

# Appointments Committee

## Agenda

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<b>Date:</b>	<b>Monday 15th December 2025</b>
<b>Time:</b>	<b>10.00 am</b>
<b>Venue:</b>	<b>The Capesthorpe Room - Town Hall, Macclesfield, SK10 1EA</b>

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The agenda is divided into 2 parts. Part 1 is taken in the presence of the public and press. Part 2 items will be considered in the absence of the public and press for the reasons indicated on the agenda and at the foot of each report.

It should be noted that Part 1 items of Cheshire East Council decision-making meetings are audio recorded and the recordings are uploaded to the Council's website.

### **PART 1 – MATTERS TO BE CONSIDERED WITH THE PUBLIC AND PRESS PRESENT**

1. **Apologies for Absence**
2. **Declarations of Interest**

To provide an opportunity for Members and Officers to declare any disclosable pecuniary interests, other registerable interests, and non-registerable interests in any item on the agenda.

3. **Minutes of Previous meeting** (Pages 3 - 4)

To approve the minutes of the meeting held on 3 December 2025.

4. **Public Speaking Time/Open Session**

In accordance with the Council's Committee Procedure Rules and Appendix on Public Speaking a total period of 15 minutes is allocated for members of the public to put questions to the Committee on any matter relating to this agenda. Each member of the public will be allowed up to two minutes each to speak, and the Chair will have discretion to vary this where they consider it appropriate

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For requests for further information

**Contact:** Rachel Graves

**E-Mail:** [rachel.graves@cheshireeast.gov.uk](mailto:rachel.graves@cheshireeast.gov.uk)

Members of the public wishing to speak are required to provide notice of this at least three clear working days' in advance of the meeting and should include the question with that notice.

5. **Recruitment and Selection for Post of Director of Public Health** (Pages 5 - 10)

To consider the update report on the recruitment and selection arrangements for the post of Director of Public Health.

6. **Exclusion of the Press and Public**

The reports relating to the remaining items on the agenda have been withheld from public circulation and deposit pursuant to Section 100(B)(2) of the Local Government Act 1972 on the grounds that the matters may be determined with the press and public excluded.

The Committee may decide that the press and public be excluded from the meeting during consideration of the following items pursuant to Section 100(A)4 of the Local Government Act 1972 on the grounds that they involve the likely disclosure of exempt information as defined in Paragraphs 1 and 2 of Part 1 of Schedule 12A to the Local Government Act 1972 and public interest would not be served in publishing the information.

**PART 2 - MATTERS TO BE CONSIDERED WITHOUT THE PUBLIC AND PRESS PRESENT**

7. **Recruitment and Selection for Post of Director of Public Health**  
(Pages 11 - 12)

To select the preferred candidates from the shortlist of applicants for the post of Director of Public Health.

**Membership:** Councillors L Crane, S Gardiner, M Gorman (Vice-Chair), N Mannion, J Saunders, L Wardlaw and F Wilson (Chair)

**CHESHIRE EAST COUNCIL**

Minutes of a meeting of the **Appointments Committee**  
held on Wednesday, 3rd December, 2025 in the Capesthorpe Room - Town  
Hall, Macclesfield, SK10 1EA

**PRESENT**

Councillor F Wilson (Chair)  
Councillor M Gorman (Vice-Chair)

Councillors M Beanland, L Crane, S Gardiner, N Mannion and J Saunders

Representative for the Secretary of State for Health - Dr Andrew Furber,  
Regional Director of Public Health, North West  
Representative for the Faculty of Public Health - Dr Matt Tryrer, Director of  
Public Health and Chief Medical Officer, Isle of Man

**Officers in attendance**

Helen Charlesworth-May, Executive Director Adults, Health and Integration  
Prof. Rod Thomson, Interim Director of Public Health  
Sara Duncalf, Head of HR  
David Worrall, HR Business Partner  
Louise Price, Principal Lawyer, Litigation  
Rachel Graves, Democratic Services Officer

**18 APOLOGIES FOR ABSENCE**

Apologies were received from Councillor L Wardlaw. Councillor M  
Beanland attended as a substitute.

**19 DECLARATIONS OF INTEREST**

No declarations of interest were made.

**20 PUBLIC SPEAKING TIME/OPEN SESSION**

There were no members of the public in attendance.

**21 RECRUITMENT AND SELECTION FOR POST OF DIRECTOR OF  
PUBLIC HEALTH**

The Committee considered the report on the recruitment and selection for  
the post of Director of Public Health.

