



Democracy and Governance

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Chief Officer Appointments Panel

Friday 22 February 2019
10.00 am
Marlborough - Council House

Members:

Councillor Mrs Aspinall, Chair

Councillors Mrs Beer, Bowyer, Evans OBE, Lowry, Mrs Pengelly and P 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

Part I (Public Meeting)

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)

The Panel will be asked to confirm the minutes of the meeting held on 25 January 2019.

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 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.

6. People Directorate Senior Management Update

(Pages 5 - 28)

7. Chief Officer Total Reward

Verbal Update

8. Director of Children's Services Update

(Pages 29 - 42)

Chief Officer Appointments Panel

Friday 25 January 2019

PRESENT:

Councillor Mrs Aspinall, in the Chair.

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

Also in attendance: Tracey Lee (Chief Executive), Carole Burgoyne MBE (Strategic Director for People), Alison Botham (Director of Children's Services) for agenda item 27, Bernadette Smith (Senior HR and OD Business Partner), Linda Torney (Assistant Head of Legal Services) and Amelia Boulter (Democratic Adviser).

The meeting started at 2.00 pm and finished at 4.00 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.

24. **Minutes**

The Panel agreed that the minutes of the meeting held on 5 December 2018 are confirmed as a correct record.

25. **Chair's Urgent Business**

There were no items of Chair's urgent business.

26. **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 Schedule 12A of the Act, as amended by the Freedom of Information Act 2000.

27. **Recruitment of Service Director, Children, Young People and Families**

Alison Botham (Director of Children's Services) and Bernadette Smith (Senior HR and OD Business Partner) gave a verbal update on the current position regarding the recruitment to the post of Service Director for Children, Young People and Families.

An update was provided on the various options that had been explored and the most appropriate way forward to ensure the stability for the service area.

The Panel agreed –

1. To note the progress on the appointment of a permanent Service Director for Children, Young People and Families.
2. Approve extension of the current interim arrangements for a period up to 31 May 2019.

(Councillor McDonald who had responsibility for this area within her portfolio was not present for this item however, Councillor Pete Smith, Cabinet Member responsible for HR represented her).

28. **People Directorate Senior Management Update**

Tracey Lee (Chief Executive) and Bernadette Smith (Senior HR and OD Business Partner) provided a report on the retirement of the current Strategic Director for People and a proposed recruitment process for the temporary internal appointment of the Strategic Director for People.

Members recorded their thanks to Carole Burgoyne MBE for her dedication to the organisation. Members wished Carole a long and happy retirement.

Bernadette Smith informed Members that, should they wish to proceed with a recruitment process, they had received one expression of interest.

The Panel agreed –

1. To note the information about the retirement and leaving date for the current Strategic Director for People.
2. The proposals for recruitment to the vacant post on a temporary basis until 31 December 2019.
3. To undertake a selection process.

Following the selection process the Panel agreed

4. That Craig McArdle is appointed to undertake the role of Strategic Director for People on a temporary basis until 31 December 2019.
5. To approve immediate commencement of the most suitable resourcing process(es) to fill the vacant Director for Integrated Commissioning post.

(Councillor Tuffin who had responsibility for this area within his portfolio was not present for this item however, Councillor Pete Smith, Cabinet Member responsible for HR represented him).

29. **Chief Officer Total Reward Update**

Members noted that Carole Burgoyne MBE would lead on the Chief Officer Total Reward. In light of her resignation she was no longer in scope for any proposals. Members were updated on the work undertaken by the cross party working group and advised of their preferred option.

The Panel –

1. Notes the work undertaken to date by the Member Cross Party Working Group.
2. Agreed that the preferred option was number 2.
3. Agreed that consultation can commence on the preferred option.
4. Commissioned further detailed work and supporting materials in respect of the preferred option.
5. Asked Officers to draft a new pay policy and report back to the Appointments Panel following conclusion of the consultation to agree recommendations to Council.

In addition to the above recommendations, the Panel agreed –

6. The cross party Member working group to continue to oversee the work around Total Reward before returning with an update to the Chief Officers Appointment Panel and Full Council in March 2019.

(Tracey Lee was not present for this item).

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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.

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