



Cyngor Castell-nedd Port Talbot  
Neath Port Talbot Council

## **NEATH PORT TALBOT COUNCIL**

### **PERSONNEL COMMITTEE**

**28<sup>TH</sup> NOVEMBER 2022**

### **REPORT OF THE HEAD OF PEOPLE AND ORGANISATIONAL DEVELOPMENT – 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 2022/23 Quarter 1 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 and Welsh language ability;
- data on starters and leavers by service area, age and grade and includes the top ten reasons for leaving the Council; and
- sickness absence data.

Understanding how our workforce is distributed across the Council and analysing trends in workforce activity helps inform workforce planning, strategies and key decision making.

The sickness absence data presented in this report includes the distribution of sickness levels across the council, the top ten reasons for sickness absences and also, specifically focuses on the distribution of Covid-19 related absences. This data enables trends and areas to be further analysed and scrutinised.

### **Starters / Leavers**

146 new employees started work for the council during the 3 month period, compared with 239 leavers. However, Members should note that 108 of the leavers were people employed on fixed term contracts within the Test, Trace and Protect Team, a temporary team established to support the NHS and control the spread of Covid 19. The number of starters, 146, should really be compared with a leaver figure of 131, showing that overall, the council is slightly ahead of the curve in maintaining capacity within the workforce, although of course, there are areas of the council where recruitment remains a challenge.

### **Sickness absence data**

Our sickness absence figure for Quarter 1 in 2022/23 compared with the same period in 2021/22, shows an increase of 0.56 FTE days lost

per employee for sickness absence, increasing from 2.62 days to 3.18 days. This represents a 21.4% increase.

The number of days lost to short-term sickness absence is comparable to the same period last year, however the number of days lost to long-term sickness absence shows an increase compared to last year.

The report sets out the 'Top 10 Reasons for Sickness Absence', and we can see that 'Covid-19', 'stress-related' and 'bereavement reaction/grief reaction' represent the top three reasons for sickness absence in Quarter 1 2022/23.

The number of days of sickness absence due to Covid-19 shows a remarkable rise when compared to the same period last year representing 15% of all sickness absence. Sickness due to Covid-19 is shown to be substantially higher in Schools, amongst both teaching and support staff, with the next highest being in Adult Services, followed by Streetcare Services, all front line services.

The highest average FTE days absent, were in Streetcare Services (5.7 days), Schools and Digital Services (both 3.8 days). This is followed by Adult Services and Children and Young People's Services (3.7 days), but noting that, although absence remains high, and third highest in the council, the number of days lost per FTE compared to last year has in fact decreased.

Digital Services and Streetcare Services show the greatest increase in the number of days lost per FTE compared to the same period last year, then followed by Schools.

**Financial Impacts:**

Sickness absence has a financial impact on the council, where posts have to be covered, this will add to the council's overall pay bill.

**Integrated impact assessment:**

There is no requirement to undertake 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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