

Chief Officer Appointments Panel



Date of meeting:	17 February 2023
Title of Report:	Senior Management Recruitment
Lead Member:	Councillor Mark Shayer (Deputy Leader)
Lead Strategic Director:	Tracey Lee (Chief Executive)
Author:	Tracey Lee
Contact Email:	Tracey.Lee@plymouth.gov.uk
Your Reference:	Click here to enter text.
Key Decision:	No
Confidentiality:	Part I - Official

Purpose of Report

This report outlines a proposal to extend the interim Service Director for Finance, Section 151 Officer. This is a 'Chief Officer' for the purposes of the Local Authorities (Standing Orders) Regulations 1993.

Recommendations and Reasons

It is recommended that the Appointments Panel:

- I. Note the content of this report and agree an extension to the current interim arrangement.

Alternative options considered and rejected

The recommendation put forward is in line with the Council's established practices and is offered as the best option in these particular circumstances. It is essential that the role is filled.

Relevance to the Corporate Plan and/or the Plymouth Plan

The Corporate Plan outlines the strategic direction of the Council. Recommendations within this report align to the current Plymouth City Council Corporate Plan.

Implications for the Medium Term Financial Plan and Resource Implications:

The Service Director, Section 151 Officer is a permanent role with established budget contained within the Medium Term Financial Plan. Further information relating to financial implications are contained within the body of the report.

Financial Risks

The proposed change will have no adverse impact on budgetary provision.

Carbon Footprint (Environmental) Implications:

It is the responsibility of all senior officers to ensure we develop and deliver our plans for both ensuring the Council is carbon neutral by 2030 and leading the City in carbon reduction. Digital will be a significant contributor to enable the Council and City to work, connect and behave differently in the future. Minimum use of printing and paper as emails, virtual meetings and other media will be utilised where possible.

Other Implications: e.g. Health and Safety, Risk Management, Child Poverty:

None identified, the original recruitment and selection process was undertaken with reference to Plymouth City Council's established procedures and relevant legislation.

Appendices

Ref.	Title of Appendix	Exemption Paragraph Number (if applicable) <i>If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.</i>						
		1	2	3	4	5	6	7

Background papers:

Title of any background paper(s)	Exemption Paragraph Number (if applicable) <i>If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.</i>						
	1	2	3	4	5	6	7
Chief Officer Appointment Panel Report 30 September 2022							

Sign off:

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Originating Senior Leadership Team member: Tracey Lee – Chief Executive											
Date agreed: 09/02/2023 Please confirm the Strategic Director(s) has agreed the report: Tracey Lee has reviewed and agreed the report.											
Cabinet Member approval: Cllr Bingley has reviewed and approved on behalf of Cllr Shayer Date approved: 09.02.2023											

I. INTRODUCTION

The Local Authorities (Standing Orders) Regulations 1993 prescribe a number of actions when recruitment to a Chief Officer post is required. The definition of 'Chief Officer' for the purposes of these regulations refers to:

- the Head of Paid Service,
- the Monitoring Officer,
- the Section 151 Officer,
- a statutory Chief Officer (as defined by section 2(6) of the 1989 Act) and
- Non-statutory Chief Officers as defined by section 2(7) of the 1989 Act (which essentially include officers who report directly to the head of paid service); regulation 1(2) of the 1993 Regulations.
- A Deputy Chief Officer (those reporting to a Chief Officer)

There are a number of defined activities that must be undertaken, including:

- The creation of a document clearly stating the duties of the officer, what qualifications, experience and skills they will need to undertake the role (the role profile).
- Making arrangements for the post to be advertised in such a way as is likely to bring it to the attention of persons who are qualified to apply for it.
- Providing a copy of the role profile to any person requesting this.

Once advertised as above, authorities will either interview all those who are qualified to undertake the role or select a short list of qualified applicants. If there are no qualified applicants the local authority will then make further arrangements.

2. CHIEF OFFICER APPOINTMENTS PANEL DELEGATED FUNCTIONS

Council has delegated the function of interviewing candidates to the Chief Officer Appointments panel, (COAP). COAP acts with the delegated authority of the Council to appoint to Chief Officer roles where the law prohibits the Head of Paid Service from making the appointment but allows full Council to delegate the responsibility.

3. UPDATE

Following a Chief Officer Appointment Panel on 30 September 2022, David Northey was appointed as the interim Service Director for Finance, Section 151 Officer. This was due to end on 31 March 2023. It is proposed extend this interim arrangement for up to 6 months, to end on 30 September 2023.

The Council's budget savings for the financial year 2023/24 include a requirement to reduce senior management resources and the Chief Executive is considering a proposal to achieve this. Extending the interim arrangement for this role is considered to be the most appropriate option while the senior management changes are effected and will ensure continuity in the provision of senior financial advice for the Council.

If Members agree to an extension to the interim arrangement, the approval of Cabinet and Council will need to be sought.

4. RECOMMENDATION

It is recommended that the Appointments Panel:

- I. Note the content of this report and agree an extension to the current interim arrangement.