

Report of the Head of Human Resources and Organisational Development

## **Workforce Profile at Q4 (estimated)**

### **Summary**

1. This report provides the Staffing Matters and Urgency Committee (SMUC) with the workforce profile, estimated for quarter 4 year-end with information available at report writing.

### **Background**

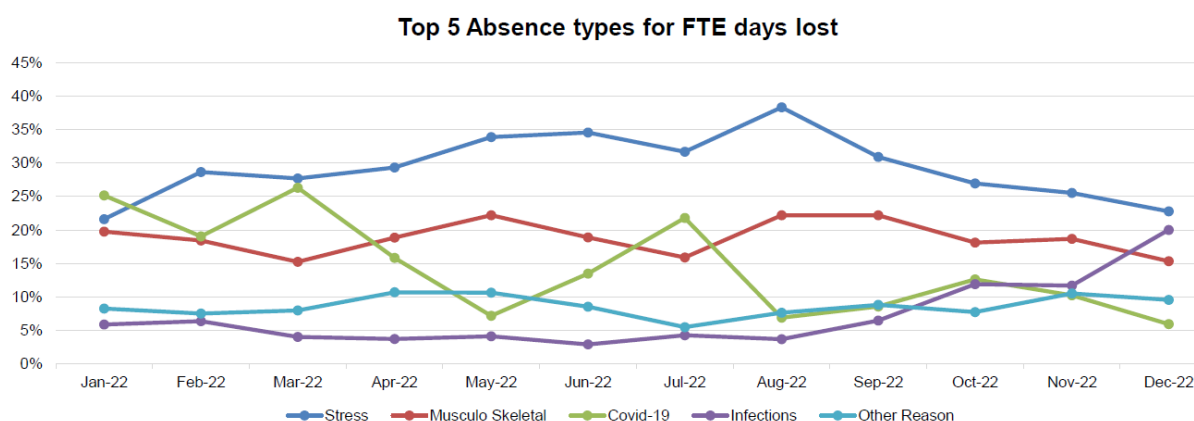
2. The data provided in this report is already available throughout the Council.
3. The workforce data provided through the performance framework, is shared with Scrutiny committees, and discussed at both Corporate Management Team and Directorate Management Teams.

### **Analysis**

4. **Annex 1** gives a full overview of key performance indicators directly linked to the Council's workforce. Data is currently only available to the either the end or middle of February, and therefore with the date of the meeting, and the end of the current cycle, has been estimated for year end.
5. Comparing the year-end position to the 2021/2022 positions, headcount and FTE have increased slightly mainly due to some agency staff joining the organisation. There has been a small decrease in the numbers of leavers, and this has meant that the organisation turnover is lower than last year, although still higher than historic levels.
6. Of the leavers, resignations remain the highest reason for leaving followed by retirement. Resignations are in line with regional figures as numerous vacancies, new opportunities, promotions, and career changes are being sought following the main pandemic period and for some staff the introduction of hybrid working has opened

opportunities further afield that were not formally considered. This is a trend across the region and nationally.

7. Work with York (WWY) assignments have continued to be used, these are directly associated with recruitment pressures across all directorates. At the Q4 position, figures are now significantly lower in all categories than the same period last year, and with greater controls on usage and end dates likely to reduce further
8. There are a number of vacancies that remain unfilled and acting up arrangements are in place with existing members of staff and HR are working with relevant managers to ensure creative recruitment for hard to fill vacancies.
9. Sickness absence figures are predicted to be lower than outturns at Q1 and Q2 but are still higher than previous years. The higher level of sickness compared to pre-pandemic years is a national trend and common across many of our neighbouring councils across the Yorkshire and Humber region; It should, however, be note that each Council records absence slightly different so direct comparisons are difficult. There are still a number of cases of Covid sickness cases within the workforce, but numbers are relatively low.
10. Information on types of absence was discussed at the last committee, and the graph below shows that “stress”, “musculo-skeletal” and “infections” are the greatest contributors to sickness in the Council. These splits in types of sickness are comparable to levels seen pre-2000. We continue to ensure that wellbeing support and good absence management is embedded into day-to-day management and teams looking out for each other.



11. On top of day-to-day managerial practices for sickness cases, additional work is underway to assist and remind managers of the support and services that employees can access as well as the managerial role in ensuring the wellbeing and absence management

of those employees absent, or those who remain at work but showing signs of reduced resilience. Managers are being reminded of the importance of timely absence support for individuals and teams, and employees are reminded of the self-care that they need to exercise to ensure that they can perform their roles effectively.

12. In terms of equalities profiling, the workforce gender and age distribution remain largely comparable year on year. Similarly, the declaration of sexual orientation remains steady. Council employees declaring a disability in 2021/22 have slightly increased as have those staff members declaring their ethnicity from a BME Community.
13. We have received preliminary data from the 2021 Census, and this gives the Council more up to date comparison information with our local community. Alongside this exercise we are continuing to promote and request that employees update the sensitive information (for example disability, ethnicity, sexual orientation) status to allow us to have a closer comparison with our local community.
14. The York Profile and Ward profiles are updated quarterly, with the last update on 1st February 2023 and we'll be using these over coming months to analyse our workforce makeup compared to the city,
  - a. York Profile: <https://data.yorkopendata.org/dataset/york-profile>
  - b. Ward Profiles: <https://data.yorkopendata.org/dataset/york-ward-profiles-2022-23-q3>
15. In practical terms we are also working to ensure that our recruitment opportunities are sent to a wide range of community groups to attract and ensure that these are promoted to as many areas as possible of our community.

## **Consultation**

16. The contents of the report and Annex have not been consulted on as the data is factual and already available through different sources.

## **Options**

17. The Committee, in considering the workforce profile, may consider highlighting areas for consideration by the Customer and Corporate Scrutiny Committee.

## **Council Plan**

18. The content of the report and annex are not material to the Council Plan.

## Implications

19. There are no implications from the report.

## Risk Management

20. There are no identified risk risks associated with the report.

## Recommendations

21. Staffing Matters and Urgency Committee is asked to:

- i. note the workforce profile provided.
- ii. consider if any area is to be referred to Customer and Corporate Services Scrutiny Committee.

Reason: In order to provide an overview of the workforce profile.

## Contact Details

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Ian Cunningham Head of BI Ext 5749	<b>Report Approved</b>		<b>Date</b>
	Yes		9/3/2023
<b>Specialist Implications Officer(s):</b>			
<b>Wards Affected:</b> <i>List wards or tick box to indicate all</i>			<b>All</b> <input checked="" type="checkbox"/>
<b>For further information please contact the author of the report</b>			

## Background Papers:

None

## Annexes

Annex 1 – Workforce Data 2022/2023 Quarter 4 (Estimated)