

## Chief Officer Appointments Panel

Wednesday 10 November 2021

### PRESENT:

Councillor Kelly, in the Chair.

Councillors Mrs Aspinall, Dann, Drean, Penberthy (substituting for Councillor Evans OBE), Riley and Wakeham.

Apologies for absence: Councillors Evans OBE.

Also in attendance: Bernadette Smith (Senior HROD Business Partner), Giles Perritt (Assistant Chief Executive) for minute 5, Tracey Lee (Chief Executive) for minute 6) and Amelia Boulter (Democratic Advisor).

The meeting started at 2.00 pm and finished at 6.15 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 in accordance with the code of conduct.

#### 2. **Chair's Urgent Business**

There were no items of Chair's urgent business.

#### 3. **Exempt Business**

Agreed that under Section 100(4) of the local Government Act 1972, to exclude the press and public from 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.

#### 4. **Director of Children's Services Shortlisting**

Tracey Lee (Chief Executive) and Bernadette Smith (HR and OD Business Partner) were present for this item. A representative from Penna Executive Search Agency attended virtually and also provided an update to the Panel on recruitment activity in respect of this role. Members considered the information provided and confirmed that two candidates should proceed further in the selection process and attend a Member panel interview on 26 November 2021.

5. **Recruitment to the Head of Legal Services**

Giles Perritt (Assistant Chief Executive) and Bernadette Smith (Senior HROD Business Partner) were present for this item. The Panel considered the information provided within the agenda pack.

Members interviewed two candidates for the post of Head of Legal Services (Monitoring Officer). After interviewing candidates and reviewing information from the selection process, Members, having considered each candidate on merit, agreed to appoint Emma Jackson to the post of Head of Legal Services (Monitoring Officer) subject to approval by Cabinet and Full Council and subject to satisfactory completion of employment checks.