

Chief Officer Appointments Panel

Friday 14 February 2025

PRESENT:

Councillor Evans OBE, in the Chair.

Councillors Mrs Beer, Blight, Briars-Delve, Coker, Stephens and Ms Watkin.

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

The meeting started at 11.00 am and finished at 1.00 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.

1. **Apologies**

There were apologies from:

- Councillor Laing, Councillor Coker substituted
- Councillor Aspinall, Councillor Briars-Delve substituted
- Councillor Lugger, Councillor Ms Watkin substituted

2. **Declarations of Interest**

There were no declarations of interest.

3. **Minutes**

The minutes of the meeting that took place on 13 December 2024 were agreed as a true and accurate record.

4. **Chair's Urgent Business**

There were no items of Chairs urgent business.

5. **Recruitment to new role of Service Director for Adult Social Care**

Chris Squire (Service Director for HROD) presented the report to the Board and highlighted the following key points:

- a) A new post was being proposed within the chief officer structure which would report into the Strategic Director for Adults, Health and Communities post;
- b) The role would replace the role of Head of Adult Social Care and Retained

Functions;

- c) The Service Director role being proposed would handle one of the largest budgets of the Council and was essential in the planning of Health and Social Care planning in the city;
- d) A report would be taken to a meeting of Council for agreement.

The Panel agreed unanimously to:

- 1. Note the role profile for Service Director for Adult Social Care;
- 2. Approve the independent job evaluation of the role, procurement of an executive search agency, and preparation of recruitment materials for the recruitment of a permanent Service Director for Adult Social Care, subject to approval of the role by Full Council;
- 3. Note the indicative timeline for the creation and recruitment to this role.

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

Chris Squire (Service Director for HROD) presented the report to the Board and highlighted the following key points:

- a) The Council had previously made two attempts to recruit for a Director of Resources role which were unsuccessful. The role covered the Section 151 responsibilities, but following feedback from the market, it was agreed to remove that delegation due to the difficulties in recruiting to the position;
- b) Subsequent to feedback from the market around removing the Section 151 responsibilities and the creating a Chief Operating Officer role. The Panel offered the role to a suitable candidate, who secured another chief officer post with Plymouth City Council;
- c) The Chief Operating Officer role was being covered in the interim by Jens Gemmel who had a positive impact of the organisation, but would not continue in the role on a permanent basis and the agreed contract length was coming to an end;
- d) The Panel were therefore being asked to agree to start the search for a permanent Chief Operating Officer, but would use a different search agency to search outside of local government.

The Panel agreed unanimously to:

- 1. Note the content of this report;
- 2. Agree to undertake a permanent recruitment process for the post of Chief Operating Officer;

3. Approve the procurement of an executive search agency, for the recruitment of a permanent Chief Operating Officer.

7. **Recruitment to the role of Strategic Director for Growth (To Follow)**

Chris Squire (Service Director HROD) presented the report to the Panel

The Panel agreed to:

1. Note the content of this report.
2. Undertake formal interviews for the post of the role of Strategic Director for Growth.

8. **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 involved 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.

9. **Confidential Minutes**

The confidential minutes from 13 December 2024 were agreed as a true and accurate record.

10. **Recruitment to new role of Service Director for Adult Social Care**

This item was not discussed under part 2 of the meeting and was covered in part 1)

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

(This item was not discussed and was covered in part 1 of the meeting)

12. **Recruitment to the role of Strategic Director for Growth**

Following an interview process, the Panel unanimously agreed to offer the role of Strategic Director for Growth to Glenn Caplin-Grey, subject to Cabinet approval and the necessary pre-employment checks.