



FORWARD TOGETHER

HR MI Pack Slough Borough Council April 2025



FORWARD TOGETHER

Executive summary



The total amount of interims hired and spent have decreased in April.

Interim to Perm data has been added to the pack starting from this month.



EOYR reached 90% completion across all ED areas

The % of completed 121's remains low

The % of completed mandatory training remains lower than desired from some modules.



In the last month we had 5 new starters and 12 leavers.



2. CORE METRICS

Total Headcount – April 2025

Note

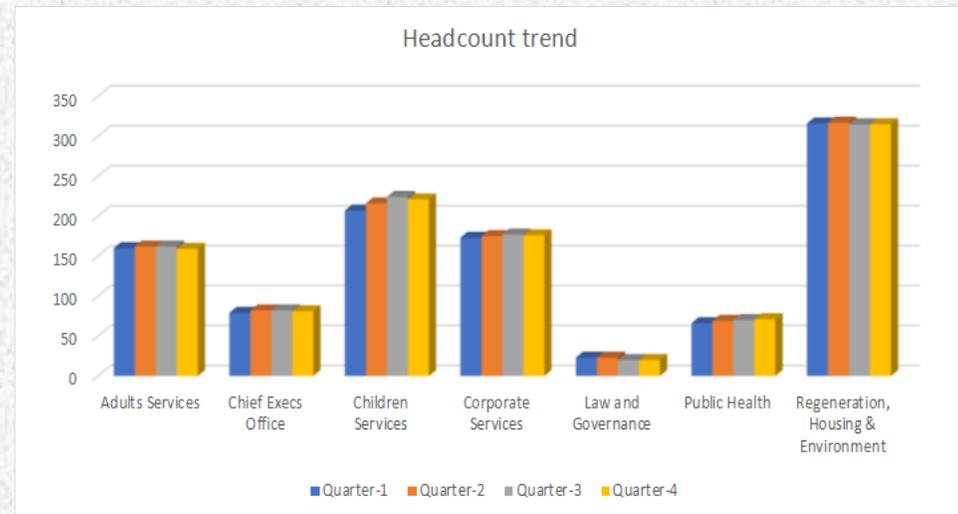
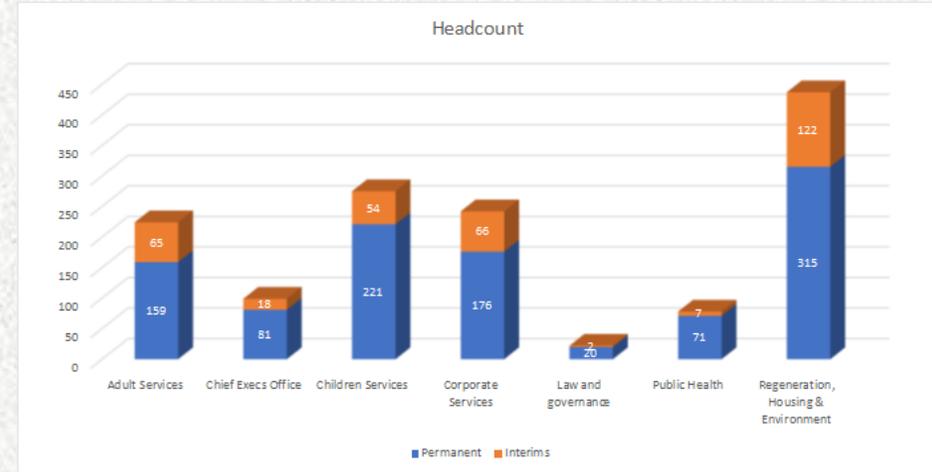
Data provided based on available information on Unit 4 BW.

*Includes permanent and FTC staff

*Does NOT include Agency staff, apprentices and contractors.

Directorate	Perma	Interims	Total
Adult Services	159	65	224
Chief Execs Office	81	18	99
Children Services	221	54	275
Corporate Services	176	66	242
Law and governance	20	2	22
Public Health	71	7	78
Regeneration, Housing & Environment	315	122	437
Grand Total	1043	334	1377

- The total number of staff is 1,377
- This is split into 1,043 permanent staff and 334 interims (including 4 commissioners who are not under non-departmental budget)
- Permanent staff decreased by 7, and Interims decreased by 11 compared to March

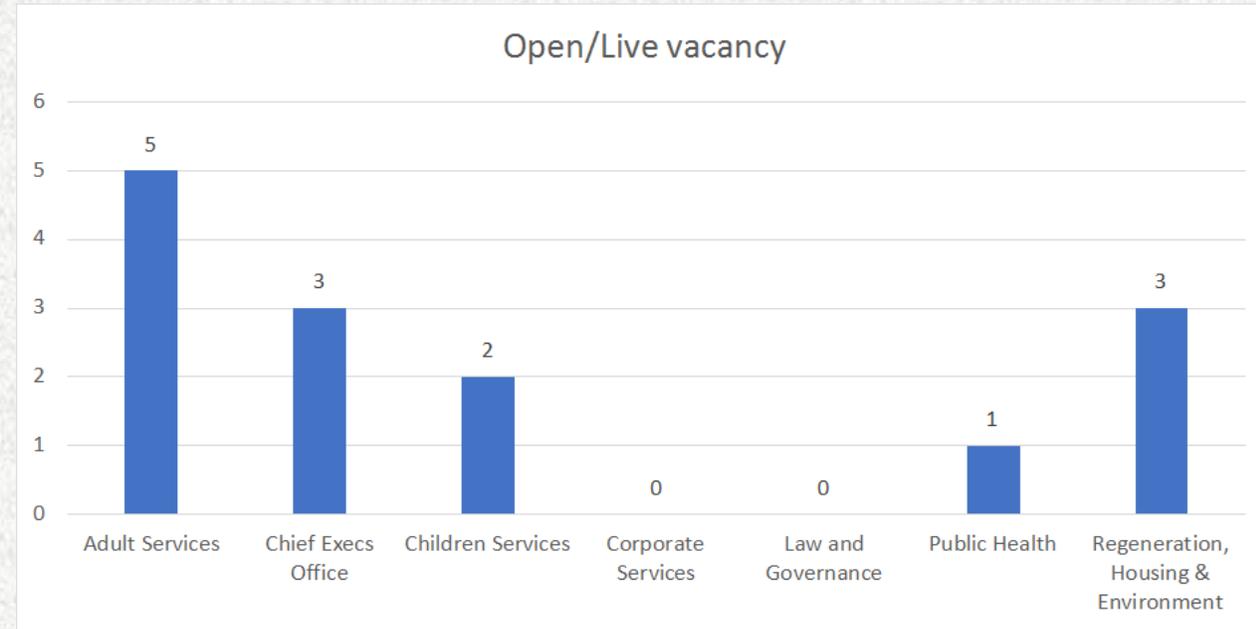


Recruitment Update – April 2025



Directorate	Open/Live vacancy	Failed recruitments	Successful recruitment
Adult Services	5	0	3
Chief Execs Office	3	0	2
Children Services	2	0	0
Corporate Services	0	0	0
Law and Governance	0	0	0
Public Health	1	0	0
Regeneration, Housing & Environment	3	0	1
Grand Total	14	0	6

