



Oversight and Governance

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Chief Officer Appointments Panel

Friday 31 May 2019
10.00 am
Council House

Members:

Councillor Mrs Aspinall, Chair

Councillors Mrs Beer, Bowyer, Evans OBE, Lowry, Mrs Pengelly and Peter 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 - 2)

The Panel will be asked to confirm the minutes of the meeting held on 29 March 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. Recruitment of Service Director for Children, Young People and Families Department (Pages 3 - 8)

Chief Officer Appointments Panel

Friday 29 March 2019

PRESENT:

Councillor Mrs Aspinall, in the Chair.

Councillors Mrs Beer, Bowyer, Dann (substitute for Councillor Lowry), McDonald (substitute for Councillor Evans OBE), Mrs Pengelly and Peter Smith.

Apologies for absence: Councillor Evans OBE and Councillor Lowry.

Also in attendance: Alison Botham (Director for Children's Services), Tracey Lee (Chief Executive), Helen Prendergast (Democratic Advisor), Andy Ralphs (Strategic Director for Customer and Corporate Services) and Annie Walker (Employee Relations Manager).

The meeting started at 12.00 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.

41. **Declarations of Interest**

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

42. **Minutes**

The Panel agreed that the minutes of the meetings held on 22 February 2019 and 15 March 2019 are confirmed as a correct record.

43. **Chair's Urgent Business**

There were no items of Chair's urgent business.

44. **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 Part 1 of Schedule 12 A of the Act, as amended by the Freedom of Information Act 2000.

45. **Update on the Recruitment of Service Director for Children, Young People and Families**

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

The Panel agreed to hold a Chief Officer Appointments Panel for the recruitment of the Service Director for Children, Young People and Families prior to the local election taking place on 2 May 2019.

(Note: Councillor McDonald was not present for this item).

Order of Business

With the permission of the Chair, the order of business was changed which is reflected in the minutes below.

46. **Recruitment to the Service Director for Human Resources and Organisational Development**

Information folders were available at the meeting (which contained the role profile for the Service Director for HR and OD, Plymouth City Council's Human Resources and Organisational Development Recruitment and Select Policy, candidates' applications, presentation topic and interview questions).

Members interviewed two candidates for the post of Service Director for Human Resources and Organisational Change and considered each candidate on merit.

The Panel agreed to appoint Kim Brown to the post of Service Director for Human Resources and Organisational Change (subject to references and other pre-employment checks).

(Note: Councillors Mrs Beer, Bowyer and Mrs Pengelly left the room at the beginning of this item (prior to the interviews) and took no further part in the remainder of the meeting).

47. **Chief Officer Total Reward Scheme Update**

Trace Lee (Chief Executive) presented an update report on the Chief Officer Total Reward Scheme.

The Panel noted the information regarding the planned Job Evaluation exercise and the proposed pilot.

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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