**RESOLVED:**

That the update on the recruitment and selection process for the Director  
of Public Health be noted.

**22 EXCLUSION OF THE PRESS AND PUBLIC**

**RESOLVED:**

That the press and public be excluded from the meeting during consideration of the following item pursuant to Section 100(A)4 of the Local Government Act 1972 as amended on the grounds that it involves the likely discussion of exempt information as defined in Paragraphs 1 and 2 of the Schedule 12A of the Local Government Act 1972 and the public interest would not be served in publishing this information.

**23 RECRUITMENT AND SELECTION FOR POST OF DIRECTOR OF PUBLIC HEALTH**

The Committee considered the applications and supporting documents, before agreeing a shortlist of applicants to progress to further assessment and formal interview.

**24 READMITTANCE OF THE PRESS AND PUBLIC**

**RESOLVED:**

That the press and public be re-admitted to the meeting.

**25 RECRUITMENT AND SELECTION FOR POST OF DIRECTOR OF PUBLIC HEALTH**

**RESOLVED:**

That the Committee agree a shortlist of 4 candidates for the post of Director of Public Health to progress to further assessment and formal interview.

The meeting commenced at 10.00 am and concluded at 11.11 am

Councillor F Wilson (Chair)

**OPEN - Report****NOT FOR PUBLICATION Appendices 1 and 2**

By virtue of paragraph(s) 1 and 2 of Part 1 Schedule 1 of the Local Government Act 1972.

**Appointments Committee****15 December 2025****Recruitment and Selection for post of Director of Public Health**

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**Report of: Helen Charlesworth May, Executive Director of Adults Health and Integration**

**Report Reference No: AP/4/25-26**

**Ward(s) Affected: All**

**Purpose of Report**

- 1 To update on the recruitment and selection arrangements for the post of Director of Public Health
- 2 To select the successful candidate for appointment to the post of Director of Public Health.
- 3 The report contributes to the delivery of Council services through the recruitment to a key vacant senior management post.

**Executive Summary**

- 4 The report provides an update on the current recruitment and selection process for the post of Director of Public Health.
- 5 The post of Director of Public Health was advertised with a closing date of 30 November 2025.
- 6 There were 6 applications received for the Director of Public Health. Two applications did not meet the essential criteria as specified by the Faculty of Public Health.
- 7 On 3 December 2025, the Appointments Committee together with the representative of the Secretary of State and a representative of the Faculty of Public Health approved a shortlist of 4 candidates to progress to final interview and further assessment of technical ability and potential suitability.

- 9 The Appointments Committee is requested, together with the representative of the Secretary of State and a representative of the Faculty of Public Health, to formally interview the shortlisted candidates for the post, as well as consider the feedback from partners and officers from the assessment centre as part of the recruitment and selection process to select the successful candidate for appointment to the post of Director of Public Health.

#### RECOMMENDATIONS

The Appointments Committee is recommended to:

1. Note the update on the recruitment and selection process.
2. Select the successful candidate from the shortlist of applicants for appointment to the post of Director of Public Health.
3. Notify the Director of People of the name of the successful candidate and of the salary and any other relevant particulars to make the job offer within the terms of the Council's approved Pay Policy Statement.

#### Background

- 8 The appointment of a Director of Public Health is a joint decision of the Appointments Committee together with the Secretary of State and the Faculty of Public Health.
- 9 The Secretary of State is represented by Dr Andrew Furber, Regional Director of Public Health (NW England) and the Faculty of Public Health by Dr Matt Tyrer, Director of Public Health for the Isle of Man.
- 10 On 3 December 2025, the Appointments Committee together with the Secretary of State and the Faculty of Public Health approved a shortlist of candidates to progress to the assessment centre and for formal interview.
- 11 Appendix 1 provides the CVs and supporting statements for shortlisted candidates together with a report on the technical assessments.
- 12 Appendix 2 provides the detail of the assessment centre and formal interview questions for the post.
- 13 Appendices 1 and 2 are Part 2 and are exempt from publication in accordance with Chapter 3, Part 2, Paragraph 24 under the categories 'Information relating to any individual' and 'Information which is likely to reveal the identity of an individual'. The public in maintaining the exemption outweighs the public interest in disclosing the information as this

- maintains the council's confidential recruitment process to ensure that it can recruit the best candidate for the role, and
- ensures the candidates' personal data is protected and there is no breach of data protection, and
- does not undermine the recruitment process.

