

OVERVIEW AND SCRUTINY REVIEW GROUP REPORT - REVIEW OF RECRUITMENT AND RETENTION

CABINET RESPONSE AND ACTION PLAN – UPDATE JUNE 2007

<u>Review Recommendations</u>	Cabinet Response		Implementation	
	Agreed?	Comments	Responsibility	Timescale / Progress
1. Turnover, broken down by Department, be adopted as a PI to be monitored by Human Resources and reported periodically to Members.	Yes	This local PI should be reported to the Strategic Leadership Working Group (chaired by the Leader of the Council) and also to Overview and Scrutiny Committee 1. Its relevance should be reviewed in March 2007 to determine whether such a detailed PI warrants continuation and inclusion in the Corporate Plan	Head of Organisational Development	<p><u>Corporate Turnover</u></p> <p>Corporate turnover has been reported to Strategic Leadership on a quarterly basis.</p> <p>Previously the turnover figure had been calculated to include all leavers, such as those employees retiring and TUPE transferring, or whose contracts had ended, as well as those resigning. This was viewed as not being a true representation of turnover.</p> <p>Therefore, during 2007/08 the definition of the indicator was changed to include only those employees voluntarily leaving the authority by resigning or moving to another authority.</p>

				<p>Corporate turnover for the financial year 2007/08 (April 2007 to March 2008) was 5.34%. For the first quarter to 2008/09 corporate turnover was 1.9%. However, it should be noted that this figure is cumulative and will increase over the year.</p> <p><u>Departmental Turnover</u></p> <p>Turnover by department for 2007/08 was as follows;</p> <p>Chief Executive's – 11.6% Housing – 5.16% Leisure – 2.65% Neighbourhood Services – 3.74% Resources – 5.38%</p>
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<u>Review Recommendations</u>	Agreed?	Comments	Responsibility	Timescale / Progress
2. Vacant posts which have not been filled within 6 months of the first advertisement be reported to Members.	Yes	Recommended that elected members should receive a statistical PI – as opposed to details of specific vacancies. This needs to be reported as above.	Head of Organisational Development	<p>As at 31 March 2008, 2 posts had remained vacant for six months or over, and had been advertised but not filled.</p> <p>This is a significant decrease since the same date the previous year when there were 9 such posts. This decrease is due to new procedures implemented in the run-up to Local Government Reorganisation which means that a number of vacancies have been frozen and will therefore not be advertised.</p> <p>The 2 posts, a cleaner and a Franchise Development Manager, were both in the Strategy and Regeneration section within the Chief Executives department. Both posts were advertised. There were no applicants for the Cleaning job, and no suitable applicants for the Manager job. Both these jobs, among others, have now been frozen and have therefore been removed from the calculation for this indicator.</p>

				As at the end of quarter 1 2008/09 there were 0 posts that had remained vacant for six months or over, and had been advertised but not filled.
3. Systems to put in place to monitor turnover / vacancies and recruitment so that any problem areas can be identified	Yes	Recommendations 1 and 2 above will provide the systems necessary to monitor turnover/vacancies.	Head of Organisational Development	See Above Performance Indicators