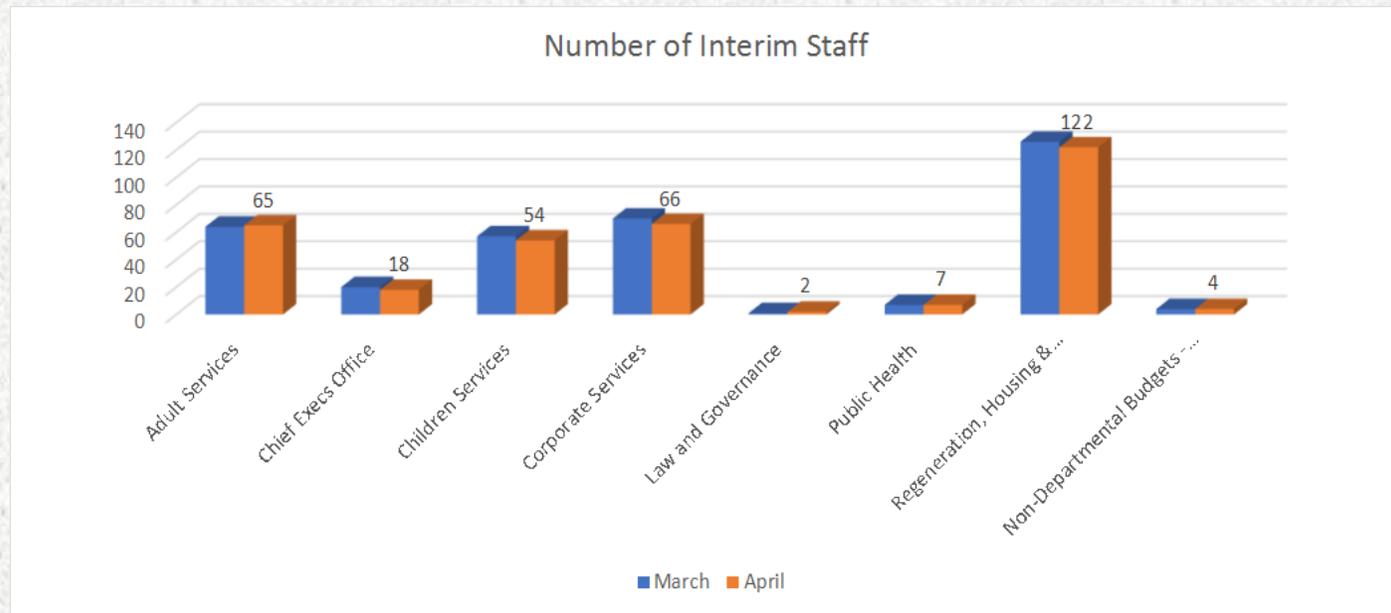
- There were no failed recruitments in March
- There are 14 live vacancies and 6 successful recruitments in April



Number of interim staff by Directorate – March/April 2025

Directorate	March	April
Adult Services	64	65
Chief Execs Office	20	18
Children Services	57	54
Corporate Services	70	66
Law and Governance	1	2
Public Health	7	7
Regeneration, Housing & Environment	126	122
Non-Departmental Budgets - Commissioners	4	4
Grand Total	349	338

- Interims decreased by 11 in April
- The number of interim staff may vary due to late starters and leavers on Matrix, depending on the date of the report.



Interims converted to Permanent roles – April 2025



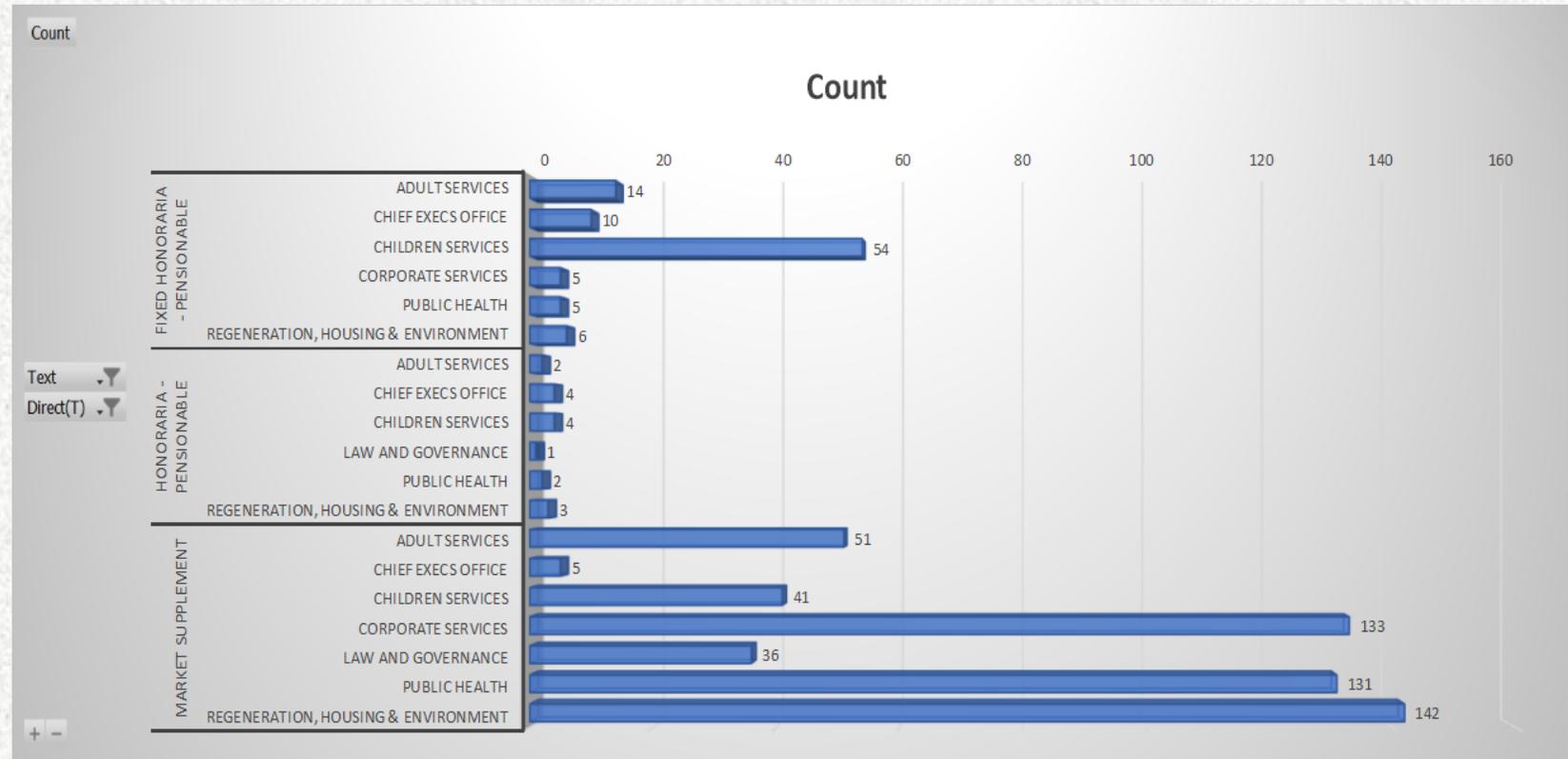
Directorate	Hired	Interview	Onboarding	Live Vacancy
Adult Services				3
Chief Execs Office				
Children Services				1
Corporate Resources				
Law and Governance				
Public Health				
Regeneration, Housing and Environment				
Grand Total				4

