

Briefing Note of the Head of HR&OD

Corporate Services Cabinet Advisory Committee - 13 January 2016

AGENCY WORKERS

1. Purpose of Briefing Note

The purpose of this Briefing Note is to provide the Committee with some background information in respect of the use of Agency Workers within the Authority and for them to investigate the merits of developing an 'in house' agency service.

2. Current use

2.1 The Authority currently has 232 Agency Workers being used in various Departments. See Appendix A for a breakdown as at 30th November 2015. The two main Contractors are RSD and Select who were the successful tenderers for the corporate contract.

2.2 It can be seen that the majority of Agency Workers are used in the Waste Management Service area. Some of these are long standing Agency Workers and approximately 20 of these have been taken on a permanent basis during 2015. The Waste Management Commissioning Review will be looking at the remainder of these Agency Workers.

2.3 Since October 2011 Agency Workers have been entitled to equal treatment on basic working and employment conditions as if they had been recruited directly by the Council once they have been in the same job for 12 calendar weeks. 'Equal treatment' means Agency Workers are entitled to:

- Access to the same basic pay based on the annual salary the Agency Worker would get if recruited directly by us. The pay will include holiday pay, overtime allowances and bonus payments (whilst the Council still pays them). Pay does not include occupational sick pay, but they are entitled to statutory sick pay
- Access to the same holiday entitlement, working time, overtime, breaks and rest periods as permanent workers
- Equal access to collective facilities – this is a day 1 entitlement
- Access to information about internal vacancies to give them the same opportunity as other workers to find permanent employment– this is a day 1 entitlement
- Equal access to on-site facilities such as canteen facilities and transport services– this is a day 1 entitlement

2.4 The Council has an Agency Workers Policy which was implemented on 1st April 2014.

3. Social Services Resource Support Team (RST)

3.1 In addition to Agency Workers, Social Services have their own Team of workers, i.e. the RST Team. The team was established in 2007. These are a team of approx. 38 staff which are employed by the Authority, on a casual basis to cover for holidays and sickness, they are used on an as and when needed basis.

3.2 These staff are paid the rate of pay for the position and do progress through the grade of the post that they are undertaking. The service only uses these staff if are unable to use employed staff to cover the shifts. The service should only use external Agency workers where there is an urgent need and unable to engage current staff or RST.

4. Issues for the Committee

4.1 The Committee may wish to investigate the merits of developing an in house agency pool based on the Social Services RST Model.

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APPENDIX A

Nov-15								
Place	Number of Agency Workers	People	Number of Agency Workers	Corporate Services	Number of Agency Workers			
Culture, Tourism, Sport & Leisure	15	Social Services	43	Communications & Consultations	0			
Corporate Building and Property Servies	4	Education	0	HR & OD	0			
Highways & Transportation	13	Poverty & Prevention	0	Financial Services	1			
Waste Management	152			Information & Business Change	3			
Economic Regeneration & Planning	1			Legal, Democratic Services & Procurement	0			
Housing & Public Protection	0							
	185		43		4			232