



Belfast City Council

Report to:	Strategic Policy and Resources Committee
Subject:	Approval to Invite Tenders for Employment Agency Services
Date:	21 September 2012
Reporting Officer:	Gerry Millar, Director of Property & Projects, ext 3526

1	Relevant Background Information
1.1	The current contracts are with Grafton Recruitment Ltd as preferred supplier, Industrial Temps/Apple Recruitment as first 'back-up' supplier and Premiere Employment Group Ltd as second 'back-up' supplier.
1.2	The current contracts expire on 28 February 2013.

2	Key Issues
2.1	Members will be aware that employment agency workers are used to provide temporary cover for short-term shortfalls in council staffing levels.
2.2	While the use of agency workers within the organisation is currently being analysed to determine if any directly-employed council posts can be created, in line with the investment programme, the need for a contracted employment agency service to provide short-term cover for unexpected events, unpredicted upsurges in workload etc remains a Council requirement.
2.3	Members of the Council's efficiency team will be involved in the procurement of this contract and the HR Section will ensure regular monitoring and compliance checks are in place to scrutinise and control the use of agency workers within the organisation.

3	Resource Implications
3.1	The financial cost of using agency workers is estimated within the salaries and wages budget of the requesting departments.
3.2	The human resource implications of agency workers will continue to be managed in line with the Council's agreed framework and the agency workers regulations.

4	Equality and Good Relations Considerations
4.1	.None.

5	Recommendations
5.1	<p>Members are asked to:</p> <ul style="list-style-type: none"> • approve the initiation of the tendering process for employment agency services on the basis of a two year contract with the option to renew on an annual basis for a further two year period; • extend the current contract(s) on a month by month basis until the successful appointment of the new contractor(s); and • delegate authority to the Director of Property & Projects, or his nominee, to approve the successful contractor(s).

6	Documents Attached
None.	

APPENDIX 1