

**NORTH LINCOLNSHIRE COUNCIL
OFFICER DECISION NOTICE AND RECORD
(PUBLISHED)**

1. DECISION TAKEN

To Call-off from the regional ESPO Temporary Agency Resources (MSTAR3) (635F) Framework for the provision of the councils Managed Service Provider for Temporary Agency Workers for a period of years from 2019 to 2021 with the option to extend the Call-off by two further 12 month periods.

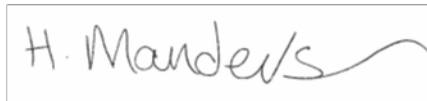
EXECUTIVE	X	NON-EXECUTIVE		(Please tick either)	
IS THIS A 'KEY DECISION' ? (see definition overleaf)				Yes	No
DOES THIS DECISION RELATE TO EXEMPT INFORMATION?				Yes	No
EXEMPT PARAGRAPH REFERENCE (NOT TO BE PUBLISHED)				N/A	

**2. OFFICER DECISION
TAKER**

NAME Helen Manderson

POSITION/POST Director of Business Development

SIGNATURE



DATE 15 October 2019

**3. REASONS FOR
THE DECISION**

(Please ref to any report/minute/background documents attached)

As detailed in the attached report

**4. ALTERNATIVE
OPTIONS CONSIDERED
AND REJECTED (BY
DECISION TAKER(S))**

As detailed in the attached report

TO BE COMPLETED BELOW - **ONLY** WHEN A DELEGATED OFFICER DECISION REQUIRES PRIOR CONSULTATION WITH A MEMBER (LEADER OF THE COUNCIL, CABINET MEMBER/CHAIRMAN OF A COMMITTEE) IN ACCORDANCE WITH THE 'SCHEME OF DELEGATIONS TO OFFICERS' OR DECISION/MINUTE OF COUNCIL/COMMITTEE OR DECISION/MINUTE OF CABINET/CABINET MEMBER.

<p>5. DECISION REQUIRED TO BE TAKEN IN CONSULTATION WITH RELEVANT MEMBER</p>	<p>COUNCILLOR</p> <p>POSITION</p> <p>SIGNATURE</p> <p>DATE</p>
<p>6. ANY CONFLICT OF INTEREST DECLARED BY ANY EXECUTIVE (CABINET) MEMBER (S) CONSULTED, WHICH RELATES TO THE DECISION, OR (NON-EXECUTIVE) – ANY MEMBER OF THE COMMITTEE THAT DELEGATED THE DECISION TAKEN</p>	<p>N/A</p>
<p>7. WITH REFERENCE TO 6. ABOVE - HAS ANY DISPENSATION BEEN GRANTED TO THE EXECUTIVE (CABINET) MEMBER? (ONLY APPLIES TO EXECUTIVE)</p>	<p>No</p>

PLEASE REMEMBER TO ATTACH ANY ACCOMPANYING REPORT.

WHEN COMPLETE, PLEASE SEND TO HEAD OF DEMOCRATIC SERVICES, CIVIC CENTRE, SCUNTHORPE FOR PUBLISHING.

(The definitions of a key decision are when an executive decision is likely -

(i) to result in the Council incurring expenditure or the making of savings (including the receipt or loss of income) over £350,000 in any one financial year; or

(ii) to be significant in terms of its effect on communities living or working in an area comprising two or more wards or electoral divisions in the area of the local authority).

NORTH LINCOLNSHIRE COUNCIL

DIRECTOR: BUSINESS DEVELOPMENT

ESPO Temporary Agency Resources (MSTAR 3) (635F) Framework.

1. OBJECT AND KEY POINTS IN THIS REPORT

- 1.1 To seek approval to call-off from a regional framework agreement for the provision of North Lincolnshire Council's Managed Service Provider for the supply of Temporary Agency Workers.

