

**Runnymede Borough Council**

# **Workforce Profile Report**

Financial Year 2025/26

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## Scope & Overview

The Equality Act 2010 requires relevant public bodies to publish information to show how they comply with the Public Sector Equality Duty. To enable us to understand and plan our equality objectives, it is necessary to produce this information.

This report focusses on protected characteristics data as at a snapshot date, which helps us to understand the composition of our workforce which can lead to recommendations for improvement and links in closely to the Councils workforce strategies. This report also includes average length of service, sickness data, turnover and reasons for leaving.

The figures in this report are taken from Runnymede Borough Council's HR information system and does not include casual or agency staff.

As at 31<sup>st</sup> March 2026, there were 437 employees working at Runnymede Borough Council. This equates to 391 FTE workers. The following data relates to this set of employees.

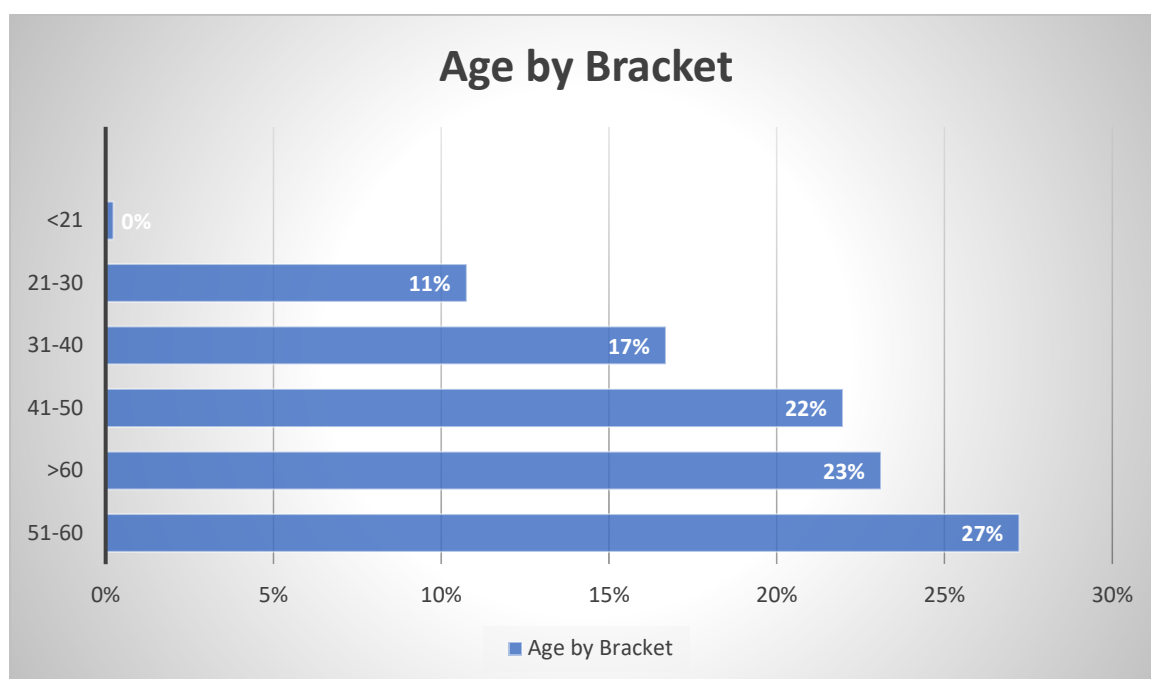
## Age

As at 31<sup>st</sup> March 2026, the average (mean) age of employees was 48 years 10 months.

The table below shows the average age of the workforce for this financial year and the average of the previous reported years. This figure has remained relatively stable over the past five years, moving in an upward trend.

| Financial Year         | Average (mean) Age of Workforce |
|------------------------|---------------------------------|
| 2025/26                | 48 years 10 months              |
| 2024/25                | 48 years 9 months               |
| Average across 2021-23 | 48 years 7 months               |

The distribution of ages by age bracket is shown in the figure below.



The majority of the workforce, 27% are aged 51-60 and closely behind are those over 60 and those aged between 41-50 at 23% and 22% of the workforce respectively. The least populous brackets are under 21's and 21-30.

This data shows that we have an ageing workforce and the introduction of policies such as the Menopause Policy has helped to ensure that there is support and guidance in place for those who need it.

To help attract employees who wish to progress their careers within local government retaining key skills, knowledge and experience with an aging workforce has been a key priority. Initiatives such as supporting existing staff to take up apprenticeship programmes in their areas of specialism helps to invest in our workforce, ensure they know they are valued and retain them within the local government family.

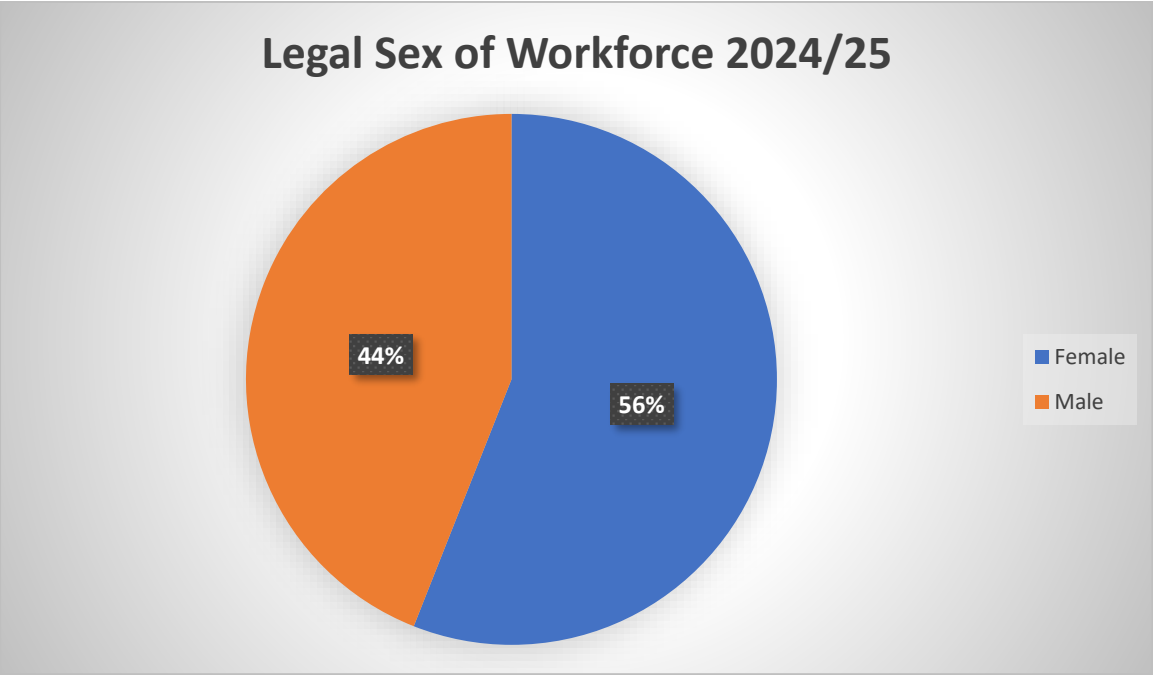
Enhancements to the Council's annual leave offer by increasing the paid time off per annum, the provision of agile working policies and promoting part-time working also supports employees to manage their 'work life balance' and assist with retention.

The development of positions with career grades also supports the Council to recruit new entrants, train and develop them into more senior roles such as those seen in Planning, the new, Assets and Regeneration and other areas of the Council with nationally recognised hard to recruit to specialisms. This is particularly important when you also compare the average length of service for 20-34 years olds is 4 years.

The ongoing commitment to work experience and the new external work experience application portal will also support raising the profile of Council's vast range of job opportunities there are within local government and to attract residents into local employment. These are all components that support the development of our talent pipelines. Workforce panning is essential to ensure we can successfully succession plan to have the required skills and experience to deliver future services to residents.

