



**Democratic Support**

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## **CHIEF OFFICER APPOINTMENTS PANEL**

Friday 13 June 2014

2.30 pm

Frobisher Room, Council House (Next to the Civic Centre), Plymouth

**Members:**

Councillors Mrs Aspinall, Bowyer, Lowry, Nicholson, Mrs Pengelly, Peter Smith and Vincent.

*PLEASE FIND ATTACHED INFORMATION FOR CONSIDERATION UNDER AGENDA ITEM NOS. 5 AND 8.*

**Tracey Lee**

Chief Executive

## **CHIEF OFFICER APPOINTMENTS PANEL**

**5. MINUTES OF PREVIOUS MEETING (Pages 1 - 4)**

To sign and confirm as a correct record the minutes of the meeting held on 25 May 2014.

**8. ASSISTANT DIRECTOR FOR HUMAN RESOURCES,  
OCCUPATIONAL DEVELOPMENT AND ICT (EI) (Pages 5 - 24)**

To update members on arrangements relating to the post of the Assistant Director for Human Resources, Occupational Development and ICT.

## Chief Officer Appointments Panel

Thursday 15 May 2014

### PRESENT:

Councillor Penberthy, in the Chair.  
Councillor Mrs Aspinall, Vice Chair.  
Councillors Mrs Bowyer, Michael Leaves and Vincent.

Apologies for absence: Councillors Darcy and McDonald

Also in attendance: Anthony Payne (Strategic Director for Place) on behalf of the Chief Executive, Linda Torney, (Assistant Head of Legal Services and Deputy Monitoring Officer) and Bernadette Smith (Senior HR Adviser).

The meeting started at 2 pm and finished at 3.15 pm.

*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.*

### 108. APPOINTMENT OF CHAIR AND VICE CHAIR

Agreed that Councillor Penberthy is appointed Chair and Councillor Mrs Aspinall is appointed Vice Chair of this panel.

### 109. 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.

### 110. CHAIR'S URGENT BUSINESS

There were no items of Chair's urgent business.

### 111. MINUTES OF PREVIOUS MEETINGS

Agreed the minutes of the meetings held on 25<sup>th</sup> April am and 25<sup>th</sup> April pm, with the correction of the removal of the word "and" so that they read "Also in attendance: Anthony Payne (Strategic Director for Place) on behalf of the Chief Executive, Bernadette Smith (Senior HR Adviser)."

Agreed the minutes of the meetings held on 30 April and 9 May without amendments.

112. **INDEMNITY SCHEME FOR MEMBERS AND OFFICERS**

Members noted the content of the Plymouth City Council Indemnity Scheme for Members and Officers which had been approved on 9 May 2009 and were reminded of the circumstances when they could be indemnified if legal action was taken against them in the pursuance of their duties. The Scheme will be presented to Members of the Appointments Panel at regular intervals in the future.

113. **EXEMPT BUSINESS**

Agreed that under Section 100(A)(4) of the Local Government Act, 1972, the press and public be 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 1 of Part 1 of Schedule 12A of the Act, as amended by the Freedom of Information Act 2000.

114. **SENIOR MANAGEMENT RESTRUCTURE (EI)**

Members received an update on the Senior Management Restructure. They considered the steps taken within the process so far and unanimously agreed to proceed with the recruitment process and make recommendations in relation to appointments to the Head of Legal Services and Assistant Chief Executive.

Members noted that any unsuccessful candidates would take part in an established redundancy avoidance exercise. A further panel meeting may be required to confirm arrangements in respect of their employment status when this concluded. Members would be kept updated.

115. **HEAD OF LEGAL SERVICES (EI)**

Members were advised that as this was a redundancy avoidance process they should take into account all information available to them rather than relying solely on the outcome of any interview process.

The process also allowed for a period of redeployment for unsuccessful candidates where efforts to find suitable alternative employment would be made before the issue of any statutory notice period.

Members considered information provided in respect of candidates for this role.

Members unanimously decided to recommend the appointment of David Shepperd to this post without a trial period, subject to Cabinet Approval.

116. **ASSISTANT CHIEF EXECUTIVE (EI)**

Members were advised that as this was a redundancy avoidance process they should take into account all information available to them rather than relying solely on the outcome of any interview process.

The process also allowed for a period of redeployment for unsuccessful candidates where efforts to find suitable alternative employment would be made before the issue of any statutory notice period.

Members considered information provided in respect of candidates for this role.

Members unanimously decided to recommend the appointment of Giles Perritt to the post without a trial period, subject to Cabinet Approval.

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