



**Democratic Support**

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## Chief Officer Appointments Panel

Tuesday 19 April 2016  
10.30 am  
Council House, Plymouth

**Members:**

Councillors Mrs Aspinall, Mrs Beer, Coker (substitute for Councillor Lowry), Mrs Pengelly, Ricketts (substitute for Councillor Bowyer), Smith and Vincent (substitute for Councillor Evans).

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. Appointment of Chair

The Panel will appoint a Chair for this meeting.

#### 2. Apologies

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

#### 3. Declarations of Interest

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 meeting held on 15 March 2016.

#### 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 items of business on the grounds that they involve 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.

#### 7. Appointment of the Assistant Director for Street Services (Pages 3 - 154)

Members will be asked to appoint the Assistant Director for Street Services.



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## Chief Officer Appointments Panel

Tuesday 15 March 2016

### PRESENT:

Councillor Vincent (substitute for Councillor Lowry) in the Chair.  
Councillors Mrs Aspinall and Mrs Beer.

Apologies for absence: Councillors Bowyer, Coker (substitute for Councillor Evans), Evans, Lowry, Mrs Pengelly and Smith.

Also in attendance: Anthony Payne (Strategic Director for Place), Bernadette Smith (Senior HR Adviser) and Helen Wright (Democratic Support Officer)

The meeting started at 11.00 am and finished at 11.10 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.*

37. **Appointment of Chair**

Agreed that Councillor Vincent is appointed Chair for this particular meeting.

38. **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.

39. **Minutes**

The Panel agreed that the minutes of the meeting held 6 and 20 October 2015 are confirmed as a correct record.

40. **Chair's Urgent Business**

There are no items of Chair's urgent business.

41. **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 grounds it they involve the likely disclosure of exempt information as defined in paragraphs 1 and 2 of Part I of Schedule 12A of the Act, as amended by the Freedom of Information Act 2000.

42. **Assistant Director for Street Services - An Update on Arrangements for Interim Cover**

Anthony Payne, Strategic Director for Place submitted an update report relating to the changes in the interim cover arrangements for the Assistant Director of Street Services.

The Panel agreed -

- (1) the change to the employment arrangements as set in the report;
- (2) the approach to ensuring continuity for the Highways Project and of the Street Services Portfolio pending the appointment and successful induction of a new permanent Assistant Director for Street Services;
- (3) to receive a further and separate verbal update relating to the permanent recruitment process (minute 43 refers).

43. **Update on the Recruitment Process for the Permanent Position of Assistant Director for Street Services (Verbal)**

Anthony Payne, Strategic Director for Place, provided a verbal update on the recruitment process for the permanent position of Assistant Director for Street Services which highlighted the following -

- the closing date for applications for the post was 31 March 2016;
- Members would be provided with feedback from the Assessment Centre on 18 April 2016;
- a Chief Officer Appointments Panel had been set up for 19 April 2016.

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of the Local Government Act 1972.

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