

WILTSHIRE COUNCIL

ORGANISATION & RESOURCES SELECT COMMITTEE

5 APRIL 2012

Comensura

Purpose

1. A report outlining the successful implementation of Comensura, a neutral vendor contract to streamline agency and contract staff employment, was presented to the Organisation & Resources Select Committee on 24th March 2011. The purpose of this report is to provide the committee with an update on the progress and performance of Comensura.

Background

2. A neutral vendor contract with Comensura was implemented in November 2010 in order to:
 - a. Create a robust process for managing temporary agency staff.
 - b. Reduce the cost of temporary agency staff.
 - c. Improve the quality of information available regarding agency staff to ensure that Wiltshire Council understands its business at an appropriate level to inform better workforce planning strategies.
3. The implementation of Comensura has meant that it has been possible to procure all agency workers using a single organisation. This means that managers do not need to spend valuable time searching various organisations for the right candidate.

Current Situation

4. The implementation of a neutral vendor contract has delivered significant efficiencies in the payment of invoices. Prior to the implementation of the contract in excess of 1000 invoices for temporary agency staff were being processed per month, this has now reduced to an average of 4 invoices per month.
5. The Comensura process is automated, and integrated with SAP. The process includes an approval to recruit stage with authorisation to recruit being sought from the relevant service director. This has provided more robust management of the use of these resources
5. Prior to the Comensura contract it was very difficult to identify temporary agency use and spend. Another benefit of the contract is the regular management information that is provided on a monthly basis by Comensura. This has enabled closer monitoring of the use of temporary agency workers and the associated costs. Details of the volume of temporary agency use and spend through Comensura, since go live, is shown below.

Wiltshire Financial Years	Total Hours	Total Spend inc expenses	Cost Savings	% Saving
Go Live November 10 - March 11	86,546	£2,273,239.63	£76,739.56	3.40%
April - June 2011	89,638	£2,152,036.96	£64,845.42	3.04%
July - Sept 2011	114,697	£2,485,377.78	£77,232.01	3.13%
Oct - Dec 2011	94,572	£2,216,926.14	£75,848.93	3.44%
Jan - Feb 2012	42,114	£997,198.07	£36,716.15	3.71%
Grand Total	427,567	£10,124,778.58	£331,382.07	3.12%

6. The spend on temporary agency workers is 3.12% less than it would have been prior to the Comensura contract. The cost savings are the rebates that the council receives from Comensura each quarter. Rebates have been received for the period up to 31st December 2011.

Conclusion

7. The reduction in processing invoices has resulted in an estimated drop in workload within accounts payable of between 0.5 and 1 FTE.
8. Information about temporary agency workers is reported quarterly to both corporate and service directors as well as Staffing Policy Committee. This ensures that Wiltshire Council both understands its current human capital and can plan future resourcing needs.
9. Through the effective procurement of agency workers, using Comensura, Wiltshire Council has saved £331,382.07, or 3.1% of the total cost.

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