



EMPLOYMENT COMMITTEE

Meeting to be held in Civic Hall, Leeds, LS1 1UR on
Thursday, 5th September, 2024 at 9.00 am

MEMBERSHIP

Councillors

C Anderson
S Hamilton
A McCluskey
F Venner

Appointment Advisory Committee

E Friedman
T Ryley

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A G E N D A

Item No	Ward/Equal Opportunities	Item Not Open		Page No
1			<p>ELECTION OF CHAIR</p> <p>To elect a Chair for the duration of the meeting.</p>	
2			<p>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</p> <p>To consider any appeals in accordance with Procedure Rule 15.2 of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded)</p> <p>(*In accordance with Procedure Rule 15.2, written notice of an appeal must be received by the Head of Governance Services at least 24 hours before the meeting)</p>	
3			<p>EXCLUSION OF PUBLIC</p> <p>The Council's Access to Information Procedure Rules require that the public must be excluded from meetings whenever it is likely that in view of the nature of the business to be transacted, or the nature of the proceedings that confidential information would be disclosed. As such, the personal information contained in an appendix to the relevant report within this agenda which identifies individuals in the form of application details, is designated as being confidential under the provisions of Access to Information Procedure Rule 9. Therefore, when the committee considers this information, the public must be excluded from the meeting.</p>	
4			<p>DECLARATION OF INTERESTS</p> <p>To disclose or draw attention to any interests in accordance with Leeds City Council's 'Councillor Code of Conduct'.</p>	
5			<p>APOLOGIES</p> <p>To receive any apologies for absence from the meeting.</p>	

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6			<p>GOVERNANCE ARRANGEMENTS: RECRUITMENT TO THE POSITION OF CHIEF OFFICER - CONSULTANT IN PUBLIC HEALTH</p> <p>To consider the report of the City Solicitor which provides an overview of the governance arrangements and format of this specific Employment Committee.</p>	5 - 16
7			<p>APPOINTMENT TO THE POSITION OF CHIEF OFFICER - CONSULTANT IN PUBLIC HEALTH</p> <p>To consider a report of the Chief Executive regarding recruitment to the position of Chief Officer – Consultant in Public Health.</p> <p>(Please note that an Appendix to this report is designated as being confidential under the provisions of Access to Information Procedure Rule 9).</p>	17 - 44

Item No	Ward/Equal Opportunities	Item Not Open		Page No
			<p>THIRD PARTY RECORDING</p> <p>Recording of this meeting is allowed to enable those not present to see or hear the proceedings either as they take place (or later) and to enable the reporting of those proceedings. A copy of the recording protocol is available from the contacts named on the front of this agenda.</p> <p>Use of Recordings by Third Parties– code of practice</p> <p>a) Any published recording should be accompanied by a statement of when and where the recording was made, the context of the discussion that took place, and a clear identification of the main speakers and their role or title.</p> <p>b) Those making recordings must not edit the recording in a way that could lead to misinterpretation or misrepresentation of the proceedings or comments made by attendees. In particular there should be no internal editing of published extracts; recordings may start at any point and end at any point but the material between those points must be complete.</p>	
2				
a)				
b)				

Governance Arrangements: Recruitment to the Position of Chief Officer – Consultant in Public Health

Date: 5 September 2024

Report of: City Solicitor

Report to: Employment Committee

Will the decision be open for call in? Yes No

Does the report contain confidential or exempt information? Yes No

Brief summary

In line with its Terms of Reference, the Council's Employment Committee has authority to appoint those senior officers, as defined within the Officer Employment Procedure Rules and the Committee's Terms of Reference.

The purpose of this report is to provide Members with an overview of the governance arrangements and format for this specific Employment Committee which will have responsibility for the recruitment to the post of **Chief Officer – Consultant in Public Health**.

Recommendations: The Committee is recommended to note:-

- a) The governance arrangements and format relating to the Employment Committee; and
- b) The Council's requirements regarding the consideration and disclosure of confidential information.

What is this report about?

- 1 Quorum and Membership – The Constitution requires that the membership of an Employment Committee be a minimum of 3 and must include one member of the Executive. Agreement has been reached for the membership of this Employment Committee to be 4, with Members being appointed in line with the overall political composition of the Council.

Due to the nature of the role, we have an obligation to also work alongside the AAC - Appointments Advisory Committee which is a stipulation of the Faculty of Public Health.
- 2 Quorum - Members are asked to also note that the quorum for an Employment Committee is 2 Members, including 1 Member of the Executive Board.
- 3 Confidential Information - The Council's Access to Information Procedure Rules require that the public must be excluded from meetings whenever it is likely that in view of the nature of the business to be transacted, or the nature of the proceedings that confidential information would be disclosed. As such, the personal information contained within an appendix to agenda item 7 which identifies individuals in the form of application details, is designated as being confidential under the provisions of Access to Information Procedure Rule 9. Therefore, when the committee considers this information, the public must be excluded from the meeting.
- 4 Process following interviews - The Committee is invited to note that before an offer of employment can be made, the Executive must be notified of the name (and any other details deemed relevant) of the individual that the Committee wishes to offer the post to. Executive Members would then have a designated period of time to raise any objections they may have to the making of an offer to that individual. Should any objections be raised, it would then be up to the Employment Committee to determine whether they are material and/or well founded. (Procedure Rule 4, within the Appendix provides further detail).

How does this proposal impact the three pillars of the Best City Ambition?

Health and Wellbeing

Inclusive Growth

Zero Carbon

- 5 The aim of this report, which is to ensure consistency and transparency of decision making throughout each Employment Committee recruitment process is in line with the Council's priorities and ambitions and to support good governance.

What consultation and engagement has taken place?

Wards affected: N/A

Have ward members been consulted?

Yes

No

- 6 At the commencement of each Employment Committee cycle, the relevant Group Whips are consulted upon the membership arrangements for that Committee.

What are the resource implications?

7 There are no resource implications arising from this report.

What are the key risks and how are they being managed?

8 The purpose of this report is to minimise any risks around the Committee's decision making processes and to ensure that the Committee's decisions are taken in line with all Constitutional and legal requirements.

What are the legal implications?

9 The aim of this report is to inform Members of the Constitutional and legal requirements relating to the Employment Committee decision making process in respect of this recruitment.

10 The Council's Access to Information Procedure Rules require that the public must be excluded from meetings whenever it is likely that in view of the nature of the business to be transacted, or the nature of the proceedings that confidential information would be disclosed. As such, the personal information contained within an appendix to agenda item 7 which identifies individuals in the form of application details, is designated as being confidential under the provisions of Access to Information Procedure Rule 9. Therefore, when the committee considers this information, the public must be excluded from the meeting.

11 The appointment of officers is a non-Executive function and therefore the recommendations in this report are not subject to Call In.

