



Oversight and Governance

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Chief Officer Appointments Panel

Friday 26 February 2021
11.00 am
Virtual Committee

Members:

Councillor Mrs Aspinall, Chair

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

Members are invited to attend the above virtual 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 - 6)

The Panel will be asked to confirm the minutes of the meetings held on 10 September 2020, 25 September 2020 and 5 October 2020.

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. Confidential Minutes (Pages 7 - 10)

The Panel will be asked to confirm the confidential minutes of the meeting held on 10 September 2020 and 5 October 2020.

7. Proposals for the Customer and Corporate Services directorate - verbal update

Chief Officer Appointments Panel**Thursday 10 September 2020****PRESENT:**

Councillor Mrs Aspinall, in the Chair.

Councillors Mrs Beer, Kelly, Laing (substitute for Councillor Evans OBE), Mrs Pengelly, Peter Smith and Jon Taylor (substitute for Councillor Lowry).

Apologies for absence: Councillors Evans OBE and Lowry.

Also in attendance: Kim Brown (Service Director for HR and OD), Alison Botham (Director of Children's Services), Andy Ralphs (Strategic Director of Customer and Corporate Services) and Amelia Boulter (Democratic Advisor).

The meeting started at 9.00 am and finished at 12.50 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.

15. Declarations of Interest

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

16. Chair's Urgent Business

There were no items of Chair's urgent business.

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

18. Recruitment of the Service Director for Education, Participation and Skills

Information folders were available at the meeting (which contained the role profile for the Service Director for Education, Participation and Skills, candidates' applications, presentation topic and interview questions).

Members interviewed two candidates for the post of Service Director for Education, Participation and Skills and considered each of the candidates on merit.

The Panel agreed to appoint Dr Ming Zhang to the post of Service Director for Education, Participation and Skills.

19. **Recruitment of the Service Director for Finance**

Andy Ralphs (Strategic Director for Customer and Corporate Services) provided an update on the recruitment process for the Service Director for Finance, Section 151 Officer. Following the assessment centre it was agreed to extend the search for a further 4 weeks to seek further candidates for interview.

Agreed that Penna would continue to search for further candidates for the Service Director for Finance, Section 151 Officer.

Chief Officer Appointments Panel

Friday 25 September 2020

PRESENT:

Councillor Mrs Aspinall, in the Chair.

Councillors Mrs Beer, Kelly, Lowry, Mrs Pengelly, Peter Smith and Jon Taylor (substitute for Councillor Evans).

Apologies for absence: Councillors Evans OBE

Also in attendance: Andy Ralphs (Strategic Director of Customer and Corporate Services), Kim Brown (Service Director for HR and OD) and Amelia Boulter (Democratic Advisor).

The meeting started at 10.00 am and finished at 10.21 am.

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.

20. **Declarations of Interest**

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

21. **Chair's Urgent Business**

There were no items of Chair's urgent business.

22. **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 item of business on the grounds that involves the likely disclosure of exempt information as defined in paragraphs 1, 2 and 4 Part I of Schedule 12A of the Act, as amended by the Freedom of Information Act 2000.

23. **Chief Officer Resourcing Matters Update - Verbal**

Andy Ralphs (Strategic Director of Customer and Corporate Services) provided a verbal update regarding chief officer resourcing matters. It was reported that following the recent assessment centre for the recruitment of Service Director for Finance, 151 Officer only one candidate was put forward. It was agreed to go back out to market to search for further candidates and timelines for a further assessment centre and interviews was discussed.

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Chief Officer Appointments Panel**Monday 5 October 2020****PRESENT:**

Councillor Mrs Aspinall, in the Chair.

Councillors Mrs Beer, Evans OBE, Jordan (substitute for Councillor Mrs Pengelly), Kelly, Lowry and Peter Smith.

Apologies for absence: Councillor Mrs Pengelly.

Also in attendance: Andy Ralphs (Strategic Director of Customer and Corporate Services), Kim Brown (Service Director for HR and OD) and Amelia Boulter (Democratic Advisor).

The meeting started at 9.00 am and finished at 11.38 am.

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.

24. Declarations of Interest

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

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 item of business on the grounds that involves the likely disclosure of exempt information as defined in paragraphs 1, 2 and 4 Part I of Schedule 12A of the Act, as amended by the Freedom of Information Act 2000.

27. Recruitment of the Service Director for Finance

Information folders were available at the meeting (which contained the role profile for the Service Director for Finance, the candidates' application, presentation topic and interview questions).

Members interviewed one candidate for the post of Service Director for Finance and considered the candidate on merit.

The Panel agreed to appoint Brendan Arnold to the post of Service Director for Finance.

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The following relates to exempt or confidential matters (Para(s) 2, 4 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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