



Democratic Support

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CHIEF OFFICER APPOINTMENTS PANEL

Tuesday 6 October 2015
8.45 am
Warspite Room, Council House

Members:

Councillor Evans, Chair

Councillors Mrs Aspinall, Mrs Beer, Bowyer, Lowry, Mrs Pengelly, Smith and Jon Taylor.

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

PART I – PUBLIC MEETING

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 16 September 2015.

5. 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 of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraphs 1 and 2 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.

6. APPOINTMENT OF THE HEAD OF TRANSFORMATION PROGRAMME (E1 AND E2) (Pages 3 - 74)

Members will be asked to appoint the Head of Transformation Programme.

Chief Officer Appointments Panel

Wednesday 16 September 2015

PRESENT:

Councillor Evans, in the Chair.

Councillors Mrs Aspinall, Bowyer, Philippa Davey (substitute for Councillor Lowry), Downie (substitute for Councillor Mrs Beer), Mrs Pengelly and Smith.

Apologies for absence: Councillors Mrs Beer and Lowry.

Also in attendance: Lesa Annear (Strategic Director for Transformation and Change), Annie Walker (Senior HR Adviser) and Helen Wright (Democratic Support Officer) (part of the meeting).

The meeting started at 8.45 am and finished at 12.25 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.

23. **DECLARATIONS OF INTEREST**

There were no declarations of interest made by councillors in accordance with the code of conduct in relation to items under consideration at this meeting.

24. **CHAIR'S URGENT BUSINESS**

There were no items of Chair's urgent business.

25. **MINUTES**

The minutes of the meetings held on 17 and 29 July 2015 are confirmed as a correct record.

(The Democratic Support Officer left the meeting)

26. **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 item of business on the ground that it involves the likely disclosure of exempt information as defined in paragraphs 1 and 2 of Part 1 of Schedule 12A of the Act, as amended by the Freedom of Information Act 2000.

27. **APPOINTMENT OF THE ASSISTANT DIRECTOR FOR HUMAN RESOURCES AND ORGANISATIONAL DEVELOPMENT (E1 AND E2)**

The Panel considered the report of the Strategic Director for Transformation and Change and the information folders available at the meeting (which contained the role profile of the Assistant Director for Human Resources and Organisational Development, the Plymouth City Council Human Resources and Organisational Development Recruitment and Selection Policy and candidates' applications).

The Strategic Director for Transformation and Change advised Members of the outcome of the Assessment Centre process which included each candidate undertaking a written assessment, a technical interview, discussion with senior managers and an interview with the Chief Executive.

Members interviewed three candidates for the post of Assistant Director for Human Resources and Organisational Development and considered each candidate on merit.

The Panel agreed that Dawn Auger is appointed to the post of Assistant Director for Human Resources and Organisational Development (subject to references and other pre-employment checks).

By virtue of paragraph(s) 1, 2 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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