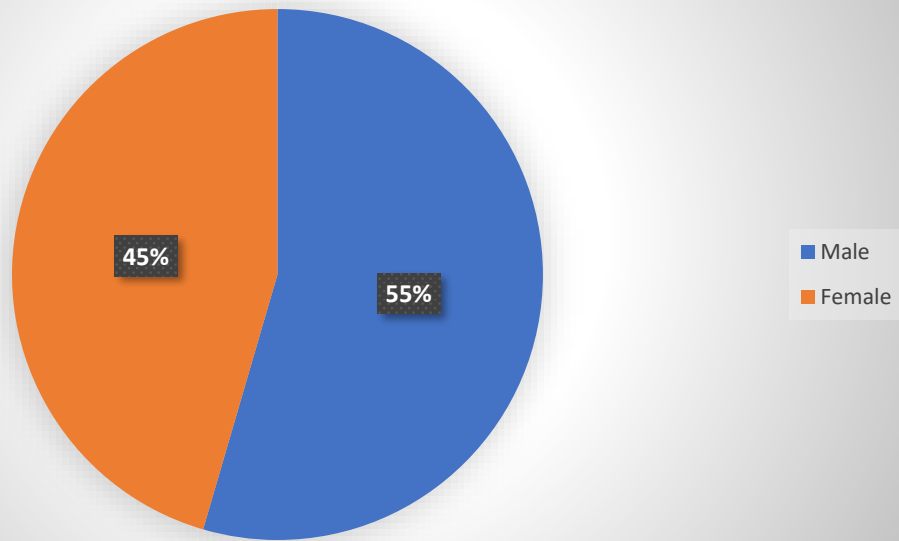
# Legal Sex

As at 31<sup>st</sup> March 2026, 56% of employees were female and 44% of employees were male. Looking at the average for the previous financial years, the split has remained stable on average when compared to the previous financial years, equating to the same percentage split by gender by headcount as illustrated by the tables and figures below.

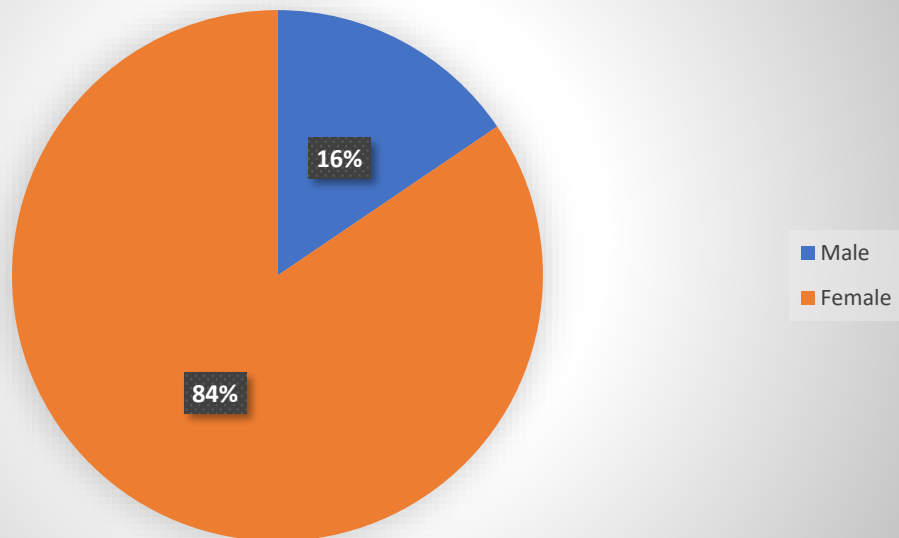


| Financial Year           | Male | Female | Total |
|--------------------------|------|--------|-------|
| 2025/26                  | 193  | 244    | 437   |
| 2024/25                  | 198  | 256    | 454   |
| Average across 2021-2023 | 180  | 234    | 414   |

**Full-time by Legal Sex**



**Part-time by Legal Sex**



| Financial Year           | Full-time                               | Part-time                             | Total Headcount |
|--------------------------|-----------------------------------------|---------------------------------------|-----------------|
| 2025/26                  | <b>321</b><br>(146 Female and 175 Male) | <b>116</b><br>(98 Female and 18 Male) | 437             |
| 2024/25                  | <b>334</b><br>(157 Female and 177 Male) | <b>120</b><br>(99 Female and 21 Male) | 454             |
| Average across 2021-2023 | <b>260</b><br>(140 Female and 120 Male) | <b>154</b><br>(94 Female and 60 male) | 414             |

By monitoring our workforce demographics, we can see that we have a slightly higher number of female employees within our workforce. So, the provision of the first Women's development Programme in Runnymede in June 2025 (as part of the Belong@runnymede Programme) was as a direct result of monitoring our statistics and offering development opportunities to meet the needs of our workforce. The two-day programme supported 13 women working across a range of services within the Council.

Developing specific health and wellbeing initiatives is also important when we consider the aging workforce and therefore the support our employees need must be appropriate for their role, age and sex.

The Council have a Menopause Policy which was introduced several years ago. Managers were briefed when it was introduced and we continue to provide information and signposting around this topic.

The Belong@Runnymede programme draws attention to several topics which might typically impact women, for example being a carer and baby loss. The programme also celebrates the achievements and contribution of women on International Women's Day.

Men's health is also covered for International Men's Day each November – in 2025 everyone was offered the opportunity to attend a Men's Wellbeing course.

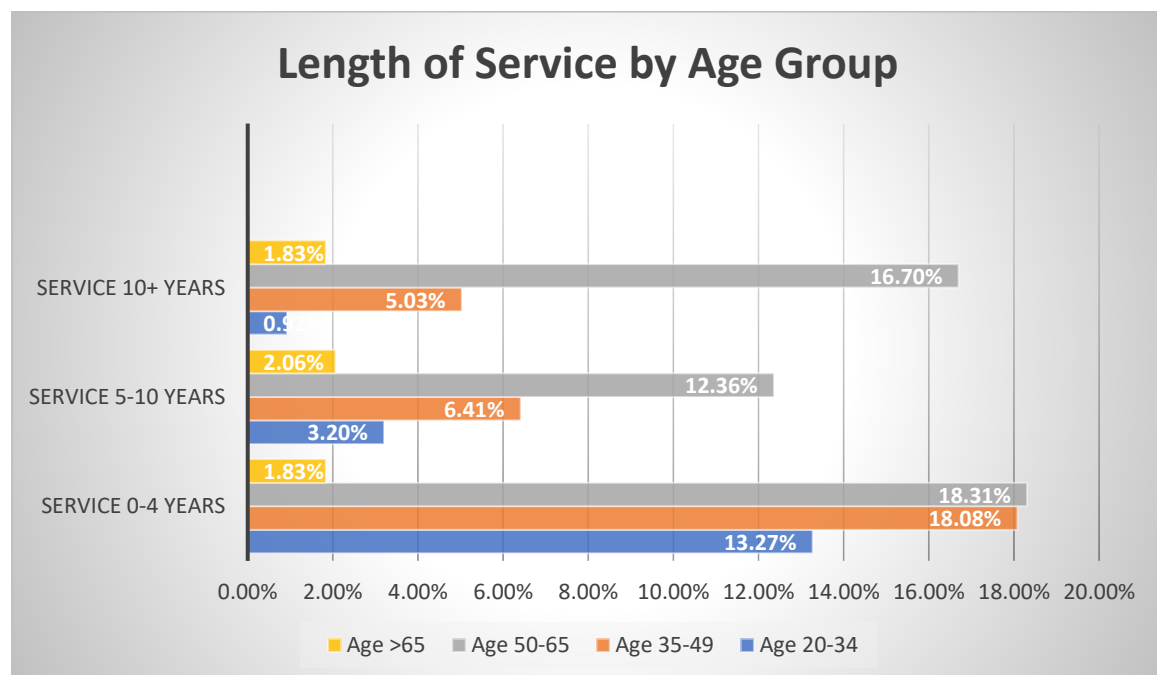
## Average Length of Service

The average length of service has remained stable at 8 years.

| Financial Year           | Average Length of Service Years |
|--------------------------|---------------------------------|
| 2025/26                  | 8 years                         |
| 2024/25                  | 8 years                         |
| Average across 2021-2023 | 7 years 7 months                |

The table and figure below shows length of service by age group.

| Length of Service by Age group | 0-4 years | 5-10 years | 10+ years | Grand Total |
|--------------------------------|-----------|------------|-----------|-------------|
| 20-34                          | 13.27%    | 3.20%      | 0.92%     | 17.39%      |
| 35-49                          | 18.08%    | 6.41%      | 5.03%     | 29.52%      |
| 50-65                          | 18.31%    | 12.36%     | 16.70%    | 47.37%      |
| >65                            | 1.83%     | 2.06%      | 1.83%     | 5.72%       |
| Total                          | 51.49%    | 24.03%     | 24.49%    | 100%        |



The length of service by age group data shows that the workforce includes a strong mix of newer employees and established experience.

