



Hartlepool
Borough Council

Appointments Panel

Agenda

Tuesday 17 March

Time: (10.00am)

Location: (Committee Room C)

Members: Appointments Panel:

Councillors Boddy, Buchan, Hargreaves, Harrison, Little, Morley, Oliver and Thompson (C)

Councillor Allen

1. Apologies for absence

2. To receive any declarations of interest by members

3. Minutes

3.1 To confirm the minutes of the meetings held on 14th January 2026, 22nd January 2026, 27th January 2026 and 28th January 2026

4. Items for information

No items

5. Any other business which the chair considers urgent

CIVIC CENTRE EVACUATION AND ASSEMBLY PROCEDURE

In the event of a fire alarm or a bomb alarm, please leave by the nearest emergency exit as directed by Council Officers. A Fire Alarm is a continuous ringing. A Bomb Alarm is a continuous tone. The Assembly Point for everyone is Victory Square by the Cenotaph. If the meeting has been evacuated, please proceed to the Assembly Point so that you can be safely accounted for.

<https://www.hartlepool.gov.uk/democraticservices>



6. Local Government (Access to Information) (Variation) Order 2006

Exempt Items

Under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in the paragraphs referred to below of Part 1 of Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006

7. Items requiring decision

7.1 Appointment of Director of Public Health (paras 1 and 2) – *Executive Director of Adult Services and Public Health*

8. Any other confidential items which the chairman considers are urgent

APPOINTMENTS PANEL
MINUTES AND DECISION RECORD
14 January 2026

The meeting commenced at 1.00pm in the Civic Centre, Hartlepool.

Present:

Councillor: Councillor Carole Thompson (In the Chair)

Councillors: Moss Boddy, Bob Buchan, Pamela Hargreaves, Brenda Harrison
Sue Little, Karen Oliver and Owen Riddle

Officers: Denise McGuckin, Chief Executive
Kieran Bostock, Director of Neighbourhood and Regulatory Services
James Magog, Director of Finance, IT and Digital
Hayley Martin, Director of Legal, Governance and HR
Gemma Ptak, Director of Housing, Growth and Communities
Gillian Laight, Human Resources Manager
Jo Stubbs. Principal Democratic Services and Legal Support Officer

Also Present: Philip Emms, Gatenby Sanderson

14. Apologies for Absence

Apologies were submitted by Councillors Gary Allen and Melanie Morley

15. Declarations of Interest

Members were familiar with the internal candidates

**16. Minutes of the meetings held on 29th August 2025,
18 September 2025, 2 October 2025 and 19
November 2025**

Approved

**17. Local Government (Access to Information) (Variation
Order) 2006**

Under Section 100(A)(4) of the Local Government Act 1972, the press and public were excluded from the meeting for the following items of business on the grounds that they involved the likely disclosure of exempt information as defined in the paragraphs referred to below of Part 1 of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006.

Minute 18 – (Appointment of Chief Executive, Assistant Director (Neighbourhood Services), Assistant Director (Inclusive Growth) and Assistant Director (Housing and Communities)) – This item contains exempt information under Schedule 12A Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006 namely (paras 1 and 2) information relating to any individual and information which is likely to reveal the identity of an individual.

- 18. Appointment of Chief Executive, Assistant Director (Neighbourhood Services), Assistant Director (Inclusive Growth) and Assistant Director (Housing and Communities)** *(Director of Legal, Governance and HR)* This item contains exempt information under Schedule 12A Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006 namely (paras 1 and 2) information relating to any individual and information which is likely to reveal the identity of an individual.

Purpose of report

To enable members to longlist the candidates for the post of Chief Executive and to shortlist the candidates to be interviewed for the Assistant Director posts.

To agree the presentation topics and interview questions for all posts.

Issue(s) for consideration

Details are set out in the exempt section of the minutes

Decision

Set out in the exempt section of the minutes

The meeting concluded at 3.10pm.

CHAIR

APPOINTMENTS PANEL
MINUTES AND DECISION RECORD
22 January 2026

The meeting commenced at 2.00pm in the Civic Centre, Hartlepool.

