

# Personnel Committee

## Employment Statistics Quarters 2 & 3 – 2012/2013

6 February 2013

### Report of Head of Transformation

#### PURPOSE OF REPORT

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 Personnel 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 2011 XpertHR staff turnover rates and costs survey, labour turnover rates in the public sector stood at an average of 12.6% of employees at each organisation, compared with 17.4% of workers in the private sector. The staff turnover rate for Cherwell District Council for year ending 31<sup>st</sup> March 2012 was 10.0% of workers; of this figure 5.4% were voluntary leavers. During quarters 2 and 3 of 2012/2013 the staff turnover rate was 5.6% of workers, with 1.5% leaving on a voluntary basis (these figures include internal transfers).

##### 1.2 Employment Statistics January 2011 to December 2012

Table 1 illustrates the quarterly changes that took place in respect of individual employment across the whole organisation during the period January 2011 to December 2012.

**Table 1**

<b>Corporate</b>								
	2010-2011	2011-2012				2012-2013		
	Q4 Jan to March 2011	Q1 April to June 2011	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
<b>Permanent/Fixed Term Employees (more than 1 year FTC)</b>								
<b>New starters (A)</b>	1	3	2	6	4	2	1	2
<b>Internal transfers (B)</b>	7	2	4	11	17	1	12	9
<b>All leavers (C)</b>	17	9	9	19	11	3	5	7
<b>Voluntary leavers * (D)</b>	9	4	6	8	8	2	2	5
<b>Temporary Employees (less than 1 year FTC)</b>								
Temporary starters (E)	0	5	5	8	3	5	2	4
Temporary leavers (F)	0	1	6	4	4	2	7	7
<b>Casual Workers **</b>								
Casual starters (G)	2	1	16	2	3	5	12	5
Casual leavers (H)	3	4	14	9	7	6	6	9
<b>Total starters (A + E + G)</b>	3	9	23	16	10	12	15	11
<b>Total leavers (C + F + H)</b>	20	14	29	32	22	11	18	23

\* 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 quarters 2 and 3 and the previous two years are illustrated in the graph at Appendix 1. As requested at the last Personnel Committee the reason for leaving is also shown on this graph. The graph in Appendix 2 shows the number of leavers broken down by Directorate. Exit interviews were completed by four of the voluntary leavers during quarters 2 and 3. One voluntary leaver left for personal development and to gain greater flexibility to achieve a work/life balance, one left for employment conditions and pay, one left for career development and one left due to lack of job satisfaction, employment conditions and relationships.

The tables attached at Appendix 3 contain details of numbers of permanent and fixed term employees at Cherwell District Council as at 30 September 2012 and 31 December 2012 by Directorate and Service area.

There were 19 fixed term posts on the establishment at 31 December 2012. Appendix 4 provides details of the 38 vacant posts as at 31 December 2012.

## 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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Appendix No	Title
Appendix 1	Corporate quarterly staff turnover
Appendix 2	Quarterly leavers by Directorate
Appendix 3	Establishment at end of Quarter 2 (30/09/12)
	Establishment at end of Quarter 3 (31/12/12)
Appendix 4	List of vacancies at 31/12/12
<b>Background Papers</b>	
None	
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