



**Oversight and Governance**

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Published 07 November 2024

## Chief Officer Appointments Panel

Friday 15 November 2024  
10.00 am  
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**

### **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. Minutes (Pages 1 - 2)**

The Panel will be asked to confirm the minutes of the meeting held on 20 September 2024.

### **4. Chair's Urgent Business**

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

### **5. Recruitment to the role of Chief Operating Officer: (To Follow)**

### **6. 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.

### **7. Confidential Minutes (Pages 3 - 4)**

The Panel will be asked to confirm the confidential minutes of the meeting held on 20 September 2024.

### **8. Recruitment to the role of Chief Operating Officer: (To Follow)**

**Chief Officer Appointments Panel****Friday 20 September 2024****PRESENT:**

Councillor Evans OBE, in the Chair.

Councillors Aspinall, Mrs Beer, Blight, Lowry (Substituting), Luggar and Stephens.

Also in attendance: Tracey Lee (Chief Executive), Chris Squire (Service Director for HROD) and Jake Metcalfe (Democratic Advisor).

The meeting started at 1.00 pm and finished at 6.00 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.*

**10. Apologies**

There were apologies from Councillor Laing, Councillor Lowry substituted.

**11. Declarations of Interest**

There were no declarations of interest.

**12. Minutes**

The minutes of the meetings that took place on 14 and 16 August 2024, were agreed as a true and accurate record.

**13. Chair's Urgent Business**

There were no items of chairs urgent business.

**14. Recruitment to the role of Service Director for Finance**

Tracey Lee (Chief Executive) presented the report to the Panel.

The Panel unanimously agreed to:

1. Note the content of the report;
2. Undertake formal interviews for the role of Service Director for Finance.

**15. Recruitment to the role of Interim Chief Operating Officer**

Tracey Lee (Chief Executive) presented the report to the Panel and highlighted the following key points:

- a) The Panel previously interviewed for the permanent role of Chief Operating Officer and agreed to appoint a candidate. This Candidate subsequently attended another meeting of the Panel for an interview and was appointed to the post of Strategic Director for Adults, Health and Communities;
- b) The Council asked the recruitment agency to re-start the process to find a permanent candidate for the post, but would look to appoint an interim candidate, should the Panel agree.

The Panel unanimously agreed to:

1. Note the content of the report;
2. Undertake formal interviews for the role of Interim Chief Operating Officer.

16. **Exempt Business**

The Panel agreed to pass 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.

17. **Confidential Minutes**

The Panel agreed the confidential minutes of the meeting held on 14 and 16 August 2024 as a true and accurate record.

18. **Recruitment to the role of Service Director for Finance**

Following an interview process, the Panel agreed to appoint candidate Ian Trisk-Grove to the position of Service Director for Finance, subject to Cabinet agreement and the necessary pre-employment checks.

19. **Recruitment to the role of Interim Chief Operating Officer**

Following an interview process, the Panel agreed to appoint candidate Jens Gemmel to the position of Interim Chief Operating Officer, subject to Cabinet agreement.

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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