



Cyngor Castell-nedd Port Talbot
Neath Port Talbot Council

The Future of Work

Background and context



THE FUTURE OF WORK STRATEGY



Strategic Workforce Plan
2022-2027



Cyngor Castell-nedd Port Talbot
Neath Port Talbot Council

What does the council need to look like in future?

Quite simply, we want to have the right number of people with the right skills and attitudes in place at the right time to deliver council services and functions.

How will we achieve this?

By delivering the following key objectives:

1. Delivering the workforce actions needed in the short, medium and long term to implement the Corporate Plan whilst ensuring the health, safety and well-being of our people.
2. Embedding the Corporate Priorities, Vision and Values.

Delivery: The Future of Work Team

Head of People & Organisational Development

Communications Manager

Principal HR Manager

Learning, Training &
Development Manager

Future of Work Engagement
Officer
GR 8

Future of Work HR Business Partner
GR 11
HR Policy & Practice Development
Officers x 2 GR 8
Seconded Trade Union Officer
Project support / contract
administration x 2 GR 5

OD Officer GR 8
Project Support / training
administration GRS

Key priorities



Resourcing Team Neath Port Talbot



Developing and Retaining Talent



Employer of Choice – Employee Experience and Engagement



Developing the Future of Work



Knowledge and Skills Development



A Safe Workplace – supporting the health and well-being of our employees



An inclusive workplace where all our employees can be themselves

Delivery Plan – Resourcing Team NPT

If we cannot recruit and retain the best employees to deliver our services, this will represent a real threat to the future delivery of council services and priorities.

Action:

- Establish a Recruitment Taskforce to drive the council's recruitment strategy

[Jobs \(npt.gov.uk\)](https://www.npt.gov.uk)



Our four stage application process

1. Apply

All our vacancies are listed on our [Search & Apply page](#). All applicants must complete an online application form before the published closing date. We can accept manual applications if you are unable to complete one online.



2. Shortlisting

The recruiting manager will shortlist the applicants they want to take to the next stage. They will consider all the qualifications, experience and skills the role needs in coming to their decision. We will let you know the outcome if you are not successful at this stage.



3. Interview

We will invite you to interview with us – this could be face-to-face or virtually, via Microsoft Teams. In your interview invitation we'll let you know who will be interviewing you and if there are any additional tasks for your interview such as presentations or assessments.



4. Compliance and Vetting

If you are successful and you are offered a role in Team NPT, we will carry out pre-employment checks. These checks vary from role to role but will include right-to-work checks and references. We may also conduct a DBS check, driving licence check or professional bodies verification. If there are any other checks required for a particular role, we will let you know what these are as part of the recruitment process.



If we can offer any support or assistance at any point in the application process, please email jobs@npt.gov.uk or call 01639 686837. We wish you the very best of luck!

<https://www.npt.gov.uk/35194>



Establish a Recruitment Taskforce to drive the Council's recruitment strategy

Establish Recruitment Taskforce ✓

Introduction of iTrent Recruitment Module ✓

Improved Recruitment Interface ✓

What impact has this had?



2020/2021 355 job adverts
2021/2022 762 job adverts
2022/2023 753 job adverts



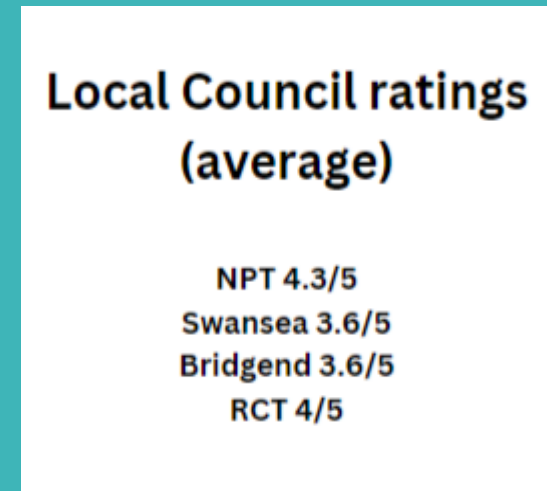
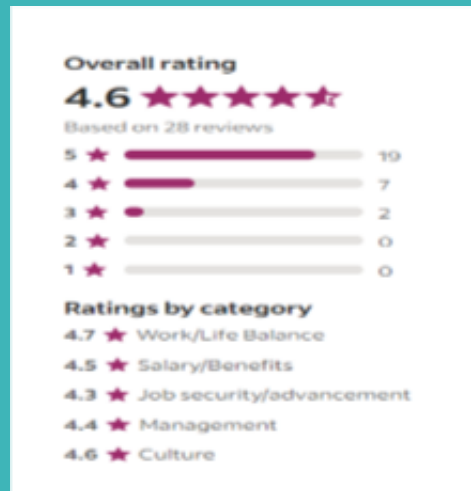
2020/2021 3911 Applications
2021/2022 5633 Applications ↑ 44%
2022/2023 5796 Applications ↑ 2.9%



