

Appendices: None



**NORTHAMPTON**  
BOROUGH COUNCIL

## AUDIT COMMITTEE REPORT

<b>Report Title</b>	<b>Position Statement on Vacant Posts and Interim/Agency Staff</b>
---------------------	--

**AGENDA STATUS: PUBLIC**

<b>Audit Committee Meeting Date:</b>	14 <sup>th</sup> November 2016
<b>Policy Document:</b>	No
<b>Directorate:</b>	Finance Directorate LGSS
<b>Accountable Cabinet Member:</b>	Cllr Brandon Eldred

### 1. Purpose

---

- 1.1 To present 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 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

### 3.2 Interim/Agency Staff and Vacant Positions

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

Directorate	Feb	August	September
Borough Secretary	9	9	10
Director of Customers & Communities	*13	*8	*8
Director of Regeneration, Enterprise & Planning	13	13	8
Housing and Well Being	4	10	6
<b>Total</b>	<b>39</b>	<b>40</b>	<b>32</b>

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

Directorate	September	Length of time engaged				
		<1 month	1-3 months	3-6 months	6-12 months	12+ months
Borough Secretary	10	-	2	1	3	4
Director of Customers & Communities	*8	5	3	-	-	-
Director of Regeneration, Enterprise & Planning	8	-	1	3	2	2
Housing and Well Being	6	1	-	3	1	1
<b>Total</b>	<b>32</b>	<b>6</b>	<b>6</b>	<b>7</b>	<b>6</b>	<b>7</b>

\*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 (August)	Vacancies (September)	Recruiting to	Covered by Interims/ Agency
Borough Secretary	28	11	12	12	6	10
Director of Customers & Communities	169	23	25	25	21	8
Director of Regeneration, Enterprise & Planning	65	13	13	12	4	8
Housing and Well Being	37	5	8	8	6	6
<b>Total</b>	<b>299</b>	<b>52</b>	<b>58</b>	<b>57</b>	<b>37</b>	<b>32</b>

3.2.4 Borough Secretary. The department has had to recruit 5 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 12 vacancies, through the department, 2 has been filled, 2 have been offered a permanent role, 2 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. In addition an interim has been engaged on a temporary basis for the transformation project as there is no post on the establishment list.

3.2.5 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.

3.2.6 Of the 12 vacancies within the Directorate of Regeneration, Enterprise and Planning, offers have been made and accepted in relation to two posts. Three posts were unsuccessfully recruited to; these posts are under review. Two post are due to go to recruitment imminently. The remaining posts are held for review.

3.2.7 Of the 8 vacant positions in the Housing and Wellbeing Service, 6 are being recruited to. The 6 Interims in the Housing and Wellbeing Service are covering vacant posts until successful appointments are made.

### 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**

---

5.1 None

**Glenn Hammons**  
**Chief Finance Officer, Telephone 01604 366521**