





























## Ribble Valley Borough Council Year-end monitoring report for 2023/24 (1 April 2023 to 31 March 2024) Monitoring Report to Personnel Committee













PI Status		Long Term Trends	
	Alert		Improving
	Warning		No Change
	OK		Getting Worse
	Unknown	N/A	For data only KPIs, the long term trend is to fill vacancies and retain staff
	Data Only		

### Personnel Committee (HR 23 KPIs)

PI Code	Short Name	2021/22		2022/23		2023/24		2023/24 Current Performance	Long Term Trend year on year	Comments	Objective
		Value	Target	Value	Target	Value	Target				
PI HR1	Number of staff at: craft grade	0	Data only	0	Data only	N/A	Data only		N/A	We no longer have any staff on craft grade.	To monitor the number of staff on locally agreed grades
PI HR3	Number of staff at: Local Agreement grade	0	Data only	0	Data only	N/A	Data only		N/A	We have local agreements in place. However, we no longer have any staff on a	

PI Code	Short Name	2021/22		2022/23		2023/24		2023/24 Current Performance	Long Term Trend year on year	Comments	Objective
		Value	Target	Value	Target	Value	Target				
										specific Local Agreement grade.	
<b>PI HR12 NEW</b>	Number of staff at: Minimum Wage	1 New KPI	Data only	2 New KPI	Data only	2 New KPI	Data only		N/A	Data taken from Annual Workforce Profile Report as of 31/03/24	
<b>PI HR4</b>	Number of staff at: Scale 1-3	99	Data only	106	Data only	106	Data only		N/A	Targets are not set for Staff grade and scale KPIs as they are data only indicators. The long term trend is to fill vacancies and retain staff.	
<b>PI HR5</b>	Number of staff at: Scale 4-6	75	Data only	80	Data only	81	Data only		N/A		
<b>PI HR6</b>	Number of staff at: Scale SO 1-2	11	Data only	15	Data only	14	Data only		N/A		
<b>PI HR7</b>	Number of staff at: Scale PO 1-5	17	Data only	13	Data only	13	Data only		N/A		
<b>PI HR8</b>	Number of staff at: Scale PO 6-10	4	Data only	7	Data only	7	Data only		N/A		
<b>PI HR9</b>	Number of staff at: Scale PO 11-15	0	Data only	0	Data only	0	Data only		N/A		
<b>PI HR10a</b>	Number of staff at: Scale PO 16-22	6	Data only	7	Data only	7	Data only		N/A		
<b>PI HR10b</b>	Number of staff at: Scale PO 23-26	3	Data only	2	Data only	2	Data only		N/A		
<b>PI HR11</b>	Number of staff at: Scale CEX/Director	4	Data only	3	Data only	4	Data only		N/A		
<b>PI HR14 (BV11a)</b>	Top 5% of Earners: Women	30.76%	35.70%	50.00%	35.70%	46.15%	35.70%				Data taken from Annual Workforce Profile Report as of 31/03/24

PI Code	Short Name	2021/22		2022/23		2023/24		2023/24 Current Performance	Long Term Trend year on year	Comments	Objective
		Value	Target	Value	Target	Value	Target				
											create an inclusive and diverse workforce
<b>PI HR15 (BV11b)</b>	Top 5% of Earners: Ethnic Minorities	0.00%	0.00%	0.00%	0.00%	7.69%	0.00%			Data taken from Annual Workforce Profile Report as of 31/03/24	To provide transparency and create an inclusive and diverse workforce
<b>PI HR16 (BV11c)</b>	Top 5% of Earners: with a disability	15.38%	0.00%	0.00%	0.00%	15.38%	0.00%			Data taken from Annual Workforce Profile Report as of 31/03/24	To provide transparency and create an inclusive and diverse workforce
<b>PI HR17 (BV12)</b>	Working Days Lost Due to Sickness Absence	9.58 days per employee.	9.00	7.62 days per employee.	8.00	6.31 days per employee.	8.00			Sickness absence remains a constant concern for the Council in terms of cost, impact on service delivery and creating additional workload for those who remain in work. Sickness absence is monitored very closely by HoS and managers who are taking a proactive approach to reduce absence. Data is for all sickness including Covid-19 (excludes maternity).	To appreciate and invest in our staff

PI Code	Short Name	2021/22		2022/23		2023/24		2023/24 Current Performance	Long Term Trend year on year	Comments	Objective
		Value	Target	Value	Target	Value	Target				
<b>PI HR18 (BV14)</b>	Percentage of Early Retirements	0.00%	0.50%	0.00%	0.50%	0.00%	0.50%			Data taken from Annual Workforce Profile Report as of 31/03/24	To appreciate and invest in our staff
<b>PI HR19 (BV15)</b>	Percentage of Ill-health Retirements	0.00%	0.45%	0.00%	0.45%	0.00%	0.45%			Data taken from Annual Workforce Profile Report as of 31/03/24	To appreciate and invest in our staff
<b>PI HR20 (BV16a)</b>	Percentage of Employees with a Disability	10.00%	10.00%	12.76%	10.00%	12.82%	10.00%			Data taken from Annual Workforce Profile Report as of 31/03/24	To create an inclusive and diverse workforce and provide reasonable adjustments to ensure that disabled people are not disadvantaged.
<b>PI HR21 (BV16b)</b>	The percentage of economically active disabled people in the authority area	10.13%	Data only	12.31%	Data only	14.16%	Data only		N/A	ONS - nomis data	To provide transparency and create an inclusive and diverse workforce
<b>PI HR22 (BV17a)</b>	Ethnic Minority representation in the workforce - employees	2.49%	3.50%	5.53%	4.00%	5.12%	4.00%			Data taken from Annual Workforce Profile Report as of 31/03/24	To provide transparency and create an inclusive and diverse workforce
<b>PI HR23</b>	Staff turnover	26.69%	15%	13.61%	15%	10.6%	15%			Data taken from Annual Workforce Profile Report as of 31/03/24	To understand the reason for staff leaving the Council and improve staff retention
<b>PI HR24</b>	Number of training days provided	78 days	Data only	111 days	Data only	153.5 Days	Data only		N/A		Provides information relating to training and

PI Code	Short Name	2021/22		2022/23		2023/24		2023/24 Current Perform ance	Long Term Trend year on year	Comments	Objective
		Value	Target	Value	Target	Value	Target				
											workforce development

Internal quality assurance checks aim to ensure the robustness of the data and information included in all performance monitoring reports. Committee is asked to note that some figures may change in future reports, as a result of these quality assurance checks.