



REPORT of DIRECTOR OF RESOURCES

**to
COUNCIL
2 JULY 2020**

HUMAN RESOURCES STATISTICAL REPORTING CHANGE

1. PURPOSE OF THE REPORT

- 1.1 To approve the change to reporting of Quarterly Human Resources (HR) Statistics to the Strategy and Resources Committee.

2. RECOMMENDATIONS

- (i) That the Council approves the cessation of the HR Quarterly Statistical Report required at the Strategy and Resources Committee;
- (ii) That subject to (i) the Strategy and Resources Committee Terms of Reference are updated accordingly.

3. SUMMARY OF KEY ISSUES

- 3.1 The original requirement for the quarterly reporting was due to a concern around the high sickness levels across the Council. Working with managers a number of procedures, monitors and actions were put in place by HR and sickness levels reduced significantly. Sickness levels continue to be low and within target with continuing HR support to managers and this means that sickness levels are no longer a concern.
- 3.2 The HR sickness statistic measuring the average number of days lost per Full Time Equivalent (FTE) per year will continue to be reported, monitored and improved within the Resources Directorate by HR via a statistical dashboard and ensuring adherence to sickness procedures across the Council. The Resources Services Specialist Manager and Director of Resources will have over sight of these to drive continuous improvement within the service and the Council.
- 3.3 This amendment will also support the transformation programme vision to ensure service performance is monitored within the Directorate and allow Corporate and Committee reporting to focus on Key Performance Indicators' to drive and deliver the aims of the Council's Corporate Plan.
- 3.4 In addition, the Resources HR Dashboard will include all of the statistics which were included in the quarterly report and a member can request a report of these. The Dashboard will be monitored by the Director of Resources and updated quarterly. Any significant variances will be reported at the Strategy and Resources Committee.

4. CONCLUSION

- 4.1 The above recommendation provides for measuring and managing key performance indicators within the Resources Directorate allowing Corporate reporting to focus on the Corporate Goals.

5. IMPACT ON STRATEGIC THEMES

- 5.1 Provides for a well run organisation to support all three thematic strategies.

6. IMPLICATIONS

- (i) **Impact on Customers** – None.
- (ii) **Impact on Equalities** – Monitors equalities and diversity.
- (iii) **Impact on Risk** – None.
- (iv) **Impact on Resources (financial)** – Manages cost of sickness and turnover.
- (v) **Impact on Resources (human)** – Provides data for improved delivery.
- (vi) **Impact on the Environment** – None.
- (vii) **Impact on Strengthening Communities** – None.

Background Papers: HR Quarterly Statistics Report

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