Just over half of employees have been with the Council for 0-4 years, with the largest proportions of newer starters falling within the 35-49 and 50-65 age groups.

Longer service is most concentrated among employees aged 50-65, who account for the greatest share of those with 10 or more years' service.

This suggests that while the Council continues to attract new employees across a broad age range, a significant proportion of organisational knowledge and experience sits within the older workforce, reinforcing the importance of succession planning, knowledge transfer and continued career development opportunities.

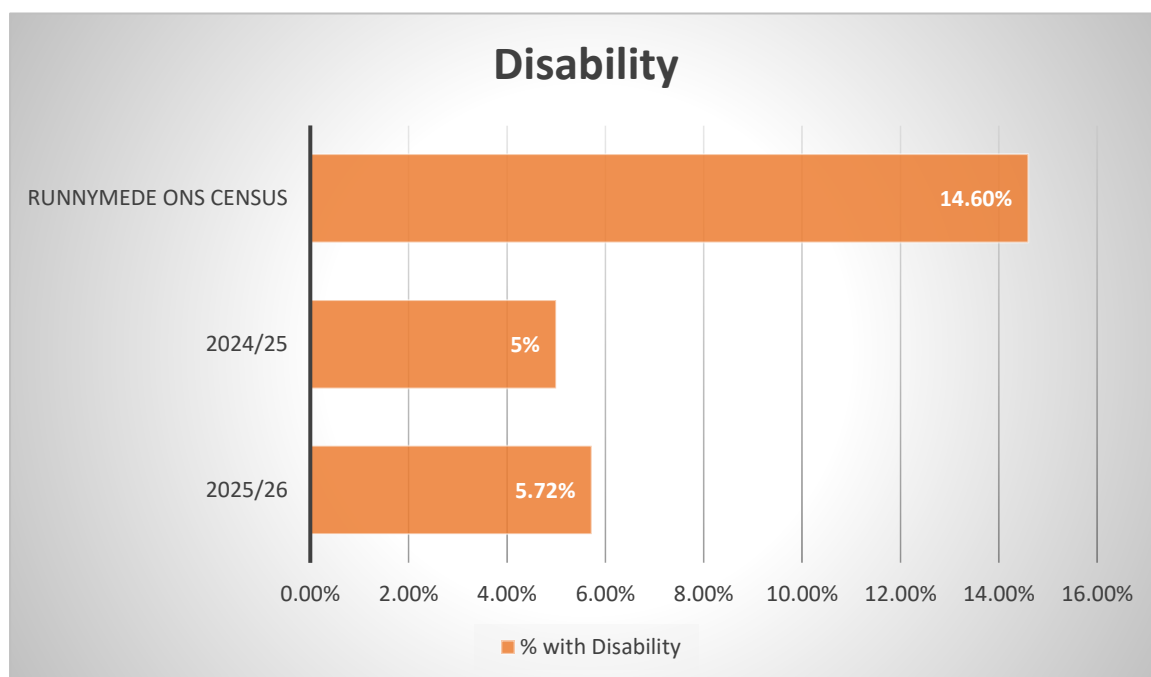
## Disability

As at 31<sup>st</sup> March 2026 5.72% of employees shared with us that they have a disability. The table and figure below compare this with the previous financial years.

The ONS reports that Runnymede Borough has 5.6% of residents that have a registered disability. However, they also report that circa 17% of the population say that they have a long-term health condition that has affected their day to day activities for more than a year. Therefore, ensuring we are a disability confident employer is important to ensure we can be an employer of choice for local people.

We have taken steps to encourage our employees to 'share, not declare' this type of data with us and we will continue to do this so that we can build a clearer picture year on year.

| Data source              | Disability | No reported disability |
|--------------------------|------------|------------------------|
| 2025/26                  | 5.72%      | 94.28%                 |
| 2024/25                  | 5%         | 95%                    |
| Average across 2021-2023 | 2%         | 98%                    |
| Runnymede ONS Census     | 14.6%      |                        |



## Gender Reassignment

The Council currently has no employees recorded as having shared information relating to gender reassignment or being transgender, compared with 0.3% of residents in the 2021 Runnymede Census.

As this data has only been collected since April 2024, the current figure should be interpreted with caution and may reflect low disclosure rather than the absence of transgender employees within the workforce. We will continue to encourage, build trust and psychological safety so that employees feel confident that sharing equality information is voluntary, confidential and used positively to support an inclusive workplace.

| Data source          | Gender Reassignment & Transgender |
|----------------------|-----------------------------------|
| 2025/26              | 0%                                |
| 2024/25              | 0%                                |
| Runnymede ONS Census | 0.3%                              |

## Sexual Orientation

The Council has collected sexual orientation information from employees since April 2024, and the table below compares the workforce data for 2025/26 and 2024/25 with the figures published by the ONS in the 2021 Runnymede Census.

The data should be interpreted with caution, as 68.88% of employees have not yet responded to this data set. This limits the extent to which meaningful conclusions can be drawn about workforce representation or comparisons with the local population.

We will continue to encourage employees to share their equality information in a voluntary and confidential way, building trust and psychological safety so that employees understand how this information is used positively to support an inclusive workplace and inform future workforce planning.

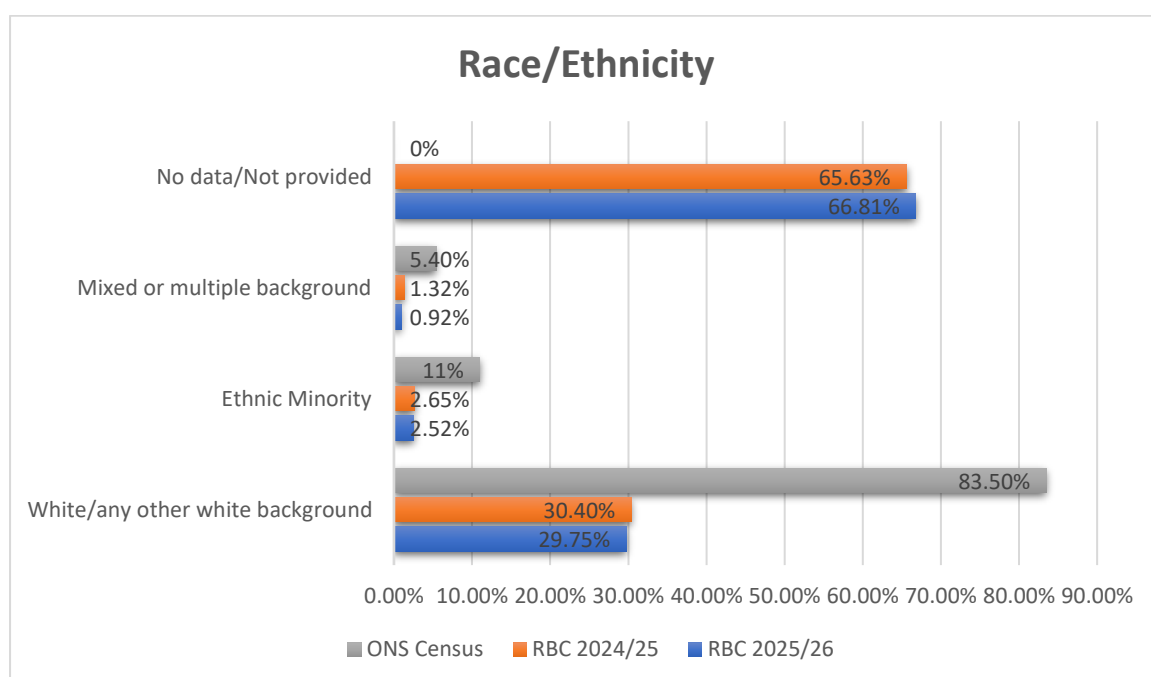
| <b>Sexual Orientation</b>                     | <b>Runnymede Borough Council 2025/26</b> | <b>Runnymede Borough Council 2024/25</b> | <b>Runnymede ONS Census</b> |
|-----------------------------------------------|------------------------------------------|------------------------------------------|-----------------------------|
| Heterosexual                                  | 27.69%                                   | 28.19%                                   | 88.5%                       |
| Bisexual                                      | 0.23%                                    | 0.44%                                    | 1.7%                        |
| Gay or Lesbian                                | 0.46%                                    | 0.44%                                    | 1.4%                        |
| Prefer to self-describe or other orientations | 0.23%                                    | 0.44%                                    | 0.4%                        |
| Prefer not to disclose                        | 2.52%                                    | 3.1%                                     | 0%                          |
| No data/not answered                          | 68.88%                                   | 67.4%                                    | 8%                          |