Appendices

- Appendix 1: Constitution – Part 4(j) - The Council's 'Officer Employment Procedure Rules'

Background papers

- None

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OFFICER EMPLOYMENT PROCEDURE RULES

1.0 RECRUITMENT AND APPOINTMENT

1.1 Declarations

- (a) The Council will draw up a statement requiring any candidate for appointment as an officer to state in writing whether they are the parent, grandparent, partner, child, stepchild, adopted child, grandchild, brother, sister, uncle, aunt, nephew or niece of an existing Councillor or officer of the Council, or of the partner of such persons. A candidate who fails to declare such relationship will be automatically disqualified from such appointment with immediate effect.
- (b) No candidate so related to a Councillor or an officer will be appointed without the authority of the relevant Director or an officer nominated by him/her for that purpose.
- (c) Every Member and senior officer of the Council shall disclose to the relevant Director any relationship known to that person to exist with a candidate for any appointment. It shall be the duty of the relevant Director to report to the Council or to the appropriate Committee or Sub-Committee including any Member or officer to whom power has been delegated to make an appointment, any such disclosure made by a candidate, Member, or senior officer.
- (d) Directors shall record in a book to be kept for the purpose particulars of such disclosure made under this Rule.
- (e) Where relationship to a Member of the Council is disclosed, that Member shall withdraw from the meeting while the appointment is under consideration.

1.2 Seeking support for appointment

- (a) The Council will disqualify any applicant who directly or indirectly seeks the support of any Councillor for any appointment with the Council. The content of this paragraph will be included in any recruitment information.
- (b) No Councillor will seek support for any person for any appointment with the Council.

1.3 Equal Opportunities

The Council will not unlawfully discriminate in the recruitment and appointment of officers and all appointments shall be made on merit.

2.0 RECRUITMENT OF HEAD OF PAID SERVICE AND DIRECTORS

2.1 Where the Council proposes to appoint a Head of Paid Service or a Director¹ the Council will:

- (a) draw up a statement specifying:
 - (i) the duties of the officer concerned; and
 - (ii) any qualifications or qualities to be sought in the person to be appointed;
- (b) make arrangements for the post to be advertised in such a way as is likely to bring it to the attention of persons who are qualified for it; and
- (c) make arrangements for a copy of the statement mentioned in paragraph (a) to be sent to any person on request.

2.2 Where a post has been advertised as provided in Rule 2.1, the authority shall:-

- (a) interview all qualified applicants for the post, or
- (b) select a shortlist of such qualified applicants and interview those included on the shortlist.
- (c) Members of the Executive will be given the names of those candidates to be interviewed.

2.3 Where no qualified person has applied, the authority shall make further arrangements for advertisement in accordance with Rule 2.1(b).

¹ "Directors" for the purpose of paragraph 4.1 and "Director" for the purposes of paragraphs 2.1, 4.2 to 4.2.5 and 7.3 and 7.4 shall mean any officer(s) referred to in sub-paragraph (b), (c), or (d) of paragraph 3 of Part II of Schedule 1 of the Local Authorities (Standing Orders)(England) Regulations 2001, namely:

- those named as Directors in the Council structure and any other officers who are required to report directly to, or who are directly accountable to, the Chief Executive in relation to most or all of the duties of their posts; and
- any officer who is required to report directly to, or is directly accountable to, any officer included within the immediately preceding paragraph in relation to all or most of the duties of their post.

3.0 APPOINTMENT OF HEAD OF PAID SERVICE

- 3.1 Following a recommendation of the Employment Committee that a particular candidate should be appointed to the post of Head of Paid Service, the Proper Officer shall notify every member of the Executive of the following:
- 3.1.1 The name of the person to whom the Employment Committee recommends that the post be offered;
 - 3.1.2 Any other particulars relevant to the appointment which the Employment Committee has notified to the Proper Officer²;
 - 3.1.3 The period within which any objection to the making of the offer is to be notified to the Proper Officer. The standard period will be 3 working days, but may be shortened by the Chair of the Employment Committee where necessary for the proper discharge of the Authority's functions, subject to a minimum period of 24 hours.
- 3.2 The full Council may only make an offer of appointment to the post of Head of Paid Service to the person recommended by the Employment Committee provided that:
- 3.2.1 The Proper Officer has, within the period specified in the notice under paragraph 3.1.3, notified the full Council that each member of the Executive has stated that they do not have any objection to the making of the offer; or
 - 3.2.2 The Proper Officer has notified the full Council that no objection was received by him from any member of the Executive within the specified period; or
 - 3.2.3 The full Council is satisfied that any objection which has been received from any member of the Executive within the specified period is not material and/or is not well-founded or does not outweigh the other factors taken into consideration by the Employment Committee³.

² It will be a matter for the Employment Committee to determine in each case what particulars are relevant for these purposes, for example: the identity of the proposed appointee's latest two employers/host organisations, the posts or offices held and the duration of employment/office holding in each case.

³ It will be a matter for the full Council to determine in each case whether any particular objection is material and/or well-founded, having regard to the relevance of any such objection to the suitability of the particular candidate for that particular role, not being matters which relate to a protected characteristic under s.4 of the Equality Act 2010. The terms "material" and "well-founded" shall bear their normal dictionary meanings.

4.0 APPOINTMENT OF DIRECTORS

- 4.1 The Employment Committee will appoint Directors.
- 4.2 Before the Employment Committee makes an offer of appointment to the post of Director, the Proper Officer shall notify every member of the Executive of the following:
 - 4.2.1 The name of the person to whom the Employment Committee intends to offer the post;
 - 4.2.2 Any other particulars relevant to the appointment which the Employment Committee has notified to the Proper Officer⁴;
 - 4.2.3 The period within which any objection to the making of the offer is to be notified to the Proper Officer. The standard period will be 3 working days, but may be shortened by the Chair of the Employment Committee where necessary for the proper discharge of the Authority's functions, subject to a minimum period of 24 hours.
 - 4.2.4 The Employment Committee may only make the offer of appointment provided that:
 - 4.2.5 The Proper Officer has, within the period specified in the notice under paragraph 4.2.3, notified the Employment Committee that each member of the Executive has stated that they do not have any objection to the making of the offer; or
 - 4.2.6 The Proper Officer has notified the Employment Committee that no objection was received by him from any member of the Executive within the specified period; or
 - 4.2.7 The Employment Committee is satisfied that any objection which has been received from any member of the Executive within the specified period is not material and/or is not well-founded or does not outweigh the other factors taken into consideration by the Employment Committee⁵.

⁴ It will be a matter for the Employment Committee to determine in each case what particulars are relevant for these purposes, for example: the proposed appointee's latest two employers/host organisations, the posts or offices held and the duration of employment/office holding in each case.

⁵ It will be a matter for the Employment Committee to determine in each case whether any particular objection is material and/or well-founded, having regard to the relevance of any such objection to the suitability of the particular candidate for that particular role, not being matters which relate to a protected characteristic under s.4 of the Equality Act 2010. The terms "material" and "well-founded" shall bear their normal dictionary meanings.

5.0 OTHER APPOINTMENTS

- 5.1 **Officers below Director.** Appointment of officers below Directors (other than assistants to political groups) is the responsibility of the Head of Paid Service or his/her nominee, and may not be made by Councillors.
- 5.2 **Assistants to political groups.** Appointment of an assistant to a political group shall be made in accordance with the wishes of that political group.

