

HR Dashboard

10 July 2024

Report of the Talent & Organisational Development Officer

PURPOSE OF REPORT

To provide an update on the Annual HR Dashboard Figures

This report is public.

RECOMMENDATIONS

- (1) To continue running annual and quarterly staffing reports in addition to utilising live dashboards to pick up on trends and provide an evidence base to inform leadership and HR/OD in making decisions and designing interventions at a team, service and organisational level whilst measuring progress over time.
- (2) To use previous years' data as a baseline for future years and benchmark against other LA's
- (3) To consult with stakeholders on additional people metrics to be incorporated into future dashboards and add further value.

1.0 Introduction

1.1 The purpose of the dashboard is to accomplish three primary aims:

- To connect data about people and the organisation together in order to advise the leadership team and HR/OD in making informed business decisions.
- To equip HR, OD, managers and chief officers with the ability to use the insights and analysis to design more effective and efficient HR processes and activities.
- To measure the effectiveness of HR/OD against its objectives.

1.2 Annual staffing reports started again from last year after a period of no reporting. The recent restructure presented us with a chance to begin afresh in providing staff reporting and insights in line with structural changes.

1.3 The dashboard has been built in Power Bi, using Excel data pulled from the HR/Payroll system Zellis

1.4 This annual staffing report covers the financial year 2023/2024

2.0 Dashboard Insights 2023/2024

- 2.1 There has been a clear downward trend in terms of headcount and FTE. With both falling from 827 and 715 at the beginning of the financial year to 769 and 679 respectively.
- 2.2 Average annual labour turnover for all local authorities in the North West was 12.42% whereas Lancaster City Council's sat at 18.5%
- 2.3 Mean Sickness Absence (FTE days per employee) for all local authorities in the North West for latest reporting period: 10.1. Lancaster City Council's was 10.15

- 2.4 There has been a clear rise in the number of sickness absences (+32) as well as days lost through sickness absences (+1,131) in the past year. This can primarily be attributed to the sharp rise in Musculo skeletal problems, of which there has been an increase of over 600 days lost in the past year.
- 2.5 Musculo-skeletal problems has overtaken personal stress as the main reason for sickness absence. This is due to the rise in Musculo skeletal cases rather than a decrease in personal stress which has remained fairly static for the past two years.
- 2.6 Things that Exiters liked most about working here: The people and the type of work.
- 2.7 Things that Exiters liked least about working here: The salary and lack of opportunities to develop
- 2.8 Agency and casual spend has remained relatively stable compared to last year, with a slight decrease overall (£1,377K down to £1,303K). Agency spend has decreased by almost £200K whereas casual spend has had a rise of £116K.

3.0 Conclusion

3.1 The main themes from the report to consider over the next year are the rise in Musculo-Skeletal problems and how this can be addressed in order to reduce sickness absence. Lack of development opportunities, like last year, are appearing to be a primary reason why people are leaving the organisation, which intends to be addressed through work on the People Plan over the coming year.

<p>CONCLUSION OF IMPACT ASSESSMENT (including Health & Safety, Equality & Diversity, Human Rights, Community Safety, Sustainability and Rural Proofing):</p> <p>Not applicable.</p>
<p>LEGAL IMPLICATIONS</p> <p>Not applicable.</p>
<p>FINANCIAL IMPLICATIONS</p> <p>There are no direct financial implications arising from this report. It should be noted though that a core element of the Council's annual budget is salary driven and any shift in trends can have a significant financial impact on the net financial position but by tracking them can allow for more robust financial planning.</p>
<p>OTHER RESOURCE IMPLICATIONS, such as Human Resources, Information Services, Property, Open Spaces</p> <p>Not applicable.</p>
<p>SECTION 151 OFFICER'S COMMENTS</p> <p>The s151 Officer has been consulted and has no further comments to add.</p>
<p>MONITORING OFFICER'S COMMENTS</p> <p>The Monitoring Officer has been consulted and has no further comments to add.</p>

BACKGROUND PAPERS

2023/2024 Annual Staffing Report appended.

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