2020/2021 386 appointments
2021/2022 629 appointments ↑ 63%
2022/2023 687 appointments ↑ 9%



Recruitment Experience Survey Results



NPT, Glassdoor and Indeed Reviews



NPT Employer Reviews

- Very Good/Excellent Employer
- Supportive Management
- Warm and Friendly Team
- Flexible Working
- Good holiday and sick pay

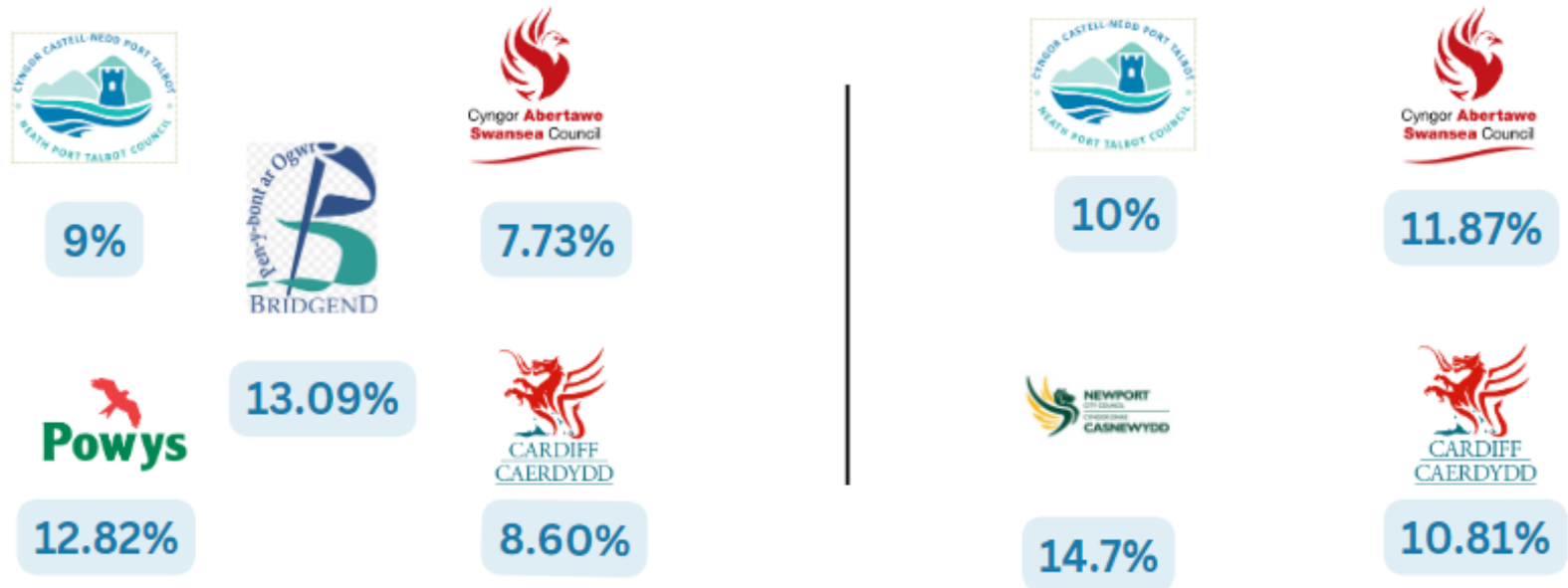
- Low Wages/Salary
- Lack of progression

