



**Oversight and Governance**

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## Chief Officer Appointments Panel

Friday 28 June 2019  
11.00 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.

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. 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 31 May 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. Total Reward Scheme

(Pages 3 - 18)

## Chief Officer Appointments Panel

Friday 31 May 2019

### PRESENT:

Councillor Mrs Aspinall, in the Chair.

Councillors Mrs Beer, Evans OBE, Mrs Johnson (substitute for Councillor Bowyer), Laing (substitute for Councillor Lowry), Riley (substitute for Councillor Mrs Pengelly) and Peter Smith.

Apologies for absence: Councillors Bowyer, Lowry and Mrs Pengelly.

Also in attendance: Alison Botham (Director for Children's Services), Annie Walker (Employee Relations Manager) and Amelia Boulter (Democratic Advisor).

The meeting started at 10.00 am and finished at 1.50 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.*

#### 1. **Declarations of Interest**

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

#### 2. **Minutes**

The Panel agreed that the minutes held on 29 March 2019 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 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 12A of the Act, as amended by the Freedom of Information Act 2000.

#### 5. **Recruitment of Service Director for Children, Young People and Families Department**

Information folders were available at the meeting (which contained the role profile for the Service Director for Children, Young People and Families).

Members interviewed two candidates for the post of Service Director for Children, Young People and Families and considered each candidate on merit.

The Panel agreed –

1. To appoint Jean Kelly to the post of Service Director for Children, Young People and Families (subject to references and other pre-employment checks).
2. To extend the Interim Service Director for Children, Young People and Families post for up to a period of three months, and if required after the three month period to ask the Panel for a further extension.

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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