

EAST HERTS COUNCIL

HUMAN RESOURCES COMMITTEE – 13 MARCH 2019

REPORT BY THE HEAD OF HUMAN RESOURCES AND
ORGANISATIONAL DEVELOPMENT

AGENCY STAFFING AUDIT

WARD(S) AFFECTED: NONE

Purpose/Summary of Report

- Members are invited to note the agency staffing audit report and associated action plan

<u>RECOMMENDATIONS FOR HUMAN RESOURCES COMMITTEE:</u>	
(A)	That the agency staffing audit report and associated action plan be noted

1.0 Background

1.1 In September 2018 the Shared Internal Audit Service (SIAS) completed an audit of agency staffing at the council. The findings were presented in a final report issued to Human Resources (HR) in December 2018. The report contained two main action points for HR.

1.2 The full agency staffing audit report can be found at **Essential Reference Paper 'B'**.

2.0 Report

2.1 The audit report highlighted that agency staff are hired at the discretion of services and as there are no preferred suppliers,

managers can use whichever agencies they prefer. As HR do not directly control agency recruitment, managers are required to inform HR of any agency recruitment which can lead to records becoming out of date. However, HR do contact Heads of Service on a monthly basis asking them to check and update the records held by HR.

- 2.2 Please note that following the audit and in line with the need to ensure the contract register is up to date and complete HR are currently undertaking a gathering exercise from all services on their use of Agencies. This was agreed at the Leadership Team meeting on the 18 of February. The terms of current arrangements will then be reviewed and negotiated by the Head of HR and OD into a preferred supplier list with the aim to achieve improved value for money through EHC wide terms.
- 2.3 The report also highlighted that agency staff terms and conditions are not being checked at the 12 week point to ensure that they are receiving the same pay, benefits, and annual leave as a permanent employee and also automatic pension enrolment.
- 2.4 The two action points for HR and the progress made on these so far can be found at **Essential Reference Paper 'C'**.
- 3.0 Implications/Consultations
- 3.1 Information on any corporate issues and consultation associated with this report can be found within **Essential Reference Paper 'A'**.

Background Papers

None

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