



HR Quarterly Performance Report: June 2014

People stats 1/4/2014 – 31/3/2015 as at 30 June 2014

Current Headcount:	344	Number of leavers:	10
Number of Starters:	13	Vacant Number FTE funded posts (expressed as FTE):	24.95
Current Turnover:	2.91%	Number of posts advertised:	11
Average No short term sickness days per FTE staff in post: (1/4/14-31/5/14)	0.54	Average No long term sickness days per FTE staff in post: (1/4/14-31/5/14)	0.10

The following actions support the People Strategy 2009-2014:

Resourcing/Reward

Unison balloted its members this month regarding industrial strike action on the NJC pay offer 2014. There are four unions who are balloting for industrial action on 10 July 2014. They are Unison, Unite, GMB and NUT. The Council only recognises Unison for negotiations.

The employers offer is 1.0% and a proposal to increase the bottom six pay points (SCP 5 to 11) by between 1.25% and 4.66% largely to recognise the position of lowest paid employees. Unison seek agreement that employers which employ employees under NJC terms and conditions will increase the pay of such employees by a minimum of £1 per hour. Any agreement reached will be backdated to 1 April 2014.

The outcome of the Unison ballot was confirmed on 23 June 2014. The results were:

Total number of votes cast in the ballot: 85,020 (14.1%)

Total number **in favour** of strike action: 49,836 (58.7%)

Total number **against** strike action: 35,062 (41.3%)

Total number of spoiled voting papers: 122

Official legal notification from Unison will be received within 7 days notification of the strike. The proposed date for action is on Thursday 10 July 2014. However, this date has not been confirmed. Other dates may also be declared.

Learning and Development

The Learning and Development programme 2014/15 was approved by HRC in April 2014 and has been launched to staff.

The following training events/courses were run in the first quarter:

- Key user Microsoft conversion training – 117 Participants (15 sessions)
- Here to Help - 215 participants (18 sessions)
- Corporate Induction – 4 participants
- Safe Guarding Level 2 – 10 participants
- Practical Project Management – 1 participant (Joint training event with neighbouring authorities)

Policies

The following policies are requested to be approved by HR Committee July 2014:

- Absence Management policy
- Disciplinary Policy

The following policies are currently being reviewed/developed for the next quarter:

- General leave policy
- Retirement Policy
- Flexible Working Policy

Equalities and Diversity

An Equal Pay Audit will be completed during 2014.

Here to Help programme

Here to Help is an organisational development activity which has been developed in-house to allow managers and staff to contribute to the development of the East Herts Council's performance, values and behaviours.

Objectives

The purpose of Here to Help is celebrating what is good, sharing good practice, making things better and unlocking barriers to better working. It is about giving employees greater opportunity to think about how we can improve the way we work together to deliver a high quality customer experience every time.

The Process

All employees were asked to contribute to developing behaviours considering three core organisational values:

- Here to Help
- We work together to support each other
- We aim high to make a difference

Employees attended workshops in their own teams with their managers to come up with ideas and suggestions that will allow us to improve what we do and how we do it. They were asked to consider the services we provide for our customers and consider how we might unlock some of the barriers to better ways of working. We also wish to think about how we can better work in a way that supports our values and behaviours.

A number of projects emerged from the output of the workshops and these projects will be rolled out from June 2014 as part of the programme of activities. Actions can range between simple / short, medium or long term / complex projects but all will be aligned with the authority's corporate ambitions.

Measuring Success

The outcome of the Here to Help programme of activities will be measured through compliments, through the staff survey, through examples of successes we share and improvements which are made in how services are delivered.

The Future of Here to Help

Here to Help cannot be a one off programme or exercise. Employees will continue to be able to put forward their ideas to make Here to Help happen and managers will still listen to them.

Our goal is to embed the core values and positive behaviours in everything we do and generate a culture of continuous improvement where employees are engaged and empowered to make a difference.

Other

The Staff Survey 2014 was launched to staff in April 2014 with a cut-off date of 20 May 2014. The results and final report will be published in July 2014. A report will be submitted to HRC in October 14.