Monthly HR DLT REPORT
Slough Borough Council
July 2025

FORWARD TOGETHER

Executive summary

No. of interims have slightly increased since April however associated spending have decreased in July

Line Managers Essentials Training Programme (LEAD) has recommenced in July; 55% of staff having now booked onto or completed all 4 modules.

The declaration rate of EDI information continues to remain at a static figure.

Sickness Absence rate remains high across the council

Whilst our Safeguarding training is over 80% complete our other mandatory training completion rates require improvement.

In the last month we had 10 new starters and 12 leavers which indicates a stable workforce.

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2. CORE METRICS

Total Headcount – July 2025

Directorate	Permanent	Interims	Total
Adult Services	158	61	219
Chief Execs Office	83	32	115
Children Services	219	54	273
Corporate Services	169	67	236
Law and governance	21	1	22
Public Health	73	7	80
Regeneration, Housing & Environment	310	121	431
Grand Total	**1033**	**336**	**1369**

Headcount trend

- The total number of staff is 1,369
- This is split into 1,033 permanent staff and 336

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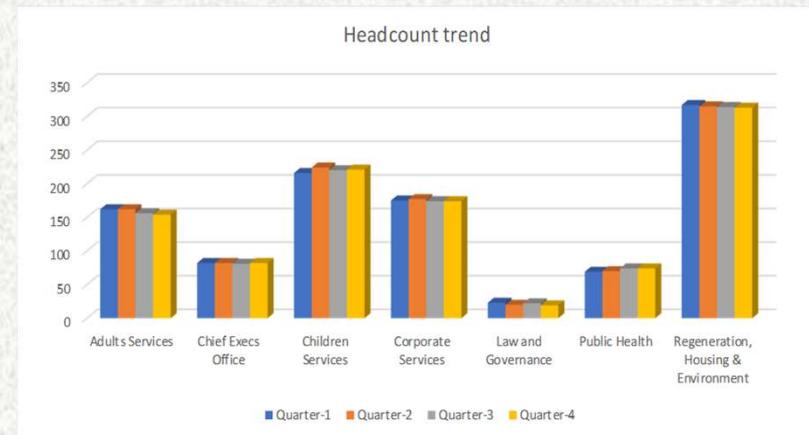
Recruitment Update – July 2025

Directorate	Open/Live vacancy	Failed recruitments	Successful recruitment
Adult Services	4		1
Chief Execs Office	1		1
Children Services	2		8
Corporate Services	13		11
Law and Governance	0		1
Public Health	0		4
Regeneration, Housing & Environment	7		8
Grand Total	**27**	**0**	**34**

Open/Live vacancy

- There were no failed recruitments in June
- There are 27 live vacancies and 34 successful recruitments in July
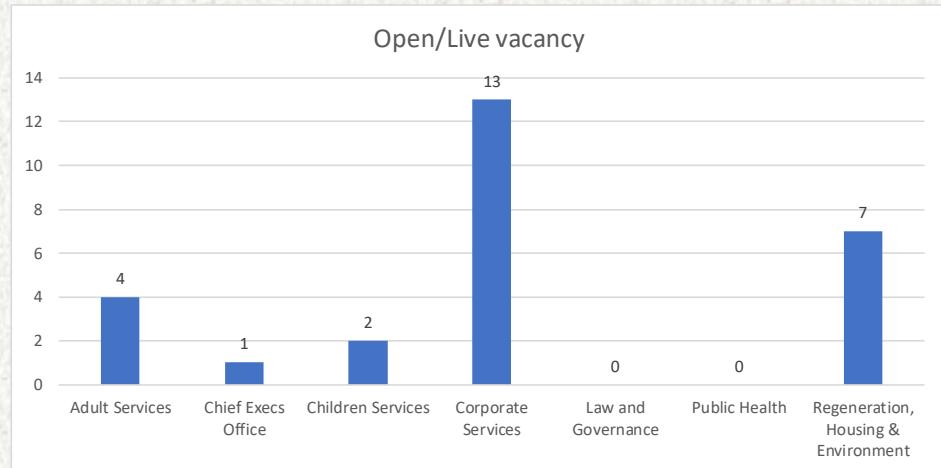
# Number of interim staff by Directorate – May - July 2025

