

HUMAN RESOURCES

Report By: Personnel Manager, Well-being

Wards Affected

None

Purpose

1. To report on the sickness absence and other matters for the Environment Directorate

Considerations

2. Attached at appendix 1 is the human resources report taken from the Computerised Human Resources Information System (CHRIS).
3. The report covers the year 1st December 2002 – 30th November 2003. The figure's include all permanent employees and does not include casuals. This means the numerator and denominator are the same as BV PI 12. BV PI 12 is the national standard for sickness absence whereby the average FTE for the year is taken for the denominator but excludes certain categories of employees such as temps who have been working for less than a year.
5. The report shows the number of people working in each division of the Directorate and the full time equivalent (FTE). The next column shows the FTE days lost for each division followed by the average days lost per FTE.
6. The days lost at 6.94 per FTE compares well with last year and is less than the current overall figure for the Council of 9.3 FTE days lost per employee
7. Below the chart are other statistics that show the breakdown and staff turnover etc.
8. The Best Value Performance Indicator (BVPI) target for ethnic employment of 1.06% is only being met by Engineering & Transportation but overall the Directorate is below the Council Target at 0.47%
9. The Council target for employing people with disabilities is 1% and the Directorate on the whole is meeting this target easily with 1.42%.
10. Turnover over the previous 9 months has slowed to 6.85% and this is being repeated Council wide. Two years turnover was at 13%.
11. The second page shows the reason for sickness absence. Accident absence is now shown separately. During the year 53 days were lost because of the two accidents that were reported to the Health and Safety Executive.

Recommendation

That the report is noted.

Further information on the subject of this report is available from (John Clarke) on 01432 260448