

SLOUGH BOROUGH COUNCIL

REPORT TO: Employment & Appeals Committee

DATE: 28th June 2012

CONTACT OFFICER: Kevin Gordon Assistant Director Professional Services
(For all enquiries) (01753) 875213

WARD(S): All

PART I **FOR INFORMATION**

Management Information on the Workforce

1 Purpose of Report

- 1.1 This report sets out workforce management information for the reporting period Quarter 3 , 2011 – 2012
- 1.2 All People Measures are now provided by our transactional service partner Arvato. Significant work and investment is being undertaken by them to improve the quality and timeliness of management information, as such we expect the quality and availability of information about the council's establishment and the key reporting areas to improve over the life of the contract.
- 1.3 Increased regularity of key information around sickness, appraisal and staff retention will help inform the effectiveness of elements of the council workforce strategy.

2 Recommendation(s)/Proposed Action

The committee is requested to note the contents of the report

3 Supporting Information

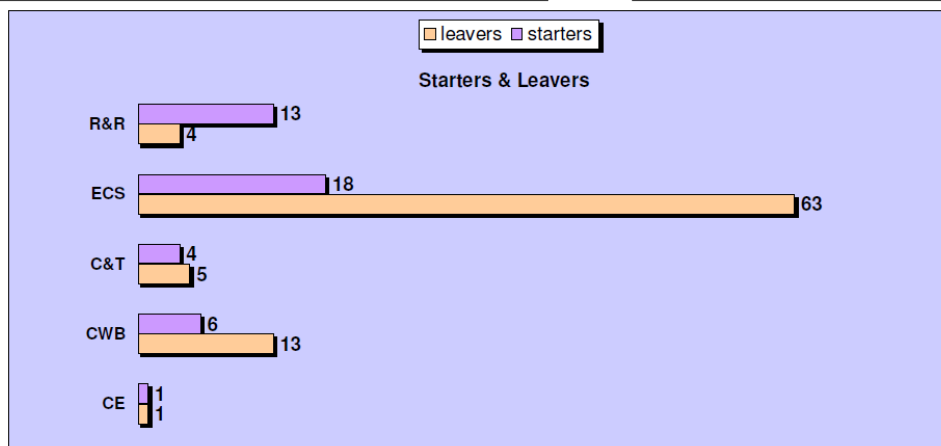
- 3.1 The total number of staff employed by the council across all directorates stood at 1,581 which is a decrease of 221 (or 12.3%) on the position at December 2010. This represents a total of 1332.9 'Full Time Equivalents'.

Directorate	Headcount	FTE	% of Workforce
Chief Executive	25	24.1	1.8%
Community & Wellbeing	513	383.8	28.8%
Customer & Transactional	229	210.2	15.8%
Education & Children's Services	451	383.2	28.8%
Resources & Regeneration	363	331.5	24.9%
TOTAL (October-December)	1581	1332.8	100%
TOTAL (July-September 11/12)	1618	1324.0	-
TOTAL (October-December 10/11)	1802	1441.4	-

3.2 The period of October to December 2011 saw 86 staff leaving employment and 42 starting employment with the council. A variety of reasons exist for staff turnover in the period including redundancies (19) and resignations (17). The staff 'turnover rate' for the quarter for resignations only was 1.1%; the cumulative turnover rate for the 2011-12 year is now 5.7%. Significant work has been undertaken to address issues around retention in Education and Children's Services as part of the Children's Improvement Plan.

Termination Reason	Total
Resigned	17
Retirement (Ill Health, Early, Age)	3
Redundancy (Compulsory, Voluntary)	19
Dismissed	2

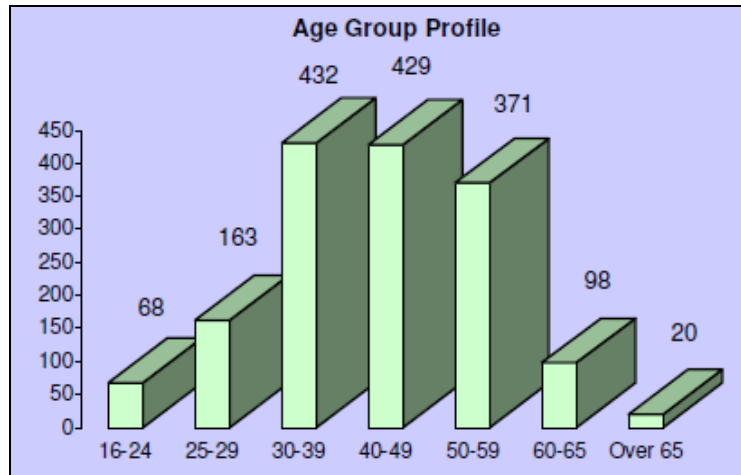
Termination Reason	Total
Compromise Agreement	1
Death In Service	1
End of Contract	3
Other	40



3.3 The reported average sickness rate for the quarter was an average of 2.9 days per FTE. This is slightly down on the average 3.0 days per FTE in the same period of the previous year. Lower salary bands have reported higher rates of sickness absence – staff on salaries below £15,000 averaged 2.9 days per employee, whilst staff on salaries above £45,000 averaged less than one day each.

3.4 70% of the SBC workforce is female (compared to local population estimates which predict 48% of the local resident population of working age are female); 42.7% of our workforce is of black or minority ethnic background, compared to an estimated 37% of our local residents of working age. The latest quarter has seen no change in the percentage of staff who have self-declared as having a disability; this proportion remains at 6.8%. SBC Staff are being encouraged to use the employee self service system to check and verify their personal details are correct. The majority of SBC employed staff are aged between 30 and 60, although the council employs people

of all ages including a number who choose to remain in work beyond 60/65 years of age, as demonstrated in the staff age group profile beneath.



4 Appendices Attached

Workforce Management Information