

**Personnel Panel – 16 February 2009****TEMPORARY WORKER PROVISION 2009 - 2012****Report of Head of Improvement Unit**

**Statutory Powers:** Local Government Act 2000.

**Financial Implications:** The development of a single contract for the supply of temporary worker cover to the South Devon and Dartmoor Partnership authorities should, over 4 years, provide cashable savings to the authority of £15,000 per annum on current levels of expenditure.

**Purpose**

The aim of the contract is to put in place a single contract to replace the current contracting position with seventeen different suppliers across the partnership authorities. The local businesses of Brite, 4Front, Tavistaff and South Hams Workforce will be sub-contractors.

Link to Council's **Priorities** – This process guide links to the Accessibility and Value for Money Priorities.

**RECOMMENDATION**

**That the Personnel Panel RESOLVES that the Contract for Concept Staffing to deliver Agency Staff requirements for the next 3 years, with an option to extend for a further 1 year period, be agreed.**

**Background/The Issues**

There are currently one year contracts in place for administration (Pro Personnel) and operational (Jobshop) roles which are due to come to an end in March 2009. There currently is no contract in place for specialist agency staff requirements.

The current one year contracts do not conform to the attainment of best value or to the Council's contract procedure rules.

Consolidating the arrangements will increase purchasing power, optimise service levels and reduce administrative procedures.

Full details are on the attached report by the Joint Corporate Procurement Officer.

## Risk Assessment

The following are the significant risks and opportunities identified:

Opportunity	Issues / Obstacles	Benefits
To ensure that all EU Directives and Council Financial Instructions and Contract Procedures regarding procurement of temporary workers are fully adhered to.	Failure to abide by EU regulations can result in expensive legal actions being taken against the council in respect of contracts granted.	Properly negotiated contracts will provide part of our defence in any prosecution or civil litigation
To ensure that all temporary worker contracts entered into provide good value for money for the residents of the South Hams.	Failure to adequately tender and analyse submissions could result in inappropriate contracts being awarded.	Standardised systems across shared services authorities enables effective management, easier working and the ability to benefit from economies of scale.
To ensure that all contracts entered into ensure that the work force practices are free from inequalities and take into account health and safety and employment legislation	Failure to ensure that all contracts are in line with current legislation, national policies and guidance could result in the council's reputation being damaged by contractors.	Properly negotiated contracts will provide part of our defence in any prosecution or civil litigation

## Conclusion

The contract will consolidate the temporary worker arrangements, will increase purchasing power, optimise service levels and reduce administrative procedures whilst ensuring that local SME's are utilised wherever possible.

Roger Nicholson  
Head of Joint Improvement Unit

Personnel Panel  
16 February 2009

Andy Wilson  
Personnel Manager

## Background Documents:

None