NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

PERSONNEL COMMITTEE

2ND DECEMBER 2019

REPORT OF THE HEAD OF HUMAN RESOURCES – SHEENAGH REES

Matter for information

Wards Affected: All wards

Workforce Information Report

Purpose of Report

The purpose of this report is to provide Members with the 2019 / 20 Quarter 2 Workforce Information report. The report is attached at Appendix 1.

Executive Summary:

This report provides Members with a range of data and information in relation to the workforce of the Council.

Workforce Information:

This data set has been developed to provide Members with an overview of the Council's workforce, including how many people we employ, where we employ them, how we employ them (work patterns), their protected characteristics, Welsh language ability and this report focuses on the key area of sickness absence. Understanding how our workforce is distributed across the Council and analysing trends in workforce activity helps inform workforce planning, strategies and key decision making.

At the last meeting of this committee Members asked that we include data in relation to job reductions (redundancy and redeployment), a gender breakdown in relation to sickness absence, and the average FTE sickness absence in each service area. The report now includes this data.

The data presented in this report may raise questions for Members, so for example, where Members see fluctuations in sickness absence levels in particular services, they may want to take the opportunity to refer this to the relevant scrutiny committee for further investigation.

Sickness absence

The Local Government All Wales benchmarking figures for sickness absence in 2018 / 2019 show an average FTE days lost across the 22 councils of 10.48 FTE days. Neath Port Talbot's end of year figure of 9.79 FTE days places the Council at 7th place in the benchmarking table and with average absence lower than the Welsh average.

Quarter 2 data for 2019 / 2020, compared with the same period last year, shows a 16% increase in days lost to sickness absence.

To understand why absence has increased this year when compared with last year, it is interesting to note the trend in long term absence. Chart 5 provides an overview of the breakdown between long term absence (continuous absence of 28 days or more) and short term absence (continuous absence of less than 28 days). Long term absence has seen an increase of 5%.

If we look then to why employees are absent from work, Chart 6 sets out data in relation to the top ten reasons for sickness absence. This shows a 12% increase in stress related absence, and a significant 42% increase in work related stress related absence. Members will receive a separate report at Committee in relation to the implementation of the Time to Change Wales Action Plan, the mental health strategy the Council signed up to in September 2019. This clearly data indicates that the mental health of our workforce is a priority for action.

Chart 7 sets out Quarter 1 sickness absence by service area, with a comparison to the same period last year. This data is now presented as average FTE absence per service area.

Financial Impacts:

No implications.

Integrated impact assessment:

There is no requirement to undertaken an Integrated Impact Assessment as this report is for monitoring / information purposes.

Valleys Communities Impacts:

No implications

Workforce Impacts:

Workforce information support workforce planning activity and the development of workforce strategies.

Legal Impacts:

No implications.

Risk Management Impacts:

No implications.

Consultation:

There is no requirement under the Constitution for external consultation on this item.

Appendices

Appendix 1 – Workforce Information Report

Recommendations:

It is recommended that Members note the workforce information report.

FOR INFORMATION

Officer contact

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