

**Cabinet Committee on Performance Improvement
Meeting to be held on 9 June 2014**

Report of the Chief Executive

Part I

Electoral Division affected:
All

Corporate Human Resources – Health Check Report
(Appendix 'A' refers)

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Executive Summary

This Corporate Human Resources 'Health Check' report provides information across the authority against key metrics regarding workforce information for 2012/13 and the full year for 2013/14.

The Corporate Human Resources key metrics regularly monitored and reported against include; the numbers of starters and leavers; reasons for leaving; secondment and redeployment activity; vacancy numbers and recruitment costs.

The data highlights that:

- On average, 8.12 days were lost due to sickness absence per employee against a target of 8 days.
- More employees are leaving the organisation than starting.
- The number of starters has reduced by 14.5% in 2013/14 compared with 2012/13.
- The number of leavers has increased by 27% in 2013/14 compared with 2012/13.
- The number of recruitment adverts has decreased by 10% in 2013/14 compared with 2012/13.
- Recruitment advertising spend has increased by £71,000.
- The Employment and Support Team exceeded the target to deliver 1100 new starts onto employment programmes for 2013/14.

Recommendation

The Cabinet Committee on Performance Improvement is recommended to comment on, and note, the content of the report and Appendix 'A'.

Background and Advice

This report provides a summary of key human resource activity within the Council for the period 2013/14 and for 2012/13 for comparative purposes. The detailed information is shown at Appendix 'A'.

The sickness absence outturn figure for 2013/14 was 8.12 days per employee against a target of 8 days. Long term sickness absence accounted for more than 50% of total absence and the top reason for absence due to sickness was mental health.

The data shows that the number of new starters in 2013/14 has decreased by 14.5% to 1180 compared with 1379 in 2012/13. In addition, the number of leavers in 2013/14 increased by 27% to 1930 compared with 1408 in 2012/13, demonstrating that the Council continues to reduce in size.

As predicted, the number of leavers due to voluntary redundancy in 2013/14 (429) has increased significantly when compared with 2012/13 (140), as organisational change initiatives and the current VR exercise have taken effect.

The data provides combined detail on both the number of recruitment adverts placed both internally and externally, and the number of positions advertised, as some adverts include multiple positions. The number of adverts has decreased by 10% in 2013/14 compared with 2012/13. However, the number of positions has increased by 17%. Requests for external recruitment advertising are submitted to the Corporate HR Team for a decision and routinely reported to Management Team.

Recruitment advertising spend has increased by £71,000 in 2013/14 compared with 2012/13.

The Employment and Support Team delivered 1149 new starts onto employment programmes for 2013/14, against a target of 1100, including 53 Duke of Edinburgh placements.

Consultations

N/A

Implications:

This item has the following implications, as indicated:

Risk management

No significant risks have been identified in relation to the proposals contained within this report.

List of Background Papers

Paper	Date	Contact/Directorate/Tel
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N/A

Reason for inclusion in Part II, if appropriate

N/A