6.0 DISCIPLINARY ACTION

- 6.1 **Suspension.** The Head of Paid Service, Monitoring Officer and Chief Finance Officer may be suspended whilst an investigation takes place into alleged misconduct.
- 6.2 Councillors will not be involved in the disciplinary process in respect of any officer below Director level except where such involvement is necessary for any investigation or inquiry into alleged misconduct.

7.0 DISMISSAL AND OTHER DISCIPLINARY ACTION

- 7.1 Councillors will not be involved in the dismissal of any officer below Director except where such involvement is necessary for any investigation or inquiry into alleged misconduct.
- 7.2 **The Head of Paid Service, Chief Finance Officer and Monitoring Officer**
- 7.2.1 Subject to the provisions of paragraph 7.4, the Employment Committee may take disciplinary action short of dismissal or recommend to full Council that the Head of Paid Service, Chief Finance Officer or Monitoring Officer be dismissed. Only full council can approve the dismissal of the Head of Paid Service, the Chief Finance Officer or the Monitoring Officer (referred to below in each case as “the relevant officer”).
- 7.2.2 Before taking a vote at the relevant meeting on whether or not to approve such a dismissal, the authority must take into account, in particular-
- (a) any advice, views or recommendations of an independent panel⁶.
 - (b) the conclusions of any investigation into the proposed dismissal; and
 - (c) any representations from the relevant officer.

⁶ Appointed under s.102(4) of the Local Government Act 1972 for the purposes of advising the authority on matters relating to the dismissal of relevant officers of the authority in accordance with the Local Authorities (Standing Orders) (England) Regulations 2001 (as amended)

7.2.3 The independent panel referred to must be appointed by the authority at least 20 days before the relevant meeting and should comprise a minimum of two independent panel members.

7.3 Directors

7.3.1 Subject to paragraph 7.4 and (in the case of the Chief Finance Officer and the Monitoring Officer) paragraphs 7.2.1 to 7.2.3, the Employment Committee may dismiss or take disciplinary action short of dismissal in respect of Directors.

7.4 Notice of dismissal of a Director (falling within the definition under footnote 1 above) must not be given until the Proper Officer has notified every member of the Executive of the following:

7.4.1 the name of the person who the Employment Committee proposes to dismiss;

7.4.2 any other particulars relevant to the dismissal⁷; and

7.4.3 the period within which any objection to the dismissal is to be made by any member of the Executive to the Proper Officer; and either:

7.4.4 the Proper Officer has within the specified period notified the Employment Committee that each member of the Executive has stated that they do not have any objection to the dismissal; or

7.4.5 the Proper Officer has notified the Employment Committee that no objection was received by him within the specified period from any member of the Executive; or

7.4.6 the Employment Committee is satisfied that any objection received is not material and/or is not well-founded⁸.

8.0 POLITICAL ASSISTANTS

8.1 Not more than one political assistant's post shall be allocated by the Council, from time to time, to each of the qualifying political groups into which the Council is divided.

⁷ It will be a matter for the Employment Committee to determine in each case what particulars are relevant for these purposes.

⁸ It will be a matter for the Employment Committee to determine in each case whether any particular objection is material and/or well-founded, not being matters which relate to a protected characteristic under s.4 of the Equality Act 2010. The terms "material" and "well-founded" shall bear their normal dictionary meanings.

- 8.2 No appointment to a political assistant's post shall be made until the Council has allocated such a post to each qualifying political group.
- 8.3 For the purpose of this Rule, a "qualifying political group" means a political group which qualifies for the allocation to it of a political assistant's post in accordance with sub-sections 6 and 7 of Section 9 of the Local Government and Housing Act 1989.

9.0 POLITICAL RESTRICTIONS ON COUNCIL EMPLOYEES

- 9.1 All persons exercising powers of appointment, shall do so only in accordance with the legislative provisions restricting political activity as detailed in the Local Government Act 1972 and the Local Government and Housing Act 1989.
- 9.2 The Head of Paid Service will, in accordance with the Local Government and Housing Act 1989 and if requested to do so, determine whether to grant or revoke exemptions to posts from inclusion on the list of politically restricted posts maintained by the Council. In carrying out these functions, the Head of Paid Service will consult the Monitoring Officer.
- 9.3 Directors have a duty to apply to the Head of Paid Service to revoke any exemption to inclusion on the list of politically restricted posts, for a post within their service area, where the duties of that post have substantially changed and/or where the Director believes that the exemption is no longer appropriate.
- 9.4 The Chief Officer (Human Resources) will maintain a list of all politically restricted posts within the Council. Directors have a duty to inform the Chief Officer (Human Resources) of any post within their structures which should be included on the list of politically restricted posts under the Local Government and Housing Act 1989.

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Appointment of the Chief Officer / Consultant in Public Health

Date: 5th September 2024

Report of: Director of Public Health

Report to: Employment Committee - Interview

Will the decision be open for call in? Yes No

Does the report contain confidential or exempt information? Yes No

Brief summary

This report outlines the reasons for the recruitment and selection to the post of Chief Officer / Consultant in Public Health.

Recruiting to this role will secure vital capacity to provide strategic leadership to drive forward the critical Public Health agenda and contribute to delivering the Council's Public Health responsibilities, achieving the Public Health aims and outcomes for the Council, city, region and nationally.

This post will be funded from the Public Health ring fenced grant.

Recommendations

- a) Note the process for the recruitment and selection to the post of Chief Officer/Consultant in Public Health on a permanent basis.

and

- b) Following the selection process, should an appropriate candidate be identified, make an offer of appointment, subject to the associated notification processes, as set out within the Officer Employment Procedure Rules.

What is this report about?

- 1 This report outlines the reasons for the recruitment to the post of Chief Officer/Consultant in Public Health.

- 2 The Chief Officer/Consultant in Public Health post provides strategic leadership on Public Health, providing advice and expertise to decision makers across the Council. Working with key partners at national, regional and local level championing Public Health initiatives within the organisation and in collaboration with colleagues across the Health economy, to support the delivery of real change across the city. The role will work across Leeds City Council and the Integrated Care Board and will take the lead for improving the health and wellbeing of residents, reducing inequalities in health outcomes and protecting local communities from public health hazards (infectious diseases and environmental threats).
- 3 This role is critical within the Public Health function. The postholder will work across the Council and Integrated Care Board at leadership level and will work closely with the Director of Public Health and other Chief Officer/Consultants in Public Health and Public Health colleagues internally and externally, leading on improving the health and wellbeing of residents. This is underpinned by the statutory duty placed on local government to take such steps as it considers appropriate, to improve the health of its residents, delivering programmes of strategic significance to the Council in line with the Council & Directorate priorities.
- 4 The post holder is accountable to the Director of Public Health and their work falls under the remit of the Executive Member for Equality, Health and Wellbeing.

What impact will this proposal have?

- 5 Appointment to this post will ensure the sufficient level of capacity, experience, knowledge and skills to deliver vital Public Health leadership and programmes of work and ensure continued contribution to the Best City Ambition - our overall vision for the future of Leeds.

How does this proposal impact the three pillars of the Best City Ambition?

