Reference: IR894

Date issued: 19 October 2023

Recruitment information

I am writing in response to your request for information dated 21 September 2023 in which you requested information regarding recruitment.

For ease of reference, I have reproduced your questions below and set out our corresponding responses. Please note we are still working on collating the information to answer question 4 and the second part of question 11, and we will write again on those points as soon as possible.

Qu 1. How many new permanent hires joined your organisation in 2022?

16 permanent staff members.

Qu 2. How many new permanent hires came through external providers in 2022?

None.

Qu 3. How many team members work in your Recruitment Team?

We do not have a dedicated team. 7 staff members of the HR team are involved when recruitment is taking place, dipping in and out of each stage of the process.

Qu 4. What is your time to hire from adverting to onboarding?

[Awaiting necessary information]

Qu 5. What was your attrition rate in 2022?

31 staff members left from 01/01/2022-31/12/2022, this ranges from resignation and end of contract (fixed term, graduate, or apprentice). The turnover rate was 8.6%

Qu 6. What is your average cost per hire (including attraction and screening) in 2022?

Not recorded.

Qu 7. How much did you spend with external providers of permanent recruitment in 2022?

Zero

Qu 8. How many unique agency contractors/temps/interims did you use in 2022?

9

Qu 9. How much did you spend on agency contractors/temps/interims in 2022?

£365,548

Qu 10. Are you meeting your diversity targets?

We have not set diversity targets as such, but we are on track with progress against initiatives in our Strategic Equality Plan.

Qu 11. How many candidates applied for roles in 2022? What is your candidate drop-out rate?

33 recruitment campaigns between 01/01/2022-31/12/2022, internal/external total of 341 applied for the 33 jobs between 01/01/2022-31/12/2022.

Qu 12. Which systems do you use for your permanent recruitment process?

ITrent HR and Payroll software system.

If you have any queries, or questions about my handling of your request, please do not hesitate to contact me.

Yours sincerely,

Information Officer

Date issued: 31 October 2023

Recruitment information

Further to my previous email below, dated 19 October 2023, I am providing an update to the response regarding questions 4 and 11.

Qu 4. What is your time to hire from adverting to onboarding?

Interviews normally take place 2 weeks after the recruitment has closed and candidates will be offered the job (2-4 days once all recruitment has finished).

The 'time to hire' is being interpreted as to the time an offer is made, due to varying contractual notice periods.

Qu 11. What is your candidate drop-out rate?

We do not hold data on the number of applicants that drop out.

If you have any queries, or questions about my handling of your request, please do not hesitate to contact me.

Yours sincerely

Information Officer