

Cabinet Committee on Performance Improvement

Meeting to be held on 4 February 2015

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| Electoral Division affected: All |
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Corporate Human Resources - Health Check Report

(Appendix 'A' refers)

Contact for further information:

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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 2013/14 and 3rd quarter for year 2014/15.

The Corporate Human Resources key metrics regularly monitor and report against workforce data including: the numbers of starters and leavers; reasons for leaving; secondment and redeployment activity; vacancy numbers and recruitment costs.

The data highlights that in the 3rd quarter of 2014/15:

- More employees are starting the organisation than leaving.
- The number of starters has increased by 9.78% in quarter 3 of 2014/15 compared with 2013/14.
- The number of leavers has reduced by 42.11% in quarter 3 of 2014/15 compared with 2013/14.
- Turnover has fallen from 19% in the second quarter to 9% in the third quarter of 2014/15.
- The number of recruitment adverts has increased by 49.53% in quarter 3 of 2014/15 compared with 2013/14.
- Recruitment advertising spend has increased by £7.2K.
- The Employment and Support Team are currently on target to deliver 1100 new starts onto employment programmes for 2014/15.

Recommendation

The Cabinet Committee on Performance Improvement is asked 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 first, second and third quarters of 2014/15 and for the same period in 2013/14 for comparative purposes. The detailed information is set out at Appendix 'A'.

The sickness absence outturn figure for Q3 2014/15 is not available. The Q2 figure was 1.59 days per employee against a target of 1.46 days in the full year. Long term sickness absence accounted for more than 62% 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 Q3 in 2014/15 has increased by 9.78% to 258 compared with 235 in Q3 of 2013/14. It would be expected that the number of leavers would increase, given the Council Transformation but, in fact, the number of leavers in Q3 in 2014/15 has decreased by 42.11% to 187 compared with 444 in Q3 of 2013/14.

The number of leavers due to voluntary redundancy in Q3 in 2014/15 has stayed around the same figure (43) compared to Q3 in 2013/14 (41).

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 increased by 49.53% so far in Q3 of 2014/15 compared with the third quarter of 2013/14. The number of positions has increased also by 58.09%. 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 £7.2K in Q3 in 2014/15 compared with Q3 in 2013/14.

The Employment and Support Team has delivered 760 new starts onto employment programmes so far in 2014/15, against a target of 1,100 for the full year.

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

N/A

Reason for inclusion in Part II, if appropriate

N/A