- 4 live vacancies in April for Interims
- Converted 17 interim roles to permanent roles over the past 1 year

Market supplements and Honorariums: Number of Payments – May 2024 to April 2025



Directorate	Count
Fixed Honoraria - Pensionable	94
Adult Services	14
Chief Execs Office	10
Children Services	54
Corporate Services	5
Public Health	5
Regeneration, Housing & Environment	6
Honoraria - Pensionable	16
Adult Services	2
Chief Execs Office	4
Children Services	4
Law and Governance	1
Public Health	2
Regeneration, Housing & Environment	3
Market Supplement	539
Adult Services	51
Chief Execs Office	5
Children Services	41
Corporate Services	133
Law and Governance	36
Public Health	131
Regeneration, Housing & Environment	142



- 91 employees received 649 payments in the previous 12 months

3. WORKFORCE PLANNING AND TURNOVER

Note

Data provided based on available information on Unit 4 BW.

*Includes permanent and FTC staff

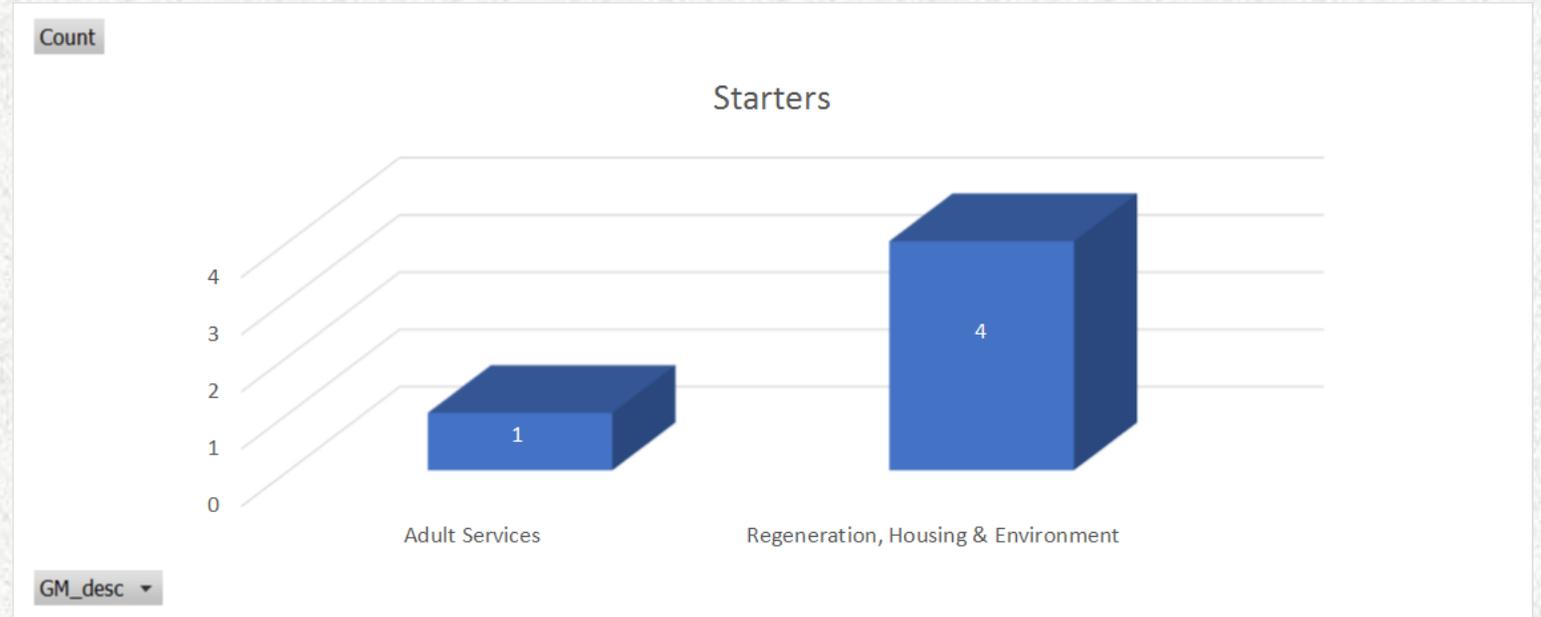
*Does NOT include apprentices and contractors.



Starters April 2025

Directorate	Count
Adult Services	1
Chief Execs Office	0
Children Services	0
Corporate Services	0
Law and Governance	0
Public Health	0
Regeneration, Housing & Environment	4
Total	5

- 5 new members of staff started in April
- Mainly from RHE



Leavers April 2025



Note

Data provided based on available information on Unit 4 BW.

*Includes permanent and FTC staff

*Does NOT include apprentices and contractors.

