

Questions from Finance & Resources Scrutiny Review to Heads of Service – COMMUNITY SAFETY

Question	Response
1. How would you define the term consultant ?	A professional who provides advice or expertise or project delivery in a specific area
2. What distinction do you use to define between consultant, agency and temporary staff?	Consultant – brought into deliver specific project or outcome for fixed fee Agency- temporary staff employed via 3 rd party Temp Staff - used to fill short term or limited funding staff vacancies
3. How many temporary/agency or consultant staff have you employed for: More than 6 months over the last 2 years More than 12 months over the last 2 years	PYOP – 1 temp since Jan 2010 1 consultant (March to July 2009) ASB Unit – 1 temp over last 2 years HV 1 consultant researcher
4. Please list all those at 4 above and provide reasons for their employment	PYOP – Temp; covering a secondment Consultant; Externally funded ASB Unit – External funding for legal support officer post HV provides external evaluation of EIP services which adds kudos to funding bids
5. How do you budget for temporary/agency/consultant staff?	PYOP – funded from existing budgets ASB Unit – Area Based Grant HV – funded from existing budgets S&P – according to priorities in SPP Research and Analysis Programme – usually pooled or external budgets
6. How do you evaluate the cost-effectiveness of using such staff rather than employ to these posts?	ASB Unit - Temp register staff costs less than equivalent in private sector HV – comparison with our research projects S&P - Use the tendering process
7. What is the impact on staff morale from using consultants or agency staff?	Do not use agency staff. Limited use of consultants – staff understand they are brought in to deliver in areas where there is limited internal expertise or where we are unable to deliver in available timescales

Questions for Heads of Service

	<p>HV - Positive as proves the success of the project and the effectiveness of staff interventions ASB Unit – no impact S&P – improved morale as work provides evidence of need or effectiveness of service and impact on priorities</p>
8. What other options do you consider or are available?	<p>ASB Unit – Fixed term contracts Other suppliers but this is the best and also as we have a created a relationship, the most cost effective S&P – other PCC services (Strategy usually) partner agencies (Police, Fire etc) staff or existing research</p>
9. How do you determine the skills and abilities of your own staff to assist with providing cover for gaps in service provision, where you employ temporary/agency/consultant staff ?	<p>Internal staff would not be able to complete evaluation (different skill set) also the independence of the evaluation is crucial S&P – SPP researchers manage the Research and Analysis Programme and complete appropriate work themselves</p>
10. How do you determine the skills and abilities of staff across PCC to assist with providing cover for gaps in service provision, where you employ temporary/agency/consultant staff and are there any barriers to this ?	<p>Other PCC staff are used when appropriate Temp staff not used to cover 'gaps' S&P – awareness of research and analysis capacity across LSP partners via joint working groups</p>
11. How much does it cost your service to provide cover for sickness/absence? (excluding the cost of SSP)	<p>Do not provide cover for sick absence</p>
12. What time and money is spent on training and developing your own staff to fill “hard to fill” posts from within existing resources?	<p>S&P – Don't have ‘hard to fill’ posts now we have the researchers. Train researchers to improve their skills according to good practice.</p>
13. How many temporary/agency/consultants do you engage who cost more than £5k during the lifetime of their contract ? Please list and advise of reasons for employment	<p>PYOP- 1 temp that's covering a secondment Firm of associates; tendered ASB Unit – Legal Support Officer Post has had its annual grant renewed yearly to date.</p>

	<p>HV – an internationally renowned specialist researcher S&P – none on a regular basis. For one off pieces of research see 15. below</p>
<p>14. Have you ever employed as a consultant – a member of staff from PCC who had previously been made redundant or retired ? If so please provide details of contract and reasons</p>	<p>Yes. Specialist and recommended Home Office consultant for the development of the statutory SPP strategic assessment. Contracted to work with PCC staff to develop framework for a strategic assessment thus developing good practice</p>
<p>15. Please provide a breakdown of consultant and agency staff costs for 2008/09 and 2009/2010 for your service and a summary of how these were funded</p>	<ul style="list-style-type: none"> • June 08- £600 to CCA Consultants to collate information for new Emergency Response Plan for the council. No staff capacity as only one person employed at time on temp contract. Funded from service budget. • PYOP – firm of associates (Mar-Jul 09) £16000 funded from Youth Crime Action Plan • ASB Unit – Legal Support Officer Post 2008/09 18 000 2009/10 19 000 <p>Funded by Area Based Grant</p> <ul style="list-style-type: none"> • HV researcher £5,000 <p>S&P</p> <ul style="list-style-type: none"> • consultant – Strategic Assessment 2008/09 - £13,000 (Funded by Home Office Grant – Partnership Support Programme) Strategic Assessment Support £5,200 2009/10 from SPP Pot (pooled budget) • Evidence Led Solutions – £12,250 (tendered) ASB research - funded by Home Office Grant (Partnership Support Programme) • Fa Buen Senso – ASB Unit Evaluation – funded by Home Office Grant (Partnership Support programme) • Learning Links ASB Focus Groups – £3,500 Community Safety budgets • Consultant – paid for by Regional Improvement Partnership

Please complete and return the above questions to;

Anthony Quinn

Senior Local Democracy Officer
customer, community & democratic services

Tel: 02392-834002 (ext 4002)

The completed returns will be submitted to the scrutiny panel for your work area who will invite you to attend a formal scrutiny meeting in early September to discuss your response and answer any supplementary questions. All responses will be considered by Scrutiny Management Panel at their meeting on 15 September.