

Report to: Personnel Committee



Date of Meeting 5th July 2022

Document classification: Part A Public Document

Exemption applied: None

Review date for release N/A

People Data Annual Report 2021/22 and the Latest Vacancy figures

Report summary:

As agreed with Committee, this is the annual people data report for the 2021/22 financial year. In addition updated vacancy data has been provided in light of current recruitment and retention challenges.

Is the proposed decision in accordance with:

Budget Yes No

Policy Framework Yes No

Recommendation:

That the Committee endorses the content of the report.

Reason for recommendation:

To support policy decision making and an overview of workforce matters.

Officer: Jo Fellows, HR Manager. jfellows@eastdevon.gov.uk

Portfolio(s) (check which apply):

- Climate Action and Emergency Response
- Coast, Country and Environment
- Council and Corporate Co-ordination
- Democracy, Transparency and Communications
- Economy and Assets
- Finance
- Strategic Planning
- Sustainable Homes and Communities
- Tourism, Sports, Leisure and Culture

Equalities impact Low Impact

Climate change Low Impact

Risk: Low Risk;

Links to background information

Link to [Council Plan](#)

Priorities (check which apply)

- Better homes and communities for all
 - A greener East Devon
 - A resilient economy
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Report in full

1. Personnel Committee agreed in November 2021 that an annual people data report should be provided to Committee each summer, complimenting the regular people data provided to members on key issues such as headcount and vacancies. The annual report shows trends (where data is available) and provides information on areas such as learning and development, employee relations activity and the Council's workforce profile.
 2. The annual report is at Appendix 1 and relates to the 2021/22 financial year. Commentary is included within the appendix.
 3. Alongside the annual report, the latest regular people report as at the end of May 2022 is provided at Appendix 2. Headlines are that:
 - a. Market supplements have reduced by 5 since the last report (40 in March 2022, now 35). This is because some roles previously in receipt of a market supplement have been re-evaluated and re-graded. The impending Reward Review aims to reduce the number of market supplements further.
 - b. Vacancies increased to 58 from 47 as at 31st March 2022. The time taken to fill vacancies has however reduced to 73 days, which is positive.
 - c. There has been an increase in the number of full time equivalent (FTE) days lost through Covid absence. As at 31st May 2022 there were 8 people absent, with 2 of these being longer term, which has led to this increase in days lost. We are also seeing work-related stress within the top three reasons for long term sickness absence which is due to 2 members of staff being absent. Sickness absence is actively managed and employees are supported in accordance with the Absence Management Policy.
 4. Members are asked to endorse the content of this report and use it to inform decision making.
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Financial implications:

There are no direct financial implication arising from this report.

Legal implications:

There are no specific legal implications requiring comment.