Leavers

Directorate	No of Leavers
Adult Services	3
Chief Execs Office	0
Children Services	3
Corporate Services	1
Law and Governance	0
Public Health	0
Regeneration, Housing & Environment	5
Total	12

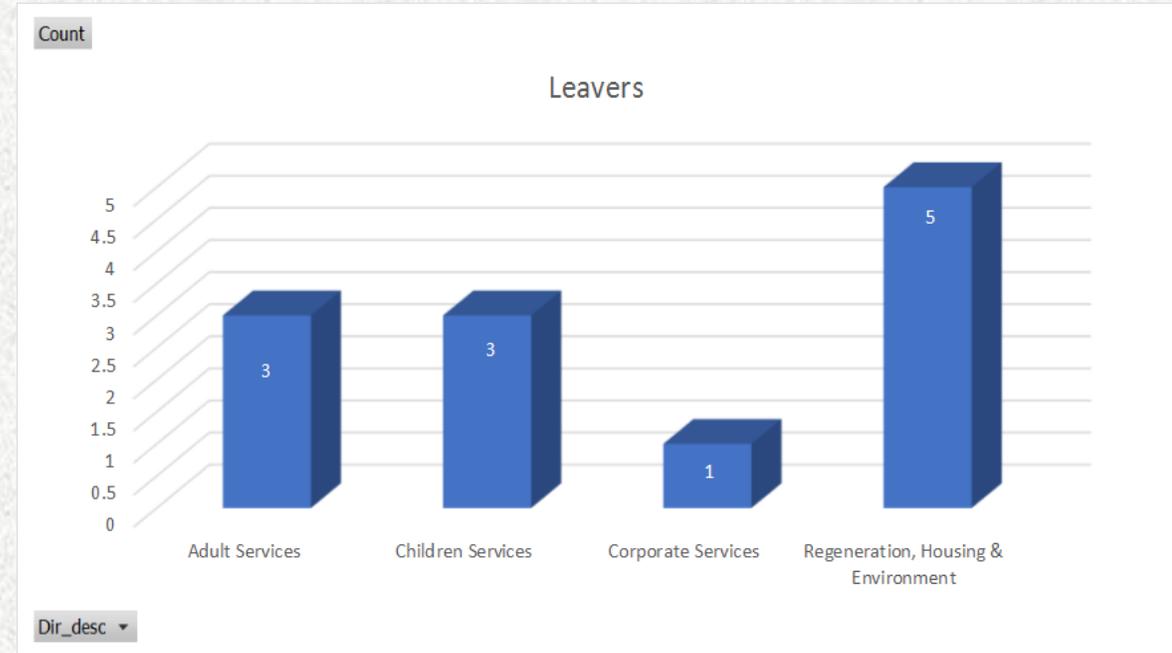
Leavers LoS

Leavers Length of Service	Count
Adult Services	3
0-5	2
30-35	1
Children Services	3
0-5	1
5-10	2
Corporate Services	1
5-10	1
Regeneration, Housing & Environment	5
0-5	2
10-15	2
20-25	1
Grand Total	12

Top reasons for leaving

Leaving Reason	Count
Resigned	5
Normal Retirement (at or above State Pension Age)	2
End of FT Contract	1
Dismissal following formal procedure	1
Change in personal circumstances	1
Early Retirement (below State Pension Age)	1
Compromise Agreement	1
Grand Total	12

- 12 members of staff left in April



Exit Interviews September 2024 – April 2025



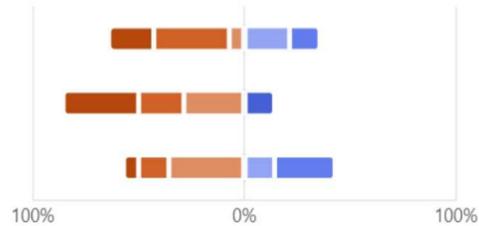
To what extent do you agree or disagree with the statements listed below?

Strongly agree Agree Neutral Disagree Strongly disagree Not applicable

There were opportunities for me to develop my career within SBC?

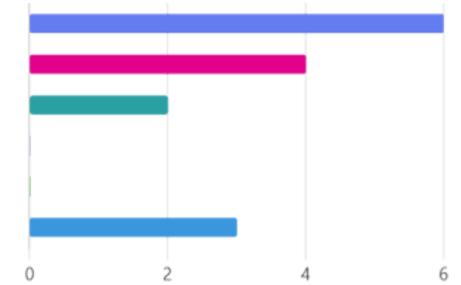
There are opportunities for me to develop my career outside of the SBC?

I was able to access the right learning and leadership development opportunities within SBC?



How important was the culture of your organisation, in making your decision to leave?

Very important 6
 Important 4
 Neutral 2
 Unimportant 0
 Very unimportant 0
 Not applicable 3

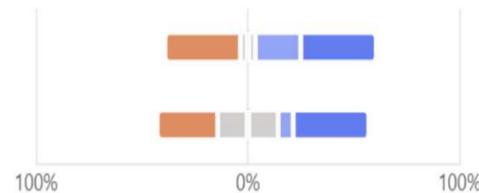


To what extent do you agree or disagree with the statements listed below?

Strongly agree Agree Neutral Disagree Strongly disagree

I had an acceptable workload?

I achieved a good balance between my work life and my private life, at this organisation?



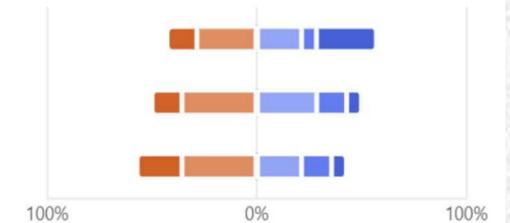
To what extent do you agree or disagree with the statements listed below?

Strongly agree Agree Neutral Disagree Strongly disagree Not applicable

How important was your pay and benefits package, in making your decision to leave?

I felt that my pay adequately reflected my performance?

I was satisfied with my total benefits package?



