

# The Councils Current Employment Profile – April 2019

All workforce information has been taken from the Councils HR information systems. The information collated below is a snapshot of the workforce, as at April 2019, giving comparative data (Where possible) to previous years to identify any trends across the periods.

## 1. Employee Numbers

	Apr 12	Apr 13	Apr 14	Apr 15	Apr 16	Apr 17	Apr 18	Apr 19
Head Count	427	354	351	339	349	339	345	336
FTE	386.05	321.12	315.95	308.23	310.36	301.12	306	302.11

Employee numbers had been falling since 2007; however since April 13 the headcount has remained between 354 and 336, initially during this period it was on a downward trend, however over the last four years it has fluctuated between 336 and 349 rising and falling on a year by year basis.

The most recent information shows Headcount and FTE decreasing from the previous period, headcount is at 336, down 9 from April 18, which is the lowest in the last 7 years.

The FTE is lower than the previous year at 302.11 from 306, but unlike the headcount this is not the lowest in the last 7 years, the lowest was 301.12 in April 2017.

The table below gives a breakdown of Council numbers showing head count and (FTE), due to the restructure comparisons with previous years are not currently available

	April 18		April 19	
Directorate	Heads	Heads	Heads	FTE
Corporate Services & Governance	135	135	133	122.85
Operational Services	210	210	203	179.26

The largest directorate is Operational Services with 60.5% of the workforce (based on headcount), the remaining 39.5% being Corporate Resources and Governance. This has remained stable since last period.

## 2. Gender and Work Patterns

We have a full time workforce of 257 (76%) employees and 79 (24%) part time employees. The percentage of full time and part time workers has remained relatively (plus or minus 3%) the same since December 2017.

The gender split is 58.9% female and 41.1% male, which is a 0.8% change towards male since last year. This continues the trend towards males that started last year (2018) with a 0.5% swing, giving a combined swing of 1.3%. This follows 3 years of female increases with a total swing of 3%.

The figures for last April (2018) were a full time workforce of 254 (73%) employees and 91 (27%) part time employees. The gender split was 59.7% female and 40.3% male.

The proportion of male full time workers had been falling since 2013 from 40.1% to 35.4% in April 2017 a drop of 4.7%. This year for the second year in a row there has been an increase (0.4%); this is in addition to last year's increase of 1.1% giving a total increase of 1.5%. This is mainly due to the overall increase in males working at the council this year.

Male part time figures which had been decreasing (dropping by 2.8% to 2.1% in April 2015) had significantly increased back to 5.2% in April 16 (this is nearly the same level as April 2013), this dropped to a low of 3.7% in 2018 and has now recovered to 4.2%.

Female full time figures have increased this period up to 39.6% from 37.2% last period, with a significant decrease in part time hours down to 19.3% from 22.6% last period. There does not appear to be any specific driver for this change.

The figures for local government (source office for national statistics) are full time employees 64%, part time employees 36%, male part time 9% and female part time 27%.

The tables below show information on male and female full time and part time working since 2016.

Month	Apr 16	Apr 16 %	Apr 17	Apr 17 %	Apr 18	Apr 18 %	Apr 19	Apr 19 %
Male Full Time	125	35.8	120	35.4	126	36.5	124	36.9
Male Part Time	18	5.2	15	4.4	13	3.7	14	4.2
Female Full Time	131	37.5	131	38.6	128	37.2	133	39.6
Female Part Time	75	21.5	73	21.6	78	22.6	65	19.3
<b>Total</b>	<b>349</b>	<b>100</b>	<b>339</b>	<b>100</b>	<b>345</b>	<b>100</b>	<b>336</b>	<b>100</b>

### 3. Gender Pay Gap

Information as at 31<sup>st</sup> March 2019, 2018 figures in brackets.

The difference in the mean pay of full-pay men and women, expressed as a percentage;

- The percentage mean pay gap is: 11.78% (9.19%)
- The female mean pay is £14.60 per hour (£13.33)
- The male mean pay is £16.55 per hour (£14.68)
- The difference is £1.95 (£1.35)

The difference in the median pay of full-pay men and women, expressed as a percentage;

- The percentage median pay gap is: 12.36% (12.73%)
- The female median pay is £13.19 per hour (£12.13)
- The male median pay is £15.05 per hour (£13.90)
- The difference is £1.86 (£1.77)

The difference in mean bonus pay of men and women, expressed as a percentage;

We have no bonus pay staff

The difference in median bonus pay of men and women, expressed as a percentage;

We have no bonus pay staff

The proportion of men and women who received bonus pay; and

We have no bonus pay staff

The proportion of full-pay men and women in each of four quartile pay bands.