## Race/Ethnicity

The table below compares the ethnicity profile of the workforce for 2025/26 and 2024/25 with the figures published by the ONS in the 2021 Runnymede Census.

The data should be interpreted with caution, as the Council transferred to a new HR information system in 2024 and the way this information is collected has changed. As at 31 March 2026, 66.81% of employees had not yet shared this information, which limits the extent to which meaningful conclusions can be drawn about workforce representation or comparisons with the local population.

Based on the data currently available, 2.52% of the Council's workforce is recorded as being from a Black, Asian or other ethnic minority background, compared with 11% of the local community. A further 29.75% of employees are recorded as White or from another White background, compared with 83.5% of the local community.



| Race/ethnicity                                   | RBC 2025/26 | RBC 2024/25 | ONS Census |
|--------------------------------------------------|-------------|-------------|------------|
| Black, Asian or other Ethnic minority background | 2.52%       | 2.65%       | 11%        |
| White/any other white background                 | 29.75%      | 30.40%      | 83.5%      |
| Mixed, multiple or other ethnic background       | 0.92%       | 1.32%       | 5.4%       |
| No data/not answered                             | 66.81%      | 65.63%      | 0%         |

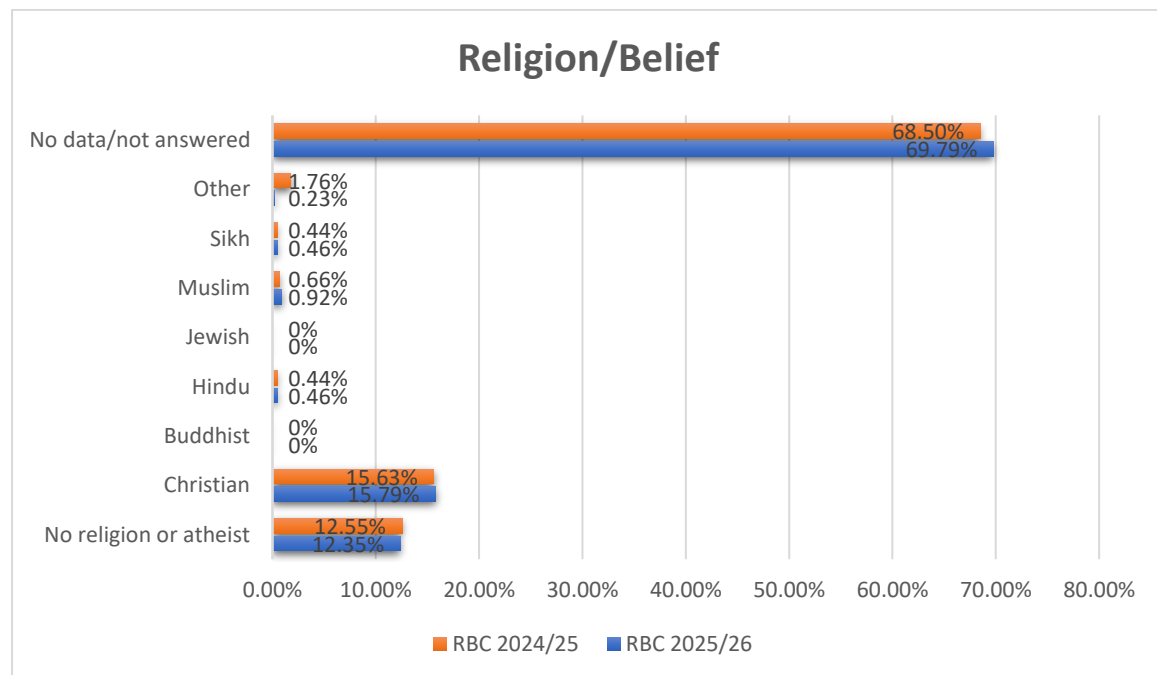
## Religion or Belief

The Council has collected religion or belief information from employees since April 2024, and the table below compares the workforce data for 2025/26 and 2024/25 with the figures published by the ONS in the 2021 Runnymede Census.

The data should be interpreted with caution, as 69.79% of employees have not yet responded to this data set.

Of those who have shared information, Christian is currently the most commonly recorded religion or belief, followed by no religion or atheist.

| Religion/Belief        | RBC 2025/26 | RBC 2024/25 | ONS Census |
|------------------------|-------------|-------------|------------|
| No religion or atheist | 12.35%      | 12.55%      | 34.8%      |
| Christian              | 15.79%      | 15.63%      | 50.4%      |
| Buddhist               | 0%          | 0%          | 0.5%       |
| Hindu                  | 0.46%       | 0.44%       | 2.3%       |
| Jewish                 | 0%          | 0%          | 0.3%       |
| Muslim                 | 0.92%       | 0.66%       | 2.9%       |
| Sikh                   | 0.46%       | 0.44%       | 1.4%       |
| Other                  | 0.23%       | 1.76%       | 0.5%       |
| No data / not answered | 69.79%      | 68.5%       | 6.9%       |



## Family Leave

Family leave take-up in 2025/26 remained consistent with the previous year, with 9 employees taking a form of family leave and all either returning or planning to return to work.

Most family leave continued to be maternity leave, with 7 employees taking maternity leave and 2 taking paternity leave. There were no employees recorded as taking shared parental leave or adoption leave during the year.

The 100% return rate is positive and suggests that employees taking family leave are being supported to remain in employment. The increase in maternity leave compared with the 2021–2023 average also highlights the importance of continuing to provide family-friendly policies, flexible working arrangements and effective return to work support.

| Financial Year           | Number of employees Maternity Leave | Number employees Paternity Leave | Number of employees Shared Parental Leave | Number of employees adoption leave | Number Returned/ plan to return to work |
|--------------------------|-------------------------------------|----------------------------------|-------------------------------------------|------------------------------------|-----------------------------------------|
| 2025/26                  | 7                                   | 2                                | 0                                         | 0                                  | 9                                       |
| 2024/25                  | 8                                   | 3                                | 0                                         | 0                                  | 9                                       |
| Average across 2021-2023 | 3                                   | 3.5                              | 0.5                                       | 0                                  | 3                                       |

## Case Work

The following data captures the employee relations casework within the Council. This data is based on cases arising between 1<sup>st</sup> April 2025 and 31<sup>st</sup> March 2026.

| Financial Year 2025/26              | Total Number of cases |
|-------------------------------------|-----------------------|
| Harassment Allegations              | 4                     |
| Capability/probation                | 6                     |
| Potential misconduct Investigations | 5                     |
| Disciplinary/misconduct             | 5                     |
| Grievance                           | 2                     |
| Sickness/OH/Wellbeing               | 23                    |
| Terms & Conditions queries          | 7                     |
| Total                               | 52                    |

