



**DORSET & WILTSHIRE
FIRE AND RESCUE
AUTHORITY**

Item 23/12

MEETING	Dorset & Wiltshire Fire and Rescue Authority
DATE OF MEETING	8 February 2023
SUBJECT OF THE REPORT	Appointment of Head of Financial Services and Treasurer to the Authority
STATUS OF REPORT	Open publication
PURPOSE OF REPORT	To put in place arrangements for the appointment of the Service's Head of Financial Services and Treasurer to the Fire and Rescue Authority.
EXECUTIVE SUMMARY	<p>The Head of Financial Services intends to retire, and arrangements are being made to recruit his successor.</p> <p>The Chief and Deputy Chief Fire Officer are appointed directly by Members whilst other staff are appointed through the Chief Fire Officer as head of paid service.</p> <p>Strictly the appointment of a Head of Financial Services is a matter for the Chief Fire Officer and the designation of that person as Treasurer to the Authority is a matter for Members.</p> <p>In summary the proposed selection process will involve the following:</p> <ol style="list-style-type: none">1) Application form, with shortlisted candidates invited to a:<ol style="list-style-type: none">a) technical interview - comprised of finance professionals and strategic leadersb) stakeholder panel - comprised of a cross section of managers and staff to ask organisation wide questions

	<p>c) Final selection panel interview and presentation (Members, Chief Fire Officer, Clerk & Monitoring Officer) – to include the presentation of a paper to a ‘mock’ Fire and Rescue Authority</p> <p>It is proposed that in order to enable an efficient and joined-up process the appointment of the Head of Financial Services and the designation of the Treasurer should be undertaken by a single panel.</p> <p>It is further proposed that a single panel be formed comprising of three elected Members, the Chief Fire Officer and the Clerk and Monitoring Officer. The panel will also be advised by the Deputy Chief Fire Officer and Director of People Services.</p>
<p>RISK ASSESSMENT</p>	<p>No formal risk assessment has been undertaken for this report. As a member of the Service’s Strategic Leadership Team and one of the Authority’s three statutory officers it is important that both the Chief Fire Officer and Members should be satisfied with the selection arrangements.</p>
<p>COMMUNITY IMPACT ASSESSMENT</p>	<p>None for the purposes of this report.</p>
<p>BUDGET IMPLICATIONS</p>	<p>There are no new budget implications arising from the appointment in the report. The terms and conditions and salary for the Head of Financial Services are unchanged.</p>
<p>RECOMMENDATIONS</p>	<p>It is recommended that Members:</p> <ol style="list-style-type: none"> 1. Approve the interview process as outlined in the paper 2. Delegate to the Clerk and Monitoring Officer after consultation with group leaders the appointment, on a politically proportionate basis, of three Members to form part of the interview panel. 3. Delegate to the interview panel in consultation with the Chief Fire Officer and the Clerk and Monitoring Officer approval to designate the

	successful candidate as Treasurer to the Fire and Rescue Authority.
BACKGROUND PAPERS	None
APPENDICES	None
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