

EAST AYRSHIRE COUNCIL

PERSONNEL AND PROPERTY SUB- COMMITTEE OF THE POLICY AND RESOURCES COMMITTEE – 21 NOVEMBER 2000

TEMPORARY EMPLOYMENT

Report by Depute Chief Executive/Director of Corporate Resources

1. PURPOSE OF REPORT

- 1.1 The purpose of this paper is to advise the Sub-Committee of temporary employment in East Ayrshire Council as at 30 September 2000.

2. BACKGROUND INFORMATION

- 2.1 The Council at its meeting of 16 December 1999 agreed that approval of temporary employment beyond 12 months be delegated to the Personnel and Property Sub-Committee of the Policy and Resources Committee. At this meeting the Council further agreed that the Sub-Committee be delegated powers to review as appropriate the levels of temporary employment within departments.
- 2.2 The Sub-Committee at its meeting on 28 September 2000 noted a report from the Director of Corporate Resources which indicated that the Council employed 127 temporary employees at 30 June 2000. This report aims to advise the Committee on temporary employment on the quarter ended 30 September 2000 when the Council employed 188 temporary employees.

3. CURRENT POSITION

- 3.1 The following table summarises the numbers of temporary employees at 30 September 2000 as provided by service departments/sections.

DEPARTMENT/ SECTION	CONTINUOUS SERVICE				TOTAL 30/09/00	TOTAL 30/09/99
	Up to 6 Months	Up to 1 year	1 to 2 years	2 years & over		
Chief Executive's	-	-	-	-	-	2
Community Services	1	1	2	-	4	3
Corporate Resources	4	-	1	-	5	2
Development Services	-	2	-	-	2	5
Educational & Social Services (EDU)	10	4	14	19	47	59
Educational & Social Services (Onsite)	54	3	-	-	57	48
Educational & Social Services (SWK)	27	10	6	8	51	79
Finance	6	1	2	1	10	15
Homes & Technical Services	1			1	2	-
HATS (Building and Works)	7	3	-	-	10	15

TOTAL	110	24	25	29	188	228
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3.2 Members will note that the figures show a decrease from 228 to 188 in the corresponding period in 1999. This still continues to compare favourably to the original number of temporary employees of 376 at January 1999 when the Sub-Committee first considered this issue. However, by the nature of the Council's services and its general size as an employer, there will always be a need for an element of temporary employment.

3.3 Appendix A provides details of those temporary employees who, if their temporary employment continues, will attain 12 months or more continuous service with the Council in the period 1 February 2001 – 30 April 2001.

3.4 Appendix B provides details of those employees with more than 12 months service whose termination date previously approved by the Sub-Committee has been revised by the Head of Department.

4. FUTURE REPORTING ARRANGEMENTS

4.1 As recent reports have established that the current level of temporary employment is relatively consistent the Head of Personnel proposes that temporary employment be reported on an annual basis with ongoing monitoring being carried out by Personnel Services.

4.2 The Head of Personnel intends utilising the reporting tools within the "Corporate Human Resource Information System" to provide the Committee with regular information on the Council's temporary employment situation as part of general employee information report.

5. FINANCIAL IMPLICATIONS

5.1 Costs associated with the employment of temporary employees are being met from existing departmental budgets.

6. POLICY IMPLICATIONS

6.1 This report complies with the Council's policy on temporary employment.

7. LEGAL IMPLICATIONS

7.1 Although there is no automatic right to substantive employment, temporary employees with more than one year's continuous service have the right to pursue Unfair Dismissal and any with more than two year's continuous service would be entitled to a statutory redundancy payment. The Council's employment practices should negate the risk of any successful Unfair Dismissal claims and, to date, no such claims have been made.

8. RECOMMENDATIONS

8.1 The Sub-Committee is requested to:

- a) note the numbers of temporary employees as provided by departments;
- b) approve as appropriate the extension of temporary employment beyond 12 months in

respect of those employees detailed in Appendix A;

- c) approve as appropriate the revised termination dates as identified by Heads of Department for those employees detailed in Appendix B;
- d) recommend to Council that the Head of Personnel be delegated powers to give approval of temporary employment beyond 12 months and to review as appropriate the levels of temporary employment within departments;
- e) ask the Head of Administrative and Legal Services to amend the scheme of delegation;
- f) ask the Director of Corporate Resources to provide an annual report on temporary employment to the Sub-Committee; and
- g) otherwise note the contents of this report.

Fiona Lees
Depute Chief Executive and Director of Corporate Resources
3 November 2000

LIST OF BACKGROUND PAPERS

1. Report submitted by the Director of Personnel Services to the Personnel and Property Sub-Committee of the Policy and Resources Committee of 7 April 1998.
2. East Ayrshire Council - Temporary Employment Policy.
3. Report submitted by the Director of Corporate Services to Personnel and Property Sub-Committee on 16 November 1999.

Anyone wishing further information concerning this report should contact Graham Haugh, Head of Personnel, telephone (01563) 576092

AGENDA