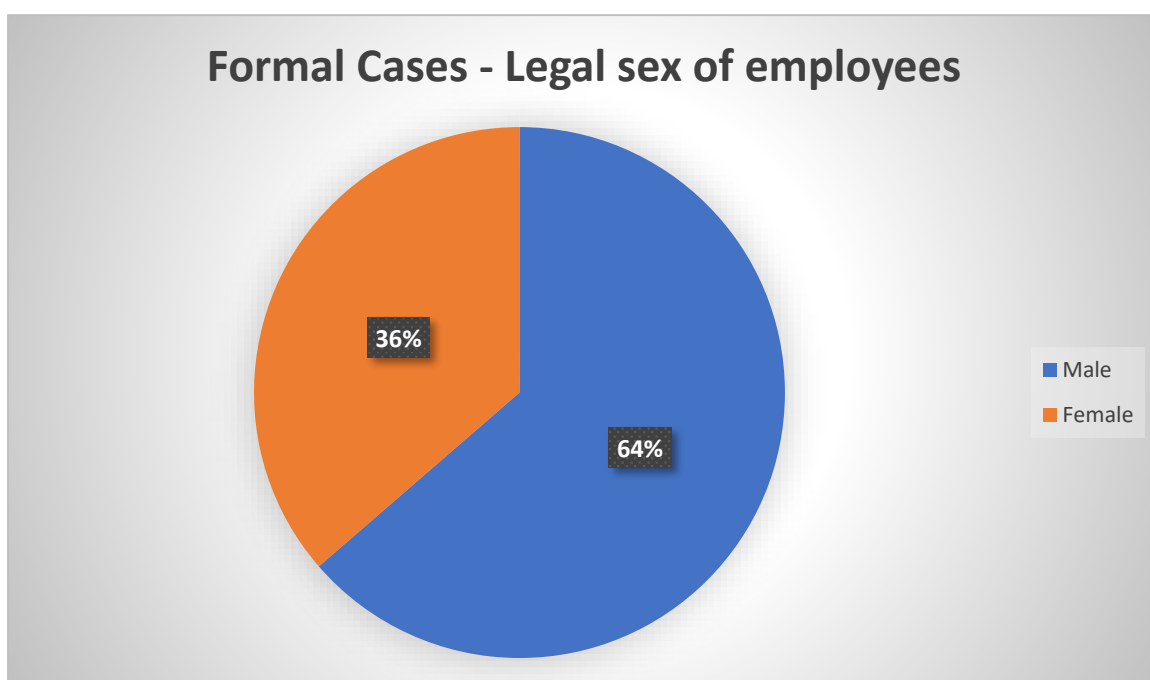
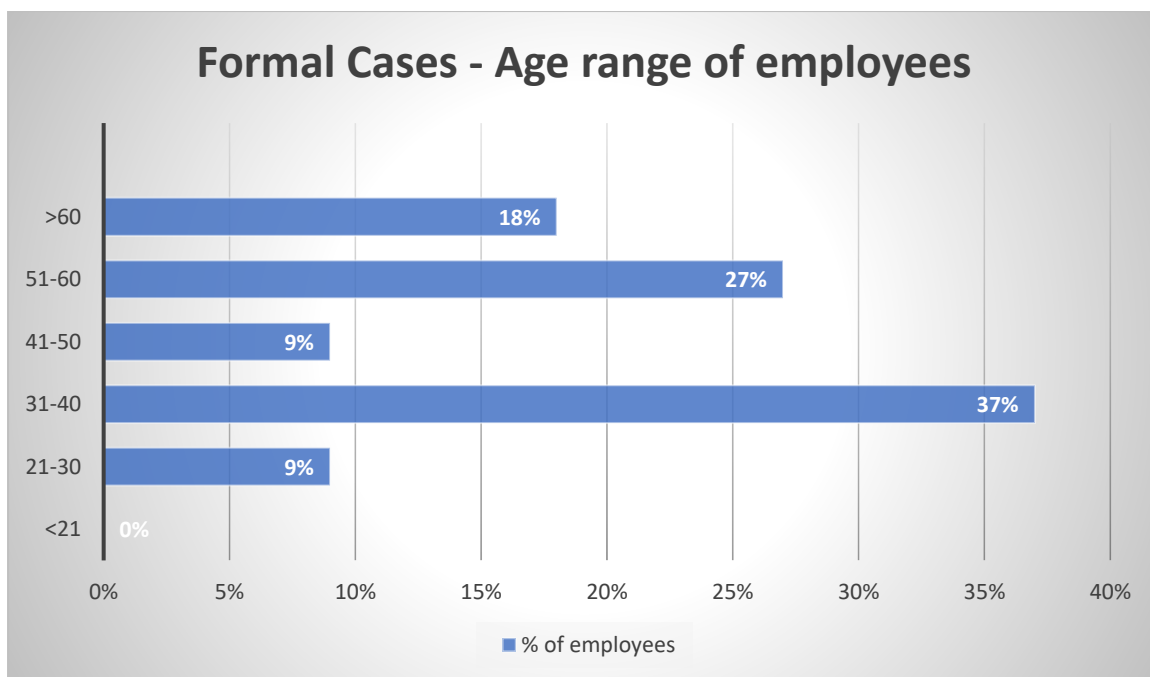
Last year's case work data was reported as follows:

| Financial Year 2024/25              | Total Number of cases |
|-------------------------------------|-----------------------|
| Harassment Allegations              | 3                     |
| Capability/probation                | 2                     |
| Potential misconduct Investigations | 20                    |
| Disciplinary/misconduct             | 4                     |
| Grievance                           | 3                     |
| Sickness/OH/Wellbeing               | 34                    |
| Terms & Conditions queries          | 11                    |
| Total                               | 77                    |

Overall employee relations casework reduced from 77 cases in 2024/25 to 52 cases in 2025/26, a decrease of 25 cases. The largest reduction was in potential misconduct investigations, which fell from 20 cases to 5, and sickness/OH/wellbeing cases also reduced from 34 to 23. Terms and conditions queries reduced from 11 to 7, while grievance cases reduced slightly from 3 to 2. There were small increases in harassment allegations, capability/probation and disciplinary/misconduct cases, although the numbers remain relatively low.

This suggests that overall casework demand has reduced compared with the previous year, but continued monitoring is important to identify any emerging patterns, support consistent application of policies and ensure early intervention where workplace issues arise.

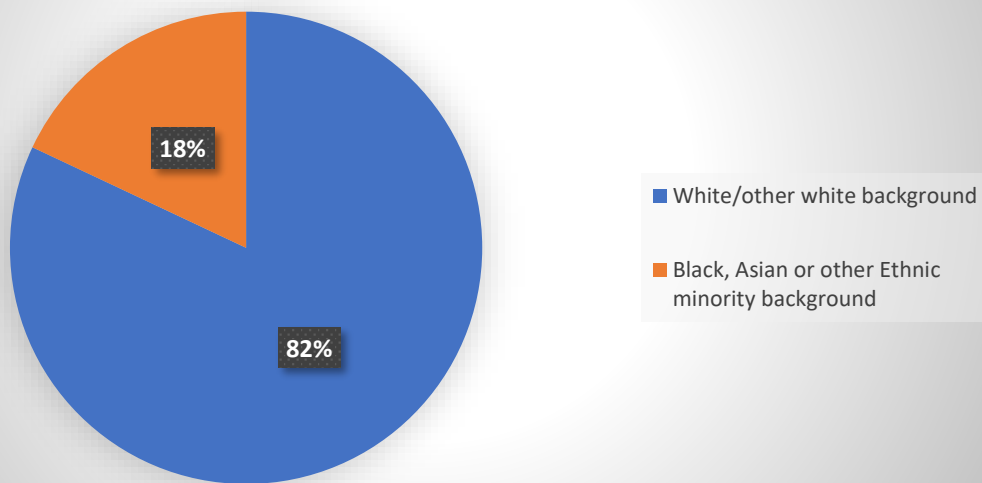
Of these cases 11 reached formal stages and related to, probation, misconduct, grievance and sickness. The figures below show the age range, legal sex and ethnicity of these employees.



The formal case EDI charts should be interpreted with caution because the number of employees reaching formal stages was small. The available data indicates that formal cases were spread across different case types, including probation, misconduct, grievance and sickness, and there is no clear evidence from the charts alone of disproportionate representation by a single protected characteristic. Any apparent pattern should therefore be monitored over time rather than treated as a firm trend.