Directorate	May-25	Jun-25	Jul-25
Chief Executive	12	14	14
Children's Services - Education	15	15	14
Corporate Resources	76	78	75
ED Monitoring Officer	2	2	2
ED People (Adults)	62	64	63
ED People (Children)	37	37	33
Commissioners	3	3	3
Public Health	4	4	4
Regeneration, Housing and Environment	122	128	117
Transformation	--	5	11
Grand Total	333	350	336

* Transformation for May 25 is under Corporate services, Chief Exec and Monitoring Officer

Market supplements and Honorariums:

Count of Staff – August 2024 to July 2025

Directorate	Count
Fixed Honoraria - Pensionable	**16**
Adult Services	2
Chief Execs Office	2
Children Services	8
Corporate Services	1
Public Health	2
Regeneration, Housing & Environment	1
Honoraria - Pensionable	**17**
Adult Services	3
Chief Execs Office	2
Children Services	5
Corporate Services	1
Law and Governance	2
Public Health	2
Regeneration, Housing & Environment	2
Market Supplement	**58**
Adult Services	5
Chief Execs Office	1
Children Services	5
Corporate Services	16
Law and Governance	3
Public Health	14
Regeneration, Housing & Environment	14
Grand Total	**87**
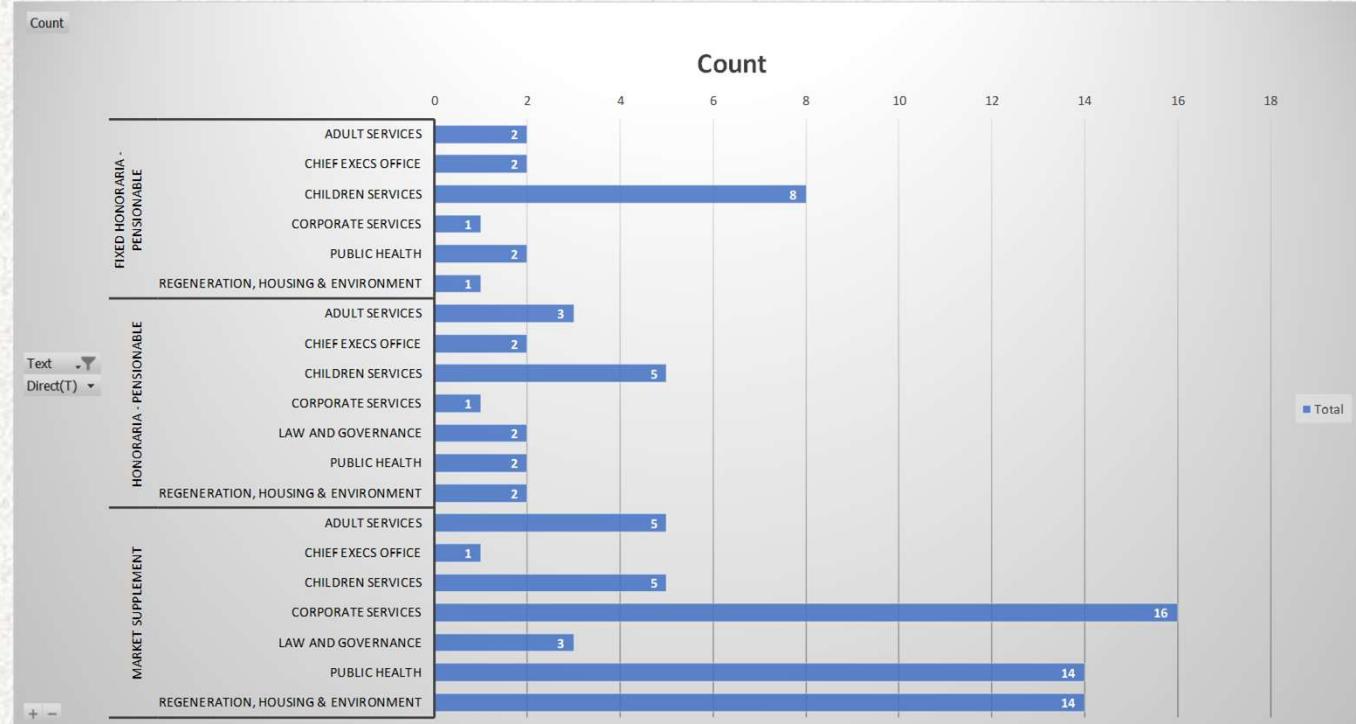
- 87 employees received market supplement/ honorarium in the previous 12 months

