



Oversight and Governance

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Chief Officer Appointments Panel

Friday 13 December 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.

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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 15 November 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 of a Chief 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 - 6)**

The Panel will be asked to confirm the minutes of the meeting held on 15 November 2024.

8. **Recruitment of a Chief Officer:** **(To Follow)**

Chief Officer Appointments Panel

Friday 15 November 2024

PRESENT:

Councillor Evans OBE, in the Chair.

Councillors Aspinall, Mrs Beer, Blight, Dann (substituting), Luggier and Stephens.

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

The meeting started at 10.00 am and finished at 10.22 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.

20. **Apologies**

There were apologies received from Councillor Laing, Councillor Dann substituted.

21. **Declarations of Interest**

There were no declarations of interest.

22. **Minutes**

The minutes of the meeting that took place on 20 September 2024 were agreed as a true and accurate record.

23. **Recruitment to the role of Chief Operating Officer**

Chris Squire (Service Director for HROD) provided a verbal report to the Panel and highlighted the following key points:

- a) The Panel previously interviewed to the post where an offer was made, but the post was not filled;
- b) The Panel agreed to appoint an interim candidate, Jens Gemmel to the post for a period of six months with the option to extend to nine months;
- c) The council began a search for a permanent candidate for the role and three went forward to the assessment centre. There were no candidates suitable to proceed to the Panel for interview.

The Panel agreed to note the verbal report.

24. 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.

25. Chair's Urgent Business

(The Panel agreed to re-order this item to item 7)

(Please note there is a confidential minute to this item)

Chris Squire (Service Director for HROD) presented the report to the Board and advised that the Service Director for Education, Participation and Skills provided their formal resignation.

The Panel agreed to:

1. Note the content of the report;
2. Undertake a process to request that a current employee from the Children's Services Directorate acts-up into the post;
3. Dependent on point two, commence a recruitment process for the post of Interim Service Director for Education, Participation and Skills.

26. Confidential Minutes

The confidential minutes of the meeting that took place on 20 September 2024 were agreed as a true and accurate record.

27. Recruitment to the role of Chief Operating Officer

(Please note that there is a confidential minute to this item)

Following discussions the Panel agreed to:

1. Delegate salary discussions to the Chief Executive and Service Director for HROD in consultation with the Leader of the Council and Leader of the Opposition Group if required for the Chief Operating Officer role;

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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