



Democratic Support

Plymouth City Council
Ballard House
Plymouth PL1 3BJ

Please ask for Helen Prendergast/Amelia
Boulter

T 01752 304022/304570

E democraticsupport@plymouth.gov.uk

www.plymouth.gov.uk/democracy

Published 21 June 2018

Chief Officer Appointments Panel

Friday 29 June 2018

10am

Council House (next to the former Civic Centre, Plymouth)

Members:

Councillor Mrs Aspinall, Chair

Councillors Mrs Beer, Bowyer, Evans OBE, Lowry, Mrs Pengelly and Smith.

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

For further information on attending Council meetings and how to engage in the democratic process please follow this link - <http://www.plymouth.gov.uk/accesstomeetings>

Tracey Lee

Chief Executive

Chief Officer Appointments Panel

Agenda

1. To Note the Appointment of Chair

The Panel will be asked to note the appointment of the Chair for the forthcoming municipal year 2018/19.

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 - 4)

The Panel will be asked to confirm the minutes of the meeting held on 20 March 2018.

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 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 involve 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.

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. Senior Leadership Team Place Directorate

(Pages 5 - 8)

Chief Officer Appointments Panel

Tuesday 20 March 2018

PRESENT:

Councillor Mrs Beer, in the Chair.

Councillors Bowyer, Evans, Lowry, Mrs Pengelly and Smith.

Also in attendance: Alison Botham (Director of Children's Service), Carole Burgoyne (Strategic Director for People), Andrew Hardingham (Interim Strategic Director for Transformation and Change), Tracey Lee (Chief Executive), Helen Prendergast (Democratic Support Advisor) and Bernadette Smith (Senior HR and OD Business Partner).

The meeting started at 1.30pm and finished at 5.20pm.

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.

21. **Declarations of Interest**

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

22. **Minutes**

Agreed that the minutes of the meeting held on 8 December 2017 are confirmed as a correct record and that the minutes of the meeting held on 27 February 2018 are confirmed as a correct record, subject to the amendment 'Head of Community Connections'.

23. **Chair's Urgent Business**

There were no items of Chair's urgent business.

24. **Exempt Business**

Agreed that 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 involve the likely disclosure of exempt information as defined in paragraphs 1, 2 and 4 of Part 1 of Schedule 12a of the Act, as amended by the Freedom of Information Act 2000.

25. **Recruitment of Service Director Community Connections**

Tracey Lee (Chief Executive) submitted a report on the appointment of a Service Director Community Connections which also included an update on Organisational Design.

The Panel agreed to appoint a Service Director Community Connections and to undertake a formal recruitment process for this post.

The Panel noted the update on the Organisation Design.

Following the Panel's agreement to undertake a formal recruitment process, Members interviewed one candidate for the post of Service Director Community Connections.

The Panel agreed that Matt Garrett is appointed to the post of Service Director Community Connections (subject to Cabinet approval).

(Councillors Ricketts and Downie who had responsibility for this area within their portfolios were not present for this item, however the Leader represented them).

26. **Recruitment of Interim Assistant Director for Children, Young People and Families**

Alison Botham (Director of Children's Services) submitted a report on the recruitment of an Interim Service Director of Children, Young People and Families which included the recruitment process for a permanent post holder.

The Panel agreed to appoint an Interim Service Director of Children, Young People and Families and to undertake a formal recruitment process for this interim post.

The Panel noted the progress on the recruitment process for a permanent post holder.

Following the Panel's agreement to undertake a formal recruitment process, Members interviewed two candidates for the interim post of Service Director of Children, Young People and Families.

The Panel agreed that Neelam Bhardwaja is appointed to the Interim post of Service Director for Children, Young People and Families (subject to pre-employment checks and Cabinet approval).

27. **Interim Management Arrangements for the Transformation and Change Directorate**

The Panel noted the current existing and proposed interim management arrangements for the Finance Service, Legal Services, Customer Services and Service Centre as contained within the report.

The Panel agreed that –

- (1) subject to further work around the exact nature of the requirement, that resources could be sought for Interim Senior capacity within the HR and OD department;
- (2) depending on whether this resource was to be appointed to undertake a discrete work package or would undertake an interim role the appropriate internal process would be required;
- (3) anyone undertaking either role would need to have an excellent track record of delivery and be able to provide clear evidence of this;
- (4) representatives from both political parties should be engaged with this process.

(Councillors Darcy and Riley who had responsibility for this area within their portfolios were not present for this item, however the Leader represented them).

This page is intentionally left blank

The following relates to exempt or confidential matters (Para(s) 1, 2, 4 of Part 1, Schedule 12A of the Local Govt Act 1972). A breach of confidentiality could prejudice the Council/person/body concerned & might amount to a breach of the councillors /employees codes of conduct.

Document is Restricted

This page is intentionally left blank