

Report of the Chief Operating Officer

Workforce Profile as at Quarter 2 (30th September 2021)

Summary

1. This report provides the Staffing Matters and Urgency Committee (SMU) with the workforce profile, as at the end of quarter 2 of 2021/2022.

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. **Appendix 1** gives a full overview to the SMU committee of key performance indicators directly linked to the Council's workforce.
5. At the Q2 position headcount and FTE have decreased slightly, and leavers have reduced. Of the leavers, resignations remains the highest reason for leaving followed by retirement. Resignations are in line with regional figures as there are a number of vacancies available across the region and new opportunities, promotions and career changes are being sought following the main pandemic period.
6. Turnover has therefore, increased slightly but as mentioned above this reflects the current recruitment climate. There has also been a decrease in the number of WWY assignments, whilst this is positive in terms of costs, there are a number of vacancies that remain unfilled and acting up arrangements are in place with existing members of staff. HR are working with relevant managers to ensure creative recruitment for hard to fill vacancies.

7. Sickness absence figures fell at the end of 2020/2021, they have increased at the Q2 position for this reporting year, however, an increase in absence is common at the Q2 position which generally then plateaus and balances at the Q4 and year end position. 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.

Consultation

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

Options

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

Council Plan

10. The content of the report and appendix are not material to the Council Plan.

Implications

11. There are no implications from the report.

Risk Management

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

Recommendations

13. 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 Floyd
Chief Operating Officer

Report x **Date**
Approved **07/01/2022**

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Specialist Implications Officer(s):

Wards Affected: *List wards or tick box to indicate all* **All** **X**

For further information please contact the author of the report

Background Papers:

None

Annexes

Appendix 1 – Workforce Data 2021/2022 Quarter 2