Continued monitoring of age, sex and ethnicity in formal employee relations cases will help the Council identify whether any groups are more likely to be involved in formal processes and whether further preventative action, manager guidance or policy review is required.

## Formal Cases - Ethnic background of employees



Last year's case work EDI charts showed that the employees who received a sanction were all recorded as being from a White background, with most being male and aged between 41-50. Given the small numbers involved, this should be treated as an observation rather than a definitive trend, but it should continue to be monitored alongside future casework data.

# Retention and Turnover

## Vacancy Rate

The vacancy rate as of March 2026 was 14.35%.

## Turnover

According to the Local Government Association the national turnover rate for local government is 18.2% and 15.7% for natural turnover. Therefore, the rate of 14.35% although up slightly on last year's figure, is positive within our industry.

| Financial Year           | Turnover |
|--------------------------|----------|
| 2025/26                  | 14.35%   |
| 2024/25                  | 13.32%   |
| Average across 2021-2023 | 19.69%   |

## Reasons for Leaving

Once an employee resigns each employee is asked to complete an exit interview via a questionnaire or at an in person meeting. This provides the council with insightful feedback as to how we can better improve our employment offer and support employees when they are working with us.

| Reason for Leaving                   | Leavers 2025/2026 | Leavers 2024/2025 |
|--------------------------------------|-------------------|-------------------|
| Retirement                           | 10.94%            | 23%               |
| Resignation                          | 7.81%             | 11%               |
| Career Progression                   | 32.81%            | 25%               |
| Better Pay / Benefits                | 4.69%             | 12%               |
| Career Change                        | 0%                | 5%                |
| Health Reasons                       | 4.69%             | 5%                |
| Job expectations not met             | 3.13%             | 3%                |
| Non return following Maternity leave | 0%                | 3%                |
| Personal Reasons – not work related  | 21.88%            | 8%                |

|                                                   |                  |                  |
|---------------------------------------------------|------------------|------------------|
| Unsatisfactory relationship with manager          | 0%               | 3%               |
| Unsatisfactory commute                            | 0%               | 2%               |
| Dismissal                                         | 1.54%            | 0%               |
| End of fixed term contract                        | 3.13%            | 0%               |
| Mutual agreement/unsuccessful probationary period | 9.38%            | 0%               |
| <b>Total</b>                                      | <b>100% (64)</b> | <b>100% (61)</b> |

## Sickness Data

The Local Government Association published their Workforce Survey for 2024 and cites the median and mean average days lost to sickness is 10 days per annum per FTE for all overall absence. The average days lost of sickness as at 31<sup>st</sup> March 2026 for this council was 8.5 days lost to sickness absence per annum.

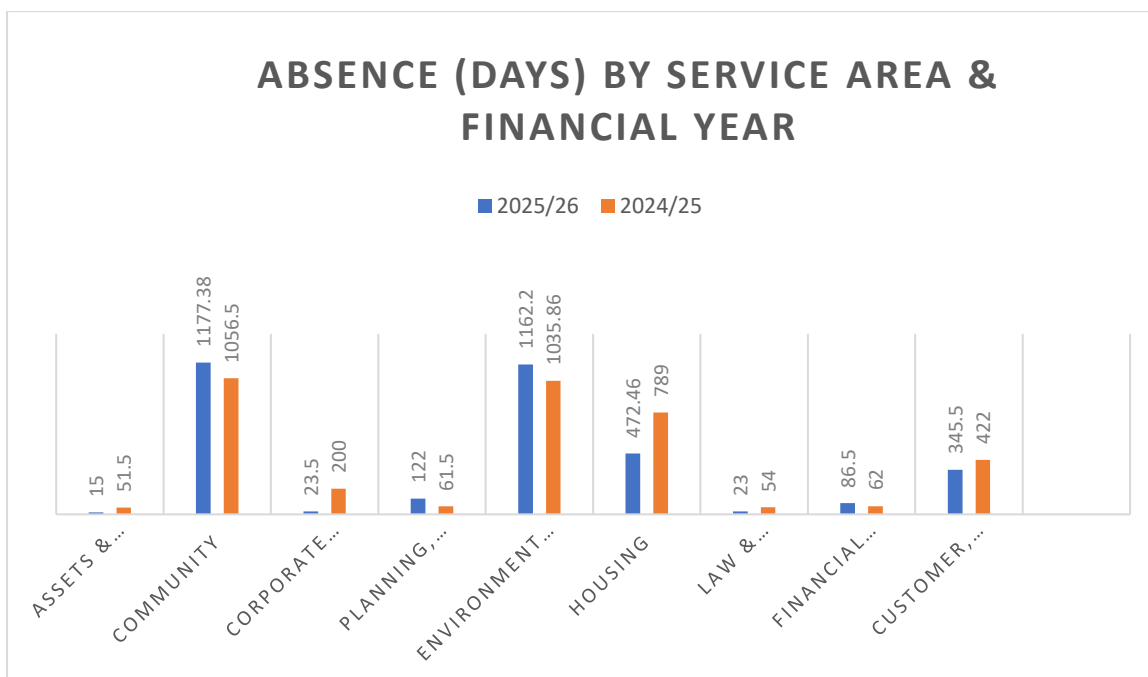
The service areas with the highest amounts of sickness absence in the period include Community Services and Environmental Services. The specific roles within these areas include transport drivers, duty officers, day centre roles, HGV drivers, loaders and cleansing operatives.

Sickness absence is actively managed within the Council. Employees are supported with Occupational Health assessments, reasonable adjustment passports for long term health conditions and disabilities and the workforce is provided with an annual employee wellbeing programme.

Health surveillance is undertaken in key areas of higher risk to ensure the roles our employees deploy to deliver services to residents do not actively damage their health and where at all possible supportive measure are put into place.

The provision of flu vouchers, manual handling training (basic and advanced) and a comprehensive programme to support positive mental health have been designed and rolled out to specifically support the three highest reasons for sickness absence in the workforce.

Sickness absence data is reviewed by the Senior Leadership Team and Health and Safety Committee quarterly to review trends and take appropriate action to support the health, safety and wellbeing of all our workforce.



| Service Area                            | 2025/26 Total Days<br>Absence as a percentage | 2024/25 Total Days<br>Absence as a percentage |
|-----------------------------------------|-----------------------------------------------|-----------------------------------------------|
| Assets & Regeneration                   | 0.44%                                         | 1.38%                                         |
| Community                               | 34.35%                                        | 28.31%                                        |
| Corporate Services                      | 0.69%                                         | 5.36%                                         |
| Environmental Services                  | 33.91%                                        | 27.75%                                        |
| Housing                                 | 13.78%                                        | 21.14%                                        |
| Law & Governance                        | 0.67%                                         | 1.45%                                         |
| Financial Services                      | 2.52%                                         | 1.66%                                         |
| Planning Economy & Built Env            | 3.56%                                         | 1.65%                                         |
| Customer, Collection & Digital Services | 10.08%                                        | 11.30%                                        |
| <b>Grand Total</b>                      | <b>100% (3,427.53)</b>                        | <b>100% (3,732.4)</b>                         |

