



Reigate & Banstead
BOROUGH COUNCIL
Banstead | Horley | Redhill | Reigate

SIGNED OFF BY	Head of Organisational Development
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TO	Employment Committee
DATE	Tuesday 21 January 2020
EXECUTIVE MEMBER	Portfolio Holder for Corporate Direction and Governance

KEY DECISION REQUIRED	N
WARDS AFFECTED	N/A

SUBJECT	Workforce Data Summary – Sickness absence & employee turnover
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RECOMMENDATIONS
(i) The Employment Committee is asked to note the content of the bi-annual Workforce Data summary, comprising of sickness absence and employee turnover data
EXECUTIVE SUMMARY
<p>This report and annex provide the Employment Committee with an overview of the Council's workforce data.</p> <p>This high-level summary of the workforce sickness absence and employee turnover data, which is provided twice annually, is to give an indication of the organisation's health.</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.
2. It was agreed that sickness and turnover data is reported twice a year to the Committee, at the first meeting of the year (as referenced in the paragraph above) and again after six months.
3. The information is provided in this report/annex therefore relates to the latest sickness absence and turnover data. 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; sickness absence and employee turnover in particular.
3. The number of days lost due to sickness absence (short term, long term and combined) and employee turnover, in the preceding 12 months provides an indication of the organisation's health compared to other organisations and sectors.
4. Sickness absence and employee turnover data is contained within annex 1.

CONSULTATION

1. The Employment Committee were provided with the Workforce Summary data at the meeting of 29 July 2019. What is presented in the annex of this report is the agreed mid-year report.

ANNEXES

1. Workforce Summary Data