

WIRRAL COUNCIL

COUNCIL EXCELLENCE OVERVIEW & SCRUTINY COMMITTEE

18 NOVEMBER 2010

REPORT OF THE DIRECTOR OF LAW, HR AND ASSET MANAGEMENT

PAYMENTS OF ALLOWANCES TO STAFF IN ADDITION TO SALARY

1. Executive Summary

- 1.1 This interim report provides basic information and data on the payment of allowances to staff in addition to salary, at the request of Council Excellence and Overview Scrutiny Committee, 21 September 2010, Minute 57.

2. Background

- 2.1 The pay and conditions for local authority employees are detailed in the Green Book: National agreement on pay and conditions of service for local government services. Part 2 of the Green Book contains the key national provisions, including nationally agreed allowance payments. Part 3 of the Green Book contains the key local provisions, including locally agreed allowance payments. A number of the Part 3 arrangements had been agreed as part of the harmonisation of terms and conditions in August 2008.

3. Allowances

- 3.1 The costs of the allowances are shown at Appendix One. The costs shown exclude schools. A more detailed report analysing the data will be presented to the next Committee meeting, in January 2011.
- 3.3 Part 2 payments include:
- Additional hours at basic pay
 - Teacher allowance.
- 3.4 Part 3 payments include:
- Additional hours at enhanced rates
 - Enhanced rates for:
 - Saturday working
 - Sunday working
 - Bank Holiday working
 - Bonus
 - Shift working
 - Sleep in
 - Unsocial hours
 - Mileage allowance including cycle miles
 - Overtime
 - Other payments:
 - Adoption
 - Agile working
 - Call out
 - Clothing
 - Disturbance

- Expenses
- First aid
- Golden hello
- Long services
- Pay protection
- Phone rental
- Qualification
- Retainer
- Standby
- Training allowance
- Travel

4. Measures to Reduce Costs

4.1 Following a number of workforce management decisions made at Cabinet on 24 June 2010, a number of measures were introduced to reduce the costs associated with all employee spend, including use of additional hours and overtime.

4.2 In order to reduce the use of additional hours and over time the following measures were introduced:

- Management information reporting which reports on high spend areas for additional hours and overtime to the Leader, all Chief Officers and the Head of Service.
- Tighter controls on the usage of additional hours and overtime, including the requirement for all requests to be authorised by the Chief Officer or a senior manager as nominated by the Chief Officer.
- An action plan to reduce overtime costs at service level.

5. Staffing Implications

5.1 There are no additional staffing implications.

6. Financial Implications

6.1 There are no additional financial implications.

7. Equal Opportunities implications

7.1 There are no additional implications.

8. Community Safety implications

8.1 There are no additional implications.

9. Local Agenda 21 implications

9.1 There are no additional implications.

10. Planning implications

10.1 There are no planning implications.

11. Anti-poverty implications

11.1 There are no anti-poverty implications.

12. Human Rights implications

12.1 There are no human rights implications.

13. Social Inclusion implications

13.1 There are no social inclusion implications.

14. Local Member Support implications

14.1 There are no known implications.

15. Background Papers

15.1 Data on the payment of allowances to staff in addition to salary for 2009-2010 and 2010-2011 are attached.

16. Recommendations

It is recommended that the Council Excellence and Overview Scrutiny Committee:

- (1) Note the payment of allowances to staff in addition to salary for 2009-2010 and 2010-2011.
- (2) Note the measures in place to reduce the costs.
- (3) Note that a more detailed report will be presented to the next ordinary Committee meeting in January 2011.

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