

**Agenda Item 8**  
**Council – 17 January 2023**  
**Recommendation from Cabinet**  
**10 January 2023**

**Coventry City Council**  
**Minutes of the Meeting of Cabinet held at 2.00 pm on Tuesday, 10 January 2023**

Present:

Cabinet Members: Councillor G Duggins (Chair)  
Councillor A S Khan (Deputy Chair)  
Councillor R Brown  
Councillor K Caan  
Councillor M Mutton  
Councillor J O'Boyle  
Councillor K Sandhu  
Councillor P Seaman  
Councillor P Hetherington  
Councillor D Welsh

Non-Voting Deputy  
Cabinet Members: Councillor G Hayre  
Councillor G Lloyd  
Councillor S Nazir

Non-Voting Opposition  
Members: Councillor P Male  
Councillor G Ridley

Other Non-Voting  
Members: Councillor N Akhtar  
Councillor J Clifford  
Councillor J Innes  
Councillor R Lakha

Employees (by Service):

Chief Executive M Reeves (Chief Executive)

Education and Skills K Nelson (Chief Partnership Officer), R Sugars

Finance B Hastie (Chief Operating Officer (Section 151 Officer)),  
P Hammond, P Jennings

Human Resources and  
Organisational  
Development S Newing (Chief People Officer)

Law and Governance	J Newman (Chief Legal Officer), M Salmon
Streetscene and Regulatory Services	A Walster (Director of Streetscene and Regulatory Services), T Weatherall
Apologies:	Councillor P Akhtar Councillor R Auluck Councillor L Bigham Councillor B Gittins Councillor R Singh

## **RECOMMENDATION**

### **Public Business**

#### **83. Appointment of Proper Officers and Appointments Panel**

The Cabinet considered a report of the Chief People Officer, that would also be considered at the meeting of Council on 17<sup>th</sup> January 2023, as urgent business, the reason for urgency being the need to enable a decision to be taken within the timescales required to ensure that appropriate provision was made for interim arrangements following the resignation of the Chief Executive.

The report sought approval to the implementation of an interim Chief Executive and a Proper Officer and to make provision for electoral arrangements, following the resignation of the Chief Executive. The report also proposed the establishment of an Appointments Panel in respect of recruitment to the post of Chief Executive to be filled following the resignation of Dr Reeves.

Following the resignation of the Chief Executive, it was necessary for interim Chief Executive arrangements to be put in place until the recruitment process for a permanent replacement had been successfully completed. In this regard, it was proposed that Barry Hastie (Chief Operating Officer) and Kirston Nelson (Chief Partnership Officer) both assume the role of joint Acting Chief Executive from 1st February 2023.

In addition, in accordance with the Representation of the People Act 1983, the City Council was required to appoint an Electoral Registration Officer to be responsible maintain a complete and accurate register of electors. A Returning Officer who was responsible for the conduct of local elections. Proper Officer and Counting Officer for any referendums held under the Local Government Act 2000 or any other legislation. An officer to exercise functions in relation to any referendum to change governance arrangements under the Local Government Act 2000 and to hold elections for an elected mayor. Currently, the posts were held by the Chief

Executive. It was proposed that the Chief Legal Officer (Julie Newman) was appointed to these roles with effect from 1st February 2023.

The recruitment and selection process for the Chief Executive "Head of the Paid Service" was detailed in the Council's Constitution, this included the convening of an Appointments Panel. To support Members in the recruitment process, an executive search company had been selected in line with appropriate procurement requirements. It was proposed that the Appointments Panel would be advised by the Chief People Officer and an external professional adviser from the supporting executive search company Gatenby Sanderson.

In accordance with the Constitution, Council would approve the appointment of the Chief Executive following the recommendation of the Appointments Panel.

The Cabinet decided to:

Recommend that the City Council, at their meeting on 17th January 2023:

- 1) With effect from 1st February 2023, appoints Barry Hastie (Chief Operating Officer, S151 Officer) and Kirston Nelson (Chief Partnership Officer) as joint Acting Chief Executives for the Council until such time as a new Chief Executive has been recruited and is in post.
- 2) Designates Barry Hastie (Chief Operating Officer) as Head of Paid Service under s.4 Local Government and Housing Act 1989.
- 3) With effect from 1st February 2023, appoints Julie Newman (Chief Legal Officer) as the City Council's Returning Officer and Electoral Registration Officer.
- 4) Delegates authority to the Chief Legal Officer to make appropriate changes to the Council's Constitution to reflect the above recommendations.
- 5) Approves the establishment of the Appointments Panel for the appointment of the Chief Executive as detailed in Section 1.6 of the report.

**RESOLVED that the Cabinet recommends that Council:**

- 1) With effect from 1st February 2023, appoints Barry Hastie (Chief Operating Officer, S151 Officer) and Kirston Nelson (Chief Partnership Officer) as joint Acting Chief Executives for the Council until such time as a new Chief Executive has been recruited and is in post.**
- 2) Designates Barry Hastie (Chief Operating Officer) as Head of Paid Service under s.4 Local Government and Housing Act 1989.**

- 3) With effect from 1st February 2023, appoints Julie Newman (Chief Legal Officer) as the City Council's Returning Officer and Electoral Registration Officer.**
- 4) Delegates authority to the Chief Legal Officer to make appropriate changes to the Council's Constitution to reflect the above recommendations.**
- 5) Approves the establishment of the Appointments Panel for the appointment of the Chief Executive as detailed in Section 1.6 of the report.**