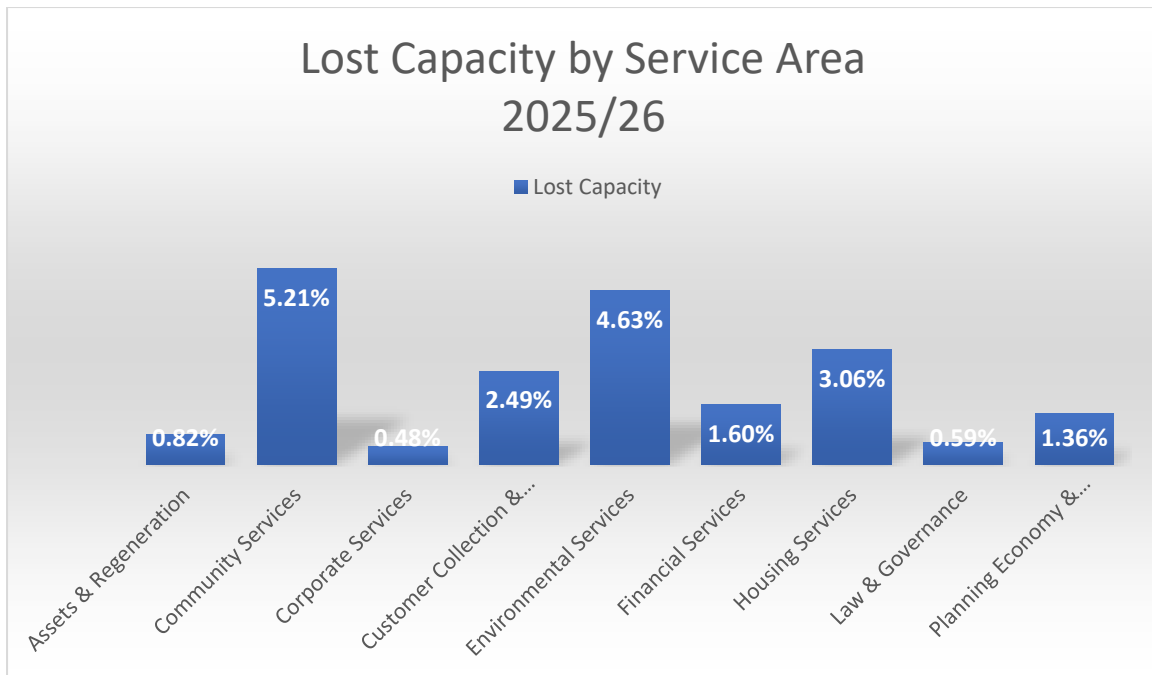
Total sickness absence reduced from 3,732.4 days in 2024/25 to 3,427.53 days in 2025/26, a reduction of 304.87 days.

Community Services and Environmental Services remained the areas with the highest proportion of absence in both years and both increased as a share of total absence, rising from 28.31% to 34.35% and from 27.75% to 33.91% respectively.

Housing saw the largest reduction in share of total absence, falling from 21.14% to 13.78%, while Corporate Services also reduced notably from 5.36% to 0.69%.

Although overall absence reduced, the data shows that sickness absence continues to be concentrated in frontline and operational service areas. This reflects the nature of roles in these services, including roles with higher physical demands, direct service delivery responsibilities and greater exposure to seasonal illness and manual handling risks.

| <b>Capacity Lost to Sickness Absence by Service Area</b> | <b>Sickness Absence lost (Hours)</b> | <b>Lost Capacity %</b> |
|----------------------------------------------------------|--------------------------------------|------------------------|
| Assets & Regeneration                                    | 111                                  | 0.82%                  |
| Community Services                                       | 8,712.58                             | 5.21%                  |
| Corporate Services                                       | 173.90                               | 0.48%                  |
| Customer, Collection & Digital Services                  | 2,556.70                             | 2.49%                  |
| Environmental Services                                   | 8,600.28                             | 4.63%                  |
| Financial Services                                       | 640.10                               | 1.60%                  |
| Housing Services                                         | 3496.20                              | 3.06%                  |
| Law & Governance                                         | 170.20                               | 0.59%                  |
| Planning Economy & Built Environment                     | 902.80                               | 1.36%                  |
| <b>Grand Total</b>                                       | <b>25,363.76</b>                     | <b>20.24%</b>          |

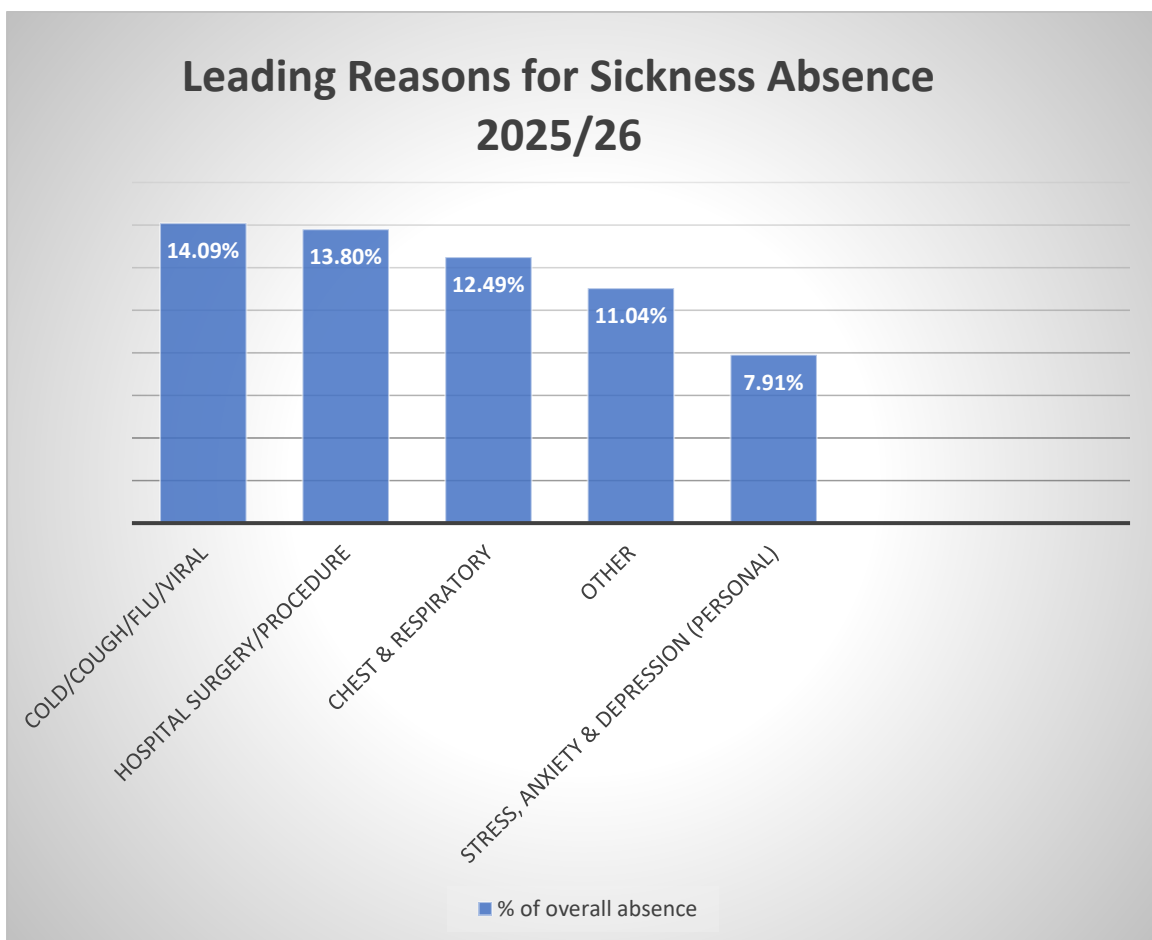
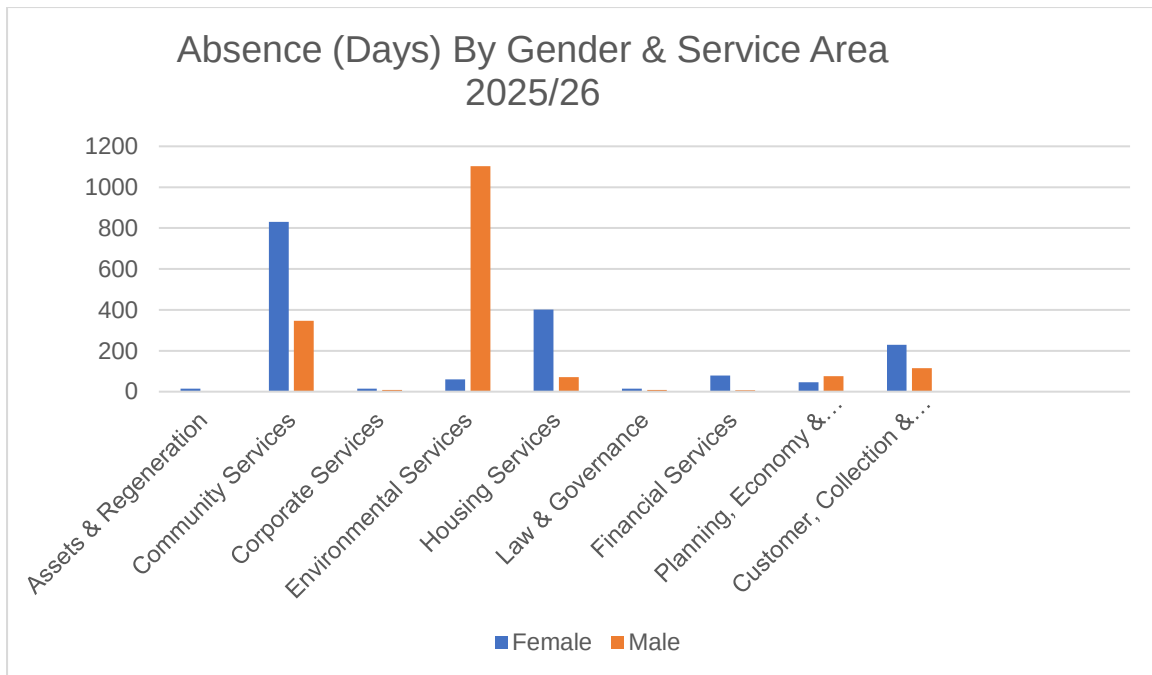


