

Somerset Waste Board meeting
30 June 2017
Report for decision

Appointment of Managing Director for Somerset Waste Partnership
Lead Officer: Paula Hewitt, Director of Commissioning for Economic and Community Infrastructure
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Forward Plan Reference:	SWB/17/04/02
Summary:	Following the resignation of the Somerset Waste Partnership Managing Director, interim arrangements have been put in place and a recruitment process has commenced. It is recommended that the Board agree the salary, terms and conditions of the Managing Director, the membership of the appointment panel and delegate authority to appoint the Managing Director to the appointments panel.
Recommendations:	<ol style="list-style-type: none"> 1. To note the interim arrangements for the Managing Director now in place 2. To agree the recruitment of a new Managing Director on the salary, terms and conditions appended to this report and to the recruitment process outlined in the report. 3. To agree the formation of an appointments panel comprising 3 members and to delegate the authority to appoint the Managing Director to this appointments panel. 4. To nominate 3 members of the Board to the appointments panel
Reasons for recommendations:	To ensure Members are aware of the interim arrangements and the recruitment process and to agree the membership and delegated functions of the appointments panel.
Links to Priorities and Impact on Annual Business Plan:	No links to Annual Business Plan.
Financial, Legal and HR Implications:	All associated recruitment costs will be covered from salary savings made during the period up to commencement of the new Managing Director in 2017/18. The Somerset Waste Board (SWB) Constitution states that the

	<p>administering authority (Somerset County Council) shall be responsible for the employment of the Managing Director on such terms and conditions as agreed by the Board and the Administering Authority shall be responsible for the payment of the salary, wages, income tax, national insurance contributions, and all other payments and emoluments of the Managing Director.</p> <p>The Constitution also states that the Board shall appoint the Managing Director through an appointment panel made up of SWB members as agreed by the Board.</p> <p>The Board has delegated authority to the administering authority to appoint such person as the Board approves to the role of the Managing Director on such terms and conditions agreed by the Board and to pay all proper and reasonable employment costs of the Managing Director.</p>
Equalities Implications:	None
Risk Assessment:	It is important to have stability in the leadership of the Somerset Waste Partnership and the recruitment of a Managing Director will help to achieve this. There is a risk that that the process may not lead to an appointment and as a result the interim arrangements would need to be extended.

1. Background

- 1.1. Following the resignation of the Somerset Waste Partnership Managing Director (MD) which was reported to the Somerset Waste Board at its informal meeting on 24th March, the Senior Management Group (SMG) were asked to consider interim and longer term arrangements.
- 1.2. Options for interim management were discussed by SMG and it was agreed that the Head of Operations, as the nominated deputy, should be asked to consider the role on an interim basis until the appointment of the Managing Director. Bruce Carpenter, Head of Operations, has agreed to act up in the interim. Bruce will receive support from the SMG which comprises senior officers from all the partner organisations.
- 1.3. As discussed at the informal SWB meeting on 24 March the intention is that we will recruit a full time Managing Director. The process will be administered by Somerset County Council (SCC) as the employing authority for the Somerset Waste Partnership staff.
- 1.4. The informal SWB on 24 March requested that the process should include a nationwide recruitment search using an external recruitment consultancy company. This proposal was endorsed by the SMG and instructions issued to Somerset County Council as the administering authority.

- 1.5. Following a procurement process, Smartsearch (a national search and recruitment consultancy) have been appointed to support the process. Smartsearch will shortlist candidates following technical interviews.
- 1.6. It is envisaged that interviews will be held in early July at Dillington House, to enable the process to be completed prior to the summer holiday season. The proposed interview date is 13 July and members are requested to hold this date so they can be part of the recruitment process.
- 1.7. Psychometric testing and possibly an exercise to test the applicants skills and approach will be included as part of the process.
- 1.8. All Board Members will be invited to meet the candidates on the day of interview.
- 1.9. A staff session will also be included for the day.
- 1.10. It is proposed that the final selection of the new MD will be by the proposed appointments panel and the recommendation is that this comprises 3 SWB members. It is suggested that this includes the chairman of the SWB and should have at least one District Council and one County Council appointed member. The appointments panel will be supported Paula Hewitt from SCC, by a district SMG representative and a Human Resources advisor.
- 1.11. Following the final selection by the appointments panel, Somerset County Council would issue an offer of employment in line with the Panel's decision. It is hoped to have the new MD in post during the Autumn but this will be dependent on the notice period of the successful candidate.
- 1.12. Bruce Carpenter will continue as interim Managing Director until the new Managing Director is in post.

2. Consultations undertaken

- 2.1. Consultation with SMG at the meeting on 21 March 2017.

3. Implications

- 3.1. It is important to have stability in the leadership of the Somerset Waste Partnership and the recruitment of a Managing Director will help to achieve this. There is a risk that that the process may not lead to an appointment and as a result the interim arrangements would need to be extended

4. Background papers

- 4.1. Appendix 1: Salary, terms and Conditions