

OFFICER DECISION RECORD SHEET

Name of decision maker: Chief Executive

Service Area: Housing Operations and Safe Communities

Title of Decision: Approval to award contract for an interim resource for Head of Safe Communities

Decision made and reasons:

Decision: The approval to award contract for an interim resource for Head of Safe Communities for a 6 month period to Odgers Interim

Reason:

The current Interim Head of Safe Communities leaves at the end of January and an interim replacement is sought to ensure continuity and to embed and develop services following the transfer of the Community Safety service from Neighbourhood Delivery to Housing Operations and Safe Communities.

Commissioning process:

Exempt under this approval

At the time of this appointment there wasn't an appropriate framework in place to procure senior specialists of this nature. The previous post holder left with relatively short notice at the point the service was transferring from Neighbourhood Delivery to Housing and it was felt that continuity at this level was important. This exception procedure had to be used because the contract sum for a 6 mths assignment exceeded the relevant policy threshold.

Commercial Board:

Exempt under this approval

Reports considered:

Officers/Councillors/Ward Councillors/Stakeholders Consulted:

Natasha Beresford, Matt Ryden, Sue Foster

Financial Comments: The Head of Community Safety role is budgeted within the establishment at £100k per annum. The 6 month contact will utilise 90% of this budget meaning recruiting to the post for the remaining 6 months is likely to cause pressure on council budgets.

Clare Dempsey Team Leader (Financial Planning & Analysis Team Leader)

Monitoring Officer Comments:

The Council's Constitution allows the Chief Executive to procure supplies or services for interim resource to deliver corporate priorities. A record of the decision including the reason for the decision must be passed to the Head of

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Commercial Development with 5 days of the decision being taken.

This use of this delegation will be reported to the relevant Portfolio Holder on a six monthly basis and to Audit Committee in accordance with agreed practices for exemptions to procurement standing orders.

S151 Officers Comments:

The financial value of the contract award for the first 6 months of 2023/24, will utilise circa 90% of the annual budget for this post and hence may create financial pressures, the service will be expected to manage these pressures from the approved service budget.

Implications

Value for Money: A competitive process was followed interviewing 4 candidates with differing pay rates to select the best cost/ quality option.

Financial:

Inclusive day rate £795 plus VAT. Estimate for 6 mths contract c£90,000

Risk: If this contract is not awarded there will be a negative impact on the council's statutory duties around community safety and resilience

Officer Signature: Trevor Pugh

Date: 26/1/23