

<b>SIGNED OFF BY</b>	Mari Roberts-Wood, Director & Interim Head of Paid Service
<b>AUTHOR</b>	Kate Brown, Head of Organisational Development
<b>TELEPHONE</b>	Tel: 01737 276092
<b>EMAIL</b>	Kate.Brown@reigate-banstead.gov.uk
<b>TO</b>	Employment Committee
<b>DATE</b>	23 June 2021
<b>EXECUTIVE MEMBER</b>	Portfolio Holder for Corporate Policy and Resources

<b>KEY DECISION REQUIRED</b>	N
<b>WARDS AFFECTED</b>	N/A

<b>SUBJECT</b>	Workforce Summary – 2020/21 data
----------------	----------------------------------

<b>RECOMMENDATIONS</b>
(i) <b>The Employment Committee is asked to note the content of the Workforce Data summary, comprising of key equalities workforce information as well as sickness absence and employee turnover data</b>
<b>EXECUTIVE SUMMARY</b>
<p>This report and annex material provides the Employment Committee with an overview of the Council's workforce for the 2020/21 year and an update on the Organisational Development approach.</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>

## **BACKGROUND**

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.

## **KEY INFORMATION**

1. 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.
2. Key workforce information helps to inform and shape this, also taking into account organisational health indicators such as turnover and sickness absence rates.
3. 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.
4. Part of the Workforce update for the Employment Committee will include a verbal update on our plans around 'Enabling Hybrid Working', which will be our key Organisational Development priority for 2021/22.
5. For the benefit of new Employment Committee members / as a reminder for the Committee, Annex 2 provides the background to Organisational Development at RBBC and where we had got to with our Organisational Development (or Great People) work, pre covid. Annex 3 is the Great People = Engaged People diagram of the previously agreed Organisational Development approach.

## **CONSULTATION**

1. The Employment Committee were provided with a part year Workforce Summary report for 2020-2021 (with data/figures for the period ending Dec 2020 and some figures as at March 2021) at the Employment Committee meeting of 30 March 2021. Annex 1 of this report is the updated full year report for the financial year 2020/21.
2. The Employment Committee discussed and endorsed the approach to Organisational Development (our Great People = Engaged People approach) at the meeting of 29<sup>th</sup> July 2019.

## **ANNEXES**

1. Workforce Summary – 2020/21 data
2. Organisational Development (Great People) Approach at RBBC – Summary Briefing Paper.
3. Great People = Engaged People Diagram