



Democracy and Governance

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Chief Officer Appointments Panel – Supplement Pack

Friday 30 September 2022
10.00 am
Council House

Members:

Councillor Bingley, Chair

Councillors Drean, Mrs Aspinall, Evans OBE, Laing, Luggier and Mrs Pengelly.

Members are invited to attend the above meeting to consider the items of business overleaf.

For further information on attending Council meetings and how to engage in the democratic process please follow this link - <http://www.plymouth.gov.uk/accesstomeetings>

Tracey Lee

Chief Executive

Chief Officer Appointments Panel

3. Minutes (Pages 1 - 4)

The Panel will be asked to confirm the minutes of the meeting held on 23 September 2022.

7. Confidential Minutes (Pages 5 - 8)

The Panel will be asked to confirm the confidential minutes of the meeting held on 23 September 2022.

8. To deal with any business deferred from the last meeting: (Pages 9 - 36)

Chief Officer Appointments Panel

Friday 23 September 2022

PRESENT:

Councillor Bingley, in the Chair.

Councillors Mrs Aspinall, Evans OBE, Laing, Lugger, Dr Mahony and Mrs Pengelly.

Also in attendance: Tracey Lee (Chief Executive), Kim Brown (Service Director for HROD), Anthony Payne (Strategic Director for Place), Ross Jago (Head of Governance, Performance and Risk) and Jake Metcalfe (Democratic Advisor).

The meeting started at 10:00 and finished at 12:33.

Note: At a future meeting, the Panel 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.

9. **Declarations of Interest**

There were no declarations of interest.

10. **Chair's Urgent Business**

There were no items of urgent business.

11. **Minutes**

The minutes from 29 July 2022 were agreed as a true and accurate record.

12. **Children Services Senior Management Update**

Sharon Muldoon, Director of Childrens Services presented this item to members and highlighted the following key points:

Jean Kelly, Service Director for the Children, Young People and Families Service would be leaving the organisation on 20 October 2022. Ming Zhang, Service Director for Education, Participation and Skills had also submitted his resignation and would leave the service in November 2022.

Due to the challenges of the recruitment market , it was proposed that an interim would be sought for the Service Director for Education, Participation and Skills, whilst the permanent recruitment commenced. The duration of the interim arrangements would be determined by the outcome of the permanent recruitment process and if there was a successful candidate, that this may be subject to a 3 month notice period for their existing employment.

Members had been notified that there may be interest internally for the interim Service Director for Education, Participation and Skills. CVs will also be sought from

the council's preferred supplier for agency and interim placements. . Members would be updated at the Chief Officers Appointments Panel on 21 October of candidates for the role of Interim Service Director for Education, Participation and Skills.

The proposal for a Service Director for the Children, Young People and Families service would be to look for a permanent Service Director and not to use an executive search agency at this stage. The role will be advertised internally and on the council's recruitment page.

The Panel agreed to:

1. Note the commencement of activity for the recruitment of an interim Service Director for Education, Participation and Skills.
2. Commence the recruitment process for a permanent Service Director for Education, Participation and Skills.
3. Commence the activity for the recruitment of a permanent service Director for Children, Young People and Families Service.

13. **People Directorate Senior Management Update**

Kim Brown, Service Director for Human Resources and Organisational Development introduced the report to the Panel.

The Strategic Director for People had resigned and the Panel had given permission to go to the market and search for candidates for a permanent appointment. For the interim Strategic Director position expressions of interest were sought internally. This process has been completed and a candidate would be put forward to the Panel for consideration for the interim role which would be dealt with in part 2 of the meeting,

The recruitment to a permanent Strategic Director for People had commenced on 14 September and it was proposed to have candidates ready for the Panel on 25 November.

The Panel noted the content of the report.

14. **Exempt Business**

The Panel agreed to pass a resolution under Section 100(4) of the Local Government Act, 1972 to exclude the press and public from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 1, 2 and 4 of Part I of Schedule 12A of the Act, as amended by the Freedom of Information Act 2000.

15. **Senior Management remuneration**

Kim Brown, Service Director for Human Resource and Organisational Development and Anthony Payne, Strategic Director for Place presented this item to the Panel.

The Panel were presented with salary benchmarks and relevant documentation and agreed unanimously to the proposed remuneration of the Service Director for Street Services.

16. **Senior Management recruitment**

- a) Kim Brown, Service Director for Human Resources and Organisational Development advised the Panel that the candidate for the post of an Interim Section 151 Officer had not been available for this date and therefore the interview for the candidate would be deferred from this meeting to the next Chief Officers Appointments Panel on 30 September 2022.
- b) Members interviewed one candidate for the post of Interim Strategic Director for People. After interviewing the candidate, Members agreed to appoint Anna Coles to the post.

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The following relates to exempt or confidential matters (Para(s) 3 of Part 1, Schedule 12A of the Local Govt Act 1972). Any breach of confidentiality could prejudice the Council/person/body concerned & might amount to a breach of the councillors /employees codes of conduct.

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