

Report for: Staffing & Remuneration Committee, 7th February 2017

Item number: 12

Title: Performance Management Report,
Q3 October - December 2016

Report authorised by : Richard Grice, Assistant Director Transformation & Resources

Lead Officer: Carole Engwell, HR Quality Assurance Manager .

Ward(s) affected: N/a

**Report for Key/
Non Key Decision:** N/a

1. Describe the issue under consideration

The report provides the Committee with data relating to the workforce including non-employed workers, equalities and sickness absence data for the period October to December 2016.

2. Cabinet Member Introduction

Not applicable.

3. Recommendations

The report is for information and for the Committee to note.

4. Reasons for decision

Not applicable

5. Alternative options considered

Not applicable

6. Background information

- 6.1 A Dashboard of information relating to all non-employed workers, sickness absence and workforce data is shown at Appendix 1.
Appendix 2 gives data relating to current Interim Managers & Consultants.

7. Contribution to strategic outcomes

The management controls introduced over the last year in response to the need for a tighter grip on spending, have reduced the number of non-employed workers and the spend across the Council. The freeze on non-essential recruitment has contributed to the reduction of establishment numbers and this, together with the on-going restructuring exercises, is expected to contribute to the reductions outlined in the Workforce Plan and the Medium Term Financial Strategy.

8. Statutory Officers comments (Chief Finance Officer (including procurement), Assistant Director of Corporate Governance, Equalities)

8.1 The current regime in place supporting the engagement of agency, consultants and interim staff requires a completed business case setting out the funding available to cover the costs of these appointments. This ensures that the managers are taking full budgetary responsibility for their decisions and the requirement to provide regular business cases for extensions provides challenge to ensure that the greater focus is placed on moving towards permanent recruitment or the positive and timely delivery of agreed outcomes. The impact of the reduction in spend on agency and interim staff is reflected in the monthly budget monitoring report.

8.2 The Assistant Director for Corporate Governance notes the contents of this report, and appendices 1 and 2. Section 149 of the Equality Act 2010 puts the Council under the duty, in the exercise of its functions, to have due regard to the need to :-

- eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act,
- advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it.
- foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

A “relevant protected characteristic “ is age , disability, gender reassignment , pregnancy and maternity, race , religion or belief, sex (formerly gender) and sexual orientation . Marriage and civil partnership is a protected characteristic under the Act but not a “relevant protected characteristic”.

Appendix 1 of the report notes that equalities data is missing from a large percentage of staff as not all want to fully declare this at the recruitment stage, and that an exercise is being planned to update existing data which will lead to more accurate reporting. Where the Council is proposing to make staffing decisions, then in order to comply with section 149, it needs to know about the potential differential adverse impact on staff by reference to the protected characteristics under the Act. If data concerning staff’s protected characteristics is not collected by the Council then the Council may not know about the potential differential adverse impact of staffing decisions on staff who have a particular protected characteristic . For example, if information about staff’s religion/belief and/or sexual orientation is not collected , then the Council may not know about the impact of a staffing decision on staff who have a particular faith/belief or sexual orientation. Accordingly the proposed update of staff equalities data will help the Council comply with section 149.

9 Use of Appendices

Appendix 1: People Management Dashboard

Appendix 2: Details of Q2 Interim Managers & Consultants

10 Local Government (Access to Information) Act 1985

Not applicable.