Health and Wellbeing

Inclusive Growth

Zero Carbon

- 6 Making this appointment will also ensure relevant issues in relation to the above three pillars are considered across the Public Health service.
- 7 Specifically, this post will take the lead for improving the health and wellbeing of Leeds residents, reducing inequalities in health outcomes and protecting local communities from public health hazards (infectious diseases and environmental threats).
- 8 In addition to the above, the post will take responsibility for a strategic objective of the local authority and the Health & Wellbeing Board and act as a change agent to enable delivery of relevant outcome indicators from the Public Health, NHS and social care outcome frameworks. Working across organisations, the Consultant will influence budgets held by those organisations as well as advocate for change effectively. The role advises the Health & Wellbeing Board, making recommendations regarding services, residents' care and wider determinants of health.

What consultation and engagement has taken place?

Wards affected: None

Have ward members been consulted? Yes

No

- 9 Approval to recruit to the post has been obtained in accordance with the Council's vacancy control process and is supported by the Executive Board Members.

What are the resource implications?

- 10 The Chief Officer/Consultant in Public Health has been benchmarked at Dir 70% grade (£87,834 - £96,418 excluding on-costs). The post will be funded from the Public Health ring-fenced grant.

What are the key risks and how are they being managed?

- 11 The key risk is that the post remains unfilled if a suitable candidate is not identified. In order to manage this risk, the post was advertised on both the LCC and NHS Jobsites and included in the Association of Directors of Public Health BriePH e-newsletter which is circulated nationally to all ADPH members. A robust selection process is also in place, with a number of both internal and external stakeholders participating in a Stakeholder Panel.

What are the legal implications?

- 12 This post is an Employment Committee appointment in line with the criteria set out in the Officer Employment Procedure Rules and will be recruited to in accordance with those Procedure Rules.
- 13 Due to the nature of the role, the recruitment will be in line with the guidance issued by the Faculty of Public Health (FPH) which outlines the recommended appointments process for senior public health appointments in local authorities, academia and the NHS.
- 14 The recruitment process has been developed to maintain a national standard for the appointment of public health consultants and consultant academics having regard to the NHS (Appointment of Consultants) Regulations 1996² and the Department of Health's Good Practice Guidance (DHGPG)³. This guidance has been considered alongside the Officer Employment Procedure Rules.
- 15 An Advisory Appointment Committee (AAC) is the panel under NHS (Appointment of Consultants) Regulations, used to advise on the selection of, or make the selection of, consultant appointments. The AAC will assess and advise on the necessary technical and professional skills, qualifications and professional registration issues and will form part of a hybrid appointment process.
- 16 The Council's Access to Information Procedure Rules require that the public must be excluded from meetings whenever it is likely in view of the nature of the business to be transacted, or the nature of the proceedings that confidential information would be disclosed. As such, the personal information contained within appendix 2 to this report which identifies individuals in the form of application details, is designated as being confidential under the provisions of Access to Information Procedure Rule 9. Therefore, when the committee considers this information, the public must be excluded from the meeting.

Options, timescales and measuring success

What other options were considered?

17 It is vital for the Council to have fully qualified Public Health Consultants to deliver the Councils Public Health responsibilities, therefore no other options were considered.

How will success be measured?

18 Recruiting to this role will build on the commitment across the Council, NHS and with all our partners to improve health outcomes for our residents by not only delivering against statutory duties but also making a much broader leadership contribution to the local priorities.

What is the timetable and who will be responsible for implementation?

19 The recruitment and selection process is being co-ordinated by the Human Resources team. The post has been advertised on the Leeds City Council jobsite as an external vacancy. The post was also advertised on the NHS jobsite and included in the Association of Directors of Public Health BriePH e-newsletter which is circulated nationally to all ADPH members. The recruitment and selection timeline is as follows:

- Job advertisement live on LCC and NHS Jobsites – 1st July 2024.
- Job advertisement closed – 31st July 2024.
- Shortlist by Employment Committee – 5th September 2024.
- Stakeholder Panel – 13th September 2024
- Selection interviews by Employment Committee – 13th September 2024.

20 Following the selection process, should an appropriate candidate be identified, the Employment Committee is asked to make an offer of appointment, subject to the associated notification processes, as set out within the Officer Employment Procedure Rules.

Appendices

- Appendix 1 Candidate information pack.
- Appendix 2 - Applicant details - designated as being confidential under the provisions of Access to Information Procedure Rule 9.

Background papers

- None



Chief Officer / Consultant in Public Health

Candidate information pack

WELCOME

Dear Candidate

Thank you for your interest in working in Leeds as Chief Officer/Consultant in Public Health. I would like to share with you some information regarding the role and our ambitions for Leeds.

Leeds is a large city with both an urban and rural landscape and with a great diversity of communities including some areas of significant deprivation. Almost a quarter (24.3%) of the Leeds population (approximately 200,000 people) live in areas ranked amongst the most deprived 10% nationally. There remains a health inequality gap in our city with approximately 12 years difference in life expectancy between those wards with the highest and lowest rates. Closing this gap is a key priority.

The Leeds Best City Ambition is for everyone to live healthy and fulfilling lives, both now and for future generations. We want Leeds to be the best city for all ages: a healthy, compassionate, climate resilient city with a strong economy, where people who are the poorest improve their health the fastest. In order to achieve our ambition for every single citizen in Leeds, we must address three interconnected themes that have an enormous impact on our lives: our health, our economy, and our environment. The aims of the three themes are guided by three key strategies for the city: the Leeds Health and Wellbeing Strategy, the Leeds Inclusive Growth Strategy and the Climate Emergency.

We want Leeds to be a city that is distinctive, sustainable, ambitious, fun and creative for all, with a council that its residents can be proud of: the best council in the country. We recognise that this vision would not be achievable without the dedication of everyone who works for Leeds City Council.

As one of the largest employers in the region, we employ approximately 14,000 people across a wide range of roles and services. We are very proud of the work we do every day to help deliver better outcomes for the people of Leeds and have a strong set of values that guide everything we do.

We are ambitious – for Leeds, for our citizens and for our employees. Our strong values of openness, honesty and trust run through everything we do. We work as a team for Leeds to meet challenges head on and deliver outstanding outcomes with compassion and commitment. Our employees talk about the pride they feel in making a difference, and in return for their dedication and contribution we offer a workplace where people feel supported, that celebrates difference, and encourages everyone to grow like the city we love. Our ambition is to make the Council the best place to work





We are an outward looking city with a long history of asset-based approaches and a vibrant Third Sector. There are positive partnerships with NHS colleagues at city and regional level. We have a strong commitment across the Council, NHS and with all our partners to improving health outcomes for our residents.

In joining us as a Chief Officer/Consultant in Public Health, you will have a leadership role spanning all three domains of public health - health improvement, health protection and healthcare public health. You will also be a key member of the collective leadership within the council and NHS, with the opportunity to shape our health and wellbeing strategy moving forward and with a key role in delivering our agreed vision and plans for transformation and integrated care.

