



Report to Care Dorset Shareholder Committee, June 2023

Appointment of Chair to the Board of Directors

Purpose

1. The purpose of this paper is to ask the Shareholder to approve the appointment of Caroline Tapster as the Chair of the Board of Directors at Care Dorset. This follows a robust recruitment process that culminated in an assessment day that was held on Tuesday 6 June 2023.
2. This paper also sets out the process that was undertaken to arrive at this recommendation.

Background

3. Following the resignation of the former chair, Care Dorset has had an interim chair arrangement with Caroline Tapster since October 2022. This followed the request to provide a period of stability and support a period of stability, allowing a recruitment process for the Chair over a sensible timescale, to that of June 2023.
4. At the meeting of the Board of Directors for Care Dorset, on 27 March 2023, it was decided that the recruitment would be managed internally as opposed to engaging an agency.
5. The advertisement for the role went live on 20 April and closed on 7 May 2023. Care Dorset's Lead Resourcing Partner undertook a headhunting exercise which generated greater interest and resulted in three shortlisted candidates, from over 20 interested candidates and 6 full enquiries on the role.
6. The Director of HR & OD undertook informal discussions with these applicants on Monday 15 May 2023 and made a recommendation to the Chair of the Remuneration and Nomination Committee to proceed three shortlisted candidates.
7. One of three candidates withdrew from the process prior to the assessment day citing personal and work commitment as the reason for his decision. He ultimately felt that the time commitments required to perform the role effectively would not be possible for him to achieve.

Selection process

8. The selection process took place on 6 June 2023 at a Care Dorset operational location. Care Dorset is committed to having excellent levels of involvement and engagement in our recruitment, so had planned and prepared a thorough and robust recruitment exercise that would evaluate a range of skills and measures for the Chair of the Board.
9. That process included four panels. These were a "technical panel" which was chaired by Steve Veevers (Managing Director) and panel members were Nikki Rowland (Non-Executive Director, Vice Chair to the Board

of Directors and Chair of the Remuneration and Nominations Committee) and Counsellor Jane Somper as a stakeholder representative.

10. The “technical panel” asked candidates eight questions relating to matters including board governance, diversity & inclusion, communication, and an exploration of the candidate’s experience.
11. The Board member panel was chaired by Andrew Billany and included Chris Brophy (Non-Executive Director) and Paul Oliver (Executive Director of Finance) and explored matters relating to realising Care Dorset’s ambition to be a different type of provider and one which supports the system, shareholder and the wider social care sector.
12. Two panels were formed for the people we support, colleagues and family members included three people we support from supported living and one from Castleman House (residential care home) as well as two family members and two colleagues. These panels were facilitated by the Operations Delivery Lead for day services and supported living.
13. The panels explored a range of topic areas to gain insight into the personalities of the candidates and their approach and focus on the people that receive care and support and those who are employed by Care Dorset.
14. All assessors across the four panels scored the two candidates using a consistent scheme.
15. Representatives from each of the panels provided comprehensive feedback on the candidates to aid the decision-making process.
16. Both candidates reported that they found the process to be extremely comprehensive, and enjoyable.
17. Panel members commented that the process enabled different aspects of the candidates to be assessed offering a rounded view of each individual.
18. Care Dorset believes that by having such a thorough and inclusive recruitment exercise, means that we have a very credible, experiences and suitable recommendation of the Chair, to put forward to the Shareholder Committee for agreement.

Recommendation

19. The Committee are asked to approve the appointment of Caroline Tapster as Chair of the Board of Directors for Care Dorset on an initial two-year term,
20. The Shareholder Committee is further asked to delegate the option to extend this appointment to the full permitted two terms, via a motion and decision by the Care Dorset Remuneration and Appointments Committee and update to the Shareholder Committee on the extension.

Appendix

21. Appendix A is a copy of Caroline’s CV (Confidential Appendix).
22. Appendix B is a copy of Caroline’s One Page Profile.

Appendix B - Caroline Tapster One Page Profile