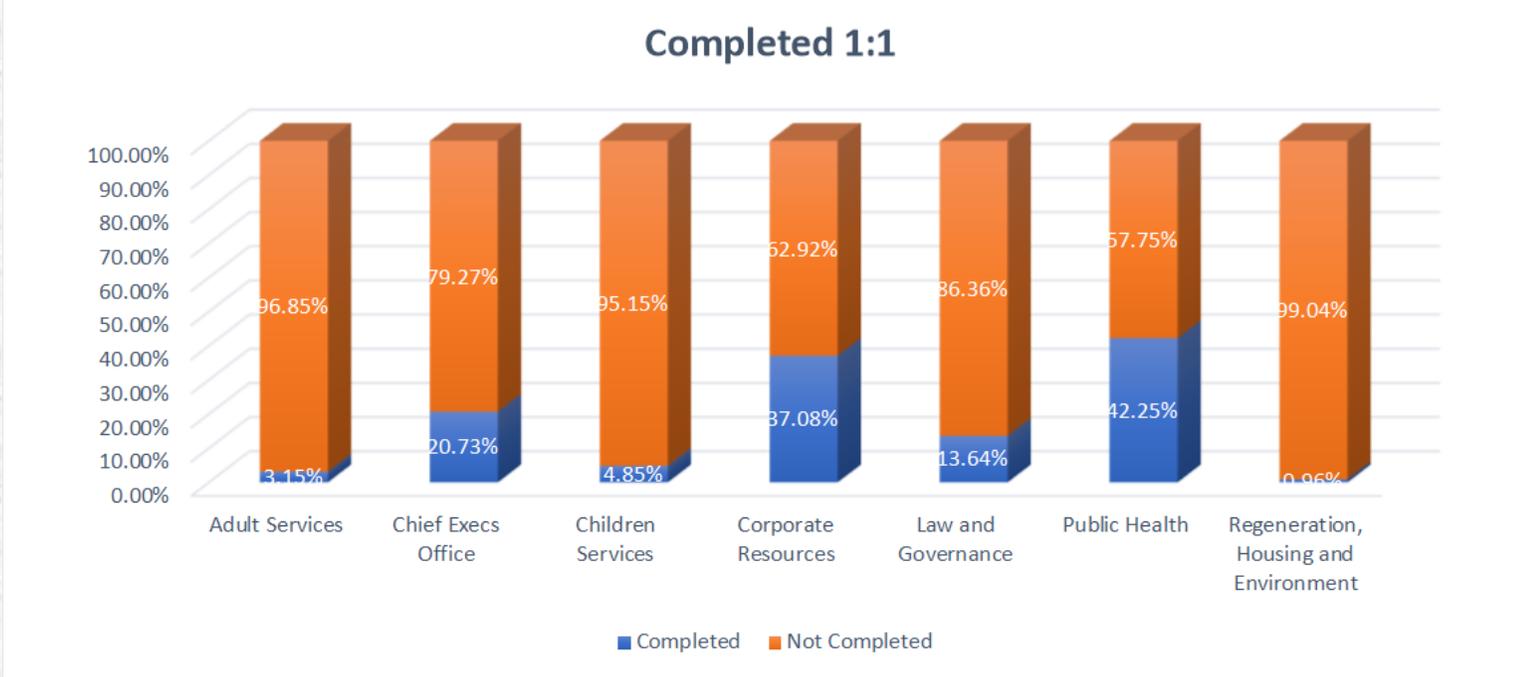
- HR are actively inviting leavers into exit interviews to collect feedback to help us improve our council’s policies, culture, and work environment
- 15 staff have agreed to participate in exit interviews since September 2024
- Organisational culture & career development seem to be main contributing factors for people leaving SBC
- We would like to ask managers to encourage all leavers to take part in the exit interviews

4. LEADERSHIP DEVELOPMENT AND EFFECTIVENESS



•% Completion of monthly 1:1s and annual performance reviews

121 completed data (3rd March - 30th April)	Completed	Not Completed
Adult Services	3.15%	96.85%
Chief Execs Office	20.73%	79.27%
Children Services	4.85%	95.15%
Corporate Resources	37.08%	62.92%
Law and Governance	13.64%	86.36%
Public Health	42.25%	57.75%
Regeneration, Housing and Environment	0.96%	99.04%
Average	18%	82%



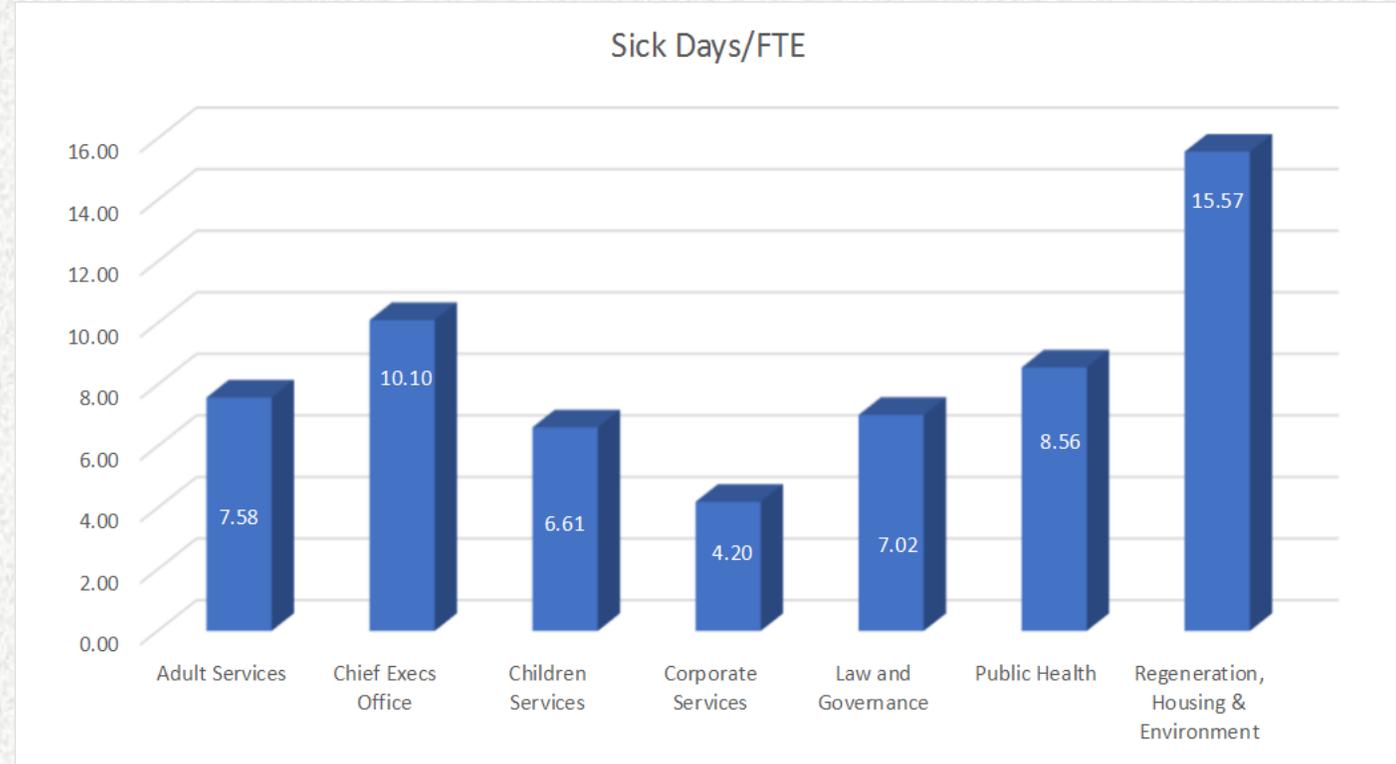
- The % of completed 121 is still significantly low across the council, similar completion rate to March
- Improving the rate of completed 121 is essential for maintaining an effective and motivated workforce and reducing the incidence of sickness
- Line managers to take proactive steps to complete 121's