Upper Quartile

- Male 53% (52%)
- Female 47% (48%)

Upper Middle Quartile

- Male 40% (37%)
- Female 60% (63%)

Lower Middle Quartile

- Male 30% (29%)
- Female 70% (71%)

Lower Quartile

- Male 39% (52%)
- Female 61% (48%)

#### 4. Length of Council Service

Staff numbers have decreased by 9 over the year.

The majority of the length of service bands up to 21 years are showing a reduction, the exception being 1 to 5 years with a slight increase (+2). For the first time since 2011 all the 21 year plus bands are showing an increase. This situation is a result of a combination of moves from the bands below plus the loss of staff (leavers) from the majority of the shorter bands.

The average length of service is 12.9 years, up from 11.3 in April 18. The increase of 1.6 years is mainly due to the changes in the 21 to 25 and 26 to 30 bands where the number of staff entering both was nearly in double digits; this is a significant number when the average size of those bands since 2016 has only been 13 and 19 respectively.

The percentage of our staff with up to 10 years' service has continued to drop; we are now at 46% down from 48% (2018) and 52% (2017) respectively. This continues the downward trend that has been occurring over the last 7 years, since 2012 when it was 62%.

Out of all the groups the 1 to 5 years group is the largest with 27.97% of the workforce, this is an increase of 1.31% from last April's figure of 26.66%.

The figures in brackets show the change (in head count) in that group from the previously reported period.

Length of Service	Apr-07	Apr-15	Apr-16	Apr-17	Apr-18	Apr-19
Less than 1	20	17 (0)	41 (-6)	24 (-17)	21 (-3)	20 (-1)
1 to 5	186	66 (0)	69 (+5)	87 (+18)	92 (+5)	94 (+2)
6 to 10	187	99 (-21)	82 (-1)	67 (-15)	55 (-12)	41 (-14)
11 to 15	66	79 (+4)	75 (-6)	77 (+2)	80 (+3)	65 (-15)
16 to 20	45	28 (+2)	39 (+5)	40 (+1)	51 (+11)	48 (-3)
21 to 25	49	19 (-7)	14 (-1)	12 (-2)	13 (+1)	22 (+9)
26 to 30	13	17 (+4)	17 (0)	19 (+2)	20 (+1)	28 (+8)
31 to 35	9	9 (-2)	9 (-1)	9 (0)	6 (-3)	10 (+4)
36 and over	8	5 (+2)	3 (+1)	4(+1)	7(+3)	8 (+1)
<b>Total</b>	<b>583</b>	<b>339</b>	<b>349</b>	<b>339</b>	<b>345</b>	<b>336</b>

## 5. Age

Information from the local government workforce demographic survey 2009 has been included to allow additional comparisons.

Of the Council workforce 69.9% are over 40 years of age; this is down from 71.9% last year, a decrease of 2.0%. This is higher than the national figures for local government which is 67.6%.

Age Profile (%)	April 2015%	April 2016%	April 2017%	April 2018%	April 2019%	2009 Survey%
19 and under	0.9	0.6	0.3	0.6	0.89	1.4
20 to 24	2.7	3.4	2.9	2.9	3.27	4.4
25 to 29	6.7	5.7	5.6	6.1	6.25	6.8
30 to 34	9.5	9.7	6.8	8.4	8.33	7.7
35 to 39	11.8	13.8	13.9	10.1	11.32	12.1
40 to 44	12.1	11.5	13.0	12.5	11.91	16.6
45 to 49	15.6	17.2	18.3	16.8	17.56	16.9
50 to 54	15.2	14.9	13.3	15.9	13.69	14.1
55 to 59	16.5	14.3	15.9	15.4	13.39	11.7
60 to 64	5.8	6.0	6.8	8.1	10.71	6.5
65 plus	3.2	2.9	3.2	3.2	2.68	1.8

The average age of our workforce is 46.1 years; this is the same as last year's figures and the highest level in the last 16 years. The previous highest was 45.9 years which occurred in 2017 and 2014.