# 3. WORKFORCE PLANNING AND TURNOVER

Starters July 2025

Directorate	Count
Adult Services	3
Chief Execs Office	2
Children Services	0
Corporate Services	1
Law and Governance	2
Public Health	0
Regeneration, Housing & Environment	2
Total	**10**

- 10 new members of staff started in July

Leavers July 2025

Leavers

Directorate	No of Leavers
Adult Services	0
Chief Execs Office	0
Children Services	2
Corporate Services	5
Law and Governance	1
Public Health	0
Regeneration, Housing & Environment	4
Grand Total	**12**

Top reasons for leaving

Leaving Reason	Count
Resigned	5
Redundancy (Compulsory)	4
Compulsory redundancy	1
Career progression	1
Career change	1
Grand Total	**12**

Leavers LoS

Leavers Length of Service	Count
Children Services	**2**
0-5	1
5-10	1
Corporate Services	**5**
0-5	1
15-20	1
20-25	1
5-10	2
Law and Governance	**1**
5-10	1
Regeneration, Housing & Environment	**4**
10-15	1
5-10	3
Grand Total	**12**

Count

Leavers

- 12 members of staff left in July
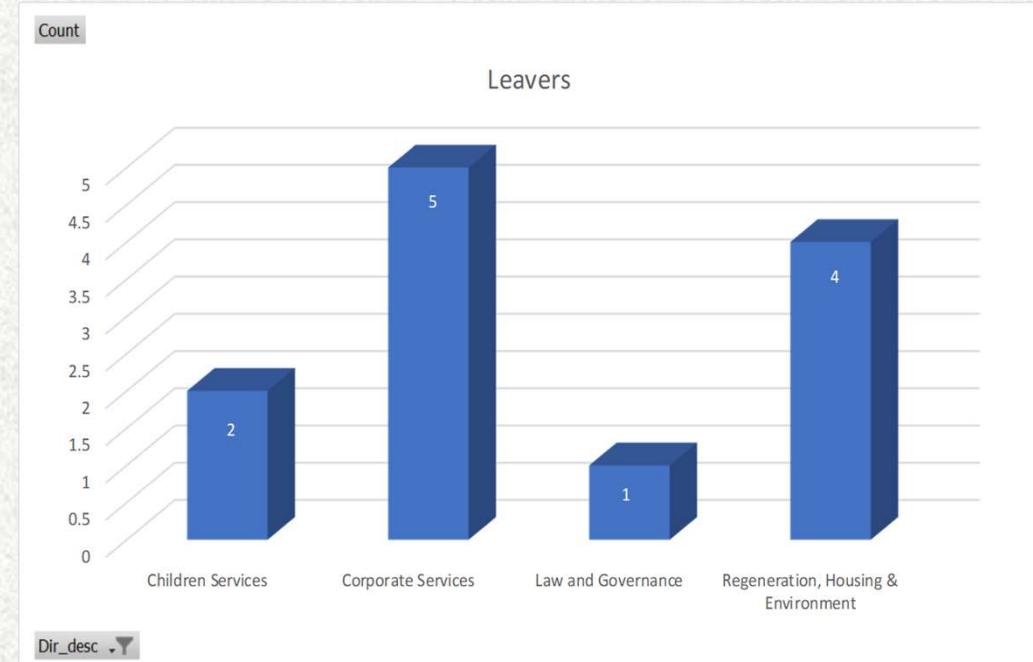
Number of Apprentices per Directorate – July 2025

Directorate	In Progress	Completed	Total
Adult Services	8	1	9
Chief Execs	8	1	9
Children	5	0	5
Corporate	2	0	2
Law and	0	0	0
Public Health	10	0	10
Housing &	2	0	2
Total	**35**	**2**	**37**