14 The Appointments Committee and the representatives of the Secretary of State and Faculty of Public Health are requested to:

- carefully consider the feedback from the assessment centre and the Appointments Committee and representative of the Secretary of State and the Faculty of Public Health's deliberations following the formal interview with reference to the job description and person specification for the post, and
- select the successful candidate from the shortlist of applicants for appointment to the post of Director of Public Health, and
- to notify the Director of People of the name of the successful candidate and of the salary and any other relevant particulars to make the job offer within the terms of the Council's approved Pay Policy Statement.

### **Consultation and Engagement**

15 Not applicable.

### **Reasons for Recommendations**

16 In accordance with the Constitution, the Appointments Committee is required to:

- undertake the recruitment and selection process for the post of Director of Public Health in accordance with the Employment Procedure Rules, and
- notify the Director of People of the name of the proposed candidate and of the salary and any other relevant particulars to make the job offer within the terms of the Council's approved Pay Policy Statement.

17 The appointment to the Director of Public Health is made jointly by the Appointments Committee and representatives of the Secretary of State and the Faculty of Public Health. The nature of the Director of Public Health recruitment requires this close engagement with the Faculty of Public Health under the Advisory Appointments Committee (AAC) process.

## Other Options Considered

18 Not applicable.

## Implications and Comments

### *Monitoring Officer/Legal*

- 19 On 16 October and 11 December 2024, Full Council approved the Phase 1 senior management structure with the additional new posts and salaries over £100,000 in line with Cheshire East Council's constitution.
- 20 In line with the Cheshire East Council's constitution, the Appointments Committee is responsible for the recruitment and selection process to appoint the Director of Public Health as a Statutory Director.
- 21 The appointment to the Director of Public Health is made jointly by the Appointments Committee and representatives of the Secretary of State and the Faculty of Public Health. The nature of the Director of Public Health recruitment requires this close engagement with the Faculty of Public Health under the Advisory Appointments Committee (AAC) process.
- 22 A fair, transparent and objectively justified selection process with due regard to equality laws should be followed throughout the recruitment process to reduce the risk of potential legal challenge.

### *Section 151 Officer/Finance*

- 23 The revised senior management structure was approved at full council on 16 October and 11 December 2024.
- 24 The post being referred to in this latest report is budgeted for in 2025/26 and as a permanent employee. In line with the Council's pay structure, the role is at a 'spot' salary with associated on-costs.
- 25 The role of Director of Public Health is funded from the Public Health Grant. Any inflationary increases applied to salaries as a result of collective bargaining will be met solely from the ringfenced grant.
- 26 As the role is funded from Public Health Grant, there is no impact on the Council's General Fund nor its Medium Term Financial Strategy (MTFS) at this point.
- 27 Any further potential costs arising will be constrained within the ringfenced Public Health Grant. No costs will arise against the General Fund.



*Policy*

- 28 The recruitment to the post of Director of Public Health is key to the Council's need to provide capacity and leadership within the Senior Management Team to meet the legal requirement under the Health and Social Care Act 2012, ensuring expert, independent leadership for local population health, tackling inequalities, planning for emergencies and bringing local government with the NHS to create a whole council approach to wellbeing.
- 29 The appointment to the Director of Public Health is made jointly by the appointments committee and representatives of the Secretary of State and the Faculty of Public Health.

*Equality, Diversity and Inclusion*

- 30 There are no direct equality implications.
- 31 All equality considerations will be taken into account as part of the recruitment process for the Director of Public Health.

*Human Resources*

- 32 Actions will be undertaken in accordance with the Constitution and appropriate HR policies and procedures.

*Rural Communities*

- 33 There are no direct implications for rural communities.

*Children and Young People including Cared for Children, care leavers and Children with special educational needs and disabilities (SEND)*

- 34 There are no direct implications for Children and Young People including Cared for Children, care leavers and Children with special educational needs and disabilities (Send).

*Public Health*

- 35 The appointment to the role of Director of Public Health has a direct on public health.

*Climate Change*

- 36 There are no direct implications for climate change.

<b>Access to Information</b>	
Contact Officer:	Sara Duncalf, Head of Human Resources <a href="mailto:sara.duncalf@cheshireeast.gov.uk">sara.duncalf@cheshireeast.gov.uk</a>
Appendices:	Appendix 1 Part 2 – CVs and supporting statements of shortlisted applicants (attached)  Appendix 2 Part 2 - Schedule for assessment centre (attached) and formal interview questions (to follow)
Background Papers:	None

By virtue of paragraph(s) 1, 2 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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