

Employee resourcing

Communications

Gregor Sutherland has been appointed to the replacement post of Communications Officer (Stakeholder Communications) following interviews in February.

Education

Amal Hussein, formerly a Scheduling Officer in FTP, has been appointed to the replacement permanent role of Education Officer following interviews in February.

Finance

Recruitment is in progress for the new post of Procurement Manager and for the Director of Finance.

Fitness to Practise

Following interviews in February, John Barwick, currently Investigations Manager, was appointed to the post of Head of Investigations. Recruitment will commence shortly for the Investigations Manager post vacated by John.

Sabrina Reekhaye was appointed to the replacement post of FTP Team Administrator and started work on 11 March.

Further recruitment in FTP is in progress for:

- one replacement Case Team Manager post,
- two replacement Case Manager posts
- two maternity cover Case Manager posts.

- the replacement role of PA to the Director of Fitness to Practise
- one new lead Hearings Officer role
- one new Hearings Officer role
- one new and one replacement Scheduling Officer posts

Registration

Recruitment is in progress for the new posts of Customer Services Manager and Team Leader, and a replacement post of Registration Adviser.

Other HR activities

HR and Partners process and systems review project

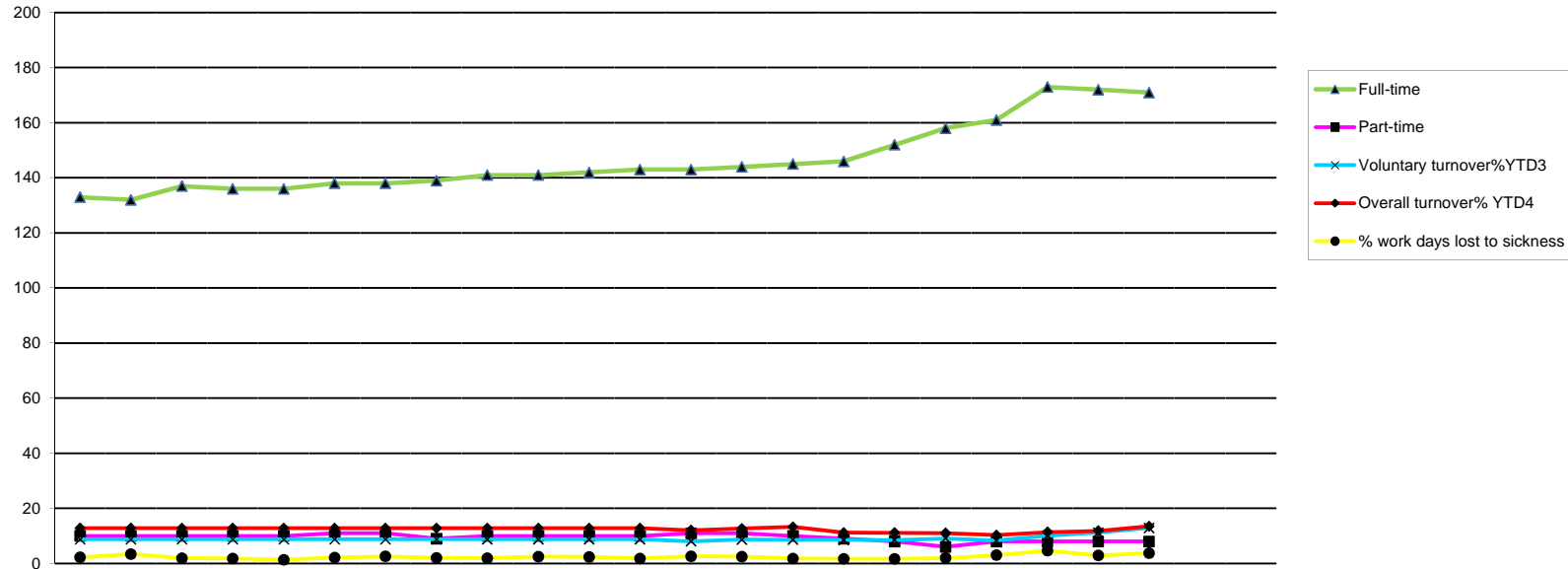
The main focus of the HR team's work in January and February has been carrying out a review of and documenting current processes in line with the project plan.

