

	Question	Response
1	Please provide the organisation's total expenditure on temporary agency staff for 2015/16	£348,585
2	Please state which staffing group has the highest temporary agency spend for 2015/16 (eg. admin & clerical, community services, legal etc.)	Grounds Maintenance within our Green Spaces & Amenities Service.
3	Does the organisation use any 3rd party services/software to manage agency workers?	No
a	Provider Name	N/A
b	Description of Services	N/A
c	Annual Cost to Organisation in 2015/16 (£)	N/A
d	Contract End Date	N/A
e	Framework used for procurement	N/A
4	Please provide the organisation's total expenditure on internal bank staff for 2015/16 (£)	£52,977
5	Does the organisation use any 3rd party services/software to manage bank workers?	No
a	Provider Name	N/A
b	Description of Services	N/A
c	Annual Cost to Organisation in 2015/16 (£)	N/A
d	Contract End Date	N/A
6a	How does the organisation manage their payroll? (in-house/outsourced)	Outsourced
b	How frequently does the organisation run its payroll? (monthly/weekly)	Monthly
c	Which staff types does the payroll cover? (substantive/temporary)	Permanent/Temporary/Casual
d	How many payslips did the organisation process in 2015/16?	Our provider at that time processed 4933 payslips for Burnley Borough Council
e	What is the annual cost of the payroll services provision in 2015/16?	£17,561
f	If outsourced, which 3rd party do you use?	Liberata since July 2016
g	If outsourced, what is the contract end date?	2026