Although there are significant challenges, our continuing strong focus on population health and wellbeing ensures we have robust plans in place to meet our objectives. We are therefore looking for a passionate and visionary Chief Officer/Consultant in Public Health who will be focused on delivering against statutory duties but also making a much broader leadership contribution to the local priorities. You will play a critical role in improving health outcomes for our communities and addressing health inequalities.

You will also have the opportunity to develop innovative approaches to directly impact on the long term health and sustainability of our communities in Leeds. We need a leader who has vision, energy, creativity, resilience and an absolute focus on improving the health and wellbeing of residents and communities. Thank you for taking the time to find out more about this opportunity to make a real and positive difference to the lives of the residents of Leeds.

Victoria Eaton
Director of Public Health

Caroline Baria
Director Adults and Health

Tom Riordan
Chief Executive



Chief Officer / Consultant in Public Health

£87,834 - £96,418

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Our ambition is for Leeds to be the best city in the UK; one that is compassionate and caring, with a strong economy, tackling poverty and reducing inequalities. We want to be a healthy city for all ages, where people who are the poorest, improve their health the fastest. Leeds Public Health plays a major part in delivering this vision as part of the highly collaborative approach of 'Team Leeds', and we have the ideal partners and assets in Leeds to succeed.

We are seeking a Chief Officer/Consultant in Public Health to play a significant leadership role in our dynamic and collaborative public health team, and a key member of the city's public health leadership team. You will be responsible for programmes and services across all the public health functions, covering health improvement, health protection and healthcare public health. You will be a senior adviser and leader on health matters to elected members, officers and partners and be strategically responsible for over-arching public health objectives. This role combines broad strategic leadership across all the public health function, in addition to specific responsibility for a broad portfolio of public health programmes, with initial priorities around drugs, alcohol & safer communities, localities and primary care. This post will specifically provide essential Consultant in Public Health leadership for the Leeds Drugs and Alcohol Strategy and commissioned services, which includes responsibility for the additional drug and alcohol grant funding from the Office of Health Improvement and Disparities (OHID). The portfolio will be flexible and subject to changing priorities, in addition to your overarching leadership role as Chief Officer/Consultant in Public Health.

You will be a strategic leader, driving improved health and wellbeing with Leeds communities, with a relentless focus on reducing health inequalities. In addition to working across all of Leeds City Council as a public health organisation, this role requires excellent relationships and joint working with NHS and public sector partners, community and private sector organisations and other key colleagues, including UK Health Security Agency and other partners within the public health system, as well as with the people of Leeds.

This demanding, varied and interesting role requires someone who is highly skilled and experienced across a broad range of public health leadership roles and has a strong track record of delivery, working in collaboration with others.

If you relish challenge and have the energy, enthusiasm and skills to deliver better outcomes and make a real impact, then we would like to hear from you. It is important that you are a registered GMC, GDC or UK PHR public health specialist with significant experience in all areas of public health practice.

To apply, please upload your CV and personal statement on the Leeds Jobs site ensuring your application reflects the requirements of the role as outlined in the job profile.

If you have any queries or would like an informal chat about the role please contact Victoria Eaton, Director of Public Health via email: Victoria.eaton@leeds.gov.uk or on: 0113 378 8653.



JOB PROFILE

Responsible for: Consultant role with portfolio covering elements of Health Improvement, Health Protection and Healthcare Public Health

Key Relationships: The post will be required to work across the Council including Elected Members, the Health and Wellbeing Board and Adults and Health Directorate Leadership Team. It will also have key relationships across NHS organisations including the Integrated Care Board and the Office for Health Improvement and Disparities.

Job Summary

The Chief Officer/Consultant in Public Health is a leader for improving the health and wellbeing of residents, reducing inequalities in health outcomes and protecting local communities from public health hazards (infectious diseases and environmental threats). The Consultant in Public Health is a Chief Officer of the authority and an adviser on health matters to elected members, officers and partners. The post will be responsible for a public health services which range from health improvement, health protection and healthcare public health. Day to day line management accountability will be to the Director of Public Health (DPH), although the Consultant in Public Health will work corporately across all functions of the Council to support the delivery of responsibilities.

The post holder will support the DPH and other colleagues to lead on improving the health and wellbeing; underpinned by the statutory duty placed on local government to take steps appropriate to improve the health of its residents. The post holder will have a portfolio of responsibilities and objectives of the local authority and the Health & Wellbeing Board and act as a change agent to enable delivery of improved population health outcomes and to reduce inequalities. The post holder will be expected to work across organisations, influence budgets held by partners across the city, as well as effectively lead and advocate for change. They will hold direct managerial responsibility for services and budgets (in their portfolio) which directly contribute to these objectives, but they will additionally have substantially greater responsibilities across the council and other partners.

Job purpose

Our vision is for Leeds to be the best city in the UK: one that is compassionate and caring with a strong economy, which tackles poverty and reduces health inequalities. We want Leeds to be a city that is distinctive, sustainable, ambitious, fun and creative for all, with a council that its residents can be proud of: the best council in the country. This role will drive improvements in the health and wellbeing of the citizens of Leeds, to reduce inequalities in health outcomes and work in collaboration with the Office for Health Improvement and Disparities to protect local communities from threats to their health.

This Chief Officer/Consultant in Public Health role will lead work reflecting the 3 main cross cutting strategies of Health and Wellbeing, Inclusive Growth and Climate Change.

The role will identify, drive and secure opportunities to improve and transform services, improve health outcomes and reduce health inequalities. These opportunities will be found across the services directly managed and across the Council and partner organisations. As part of a dynamic senior team and system, the portfolio of this Consultant in Public Health role may change over time, so adaptability and focus on delivery are critical features.

This post holder will play a significant part in providing senior public health advice and support to NHS partners, and will work closely with NHS colleagues in further developing effective and equitable population healthcare, and maximising the contribution of healthcare in reducing health inequality and improving health outcomes across Leeds.

Description of the LA and the Public Health Department

Leeds is the third largest city in the UK. The Council serves a population of 812,000 (ONS 2021) and has a workforce of around 14,000 people.

Local NHS organisations: NHS Leeds Integrated Care Board, Leeds Teaching Hospitals NHS Trust, Leeds and York Partnership NHS Foundation Trust, Leeds Community Healthcare NHS Trust, Office for Health Improvement and Disparities, NHS England and a range of third sector partners.

There are around 91 staff within the public health function. The post holder will be responsible for a section/s within this structure. Public health services include child and maternal health, health protection, mental health, sexual health, localities and primary care, workforce development, healthy living, health improvement, older people, long term conditions and cancer. The post holder will be responsible for line and team management and will adhere to Leeds City Council mandatory training requirements.

Key Responsibilities

In delivering responsibilities the post holder is expected to demonstrate expertise across the full range of relevant competencies as set out by the Faculty of Public Health (Appendix 1) and where required, take responsibility for resolving operational issues. In negotiation with the Director of Public Health, the post holder may be asked to take on responsibilities that are underpinned by any of the FPH competencies. Post holder will be expected to maintain both the general expertise as well as develop topic based expertise as required by the Director of Public Health and will be expected to deputise for the Director of Public Health as and when required.