Apprenticeship Level	Count
2	0
3	10
4	16
5	0
6	10
7	1
Total	**37**

Apprentices per Directorate
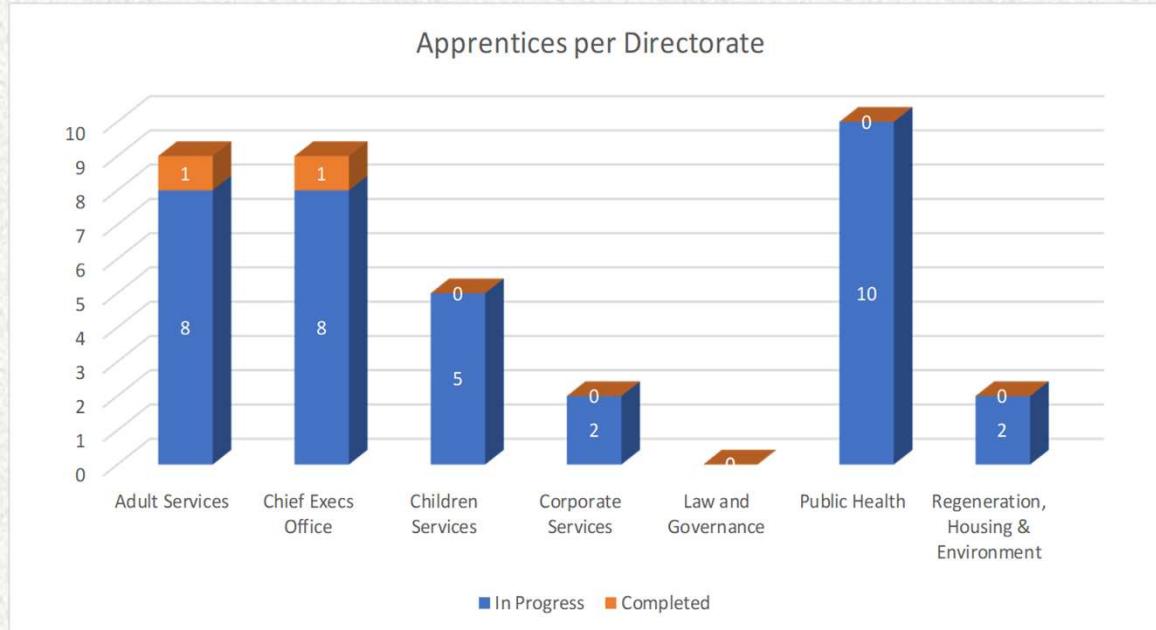
- Adults Services has the highest number of apprentices
- 2 apprentices have already completed their apprenticeships this quarter.
- We continue to support ED areas to consider building a talent pipeline via Apprenticeships

Exit Interviews September 2024 – July 2025

- HR are actively inviting leavers into exit interviews to collect feedback to help us improve our council's policies, culture, and work environment
- 21 staff have agreed to participate in exit interviews since September 2024
- Organisational culture & career development continue to be main contributing factors for people leaving SBC

4. LEADERSHIP DEVELOPMENT AND EFFECTIVENESS

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

| 121 completed data (June-July)	Completed	Not Completed
Adult Services	4.05%	95.95%
Chief Execs Office	18.29%	81.71%
Children Services	4.85%	95.15%
Corporate Resources	11.24%	88.76%
Law and Governance	40.91%	59.09%
Public Health	22.54%	77.46%
Regeneration, Housing and Environment	3.50%	96.50%
Average	**15.05%**	**84.95%**

Completed 1:1

5. ABSENCE MANAGEMENT AND WELL-BEING

Sickness: August 2024 - July 2025

- The average day lost is high across the council and the average is higher than the reported average per FTE for the Civil Service published in the gov site (7.8 days/ FTE as of 31 March 2024)
- The average absence rate (4.25%) is also high across the council comparing to the report rate for public sector published in Statista (2.9% for the year 2024)

