



Democracy and Governance

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Chief Officer Appointments Panel

Friday 9 September 2022
10.00 am
Council House

Members:

Councillor Bingley, Chair
Councillors Mrs Aspinall, Evans OBE, Laing, Luggier and Mrs Pengelly.

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

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Tracey Lee
Chief Executive

Chief Officer Appointments Panel

Agenda

1. Apologies

To receive apologies for non-attendance submitted by Panel Members.

2. Declarations of Interest

Members will be asked to make any declarations of interest in respect of items on the agenda.

3. Chair's Urgent Business

To receive reports on business which, in the opinion of the Chair, should be brought forward for urgent consideration.

4. Minutes

(Pages 1 - 2)

The Panel will be asked to confirm the minutes of the meeting held on 29 July 2022.

5. Children Services Senior Management Update (to follow)

6. People Directorate Senior Management Update (to follow)

7. Exempt Business

To consider passing 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.

Part II (Private Meeting)

Agenda

Members of the Public to Note

That under the law, the Panel is entitled to consider certain items in private. Members of the public will be asked to leave the meeting when such items are discussed.

8. Senior Management remuneration (to follow)

9. Senior Management recruitment (to follow)

Chief Officer Appointments Panel**Friday 29 July 2022****PRESENT:**

Councillor Bingley, in the Chair.

Councillors Mrs Aspinall, Laing, Luggar, Dr Mahony and Mrs Pengelly.

Apologies for absence: Councillors Evans OBE

Also in attendance: Tracey Lee (Chief Executive), Kim Brown (Service Director for HROD), Emma Jackman (Monitoring Officer), Andy Ralphs (Strategic Director of Customer and Corporate Services) & Jake Metcalfe (Democratic Advisor)

The meeting started at 10.00 am and finished at 10.25 am.

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.

1. Declarations of Interest

There were no declarations of interest.

2. Minutes

The minutes of the meeting held on 29 April and 3 May 2022 were **agreed** as a true and accurate record.

3. Chair's Urgent Business

There were no items of urgent business from the Chair.

4. City Council Recruitment & Staffing – Responsibilities

Tracey Lee (Chief Executive) and Emma Jackman (Head of Legal Services and Monitoring Officer) presented the report to Members of the Panel.

The Panel noted the report.

5. Authorisation to recruit Service Director for Finance, Section 151 officer

Andy Ralphs (Strategic Director of Customer and Corporate Services) presented the report to the Panel and members discussed:

Brendan Arnold would be leaving Plymouth City Council as Section 151 Officer on 3 October 2022. Of the two Deputy Section 151 officers, one had expressed an interest in an interim role, this arrangement would be sought for approval at a Chief

Officers Appointments Panel in September before going to Full Council for final approval.

The Panel were advised that nationally three to four recruitment processes were underway for a Section 151 officers with those pool of applicants having been engaged during those processes. Therefore the interim arrangement would be beneficial for the Council with the start time of the permanent Section 151 officer starting at the end point of the interim arrangement.

The Panel were advised that the day rate of an agency Section 151 officer would be £1200 a day with an agency fee on top for approximately 5-10%. Having an internal interim arrangement would alleviate those costs to the Council whilst the recruitment to the permanent post is undertaken.

Panel agreed to:-

1. Approve the commencement of activity, including the procurement of an executive search agency, for the recruitment of a permanent Service Director for Finance.
2. Note the draft timetable.

6. **People Directorate Senior Management Update**

Tracey Lee (Chief Executive) presented the report to the Panel and confirmed that Craig McArdle would be leaving the post of Strategic Director for People on 21 October 2022.

The Panel agreed to:-

1. Approve the commencement of activity, including the procurement of an executive search agency, for the recruitment of a permanent Strategic Director for People.
2. Approve the proposal to seek candidates for the role of interim Strategic Director for People

7. **Exempt Business**

Agreed that under Section 100(4) of the local Government Act 1972, to exclude the press and public from meeting for the following item of business on the grounds that involves the likely disclosure of exempt information as defined in paragraphs 1, 2 and 4 Part 1 of Schedule 12A of the Act, as amended by the Freedom of Information Act 2000.

8. **Minutes**

The Panel agreed the confidential minutes from 29 April and 3 May 2022.