

Appendices: Nil



NORTHAMPTON
BOROUGH COUNCIL

AUDIT COMMITTEE REPORT

Report Title

Position Statement on Vacant Posts and Interim Staff

AGENDA STATUS:

PUBLIC

Audit Committee Meeting Date:	5 th September 2016
Policy Document:	No
Directorate:	Finance Directorate LGSS
Accountable Cabinet Member:	Cllr Brandon Eldred

1. Purpose

- 1.1 To present Committee with additional information and answers to a query raised at the Audit Committee on the 14th March 2016.

2. Recommendations

- 2.1 To consider the contents of this finance report.
- 2.2 To consider whether 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 and Performance 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 its 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

3.2 Interim/Agency Staff and Vacant Positions

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

Directorate	Mar	August
Borough Secretary	9	9
Director of Customers & Communities	*13	8
Director of Regeneration, Enterprise & Planning	**11	11
Housing and Well Being	4	10
Total	38	38

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

**2 Posts removed from Regeneration, Enterprise & Planning as they are being recharged to projects.

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

Directorate	Total Posts	Vacancies (March)	Vacancies (August)	Vacancies (August) as a % of total posts	Recruiting to	Covered by Interims/ Agency
Borough Secretary	28	11	12	42.8	6	9
Director of Customers & Communities	169	23	25	14.8	21	8
Director of Regeneration, Enterprise & Planning	65	13	13	20.0	6	11
Housing and Well Being	37	5	8	21.6	5	5
Total	299	52	58	19.4	38	33

3.2.3 Borough Secretary. The department has had to recruit a number of additional staff 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 12 vacancies, through the department, 1 has been filled, 5 have been offered a permanent role, 1 will be re-advertised as we were not successful at interview stage in finding a suitable candidate, 1 is under review and the remainder are being held pending restructures.

3.2.4 Of the 25 vacancies in the Directorate of Customers & Communities, 16 have been filled and are just waiting on start dates, 5 are currently out to advert and the remainder are being held pending restructures to find further savings.

- 3.2.5 Of the thirteen vacancies within the Directorate of Regeneration, Enterprise and Planning, offers have been made and accepted in relation to two posts. Four posts are also in the process of recruitment and one post has been held for review.
- 3.2.6 The use of interim staff to temporarily cover vacant posts within the Directorate has enabled the planning service to remain efficient in determining planning applications and in progressing Development Plan Documents, which are important services for householders, developers and investors. The use of interims has also enabled the asset management and regeneration services to progress a number of key projects, which include; proposals for the Vulcan Works, the redevelopment of Greyfriars and the refurbishment of Delapre Abbey.
- 3.2.7 Of the 8 vacant positions in the Housing and Wellbeing Service, 5 are being recruited to. Of the 10 Interims in the Housing and Wellbeing Service, 5 are covering vacant posts until successful appointments are made, 1 has previously been covering a vacant post and is in the process of handing over her work to a newly-appointed Permanent Officer, 2 are providing the Housing Standards Team with extra capacity to identify, license and regulate HMOs pending a mini restructure of the Housing Standards Team, and 2 have been recruited in August to oversee the conversion and refurbishment of the new Nightshelter and set up the Council's Social Lettings Agency.

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

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