The capacity lost data reinforces the pattern shown in total absence days.

Community Services lost 8,712.58 hours to sickness absence, equivalent to 5.21% lost capacity, and Environmental Services lost 8,600.28 hours, equivalent to 4.63% lost capacity.

These two services account for the highest levels of lost working time and should remain priority areas for targeted absence management, wellbeing support, health surveillance and preventative action.

Housing Services also experienced a notable level of lost capacity at 3.06%, followed by Customer, Collection and Digital Services at 2.49%. In contrast, Corporate Services, Law and Governance and Assets and Regeneration recorded comparatively low levels of lost capacity. This suggests that the operational impact of sickness absence is not evenly distributed across the organisation and is most acute in services with larger frontline workforces.



| <b>Sickness Absence by Reason 2025/26</b> | <b>Total Days Absence as percentage</b> |
|-------------------------------------------|-----------------------------------------|
| Aching Joints                             | 0.64%                                   |
| Allergies/Allergic Reactions              | 0.09%                                   |
| Arthritis                                 | 0.20%                                   |
| Asthma                                    | 0.26%                                   |
| Back Problems                             | 5.82%                                   |
| Benign & Malignant Tumours, Cancers       | 5.71%                                   |
| Bereavement                               | 0.82%                                   |
| Blood Disorders                           | 0.20%                                   |
| Burns, Poisoning, Frostbite, Hypothermia  | 0.06%                                   |
| Chest & Respiratory Problems              | 12.49%                                  |
| Cold/Cough/Flu/Viral                      | 14.09%                                  |
| Covid related absence/long covid          | 1.14%                                   |
| Dental & Oral Problems                    | 0.82%                                   |
| Digestive Problems                        | 2.19%                                   |
| Ear, Nose, Throat (ENT)                   | 0.79%                                   |
| Eye Problems                              | 0.06%                                   |
| Fatigue                                   | 0.32%                                   |
| Genitourinary & Gynaecological Disorders  | 0.09%                                   |
| Headache/Migraine                         | 1.36%                                   |
| Heart, Cardiac & Circulatory Problems     | 1.23%                                   |
| Hospital/Surgery/Procedure                | 13.80%                                  |
| Infection                                 | 1.23%                                   |
| Injury/Fracture/Sprain                    | 6.59%                                   |
| Musculoskeletal Problems                  | 3.14%                                   |
| Neurological Disorders                    | 0.10%                                   |

|                                         |                            |
|-----------------------------------------|----------------------------|
| No self cert received                   | 0.20%                      |
| Other                                   | 11.04%                     |
| Pregnancy Related Absence               | 0.76%                      |
| Sickness/Diarrhoea                      | 3.46%                      |
| Skin Disorders                          | 0.15%                      |
| Stress, Anxiety & Depression - Personal | 7.91%                      |
| Stress, Anxiety & Depression - Work     | 2.42%                      |
| Not Recorded                            | 0.83%                      |
| <b>Grand Total</b>                      | <b>100% (3427.53 days)</b> |

The leading reasons for sickness absence in 2025/26 were cold, cough, flu and viral illness at 14.09%, hospital, surgery or procedure at 13.80% and chest and respiratory problems at 12.49%. Personal stress, anxiety and depression accounted for 7.91% of absence, while work-related stress, anxiety and depression accounted for 2.42%. Injury, fracture and sprain accounted for 6.59%, followed by back problems at 5.82% and benign and malignant tumours/cancers at 5.71%.

The data indicates that both short-term seasonal illness and longer-term or planned medical absence are significant contributors to overall sickness absence. Respiratory and viral illness together represent a substantial proportion of absence, supporting the continued use of flu vaccination support and public health messaging. Musculoskeletal and injury-related absence also remains relevant, particularly for operational roles, reinforcing the importance of manual handling training, risk assessments, equipment provision and early intervention.

Absence by gender and service area should continue to be reviewed alongside the profile of each service, as higher absence in a particular group may reflect the workforce composition of that service rather than a standalone gender-related trend. Where service areas have a higher proportion of female or male employees, the absence data should therefore be considered in context before conclusions are drawn. This will help ensure that any wellbeing interventions are proportionate, evidence-led and targeted to the roles and services where absence has the greatest operational impact.

## Conclusion

Runnymede Borough Council continues to make steady progress in understanding and responding to workforce trends and equality data. The 2025/26 profile highlights several key developments:

**Workforce Composition:** The workforce consisted of 437 employees, equating to 391 FTE, as at 31 March 2026. The average age was 48 years 10 months and the gender split remained stable at 56% female and 44% male. The data confirms an ageing workforce, with the largest proportion of employees aged 51-60, reinforcing the importance of succession planning, knowledge retention and attracting new entrants into local government roles.

**Retention & Turnover:** Turnover was 14.35% in 2025/26, which is slightly higher than 2024/25 but remains below the average across 2021-2023 and below the Local Government Association benchmark referenced in the report. Career progression, personal reasons and retirement were the most common reasons for leaving. The average length of service remained stable at 8 years, with longer service most concentrated among employees aged 50-65. This highlights the ongoing importance of internal development pathways, succession planning and retention activity.

**Equality Data Improvements:** Disability disclosure has increased to 5.72%, compared with 5% in 2024/25 and 2% across 2021-2023, suggesting continued progress in encouraging employees to share this information. However, significant data gaps remain across several equality areas, including sexual orientation, ethnicity and religion or belief, where a high proportion of employees have not yet provided information. This limits the Council's ability to fully assess workforce representation and compare reliably with the local population.

**Sickness Absence:** The average days lost to sickness absence was 8.5 days per FTE, which is below the Local Government Association figure cited in the report. Absence was most concentrated in Community Services and Environmental Services, with common causes including cold, cough, flu and viral illness, hospital or surgical procedures, chest and respiratory problems, stress, anxiety and depression, injury and musculoskeletal conditions. Continued Occupational Health support, reasonable adjustments, health surveillance, flu vaccination support, manual handling training and mental health initiatives remain important to support employees' health, safety and wellbeing.

**Case Work:** A total of 52 employee relations cases were recorded in 2025/26, down from 77 cases in 2024/25. The largest reductions were in potential misconduct investigations and sickness, Occupational Health and wellbeing cases. While this overall reduction is positive, continued monitoring remains important to identify emerging trends, support consistent application of policies and encourage early intervention where workplace issues arise.

**Positive Initiatives:** The Council continues to support inclusion, wellbeing and workforce development through initiatives such as the Women's Development Programme, Belong@Runnymede activity, menopause support, men's wellbeing activity, enhanced annual leave, agile working, part-time working, apprenticeship opportunities, career grades and the external work experience application portal. These initiatives support retention, talent pipelines and an inclusive employment offer.

This report summarises the Council's workforce profile, local comparisons and key benchmarks to inform organisational development, equality objectives and workforce strategies. It supports compliance with the Public Sector Equality Duty and Equality Act 2010, while helping improve outcomes for residents, communities and the workforce.

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