

Report to: Personnel Committee



Date of Meeting: 10th September 2025

Document classification: Part A Public Document

Exemption applied: None

Review date for release N/A

2024/25 Annual People Data Report

Report summary:

This report provides East Devon District Councils 2024/25 annual people data. This data is produced to support policy decision making and an overview of workforce matters.

Is the proposed decision in accordance with

Budget Yes ☒ No ☐

Policy Framework Yes ☒ No ☐

Recommendation:

That the Committee note the content of the report.

Reason for recommendation:

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

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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 [211130 People Data Proposals Report for Personnel Ctte FINAL.pdf \(eastdevon.gov.uk\)](#)

Link to [Council Plan](#)

Priorities (check which apply)

- ☐ A supported and engaged community
 - ☐ Carbon neutrality and ecological recovery
 - ☐ Resilient economy that supports local business
 - ☒ Financially secure and improving quality of services
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Report in full

1. This report provides a summary of analysis for EDDC's 2024/25 people data. This data should be used to support strategic decision making and identify people matters at a directorate level, allowing appropriate action to be discussed and considered. Analysis is summarised below with the full data at appendix 1.

2. Key analysis

- 2.1 Headcount was at 557, an increase of 1.08% (6FTE) compared to last year but remained below the budgeted FTE of 565.4.
- 2.2 The largest proportion of our workforce was paid at grade 4 (£35,325-£41,511), followed by Grade 2 (£28,642- £28,163). Notable increases were apparent in Grade 6 (£50,788 -£57,766) by 23.06% (6). LGA benchmarking data suggests £34k is the average pay of all Council staff across England whilst East Devon is currently slightly below standing at £33,151.
- 2.3 The largest directorate is now Place, representing 44.34% of the workforce, replacing Health and Housing following restructuring of this service.
- 2.4 Salary costs increased this year by 10.56% compared to the previous years reported increase of 14.8%.
- 2.5 Market supplements have increased from 11 to 21 which is due to the application of market supplements to Surveyors in housing to address recruitment and retention difficulties.
- 2.6 Staff travel expense costs have reduced for the 4th year running by 8.16%.
- 2.7 Recruitment advertising costs have increased this year from £1,368 per head to £2,232 per head, this increase is explained by the necessity for executive recruitment for the Chief Executive and 2 Director posts, without this essential recruitment, costs would have been circa £1,303 per head, representing a decrease from the previous year. Benchmarking data from the CIPD suggests the average cost is circa £3-5K per head
- 2.8 Vacancy rates remained similar from the beginning to the end of the year, ending on 6.82% of headcount. This compares favourably to a median benchmark figure of 12%. (We do expect this to change in the year 2025/26 due to change in vacancy administration and to align with accountancy).
- 2.9 Combined voluntary and non-voluntary turnover increased this year from 11.25% to 13.08%. Voluntary turnover was 10.93%. The LGA report that 12% is the

average for voluntary turnover for local government. The highest level of voluntary turnover is within the Housing Service reaching 16.87% followed closely by Governance at 16%, the other service areas, Place and Finance being under 8% Non-voluntary turnover remains broadly consistent with the previous year standing at 2.15% compared to 2.36%, last year. Despite the increase combined turnover continues to remain below the LGA's benchmark figure of 13.5% (for combined turnover) and suggests that turnover is within the typical range for local government.

- 2.10 The number of attendees at training increased from 483 to 508 over the last year and training feedback continued to be positive. This is positive to see when as an organisation we are mindful of increased demand on services.
- 2.11 The number of apprenticeships has grown by 90.9% since 2022/23 and from 17 to 21 over the reporting year. For the first year we have not lost any of our levy fund to the government compared to £3,852 last year and £14,854 in 2022/23. This is a great achievement for the council. Whilst there is no specific benchmarking available to compare ourselves against other council's we can point to anecdotal evidence from LGA research that typically Councils are only spending around 40-60% of their levy. Overall, we had 8 new apprenticeship starts, the average being 7 per district council as reported by the LGA .
- 2.12 The average number of days lost per FTE has risen this year by a marginal 1.89% from 10.05 days to 10.24 days per FTE. This is consistent with previous years reporting. The biggest percentage of available working time lost was by Finance, followed by Health and Housing., largely due to long term absence of 3 employees. There has been a reduction in long term absence by 7.31% but an increase in short term absence (less than 8 days - 5.36%) and medium term (More than 9 days/less than 2 months - 19.78%). Benchmarking data available (up to the end of 2024) shows the median absence rate among our neighbouring authorities was 10.59 days. However, Local Government workforce data (covering a diverse range of organisations) shows an average of 8.8 days.
- 2.13 27.94% of the workforce who were absent cited Stress, Anxiety and Fatigue, with the largest percentage of headcount 16.16% within Health and Housing. Mostly, this absence is recorded as relating to family issues, relationship or bereavement. Across the organisation where work related factors were contributing this was largely the result of grievance or disciplinary investigations and accounted for 6.07% of stress related absences
- 2.14 Employee Relation issues have again been a prominent issue compared to previous years, in total 6 grievances were raised by employees. 4 in Place and 2 in Housing & Health. Common themes identified related to dissatisfaction around decisions that had been made/processes and poor working relationships with colleagues/line managers. 10 disciplinary cases were investigated 3 of which resulted in dismissal and 1 with no further action and another where the employee resigned before the disciplinary meeting. The remaining 5 had formal sanctions short of dismissal
- 2.15 Our workforce profile has changed slightly in some areas since 2023/24. The average age of the workforce is now 49 compared to 48 last year, LGA reports that the average age across all Councils in England and Wales is 47.

Circa 8.08% of employees declined to specify or have not provided sensitive data to inform fully our workforce profile however from the data we do have available

3.24% of our workforce recorded they are from an ethnic group other than white UK which is an increase from last year's 1.6% but is low compared to 16% of England and Wales overall workforce. The number of employees reporting they have a disability has increased to 5.94% from 5.43% which compares well to all Council's reported average of 5% For the third consecutive year workforce is dominated by females, with 52.61% of our workforce being female compared to 47.39% male. The Council's Gender Pay Gap has also been reported as -4.29% of males are paid lower than females, compared to 6.18% of females paid lower than males in 2023/24.

Financial implications:

There are no direct financial implications in the recommendations.

Legal implications:

There are no specific legal implications requiring comment.

