

**EMPLOYMENT REPORT**  
**(Report by HR Business Partner, LGSS)**

**1. INTRODUCTION**

- 1.1 Employment Panel have requested regular updates on HR matters impacting on the performance of the organisation. This report contains information such as staffing levels and sickness absence and will update Members on the latest position and trends.

**2. SUMMARY OF FINDINGS**

3.1 Employee numbers

The number of full-time equivalent (FTE) posts has continued to decrease over the last quarter, with the total number of FTEs reduced by 12 since the end of June 2012.

3.2 Salary costs

The monthly wage bill for contracted staff has fallen as staff levels have reduced.

3.3 Turnover/leavers

Turnover during the last quarter was close to the previous quarter at 23 people and 3.6%.

3.4 Retention of new starters

90% (9 out of 10) of permanent starters between July and September 2010 were still employed by the Council after 24 months and 100% (11 of 11) of those starting between July and September 2011 were still employed after 12 months.

3.5 HR Caseload

The number of live cases which HR Advisors were involved with has remained fairly high but this is a good measure of management activity and issues being tackled.

3.6 Sickness absence reporting

The annual average days sickness per FTE figure has remained fairly steady, increasing very slightly from 8.5 days per FTE in Q1 to 8.6 days in Q2.

#### **4. CONCLUSION**

- 4.1 This report contains a considerable amount of information relating to the management of the Council's workforce and the workload of the HR team. In order to monitor workforce trends and organisational progress, future employment reports will be presented to Employment Panel by LGSS.
- 4.2 Headline findings include a continued reduction in employee numbers and staffing costs.

#### **5. RECOMMENDATIONS**

- 5.1 Members are recommended to note the contents of this report.

**Contact Officer: Janet Maulder, HR Business Partner (LGSS)**  
**☎ 01223 699495**