



Staffing Committee

Date: Tuesday, 12 December 2023
Time: 5.30 pm
Venue: Committee Room 3, County Hall, Dorchester, DT1 1XJ

Members

Dave Bolwell, Beryl Ezzard, Spencer Flower, Jane Somper and Gary Suttle

Chief Executive: Matt Prosser, County Hall, Dorchester, Dorset DT1 1XJ

For more information about this agenda please contact Democratic Services Meeting Contact 01305 252234 - kate.critchell@dorsetcouncil.gov.uk

Members of the public are welcome to attend this meeting, apart from any items listed in the exempt part of this agenda.

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Agenda

Item	Pages
1. APOLOGIES	
To receive any apologies for absence.	
2. ELECTION OF CHAIRMAN	
To appoint a chairman for the meeting.	
3. 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.	

4. **APPOINTMENT OF EXECUTIVE DIRECTOR PEOPLE, ADULTS AND HOUSING** 3 - 6
- To consider the recommendations of the interview panel.
5. **APPOINTMENT OF INTERIM EXECUTIVE LEAD FOR THE PLACE DIRECTORATE** 7 - 10
- To consider a report on the appointment of the Interim Executive Lead for the Place Directorate.
6. **APPOINTMENT OF INTERIM CORPORATE DIRECTOR FOR COMMISSIONING & PARTNERSHIP (CHILDREN SERVICES)** 11 - 14
- To consider a report on the appointment of the Corporate Director for Commissioning & Partnership (Children Services).
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 this meeting.

Staffing Committee

12 December 2023

Appointment of Executive Director of People - Adults and Housing

For Decision

Portfolio Holder: Cllr J Somper, Portfolio Holder for People – Adult Social Care, Health & Housing

Local Councillor(s): All

Executive Director: Matt Prosser – Chief Executive

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: The current Executive Director has decided to leave Dorset Council at the end of March 2024 to explore a number of new opportunities both personally and professionally. A recruitment and selection process for the Executive Director role is complete and we wish to appoint a candidate with Staffing Committee's approval.

Recommendation: To consider the interview panel's recommendation for the permanent appointment of the Executive Director of People - Adults and Housing.

Reason for Recommendation: As required by our constitution, the role of Executive Director of People - Adults and Housing requires the approval of the Staffing Committee.

1. Executive Summary

- 1.1 The post of Executive Director of People - Adults and Housing leads the Adults and Housing Directorate Senior Leadership team and reports to the Chief Executive. Three Corporate Directors report to the Executive Director, namely the Corporate Director of Housing, the Corporate Director of Adults Commissioning, and the Corporate Director of Adult Social Care.

2. Financial Implications

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

3. Wellbeing 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: Low
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. Recruitment

10.1 The recruitment for the Executive Director of People - Adults and Housing, was managed internally by the Recruitment & Attraction team. In line with Chief Officer recruitment protocol, it was advertised both internally and externally concurrently for three weeks. The vacancy was posted in the Municipal Journal and on their website, on the Guardian job site, using Indeed and the Dorset Council job site.

10.2 A microsite was created on the Dorset Council careers pages and the vacancy was promoted on social media, specifically LinkedIn, using targeted promotion, targeting the people potentially looking at roles at this level and with a Social Care and Housing background. Thirty applications were received which were initially shortlisted by two members of the Recruitment and Attraction team. Shortlisting was subsequently opened to the shortlisting panel who decided four candidates would be taken forward to interview.

11. Appointment process for Executive Director of People - Adults and Housing

11.1 The formal selection programme consisted of four different elements: the formal interview panel, an external stakeholder interview panel, an internal stakeholder panel and an interview panel of people with lived experience.

11.2 The formal interview panel's membership consisted of:

- Cllr Jane Somper – Portfolio Holder for People – Adult Social Care, Health & Housing
- Cllr Simon Gibson - Portfolio Holder for Economic Growth and Levelling Up
- Cllr Beryl Ezzard

- Matt Prosser – Chief Executive
- Chris Matthews – Head of Human Resources

- 11.3 The external stakeholder interview panel included representatives from the community including Dorset Police, NHS ICB, The Lantern Trust, Dorset County Hospital, DBCP Safeguarding Board and the Dorset Care Association.
- 11.4 The internal interview panel consisted of a combination of Councillor and senior representatives from Finance, Place, Public Health and Childrens.
- 11.5 The panel of people with lived experience asked questions of the candidates from a service user perspective.
- 11.6 As a result of the interview and selection process, the Formal Interview Panel wish to make a recommendation to the Staffing Committee for the appointment of one of the candidates to the post of Executive Director of People - Adults and Housing.

