

Appendix B: Best Value – Personnel Performance Indicators – 1st April 2002 to 31st March 2003

Assumptions: f.t.e. = 461.84, headcount (permanent) = 503

PI Ref.	Description	Apr 01 – Mar 02	Apr 02 – Mar 03
11	Senior women	24 %	24 %
11a	5% top earners who are women	4	4
11b	5% top earners who are ethnic	0	0
12	Days sick per member of staff	10.7	11.71 days
13	Voluntary leavers / staff	10.4 %	10.74 %
14	Early retirements / staff	0 %	0.4 %
15	Ill health retirements / staff	0 %	0 %
16	Staff with disabilities	1.4 %	1.0 %
17	Staff from ethnic minorities	1.2 %	1.2 %

PI Ref.	Description	Apr 01 – Mar 02	Apr 02 – Mar 03
Local	Women leaving to go on maternity leave	16	7
Local	Grievance cases	3	4
Local	Disciplinary cases	8	2
Local	Employment tribunals	1	0
Local	Long-term ill health cases	1	26
Local	Referrals to Occupational Health	7	17
Local	JE NJC Panel post reviews	43	68
Local	JE Hay Panel post reviews	3	3

PI Ref.	Description	Where to find data, and how to calculate	Calculation	Apr 02 – Mar 03
Local	Job offers not taken up	Number of people offered permanent contacts who declined the offer	2 /503	0.4 %
Local	Internal transfers	Percentage of employees transferring between permanent posts internally	16 / 503	3.18 %
Local	Leavers by reason	Number of leavers against leaving code	A1: External appointment – public sector A2: External appointment – private sector AO: External appointment – unknown B: Internal transfer C: Retired D: Redundant E: Maternity F: Moved out of area G: College H: Dismissal I: Failed probation J: Personal reasons (ie to travel abroad) K: Died L: End of contract M: Long term Sickness	A1: 16 A2: 13 AO: 5 B: 3 C: 3 D: 0 E: 0 F: 2 G: 1 H: 0 I: 1 J: 2 K: 0 L: 3 M: 0 n/k 10
	Sickness by reason	Number of days of sickness against sickness code	A01: Accident A02: Road Traffic accident I01: Industrial injury S01: Bad cold S02: Bad back/back pain S03: Stress/anxiety/depression S04: Viral infection S05: Stomach upset S06: Operation convalescence S07: Bronchitis S08: Influenza S09: Headache/migraine S10: M.E/Chronic fatigue S11: Broken bones S12: Eye infection S13: Ear infection S14: Hepatitis S15: Fracture S16: Morning sickness S17: Blood pressure problems S18: Trapped nerve/nerve injury S19: Heart condition S20: Kidney stones/disorder S21: Bereavement	Information not available as only a few records have code entered by Payroll. (should be all periods of 7+ days, but in practice in only a handful of them)