Employer of Choice – Employee Experience and Engagement

Turnover Rates

2021/2022

2022/2023

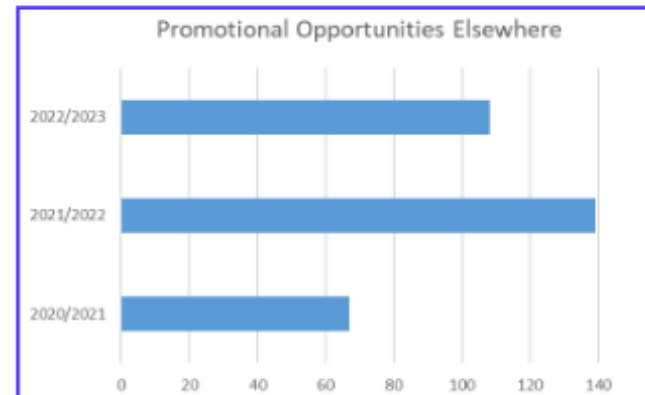


Employer of Choice – Employee Experience and Engagement



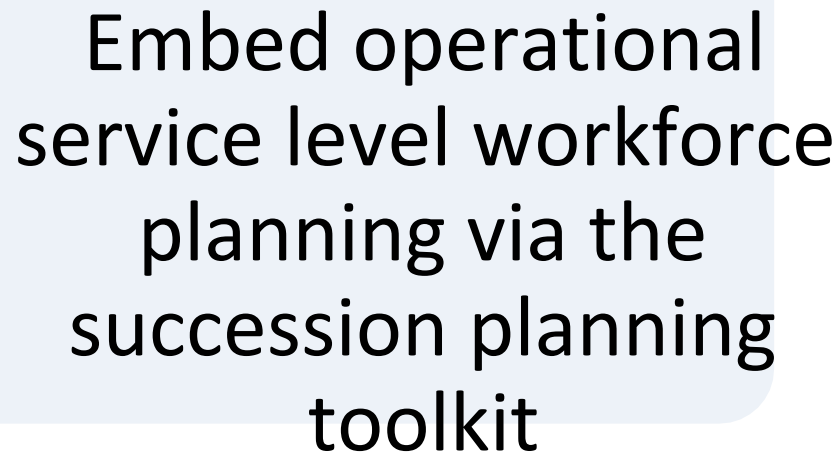
↓
Resignations
30% since
the plan was
introduced

↓
Promotion
elsewhere leaving
22% since
the plan was
introduced





Delivery Plan – Developing and Retaining Talent



Embed operational
service level workforce
planning via the
succession planning
toolkit

The Succession Planning Toolkit

Five Steps:

- **Data Collection** – Understand your workforce
- **Assessment of Key Jobs** – Identify business critical jobs where there is a need for “successors” and develop a plan of action to ensure a talent pipeline for the next 2-3 years
- **Assessment of Current Employees** – Do employees have the appropriate skills/qualifications to move into business critical roles? How can you ensure this?
- **Future Needs** – Linked to Service Recovery Plans, consider how services might change (budgets, changes in technology, work practices etc). How will you ensure people can keep pace with the change – ensuring you have the right people, in the right place at the right time?
- **Scenario Planning** – Consider actions for recruitment and retention

Introduction to succession planning

<https://youtu.be/39E8NvBWrTk>

Completion of plans: a work in progress.....



37 Plans
completed to
date

235 Business
Critical Jobs
identified

What next?

- Review completed succession plans to inform next iteration of the Delivery Plan
- Review Succession Planning Toolkit to learn lessons from implementation / feedback
- Increase number of completed plans

Employer of Choice – Employee Experience and Engagement

Overview of our current offer

Nationally agreed pay scales

Premium payments

Standby payments

Sleeping in allowance

Night-time allowance

Rotating shift allowance

Occupational Sick Pay Scheme

Local Government Pension Scheme

Holiday entitlement (26 / 33 days + bank holidays + extra statutory day)

Long service award

Range of Flexible working schemes

Maternity scheme

Adoptive parents leave

Parental Bereavement Leave

Occupational Health Service

Discounted rates for Celtic Leisure

Staff Health & Wellbeing Group

Special Leave Scheme

Employer Support Policing Scheme

Travel & Subsistence Scheme

Salary Sacrifice Schemes:

- Cycle2Work
- AVCs

Tax Free Childcare Vouchers

New initiatives to enhance our offer

- Carer's Policy / Employers for Carers Support Platform ✓
- Disability Passport Scheme ✓
- Electric Vehicle Salary Sacrifice Scheme ✓
- Financial Well-being Strategy ✓
- Salary Finance ✓
- Employee Assistance Programme ✓
- Review of Special Leave Scheme ✓
- Menopause Policy + Action Plan ✓
- Review of Acting up and Honorarium payments ~ underway
- Volunteering Scheme ~ underway
- School well-being group ~ pending
- Annual Employee Engagement Survey ~ underway
- Review of Notice Periods ~ underway

