



Signed off by	Mari Roberts-Wood, Managing Director
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To	Employment Committee
Date	Tuesday 30 January 2024
Executive Member	Deputy Leader and Portfolio Holder for Finance, Governance and Organisation

Key Decision Required	N
Wards Affected	(All Wards);

Subject	Workforce Data Summary 2023/2024 (Quarter 2- Update)
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Recommendations
The Employment Committee is asked to note the content of the bi-annual Workforce Data summary, comprising sickness absence and employee turnover data as at the end of Quarter 2 2023/24.
Reasons for Recommendations
Bi-annual workforce data for sickness and turnover is provided to the Employment Committee for oversight, being part of the Council's quarterly KPI performance reporting.
Executive Summary
This report and annex provides the Employment Committee workforce data for the six months to 30 September 2023.

Statutory Powers

1. The Equality Act 2010 states public authorities must comply with the public sector equality duty.
2. The public sector equality duty is a duty on public authorities to consider or think about how their policies or decisions affect people who are protected under the Equality Act.
3. The Council is required to publish annual equality information documents. One of these is the Workforce Statistic document (workforce data summary) which includes information on protected characteristics¹ under the Equalities Act as well as sickness absence and staff turnover.

Background

4. It was agreed at the Employment Committee on 29 July 2019, that Workforce Statistics data will be reported annually, at the first Employment Committee meeting of the municipal year, with the exception of sickness and turnover data.
5. It was agreed that sickness and turnover data would be reported twice a year to the Committee, at the end of quarter 2 and quarter 4.
6. The information provided in the annex relates to sickness absence and turnover data to the end of quarter 2. This data helps provide an indication of the organisation's overall 'health'.

Key Information

7. 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.
8. Key workforce information helps to inform and shape this; sickness absence and employee turnover in particular.
9. The latest sickness absence and employee turnover data and narrative is contained within annex 1.

Options

10. N/A – the report is for noting

Legal Implications

11. As the report is for noting, there are no legal implications.

¹ The characteristics that are protected are: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, ethnicity, religion/belief, gender, sexual orientation

Financial Implications
12. As the report is for noting, there are no direct financial implications.
Equalities Implications
13. As the report is for noting, there are no equalities implications directly related to the report/data presented. An equalities impact assessment will be considered when the sickness absence policy is next reviewed.
Communication Implications
14. As the report is for noting, there are no communication implications. The Council publishes annual equality information on its website.
Environmental Sustainability Implications
15. As the report is data for noting, there are no environmental sustainability implications to consider.
Risk Management Considerations
16. Risks associated with staff sickness absence and turnover is managed in line with the operational risk register.
Consultation
17. The sickness absence and staff turnover is reported under the Council's performance KPI's on a quarterly basis.
18. The Employment Committee is consulted bi-annually on the data.
Policy Framework
19. This supports the Council's Corporate Plan, by ensuring that the Council has an effective workforce to deliver against corporate objectives.
Background Papers
None

ANNEXES

1. Workforce Data Summary (Sickness Absence and Staff Turnover) at Quarter 2 2023/24.