



REPORT TO: CORPORATE COMMITTEE ON 11 JUNE 2024

SUBJECT: WORKFORCE WORKING GROUP

BY: DEPUTE CHIEF EXECUTIVE (EDUCATION COMMUNITIES AND ORGANISATIONAL DEVELOPMENT)

1. REASON FOR REPORT

- 1.1 To update Committee on the progress made and planned areas of work for the Workforce Working Group.
- 1.2 This report is submitted to Council in terms of Section III (B) (24) (a) and (c) and (25) of the Council's Scheme of Administration relating to formulation, supervision and review of the policy and practices of the Council for all employees.

2. RECOMMENDATION

- 2.1 **It is recommended that the Committee considers and notes the planned areas of work for the Workforce Working Group and that these will be included in the Workforce Plan and brought forward for future consideration by this Committee.**

3. BACKGROUND

- 3.1 Following consideration of the employee survey results, Corporate Committee on 30 January 2024 (para 12 of minute refers) agreed to establish a Short Life Working Group to consider workforce information which supports the Elected Members and officers to address the issues and take assurance or otherwise of progress being made in the development of the culture the Council wishes to promote.
- 3.2 On 23 April 2024, the Corporate Committee (para 13 of minute refers) agreed the remit of the Group is to consider and review the data and plans the Council has to ensure effective workforce planning to ensure there is organisational capacity to deliver services through the effective use of the Council workforce, including a positive workforce culture. The Committee also agreed the Terms of Reference.

- 3.3 The first meeting of the Group took place on 22 May 2024 to establish the current position and the agenda that the Group would wish to take forward. The Group received a presentation from the Head of Human Resources, ICT and Organisational Development on the workforce data that is available and how it is used to inform workforce planning corporately and within services. It was identified that the data would provide useful background information for consideration of specific priority workforce issues linked to the Workforce Plan.
- 3.4 The Group identified the following themes for consideration for inclusion in the Workforce Plan and future consideration by Committee:
- a. Apprenticeships, young workforce;
 - b. Developing the workforce, career progression, skills development – with a view to assisting with recruitment and contributing to a positive culture;
 - c. Recruitment – addressing the range of challenges across services and jobs;
 - d. Readiness for change – ensuring the workforce culture and skills are in place to enable and support change;
 - e. Absences – noted increasing trend of absence rates and need to tackle from health and well-being and financial perspectives;
 - f. Leadership development (noted as being in Best Value Action Plan).
- 3.5 The above are being incorporated into a draft Workforce Plan which the Group will review at its next meeting on 27 June 2024 and a report will come to this Committee to consider the annual review of the Workforce Plan and Strategy on 27 August 2024.

3 SUMMARY OF IMPLICATIONS

(a) Corporate Plan and 10 Year Plan (Local Outcomes Improvement Plan (LOIP))

Effective workforce planning takes account of council priorities and ensures that the workforce is aligned with these and prepared for their delivery. Therefore, the work of the Group which informs the workforce plan will contribute the achievement of the council's priorities.

(b) Policy and Legal

None.

(c) Financial Implications

None.

(d) Risk Implications

Workforce planning uses data to identify organisational risks and issues that may arise associated with the workforce. Therefore, the work of the Working Group will contribute to ensuring that workforce risks are identified and appropriately prioritised for action in the context of the Council's corporate priorities and incorporated into the Workforce Plan.

(e) Staffing Implications

There are no specific staff resources allocated for the Workforce Working Group which will limit the work that can be delivered and the timescales for delivery. However, this is recognised and so work is being aligned with the Workforce Plan as far as possible at this stage. It may be necessary to give consideration to how to resource particular areas of work depending on what emerges from the further work of the Group.

(f) Property

None.

(g) Equalities/Socio Economic Impact

There are no specific socio economic or equalities implications identified as a result of this report.

(h) Climate Change and Biodiversity Impacts

There are no specific implications.

(i) Consultations

Trade union representatives are part of the Group and contribute to the development of the work of the Group.

5. CONCLUSION

5.1 The Workforce Working Group has held its first meeting and identified areas for inclusion in the Workforce Plan and future reporting to committee. The next report to this Committee will be on the Workforce Plan on 27 August 2024.

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Background Papers:

Ref: SPMAN-1108985784-982