

BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK

APPOINTMENTS BOARD

Minutes from the Meeting of the Appointments Board held on Friday, 7th November, 2025 at 9.00 am in the Council Chamber, Town Hall, Saturday Market Place, King's Lynn PE30 5DQ

PRESENT: Councillors Beales (Chair), Ware (Vice-Chair), Blunt, Bone, Dickinson (substitute for Councillor Sandell), Long, Morley and Ring.

OFFICERS:

Paul Lowes – Assistant Director Corporate Services*

Mark Parkinson – Chief Operating Officer*

Michelle Drewey – Interim Deputy Chief Executive*

Kate Blakemore – Chief Executive

*left the meeting whilst the interviews were carried out.

1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Kirk and Sandell.

2 DECLARATIONS OF INTEREST

There were no declarations of interest.

3 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That under Section 100(A)(4) of the Local Government act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraphs 1 and 2 of Part 1 of Schedule of 12A to the Act.

4 DURATION OF MEETING

RESOLVED: That the Appointments Board remain in session until all of the interviews and appointments have concluded.

5 INTERVIEWS AND APPOINTMENT OF CHIEF OF STAFF

The Appointments Board carried out interviews for the post of Chief of Staff.

The Appointments Board considered the candidates and recommended the appointment of the position.

RECOMMENDED: That Emma Hodds be appointed to the post of Chief of Staff.

6 **INTERVIEWS AND APPOINTMENT OF CHIEF OPERATING OFFICER**

The Appointments Board carried out interviews for the post of Chief Operating Officer.

The Appointments Board discussed the appointment.

RESOLVED: 1. That no appointment be made at the current time to the post of Chief Operating Officer.
2. That a formal external recruitment process commence, using the same Job Description and process as followed for the internal recruitment.
3. That the Appointments Board be provided with a 'lessons learned' briefing paper and analysis of the internal recruitment process.

7 **DEPUTY CHIEF EXECUTIVE APPOINTMENT**

Following a presentation by the Interim Deputy Chief Executive the Appointments Board considered the appointment of the Deputy Chief Executive.

RECOMMENDED: That Michelle Drewery be appointed to the post of Deputy Chief Executive.

8 **THANKS AND CLOSE**

The Appointments Board asked for their thanks to be placed on record for all the officers involved in the recruitment processes.

The meeting closed at 12.35 pm