40.5% of our workforce is 50 or over, this is a decrease of 2.1% since last April (42.6%). This includes 21.4% of senior managers or specialist roles with an average of 14.6 years local government experience each.

Age Profile (%)	Full Time	Part Time	FT %	PT%	Total Heads	% of all Staff
19 and under	3	0	100.0	0.0	3	0.89
20 to 24	10	1	90.9	9.1	11	3.27
25 to 29	19	2	90.5	9.5	21	6.25
30 to 34	24	4	85.7	14.3	28	8.33
35 to 39	31	7	81.6	18.4	38	11.32
40 to 44	26	14	65	35	40	11.91
45 to 49	43	16	72.9	27.1	59	17.56
50 to 54	35	11	76.1	23.9	46	13.69
55 to 59	36	9	80	20	45	13.39
60 to 64	29	7	80.5	19.5	36	10.71
65 plus	1	8	11.1	88.9	9	2.68
					336	100.0

## 6. Turnover

Our turnover rate for this period is 12.8% this is a 1.5% increase since last period (2017/18) when the figure was 11.3%.

The national average for turnover for local government is 13.6% (Source: Office for National Statistics).

Turnover (Heads)	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19
Contract Completed	11	7	8	28	18	6	7
Dismissal	1	1	1	0	2	0	0
Other Reason	21	1	7	2	2	4	2
Redundancy	22	9	12	8	3	1	8
Resignation	19	15	18	22	20	27	24
Retirement	11	7	3	8	3	1	1
Early Retirement	0	0	0	0	0	0	1
ill Health Retirement	2	0	0	1	2	0	0

The turnover rate with respect to gender was 42% male and 58% female. The gender split was 5.3% male and 7.5% female giving the 12.8% turnover figure.

The trend had been for a higher percentage of males than females on the gender split, however over the last 3 years this has changed with the females having an equal or higher percentage.

Changes to working hours, 7% of the staff have changed their working hours over the period.

	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19
Percentage Turnover by Year	24.5	11.4	14.4	19.7	14.7	11.3	12.8

## 7. Equalities Profile

Our gender split is 58.9% female and 41.1% male, this is a change of 0.8% (increase in males and decrease in females) over the period. The latest nationally reported statistics for local government (source: Office for National Statistics) are 53% for females and 47% for males.

	Apr-14	Apr-15	Apr-16	Apr-17	Apr-18	Apr-19
Top 5% of Earners that are Female %	39.1	38.1	36.8	41.2	42.8	38.9

The percentage of females in the top 5% of earners has decreased this year for the first time since April 16, down to 38.9% a drop of 3.9% since last year. The change is not due to a reduction in the number of females in the top 5%, but due to overall staff number and pay structure changes causing the threshold for the group to change slightly.

Employees from an Ethnic Minority	Apr-14	Apr-15	Apr-16	Apr-17	Apr-18	Apr-19
Workforce %	7.1	7.0	8.0	6.7	6.0	6.8
Top 5% of Earners %	0	0	5.5	5.8	4.7	5.0

The number of ethnic minority staff in the top 5% of earners increased to 5.0% from 4.7% last period, however there are no additional staff in this group the increase is down to changes in overall staff numbers.

The overall percentage for the council has increased to 6.8%. We have 35% of staff that have declined to specify their ethnic origin this period; this is an increase of 5% from last period (30%), which was an increase of 5% on the previous year (25%).

The latest ethnic figure for Local Government nationally is 8.4% (source: National Statistics) we are currently at 6.8%. The Hastings minority ethnic community is currently 6.3% (source: National Statistics) of the local population, for comparison the figure for the south east is 9.6%.

Employees with a Disability	Apr-14	Apr-15	Apr-16	Apr-17	Apr-18	Apr-19
Workforce %	7.9	7.3	5.7	5.1	4.6	5.3
Top 5% of Earners %	14.2	14.2	5.5	5.8	4.7	5.5

Disabled staff in the top 5% has increased due to changing overall staff numbers, it's currently at 5.5% from 4.7%, an increase of 0.8% since last April.

The percentage of the workforce with a disability has increased to 5.3%, a rise of 0.7% over the period.

