

WILTSHIRE COUNCIL

STAFFING POLICY COMMITTEE

24th November 2010

AGENCY INTERIM AND CONSULTANCY STAFF PROCUREMENT POLICY

Purpose of Report

1. The purpose of this report is for Staffing Policy Committee to consider a policy for the procurement of temporary agency/interim and consultancy staff. The new policy will seek to replace all current arrangements that exist for procuring for these staff.

Background

2. Wiltshire Council does not currently have a policy and procedure for the procurement of agency and consultancy services. Managers currently follow many different processes when procuring these services.
3. A report to CLT on 19th July 2010 outlined the need for consistent processes to be in place to enable better control of agency/interim and consultancy spend and use of resources.

Main Considerations for the Council

4. CLT have approved the following arrangements:
 - Agency/interim staff:
A neutral vendor managed service which will be run by Comensura on the council's behalf. Comensura are not a recruitment agency but will take responsibility for managing the agencies on the council's behalf. Comensura will engage with the agencies and offer the opportunity to work with the council through the new arrangements.
 - Consultancy services:
Managers will complete a business case form and if this is approved by the chief executive procurement will negotiate with the provider on their behalf.
5. The new arrangements will support the achievement of savings of £5.5m per annum.
6. It is important to highlight these arrangements are not about stopping agency/interim and consultancy spend but ensuring that the best practice and value for money is achieved.

Environmental Impact of the Proposal

7. None.

Equalities Impact of the Proposal

8. This policy will apply to Wiltshire Council Staff, excluding schools.

Recommendation

9. The Staffing Policy Committee is asked to support and approve the policy for the procurement of temporary agency/interim and consultancy staff.

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The following unpublished documents have been relied on in the preparation of this Report: None