement to report to the Chief Executive of East Lothian Council and the Chief Executive of NHS Lothian for these operational duties, the IJB should be advised by both Chief Executives on the suitability for appointment of the individual concerned.
- 3.4 The Appointment Committee has been facilitated by NHS Lothian and East Lothian Council officers.
- 3.5 The Appointment Committee will recommend an appointment at the first meeting of the IJB.
- 3.6 Where the Appointment Committee is unable to recommend this will be reported to the first meeting of the IJB and formal endorsement minuted. The post of Chief Officer will be advertised and an external recruitment and selection process will be put in place.
- 3.7 In any circumstances where an external recruitment and selection process is required and put in place, a separate protocol consistent with East Lothian Council and NHS Lothian appointments policies and procedures will be put in place.

#### **4 POLICY IMPLICATIONS**

- 4.1 The appointment of the Chief Officer is in line with national recommendations and the Order.

#### **5 EQUALITIES IMPLICATIONS**

- 5.1 None

#### **6 RESOURCE IMPLICATIONS**

- 6.1 None

#### **7 BACKGROUND PAPERS**

- 7.1 None

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