The figure for local government workforce nationally is 4.4%. This puts us 0.9% above the national average (source: National Statistics). We have 39% of staff that have declined to specify their disability status, this is a 2% worse than last year (37%).

<b>Marital Status</b>	<b>Heads</b>	<b>%</b>
Civil Partnership	4	1.2
Cohabiting	53	15.7
Divorced	16	4.8
Married	155	46.1
Not Specified	44	13.1
Separated	6	1.8
Single	52	15.5
Widowed	6	1.8
	<b>336</b>	<b>100</b>

The Marital Status breakdown of the workforce is shown above. We have 13.1% of the workforce that declined to specify any marital status. This is a decrease of 3.7% on last year.

<b>Sexual Orientation</b>	<b>Heads</b>	<b>%</b>
Bisexual	1	0.3
Declined to Specify	174	51.8
Gay	6	1.8
Heterosexual	153	45.5
Lesbian	2	0.6
	<b>336</b>	<b>100.0</b>

The Sexual Orientation breakdown of the workforce is shown above. We have 51.8% of the workforce that declined to specify any Sexual Orientation; this is a 2.1% decrease (better) than last April's 53.9%.

<b>Religion or Belief</b>	<b>Heads</b>	<b>%</b>
Agnostic	2	0.6
Atheist	5	1.5
Buddhist	1	0.3
Christian	77	22.9
Christian - Orthodox	1	0.3
Christian - Protestant	7	2.1
Christian - Roman Catholic	12	3.5
Hindu	1	0.3
Islam	0	0.0
None	83	24.7
Not Specified	142	42.3
Other	5	1.5
	<b>336</b>	<b>100.0</b>

The Religion or Belief breakdown is above, 22.9% of our workforce is Christian. A large portion 42.3% has declined to specify any religion or belief, and a further 24.7% indicated no religion or belief, a total of 67% of the total workforce with no religion or belief or not wishing to specify.



## 8. Sickness/Absence Profile

The tables below show the sickness absence breakdown since 2006/7.

This year's total day's lost per person 8.98, is the second highest since 2008/09 when it was 9.67, and up on last year's 8.1 days lost.

There has been an increase in long term sickness this year, up 170 from last year at 1070. Short term sickness has fallen by 246.13 days to 1341.49. The year total is the second highest in the last 11 years. There was no specific reason for the increase or decrease that was evident from the statistics.

The average number of staff reporting sick each month was 36 which was 10.7% of the workforce. This is slightly higher than last year which was 10.4%.

The two highest months for number of staff reporting sick were May and June with 44 and 47 staff reporting sick respectively.

Month	Q1-18/19	Q2-18/19	Q3-18/19	Q4-18/19	Total
Days Lost/Person	2.88	2.4	1.73	1.97	<b>8.98</b>
Combined Days Lost/Person	2.88	5.28	7.01	8.98	<b>8.98</b>
Long Term Days Lost	239	449	168	214	<b>1070</b>
Short Term Days Lost	284.85	315	342.64	399	<b>1341.49</b>
<b>Totals</b>	<b>523.85</b>	<b>764</b>	<b>510.64</b>	<b>613</b>	<b>2411.49</b>

Month	Q1-17/18	Q2-17/18	Q3-17/18	Q4-17/18	Total
Days Lost/Person	1.38	2.24	1.71	2.77	<b>8.1</b>
Combined Days Lost/Person	1.38	3.62	5.33	8.1	<b>8.1</b>
Long Term Days Lost	109	321	171	299	<b>900</b>
Short Term Days Lost	320.05	368.35	350.54	548.68	<b>1587.62</b>
<b>Totals</b>	<b>429.05</b>	<b>689.35</b>	<b>521.54</b>	<b>847.68</b>	<b>2487.62</b>

Month	Q1-16/17	Q2- 16/17	Q3-16/17	Q4-16/17	Total
Days Lost/Person	1.65	1.79	1.96	2.15	<b>7.55</b>
Combined Days Lost/Person	1.65	3.44	5.4	7.55	<b>7.55</b>
Long Term Days Lost	191	222	173	234	<b>820</b>
Short Term Days Lost	333.8	365.16	428.69	431.68	<b>1559.33</b>
<b>Totals</b>	<b>524.8</b>	<b>587.16</b>	<b>601.69</b>	<b>665.68</b>	<b>2379.33</b>

