

Signed off by	Mari Roberts-Wood, Director of People & Interim Head of Paid Service
Author	Kate Brown, Head of Organisational Development
Telephone	Tel: 01737 276092
Email	Kate.Brown@reigate-banstead.gov.uk
To	Employment Committee
Date	Wednesday, 31 March 2021
Executive Member	Portfolio Holder for Corporate Policy & Resources

Key Decision Required	N
Wards Affected	N/A

Subject	Key Workforce Data for 2020/21
----------------	--------------------------------

Recommendations
(i) The Employment Committee is asked to note the content of the Workforce Data summary Annex, comprising of key equalities workforce information as well as some organisational health measures including sickness absence and employee turnover data
Executive Summary
<p>This report and annex material provides the Employment Committee with an overview of the Council's workforce for the 2020/21 year (predominantly part year figures, ending quarter three 31st December 2020).</p> <p>The high-level summary of the workforce data including sickness absence, employee turnover and equalities data, is to give an indication of the organisation's health and workforce demographic.</p>

1. It was agreed at the Employment Committee of 29 July 2019, that Employee Demographic and Organisation Workforce Measures data be reported annually, at the first Employment Committee meeting of the municipal year, with the exception of sickness and turnover data which was to be provided twice a year to the Committee. This data helps give an indication of the organisation's health.
2. Due to Covid-19 and resources being focused on supporting our organisation respond to the pandemic, we have not been in a position to report the workforce data until now. It is intended to provide a 'full year' (i.e. 1st April 2020 – 31st March 2021) Workforce data update to the Employment Committee at the first meeting in the next municipal year.

Key Information

3. The Council needs to understand, plan and develop its workforce requirements for the future in order to provide excellent services to the community it serves and to support the Council's vision, aims and values.
4. Key workforce information helps to inform and shape this, also taking into account organisational health indicators such as turnover and sickness absence rates.
5. Ways in which the workforce has adapted to the Covid-19 crisis, the restrictions and challenges on a personal level, and the increased requirements to support our workforce and communities, have provided an opportunity of reflection on potential new ways of working in the future.

Consultation

6. The Employment Committee were provided with an end of year (2019/20) Workforce Summary report at the meeting of 15 July 2020. Annex 1 of this report is the updated part year report for 2020/21.

Financial Implications

7. The 2020/21 approved budget for salary costs is £28.569 million. Actual costs against this budget are reported on a quarterly basis to Overview & Scrutiny Committee and Executive.

Background Powers

1. Annex 1 - Workforce Summary – 2020/21 data (part year)