



Democratic Support

Plymouth City Council
Civic Centre
Plymouth PL1 2AA

Please ask for Nicola Kirby
T 01752 304867
E nicola.kirby@plymouth.gov.uk
www.plymouth.gov.uk/democracy
Published 18 March 2014

APPOINTMENTS PANEL SUPPLEMENT PACK

Thursday 20 March 2014
9.30 am
Council House (Next to the Civic Centre), Plymouth

Members:

Councillor Evans, Chair
Councillor Peter Smith, Vice Chair
Councillors Mrs Bowyer, Jordan, Monahan, Parker and Penberthy.

Please find attached additional information for your consideration under agenda items 3 and 6.

Tracey Lee
Chief Executive

APPOINTMENTS PANEL

AGENDA

PART I – PUBLIC MEETING

3. MINUTES **(Pages 1 - 4)**

To confirm the minutes of the meeting held on 29 November 2013.

6. SENIOR MANAGEMENT RESTRUCTURE (E2) **(Pages 5 - 10)**

The Chief Executive will submit a report on the current position of the Senior Management Structure.

Appointments Panel

Friday 29 November 2013

PRESENT:

Councillor Evans, in the Chair.

Councillor Peter Smith, Vice Chair.

Councillors Mrs Foster, Michael Leaves, McDonald, Mrs Nicholson and Williams.

Also in attendance: Tracey Lee (Chief Executive), Donna Eunson (Human Resources Adviser) and Mark Grimley (Assistant Director for HR and Organisational Development).

External advisers (minute 54 refers): Dr Quentin Sandifer (Faculty of Public Health), Dr Jenny Harries (Public Health England) and Annette Berry (NEW Devon Clinical Commissioning Group).

Apologies for absence: Councillors Bowyer, Fry, Lowry and Nicholson.

The meeting started at 9.00 am and finished at 11.00 am.

Note: At a future meeting, the committee will consider the accuracy of these draft minutes, so they may be subject to change. Please check the minutes of that meeting to confirm whether these minutes have been amended.

46. **DECLARATIONS OF INTEREST**

There were no declarations of interest made by councillors in accordance with the code of conduct in relation to items under consideration at this meeting.

47. **MINUTES**

Agreed the minutes of the Appointment Panels held on 4 and 6 November 2013.

48. **CHAIR'S URGENT BUSINESS**

The Assistant Director for Human Resources and Organisational Development referred to a correction required to the minutes of the meeting of the Appointments Panel held on 10 October 2013, to correct an inaccuracy and with the consent of the Chair, the item was brought forward for urgent consideration, because of the need to record the decision relating to the Assistant Director for Environmental Services.

(See also minute 50 below)

49. **EXEMPT BUSINESS**

Agreed that under Section 100(A)(4) of the Local Government Act, 1972, the press and public are excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraph I of Part I of Schedule 12A of the Act, as amended by the Freedom of Information Act 2000.

50. **MINUTES OF THE MEETING HELD ON 10 OCTOBER 2013**

Further to minute 48 above, the Assistant Director for Human Resources and Organisational Development circulated a correction to the minutes of the meeting of the Appointments Panel held on 10 October 2013, together with additional information.

Agreed that the minutes of the meeting on 10 October 2013, approved and signed by the Chair at the meeting on 4 November 2013, are amended as follows in respect of minute 26 (2) to correct an inaccuracy subsequently discovered –

- (2) 'slots' and 'ringfences' are agreed as set out in the report with the exception of the proposed ringfence of the Assistant Director for Environmental Services and for the reasons stated in the paper, a statutory notice of redundancy is issued to the Assistant Director for Environmental Services.'

(Following a vote, the proposal was agreed by all those present at the Appointments Panel of 10 October 2013. Those who were not present abstained.

51. **ROLE PROFILE FOR THE STRATEGIC DIRECTOR FOR TRANSFORMATION AND CHANGE (EI)**

Members reviewed and agreed to the role profile for the new role of Strategic Director for Transformation and Change. No amendments were suggested or made.

52. **RECRUITMENT OF THE STRATEGIC DIRECTOR FOR TRANSFORMATION AND CHANGE (EI)**

Agreed to proceed to the recruitment process as a matter of urgency.

53. **SENIOR MANAGEMENT RESTRUCTURE CONSULTATION RESPONSES (EI)**

It was noted that no other or further responses had been made. Tracey Lee confirmed there were currently five posts vacant within the management structure, for which recruitment was to proceed through redeployment, internal and external process.

54. **APPOINTMENT OF A DIRECTOR OF PUBLIC HEALTH (EI)**

The Appointment Panel were joined by the external attendees for this item.

Agreed to appoint Dr Kelechi Nnoaham to the post of Director of Public Health.

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank