



Cyngor Castell-nedd Port Talbot
Neath Port Talbot Council

NEATH PORT TALBOT COUNCIL

PERSONNEL COMMITTEE

11TH MARCH, 2024

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 2023/24 Quarter 3 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 joiners and leavers by service area, age and grade and includes the top ten reasons for leaving the Council.
- information on key aspects 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.

Joiners / Leavers

530 new employees started work for the council between the periods of 1st April, 2023 – 31st of December, 2023, compared with 576 leavers. 48% of leavers were from Schools where temporary contracts are prevalent.

The top leaving reason in Quarter 3 was end of contract, closely followed by Resignation – No Reason provided. The no reason provided is now obsolete and can no longer be selected as a leaving reason for future leavers. Moving forward, we should start to see more meaningful reasons for resignations and why employees are leaving via resignation.

Sickness absence data

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

The average number of days absent due to sickness absence was 9.2. This has slightly decreased when compared to 9.5 from last year (Q3 22/23).

In Quarter 3 of this year, long-term absences contribute to three quarters of the entire FTE days lost for 2023/2024 Q3. Long term absences have increased by 9% whereas short term absences have decreased when compared to Q2 22/23.

The report sets out the 'Top 10 Reasons for Sickness Absence', and we can see that stress, bereavement and post op continue to represent the top three reasons for sickness absence for this quarter the same as the last quarter. All have seen increases this quarter when compared to Q2 22/23. Coronavirus – Confirmed is continuing to decrease as expected. However, sickness absence due to Covid-19 is still having an impact on some services that are public facing or deal with the community, such as Schools and Adult Services.

The highest average FTE days absent for quarter 3 were in Streetcare Services (14 days) Adult Services (12 days) and Children & Young People Services/School Support Staff/Support Services & Transformation (11 days per service). However, Adult Services has seen a decrease when compared to the same quarter last year.

Digital Services continues to have a substantial decrease in FTE days when compared to the same quarter last year. However, Support Services & Transformation have seen FTE days increase the most compared to Q2 22/23. Housing & Communities and Leisure, Tourism Heritage and Culture are relatively new service areas that did not exist on the structure in the same quarter last year. Therefore, there is no comparative sickness data for this service from last year.

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 paybill.

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**

Sheenagh Rees, Head of People and Organisational Development,
Email: s.rees5@npt.gov.uk or tel. 01639 763315