2. BACKGROUND INFORMATION

- 2.1 A recent joint procurement exercise with North East Lincolnshire Council has been carried out to provide a Call-Off Framework for the delivery of a managed service for the supply of Temporary Agency Workers.
- 2.2 A managed service provider has previously been utilised in order to reduce the cost of agency staff for the council and meet all short term agency demand, ensuring the delivery of front line and statutory services for the residents of North Lincolnshire. The previous agreement was due to expire and a new procurement process has been followed to ensure business continuity and value for money.
- 2.3 The procurement exercise was carried out through the regional ESPO Temporary Agency Resources (MSTAR3) (635) Framework Lot 1a Managed Service Provision with criteria being focussed on both cost and quality of service.
- 2.4 Following the formal procurement process, Comensura, the sole applicant, have satisfied the criteria for the award of the new framework contract.

3. OPTIONS FOR CONSIDERATION

- 3.1 Call-off the ESPO Temporary Agency Resources (MSTAR3) (635F) Framework.
- 3.2 Take an in-house approach to sourcing temporary agency workers.
- 3.3 Carry out a further procurement exercise on our own and without regional partners.

4. ANALYSIS OF OPTIONS

- 4.1 Call-off the ESPO Temporary Agency Resources Framework - This option ensures that we continue to monitor and control agency spend proactively.

Comensura reporting systems will support the authority in enabling both challenge and transparency, whilst reducing annual spend as far as possible.

- 4.2 An in house approach to sourcing temporary agency workers will place a strain on both budgets and administrative capacity. It may create difficulty for the authority in terms of understanding the overall picture of spend, may weaken our ability to maintain viable pay rates both locally and regionally and may impact on turnaround times for obtaining agency workers at short notice.
- 4.3 Carry out a further procurement exercise on our own without regional partners. This would add delay; taking up internal resources with no guarantee of delivering further benefits.

5. EVALUATION PROCESS

5.1 We considered the following criteria to arrive at the decision:

- Effective IT systems
- Customer training and ongoing support
- Responsiveness
- Implementation plan
- Invoicing and client charges
- Management information
- Account management
- Demand management
- Financial benefits

5.2 A call-off arrangement from this regional framework will see significant benefits;

- The potential for an increased sign up of local agencies and for more focussed oversight of their recruitment processed (particularly safer recruitment) – to provide greater assurance to the authority.
- Thorough and supportive training/implementation plan.
- Automated invoicing systems.
- Provision of tailored management reports.
- Accessible and responsive complaints/queries system.
- Costs are controlled through the Provider, meaning that savings are made across the authority, including through staff capacity.

6. RESOURCE IMPLICATIONS (FINANCIAL, STAFFING, PROPERTY, IT)

6.1 Staffing – The existing agency worker contract is currently managed within HR resources and this will continue to be the case, with responsible managers feeding into the system as and when the need for workers arises. A number of these managers were invited to take part in the procurement exercise in order to ensure robust consultation and feedback.

6.2 Financial – Fees applied are on a sliding scale and dependant on the staff role requested, for example 0.56p for Admin and Clerical roles on top of the hourly rate and £2.66 per hour for specialist skilled workers, i.e. Social workers. The outgoing Provider charged £1.16 per hour across all roles. It is therefore difficult to predict the saving to the council at this time. The costs are however controlled by the framework and contracts managed on our behalf rather than being subject to the open market, which would in turn require our managers to oversee each agency contract individually. Based on past usage and on the current measures in place to reduce spend on specialist staff it is likely that overall spend will decrease once the new provider is in place. See attached pricing schedule for detailed costs.

6.3 Consultation – We have consulted with IT to ensure that the proposed system is appropriate and compatible to NLC needs and Legal/Procurement have overseen the framework schedules.

7. OUTCOMES OF INTEGRATED IMPACT ASSESSMENT (IF APPLICABLE)

7.1 No adverse impact highlighted in the assessment.

8. OUTCOMES OF CONSULTATION AND CONFLICTS OF INTERESTS DECLARED

8.1 No conflicts of interest were declared during the procurement process

9. RECOMMENDATIONS

9.1 It is recommended that the Director of Business Development approve the Call-off from the regional ESPO framework for the provision of the councils Managed Service Provider for the supply of Temporary Agency Resources for a period of 24 months from 2019 to 2021 with the option to extend the Call-off by two further 12 month periods.

DIRECTOR OF BUSINESS DEVELOPMENT

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Date: 10 October 2019