

# HR Committee

16<sup>th</sup> January 2020



**Report of:** Director: Workforce & Change

**Title:** Contingent Workforce Report - update

**Ward:** N/A

**Officer Presenting Report:** Mark Williams (Head of Human Resources)

**Contact Telephone Number:** 07795 446270

## Recommendation

That the Committee notes the report.

## Summary

The purpose of this report is to update the Committee on the Council's use of agency staff.

## The significant issues in the report are:

- Spend on agency staff and the number of agency staff employed is forecast to reduce. The trend in expenditure since 2016 when a managed service supplier for agency staff for agency staff has seen a reduction in spend on agency workers from £13.7m in 2015/16 to a forecast of £11.8m for 2019/20.
- The main reason given for the use of agency staff during the financial year 2019/20 was to cover vacancies.
- Expenditure on agency staff relates to 4.98% of the pay bill (which is £238m per annum).



## Policy

1. The Council currently has a contract with Guidant in respect of the supply of agency staff.

## Consultation

2. **Internal**  
Not required because this report is for information only.
3. **External**  
Not required because this report is for information only.

## Context

4. During 2018/19 the Council spent £12.6m on agency staff including interim managers and consultants via Guidant who are our managed service provider for agency staff. Forecast spend for 2019/20 is £11.8m, which would mean a 6% reduction in spend. Spend for the period 1<sup>st</sup> April to 30<sup>th</sup> November 2019 was £7.1m. Expenditure on agency staff relates to 4.98% of the pay bill (which is £238m per annum).

Directorate	2017/18	2018/19	2019/20 (Forecast)
Growth & Regeneration	£2,344,215	£3,557,867	£3,803,705
People	£1,836,471	£2,164,445	£1,250,912
Resources	£7,204,815	£6,888,643	£6,820,279
<b>Grand Total</b>	<b>£11,385,502</b>	<b>£12,610,954</b>	<b>£11,874,896</b>

A detailed breakdown of the forecasted spend for 2019/20 including all agency workers from Bristol Grade 1 (£17,364) to Technical Professional level 1 (£57,919) can be seen in Appendix A.

5. The main reason given for the use of agency staff during the financial year 2019/20 was to cover vacancies. The Resources directorate also cited project work as a major reason for using agency staff.
6. The average tenure for a placement in 2019/20 is 18 weeks. 74% of all agency placements last less than 20 weeks. HR actively reviews all placements within each directorate to prevent placements extending longer than necessary; Q4 2018/19 saw a reduction in long placements.
7. During 2018/19 the Council spent £6.5m commissioning interim managers and consultants via Guidant and Limited Companies. Forecasted spend for 2019/20 is £6.3m, which will yield a 3% reduction in spend.

Interim Managers/Consultants	Qtr1	Qtr2	Qtr3	Qtr4 *forecast
Expenditure 2019/20	£2,234,006	£1,614,434	£1,881,701	£745,655*
Expenditure 2018/19	£536,375	£1,211,194	£1,422,629	£1,628,544

8. Numbers of interim managers and consultants (full-time equivalents) currently engaged by directorates are as follows:

Directorate	FTE November 2019
Growth & Regeneration	2.7
People	4.4
Resources	23.7
<b>Grand Total</b>	<b>30.8</b>

## Proposal

9. That the Committee notes this report.

## Other Options Considered

10. None.

## Risk Assessment

11. Not required because this report is for information only.

## Public Sector Equality Duties

- 16a) Before making a decision, section 149 Equality Act 2010 requires that each decision-maker considers the need to promote equality for persons with the following “protected characteristics”: age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, sexual orientation. Each decision-maker must, therefore, have due regard to the need to:
- i) Eliminate discrimination, harassment, victimisation and any other conduct prohibited under the Equality Act 2010.
  - ii) Advance equality of opportunity between persons who share a relevant protected characteristic and those who do not share it. This involves having due regard, in particular, to the need to --
    - remove or minimise disadvantage suffered by persons who share a relevant protected characteristic;
    - take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of people who do not share it (in relation to disabled people, this includes, in particular, steps to take account of disabled persons' disabilities);
    - encourage persons who share a protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.
  - iii) Foster good relations between persons who share a relevant protected characteristic and those who do not share it. This involves having due regard, in particular, to the need to --
    - tackle prejudice; and
    - promote understanding.

16b) Not required because this report is for information only.

### **Legal and Resource Implications**

#### **Legal**

Not required because this report is for information only.

#### **Financial**

##### **(a) Revenue**

##### **(b) Capital**

Not required because this report is for information only.

#### **Land**

Not applicable.

#### **Personnel**

Not required because this report is for information only.

### **Appendices:**

Appendix A – Breakdown of Forecast Agency Spend by Service

### **LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985**

#### **Background Papers:**

None.