Sick Days/FTE chart:
- Adult Services: 6.54
- Chief Execs Office: 10.66
- Children Services: 6.68
- Corporate Services: 5.14
- Law and Governance: 7.19
- Public Health: 9.58
- Regeneration, Housing & Environment: 15.60
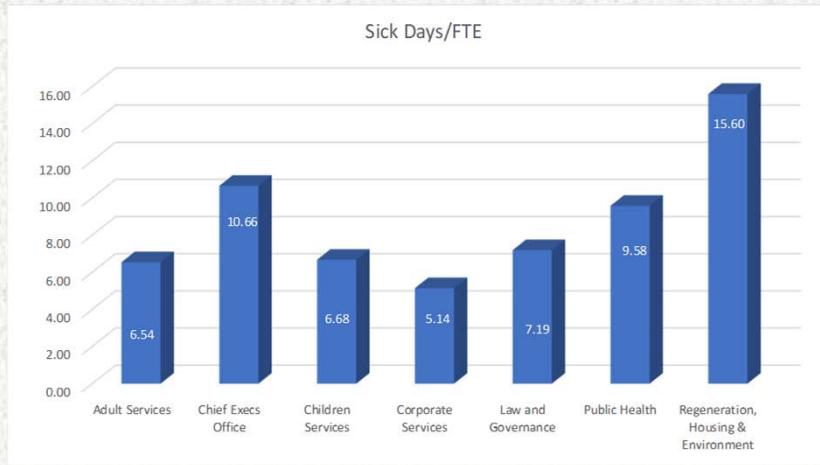
Sickness: August 2024 - July 2025

Top 10 Sickness Reasons

- Across the council, almost 27% of absences are due to mental health (38% including stress at work)
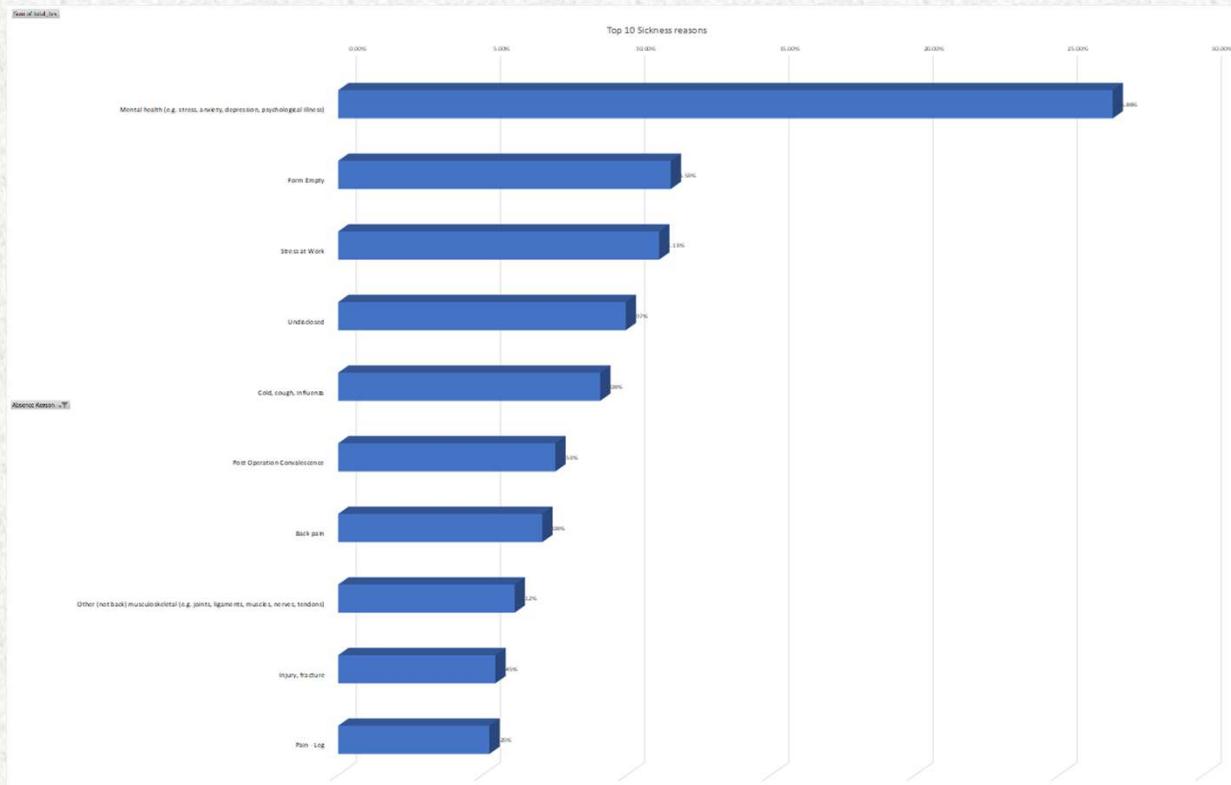
Sickness: August 2024 - July 2025

