Workforce Performance Appraisal Data

Council Performance Review Cycle wef April 2022
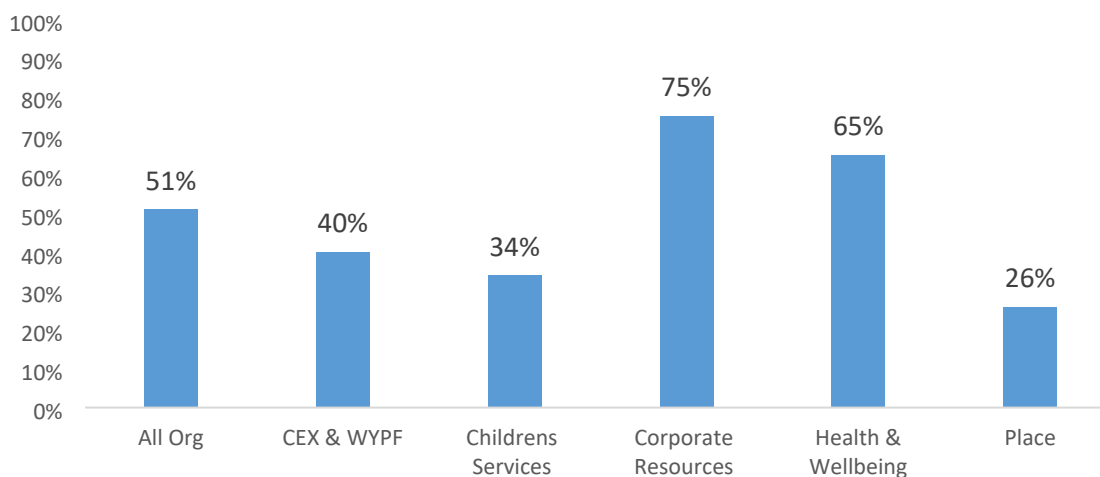
1.1 Annual Appraisal / Review

51%

51% of staff have received an appraisal that is recorded in the Council's performance appraisal system to review performance from the previous financial year and set objective for the coming financial year.

% of staff who had an annual appraisal / review, between 1st April and 31st July 2022 and completed the process in the Council performance appraisal system.

*Figures do not include staff in Childrens Services, Education & Learning Service, who complete appraisal based on the academic year, between 1st September & 30th November, to review period 1st September to 31st August.

Split by Department

% of staff had a performance review - Council Cycle 2022

| Department	%
All Org	51%
CEX & WYPF	40%
Childrens Services	34%
Corporate Resources	75%
Health & Wellbeing	65%
Place	26%

For the Council 2021-2022 appraisal cycle, a pilot to auto assign reviews, via Human Resources Team, was undertaken with two services, removing the onus for the manager to assign the review. This proved a successful pilot in increasing completion rates in both services and will be the process moving forward for the organisation for future reviews.

Finance, Procurement & IT, had all reviews completed for 100% of staff by the deadline of 30th June 2022.

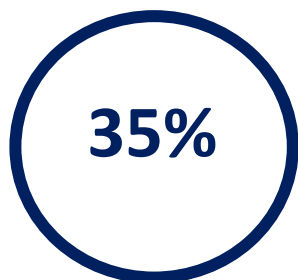Comparison of appraisal review rates for 2021 & 2022 – split by department