5. ABSENCE MANAGEMENT AND WELL-BEING



Sickness: May 2024 - April 2025

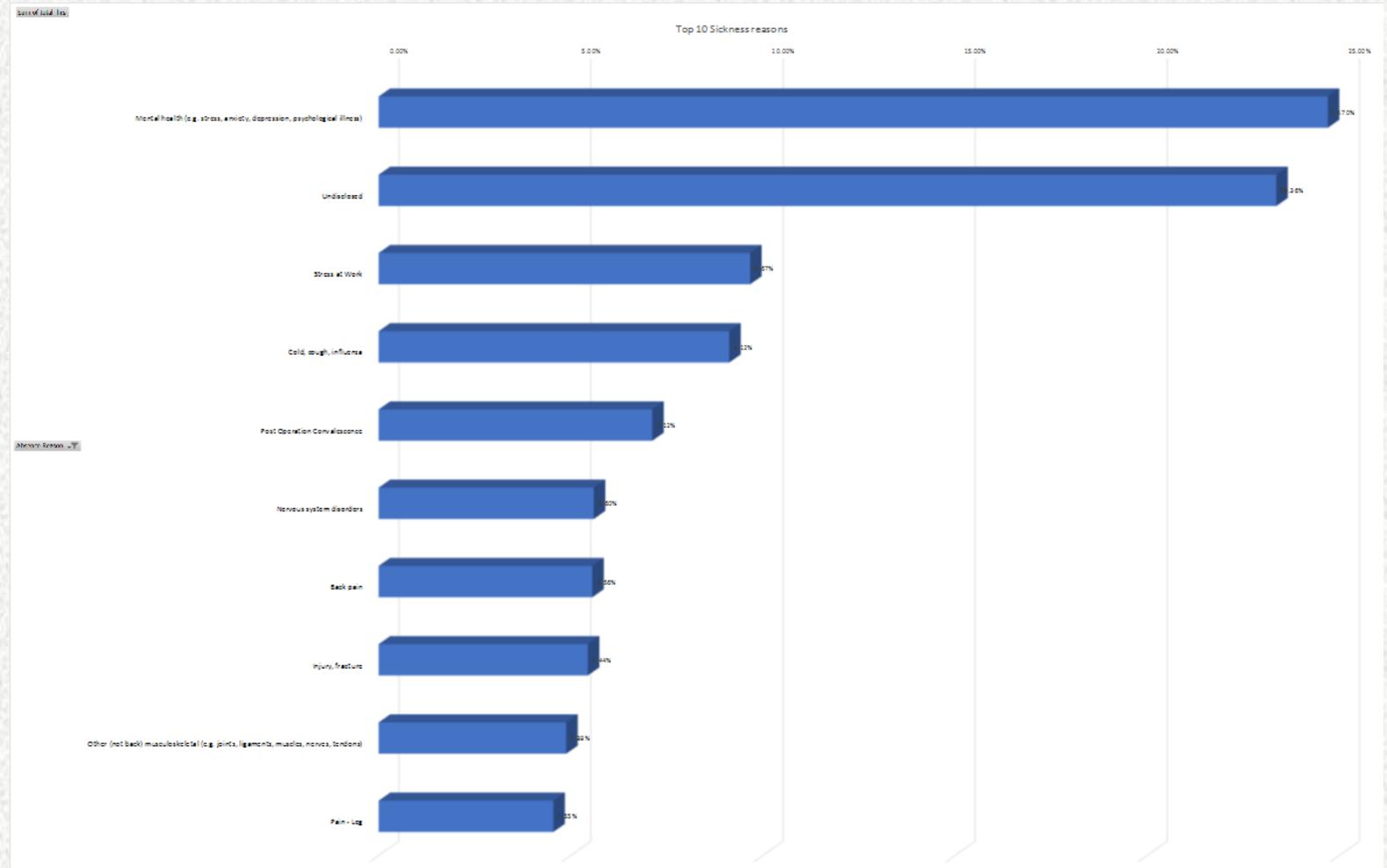
- The incidence of sickness is high across the council and the average is higher than the reported **LGA average per FTE**
- Line managers should take proactive action to decrease the incidence of sickness by encouraging participation in employee wellbeing initiatives and completing RTW forms promptly



Sickness: May 2024 - April 2025

Top 10 Sickness Reasons

- Across the council, almost 25% of absences are due to mental health (35% including stress at work)
- This highlights the importance of employee wellbeing initiatives and strengthens the case for completing RTW forms promptly

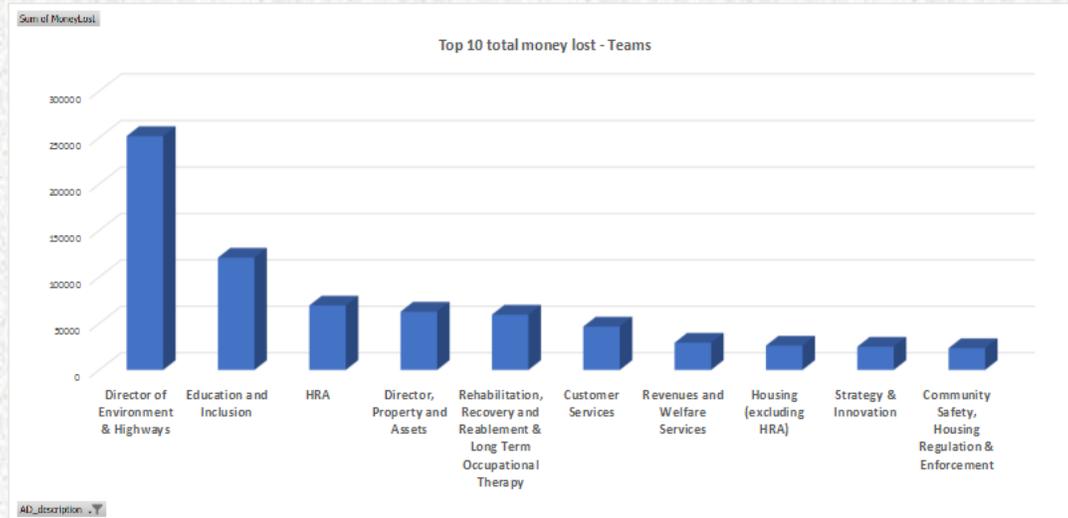
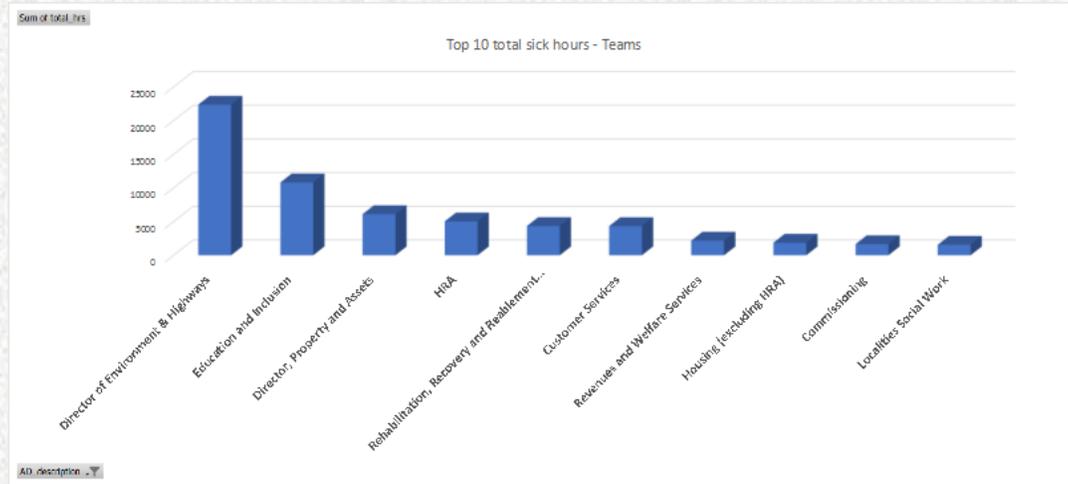