The range of duties expected of the post holder include;

Taking responsibility for a range of public health issues and work across organisational and professional boundaries acting as a change agent managing complexity to deliver improvements in health and wellbeing; including responsibility for development, implementation and delivery of policies.

Providing briefings on the health and wellbeing needs of local communities to Councillors, Council Officers, Integrated Care Board, the 3rd sector, the public and partners. Where required to so, the post holder will provide verbal briefings to Councillors, colleagues and stakeholders in person which may be at short notice.

Take the lead in developing detailed inter-agency and interdisciplinary strategic plans and programmes based on needs assessments leading to service specifications. The post holder will be expected to contribute appropriately to the procurement process.

Providing expert public health support, advocacy and whole system leadership to ensure an evidence- based approach for commissioning and developing high quality equitable services, within and across a range of organisations including voluntary, public and private sector. This includes the health service component of the mandated core service. This will include expertise in evaluation and development of appropriate KPIs.

Utilising (and if appropriate developing) information and intelligence systems to underpin public health action across disciplines and organisations. This may include providing leadership for collation and interpretation of relevant data including production of the JSNA. Working with the DPH, this will include the integration of the appropriate elements of the public health, NHS and social care outcomes frameworks within the systems developed by the local authority as well as with relevant partner organisations.

Supporting the DPH in the development and implementation of robust strategies for improving the health and wellbeing of local communities including ensuring qualitative and/or quantitative measurements are in place to demonstrate improvements.

Providing the key local authority link to the research community, providing advice/support to colleagues and co-ordinating appropriate access to scientific information. The post holder will be expected to take part in relevant research networks and to influence research programmes of such networks so that the research needs of the local authority are taken into account.

Taking responsibility for the training obligations of the directorate, including becoming an Educational Supervisor. These duties will be agreed jointly with the relevant Head of the School of Public Health.

Provide public health advice and leadership to support and inform partners in the health aspects of communicable disease and non-infectious environmental hazards on behalf of Leeds City Council, using an evidence based approach; including support to the Director of Public Health to fulfil their responsibilities relating to Health Protection as outlined in the NHS Health Bill and Public Health Regulations.

Take on those responsibilities commensurate with a Consultant in Public Health, including management of staff and budgets as determined by the Director of Public Health; including effective working relationships with the Office for Health Improvement and Disparities and other local partners.

Underpinning much of these duties are public health tasks such as;

Developing prioritisation techniques and managing their application to policies, services and to help resolve issues such as the investment-disinvestment debate.

Effective communication of complex concepts, science and data and their implications for local communities, to a range of stakeholders with very different backgrounds; including undertaking health needs assessments as required to enable actions to be taken to improve the health of the local population.

Develop a constructive relationship with the media and the public, within the context of the Council Communications policy.

A capacity to apply the scientific body of knowledge on public health to the policies and services necessary to improve health and to formulate clear practical evidence-based recommendations. The understanding of human and organisational behavior and the application of this knowledge to the achievement of change.

Management arrangements and responsibilities

The post holder will be professionally accountable to the employing authority and managerially accountable to the employing authority via their line manager, the Director of Public Health. Professional appraisal will be required. This job plan will be reviewed as part of the annual job planning process.

The post holder:

Will manage staff from across the Public Health function including line management duties, recruitment, appraisals, PDP's and disciplinary and grievance responsibilities.

Will manage a budget portfolio as part of the overall Public Health budget and be an authorised signatory.

Will be expected to take part in on call arrangements for communicable disease control/health protection as appropriate depending on local arrangements.

Will be expected to deputise for the Director of Public Health as required.

Professional obligations;

These include:

Participate in the organisation's staff appraisal scheme and quality improvement programme, and ensure appraisal and development of any staff for which s/he is responsible.

Participate in ongoing organisational development/service improvement work for the public health function.

Contribute actively to the training programme for Specialty Registrars in Public Health and other public health education and professional development programmes as appropriate. In agreement with the DPH contribute as an appraiser to the professional appraisal system.

Undertake an annual professional appraisal including completion of a programme of CPD, in accordance with Faculty of Public Health requirements, or other recognised body, and undertake revalidation, audit or other measures required to remain on the GMC/GDC Specialist Register or the UK Public Health (Specialist) Register or other specialist register as appropriate. In agreement with the DPH, contribute to the wider the public health professional system.

Practice in accordance with all relevant sections of the General Medical Council's Good Medical Practice (if medically qualified) and the Faculty of Public Health's Good Public Health Practice and UKPHR requirements.

It is a duty of a health professional to foster scientific integrity, freedom of scientific publications, and freedom of debate on health matters, and public health professionals have a further responsibility to promote good governance and open government.

Public health practice must be carried out within the ethical framework of the health professions and the post holder will be expected to maintain effective, courageous, and responsible public health advocacy.

These professional obligations should be reflected in the job plan. The post-holder may also have external professional responsibilities, e.g. in respect of training or work for the Faculty of Public Health. Time allocation for these additional responsibilities will need to be agreed with the Director of Public Health.

Personal Qualities;

The post holder will deal with complex public health and wellbeing challenges in a multi-organisational environment with widely differing governance and finance system and organisational cultures. It is expected that the post holder will be able to cope with such circumstances as well as multiple and changing demands, and to meet tight deadlines.

A high level of intellectual rigor, political awareness and negotiation and motivation skills as well as flexibility and sensitivity are required.

The post holder will advise the Health and Wellbeing Board and other Strategic Groups and make recommendations regarding services, residents' care and wider determinants of health. A high level of tact, diplomacy and leadership is required including the ability work within the local political arena and at the same time maintain the ability to challenge and advocate for effective working and on specific issues in order to achieve public health outcomes.

The achievement of public health outcomes, through the successful pursuit of change to enable improved population health and a reduction in health inequality are the purpose of the job, and the measure against which performance will be assessed.

LCC Values

Leeds City Council values are at the heart of everything we do. They inform the way we design and deliver our services and the way we all work and behave. Leeds City Council expects all its employees and councillors to observe our core values and to understand our codes of conduct for ethical behaviour, correct use of the Digital Information Service (DIS) facilities and protection of sensitive information.

They reflect the current needs of the city. In a period of immense change and real challenge we must be both confident and decisive about what we do and how we do it. Observing our values can help us:

Working as a Team for Leeds Work in ways which are open, inclusive, responsive and accountable to develop and maintain good working relationships with internal and external customers, other stakeholders and partners to achieve excellent outcomes for the citizens of Leeds

Being Open, Honest & Trusted Ensure citizens and council members are provided with all relevant information to make decisions, learn from mistakes and seek to promote continuous improvement and best practice

Working with Communities Work effectively with the variety of partners to deliver services, communicate and involve stakeholders and the wider community in new developments to encourage ownership and commitment

Treating People Fairly Recognise that everyone has an equally important part to play within the Council and value the diverse and vibrant nature of the city and all its citizens

Spending Money Wisely Set high expectations of achievement across a range of strategic outcomes, actively seek out opportunities to improve delivery of services through partnership and feedback from service users

Appendix 1 FACULTY OF PUBLIC HEALTH COMPETENCIES (Based on the 2022 PH Specialty Training Curriculum)

Use of public health intelligence to survey and assess a population's health and wellbeing

To be able to synthesise data from multiple sources on the surveillance or assessment of a population's health and wellbeing and on the wider environment, so that the evidence can be communicated clearly and inform action planning to improve population health outcomes.

