

## HAMPSHIRE COUNTY COUNCIL

### Decision report

<b>Decision Maker:</b>	Employment in Hampshire County Council
<b>Title:</b>	Hampshire County Council Annual Workforce Report 2019 - 2020
<b>Report From:</b>	Deputy Chief Executive and Director of Corporate Resources
<b>Date:</b>	9 July 2020

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1. This report introduces the Annual Workforce Report for 2019/20 for EHCC approval.
2. EHCC are asked to:
  - Note the new format of the workforce report
  - Review the content of the workforce report
  - Note the recommendations/next steps within the workforce report

#### Context

3. The Annual Workforce Report 2019/20 can be seen in Annex One.
4. The report includes the normal suite of data and analysis relating to our people, but this year has been written to reflect a typical employee lifecycle (see Executive Summary in paragraphs 6 - 14).
5. A further change this year is the inclusion of more detailed analysis, at each stage of the employee lifecycle, specifically in relation to Inclusion and Diversity. This is to:
  - Reinforce our desire to be an inclusive organisation through-out all our people practices, including reporting
  - Support any future assessment against national 'inclusion criteria' such as Stonewall or Inclusive Employers

- To meet the requirements of the Equalities Act in relation to organisational reporting without having produce a separate report later in the year (as supported and confirmed by colleagues in Legal).

## Executive Summary

6. This report provides a high-level overview of key workforce data (excluding schools) and the relevant trends to inform the Council's workforce strategies and priorities.
7. The report provides data up to and including March 2020. As in previous years the format of the report starts with an overall summary ahead of the detail. This year a typical 'employee lifecycle', as reflected in figure 1, is used to review the detail.



**Figure 1: A typical employee life cycle**

8. An employee lifecycle is an HR model that identifies the stages an employee or worker advances through within an organisation. For our employees and workers, it sets out a consistent series of steps through which their career might be expected to move and for the organisation it provides a useful means of analysing and understanding the workforce.
9. Whilst the format of the report has changed this year, we are still able to draw comparisons to previous years to understand trends and to monitor progress. We can see that we continue to manage services with a reduced headcount as compared to 2010, we continue to have a high performing

workforce evidenced through strong performance management and a focus remains on good leadership.

10. Also included in this paper are updates on progress against planned activity and new initiatives, such as the Health and Wellbeing strategy, the Inclusion and Diversity agenda, recruitment and retention strategies, and development programmes to address future workforce related challenges.
11. Whilst the report is focussed on the financial year 19/20 it seemed appropriate to reflect emerging insights relating to the Coronavirus and these are therefore reflected throughout the report.
12. The data comparisons used in this report are either a 6 year trend from 2014 to 2020 to correspond with the Transformation to 2015 and 2019 time periods or are at a specific point of time (i.e. 31 March 2020) in order to present meaningful data.
13. The exceptions to this are; data for directly employed workforce numbers and costs go back to 2010 to show the trend since the start of the Government funding reductions; and Special Recognition Payment (SRP) data which is in respect of the 2019 calendar year.
14. Another change to the format of the report this year is that diversity data has been built into the report more explicitly throughout. This reflects an increasing focus on our 'inclusivity' and the fact that issues of inclusion and diversity are relevant at every stage of the employee life cycle.

### **Recommendations**

15. EHCC are asked to note the new format of the report with specific attention to the content of the report so that the data can be considered in the context of future workforce requirements.
16. EHCC are asked to note the 'next steps' identified in the report, namely in relation to:
  - Coronavirus related interventions
  - Delivery of the Inclusion and Diversity Action Plan throughout 2020/21
  - Delivery of the Well-being Action Plan throughout 2020/21
  - Development and Implementation of an HR Data Strategy
  - Ongoing consideration of the impact of the new EU immigration on attraction and resourcing with regular reporting to EHCC.

**REQUIRED CORPORATE AND LEGAL INFORMATION:**

**Links to the Strategic Plan**

This proposal does not link to the Strategic Plan but potentially impacts the County Council's workforce strategy.

**Other Significant Links**

**Direct links to specific legislation or Government Directives**

<u>Title</u>	<u>Date</u>
Workforce report 2017 - 18	11 July 2018
Workforce report 2018 - 19	28 June 2019

**Section 100 D - Local Government Act 1972 - background documents**

The following documents discuss facts or matters on which this report, or an important part of it, is based and have been relied upon to a material extent in the preparation of this report. (NB: the list excludes published works and any documents which disclose exempt or confidential information as defined in the Act.)

<u>Document</u>	<u>Location</u>
None	

## **EQUALITIES IMPACT ASSESSMENT:**

### **1. Equality Duty**

The County Council has a duty under Section 149 of the Equality Act 2010 ('the Act') to have due regard in the exercise of its functions to the need to:

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited by or under the Act with regard to the protected characteristics as set out in section 4 of the Act (age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation);
- Advance equality of opportunity between persons who share a relevant protected characteristic within section 149(7) of the Act (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation) and those who do not share it;
- Foster good relations between persons who share a relevant protected characteristic within section 149(7) of the Act (see above) and persons who do not share it.

Due regard in this context involves having due regard in particular to:

- The need to remove or minimise disadvantages suffered by persons sharing a relevant protected characteristic that are connected to that characteristic;
- Take steps to meet the needs of persons sharing a relevant protected characteristic that are different from the needs of persons who do not share it;
- Encourage persons sharing a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.

### **2. Equalities Impact Assessment:**

Equality objectives are not considered to be adversely affected by proposals in this report.