

TO: EMPLOYMENT COMMITTEE – 19TH SEPTEMBER 2006

SUBJECT: MONITORING OF STAFF LEAVING WDC

FROM: CORPORATE PERSONNEL SERVICES

1. **PURPOSE OF THE REPORT**

1.1 To present to Members the findings of the annual monitoring of leavers from the Council.

2. **BACKGROUND**

2.1 This report summarises the key findings from an analysis of leavers during the year 1st April 2005 - 31st March 2006.

2.2 Appendix A shows an analysis of the number of people from each Service Area who left Warwick District Council during 2005/2006 broken down into length of service, gender, disability, grade banding and reason for leaving and compares this to the composition of the workforce as a whole (as at 1st April 2006).

2.3 Appendix B gives a visual summary of all leavers by the same categories .

2.4 Appendix C shows a comparison of numbers and percentage of leavers over the past five years.

2.5 Appendix D shows the best value performance indicators trend over time compared with the top quartile.

3. **MAIN POINTS FROM THE DATA**

3.1 During 2005/2006 a total of 192 people left WDC. The total workforce as at 1st April 2006 was 545 indicating a staff turnover rate of 35.2%. However, this figure reduces to 25.1% when non-voluntary leavers are removed from the calculation.

3.2 There was a significant increase in the number of staff leaving over the previous year with the number of both voluntary and non-voluntary leavers increased by approximately 200%.

3.3 51.6% of all leavers were from Leisure and Amenities. This is not unexpected given the nature of the services which traditionally has a high turnover. A further 18.75% of all leavers were from Regenesys due to the end of the project.

3.4 11.5% of all leavers had been employed here for less than one year and a further 33.9% left within two years of commencement of employment. These figures include staff employed on short-term contracts. 8.3% of the leavers had been employed here for ten years or over (42.6% of the current workforce have been at WDC for ten or more years).

3.5 44.3% of leavers were male, 55.7% female. This proportional split is similar to that of the total staffing where males represent 47.2% and females 52.8% of the

workforce.

- 3.6 Ethnic minority groups represented 6.7% of leavers (6.2% of the workforce).
- 3.7 Three people who left had a disability (1.6%) and 2.9% of the current workforce have a disability.
- 3.8 Staff from grade band J - F represented 87% of those who left (65.3% of workforce belong to this grade band), 8.9% were from grade band E1 - D (22% of workforce), 3.1% were from grade band C – A (9.5% of workforce) and 1% (2 people) from senior management grades (3.1% of the workforce).
- 3.9 The major reasons recorded for leaving were: resignation (64.1%); end of contract (22.4%); and transfer to another local authority (7.3%). In addition, there were six retirements (one early), four redundancies and two people were dismissed.

4. **ACTION**

- 4.1 Staff turnover is no longer a national best value indicator. However, it has been decided to maintain the collection and reporting of this data as it provides a useful health check on the workforce.
- 4.2 It is not proposed that any action is taken directly as a result of this data but turnover will continue to be monitored and form part of the Workforce Plan.

5. **RECOMMENDATIONS**

- 5.1 Members are asked to note the contents of this report.

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Assistant Chief Executive (Personnel)
July 2006

BACKGROUND PAPERS: Nil

Areas in District Affected: None

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