



## Staffing Committee

**Date:** Friday, 21 October 2022  
**Time:** 4.00 pm  
**Venue:** Committee Room 2, County Hall, Dorchester,  
DT1 1XJ

### Membership

Richard Biggs, Jill Haynes and Gary Suttle

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**Chief Executive:** Matt Prosser, South Walks House, South Walks Road,  
Dorchester, Dorset DT1 1UZ (Sat Nav DT1 1EE)

**For more information about this agenda please telephone Democratic Services on  
01305 or Kate Critchel 01305 252234 - [kate.critchel@dorsetcouncil.gov.uk](mailto:kate.critchel@dorsetcouncil.gov.uk)**

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Due to the current coronavirus pandemic the Council has reviewed its approach to holding committee meetings. Members of the public are welcome to attend this meeting and listen to the debate either online by using the following link insert

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# AGENDA

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## 1 APPOINTMENT OF CHAIRMAN

To appoint a chairman for the meeting.

## 2 DECLARATIONS OF INTEREST

To disclose any pecuniary, other registrable or non-registrable interests as set out in the adopted Code of Conduct. In making their decision councillors are asked to state the agenda item, the nature of the interest and any action they propose to take as part of their declaration.

If required, further advice should be sought from the Monitoring Officer in advance of the meeting.

## 3 APPOINTMENT OF CORPORATE DIRECTOR FINANCE AND COMMERCIAL

5 - 8

To consider the interview's panel recommendation for the appointment of Corporate Director Finance and Commercial.

## 4 APPOINTMENT OF INTERIM CORPORATE DIRECTOR FOR ADULT SOCIAL CARE

9 - 12

To consider the interview panel's recommendation for the appointment of Interim Corporate Director for Adult Social Care.

## 5 DESIGNATION OF CORPORATE DIRECTOR - CUSTOMER AND CULTURAL SERVICES

At the request of the Head of Paid Service and with the support of the Portfolio Holder for Culture, Communities and Customer Services members are asked to agree that as a result of the job evaluation process the post of Head of Customer Services, Libraries and Archives should be redesignated as that of a Corporate Director and that the postholder, Lisa Cotton should be appointed to the Corporate Director role.

The Executive Director for Place has confirmed that there is sufficient funding to make this change.

## **6 PERMANENT APPOINTMENT OF CORPORATE DIRECTOR - PROPERTY AND ASSETS**

At a meeting of the Staffing Committee on 30 November 2022 members accepted the recommendation of a cross party selection panel that Mr Peter Hopkins be appointed to the position of Corporate Director – Property and Assets for a fixed term period until May 2024.

At the request of the Head of Paid and with the support of the Portfolio Holder for Economic Growth, Property and Assets members are asked to agree that this appointment should be made permanent. The Executive Director for Corporate Resources has confirmed that additional funding recently agreed for the Asset and Property function can be used to make the post permanent.

## **7 URGENT ITEMS**

To consider any items of business which the Chairman has had prior notification and considers to be urgent pursuant to section 100B (4) b) of the Local Government Act 1972. The reason for the urgency shall be recorded in the minutes.

## **8 EXEMPT BUSINESS**

To move the exclusion of the press and the public for the following item in view of the likely disclosure of exempt information within the meaning of paragraph x of schedule 12 A to the Local Government Act 1972 (as amended).

The public and the press will be asked to leave the meeting whilst the item of business is considered.

**There is no exempt business scheduled for the meeting.**

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## Staffing Committee

21 October 2022

## Appointment of Corporate Director – Finance & Commercial

### For Decision

**Portfolio Holder:** Cllr G Suttle, Finance, Commercial & Capital Strategy

**Local Councillor(s):** All

**Executive Director:** A Dunn, Executive Director, Corporate Development

**Report Author:** Heather Williamson  
**Title:** HR Business Partner  
**Tel:** 01305 252381  
**Email:** heather.williamson@dorsetcouncil.gov.uk

**Report Status:** Public

**Brief Summary:** Consideration to appoint a Corporate Director for Finance & Commercial following interviews.

**Recommendation:** To consider the interview panel's recommendation for the appointment of a Corporate Director for Finance & Commercial on a permanent basis.