Top 10 Teams

- Team with the highest sick is Environmental Services (DSO)
- Manual work and heavy duties of the job nature in RHE appears to be the main contributing factor to the high sickness rate
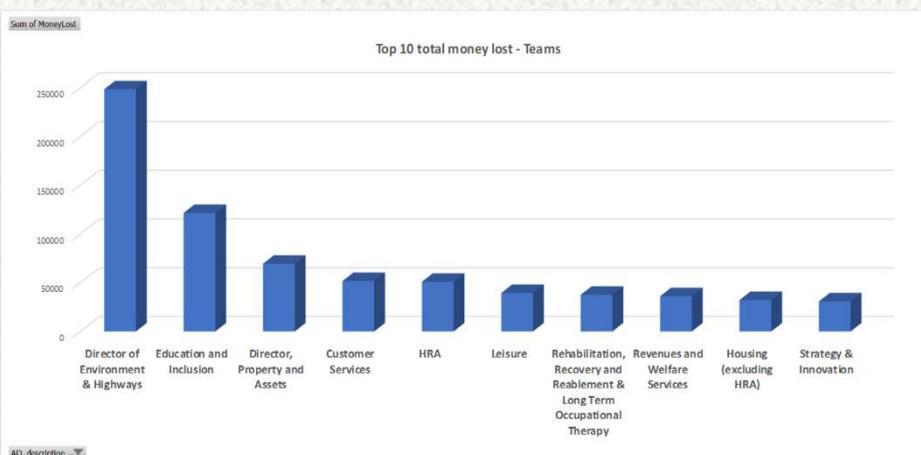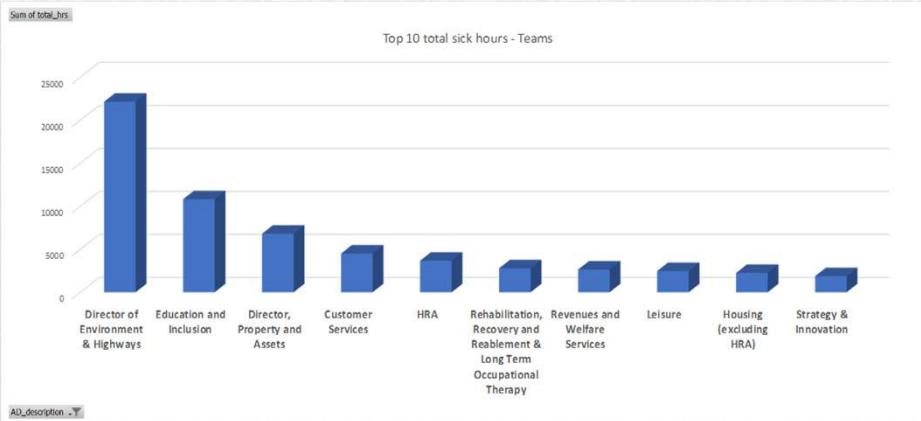
Deep Dive: Sickness Absence

Total Absence -1 May 24 to 30 Apr 25

| Directorate	Team	Short Term Sickness Absence (No. of staff with any period of absence lasting less than 28 calendar days	Long Term Sickness Absence (No. of staff with any period of absence lasting greater than 28 calendar days	Grand Total
RHE	Director of Environment & Highways	93	24	117
RHE	Director, Property and Assets	26	9	35
Children Services	Education and Inclusion	67	19	86
Grand Total		186	52	238

