

OPEN – Report

NOT FOR PUBLICATION Appendix 1 of the report

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

Appointments Committee

3 December 2025

Recruitment and Selection for post of Director of Public Health

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

Report Reference No: AP/3/25-26

Ward(s) Affected: All

Purpose of Report

- 1 To provide an overview on the recruitment and selection arrangements for the post of the Director of Public Health.
- 2 To provide a shortlist of candidates for interview and assessment as part of the recruitment and selection process for the post.
- 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 overview and update on the current recruitment and selection process for the post of Director of Public Health.
- 5 The post was advertised with a closing date of 30 November 2025.
- 6 The Appointments Committee is requested to:
 - consider the CVs and supporting statements for the post together with feedback from the Faculty of Public Health in respect of the potential suitability of the applicants; and
 - to approve a shortlist of applicants to progress to further assessment and formal interview.

RECOMMENDATIONS

The Appointments Committee is recommended to:

1. Note the update on the recruitment and selection process.
2. Approve a shortlist of applicants from the information provided in the Part 2 Appendix 1 for the post of Director of Public Health to progress to further assessment and formal interview.

Background

- 7 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.
- 8 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.
- 9 The post for Director of Public Health was originally advertised with a closing date of 26 January 2025. At this time there were no applications.
- 10 Since this time, the Executive Director Adults, Health and Integration and the Interim Director of Public Health have been working with the Faculty of Public Health to promote the post to attract suitable applicants.
- 11 The role has been readvertised with a closing date of 30 November 2025.
- 12 Appendix 1 provides the CVs and supporting statements for applicants for the post.
- 13 Appendix 1 is Part 2 and is 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'. Maintaining the exemption outweighs the public interest in disclosing the information as this
 - maintains the confidentiality of the council's 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 general data protection regulations (GDPR), and
 - ensures that the recruitment process aligns with policy and process and will withstand scrutiny.

- 14 Alongside Appointments Committee, the nature of Director of Public Health recruitment requires close engagement with the Faculty of Public Health who follow the Advisory Appointments Committee (AAC) process.
- 15 It should be noted that the Faculty of Public Health has the authority to veto applications / appointment of candidates without the appropriate qualifications and experience.
- 16 The Appointments Committee is requested to carefully consider the CVs, supporting statements together with feedback from the Faculty of Public Health in respect of the potential suitability of the applicants, and to agree on a shortlist of candidates.
- 17 Feedback from the assessment centre sessions that will be undertaken following shortlisting, will be provided to the Appointments Committee to inform the decision on the successful candidate together with the candidates' responses to questions during the formal interview.

Consultation and Engagement

- 18 Not applicable.

Reasons for Recommendations

- 19 In accordance with the Constitution, the Appointments Committee is required to undertake the recruitment and selection process in accordance with the Employment Procedure Rules.

Other Options Considered

- 20 Not applicable.

Implications and Comments

Monitoring Officer/Legal

- 21 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.
- 22 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.
- 23 Alongside Appointments Committee, the nature of DPH recruitment requires close engagement with the Faculty of Public Health who the Advisory Appointments Committee (AAC) process.

- 24 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

- 25 The revised senior management structure was approved at full council on 16 October and 11 December 2024.
- 26 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.
- 27 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.
- 28 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.
- 29 Any further potential costs arising will be constrained within the ringfenced Public Health Grant. No costs will arise against the General Fund.

Policy

- 30 The recruitment to the three posts is key to the Council's need to provide capacity and leadership within the Senior Management Team to meet the current fiscal challenges and to deliver its transformation programme.

Equality, Diversity and Inclusion

- 31 There are no direct equality implications.
- 32 All equality considerations will be taken into account as part of the recruitment process for these posts.

Human Resources

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

Rural Communities

- 34 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)

- 35 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

- 36 There are no direct implications for public health.

Climate Change

- 37 There are no direct implications for climate change.

Access to Information	
Contact Officer:	Sara Duncalf, Head of Human Resources sara.duncalf@cheshireeast.gov.uk
Appendices:	Appendix 1 Part 2 – CVs and supporting statements from applicants for the post (to follow)
Background Papers:	None