Annual pay review

Work around management of the annual pay review including provision of information for managers and for the Remuneration Committee took place over January and February.

APDRs Training and development

The HR team is now in the process of analysing training needs identified during the APDRs (Annual Performance Development Reviews) which were due to be completed by the end of February.



	2011		2012										2013											
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
EMPLOYEES																								
Budgeted employees	148	148	148	148	148	148	148	148	148	148	148	148	165	165	165	165	186	186	186	186	186	186	186	186
Total employees	143	142	147	146	146	149	149	149	151	151	152	153	154	155	155	155	160	164	169	180	180	179		
Full-time	133	132	137	136	136	138	138	139	141	141	142	143	143	144	145	146	152	158	161	173	172	171		
Part-time	10	10	10	10	10	11	11	9	10	10	10	10	11	11	10	9	8	6	8	8	8	8	8	
FTE	142	140	145	144	144	145	145	148	149	149	149	151	152	153	153	153	159	163	168	180	179	178		
Permanent	139	139	138	139	138	139	138	136	141	144	150	142	146	147	148	148	154	159	166	177	175	173		
Fixed-Term Contracts	4	5	9	7	8	10	11	14	8	9	10	11	8	8	7	7	6	5	3	3	5	6		
Starters (permanent)	0	0	0	0	0	0	0	0	2	0	0	2	0	2	2	1	7	4	4	11	1	2		
Starters (fixed-term)	0	2	7	2	2	4	1	1	2	1	1	1	2	1	0	0	1	1	3	2	1			
Voluntary resignations¹	2	1	1	1	2	0	2	0	1	1	1	1	1	2	1	1	2	1	3	3	4			
Compulsory leavers ²	0	0	0	3	0	1	0	1	1	0	0	0	0	0	1	0	0	0	0	0	0	0		
Total leavers (vol. & comp.)	2	1	1	4	2	1	2	1	2	1	1	1	1	2	2	1	2	1	1	3	3	4		
Voluntary turnover% YTD³	9	9	9	9	9	9	9	9	9	9	9	9	8	9	9	9	9	9	8	10	11	13		
Overall turnover% YTD⁴	13	13	13	13	13	13	13	13	13	13	13	13	12	13	13	11	11	11	10	11	12	13		
Agency days	55	36	22	31	46	87	91	76	21	21	27	56	60	124	204	434	573	501	588	847	468	122		
% work days lost to sickness	2	3	2	2	1	2	3	2	2	2	2	2	3	2	2	2	2	2	3	5	3	4		
Average sick-days YTD	6	6	6	6	6	6	6	6	6	6	6	6	6	5	5	5	5	5	6	6	6	7		
Sick-days	69	106	63	55	43	71	80	67	57	71	76	61	84	88	60	58	59	71	112	183	114	146		
O.H. Refs	1	1	0	2	1	2	1	1	3	2	1	0	3	4	1	4	1	2	1	4	4	4		

2005/6	2006/7	2007/8	2008/9	09/10	10/11	11/12	12/13
FYE	FYE	FYE	FYE	FYE	FYE	FYE	YTD
			124	132	144	148	186
78	79	107	116	136	142	153	179
73	75	104	113	124	131	143	171
5	4	3	3	5	11	10	8
76	77	106	115	127	140	151	178
74	78	101	113	126	134	142	173
4	1	5	4	3	8	11	6
6	46	42	36	37	15	4	34
1	13	7	8	10	24	11	
3	20	17	22	22	10	13	19
1	8	3	3	5	6	1	
-	21	25	25	25	15	19	20
*	30	26	19	16	7	9	13
-	-	-	20	20	11	13	13
95	2590	2742	1,149	1385	360	568	3919
*	4	3	4	3	2	2	2
			8	7	7	6	6
846	795	777	847	943	843	819	975
0	18	19	27	10	13	15	28

¹ Voluntary Resignations:

² Compulsory Leavers:

³ Voluntary Turnover YTD:

⁴ Overall Turnover:

FTE