**Reason for Recommendation:** As required by our constitution, the role of Corporate Director for Finance & Commercial requires the approval of the Staffing Committee.

#### 1. Executive Summary

1.1 The post of Corporate Director for Finance & Commercial forms part of the Corporate Development Senior Leadership Team and reports directly into the Executive Director of Corporate Development. The current post holder is due to retire at the end of the year and a replacement is sought.

#### 2. Financial Implications

2.1 The post will be paid at Corporate Director salary level. The funding of this post is incorporated into the base budget for the Directorate.

3. **Climate Implications**

None

4. **Well-being and Health Implications**

None

5. **Other Implications**

None

6. **Risk Assessment**

6.1 Having considered the risks associated with this decision; the level of risk has been identified as:

Current Risk: Medium

Residual Risk: Low

7. **Equalities Impact Assessment**

The post has been recruited to in accordance with the council's equality and diversity policies.

8. **Appendices**

None

9. **Background Papers**

None

10. **Appointment Process for Corporate Director for Place Services**

10.1 The panel members listed below will take part in a face-to-face formal interview on 21 October 2022.

Member Panel will consist of:

- Cllr Gary Suttle
- Cllr Jill Haynes
- Cllr Richard Biggs
- Aidan Dunn, Executive Director for Corporate Development
- Christopher Matthews, Interim Head of HR

10.2 An internal stakeholder panel consisting of senior leaders from across the authority will be held as part of the selection process.

10.3 An employee panel consisting of employee representatives from across the authority will take part in a discussion exercise led by each candidate.

As a result of the selection process, the Formal Panel wish to make a recommendation to the Staffing Committee for the appointment of one of the candidates to the post of Corporate Director for Finance & Commercial”

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## **Staffing Committee – 21 October 2022**

### **Appointment of Interim Corporate Director for Adult Social Care – Adults and Housing Directorate**

#### **For Decision**

**Portfolio Holder:** Cllr P Wharf, Adult Social Care and Health

**Local Councillor(s):** All

**Executive Director:** V Broadhurst, Executive Director of People - Adults

Report Author: Paul Loach

Title: HR Business Partner (Adults, Housing and Public Health)

Tel: 01305 225189

Email: paul.loach@dorsetcouncil.gov.uk

**Report Status:** Public

**Brief Summary:** Consideration to appoint an Interim Corporate Director for Adult Social Care following a selection process.

**Recommendation:** To consider the interview panel's recommendation for the appointment of an Interim Corporate Director for Adult Social Care. The appointment is for an initial period of six months, with some further flexibility of tenure as required.

**Reason for Recommendation:** As required by our constitution, the role of Corporate Director for Adult Social Care requires the approval of the Staffing Committee

**1. Executive Summary**

- 1.1 The post of Corporate Director for Adult Social Care forms part of the Adults and Housing Directorate Senior Leadership team. The position is available on an interim basis to provide continuity of leadership whilst the current postholder is on secondment.

**2. Financial Implications**

- 2.1 Costs will be managed within budget and the postholder will be paid at a Corporate Director salary level.

**3. Well-being and Health Implications**

None

**4. Climate implications**

None

**5. Other Implications**

None

**6. Risk Assessment**

- 6.1 Having considered the risks associated with this decision, the level of risk has been identified as:  
Current Risk: Medium  
Residual Risk: Low

## **7. Equalities Impact Assessment**

- 7.1 This post has been recruited to according to the council's equality and diversity policies.

## **8. Appendices**

None

## **9. Background papers**

None

## **10. Appointment process for Interim Corporate Director for Adult Social Care**

- 10.1 A selection process took place on Wednesday 7<sup>th</sup> September 2022.

The selection panel consisted of: -

Vivienne Broadhurst, Executive Director People – Adults  
Cllr Jane Somper, Lead Member for Health (Adult Social Care and Health)  
Cllr Peter Wharf, Portfolio Holder - Adult Social Care and Health

As a result of the selection process, the panel is making a recommendation to the Staffing Committee to appointment Suzanne Wixey to the role.

A single selection panel was deemed appropriate and proportionate as Suzanne Wixey had previously been subject to a full and comprehensive selection process, as part of a previous application for this role. As part of this process, she was deemed appointable and was offered the role, however, the role was not taken up at this time.

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