

NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

PERSONNEL COMMITTEE

25TH JUNE 2018

REPORT OF THE HEAD OF HUMAN RESOURCES – S.REES

Matter for Decision

WARD(S) AFFECTED: All

Workforce Plan

1. Purpose of Report

To present a Workforce Plan for consideration and approval.

2. Background information

Council services are delivered by people, the workforce of the Council. Workforce planning is a process of analysing the current workforce, determining future workforce needs, identifying the gap between the present and the future, and implementing solutions to address any gaps so that the Council can achieve what it needs to achieve. In other words, the aim of workforce planning it is to ensure that the right number of people with the right skills and attitudes are employed in the right place at the right time, to deliver both the short term and long term objectives of the Council.

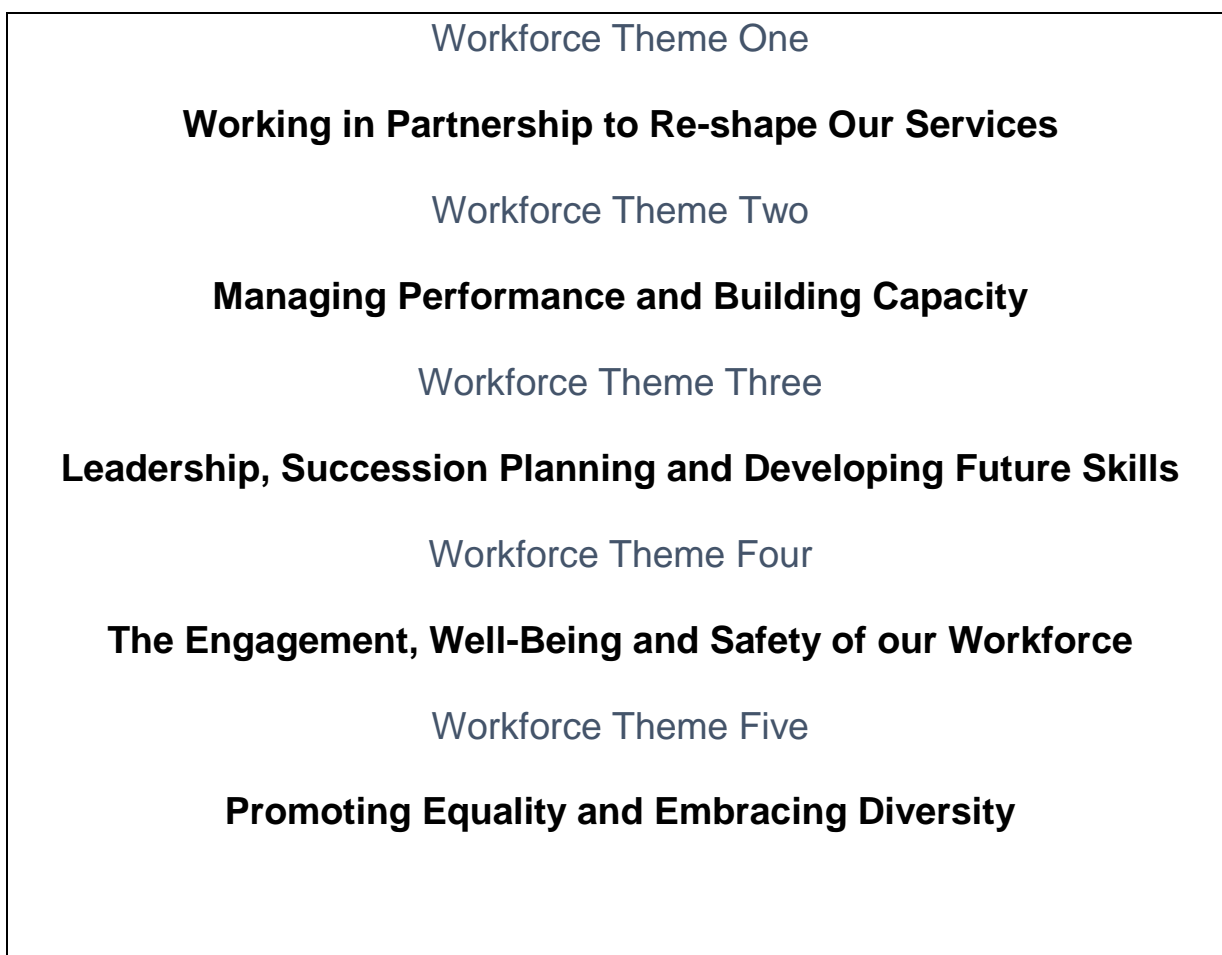
It is essential that workforce plans have a future focus, and in order to be effective, should have clear links to key organisational strategies, aims and objectives. Workforce planning must also be a dynamic process, and should be subject to constant review in order to remain relevant to the changing environment in which the Council operates.

3. The Workforce Plan

The Council has clearly articulated its vision and strategic objectives, the three well-being objectives, and plans for the future, as well as the opportunities and risks that the Council faces. The workforce plan has been developed by analysing our current workforce and key workforce trends and identifying the priorities for the workforce set out in the

Corporate Plan, Financial Plan, Asset Management Plan and the Corporate Risk Register – comparing where we are now with where we want to be.

This led to the development of five key Workforce themes:



The action plan sets out how the Council will seek to implement this Workforce Plan, and how we can demonstrate progress.

4. Implementation, Monitoring and Review

The Workforce Plan provides a new corporate framework for workforce planning activities that will be implemented through the business planning and performance management system. It is planned that the Workforce Plan will be linked to the new performance system, CAMMS, in order to support monitoring and reporting on the priorities set out in the plan.

5. Consultation

There is no requirement under the Constitution for external consultation on this item. Consultation has taken place with Cabinet Members, Corporate Directors and their management teams and the recognised trade unions. The Workforce Plan has been amended to reflect feedback received during the consultation.

6. Equality Impact Assessment

The Workforce Plan specifically aims to support the requirement of the Equality Act 2010, for public bodies to “pay due regard to the need to:

- eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act;
- advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it: and
- foster good relations between persons who share a relevant protected characteristic and persons who do not share it.”

7. Financial Appraisal

The Workforce Plan supports the implementation of the Council’s Financial Planning, referencing the impact of the Council’s reducing budget on the Council’s workforce and how we deliver services, and importantly what this means for the workforce of the future.

8. Recommendation

That Members approve the Workforce Plan as set out in Appendix 1.

FOR DECISION

8. Officer contact

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9. Appendices

Appendix 1 – The Workforce Plan 2018 - 2022