



Oversight and Governance

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Chief Officer Appointments Panel – Supplement Pack

Friday 17 November 2023
10.00 am
Council House

Members:

Councillor Evans OBE, Chair

Councillors Aspinall, Mrs Beer, Blight, Darcy, Laing and Luggier.

Please find additional information enclosed in relation to item 3.

Tracey Lee

Chief Executive

Chief Officer Appointments Panel

3. Minutes

(Pages 1 - 6)

The Panel will be asked to confirm the minutes of the meeting held on 7th and 14th November 2023.

Chief Officer Appointments Panel**Tuesday 07 November 2023 and 09 November 2023****PRESENT:**

Councillor Laing, in the Chair.

Councillors Mrs Beer, Blight, Dann, Darcy, Lowry and Lugger.

The meeting started at 10:00 and finished at 13:30 on 7 November and was adjourned before being reconvened on 9 November at 13:30 and finished at 16:40.

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.

121. Apologies

Apologies were received from:

- Councillor Evans OBE, Councillor Lowry substituted
- Councillor Aspinall, Councillor Dann substituted

122. Declarations of Interest

Councillor Darcy declared a private interest as a result of his employment and did not take part in item 11, Recruitment to Head of Legal services.

123. Minutes

The minutes of the meeting held on 20 October 2023 were agreed as a true and accurate record.

124. Chair's Urgent Business

There were no items of urgent business.

125. Recruitment to Director of Resources/S151 Officer

Tracey Lee (Chief Executive) presented the report and the Panel agreed to:

1. Note the content of this report;
2. Undertake a recruitment process for the post of the role of Director of Resources/S151.

126. Recruitment to Head of Legal Services

Tracey Lee (Chief Executive) presented the report and the Panel agreed to:

1. Note the content of this report;

2. Undertake a recruitment process for the role of Head of Legal Services.

127. **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.

128. **Confidential Minutes**

The Panel agreed the confidential minutes of the meeting that took place on 20 October 2023.

129. **Update on the recruitment to the role of Service Director Education, Participation and Skills**

Tracey Lee (Chief Executive) and Annie Walker (HR Culture Partner) presented the report to the Panel.

The Panel agreed to:

1. Note the content of this report;
2. Undertake a recruitment process for the post of the role of Service Director for Education, Participation and Skills;
3. Agree the extension of the current interim post holder to end of January 2024.

130. **Recruitment to Director of Resources/S151 Officer**

Following an interview process, the Panel did not appoint a candidate to the position of Director of Resources (Section 151 Officer) and the selection process would restart.

(The meeting was adjourned and would reconvene on 9 November 2023 at 1.30pm to hear the final item, Recruitment to Head of Legal services)

131. **Recruitment to Head of Legal Services**

*(The meeting reconvened on 9 November 2023 at 1.30pm)
(Councillor Darcy did not return to the meeting due to a conflict of interest)*

Following an interview process the Panel agreed unanimously to appoint candidate Elizabeth Bryant to the post of Head of Legal services, subject to Cabinet and Full Council approval and the necessary pre-employment checks;

The Panel agreed to delegate the negotiation of salary terms to the Assistant Chief Executive.

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Chief Officer Appointments Panel

Tuesday 14 November 2023

PRESENT:

Councillor Evans OBE, in the Chair.

Councillors Aspinall, Mrs Beer, Blight, Cresswell, Darcy and Salmon.

Also in attendance: Tracey Lee (Chief Executive), Pamela Moffat (Interim Service Director for HROD), Simon Ray (Chief Executive Hampton Resourcing) and Jake Metcalfe (Democratic Advisor).

The meeting started at 10.03 am and finished at 1.30 pm.

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.

132. **Apologies**

Apologies were received from:

- Councillor Laing, Councillor Cresswell substituted
- Councillor Luggier, Councillor Salmon substituted

133. **Declarations of Interest**

There were no declarations of interest.

134. **Chair's Urgent Business**

There were no items of urgent business.

135. **Recruitment to Director of Children's Services**

Tracey Lee (Chief Executive) introduced the report and the Committee agreed to:

1. Note the content of this report;
2. Undertake a recruitment process for the post of the role of Director of Children's Services.

136. **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.

137. **Recruitment to Director of Children's Services**

Tracey Lee (Chief Executive) and Pamela Moffat (Interim Service Director for HROD) presented the report to the Panel.

Following an interview process, the Panel agreed to appoint David Haley to the position of Director for Children's Services subject to Cabinet Member and the necessary pre-employment checks. The Panel agreed to delegate the negotiation of terms and conditions to Tracey Lee (Chief Executive) and Pamela Moffat (Interim Service Director for HROD).