

EXECUTIVE DECISION

made by a Council Officer



REPORT OF ACTION TAKEN UNDER DELEGATED AUTHORITY BY AN INDIVIDUAL COUNCIL OFFICER


Executive Decision Reference Number – COD04 22/23

Decision	
1	<p>Title of decision: Award of the Temporary Labour Contract</p>
2	<p>Decision maker (Council Officer name and job title): Andy Ralphs – Strategic Director of Customer & Corporate Services</p>
3	<p>Report author and contact details: Polly Colville – Agency Project Consultant. Email: polly.colville@plymouth.gov.uk / Mobile: 07989 231 412</p>
4a	<p>Decision to be taken: Award the Temporary Labour Contract to the winning bidder.</p>
4b	<p>Reference number of original executive decision or date of original committee meeting where delegation was made: 21173 - 8TH February 2022</p>
5	<p>Reasons for decision: The mini-competition against the Yorkshire Purchasing Organisation's Temporary Agency Resources for Local Authorities framework has been concluded and PCC is ready to award the contract to the successful bidder.</p>
6	<p>Alternative options considered and rejected: A full options appraisal was undertaken where different types of contract models common in the industry were investigated as well as whether to go to full tender directly or whether to call off alternative available frameworks. The model was selected based on the issues common to PCC's hiring community. A full tender was rejected due to time pressures to complete the process before the incumbent contract with Pertemps expires at the end of September. Alternative frameworks were rejected due to the level of communication and service provided by the owning organisation.</p>

7	Financial implications and risks: Temporary staffing will continue to be covered by existing staff budgets and in some instances may exceed staff budgets due to market rate inflation, but will be governed and controlled by internal governance procedures.			
8	Is the decision a Key Decision?	Yes	No	Per the Constitution, a key decision is one which:

	(please contact Democratic Support for further advice)			in the case of capital projects and contract awards, results in a new commitment to spend and/or save in excess of £3million in total
		X		in the case of revenue projects when the decision involves entering into new commitments and/or making new savings in excess of £1million
				is significant in terms of its effect on communities living or working in an area comprising two or more wards in the area of the local authority.
8b	If yes, date of publication of the notice in the Forward Plan of Key Decisions	7/1/22		
9	Please specify how this decision is linked to the Council's corporate plan/Plymouth Plan and/or the policy framework and/or the revenue/capital budget:	The temporary labour contract supports the delivery of the entire Corporate Plan as well the Joint Local Plan/Plymouth Plan and ensures that the Council has a suitable workforce with the right skills as well as providing resilience and flexible service delivery. This contract enables the Council to ensure resources are in place where required to cover short term, statutory or specialist requirements and continue to deliver high quality services thereby meeting internal departmental needs and ultimately those of the Council's customers and residents.		
10	Please specify any direct environmental implications of the decision (carbon impact)	The Service Provider's vendor management system will be online which reduces the use of paper. Information technology will be further enhanced through the contract and in doing so will reduce the carbon footprint		
Urgent decisions				
11	Is the decision urgent and to be implemented immediately in the interests of the Council or the public?	Yes		(If yes, please contact Democratic Support for advice)
		No		(If no, go to section 13a)
12a	Reason for urgency:			
12b	Scrutiny Chair signature:		Date	
	Scrutiny Committee name:			

Print Name:				
Consultation				
13a	Are any other Cabinet members' portfolios affected by the decision?	Yes		
		No	X	(If no go to section 14)
13b	Which other Cabinet member's portfolio is affected by the decision?			
13c	Date Cabinet member consulted			
14	Has any Cabinet member declared a conflict of interest in relation to the decision?	Yes		If yes, please discuss with the Monitoring Officer
		No	X	
15	Which Corporate Management Team member has been consulted?	Name	Andy Ralphs	
		Job title	Strategic Director of Customer and Corporate Services	
		Date consulted	7.6.22	
Sign-off				
16	Sign off codes from the relevant departments consulted:	Democratic Support (mandatory)	DS07 22/23	
		Finance (mandatory)	djn.22.23.40	
		Legal (mandatory)	MS/08.06.22/ 37956	
		Human Resources (if applicable)		
		Corporate property (if applicable)		
		Procurement (if applicable)	KK/PS/633/ED/062 2	
Appendices				
17	Ref.	Title of appendix		
	A	21173 – Contract Award Report – Temporary Labour – Part I		
	B	Equalities Impact Assessment Procurement Agency Workers - Final		
Confidential/exempt information				
18a	Do you need to include any confidential/exempt information?	Yes	X	If yes, prepare a second, confidential ('Part II') briefing report and indicate why it is not for

		No	publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box in 18b below.					
		Exemption Paragraph Number						
		1	2	3	4	5	6	7
18b	Confidential/exempt briefing report title: 21173 – Contract Award Report – Temporary Labour – Part 2			X				
Background Papers								
19	Please list all unpublished, background papers relevant to the decision in the table below. Background papers are <u>unpublished</u> works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based. If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.							
Title of background paper(s)		Exemption Paragraph Number						
		1	2	3	4	5	6	7
Revenue Investment Business Case for Agency Worker Procurement – Final 1.2.22								
Council Officer Signature								
20	I agree the decision and confirm that it is not contrary to the Council's policy and budget framework, Corporate Plan or Budget. In taking this decision I have given due regard to the Council's duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equalities Act and those who do not. For further details please see the EIA attached.							
Signature			Date of decision	08/06/2022				
Print Name	Andy Ralphs, Strategic Director for Customer and Corporate Services							