

## **Sandwell Metropolitan Borough Council**

### **Action To Be Taken Under Delegated Powers**

#### **Appointment of Interim Monitoring Officer & Interim Director of Neighbourhoods**

##### **1. Summary Statement**

- 1.1. There is a need to engage suitably qualified specialist / executive interim managers in the roles of Monitoring Officer and Director of Neighbourhoods. The Monitoring officer will undertake the statutory role of Monitoring Officer for the Council.
- 1.2. This resource is not available through existing HR processes as the Templink agency worker framework is not able to fulfil this requirement.
- 1.3. For the value and type of appointment there is a requirement to comply with the Council's Procurement & Contract Procedure Rules.
- 1.4. Following a review of the options available to the Council it is recommended that the Eastern Shires Purchasing Organisation (ESPO) contract No. 3S should be utilised for this requirement.
- 1.5. Both these interim roles will be appointed to on a 6-8 month basis and were appointed to by the relevant cabinet member.

##### **1. Recommendation**

- 1.1. That an agreement be entered into with with Penna, via ESPO 3S to appoint a suitable qualified specialist / executive interim manager in the roles of Monitoring Officer and Director of Neighbourhoods on a 6-8 month basis.

In accordance with the Council's Procurement and Contract Procedure Rules, I intend to take the action(s) recommended above.

I ~~do~~/do not have an interest to declare in this matter

[Redacted]

Darren Carter  
**Interim Director of Resources**

Date: 1-11-2016

I do/do not have an interest to declare in this matter

[Redacted]

Jan Britton  
**Chief Executive**

Date:

Note - for 6 months

I ~~do~~/do not have an interest to declare in this matter

**Contact Officers**

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## 2. Background

- 2.1 The Council endeavours to provide the Monitoring Officer and Chief Finance Officer with such officers, accommodation and other resources as are in their opinion sufficient to allow their duties to be performed.
- 2.2. As a result of recent changes at Director level and a continued high demand for specialist / executive advice and guidance, the Council requires the services of suitably qualified individuals to undertake the statutory role of the Monitoring officer and the Director of Neighbourhoods.
- 2.3. The interim monitoring officer will discharge the functions of the monitoring officer as laid out in Article 12 in the Council's constitution.
- 2.4 Whilst the vast majority of temporary or agency workers are successfully engaged through the Templink agency worker framework, there are occasions, such as this, where specialist / executive interim managers are not able to be sourced. Therefore the Council must look elsewhere for this resource.
- 2.4 Following a review of options, it was agreed that due to the urgency of this requirement the most economical way of appointing was via an established framework.
- 2.5 Research has been undertaken and a direct award can be made via the Eastern Shires Purchasing Organisation (3S).
- 2.6 Penna have a good track record at searching and fulfilling difficult to fill positions for the Council. Penna were able to respond quickly and fulfil this requirement for high calibre candidates for these interim roles.
- 2.5. Financial costs based on a 6 month assignment:

Role	Cost
Interim Monitoring Officer £790 per day (4 days per week)	£82,160
Interim Director Neighbourhoods £603 per day (5 days per week)	£78,390

**Source Documents:**

Eastern Shires Purchasing Organisation Framework 3S