Council Cycle Comparison 21 / 22

■ % of staff had a review 2021   ■ % of staff had a review 2022
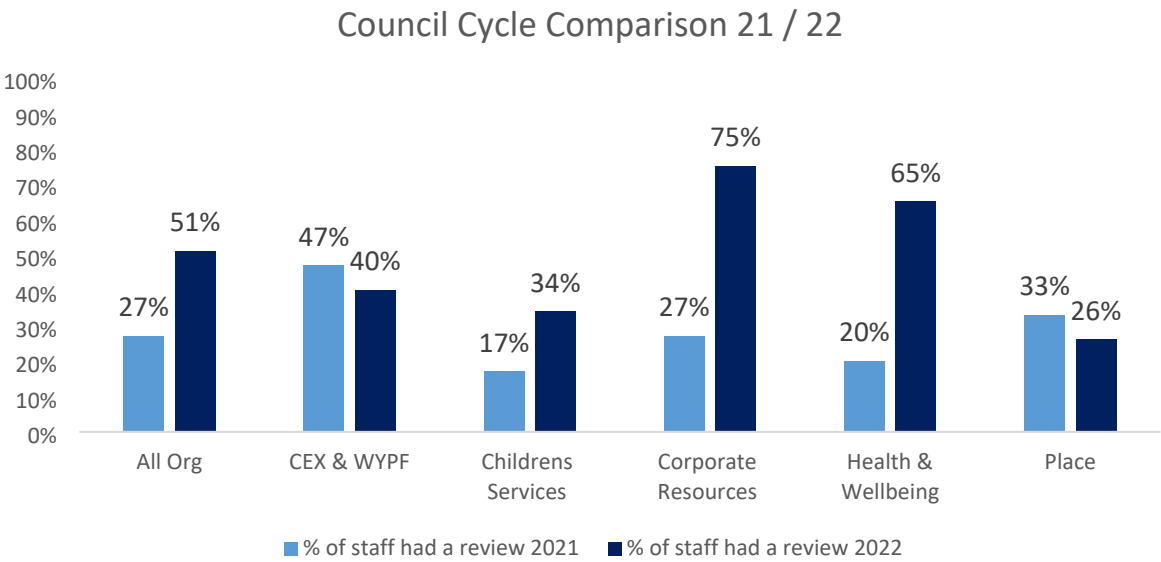
Comparison with appraisal review rates for all recorded years available

% staff had a review 2017 onwards

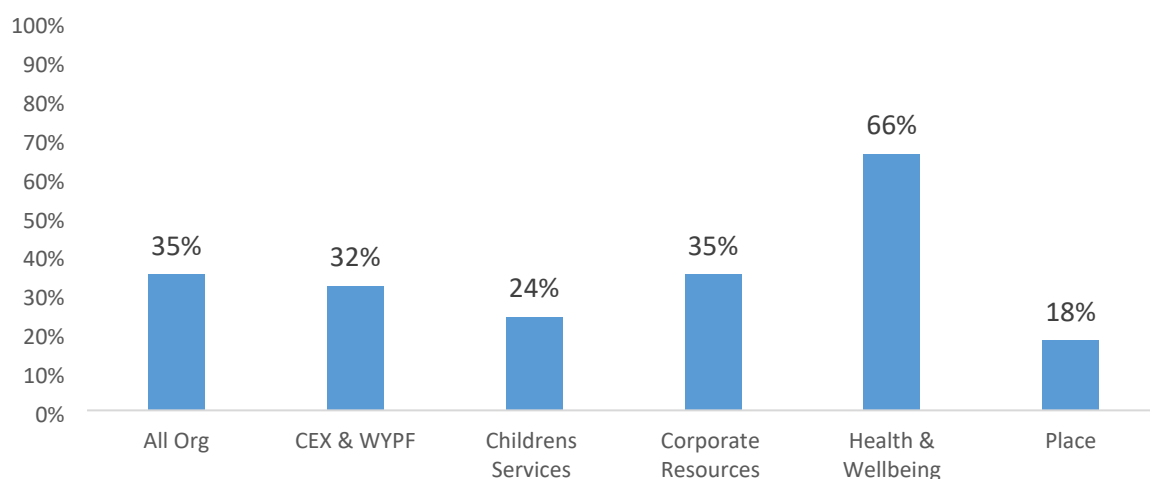*2020 was impacted by the Covid 19 pandemic

35%

Goals / objectives set by managers and team members, to align with organisational, departmental and service plans, to ensure individual team members are clear of expectations.

An 'active' goal has a start date on or after 1st April 2022, is not completed, archived or on hold.

Goals / objectives can and should be assigned from 1st April and throughout the year, a fluid process to meet changing demands

% of staff with an active performance goal wef 01.04.22

Category	%
All Org	35%
CEX & WYPF	32%
Childrens Services	24%
Corporate Resources	35%
Health & Wellbeing	66%
Place	18%

Performance goals / objectives should be updated as and when required, further work needs to be done to link this to regular supervision / 121's.