



Democratic Support

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Published 14 September 2016

Chief Officer Appointments Panel

Friday 23 September 2016
9.30 am
Council House, Plymouth

Members:

Councillor Mrs Beer, Chair.

Councillors Bowyer, Sam Leaves, Lowry, McDonald (substitute for Councillor Evans), Mrs Pengelly and Jon Taylor (substitute for Councillor Smith).

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

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 - 4)

To confirm the minutes of the meeting held on 25 August 2016.

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. 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 it involves 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.

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. Update on Recruitment Proposal for a Permanent Director of Public Health **(Pages 5 - 42)**

The Panel will receive an update on the recruitment proposal for a permanent Director of Public Health.

7. People Directorate Senior Management Update

The committee will receive a verbal update on the People Directorate senior management role profiles.

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Chief Officer Appointments Panel**Thursday 25 August 2016****PRESENT:**

Councillor Mrs Beer, in the Chair.

Councillors Bowyer, Evans, Jordan (Substitute for Councillor Sam Leaves), Lowry, Mrs Pengelly and Smith.

Apology for absence: Councillor Sam Leaves

Also in attendance: Lesa Annear (Strategic Director for Transformation and Change), (Dawn Aunger (Assistant Director for HR and OD), Tracey Lee (Chief Executive), Bernadette Smith (Senior HROD Business Partner) HR Advisor) and Helen Wright (Democratic Support Officer)

The meeting started at 2pm and finished at 3.30pm.

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. 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.

2. Minutes

The Panel agreed that the minutes of the meeting held on 19 April 2016 are confirmed as a correct record.

3. Chair's Urgent Business

There were no items of Chair's urgent business.

4. Exempt Business

Agreed that 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 I of Schedule 12A of the Act, as amended by the Freedom of Information Act 2000.

5. **Appointment of an Interim Director of Public Health and Update on Recruitment Proposal for a Permanent Director**

Tracey Lee (Chief Executive) submitted a report on the appointment of an interim Director of Public Health and an update on a recruitment proposal for a permanent Director.

The Panel agreed to –

- (1) appoint an interim Director of Public Health and to undertake a formal process and decide whether to recommend an appointment to this role, subject to approval by Cabinet;
- (2) note progress on the recruitment of a permanent Director of Public Health.

Following the Panel's agreement to undertake a formal process, Members interviewed one candidate for the post of Interim Director of Public Health.

The Panel agreed that Dr Ruth Harrell FFPH is appointed to the post of Interim Director of Public Health (subject to pre-employment checks).

(Councillor Mrs Bowyer (Cabinet Member for Health and Adult Social Care) was not present for this item, however the Leader represented her).

6. **People Directorate Senior Management Update**

Tracey Lee (Chief Executive) on behalf of Carole Burgoyne (Strategic Director for People) submitted a report on the People directorate senior management update.

The Panel agreed –

- (1) to note the proposal for changes to the role profiles for the senior management structure of the People Directorate;
- (2) in principle to the changes outlined in the four draft role profiles identified in the report, prior to consultation with individuals affected and Trade Union colleagues;
- (3) to note the outline timetable for implementing the changes;
- (4) that the proposed changes do not require any further processes other than a 'slot-in' for existing post holders unless changes to grades occur;
- (5) the proposed secondment arrangements of the Assistant Director for Strategic Commissioning on a part time basis to the CCG for a period of approximately six months from 1 September 2016;

- (6) that the Chief Executive can, if required, procure specific, discrete and time limited pieces of work via the use of work packages, in consultation with the Leader and the Leader of the Opposition and in line with Plymouth City Council's Financial and Procurement Regulations;
- (7) to note the work being undertaken to confirm there are no issues arising in respect of the Director for Children Services Local Assurance Test.

(Councillor Mrs Beer (Cabinet Member for Children and Young People) was present for this item, however Cabinet Members who also had responsibility in their portfolios for this service area were not present but were represented by the Leader).

7. **Head of Transformation Programme**

Lesia Annear (Strategic Director for Transformation and Change) submitted a report on the Head of Transformation Programme.

The Panel agreed to approve the proposals for interim management arrangements for the portfolio transformation service.

(Councillor Jordan was present for this item, as he had responsibility within his portfolio for transformation).

(Dawn Aunger (Assistant Director for HR and OD) was not present for this item).

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The following relates to exempt or confidential matters (Para(s) 1, 2 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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