

**Agenda Item No:** 11 **Report No:** 113/14  
**Report Title:** Annual Employee Survey  
**Report To:** Employment Committee **Date:** 21 July 2014  
**Cabinet Member:**  
**Ward(s) Affected:** All  
**Report By:** Helen Knight  
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#### **Purpose of Report:**

To advise the Committee of the proposed Annual Staff Survey for Employees and its contents.

#### **Officers Recommendation(s):**

- 1 To note the report and agree the wording of the survey pending agreement from Unison as noted in point 5 below.

#### **Reasons for Recommendations**

- 2 The Council has committed to conducting the employee survey annually; it was last done in October 2013 and unfortunately prior to this there had not been a survey since 2010. In order that we can directly compare information from 2013 to 2014 we propose to conduct the survey again in October/November 2014.

#### **Information**

- 3 Having data from 2013 which we can benchmark and compare in 2014 will be useful to the organisations development and strategies for the coming year.
- 4 Corporate Management Team have reviewed and agreed these questions.
- 5 Unison were sent the draft questionnaire for their comments on 19 June 2014, they have advised that they will provide comments after their next meeting on 8 July 2014.

## **Financial Appraisal**

- 4 There are no financial implications of this report.

## **Legal Implications**

- 5 The Legal Services Department have been asked for comments but none had been received at the date this report was submitted.

## **Sustainability Implications**

- 6 I have not completed the Sustainability Implications Questionnaire as this Report is exempt from the requirement because it is a progress report/budget monitoring report/development control report

## **Equality Screening**

- 7 This survey has been devised with input and agreement from the Council's Equality Officer and her recommendations and revisions have been included.

## **Appendices**

Appendix 1 - Draft Employee Survey 2014