Developing the Future of Work

- Reduce unnecessary bureaucracy in employment policies + process = less prescriptive ✓
- Review of the Hybrid Working Framework ✓
- Management training: managing in a hybrid world ✓
- Confirmation of new working arrangements ~ underway
- Establish a working group to introduce more choice and flexibility for front-line colleagues ~ pending

Knowledge and Skills Development



Delivery of a comprehensive programme of training & development for all employees ✓



Development of Management and Leadership Development Pathway ~ underway



Re-established face to face Corporate Induction Day



Apprenticeship programmes



Mentoring Scheme: Ment2Be NPT

A Safe Workplace – supporting the health and well- being of our employees

- Embed Health & Safety Culture ~ underway
- Partnership with Time to Change Wales ✓
- Menopause Action Plan ✓
- Training for Managers ✓
- Employee Assistance Programme ✓

An inclusive Workplace

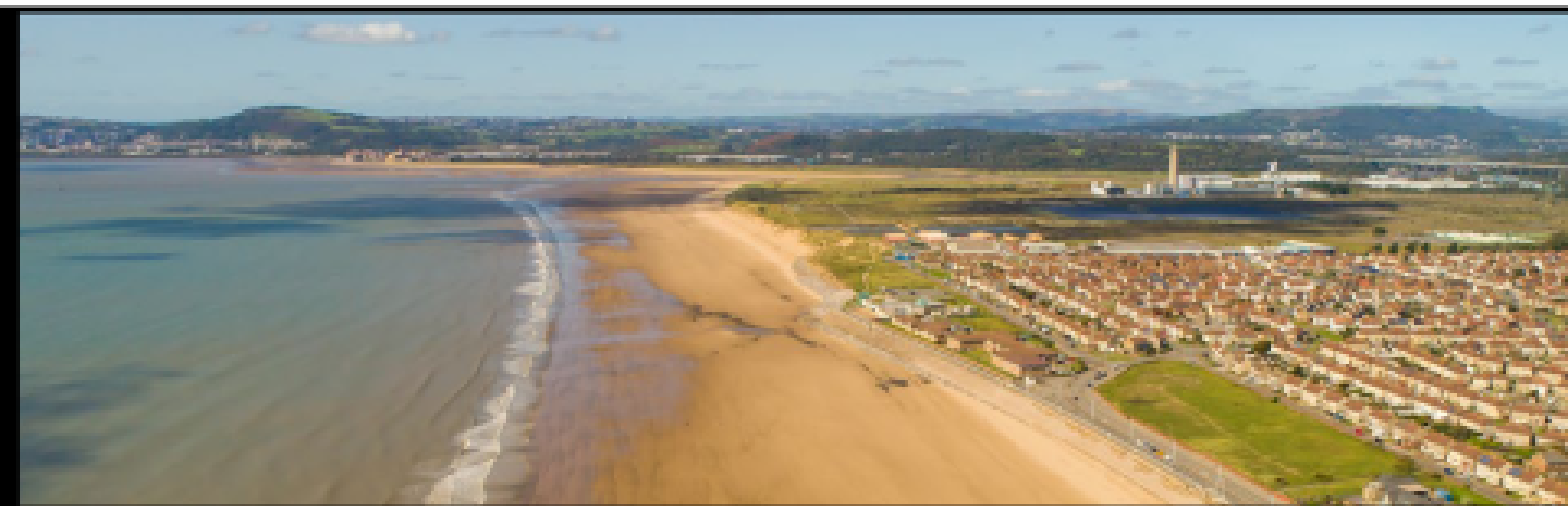
Where all employees can be themselves

- Ethnic Minority Employee Network ✓
- Gender Equality Action Plan / Chwarae Teg Fair Play Employer ✓
- Career mentoring for low-paid women ✓
- Disability Passport Scheme ✓
- Anonymised application forms ✓
- LGBTQ+ Employee Network ~ pending
- Disability Employee Network ~ pending

What
next?

Review of the
priorities

Development
of 2024 / 25
Delivery Plan



**LET'S WORK
TOGETHER**

futureofwork@npt.gov.uk