

Employee resourcing

Recruitment activity in late July and August has been much busier than is usual over the summer months due to the need to fill 24 new posts created as a result of the transfer of the regulation of social workers to the HCPC.

More roles will be advertised in September, and most new posts should be filled by the end of October at the latest. In the meantime temporary agency workers continue to provide cover for vacancies in FTP, Registration and Education.

Education

Interviews for two replacements and one new Education Officer role were held in August. Matthew Nelson, Niall Lennon and Abdur Razzaq commenced their employment in late August and early September.

Finance

Following interviews in July, Bola Bajomo has been appointed to the new post of Management Accountant. Bola starts work at the HCPC on 10 September 2012.

Following interviews in August, Olubukola (Bukky) Shonola has been appointed to the new post of Finance Officer. Bukky starts work at the HCPC on 17 September 2012.

Fitness to Practise

Following interviews in late July and August, Andrew John was appointed to the new post of Team Administrator and

Jamila Salam was appointed to the new post of Case Support Officer, both with effect from 28 August 2012.

Recruitment is in progress for the following new posts in FTP:

- Investigations manager
- Case Team Manager
- Quality Compliance Officer

Further recruitment campaigns for eight new Case Manager roles, a new Scheduling Officer post and a new Hearings Officer post are planned for September.

Registration

Recruitment is in progress for seven replacement Registration Officer roles, and a new role of Trainer – Registration, which will take charge of the training of new Registration recruits.

Secretariat

Recruitment is in progress for a fixed term post of Team Administrator to cover a period of paternity leave.

Other HR activities

GSCC transfer work

On 1 August 2012 former GSCC Investigating Officers Jodie Godden and Stella Curley transferred into HCPC Case

Manager roles, and former GSCC Registration Officers Gareth Jones and Phil Barton transferred into HCPC Registration Adviser roles. The fifth former GSCC employee who transferred resigned from the HCPC with effect from 24 August 2012.

The HR team has carried out general inductions for the four transferring employees and has made the necessary administrative arrangements to ensure a smooth transfer.

Other than the outstanding recruitment detailed above, all planned HR work directly associated with the transfer is now complete.

