

Employee resourcing

Communications

Interviews for the replacement post of Communications Officer (Stakeholder Communications) are scheduled for late January.

Education

Recruitment is in progress for one replacement permanent Education Officer role. We are also recruiting for the fixed term roles of Education Officer and Education Manager to provide backfill for Education employees who have been seconded full time to the Education Systems and Process Review project.

Fitness to Practise

Following interviews in December, Zoe Maguire, currently Head of Investigations, was appointed to the post of Head of Adjudication. Recruitment will commence shortly for the replacement post of Head of Investigations.

Recruitment is in progress for the replacement post of FTP Team Administrator.

Registration

Recruitment is in progress for 4 replacement posts of Registration Advisor which have become vacant due to resignations and internal transfers/promotions.

Policy

Selma Elgaziari, formerly a Registration Advisor, has been appointed to the new post of Policy Officer. Selma will start in her new role in late January.

Secretariat

Following interviews in December, Claire Gascoigne has been appointed to the fixed term post of Secretary to Committees to cover a period of paternity leave.

Other HR activities

Annual pay review and APDRs

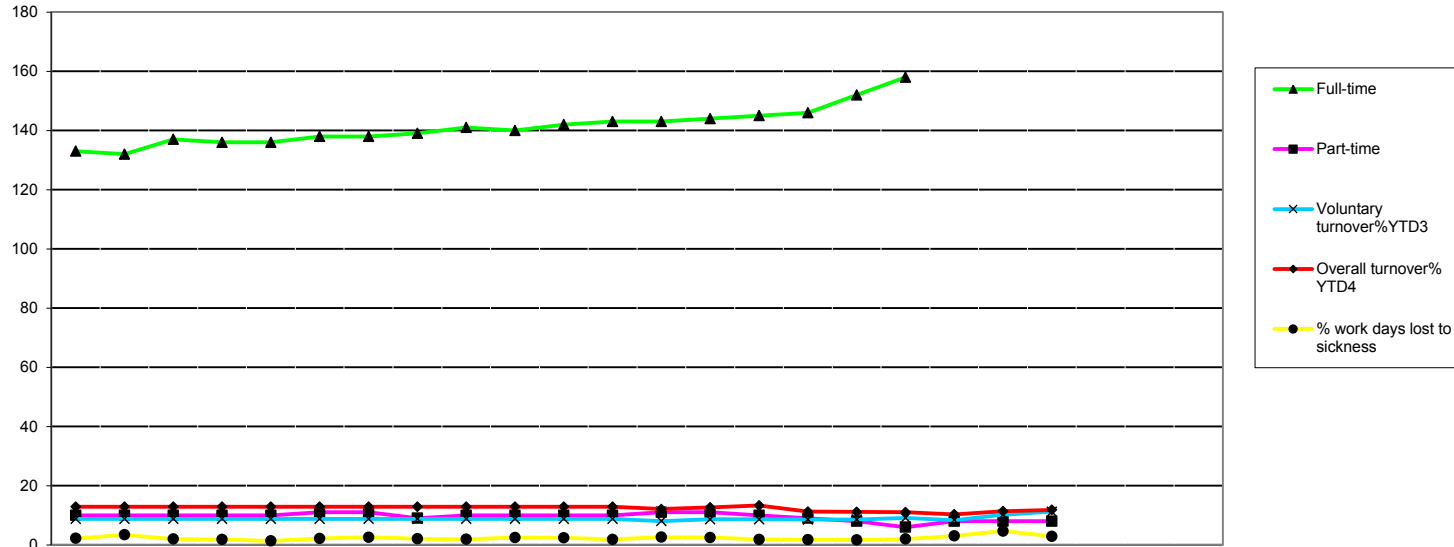
Work has now begun on preparation of salary information for managers in advance of the annual pay review. The HPC's annual appraisal rounds, APDRs (Annual Performance Development Reviews) have also commenced.

Training and Development

Performance management training for 9 managers was held on 16 January 2013, and diversity training for new employees is planned for February.

Employee well-being

HCPC employees were offered flu jabs in late November 2012. The HR department is in now the process of setting up individual health check sessions for employees following the success of this initiative last year.



	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	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	186	186	186	186	186	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																							
Full-time	133	132	137	136	136	138	138	139	141	141	142	143	143	144	145	146	152	158	161	173	172																							
Part-time	10	10	10	10	10	11	11	9	10	10	10	10	11	11	10	9	8	6	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																							
Permanent	139	139	138	139	138	139	138	136	141	144	150	142	146	147	148	148	154	159	166	177	175																							
Fixed-Term Contracts	4	5	9	7	8	10	11	14	8	9	10	11	8	8	7	7	6	5	3	3	5																							
Starters (permanent)	0	0	0	0	0	0	0	0	2	0	0	2	0	2	2	1	7	4	4	11	1																							
Starters (fixed-term)	0	2	7	2	2	4	1	1	2	1	1	1	2	1	0	0	0	1	1	3	2																							
Voluntary resignations¹	2	1	1	1	2	0	2	0	1	1	1	1	1	2	1	1	2	1	1	3	3																							
Compulsory leavers ²	0	0	0	3	0	1	0	1	1	0	0	0	0	0	1	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																							
Voluntary turnover%YTD³	9	9	9	9	9	9	9	9	9	9	9	9	8	9	9	9	9	9	8	10	11																							
Overall turnover% YTD⁴	13	13	13	13	13	13	13	13	13	13	13	13	12	13	13	11	11	11	10	11	12																							
Agency days	55	36	22	31	46	87	91	76	21	21	27	56	60	124	204	434	573	501	588	847	468																							
% 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																							
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																							
Sick-days	69	106	63	55	43	71	80	67	57	71	76	61	84	88	60	58	59	71	112	183	114																							
O.H. Refs	1	1	0	2	1	2	1	1	3	2	1	0	3	4	1	4	1	2	1	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	180
73	75	104	113	124	131	143	172
5	4	3	3	5	11	10	8
76	77	106	115	127	140	151	179
74	78	101	113	126	134	142	175
4	1	5	4	3	8	11	5
6	46	42	36	37	15	4	32
	1	13	7	8	10	24	10
3	20	17	22	22	10	13	15
	1	8	3	3	5	6	1
-	21	25	25	25	15	19	16
*	30	26	19	16	7	9	11
	-	-	20	20	11	13	12
95	2590	2742	1,149	1385	360	568	3797
*	4	3	4	3	2	2	2
			8	7	7	6	6
846	795	777	847	943	843	819	829
0	18	19	27	10	13	15	24

¹ Voluntary Resignations:
² Compulsory Leavers:
³ Voluntary Turnover YTD:
⁴ Overall Turnover:
 FTE