

Report to	-	Licensing and General Purposes Committee
Date	-	22 January 2018
Report of the	-	Executive Director of Resources
Subject	-	Staffing Digest – April 2017 to September 2017

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**Recommendation:** It be **RESOLVED:** That the report be noted.

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**Service Manager: John Collins**

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### **Introduction**

1. This Staffing Digest covers the period April 2017 to September 2017, aiming to give Members an appreciation of progress in the field of staff management.

### **Recruitment**

2. Recruitment has remained active during this period. Turnover is currently assessed as 5.76% for this period (4% for previous period). Issues around professional post recruitment have been raised and remain a concern. We are currently successful in filling posts, but it is not without issues.

### **Employment Relations**

3. There has been one disciplinary hearing in this period.

### **Employment Initiatives**

4. The new Workforce Plan Phase 2 is being worked on. This covers issues of future flexible working, the future local government manager skill set, workforce planning and redefining Rother District Council roles/specifications.
5. It is worth highlighting recent legal developments around Employment Tribunals. In July 2017, the Supreme Court ruled that the Government's policy of requiring fees for instigating an Employment Tribunal was unlawful. Therefore we have returned to the situation where access to an Employment Tribunal has no financial barrier.

### **Training**

6. Rother In-House Training – the in-house IT sessions remain popular and sessions are usually full.
7. Management Training – the Sussex Training Consortium (STC) management training programmes for 2017 are in place and four managers are taking up the first line manager programme and two, the middle manager programme.
8. STC Training – the partnership has offered a wide range of programmes and there are new training events in the pipeline. This includes progress on

Continuing Professional Development (CPD) training for professions. Rother attendances in this period have been:

### Core Programme

a. Project Management Stage 1	04/04/17	2 delegates
b. Presentation Skills	16/05/17	2 delegates
c. Coaching for Managers	17/05/17	4 delegates
d. Commercial Awareness	31/05/17	7 delegates
e. PACE training	14/06/17	4 delegates
f. Court Room Skills	15/06/17	1 delegates
g. Minute Taking	20/06/17	8 delegates
h. NUDGE	22/06/17	1 delegates
i. Negotiation Skills	06/07/17	4 delegates
j. Managing Multiple Priorities	12/09/17	3 delegates
k. Communicating with Impact	14/09/17	4 delegates
l. Data Protection training	26/09/17	2 delegates

### CPD

a. Planning Update - Dev Mgt	04/05/2017	6 delegates
b. Planning Update - Policy	25/05/2017	3 delegates
c. Court Room Skills	15/06/2017	9 delegates

### **Health and Safety**

9. No staff Health & Safety incidents have occurred during this period.

### **Policy**

10. No new policies have been brought forward in this period. Our Pay Policy has been updated in line with the pay award for 2017/18. It appears likely that major employment developments will be brought forward once much of the Brexit discussion is completed.

Malcolm Johnston  
Executive Director of Resources

### **Risk Assessment Statement**

No risks are foreseen with this report.