Sickness: May 2024 - April 2025



Top 10 Teams

- Team with the highest sick hours and money lost is Environmental Services (DSO)
- Nearly half of the top 10 teams are from RHE
- Manual work and heavy duties of the job nature in RHE seems to be the main contributing factor to the high sickness rate

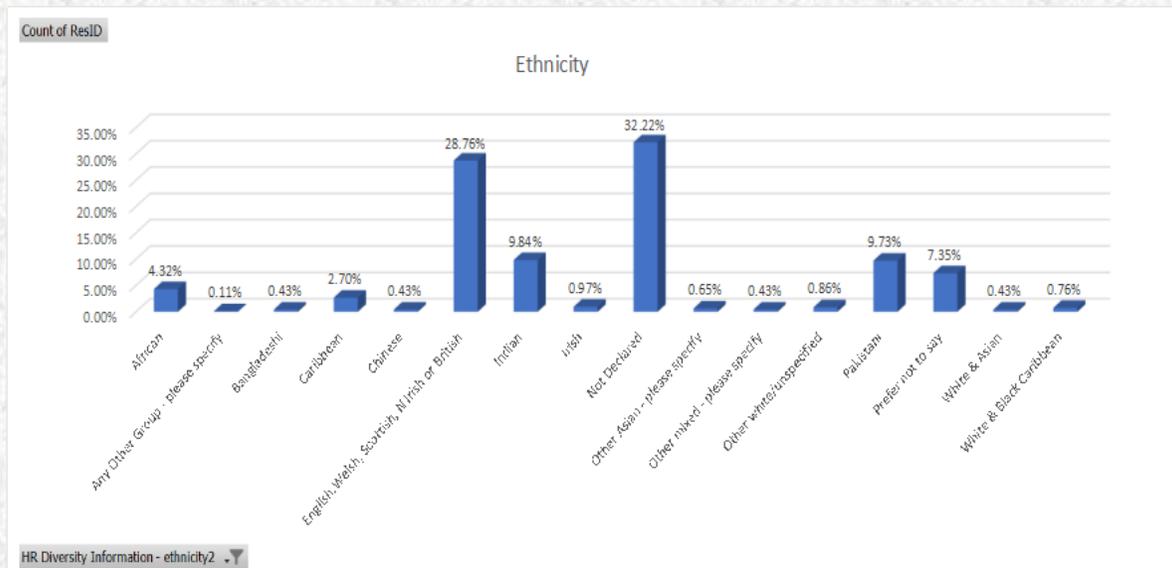
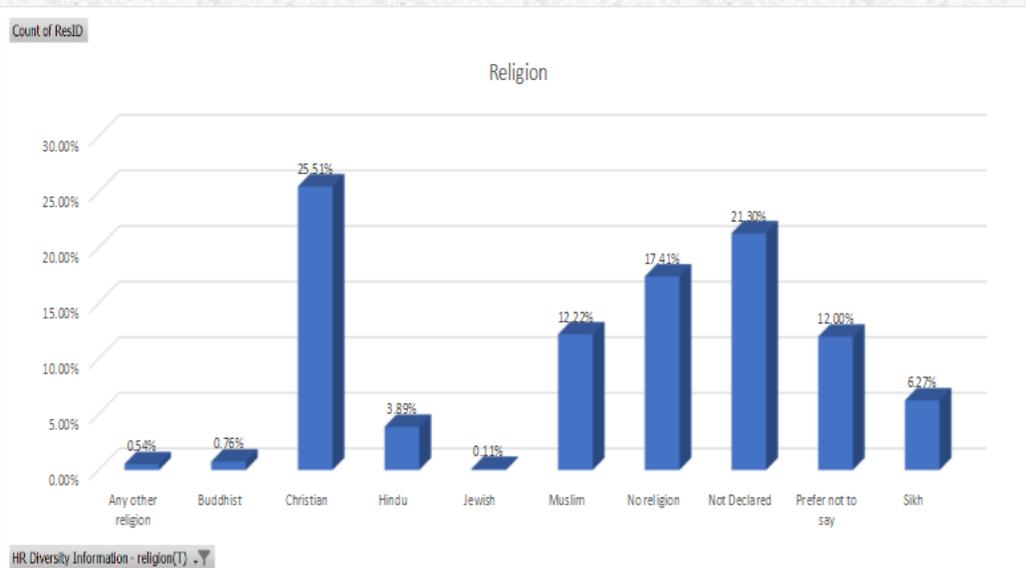
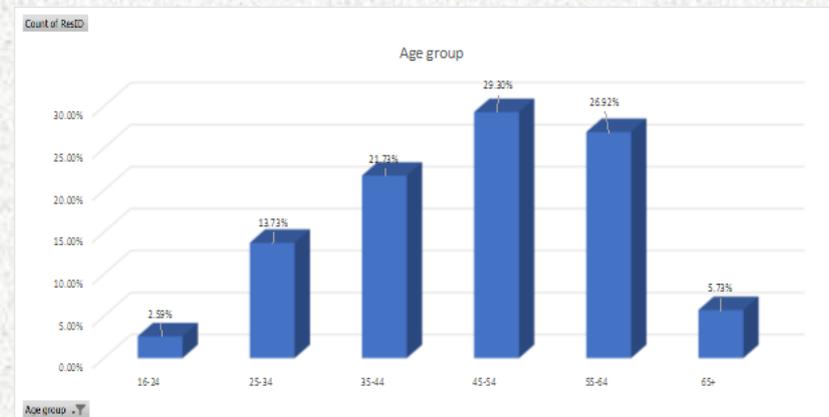
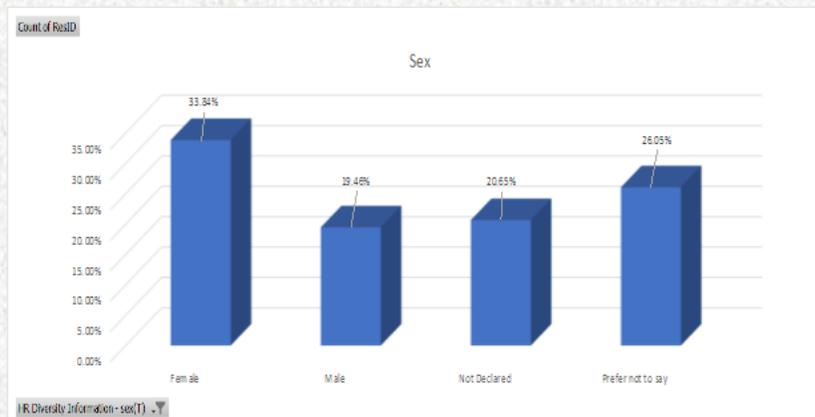


