**Request Reference: 16171697**

**Date received: 21 March 2017**

**Date response sent: 19 April 2017**

Under the FOI act please provide the following information relating to Workforce Management

**1. Please provide the organisation’s total expenditure on temporary agency staff for 2015/16**

Torbay Council’s total expenditure on temporary agency staff for 2015/16 is £3.4 million.

**2. Please state which staffing group has the highest temporary agency spend for 2015/16 (eg. admin & clerical, community services, legal etc.)**

The staffing group with the highest temporary agency spend for 2015/16 is Social Workers.

**3. Does the organisation use any 3rd party services/software to manage agency workers? If so, please provide the following information:**

**a. Provider Name**

No.

**b. Description of Services**

**c. Annual Cost to Organisation in 2015/16 (£)**

 **d. Contract End Date**

**e. Framework used for procurement**

 Not applicable.

**4. Please provide the organisation’s total expenditure on internal bank staff for 2015/16 (£)**

None.

**5. Does the organisation use any 3rd party services/software to manage bank workers? If so, please provide the following information:**

**a. Provider Name**

**b. Description of Services**

**c. Annual Cost to Organisation in 2015/16 (£) d.Contract End Date**

 **d. Contract End Date**

Not applicable.

**6. Payroll**

 **a. How does the organisation manage their payroll? (in-house/outsourced)**

In house.

 **b. How frequently does the organisation run its payroll? (monthly/weekly)**

Monthly.

 **c. Which staff types does the payroll cover? (substantive/temporary)**

Permanent and fixed term.

 **d. How many payslips did the organisation process in 2015/16?**

25,740.

**e. What is the annual cost of the payroll services provision in 2015/16?**

Not applicable.

**f. If outsourced, which 3rd party do you use?**

**g. If outsourced, what is the contract end date?**

Not applicable.