

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



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## **People Data Report**

### **Report summary:**

This report provides key data on the workforce, 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 latest people data report reflects the data available up to the end of July 2025 unless otherwise stated. Analysis is summarised below, with the full data at Appendix 1.
2. Particular areas to note from the people data are:
  - 2.1 After peaking at 570 in December 2024, headcount has continued to decrease by 4 from 560 at the end of February 2025 to 556 at the end of July and has been at this level since May 2025, we continue to remain within budgeted FTE.
  - 2.2 A market supplement review was undertaken earlier in the year and the number of Market supplement numbers has reduced by 1 since the last reporting period, with a total of 21. Market Supplements are for specific roles where recruitment and retention are challenging due to market forces. All market supplements are subject to annual review.
  - 2.3 In order to better align records with Finance and assist accurate budget monitoring, there has been a change in vacancy administration. Previously, roles were archived on the HR System if there was no Authority To Recruit (ATR) within 6 months of the post being vacated, the new regime is to leave vacancies on the system regardless of whether a valid ATR exists or not until such a time a decision by the service is made to remove the post from the budget or the budget is re-purposed. This change in process accounts for the increase in vacancy numbers from 22 to 66. The number of posts currently being actively recruited to is 32 and at the time of writing, 8 of these have had appointments made, pending start. The remaining 34 posts are currently not being actively recruited to, they either have no ATR in place (15), an ATR in place but not yet advertised or having to readvertise (9)
  - 2.4 As a result of the change in vacancy administration, explained in para 2.3, this will inevitably impact on the time taken to fill vacancies, and therefore a more realistic performance measure going forwards is to report the average time taken to fill vacancies from the point of active recruitment. Therefore, due to this change we cannot compare the previous period to the current period. However, at the end of July time taken to fill vacancies from the point of recruitment was 59.12 and is within benchmark range of the average c100 days' time taken by organisations to fill posts.
  - 2.5 The number of agency workers has increased by 2 in this reporting period, meaning there are a total of 27. The increase is due to backfilling for a permanent employee who recently left and seasonal Streetscene operatives, which typically rise in the summer months in response to higher volume of

visitors to the area and increased vegetation growth. Seasonal staff currently represent 18.51% of agency workers.

- 2.6 As previously reported the voluntary turnover rate had begun to increase from October 24, the end of year cumulative voluntary turnover rate was 10.93% . The voluntary turnover rate for end of July 25 was 3.84% and if continues at the same level is projected to be 11.56%. So far this year we have had 20 voluntary leavers, 8 of which cited retirement. The LGA cite 13.5% as the average annual turnover rate across all authorities in England.
- 2.7 In relation to sickness absence, the current forecast for the end of year 2025/26 average number of days lost per FTE is currently sitting at 11.42 days which is higher than our end of 24/25 figure of 10.28 FTE days lost. This is only marginally higher when comparing the same period as last year when it was 3.45 FTE days lost between April to July and this year's 3.81 FTE days. The HR team are dealing with several long-term complex cases and continue to actively manage absence within the absence management framework. 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.
- 2.8 Of note regarding sickness absence, is the following:
- Cold/Flu is still the most cited reason for short term absence, followed by Stomach, Kidney, Liver and Digestion issues and Phased Return .
  - Personal stress continues to be the leading cause of medium-term absence. Other Muscular Skeletal, usually a top 3 reason for medium term absence does not feature this period, while combined Personal and Work-related stress, anxiety and fatigue has risen to the second most cited reason.
  - Work related stress is now also the top reason cited for long term absence in this period. 9 people cited work related stress as contributing to their long-term absence, 4 of which have recently left the Council employment. The spread of cases is not confined to one directorate specifically. We will continue to monitor closely and work with individuals to address causes which will be key to reducing absence levels. As has previously been reported, actions taken to reduce stress be it personal or work related include wellbeing and mental health support, flexible working options, and training for managers to spot early signs of stress as well as other interventions. We have also recently undertaken a staff survey which will provide valuable insights into how staff are generally feeling and will allow us to establish an action plan to address workplace issues which may be impacting on mental wellbeing.
  - Health and Housing have seen an increase in their absence levels mostly due to a number of medium-term cases for a range of reasons from personal stress to bereavement these cases are being actively managed and supported.

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**Financial implications:**

There are no direct financial implications in the recommendations.

**Legal implications:**

There are no specific legal implications requiring comment.