**AUDIT COMMITTEE - 26 SEPTEMBER 2017**

**PART I - DELEGATED**

**10. STAFF TURNOVER, PART-TIME AND TEMPORARY STAFF**

(HR)

1. **Summary**

1.1 At the Audit Committee meeting on 4 July 2017, Members requested details of staff turnover, part-time and temporary staff. This report gives details of the level of staff turnover within the Council and provides detail on the number of roles being filled by temporary and interim staff at the Council.

2. **Details**

2.1 Details are attached at Appendix 1. In summary, the Council has a turnover rate of 11.95%. We have 56 staff who work part-time across a range of departments and this equates to 24% of staff within those departments who have part-time workers. There are currently 11 agency/consultancy staff, although the majority of these contracts are due to finish by the end of September.

3. **Options/Reasons for Recommendation**

3.1 A report was requested by Members of the Audit Committee.

4. **Policy/Budget Reference and Implications**

4.1 None specific.

5. **Financial, Legal, Equal Opportunities, Staffing, Environmental, Community Safety, Public Health, Customer Services Centre, Communications & Website, Risk Management and Health & Safety Implications**

5.1 None specific.

6. **Recommendation**

6.1 That Members of the Audit Committee note the report.

Report prepared by: Nicola Houwayek, Interim Head of HR

**Data Quality**

Data sources:

Internal HR system - Resourcelink

Data checked by: Nicola Houwayek, Interim Head of HR

Data rating:

|  |  |  |
| --- | --- | --- |
| 1 | Poor |  |
| 2 | Sufficient |  |
| 3 | High | x |

**Background Papers**

**None**

**APPENDICES / ATTACHMENTS**

Appendix 1 – Detail on staff turnover, part-time staff and temporary staff