



POLICY AND RESOURCES SCRUTINY COMMITTEE – 29TH NOVEMBER 2010

SUBJECT: WORKFORCE INFORMATION REPORT – QUARTER 2

REPORT BY: DEPUTY CHIEF EXECUTIVE

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to provide Policy and Resources Scrutiny Committee with an update on the Workforce Information Report now being produced quarterly, which contains the updated sickness data requested at the last P&R scrutiny committee meeting.

2. SUMMARY

- 2.1 As Committee is aware, the council's HR Information system is now able to produce a wealth of data reports to inform members and officers on the workforce profile. The report is produced on a quarterly basis and is a single source report that supplies data that is used for a range of purposes, and is routinely supplied to CMT, Directorate Management Teams, HR Strategy Group, the Council's Equalities Group, P&R Scrutiny and the Trades Unions. It is intended to be a single source that contains the data used by these groups, and for the reporting of our annual Performance Information to the Assembly.

3. LINKS TO STRATEGY

- 3.1 This is an information report with links to the People Management Strategy and therefore to all other strategies, including all equality strategies, policies and procedures, that relies on employees to deliver the strategy and service provision

4. THE REPORT

- 4.1 As Committee is aware, we are currently facing a difficult financial budgetary climate and the ability to monitor employee data, which is a major proportion of the authority's expenditure, is imperative.
- 4.2 Members will be aware that we have introduced amended sickness absence arrangements in line with our new policy, and indeed asked for an update on progress in this area at the last P&R Scrutiny meeting.
- 4.3 In the previous 2 financial years (FY08-09, and FY 09-10) our PI figures reported to the Assembly for average individual days sickness taken per full time equivalent (FTE), ran at 13.48 days and 11.83 days per annum respectively. It is pleasing to note (see page 62) that in the first 2 quarters of this year, the trend remains downward.

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Appendices:

Appendix 1 Workforce Information Report – Quarter 2 FY 2010-11