



Oversight and Governance

Plymouth City Council
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Chief Officer Appointments Panel

Wednesday 14 August 2024
4.00 pm
Council House

Members:

Councillor Evans OBE, Chair
Councillors Aspinall, Mrs Beer, Blight, Laing, Lugger and Stephens.

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

For further information on webcasting, attending Council meetings and how to engage in the democratic process please follow this link - [Get Involved](#)

Tracey Lee
Chief Executive

Chief Officer Appointments Panel

- 4. Recruitment to the role of Strategic Director for Adults, Health and Communities: (Pages 1 - 6)**
- 6. Recruitment to the role of Strategic Director for Adults, Health and Communities: (Pages 7 - 58)**

Chief Officer Appointments Panel



Date of meeting:	14 August 2024
Title of Report:	Recruitment to the role of Strategic Director for Adults, Health and Communities
Lead Member:	Councillor Mrs Mary Aspinall (Cabinet Member for Health and Adult Social Care)
Lead Strategic Director:	Tracey Lee (Chief Executive)
Author:	Chris Squire (Service Director HR-OD)
Contact Email:	Tracey.lee@plymouth.gov.uk
Your Reference:	Click here to enter text.
Key Decision:	No
Confidentiality:	Part I - Official

Purpose of Report

This report highlights the request for Members to undertake a formal interview for the post of Strategic Director for Adults, Health and Communities.

Recommendations and Reasons

It is recommended that the Chief Officer Appointments Panel

1. Notes the content of this report.
2. Undertakes a formal interview for the role of Strategic Director for Adults, Health and Communities.

Alternative options considered and rejected

The recommendation follows consideration of a number of options including:

- re-advertising the role for permanent recruitment
- advertising for an external interim consultant
- continuing to fill the role through existing acting up arrangements, or
- further exploring the suitability of an existing candidate who was previously interviewed for this role. . This is a key post on the Council's Management Team with responsibility for a number of statutory activities around the protection of some of the City's most vulnerable people and which is best served by a dedicated permanent appointment. The recommendation is therefore to further explore the suitability of an existing candidate for the permanent role.

Relevance to the Corporate Plan and/or the Plymouth Plan

The Corporate Plan outlines the strategic direction of the Council. Recommendations within this report align to the current Plymouth City Council Corporate Plan

Implications for the Medium Term Financial Plan and Resource Implications:

The Strategic Director for Adults, Health and Communities is a permanent role on the Council's Management Team structure, with established budget contained within the Medium Term Financial Plan

Financial Risks

The Strategic Director for Adults Health and Communities is a permanent role with established budget contained within the Medium Financial Plan.

Carbon Footprint (Environmental) Implications:

It is the responsibility of all senior officers to ensure we develop and deliver our plans for both ensuring the Council is carbon neutral by 2030 and leading the City in carbon reduction.

Other Implications: e.g. Health and Safety, Risk Management, Child Poverty:

** When considering these proposals members have a responsibility to ensure they give due regard to the Council's duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equalities Act and those who do not.*

All recruitment and selection processes will be undertaken with reference to Plymouth City Council's established procedures and relevant legislation.

Appendices

**Add rows as required to box below*

Ref.	Title of Appendix	Exemption Paragraph Number (if applicable) <i>If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.</i>						
		1	2	3	4	5	6	7
A	Briefing report title							
B	Equalities Impact Assessment (if applicable)							
C	Climate Impact Assessment (if applicable)							

Background papers:

**Add rows as required to box below*

Please list all unpublished, background papers relevant to the decision in the table below. Background papers are unpublished works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based.

Title of any background paper(s)	Exemption Paragraph Number (if applicable) <i>If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.</i>						
	1	2	3	4	5	6	7

Sign off:

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Originating Senior Leadership Team member: Tracey Lee (Chief Executive)

Please confirm the Strategic Director(s) has agreed the report?

Date agreed: 08.08.2024.

Cabinet Member approval: *[electronic signature (or typed name and statement of 'approved by email/verbally')]* Cllr Aspinall approved by email

Date approved: 07.08.2024

I. INTRODUCTION

The Local Authorities (Standing Orders) Regulations 1993 prescribe a number of actions when recruitment to a Chief Officer post is required. The definition of 'Chief Officer' for the purposes of these regulations refers to:

- The Head of Paid Service,
- The Monitoring Officer,
- The Section 151 Officer,
- A statutory Chief Officer (as defined by section 2(6) of the 1989 Act) and
- Non-statutory Chief Officers as defined by section 2(7) of the 1989 Act (which essentially include officers who report directly to the head of paid service): regulation 1(2) of the 1993 Regulations.
- A Deputy Chief Officer (those reporting to a Chief Officer)

There are a number of defined activities that must be undertaken, including:

- The creation of a document clearly stating the duties of the officer, what qualifications, experience and skills they will need to undertake the role (the role profile).
- Making 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 to apply for it.
- Providing a copy of the role profile to any person requesting this.

Once advertised as above, authorities will either interview all those who are qualified to undertake the role or select a short list of qualified applicants. If there are no qualified applicants, the local authority will then make further arrangements.

2. CHIEF OFFICER APPOINTMENTS PANEL DELEGATED FUNCTIONS

Council has delegated the function of interviewing candidates to the Chief Officer Appointments Panel, (COAP). COAP acts with the delegated authority of the Council to appoint to Chief Officer roles where the law prohibits the Head of Paid Service from making the appointment but allows full Council to delegate the responsibility.

3. BACKGROUND

As highlighted in the reports of 16 February 2024 and 28 June 2024, the Strategic Director for Adults, Health and Communities is a key role within Plymouth City Council, not only as a member of the Council's Management Team, but by virtue of the statutory role as the Director of Adult Social Services, (DASS). There is statutory guidance which instructs local authorities about arrangements for establishing a (DASS) post, pursuant to the Children Act 2004 (which amended the Local Authority Social Services Act 1970). The creation of the 'Director of Adult Social Services' post, alongside the Director of Children's Services, is intended to ensure that all the social care needs of local communities are given equal emphasis and are managed in a co-ordinated way through joint strategic needs assessment and joint planning.

4. PERMANENT RECRUITMENT UPDATE.

Following approval by the Chief Officer Appointments Panel in February 2024, an executive search partner was engaged, with a number of candidates subsequently being presented for consideration. Four candidates were invited to an assessment centre on Friday 7 June 2024 with two candidates being invited to the Chief Officer Appointments Panel on 28 June 2024.

While one candidate was offered the role, this was subsequently declined for personal reasons. The Chief Officer Appointments Panel consequently requested that other options be considered. As highlighted above a number of options were considered including re-advertising the role for permanent recruitment, advertising the role on an interim basis (pending recruitment to the role), continuing with the current acting up arrangements or to further explore the suitability of the second candidate who was originally invited to the Chief Officer Appointments Panel on 28 June 2024. The recommendation is that the Panel re-interview the second candidate to further consider their suitability for this role.

A supplementary pack, containing the candidate's CV and supporting statement will be forwarded to the Panel prior to the Chief Officers Appointment Panel scheduled for 14 August 2024.

5. FINANCIAL INFORMATION

The permanent role is currently a Band 2 Chief Officer within the chief officer pay and grading structure and the salary is currently within the range of £140,343 - £168,002.

6. RECOMMENDATIONS

It is recommended that the Appointments Panel:

1. Note the content of this report.
2. Undertake a formal interview for the role of Strategic Director for Adults, Health and Communities.

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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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