- The total number of staff who had ST/LT absence is 238

- This is split into 186 staff in ST absence and 52 staff in LT absence

- Director of Environment & Highways has the highest number of staff in both ST & LT absence

- Overall, 78% of ST absence and 22% of LT absence

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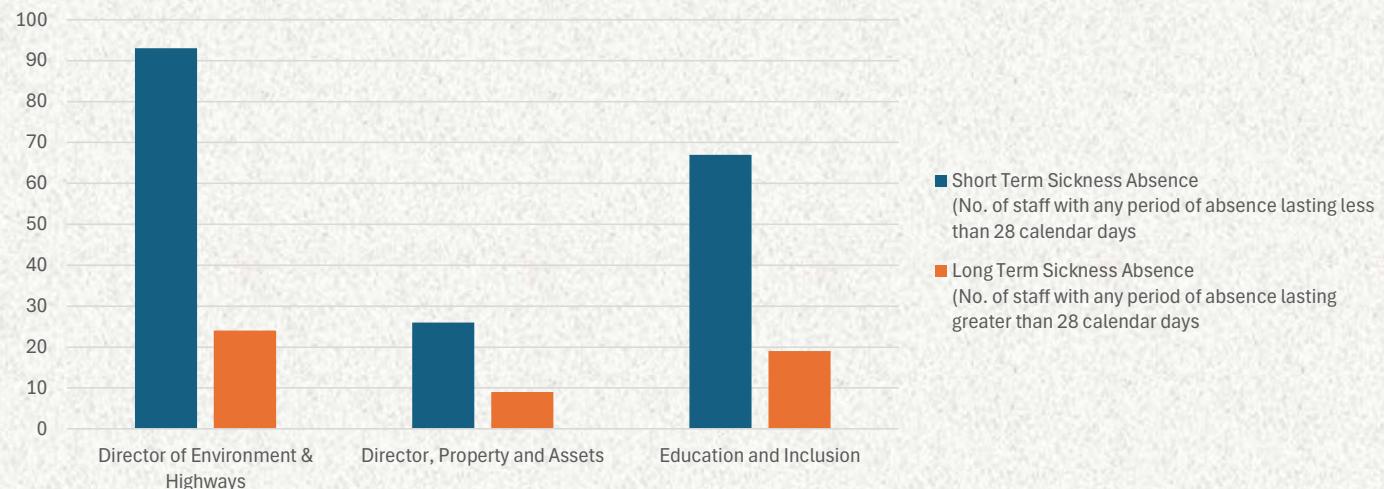
Long Term Absence

Top 10 Absence reasons for LT absence
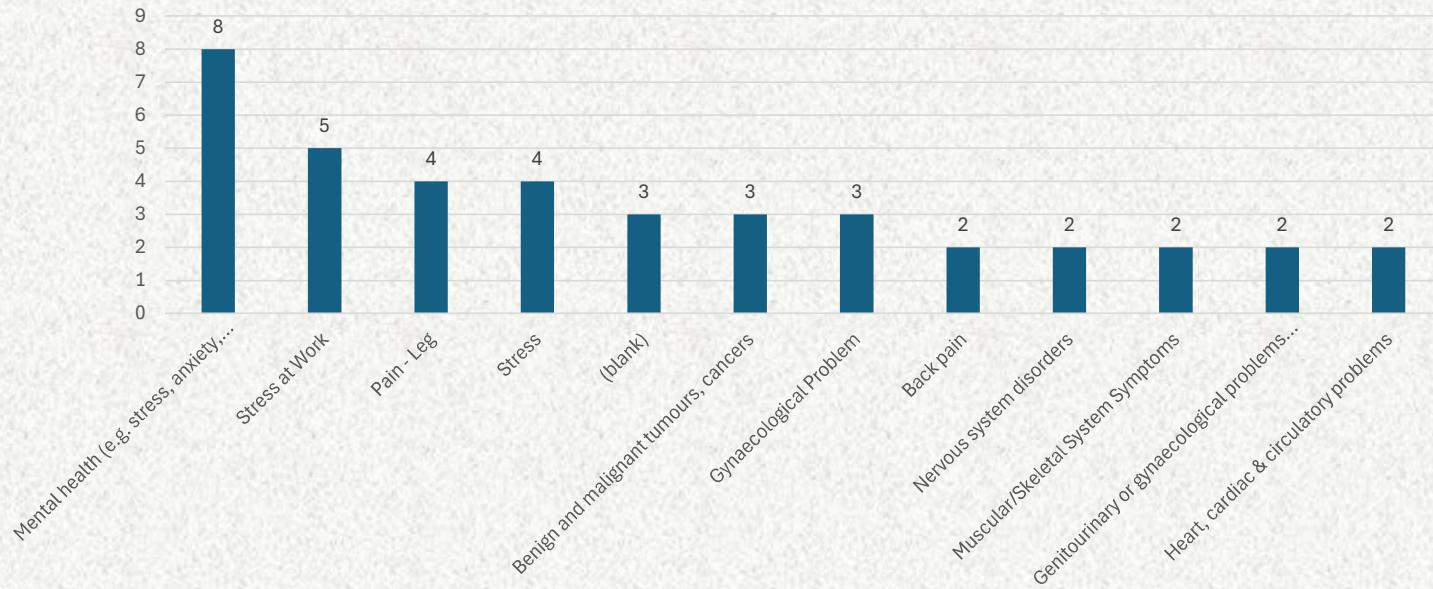
- Top 2 reason for LT absence are related to individual's mental wellness – 20% in Mental health & 12.5% in stress at work, which highlights the importance of employee wellbeing initiatives