Present:

Councillor: Councillor Carole Thompson (In the Chair)

Councillors: Moss Boddy, Bob Buchan, Pamela Hargreaves, Brenda Harrison, Sue Little and Karen Oliver

Officers: Hayley Martin, Director of Legal, Governance and HR
James Magog, Director of Finance, IT and Digital
Gillian Laight, Human Resources Manager
Jo Stubbs, Principal Democratic Services and Legal Support Officer

Also Present: Philip Emms, Gatenby Sanderson

19. Apologies for Absence

Apologies were submitted by Councillors Gary Allen and Melanie Morley

20. Declarations of Interest

None

21. Minutes of the meeting held on 14 January 2026

Deferred

22. Local Government (Access to Information) (Variation Order) 2006

Under Section 100(A)(4) of the Local Government Act 1972, the press and public were excluded from the meeting for the following items of business on the grounds that they involved the likely disclosure of exempt information as defined in the paragraphs referred to below of Part 1 of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006.

Minute 23 – (Appointment of Chief Executive) – This item contains exempt information under Schedule 12A Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006 namely (paras 1 and 2) information relating to any individual and information which is likely to reveal the identity of an individual.

- 23. Appointment of Chief Executive** (*Director of Legal, Governance and HR*) This item contains exempt information under Schedule 12A Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006 namely (paras 1 and 2) information relating to any individual and information which is likely to reveal the identity of an individual.

Purpose of report

To enable members to shortlist the candidates for the post of Chief Executive.

Issue(s) for consideration

Details are set out in the exempt section of the minutes.

Decision

Set out in the exempt section of the minutes

The meeting concluded at 2:40pm

CHAIR



Appointments Panel

Minutes and Decision Record

27 January 2026

Meeting commenced

Time: 9.30am

Location: Committee Room C, Civic Centre, Hartlepool

Present:

Councillor Carole Thompson (in the Chair)

Councillors Moss Boddy, Bob Buchan, Pamela Hargreaves, Brenda Harrison, Sue Little, Melanie Morley and Karen Oliver

Officers: James Magog, Director of Finance, IT and Digital
Hayley Martin, Director of Legal, Governance and HR
Gillian Laight, Human Resources Manager
Jo Stubbs, Principal Democratic Services and Legal Support Officer

24. Apologies for Absence

None

25. Declarations of Interest

None

26. Minutes of the meeting held on 22nd January 2026

Minutes deferred

27. Local Government (Access to Information)(Variation) Order 2006

Exempt items

Under Section 100 (A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in the paragraphs referred to below of Part 1 of Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information)(Variation) Order 2006

Item 28 – Appointment of Chief Executive - This item contains exempt information under Schedule 12A Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006 namely (paras 1 and 2), information relating an individual or information which is likely to reveal the identity of an individual

28. *Appointment of Chief Executive (Director of Legal, Governance and HR)* This item contains exempt information under Schedule 12A Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006 namely (paras 1 and 2), information relating an individual or information which is likely to reveal the identity of an individual.

Purpose of Report

To interview the candidates shortlisted for interview on 22nd January 2026.

Issue(s) for consideration

Members interviewed the four candidates shortlisted for interview for the appointment of the post of Chief Executive. Candidates gave a presentation on a selected topic and answered questions that had been agreed by the Panel. The Principal Democratic Services and Legal Support Officer left the meeting during the interview process, returning for the decision making. The Director of Legal, Governance and HR advised that as Councillor Morley had not taken part in previous decisions around longlisting and shortlisting for the post she would be unable to vote on the appointment. However she could take part in the interviews and the discussions.