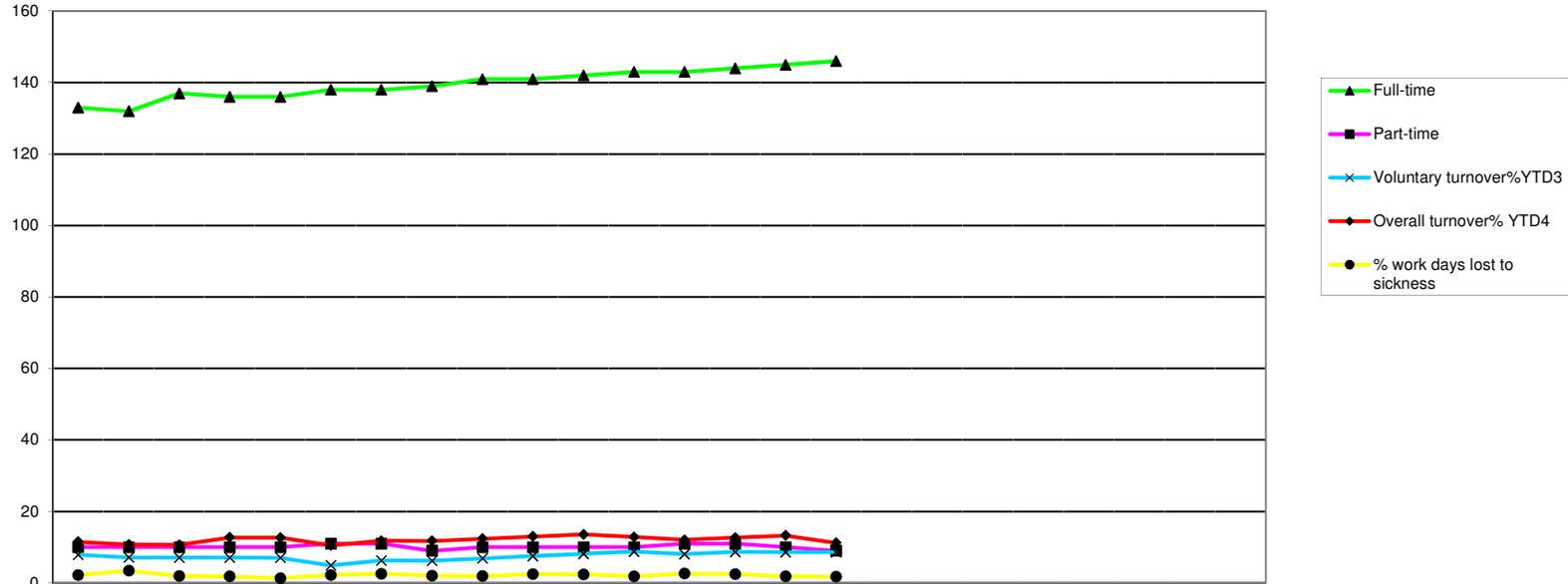
Policy work

The HR team is in the process of updating the HCPC's policy on eye care and sight tests, and the gifts and inducements policy.

Work is in progress towards the recruitment of the HCPC's first apprentice. The apprenticeship will be based in the Registration team and the apprentice will gain an NVQ level 2 qualification in customer service while in post.

Employee discount scheme

An employee discount scheme for HPC employees launched on 28 August. The Scheme enables employees to take advantage of discounts across a wide range of consumer products and services.



	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								
Full-time	133	132	137	136	136	138	138	139	141	141	142	143	143	144	145	146								
Part-time	10	10	10	10	10	11	11	9	10	10	10	10	11	11	10	9								
FTE	142	140	145	144	144	145	145	148	149	149	151	151	152	153	153	153								
Permanent	139	139	138	139	138	139	138	136	141	144	150	142	146	147	148	148								
Fixed-Term Contracts	4	5	9	7	8	10	11	14	8	9	10	11	8	8	7	7								
Starters (permanent)	0	0	0	0	0	0	0	0	2	0	0	2	0	2	2	1								
Starters (fixed-term)	0	2	7	2	2	4	1	1	2	1	1	1	2	1	0	0								
Voluntary resignations¹	2	1	1	1	2	0	2	0	1	1	1	1	1	2	1	1								
Compulsory leavers ²	0	0	0	3	0	1	0	1	1	0	0	0	0	0	1	0								
Total leavers (vol. & comp.) ³	2	1	1	4	2	1	2	1	2	1	1	1	1	2	2	1								
Voluntary turnover%YTD³	8	7	7	7	7	5	6	6	7	8	8	9	8	9	9	9								
Overall turnover% YTD ⁴	11	11	11	13	13	10	12	12	12	13	14	13	12	13	13	11								
Agency days	55	36	22	31	46	87	91	76	21	21	27	56	60	124	204	434								
% work days lost to sickness	2	3	2	2	1	2	3	2	2	2	2	2	3	2	2	2								
Average sick-days YTD	6	6	6	6	6	6	6	6	6	6	6	6	6	5	5	5								
Sick-days	69	106	63	55	43	71	80	67	57	71	76	61	84	88	60	58								
O.H. Refs	1	1	0	2	1	2	1	1	3	2	1	0	3	4	1	4								

2005/6	2006/7	2007/8	2008/9	09/10	10/11	11/12	11/12
FYE	FYE	FYE	FYE	FYE	FYE	YTD	YTD
			124	132	144	148	165
78	79	107	116	136	142	153	155
73	75	104	113	124	131	143	146
5	4	3	3	5	11	10	9
76	77	106	115	127	140	151	153
74	78	101	113	126	134	142	148
4	1	5	4	3	8	11	7
6	46	42	36	37	15	4	5
	1	13	7	8	10	24	3
3	20	17	22	22	10	13	5
	1	8	3	3	5	6	1
-	21	25	25	25	15	19	6
*	30	26	19	16	7	9	9
	-	-	20	20	11	13	11
95	2590	2742	1,149	1385	360	568	821
*	4	3	4	3	2	2	9
			8	7	6	6	5
846	795	777	847	943	843	819	290
0	18	19	27	10	13	15	12

¹ Voluntary Resignations:

² Compulsory Leavers:

³ Voluntary Turnover YTD:

⁴ Overall Turnover:

FTE