- Employee Assistance Programme has been offered to staff for them to access to information, advice and counselling on a variety of personal and workplace issues.

- Occupational health support is also offered to employees to provide advice, assessments, and recommendations for their well-being and workplace reintegration

Long Term Absence

LT cases being managed

% of LT cases being managed
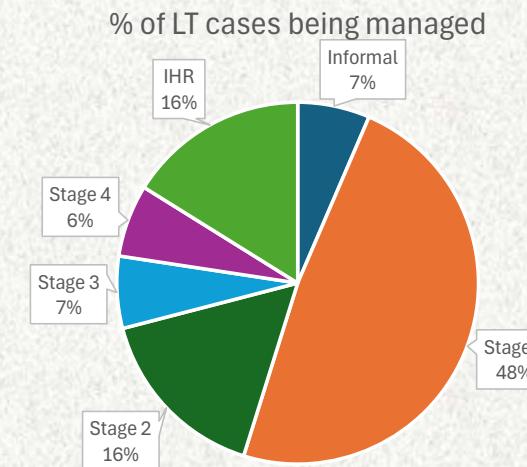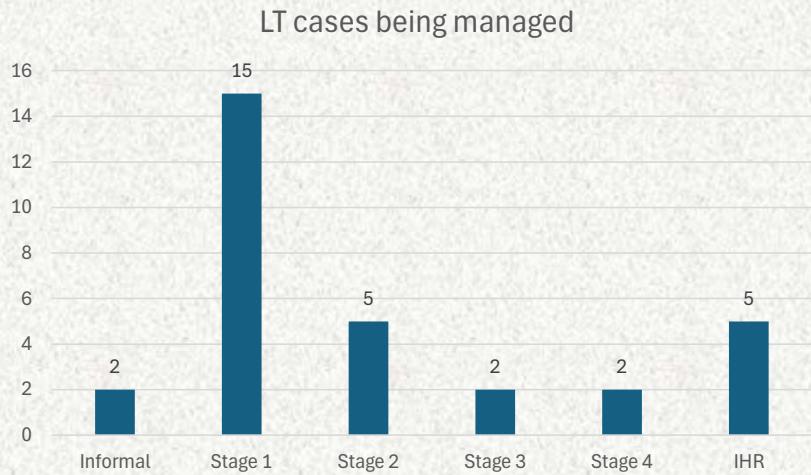
- Out of 31 actively managed LT cases in all 3 teams, the most common active management stage is at stage 1 (48%), followed by Stage 2 (16%) & Ill Health Retirement (16%)

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
- Approximately 40% of staff across SBC have not yet completed the entire declaration