

# PERSONNEL COMMITTEE

## Employment Statistics Quarter 1 – 2013/2014

11 September 2013

### Report of Head of Transformation

#### PURPOSE OF REPORT

The purpose of this report is to detail employment statistics, by Directorate, for information and monitoring purposes and to compare the Cherwell District Council position against the wider employment market.

This report is public

#### Recommendations

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The Committee is recommended to:

- (1) Note the contents of this report

#### Executive Summary

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##### Introduction

##### 1.1 Labour turnover

According to the 2012 XpertHR staff turnover rates and costs survey, labour turnover rates in the public sector stood at an average of 13% of employees at each organisation, compared with 18% of workers in the private sector. Voluntary leavers accounted for 11% of all leavers in the private sector and 6.7% of all leavers in the public sector. The staff turnover rate for Cherwell District Council for year ending 31<sup>st</sup> March 2013 was 6% of workers; of this figure 4.1% were voluntary leavers. During quarter 1 of 2013/2014 the staff turnover rate was 2.39% of workers, with 0.87% leaving on a voluntary basis (these figures include internal transfers).

##### 1.2 Employment Statistics July 2011 to June 2013

Table 1 illustrates the quarterly changes that took place in respect of individual employment across the whole organisation during the period July 2011 to June 2013.

**Table 1**

<b>Corporate</b>								
	2011-2012			2012-2013				2013-2014
	Q2 July to Sept 2011	Q3 Oct to Dec 2011	Q4 Jan to March 2012	Q1 April to June 2012	Q2 July to Sept 2012	Q3 Oct to Dec 2012	Q4 Jan to March 2013	Q1 April to June 2013
<b>Permanent/Fixed Term Employees (more than 1 year FTC)</b>								
<b>New starters (A)</b>	2	6	4	2	1	2	3	6
<b>Internal transfers (B)</b>	4	11	17	1	12	9	12	11
<b>All leavers (C)</b>	9	19	11	3	5	7	13	6
<b>Voluntary leavers * (D)</b>	6	8	8	2	2	5	10	4
<b>Temporary Employees (less than 1 year FTC)</b>								
Temporary starters (E)	5	8	3	5	2	4	8	0
Temporary leavers (F)	6	4	4	2	7	7	4	3
<b>Casual Workers **</b>								
Casual starters (G)	16	2	3	5	12	5	2	3
Casual leavers (H)	14	9	7	6	6	9	8	3
<b>Total starters (A + E + G)</b>	23	16	10	12	15	11	13	9
<b>Total leavers (C + F + H)</b>	29	32	22	11	18	23	25	12

\* excludes age retirements, early retirements and redundancies, ill-health dismissals and retirements, other dismissals and TUPE transfers.

\*\* The phrase 'casual worker' is used to describe workers who are not part of the permanent workforce, but who supply services on an irregular or flexible basis, often to meet a fluctuating demand for work.

The corporate turnover rates for permanent and fixed term staff for quarter 1 and the previous two years are illustrated in the graph at Appendix 1. The reasons for leaving are also shown on this graph. The graph in Appendix 2 shows the number of leavers broken down by Directorate. Exit interviews were completed by 1 voluntary leaver during quarter 1. This voluntary leaver left for career progression.

The tables attached at Appendix 3 contain details of numbers of permanent and fixed term employees at Cherwell District Council as at 30<sup>th</sup> June 2013 by Directorate and Service area.

There were 18 fixed term posts on the establishment at 30<sup>th</sup> June 2013. Appendix 4 provides details of the 44 vacant posts as at 30<sup>th</sup> June 2013.

## **Implications**

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**Financial:** All financial effects of changes have been contained within existing approved budgets.

Comments checked by Sarah Best, Service Accountant 01295 221736

**Risk Management:** There are no risks associated with the contents of this report.

**Wards Affected** – not applicable

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## **Document Information**

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<b>Appendix No</b>	<b>Title</b>
Appendix 1	Corporate quarterly staff turnover
Appendix 2	Quarterly leavers by Directorate
Appendix 3	Establishment at end of Quarter 1 (30/06/13)
Appendix 4	List of vacancies at 30/06/13
<b>Background Papers</b>	
None	
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