Assessing the evidence of effectiveness of interventions, programmes and services intended to improve the health or wellbeing of individuals or populations To be able to use a range of resources to generate and communicate appropriately evidenced and informed recommendations for improving population health across operational and strategic health and care settings.

Policy and strategy development and implementation

To be able to influence and contribute to the development of policy as well as lead the development and implementation of a strategy.

Strategic leadership and collaborative working for health

To use a range of effective strategic leadership, organisational and management skills, in a variety of complex public health situations and contexts, dealing effectively with uncertainty and the unexpected to achieve public health goals.

Health Improvement, Determinants of Health and Health Communications

To influence and act on the broad determinants, behaviours and environmental factors influencing health at a system, community and individual level to improve and promote the health of current and future generations. To be proactive in addressing health inequalities and prioritising the most vulnerable or disadvantaged groups in the population.

Health Protection

To identify, assess and communicate risks associated with hazards relevant to health protection, and to lead and co-ordinate the appropriate public health response. To understand how those risks associated with hazards relevant to health protection may be influenced by climate change and environmental degradation currently and in the future.

Health and Care Public Health

To be able to improve the efficiency, effectiveness, safety, reliability, responsiveness, sustainability and equity of health and care services through applying insights from multiple sources including formal research, health surveillance, needs analysis, service monitoring and evaluation.

Academic public health

To add an academic perspective to all public health work undertaken. Specifically to be able to critically appraise evidence to inform policy and practice, identify evidence gaps with strategies to address these gaps, undertake research activities of a standard that is publishable in peer-reviewed journals, and demonstrate competence in teaching and learning across all areas of public health practice.

Professional, personal and ethical development

To be able to shape, pursue actively and evaluate your own personal and professional development, using insight into your own behaviours and attitudes and their impact to modify behaviour and to practise within the framework of the GMC's Good Medical Practice (as used for appraisal and revalidation for consultants in public health) and the UKPHR's Code of Conduct.

Integration and application of competencies for consultant practice

To be able to demonstrate the consistent use of sound judgment to select from a range of advanced public health expertise and skills, and to use them effectively, working at senior organisational levels, to deliver improved population health in complex and unpredictable environments.

PERSON SPECIFICATION

IMPORTANT: This person specification contains changes introduced in amendments made to the NHS (Appointment of Consultants) Regulations for England, Scotland, Northern Ireland and Wales which came into force during 2005. Further amended in June 2015, and September 2018

Essential Requirements

Education/Qualifications

[The National Health Service \(Appointment of Consultants\) Regulations 1996 \(legislation.gov.uk\)](#)

In line with legislation, inclusion in the GMC Full and Specialist Register with a license to practice/GDC Specialist List or inclusion in the UK Public Health Register (UKPHR) for Public Health Specialists at the point of application.

If included in the GMC Specialist Register/GDC Specialist List in a specialty other than public health medicine/dental public health, candidates must have equivalent training and/or appropriate experience of public health practice

Public health **specialty registrar applicants** who are not yet on the GMC Specialist Register, UKPHR register or GDC Specialist List in dental public health **must provide verifiable signed documentary evidence that they are within 6 months** of gaining entry to a register at the date of interview

If an applicant is UK trained in Public Health, they must ALSO be a holder of a Certificate of Completion of Training (CCT), or be within six months of award of CCT by date of interview. If an applicant is non-UK trained, they will be required to show evidence of equivalence to the UK CCT [see *shortlisting notes below for additional guidance*]

Applicants must meet minimum CPD requirements (i.e. be up to date) in accordance with Faculty of Public Health requirements or other recognised body

MFPH by examination, by exemption or by assessment, or equivalent.

Personal qualities

Able to influence senior members including directors and CEOs.

Able to both lead teams and to able to contribute effectively in teams led by junior colleagues.

Commitment to work within a political system irrespective of personal political affiliations.

Experience

Delivery of successful change management programmes across organizational boundaries.

Experience of using complex information to explain public health issues to a range of audiences.

Skills

Strategic thinker with proven leadership skills and operational nous.

Able to demonstrate and motivate organisations to contribute to improving the public's health and wellbeing through mainstream activities and within resources.

Ability to lead and manage the response successfully in unplanned and unforeseen circumstances.

Analytical skills able to utilize both qualitative (including health economics) and quantitative information.

Ability to design, develop, interpret and implement strategies and policies.

Knowledge

In depth understanding of the health and care system and the relationships with both local national government.

In depth knowledge of methods of developing clinical quality assurance, quality improvement, evaluations and evidence based public health practice.

Strong and demonstrable understanding of interfaces between health, social care and key partners (dealing with wider determinants of health).

Understanding of the public sector duty and the inequality duty and their application to public health practice.

Desirable Requirements

Education/Qualifications

Masters in Public Health or equivalent.

Experience

Media experience demonstrating delivery of effective health behaviour or health promotion messages.

Shortlisting notes

1. Applicants in training grades

1.1 *Medical and dental applicants*

All medical/dental applicants must have Full and Specialist registration (with a license to practice) with the General Medical Council or General Dental Council (GMC/GDC) **or be eligible for registration within six months of interview.** Once a candidate is a holder of the Certificate of Completion of Training (CCT), registration with the relevant register is guaranteed.

Applicants that are UK trained must ALSO be a holder of a Certificate of Completion of Training (CCT) **or be within six months of award of CCT** by date of interview demonstrated by a letter from their Training Programme Director (TPD).

1.2 *Non-Medical Applicants in training programme*

All non-medical applicants must be registered with the UKPHR or be within six months of registration at the date of the interview. Applicants must provide proof (letter of confirmation from their TPD or the CCT) at interview.

2. Applicants in non-training grades

Applicants that are non-UK trained, will be required to show evidence of equivalence to the UK CCT.

Applicants from a medical background will be expected to have gained full specialist registration with the GMC through the Certificate of Eligibility for Specialist Registration (CESR) route.

Applicants from a background other than medicine are expected to have gained full specialist registration with the UKPHR at the point of application.

Employers are advised that individuals should not take up consultant in public health posts (including DPH posts) until such point as they have gained entry to the GMC Specialist Register/GDC Specialist List in dental public health/UK Public Health (Specialist) Register. Although applicants will be able to provide documentary evidence that an application is in progress, no guarantee can be made as to the outcome of an application to the GMC/GDC/UKPHR specialist registers. The exception to this is when the candidate holds the CCT.

The above guidance applies to applications for both general and defined specialist registration with the UKPHR. Individuals with defined specialist registration are eligible for consideration for shortlisting for, and appointment to, consultant posts including those at DPH level. In all appointments, employers will wish to ensure that an applicant's areas of competence meet those required in the person specification.