6. DIVERSITY, EQUITY AND INCLUSION



Representation across age, gender, religion and ethnicity – All Staff

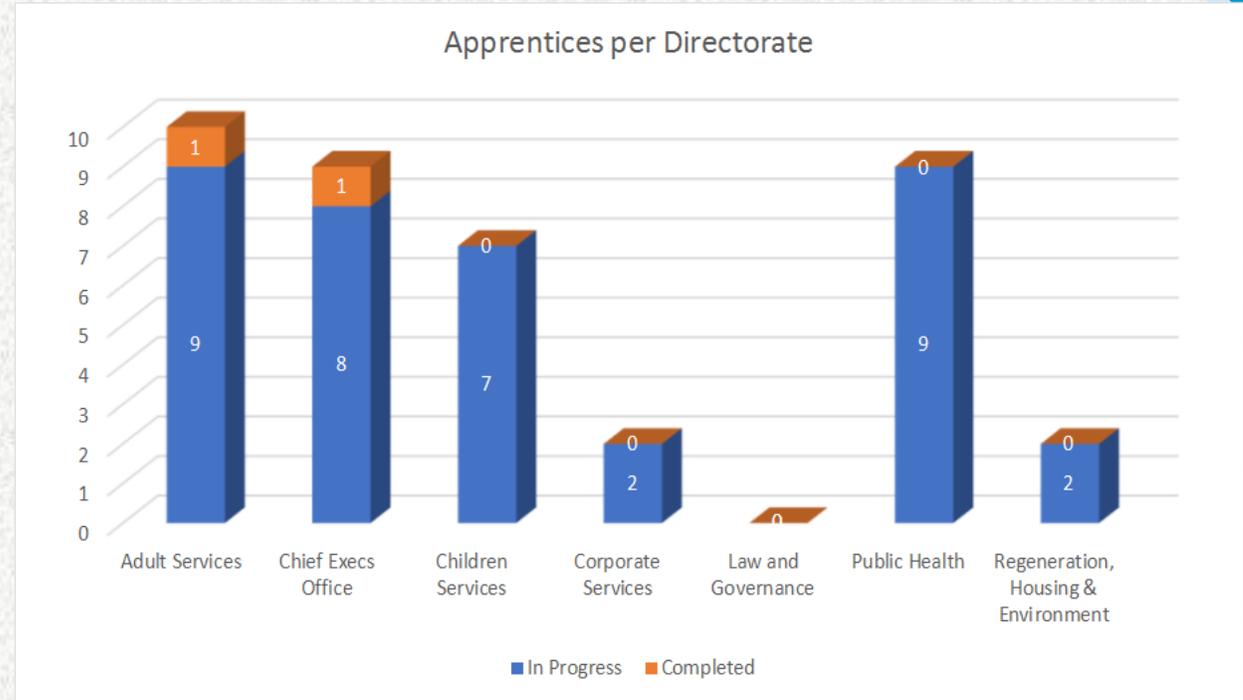
- The council is striving to better represent the community it serves, however measuring current workforce diversity is a challenge due to Diversity information not being completed in Unit 4
- Staff without access to laptops are excluded and therefore the declaration rate has slightly improved compared to January
- Approximately 25% of staff across SBC have not yet completed the declaration



Number of Apprentices per Directorate – April 2025



Directorate	In Progress	Completed	Total
Adult Services	9	1	10
Chief Execs Office	8	1	9
Children Services	7	0	7
Corporate Services	2	0	2
Law and Governance	0	0	0
Public Health	9	0	9
Regeneration, Housing & Environment	2	0	2
Total	37	2	39



Apprenticeship Level	Count
2	0
3	12
4	16
5	0
6	10
7	1
Total	39

- After a period of apprenticeship freeze, the council has restarted the Apprenticeship scheme
- Adults Services has the highest number of apprentices
- The scheme is critical for succession planning and for developing a talented and committed workforce
- 2 apprentices have already completed their apprenticeships.



Progress against the Workforce Strategy

- Published May 14th; partnering Public Health colleagues on Wellness Day
- Underpinned by 4 people priorities:

Getting the basics right: *focusing on ensuring our staff have access to timely and accurate data to discuss people priorities in an evidenced based way*

Empowering our people: *ensuring our people have the tools and space to hold meaningful 1:1s, EOYR, with career pathways for all*

Fostering a health and inclusive environment: *renewed focus on supporting active travel, diversity and inclusion throughout the employee lifecycle, whilst establishing a culture of 'speak up'.*

Building a positive and transformative culture: *creating a culture of belonging for all staff; recognising and celebrating our people whilst celebrating diversity and bringing us together to volunteer. Broadening our connection with schools to offer work experience or placements.*



Achievements for Q1

- ✓ Establishment of HR MI dashboards for each ED area
- ✓ CLT commitments to actions following staff survey published on the intranet
- ✓ HR policies under review; up to 4 revised
- ✓ Updated platform for EOYR and 1:1 implemented
- ✓ Buddying offer for all new starters alongside a 'on boarders survey'
- ✓ Additional delivery:
 - Piloted schoolwork experience programme (Ditton Park Academy)
 - Pilot offer of a 1-year SBC university placement (Royal Holloway University).
- *For the next Employment Committee, a fuller quarterly update against plan will be available.*