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COUNCIL OF THE YEAR



Barry Keel
Chief Executive

Plymouth City Council
Civic Centre
Plymouth PL1 2AA

www.plymouth.gov.uk/democracy

Date: 15 November 2011

Please ask for: Nicola Kirby, Senior Democratic Support Officer (Cabinet)
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APPOINTMENTS PANEL

Date: Wednesday 23 November 2011

Time: 9am

Venue: Council House

Members:

Councillors Ball, Bowyer, Evans, Fry, Lowry, Mrs Pengelly and Peter Smith.

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

Members and officers are requested to sign the attendance list at the meeting.

Please note that unless the chair of the meeting agrees, mobile phones should be switched off and speech, video and photographic equipment should not be used in meetings.

Barry Keel
Chief Executive

APPOINTMENTS PANEL

AGENDA

PART I – PUBLIC MEETING

1. APPOINTMENT OF CHAIR AND VICE CHAIR

The Panel will appoint a Chair and Vice-Chair for this meeting.

2. APOLOGIES

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

3. DECLARATIONS OF INTEREST

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

4. MINUTES

(Pages 1 - 2)

The Panel will be asked to confirm the minutes of the meeting on 2 November 2011.

5. CHAIR'S URGENT BUSINESS

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

6. EXEMPT BUSINESS

To consider passing a resolution under Section 100A(4) of the Local Government Act 1972 to exclude the press and public from the meeting for the following item(s) of business on the grounds that it (they) involve the likely disclosure of exempt information as defined in paragraph(s) 1 of Part 1 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. APPOINTMENT OF THE DIRECTOR OF STRATEGIC RESOURCES (EI) (Pages 3 - 28)

Panel Members will be asked to appoint the Director of Strategic Resources.

8. APPOINTMENT OF DIRECTOR OF PLACE (EI) (Pages 29 - 54)

Panel Members will be asked to appoint the Director of Place.

9. APPOINTMENT OF THE DIRECTOR OF PEOPLE (EI) (Pages 55 - 82)

Panel Members will be asked to appoint the Director of People.

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Appointments Panel

Wednesday 2 November 2011

PRESENT:

Councillor Mrs Pengelly, in the Chair.
Councillor Fry, Vice Chair.
Councillors Ball, Bowyer, Evans, Lowry and Wildy.

Apology for absence: Councillor Peter Smith

Also in attendance: Barry Keel (Chief Executive) and Mark Grimley (Assistant Director for Human Resources and Organisational Development).

The meeting started at 1.30 pm and finished at 3.10 pm.

Note: At a future meeting, the committee 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.

12. APPOINTMENT OF CHAIR AND VICE CHAIR

Agreed that Councillor Mrs Pengelly is appointed Chair and Councillor Fry is appointed Vice Chair for this particular meeting.

13. DECLARATIONS OF INTEREST

There were no declarations of interest made by councillors in accordance with the code of conduct.

14. CHAIR'S URGENT BUSINESS

There were no items of Chair's urgent business.

15. EXEMPT BUSINESS

Agreed that under Section 100A(4) of the Local Government Act 1972 the press and public are excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 1 of Part 1 of Schedule 12A of the Act, as amended by the Freedom of Information Act 2000.

16. SENIOR MANAGEMENT STRUCTURES: REDUNDANCIES

The Assistant Director for Human Resources and Organisational Development submitted a report on the senior management structure, redundancies.

Agreed that the recommendations as outlined in the report are approved.

17. **SENIOR MANAGEMENT STRUCTURES: PROCESS AND DECISIONS**

The Assistant Director for Human Resources and Organisational Development submitted a report on the senior management structures, process and decisions.

Agreed that –

- (1) the recommendations outlined in the report are approved subject to the amendments agreed at the meeting;
- (2) the presentation topics as outlined in the report are approved subject to the amendments agreed at the meeting;
- (3) the questions for the interviews will be determined on the day of the interviews.

Note of the Monitoring Officer:

Where the Council proposes to appoint a chief officer and it is not proposed that the appointment be made exclusively from among existing officers, the Council has to draw up a statement specifying the duties of the officer concerned and any qualifications or qualities to be sought in the person to be appointed. In addition, the post must be advertised in such a way as is likely to bring it to the attention of persons who are qualified to apply for it.

As the Council is, at this stage, seeking to appoint from among existing officers, in line with normal practise and Council policy the external advertisement is not required.

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