

**MINUTES OF A MEETING OF THE EMPLOYMENT COMMITTEE
HELD AT THE TOWN HALL, PETERBOROUGH ON 3 SEPTEMBER 2014**

Members Present: Councillor Nadeem (Chair), Councillor Holdich (Vice-Chair) Councillor Fitzgerald, Councillor Lamb, Councillor Swift, Councillor Khan

Officers Present: Jana Burton, Executive Director of Adult Social Care, Health and Wellbeing
Janet Bosworth, HR Manager Adult Social Care, Health and Wellbeing
Philippa Turvey, Senior Governance Officer

1. Apologies for Absence

Apologies for absence were received from Councillor Cereste and Sandford.

Councillor Lamb was in attendance as substitute.

2. Declarations of Interest

There were no declarations of interest.

3. Exclusion of Press and Public

In accordance with Standing Orders, Members were asked to determine whether appendix three to agenda item four, 'Proposed Job Description of Director of Public Health and Determination of Salary' and agenda item five, 'Interviews for the Position of Director of Public Health', which contain exempt information relating to individuals and information relating to contemplated consultations or negotiations in connection with a labour relations matter arising between the authority and employees or office holders of the authority as defined by Paragraphs 4 of Schedule 12A of Part 1 of the Local Government Act 1972, should be exempt and the press and public excluded from the meeting when the items were discussed, or whether the public interest in disclosing the information outweighed the public interest in maintaining the exemption.

The Committee unanimously agreed to the exclusion of the press and public for appendix three 'Benchmarking Information' of item four, 'Proposed Job Description of Director of Public Health and Determination of Salary', and item five, 'Interviews for the position Director of Public Health'.

4. Proposed Job Description of Director of Public Health and Determination of Salary

The Director of Adult Social Care, Health and Wellbeing presented a report to the Committee which provided detail in relation to the job description for the post of Director of Public Health.

The report sought the Committee's approval for the proposed job descriptions and provided an opportunity for the Committee to ensure that the role had a job description which accurately reflected the work undertaken and the standards expected of the post holder.

The Committee were advised that the Job Description for Director of Public Health, and any subsequent appointment to the post, were subject to approval from the Secretary of State. For this reason Public Health England were involved in the appointment process and would be represented at the interview for the position.

It was clarified that in order to avoid any equal pay claims, the Council's own pay policy would need to be considered as far as possible. However, to remain competitive to

potential candidates, the Council needed to ensure that the NHS Terms and Conditions be accorded with.

RESOLVED (unanimously) that:

1. The proposed job description and person specification for the post of Director of Public Health, as set out in Appendix 1 to the report, be agreed; and
2. The NHS Terms and Conditions for this role be adopted, for the reasons set out in Section 5 of the report.

Reasons for the decision:

The proposed changes were to ensure the Council operated within frameworks that were lawful, best practice, transparent and consistent.

As agreed at agenda item 4, the meeting moved into exempt session.

The Director of Adult Social Care, Health and Wellbeing presented information to the Committee regarding the determination of the appropriate salary for the post of Director of Public Health.

RESOLVED (unanimously) the appropriate salary for this post, having regard to the factors set out in Section 6 of the report and subject to ratification by full Council.

Reasons for the decision:

The proposed changes were to ensure the Council operated within frameworks that were lawful, best practice, transparent and consistent.

5. Interviews for the Director Public Health

A candidate was interviewed for the position of Director of Public Health.

RESOLVED: to appoint Dr Henrietta Ewart to the position of Director of Public Health.

Chairman
2:00pm - 2:25pm