Month	Q1-15/16	Q2- 15/16	Q3-15/16	Q4-15/16	Total
Days Lost/Person	1.98	2.08	1.36	2.32	<b>7.74</b>
Combined Days Lost/Person	1.98	4.06	5.42	7.74	<b>7.74</b>
Long Term Days Lost	278	265	132	213	<b>888</b>
Short Term Days Lost	359.71	409.85	294.36	518.15	<b>1582.07</b>
<b>Totals</b>	<b>637.71</b>	<b>674.85</b>	<b>426.36</b>	<b>731.15</b>	<b>2470.07</b>

<b>Month</b>	<b>Q1-14/15</b>	<b>Q2-14/15</b>	<b>Q3-14/15</b>	<b>Q4-14/15</b>	<b>Total</b>
Days Lost/Person	1.54	1.72	1.58	1.56	<b>6.41</b>
Combined Days Lost/Person	1.54	3.27	4.85	6.41	<b>6.41</b>
Long Term Days Lost	215.5	222	175	148	<b>760.5</b>
Short Term Days Lost	295.11	341.08	322.91	347.01	<b>1306.11</b>
<b>Totals</b>	<b>510.61</b>	<b>563.08</b>	<b>497.91</b>	<b>495.01</b>	<b>2066.61</b>

<b>Month</b>	<b>Q1-13/14</b>	<b>Q2-13/14</b>	<b>Q3-13/14</b>	<b>Q4-13/14</b>	<b>Total</b>
Days Lost/Person (BVPI)	1.46	1.77	2.08	1.7	<b>7.01</b>
Combined Days Lost/Person	1.46	3.23	5.31	7.01	<b>7.01</b>
Long Term Days Lost	108	237	153	125	<b>623</b>
Short Term Days Lost	370.83	342.86	511.67	417	<b>1642.36</b>
<b>Totals</b>	<b>478.83</b>	<b>579.86</b>	<b>664.67</b>	<b>542</b>	<b>2265.36</b>

<b>Month</b>	<b>Q1-12/13</b>	<b>Q2-12/13</b>	<b>Q3-12/13</b>	<b>Q4-12/13</b>	<b>Total</b>
Days Lost/Person (BVPI)	1.57	1.13	1.65	1.65	<b>6.0</b>
Combined Days Lost/Person	1.57	2.7	4.35	6.0	<b>6.0</b>
Long Term Days Lost	171	66	207	84	<b>528</b>
Short Term Days Lost	438.05	374.84	410.76	515.16	<b>1738.81</b>
<b>Totals</b>	<b>609.05</b>	<b>440.84</b>	<b>617.76</b>	<b>599.16</b>	<b>2266.81</b>

<b>Month</b>	<b>Q1-11/12</b>	<b>Q2-11/12</b>	<b>Q3-11/12</b>	<b>Q4-11/12</b>	<b>Total</b>
Days Lost/Person	1.15	1.16	1.6	2.25	<b>6.16</b>
Combined Days Lost/Person	1.15	2.31	3.91	6.16	<b>6.16</b>
Long Term Days Lost	152	172	217	129	<b>670</b>
Short Term Days Lost	332.33	303.95	405.8	744.16	<b>1786.24</b>
<b>Totals</b>	<b>484.33</b>	<b>475.95</b>	<b>622.8</b>	<b>873.16</b>	<b>2456.24</b>

<b>Month</b>	<b>06/7</b>	<b>07/8</b>	<b>08/9</b>	<b>09/10</b>	<b>10/11</b>
Days Lost/Person	<b>11.79</b>	<b>9.61</b>	<b>9.67</b>	<b>8.06</b>	<b>8.43</b>
Long Term Days Lost	<b>2171</b>	<b>1393</b>	<b>1533</b>	<b>1086</b>	<b>1416</b>
Short Term Days Lost	<b>3738.59</b>	<b>3645.91</b>	<b>3195.21</b>	<b>2680.38</b>	<b>2419.3</b>
<b>Totals</b>	<b>5909.59</b>	<b>5038.91</b>	<b>4728.21</b>	<b>3766.38</b>	<b>3835.3</b>