Decision

Detailed in the closed minutes

The meeting concluded at 3:25pm

CHAIR



Appointments Panel

Minutes and Decision Record

28th January 2026

Meeting commenced

Time: 9.30am

Location: Committee Room C, Civic Centre, Hartlepool

Present:

Councillor Carole Thompson (in the Chair)

Councillors Moss Boddy, Bob Buchan, Pamela Hargreaves, Brenda Harrison and Karen Oliver

Officers: Hayley Martin, Director of Legal, Governance and HR
Kieran Bostock, Director of Neighbourhood and Regulatory Services
Jo Stubbs, Principal Democratic Services and Legal Support Officer

29. Apologies for Absence

Apologies were submitted by Councillors Sue Little and Melanie Morley

30. Declarations of Interest

None

31. Minutes of the meeting held on 27th January 2026

Minutes deferred

32. Local Government (Access to Information)(Variation) Order 2006

Exempt items

Under Section 100 (A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in the paragraphs referred to below of Part 1 of Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information)(Variation) Order 2006

Item 33 – Appointment of Assistant Director (Neighbourhood Services), Assistant Director (Inclusive Growth) and Assistant Director (Housing and Communities) - This item contains exempt information under Schedule 12A Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006 namely (paras 1 and 2), information relating an individual or information which is likely to reveal the identity of an individual

33. **Appointment of Assistant Director (Neighbourhood Services), Assistant Director (Inclusive Growth) and Assistant Director (Housing and Communities) (*Director of Legal, Governance and HR*)** This item contains exempt information under Schedule 12A Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006 namely (paras 1 and 2), information relating an individual or information which is likely to reveal the identity of an individual.

Purpose of Report

To interview the candidates shortlisted for interview.

Issue(s) for consideration

Members interviewed the candidates shortlisted for interview for the appointment of the three Assistant Director posts. Candidates gave a presentation on a selected topic and answered questions that had been agreed by the Panel. The Principal Democratic Services and Legal Support Officer left the meeting at the start of the interview process, returning for any decisions. The Director for Neighbourhood and Regulatory Services left following the interviews for the post of Assistant Director (Neighbourhood Services). Gemma Ptak, Director for Housing, Growth and Communities joined the meeting for the interviews for the remaining posts. Claire McPartlin, Democratic Services and Legal Support Officer, joined the meeting to adjourn at the end of the day.

Decision

That the meeting be adjourned and reconvened to the following morning at 9.30am.

Further information detailed in the closed minutes

Meeting adjourned at 5:25pm

Meeting reconvened

Time: 9.30am

Location: Committee Room C, Civic Centre, Hartlepool

Present:

Councillor Carole Thompson (in the Chair)

Councillors Moss Boddy, Bob Buchan, Pamela Hargreaves, Brenda Harrison and Karen Oliver

Officers: Hayley Martin, Director of Legal, Governance and HR
Gemma Ptak, Director of Housing, Growth and Communities
Jo Stubbs, Principal Democratic Services and Legal Support Officer

34. Apologies for Absence

Apologies were submitted by Councillor Melanie Morley

35. Declarations of Interest

None

36. Local Government (Access to Information)(Variation) Order 2006

Exempt items

Under Section 100 (A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in the paragraphs referred to below of Part 1 of Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information)(Variation) Order 2006

Item 37 – Appointment of Assistant Director (Neighbourhood Services), Assistant Director (Inclusive Growth) and Assistant Director (Housing and Communities) - This item contains exempt information under Schedule 12A Local Government Act 1972 as amended by the Local Government (Access to

Information) (Variation) Order 2006 namely (paras 1 and 2), information relating an individual or information which is likely to reveal the identity of an individual

37. Appointment of Assistant Director (Neighbourhood Services), Assistant Director (Inclusive Growth) and Assistant Director (Housing and Communities) (*Director of Legal, Governance and HR*) This item contains exempt information under Schedule 12A Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006 namely (paras 1 and 2), information relating an individual or information which is likely to reveal the identity of an individual.

Purpose of Report

To interview the candidates shortlisted for interview.

Issue(s) for consideration

Members continued to interview the candidates shortlisted for interview for the appointment of the three Assistant Director posts. Candidates gave a presentation on a selected topic and answered questions that had been agreed by the Panel. The Principal Democratic Services and Legal Support Officer left the meeting at the start of the interview process, returning for the decisions.

Decision

Detailed in the closed minutes

The meeting concluded at 3:40pm

CHAIR