Staffing Committee

12 December 2023

Appointment of Interim Executive Lead for Place

For Decision

Portfolio Holder: Cllr Ray Bryan, Portfolio Holder for Highways, Travel & Environment
Cllr Andrew Parry, Portfolio Holder for Assets & Property

Local Councillor(s): All

Lead Officer: Matt Prosser, Chief Executive

Report Author: Chris Matthews

Title: Head of Human Resources

Tel: 01305 225171

Email: Christopher.matthews@dorsetcouncil.gov.uk

Report Status: Public

Recommendation: To consider the interview panel's recommendation for the appointment of the Interim Executive Lead for Place.

Reason for Recommendation: As required by our constitution, the role of Executive Lead for Place requires the approval of the Staffing Committee, as it is a Chief Officer role within the Council.

1. Executive Summary

- 1.1 The current Executive Director has decided to leave Dorset Council on 3 January 2024. A recruitment and selection process for an Interim Executive Lead has been completed and we wish to appoint a candidate with Staffing Committee's approval.

- 1.2 To ensure continuity of leadership and a smooth transition from the current Executive Director leaving to beyond the elections in the New Year, the Chief Executive and Portfolio Holders decided that the council should appoint an Executive Lead on an interim basis, with recruitment to the role on a permanent basis proceeding after the elections.

2. Financial Implications

- 2.1 Costs will be managed within budget.

3. Wellbeing 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: Low
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. Recruitment

- 10.1 The recruitment of the Interim Executive Lead role was completed through our Agency Neutral Vendor, Comensura, who advertised the role to a large number of agencies who put forward relevant CVs of experienced candidates.
- 10.2 36 CVs were received in total, from a range of agencies. These were shortlisted down to 4 candidates who were invited for interview.

11. Appointment process for Executive Lead for Place

- 11.1 When the Council is appointing an Executive Director on a regular contract of employment our usual approach is for the whole Staffing Committee to interview candidates and to then make the appointment decision. In this instance, as the appointment is of an interim nature and there was a need to proceed swiftly with an interview, arrangements were made for an online interview process.
- 11.2 The interview panel consisted of:
- Cllr Ray Bryan, Portfolio Holder for Highways, Travel & Environment
 - Cllr Andrew Parry, Portfolio Holder for Assets & Property
 - Matt Prosser – Chief Executive
 - Chris Matthews – Head of Human Resources
- 11.3 As a result of the interviewing process, the panel is making a recommendation to the Staffing Committee for the appointment of Jan Britton as Interim Executive Lead for Place. The Monitoring Officer supports this approach.

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Staffing Committee

12 December 2023

Appointment of Interim Corporate Director for Commissioning & Partnerships, Children's Services

For Decision

Portfolio Holder: Cllr Bryon Quayle – Portfolio Holder for People – Children, Education, Skills & Early Help

Local Councillor(s): All

Executive Director: Theresa Leavy, Executive Director for Children's Services

Report Author: Chris Matthews

Title: Head of Human Resources

Tel: 01305 225171

Email: Christopher.matthews@dorsetcouncil.gov.uk

Report Status: Public

Recommendation: To consider the interview panel's recommendation for the appointment of the Interim Corporate Director for Commissioning & Partnerships in the Children's Services directorate.

Reason for Recommendation: As required by our constitution, the role of Corporate Director for Commissioning & Partnerships requires the approval of the Staffing Committee, as it is a Chief Officer role within the Council.

1. Executive Summary

- 1.1 The current Corporate Director for Commissioning & Partnerships has decided to leave Dorset Council on 31 December 2023, following her successful application for the role of Director for Children's Service in North Somerset Council. A recruitment and selection process for an Interim Corporate Director has been completed and we wish to appoint a candidate with Staffing Committee's approval.
- 1.2 To ensure continuity of leadership and a smooth transition, the Executive Director and Portfolio Holder have decided that the council should appoint a Corporate Director on an interim basis for 6 months, with recruitment to the role on a permanent basis proceeding in the New Year.

2. Financial Implications

- 2.1 Costs will be managed within budget.

3. Wellbeing 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: Low
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. Recruitment

10.1 The recruitment of the Interim Corporate Director role was completed using a reputable agency, who undertook an exercise to promote the role and identify potential candidates.

10.2 CVs were received, and these were shortlisted down to 5 candidates, who were invited for interview.

11. Appointment process for Corporate Director for Commissioning & Partnerships

11.1 When the Council is appointing a Corporate Director on a regular contract of employment our usual approach is for the whole Staffing Committee to interview candidates and to then make the appointment decision. In this instance, as the appointment is of an interim nature and there was a need to proceed swiftly with an interview, arrangements were made for an online interview process.

11.2 Five candidates were initially interviewed by Theresa Leavy, Executive Director for Children's Services, with one candidate identified as appointable.

11.3 A further interview with the preferred candidate was then held involving Cllr. Bryon Quayle, Portfolio Holder for People – Children, Education, Skills & Early Help.

11.3 As a result of the interviewing process, the Portfolio Holder and Executive Director are making a recommendation to the Staffing Committee for the appointment of Elizabeth Saunders, as the Interim Corporate Director for Commissioning & Partnerships. The Monitoring Officer supports this approach.

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