



TODMORDEN TOWN COUNCIL

REPORT TO THE GENERAL PURPOSES COMMITTEE

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Date	12th February 2020
SUBJECT	Human Resources - Outsourced Provision

PURPOSE:

1. To advise Members that the extent of changes in HR legislation and the increasing need for specialist knowledge, requires a different approach in order to manage the Council's risk in its HR function.
2. To inform Members that officers have approached five concerns by way of formal questionnaire, in order to identify different options for outsourcing support of this key function and to assess them accordingly.
3. To inform Members that Officers have used a process of ranking of key requirements, weighted them accordingly in terms of importance, and applied a scoring from which a clear choice has emerged.
4. To seek Member approval to contract with Supplier B.

RECOMMENDATIONS

5. That subject to Staffing Committee agreeing to this proposal, Members of General Purposes Committee approve the use of an outsourced supplier to provide HR services to the Council and contract with Candidate B accordingly.

REASONS FOR RECOMMENDATION

6. To provide the authority to enter into a five-year agreement for the provision of HR services to the Council.

SUMMARY OF KEY POINTS

7. An internal review of existing Policies and Procedures indicate that we are not as robust as we ought to be, and that there are significant gaps in our suite of HR related policies.
8. There are numerous changes in legislation that as employers we should be aware of, and without the help of a specialist in this area, we will not be confident of dealing with HR related matters correctly, going forward.
9. The use of an all-encompassing HR provider will not only provide longer term support, but also front-end Policy provision, to ensure we are complaint at the earliest opportunity.
10. The proposed provider in this instance also provides Employment Tribunal legal expenses cover, plus awards cover if found wanting, providing we follow their guidance in HR related matters, including grievance and disciplinary matters.
11. Whilst HR providers can also provide Health and Safety Policies and advice, the extent of risk in this area is not at the moment felt to be significant and is felt to be capable of being delivered in house. This will be subject to review if our risk profile increases on assuming other responsibilities.

FINANCIAL IMPLICATIONS

12. The proposed cost of delivery for this service has been provided for within the 2020/21 budget provision and current budget availability to commit to implementing this arrangement with immediate effect.

POLICY IMPLICATIONS:

13. This represents a significant change in emphasis of managing our HR risk but reflects the changing and dynamic need for proper process and procedure to protect the Council's position.

DETAILS OF CONSULTATION:

14. None

BACKGROUND PAPERS

Appendix 1. HR Questionnaire

Appendix 2. Appendix 2 – Comparison of HR Quotes

FURTHER INFORMATION PLEASE CONTACT: Colin Hill/Susan Miles