

NORTH LINCOLNSHIRE COUNCIL

**HIGHWAYS AND NEIGHBOURHOODS
CABINET MEMBER**

**SCHOOL CROSSING PATROLS – PAYMENT OF A RECRUITMENT
SUPPLEMENT**

1. OBJECT AND KEY POINTS IN THIS REPORT

- 1.1. To inform the Cabinet Member of the options for the payment of a recruitment supplement to School Crossing Patrols service.

2. BACKGROUND INFORMATION

- 2.1. There are 60 approved School Crossing patrol sites in North Lincolnshire. Currently there are six vacancies.
- 2.2. The sites in Messingham, Broughton and Scawby have all been vacant for more than two years despite numerous attempts to recruit someone to the post. Another site has been empty of 20 months.
- 2.3. Other vacant sites have been empty for a shorter time.
- 2.4. School Crossing Patrols work an average of 5hrs 30mins per week during school term time. Their working day is split into two short shifts, one in the morning before the start of the school day and another at the end of the school day. Most shifts last less than one hour with many lasting half an hour or less.
- 2.5. Patrols are paid on Grade 2. Their hourly rate starts at £6.38 rising to £6.47 and £6.67 at the top of the grade.
- 2.6. The short shifts, twice a day, means that most patrols are recruited from the local community as travelling costs put off people from further away.
- 2.7. Recruitment is usually difficult with sometimes many months between a site becoming vacant and someone applying. There is rarely more than one applicant.
- 2.8. £15,000 has been allocated to the School Crossing Patrol Service as a recruitment supplement to help encourage applicants to fill vacancies and retain staff. This would mean approximately £240 to each patrol each year.

- 2.9. Hours at each site vary from five hours to 7 hours 30mins per week depending on location, how many schools they service and what time those schools start and finish. The pay of a patrol varies from around £120 to around £200 per month.

3. OPTIONS FOR CONSIDERATION

- 3.1. Option 1 – Each patrol would receive a monthly supplement of approximately £20 to their salary.
- 3.2. Option 2 – Each patrol would receive a lump sum payment either once or twice a year and would be paid dependant on them being employed at specified times of the year. Total annual payment would be approximately £240.
- 3.3. Option 3 – Patrols would receive high street vouchers to the value of approximately £240 each year. This would be dependant on them being employed at specified times of the year. Patrols would be sent a “cheque” that is exchanged at the Voucher Shop for their choice of high street vouchers.

4. ANALYSIS OF OPTIONS

- 4.1. Option 1 – Patrols would be paid the supplement only in the months they were employed as School Crossing Patrols. It is fair, easy to administer and would become part of their monthly take home pay. Patrols would receive the payment for the time they are employed and wouldn't miss out if their starting or finishing date came at the wrong time of the year. The supplement would boost the monthly pay of the average Patrol by around 13%.
- 4.2. Option 2 – A lump sum payment based on Patrols being employed at specified times of the year may encourage staff to stay working rather than leave in order to qualify for the payment. As Patrols take home pay is relatively small a lump sum payment would stand out as something special. Names of those qualifying for the payment would be sent to payroll at relevant times of the year. Some staff may work during part of the year but miss out on the payment if they leave the service before the qualifying dates.
- 4.3. Option 3 – The vouchers are available for a range of different high street stores. “Cheques” for the right value would be specially printed. These would be posted to qualifying patrols at the relevant time of year. The “cheque” is completed by the member of staff and sent off to the Voucher Store. Vouchers are available for only a limited range of shops and are not as flexible as cash. Vouchers would not affect welfare benefits nor would they be taxed.

5. RESOURCE IMPLICATIONS (FINANCIAL, STAFFING, PROPERTY, IT)

5.1. Financial

5.1.1 £15,000 has been added to the School Crossing Patrol budget to fund the recruitment supplement from 2013/14

5.2. Staffing

5.2.1 Payment of a supplement may help recruitment of staff to vacant sites. It may also help retain existing trained staff.

5.3 There are no property or IT implications to this report

6. OUTCOMES OF INTEGRATED IMPACTASSESSMENT (IF APPLICABLE)

6.1. Not applicable.

7. OUTCOMES OF CONSULTATION AND CONFLICTS OF INTERESTS DECLARED

7.1. Human Resources have stated a preference for option 1.

7.2. A sample of 15 School Crossing Patrols was asked which method of cash payment they would prefer. Eleven (73%) said they would prefer option 2, three (20%) had no preference and one (7%) would prefer option 1.

7.3. A survey of 36 School Crossing Patrols found that 22 (61%) would prefer vouchers to cash – option 3, eight (22%) would prefer cash and six (17%) had no preference.

7.4. There are no conflicts of interest declared.

8. RECOMMENDATIONS

8.1. That the Cabinet Member approves an appropriate method for the payment of a School Crossing Patrol recruitment supplement.

DIRECTOR OF PLACES

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Background Papers used in the preparation of this report:

Information on the School Crossing Patrol Service in North Lincolnshire is held by the Road Safety Team.