

Report for: Staffing & Remuneration Committee, 6th December 2016

Title: People Management Report, Q2 July – September 2016

Report authorised by : Richard Grice, Assistant Director Transformation & Resources

Lead Officer: Carole Engwell, HR Quality Assurance Manager .

Ward(s) affected: N/a

**Report for Key/
Non Key Decision:** N/a

1. Describe the issue under consideration

The report provides the Committee with data relating to the workforce including non-employed workers, equalities and sickness absence data for the period July to September 2016.

2. Cabinet Member Introduction

Not applicable.

3. Recommendations

The report is for information and for the Committee to note.

4. Reasons for decision

Not applicable

5. Alternative options considered

Not applicable

6. Background information

6.1 A Dashboard of information relating to all non-employed workers, sickness absence and workforce data is shown at Appendix 1.

Appendix 2 gives data relating to current Interim Managers & Consultants.

6.2 There are three definitions that are used across the council for the three types of non-employed workers. The definition of a senior manager used below, is someone who would, if employed, be paid approximately £60,000 or above.

- **Consultants** - senior level managers, (paid a daily rate). They are supernumerary and taken on to provide either specialist expertise or knowledge to one of the Council's transformation projects or to provide additional expertise to a business area.
- **Interim Managers** - senior level managers paid a daily rate. They are taken on to provide service continuity when established posts are vacant, for example due to a resignation or a restructure or during a period of transition.

- **Agency workers** - below senior management level and are paid an hourly rate. They may be either supernumerary or covering a vacancy.
- 6.3 There are five Consultants and two Interim Managers who have been working on IT projects across the organisation. From 1st October the Shared ICT Service took over responsibility for both delivering the projects and for the associated staffing costs of approximately £139,000. Going forward their details will no longer be in this report.

7. **Contribution to strategic outcomes**

The management controls introduced over the last year in response to the need for a tighter grip on spending, have reduced the number of non-employed workers and the spend across the Council. The freeze on non-essential recruitment is contributed to the reduction of establishment numbers and this, together with the on-going restructuring exercises, are expected to contribute to the reductions outlined in the Workforce Plan and the Medium Term Financial Strategy.

8. **Statutory Officers comments (Chief Finance Officer (including procurement), Assistant Director of Corporate Governance, Equalities)**

- 8.1 The current regime in place supporting the engagement of agency, consultants and interim staff requires a completed business case setting out the funding available to cover the costs of these appointments. This ensures that the managers are taking full budgetary responsibility for their decisions and the requirement to provide regular business cases for extensions provides challenge to ensure that the greater focus is placed on moving towards permanent recruitment or the positive and timely delivery of agreed outcomes.

The impact of the reduction in spend on agency and interim staff is reflected in the monthly budget monitoring report.

- 8.2 The Assistant Director for Corporate Governance notes the contents of this report, and appendices 1 and 2. He comments there appear to be no legal implications arising from this report.

9. **Use of Appendices**

Appendix 1: People Management Dashboard

Appendix 2: Details of Q2 Interim Managers & Consultants

10. **Local Government (Access to Information) Act 1985**

Not applicable.