

2 September 2021

**To: The Chair and Members of the Chief
Officers' Committee**

Agenda

CHIEF OFFICERS' COMMITTEE

A meeting of the Chief Officers' Panel will be held as follows:

Date: Friday 10 September 2021
Time: 3.00 pm
Place: Cumbria House, Carlisle CA1-1RD

Dawn Roberts
Executive Director – Corporate, Customer and Community Services

Enquiries and requests for supporting papers to: Jackie Currie
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This agenda is available on request in alternative formats

Serving the People of Cumbria

MEMBERSHIP

Conservative (2)

Mrs H Carrick
Dr S Haraldsen

Labour (2)

Mrs A Burns
Mr S Young (Chair)

Liberal Democrat (1)

Mr P Thornton

ACCESS TO INFORMATION

Agenda and Reports

Copies of the agenda and Part I reports are available for members of the public to inspect prior to the meeting. Copies will also be available at the meeting.

The agenda and Part I reports are also available on the County Council's website – www.cumbria.gov.uk

Background Papers

Requests for the background papers to the Part I reports, excluding those papers that contain exempt information, can be made to the Legal and Democratic Services Unit at the address overleaf between the hours of 9.00 am and 4.30 pm, Monday to Friday.

A G E N D A

PART 1: ITEMS LIKELY TO BE CONSIDERED IN THE PRESENCE OF THE PRESS AND PUBLIC

1 APOLOGIES

To receive any apologies for absence.

2 EXCLUSION OF PRESS AND PUBLIC

To consider whether the press and public should be excluded from the meeting during consideration of any item on the agenda.

3 DISCLOSURES OF INTEREST

Members are invited to disclose any disclosable pecuniary interest they have in any item on the agenda which comprises

- 1 Details of any employment, office, trade, profession or vocation carried on for profit or gain.
- 2 Details of any payment or provision of any other financial benefit (other than from the authority) made or provided within the relevant period in respect of any expenses incurred by you in carrying out duties as a member, or towards your election expenses. (This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.
- 3 Details of any contract which is made between you (or a body in which you have a beneficial interest) and the authority
 - (a) Under which goods or services are to be provided or works are to be executed; and
 - (b) Which has not been fully discharged.
- 4 Details of any beneficial interest in land which is within the area of the authority.
- 5 Details of any licence (alone or jointly with others) to occupy land in the area of the authority for a month or longer.
- 6 Details of any tenancy where (to your knowledge)
 - (a) The landlord is the authority; and
 - (b) The tenant is a body in which you have a beneficial interest.

- 7 Details of any beneficial interest in securities of a body where
- (a) That body (to your knowledge) has a place of business or land in the area of the authority; and
 - (b) Either –
 - (i) The total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or
 - (ii) If that share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the relevant person has a beneficial interest exceeds one hundredth of the total issued share capital of that class.

In addition, you must also disclose other non-pecuniary interests set out in the Code of Conduct where these have not already been registered.

Note

A “disclosable pecuniary interest” is an interest of a councillor or their partner (which means spouse or civil partner, a person with whom they are living as husband or wife, or a person with whom they are living as if they are civil partners).

4 MINUTES OF PREVIOUS MEETING

To confirm as a correct record the minutes of the meeting of the Panel held on 24 May 2021 (copy enclosed)

5 DATE AND TIME OF NEXT MEETING

The date and time of the next meeting of the Chief Officers Committee will be notified as required.

PART 2 ITEMS TO BE CONSIDERED IN THE ABSENCE OF THE PRESS AND PUBLIC

6 APPOINTMENT OF A CHIEF LEGAL OFFICER (MONITORING OFFICER)

To consider a report from the Chief Executive (copy enclosed)

CHIEF OFFICERS' COMMITTEE

Minutes of a Meeting of the Chief Officers' Committee held on Monday, 24 May 2021 at 2.00 pm in the Council Chamber, County Offices, Kendal.

PRESENT:

Mr SF Young (Chair)

Mrs A Burns
Mrs HF Carrick

Dr S Haraldsen
Mr P Thornton

Also in Attendance:-

Mrs J Currie - Professional Lead - Democratic Services
Ms K Fairclough - Chief Executive
Ms L Robb - Senior Manager - People Management

The Chair welcomed everyone to the first face to face meeting of the County Council committees since the national restrictions in response to Covid-19 were introduced in March 2020. He reminded members that this meeting was taking place still under Covid-19 Restrictions, and he outlined the rules which still needed to be followed.

PART 1 – ITEMS CONSIDERED IN THE PRESENCE OF THE PUBLIC AND PRESS

1 APOLOGIES FOR ABSENCE

There were no apologies for absence on this occasion.

2 EXCLUSION OF PRESS AND PUBLIC

RESOLVED, that the press and public be excluded during consideration of Agenda Item No 6 – Appointment of Chief Executive (Head of Paid Service) and the Director of Finance (Section 151 Officer) by virtue of Paragraph 1 of Part I of Schedule 12A of the Local Government Act 1972, as this report contains exempt information relating to an individual.

3 DISCLOSURES OF INTEREST

There were no disclosures of interest to this meeting.

4 MINUTES OF PREVIOUS MEETING

RESOLVED, that the minutes of the previous meeting held on 9 April 2021 be agreed as a true and accurate record.

5 DATE AND TIME OF NEXT MEETING

The date and time of the next meeting of the Chief Officers Committee will be notified as required.

PART II - ITEMS CONSIDERED NOT IN THE PRESENCE OF THE PUBLIC AND PRESS

6 APPOINTMENT OF THE CHIEF EXECUTIVE (HEAD OF PAID SERVICE) AND APPOINTMENT OF THE DIRECTOR OF FINANCE (SECTION 151 OFFICER)

Members considered a report from the Chief Executive which recommended, following a robust selection process, the temporary appointment of the Director of Finance (s151 Officer) and recommendation to Council to appoint the Chief Executive (Head of Paid Service).

Following the external advertisement of the post of temporary Chief Executive eight applications were received. Four applications met the essential application criteria and were progressed to Technical Interview stage.

Technical interviews took place on 7 May and three candidates were successfully progressed to the two-day selection process. Following this two of the candidates then progressed to being interviewed by the Committee.

The Chief Executive took members through the report and the interviews which had taken place on 20 and 21 May 2021. Upon conclusion of the discussions members noted that a conditional offer had been made to Ms Gillian Steward, which had been accepted. It was unanimously agreed to recommend to full Council the appointment of Ms G Steward as the temporary Chief Executive for a period of up to 12 months, with the possibility of an extension up to a further 12 months .

In relation to the appointment of a temporary Director of Finance (s151 Officer) the Chief Executive took members through the report and the interviews which had taken place on 11 and 12 May 2021. Upon conclusion of the discussions members noted that a conditional offer had been made to Ms Pam Duke, which had been accepted. Members unanimously agreed the appointment of Ms P Duke as the temporary Director of Finance (s151 Officer) for a period of up to 12 months, with the possibility of an extension up to a further 12 months.

RESOLVED, that the Chief Officers Committee

- (1) agree a **RECOMMENDATION** to the Council for the temporary appointment, for a period of up to 12 months, with the possibility of an extension up to a further 12 months, of Ms G Steward, for the role of Chief Executive (Head of Paid Service);
- (2) Agree the appointment of Pam Duke, as the temporary Director of Finance (s151 Officer) for a period of up to 12 months, with the possibility of an extension up to a further 12 months.

The meeting ended at 2.10 pm

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Agenda Item 6

By virtue of paragraph(s) 1 of Part 1 of Schedule 12A of the Local Government Act 1972.

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