

Direct Line: 01732 227350
Ask for: Wiebke Arnolds
Your ref:
My ref: 99/2009
Email: FOI@sevenoaks.gov.uk

Date: 02/04/2009

Dear Mr or Mrs Stopper

FREEDOM OF INFORMATION REQUEST RE: Exit Interviews

Thank you for your information request dated 18/03/2009. Please see your questions and the Council's responses below:

Do you conduct exit interviews with staff who are leaving the Council?

Response: When we find out that a member of staff is leaving we will send out an Exit Questionnaire to them, this will ask them several questions and ask them if they wish to have an exit interview to discuss any issues. Please find a copy of the questionnaire attached.

If so please can you identify the 10 most common reasons for staff leaving the council in the last 5 municipal years

Response: Please find attached the recorded data we hold of the 10 most common reason for staff leaving the council in the last five years (i.e. since 1st April 2004), we have accessed this data from the councils HR system.

Resignation	330
Redundancy	34
TUPE Transfer	25
End of temporary employment	24
Age 65 Retirement	15
Health problems	7
Early retirement	6
Employer terminated	6
End of casual employment	5
Probationary Dismissal	5

I trust the above information has been of assistance to you. Should you have any further questions please do not hesitate to contact me.

If you are dissatisfied with the way your request for information has been handled, or you wish to seek a review of the decision not to release information to you, please write to the Complaints Co-ordinator at Sevenoaks District Council, FREEPOST SEA 6448 , Argyle Road, Sevenoaks TN13 1BR or email: feedback@sevenoaks.gov.uk. If, following the review of your complaint, you are still unhappy with the decision of the Council, you have a right to ask the Information Commissioner to look at your case.

Yours sincerely



Wiebke Arnolds
Freedom of Information Co-ordinator