ABOUT LEEDS CITY COUNCIL

We are a politically led organisation, with a responsibility for providing local services and facilities. There are 99 elected councillors across the city to represent our citizens at a local level and help drive change for the better.

We are proud of the work we do every day to deliver for our city, from keeping our streets clean to delivering major cultural and sporting events, and much more.

Whilst the [Best City Ambition](#) outlines our vision to be the best city in the UK, how we progress our ambitions is as important as what the ambitions are.

Our employees talk about the pride they feel in the work they do and in making a difference. In return for their dedication and contribution we offer a workplace where people feel supported, that celebrates difference and encourages everyone to grow like the city we love.

As with all other local authorities, the council faces financial challenges and demographic pressures. However, we continue to maintain high levels of performance and are making progress to deliver our priorities.

LEEDS PUBLIC HEALTH LEADERSHIP TEAM

Director of Public Health

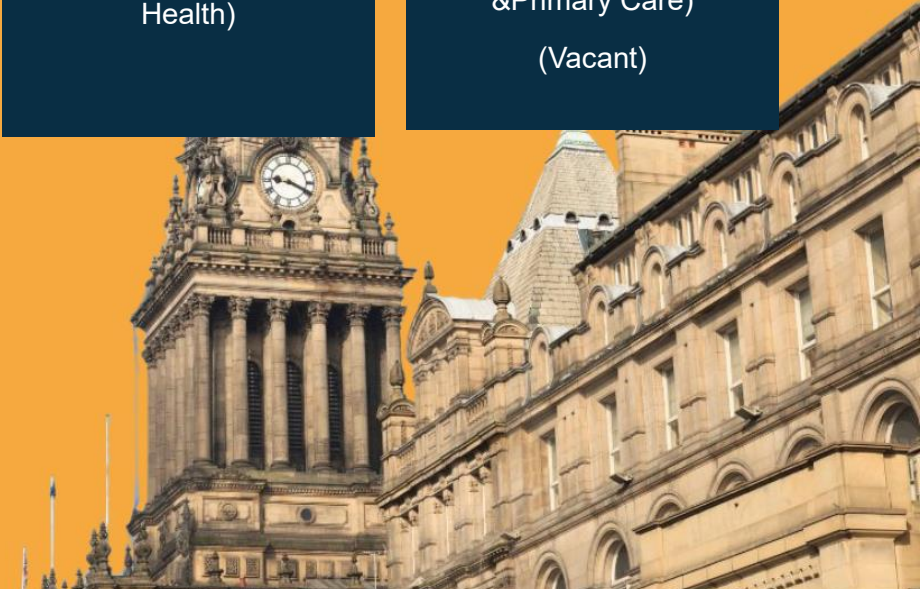
Deputy Director of Public Health - Chief Officer –
(Health Inequalities,
Ageing Well, Long Term
Conditions & Cancer)

Chief Officer - Consultant
in Public Health (Health
Protection & Sexual
Health)

Chief Officer - Consultant
in Public Health (Drugs,
Alcohol & Safer
Communities, Localities
& Primary Care)
(Vacant)

Chief Officer - Consultant
in Public Health (Healthy
Living & Public Mental
Health)

Chief Officer - Consultant
in Public Health (Children
& Families)



Leeds City Council Public Health

We want Leeds to be a healthy city for all ages and communities, where health inequalities are reduced, and all Leeds citizens have the opportunity to lead healthy lives.

Leeds City Council public health team works to protect & improve the health and wellbeing of all our communities. Some of our responsibilities are legally mandated, others reflect local health needs and priorities. We do this by providing a comprehensive range of public health measures across all areas of public health, working with a wide range of partners, including communities. Our work includes:

- Assessing the health of the population and evidence of what works to improve this.
- Commissioning, delivering, managing and influencing a wide range of public health services, programmes and interventions to improve health and reduce health inequalities.
- Measuring and evaluating performance and outcomes and sharing learning to inform future developments and decision making.

Our work goes beyond healthcare services to consider all factors influencing health and wellbeing. This includes the environments we are born into, live, learn, play, work, and grow old in.

Public Health was transferred to local government through the Health and Social Care Act 2012, which moved the responsibility and funding for an extensive range of public health services and functions from the NHS to councils in 2013. Some examples of these frontline public health services include drug and alcohol services, children's public health services, including health visiting and school nursing, sexual health services, infection prevention and control services, NHS Health Checks, community healthy living services, stop smoking and tobacco control, public mental health services including suicide prevention and bereavement support.

Public health is everyone's business. We work across the whole council and wider city to engage, support and strengthen the valuable contribution of many partners in creating positive conditions for health. The public health team is relatively small (currently around 80 people) and is led by registered public health professionals.

Public Health within Leeds City Council is led by the Director of Public Health, and each team is led by a Consultant in Public Health/Chief Officer, with a specific area of focus. These include:

- Deputy Director of Public Health and Chief Officer - Health Inequalities, Ageing Well, Long Term Conditions and Cancer
- Chief Officer/Consultant in Public Health - Healthy Living and Public Mental Health
- Chief Officer/Consultant in Public Health - Children and Families
- Chief Officer in Public Health - Health Protection and Sexual Health
- Chief Officer/Consultant in Public Health – Drugs, Alcohol & Safer Communities, Localities and Primary Care

Public Health in Leeds: What We Do

Core Programmes

Improving the health and wellbeing of children and young people

- Maternal health and wellbeing
- * Best Start in the first two years of life and infant mortality
- Early years healthy development and school readiness
- Health and wellbeing of school age children and young people

**Mandated services run through these: 0-5 Healthy Child Programme and the National Child Measurement Programme*

Improving and promoting good health and wellbeing of adults and preventing early death

- Early death from cardiovascular disease (*NHS Health Check), respiratory disease and cancer
- Tobacco control
- Mental health and wellbeing
- Healthy ageing
- Drugs and alcohol
- Healthy eating and physical activity
- Suicide and self-harm

Protecting health and wellbeing (*protect the health of the local population)

- Infection prevention and outbreak management
- Anti-microbial resistance
- Impact of air quality on health
- Coverage of vaccination and screening
- Sexual health (*sexually transmitted infections using testing and treatment and contraception)

Support partners to provide effective and equitable health and care services

- * Public Health advice to the NHS
- Population health management

Cross Cutting Programmes

Reducing health inequalities

- Tackling social, commercial, and wider determinants of health
- Targeted work with priority groups

Developing community health capacity and wider public health workforce

- Training and development programmes
- Local community health development

Improving the use of Public Health intelligence in decision making

- Health profiles
- Health needs assessment
- Data surveillance and community insight

***Mandatory functions**



RESOURCES:

- Learn more about the
- [Our benefits | Leeds](#)
- Our [Best City Ambition](#)
- Our [Health and Wellbeing Strategy](#) 2023 to 2030
- [Guidance notes on completing your application](#)

HOW DO I APPLY?

For more information or to arrange a discussion with our Director of Public Health, Victoria Eaton about the role, please contact victoria.eaton@leeds.gov.uk

To apply, please upload your CV and personal statement via [our job site](#)

Closing date: 31st July 2024

THANK YOU FOR CONSIDERING TEAM LEEDS.

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