

Appendices: Nil



NORTHAMPTON
BOROUGH COUNCIL

AUDIT COMMITTEE REPORT

Report Title	Position Statement on Vacant Posts and Interim/Agency Staff
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AGENDA STATUS: PUBLIC

Audit Committee Meeting Date:	16 January 2017
Policy Document:	No
Directorate:	Finance Directorate LGSS
Accountable Cabinet Member:	Cllr Brandon Eldred

1. Purpose

- 1.1 To present Audit Committee with a position statement as to the numbers of staff vacancies and interims/agency staff engaged.

2. Recommendations

- 2.1 To consider the contents of this finance report.
- 2.2 To consider whether Audit Committee requires any additional information in order to fulfil its governance role.

3. Issues and Choices

3.1 Report Background

- 3.1.1 A Finance report is presented to Cabinet quarterly (including the outturn report) which are then brought to the first available Audit Committee meeting following their production.
- 3.1.2 At it's meeting on the 14 March Audit Committee raised a query requesting further information on:
- The number of interim/agency staff and vacant positions currently held at the Council

3.1.3 The collection and review of this information is now part of the monthly financial monitoring within the council, including being reviewed by management board.

3.2 Interim/Agency Staff and Vacant Positions

3.2.1 The number of interim and agency staff engaged is summarised in the table below.

Directorate	February	October	November
Borough Secretary	9	6	5
Director of Customers & Communities	*13	*3	*7
Director of Regeneration, Enterprise & Planning	13	9	8
Housing and Well Being	4	6	7
Total	39	24	27

3.2.2 The number of interim and agency staff engaged and the length of engagement is summarised in the table below.

Directorate	November	Length of time engaged				
		<1 month	1-3 months	3-6 months	6-12 months	12+ months
Borough Secretary	5	0	0	0	1	4
Director of Customers & Communities	7	1	3	0	2	1
Director of Regeneration, Enterprise & Planning	8	0	3	2	2	1
Housing and Well Being	7	0	1	1	3	2
Total	27	1	7	3	8	8

***12 Posts removed from total relating to Enterprise Contract as costs are being recovered through the contract.**

3.2.3 The number of staff vacancies is summarised in the table below.

Directorate	Total Posts	Vacancies (March)	Vacancies (October)	Vacancies (November)	Recruiting to	Covered by Interims/ Agency
Borough Secretary	28	11	9	8	3	5
Director of Customers & Communities	169	23	18	11	3	7
Director of Regeneration, Enterprise & Planning	65	13	13	13	3	8
Housing and Well Being	37	5	9	9	7	7
Total	299	52	49	41	16	27

3.2.4 Borough Secretary. The department has had to recruit additional staff in Elections to support changes arising from Individual Registration, brought about by changes in the law. The department is actively considering what departmental structures it needs to adequately and proportionally resource this important statutory function. Of the 8 vacancies, through the department, 1 have been offered a permanent role, 2 have been re-advertised and the date for applicants has now closed, 1 is under review and the remainder are being held pending restructures.

3.2.5 Of the 11 vacancies in the Directorate of Customers & Communities, 2 have been filled and are just waiting on start dates, 1 is currently out to advert and the remainder are being held pending restructures to find further savings.

3.2.6 Of the 13 vacancies within the Directorate of Regeneration, Enterprise and Planning, three posts were unsuccessfully recruited to; these posts are under review. One post is out to advert, 2 have been offered a permanent role and the remaining posts are held for review.

3.2.7 Of the 9 vacant positions in the Housing and Wellbeing service, 3 have been recruited (start dates are imminent) and 4 are in the process of being recruited. Of the 7 Interims in the Housing and Wellbeing service, the 7 interims are covering vacant posts until successful appointments are made.

3.2.8 The financial cost of interim / agency staff will be collated from Directorates for the period to the end of December 2016 and reported to the next audit committee.

3.3 Choices (Options)

3.3.1 None

4. Implications (including financial implications)

4.1 Policy

4.1.1 There are no specific policy implications arising from this report.

4.2 Resources and Risk

4.2.1 Ongoing monitoring of the Council's budget and capital programme enables early intervention and appropriate remedial action, thus mitigating risks to the Council's financial viability and to its reputation.

4.3 Legal

4.3.1 There are no specific legal implications arising from this report.

4.4 Equality

4.4.1 There are no specific equalities implications arising from this report.

4.5 Consultees (Internal and External)

4.5.1 None at this stage.

4.6 How the Proposals deliver Priority Outcomes

4.6.1 Regular reporting of the Council's financial position helps to ensure the proper stewardship of the Council's resources. Active financial management contributes to the delivery of value for money services, enabling public money to be used to maximum benefit.

4.7 Other Implications

4.7.1 Not applicable

5. Background Papers

None

Glenn Hammons
Chief Finance Officer, Telephone 01604 366521