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**REPORT TO: MORAY INTEGRATION JOINT BOARD ON 30 MAY 2024**

**SUBJECT: RECRUITMENT AND SELECTION PROCESS FOR AN INTERIM AND SUBSEQUENT PERMANENT CHIEF OFFICER**

**BY: JOHN MUNDELL, INTERIM CHIEF EXECUTIVE, MORAY COUNCIL AND ADAM COLDWELLS, INTERIM CHIEF EXECUTIVE, NHS GRAMPIAN**

**1. REASON FOR REPORT**

1.1 To recommend the proposed approach to recruiting a replacement for the outgoing Chief Officer of the Moray Integration Joint Board (MIJB) (Moray Health and Social Care Partnership), and includes a number of recommendations for approval by the MIJB relating to the interim appointment for the role, the recruitment selection process and the constitution of an appointment panel for the final selection panel interview.

**2. RECOMMENDATIONS**

**2.1 It is recommended that the Board:**

- i) agree to delegate authority to the Interim Chief Executives of Moray Council and NHS Grampian to make an appointment of an Interim Chief Officer in consultation with the Chair and Vice Chair of MIJB for a period until the new Chief Officer takes up post (approximately 6 months), to allow the recruitment process of the permanent post to proceed;**
- ii) notes the indicative timeline for the recruitment and selection process for the permanent position;**
- iii) establishes a temporary Committee of the MIJB, to be called an Appointment Panel for the permanent appointment, constituting the Chair and Vice Chair of the MIJB and Chairs of the Audit, Performance and Risk and Clinical and Care Governance Committees, with the Interim Chief Executives of Moray Council and NHS Grampian as principal advisors to the Panel, to interview**

**candidates and make a recommendation to MIJB in terms of recommendation;**

- iv) agrees that the appointment of the Chief Officer shall be determined by MIJB on the recommendation of the Appointment Panel; and**
- v) instructs the Interim Chief Executives of Moray Council and NHS Grampian to report back to the MIJB on any interim appointment.**

### **3. BACKGROUND**

- 3.1 The current Moray Health and Social Care Partnership's Chief Officer formally tendered his intent to stand down from the role on health grounds and will end his Chief Officer role on 31 May 2024.
- 3.2 Section 10 of the Public Bodies (Joint Working) Scotland Act 2014, states that the MIJB is to appoint the Chief Officer and notes that it must consult with both Moray Council (MC) and NHS Grampian (NHSG). The Moray Scheme of Integration (an agreement between MC and NHSG in respect of functions each delegated to the MIJB) provides more detail on the responsibilities of the Chief Officer.

### **4. KEY MATTERS RELEVANT TO RECOMMENDATION**

- 4.1 The Chief Officer leads the development and implementation of the MIJB's Strategic and Financial Plans, and as such, the recruitment of a Chief Officer is integral to the continued delivery of the aims and objectives of the Strategic Plan. It will take approximately six months to recruit a permanent Chief Officer and with current workloads and limited management capacity coupled to financial pressures, it is necessary to appoint a suitably experienced interim Chief Officer to cover this critical period.

#### **Selection Process for permanent Chief Officer appointment**

- 4.2 A robust selection process will be arranged to assess candidates against the requirements of the job profile. In accordance with the selection processes facilitated by the Human Resource (HR) Teams of MC and NHSG for senior leadership appointments, it is recommended that an assessment centre be arranged comprising a number of sessions, each designed to test different elements of the job requirements. The assessment centre outcomes will be provided to the Appointment Panel convened to undertake a final selection panel interview.

#### **Appointment of Chief Officer**

- 4.3 As noted above, the appointment of the Chief Officer shall be made by the MIJB. However, the entire composition of the MIJB as an appointment panel is unlikely to be practicable, or best practice from a candidate perspective. It is

recommended that the MIJB establish a Committee, to be known as the “Appointment Panel”, under Standing Order 14.1 of MIJB’s Standing Orders. That Committee will be temporary and will be disestablished once MIJB have appointed a Chief Officer.

- 4.4 The Appointment Panel shall comprise the Chair and Vice Chair of the MIJB and the Chairs of the Risk, Audit & Performance and Clinical & Care Governance Committees, with the Chief Executives of MC and NHSG as principal advisers to the Panel. The Chief Executives line manage the Chief Officer and so bring that expertise to the panel. The Panel will also be supported by HR advisers from both MC and NHSG.

## 5. **SUMMARY OF IMPLICATIONS**

### **(a) Corporate Plan and 10 Year Plan (Local Outcomes Improvement Plan (LOIP)) and Moray Integration Joint Board Strategic Plan “Partners in Care 2022-2032”**

The aims of this document link with the themes of the MIJB strategic plan; Partners in Care, Home First and Building Resilience.

Ensuring that our systems are as simple and efficient as possible, working with partners, to keep people safe from harm during an emergency response as required by legislation.

### **(b) Policy and Legal**

The role of the Chief Officer is a statutory requirement. To not make plans to appoint an incumbent Chief Officer would result in non-compliance with the Public Bodies (Joint Working) Scotland Act 2014.

The National Care Service Bill is currently being progressed and will bring further change to the Integration of Health and Social Care. The role and remit of the Chief Officer may be subject to review to ensure it meets the requirements of any future legislative change. Where this is necessary, the matter will be brought to the MIJB’s attention.

### **(c) Financial implications**

The Chief Officer together with the Senior Leadership Team is responsible for the delivery of the Strategic Plan for the MIJB. The Strategic Risk Register sets out all of the potential risks and mitigations associated with delivery of the Strategic Plan. The risk of failure to deliver on the Strategic Plan is mitigated by the appointment of a Chief Officer

### **(d) Risk Implications and Mitigation**

As above, all strategic risks set out of the Strategic Risk Register help to manage and mitigate delivery of the Strategic Plan.

**(e) Staffing Implications**

None directly associated with this report.

**(f) Property**

None directly associated with this report.

**(g) Equalities/Socio Economic Impact**

As with all public bodies, the MIJB has an equalities duty under the Equality Act 2010. Public Bodies such as the MIJB must, when making decisions of a strategic nature about how to exercise its functions, have due regard to reducing discrimination and advancing equality of opportunity, with the purpose to reduce inequality of outcomes.

**(h) Climate Change and Biodiversity Impacts**

None directly associated with this report.

**(i) Directions**

None directly associated with this report.

**(j) Consultations**

The following partners were also consulted in the writing of this report and views incorporated: Chair and Vice Chair of MIJB, and Interim Chief Executives of NHS Grampian and Moray Council, Head of Governance, Strategy and Performance Moray Council, Head of HR, ICT & Organisational Development Moray Council and Committee Services Moray Council.

**6. CONCLUSION**

**6.1 This report requests that MIJB should consider and approve the proposed recruitment process for the role of Chief Officer as per Section 10 of the Integration Scheme for MIJB.**

Author of Report:

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Background Papers:

[Health and Social Care Integration Scheme for Moray](#)

