

Crawley Borough Council Workforce Monitoring Report – 2021/22



Foreword

This report and accompanying tables provide data on diversity declaration rates and the workforce profile of Crawley Borough Council in the 2021/22 financial year.

This document outlines the key data that the Council is able to provide about its workforce, although the data is dependent on employees disclosing their personal information so there may be gaps in the data where employees and job applicants have chosen not to do so.

*All figures have been rounded to the nearest whole figure for reporting purposes.

The data within this report is based on our workforce of 592 employees as at the 31st of March 2022.

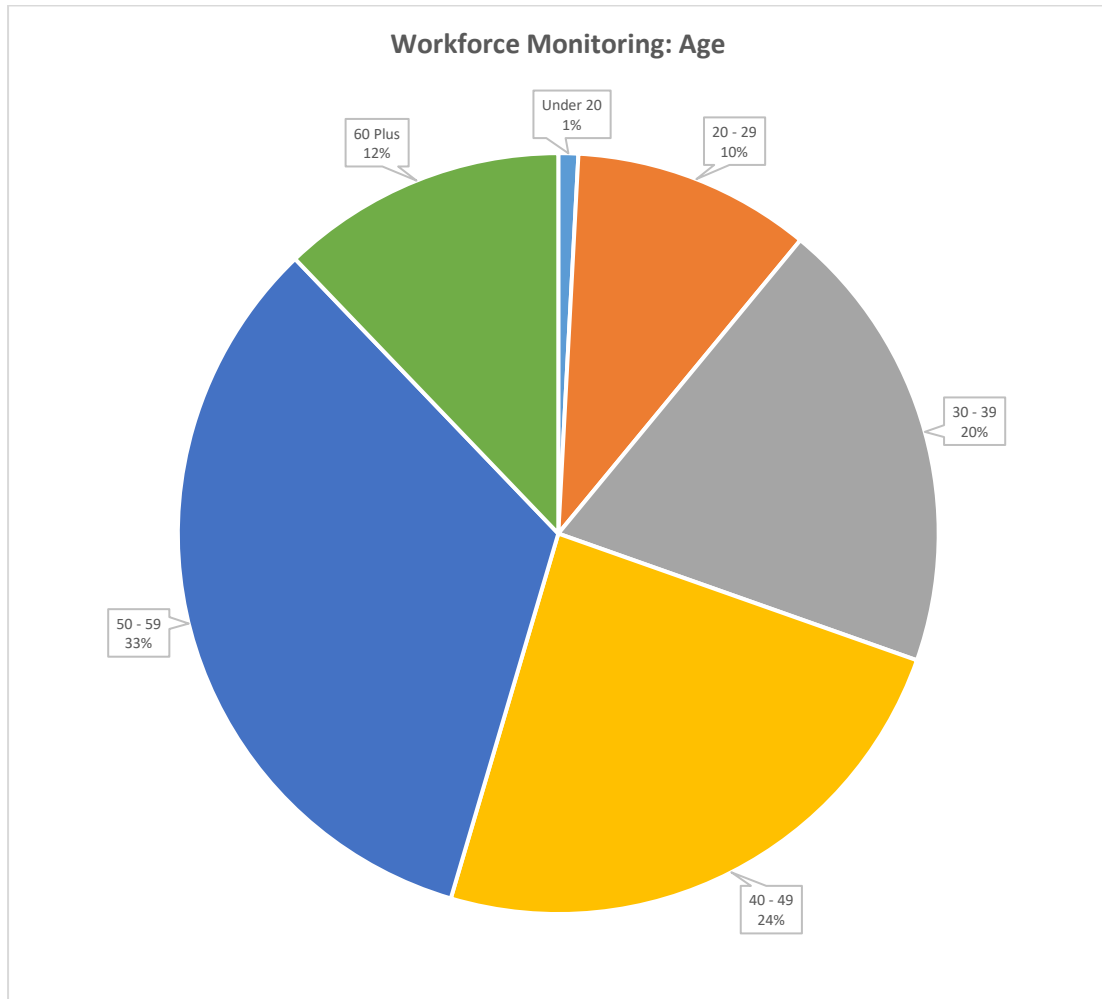
** For those figures that are displayed as a 0 within a chart or graph, this is due to our figures being rounded to the nearest whole number for reporting purposes. Therefore, the exact figure will be less than 0.5.*

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The workforce monitoring information outlined on subsequent pages covers the following areas:

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1. Age



Most employees fall into the 50-59 age bracket, accounting for 33% of our workforce.

The percentage of Under 20's employed by the council is 1%.

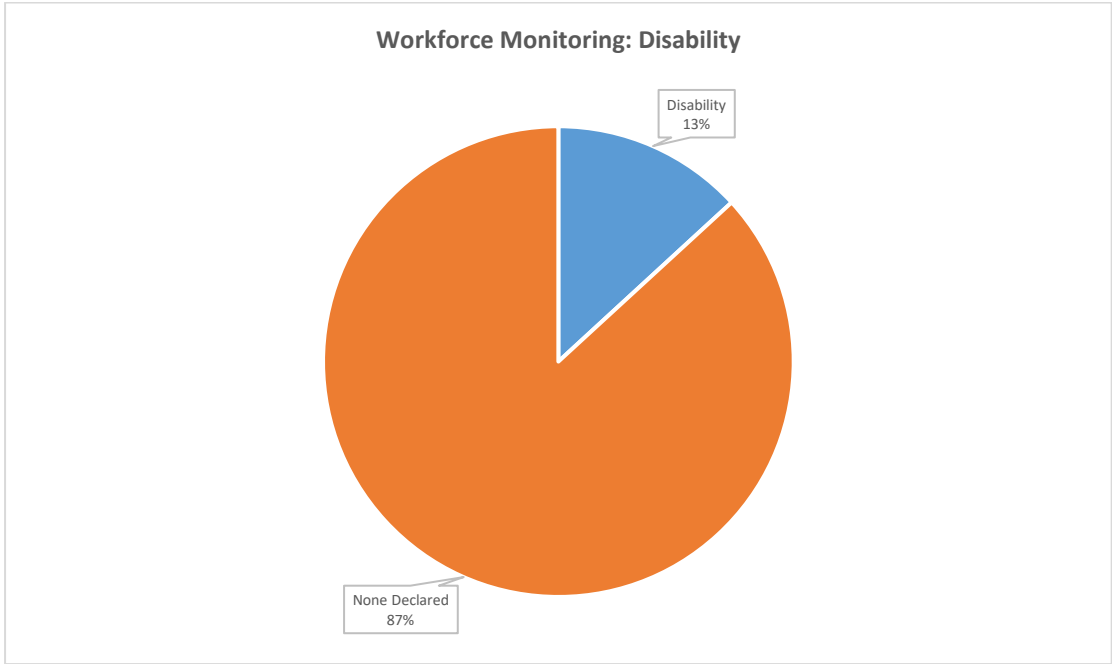
12% of our workforce is 60 plus, which has decreased by 1% since the pandemic began, this is likely because as we have seen several employees at retirement age decide to retire.

Age	Number of Employees	% of Employees
Under 20	5	1%
20 - 29	60	10%
30 - 39	115	19%
40 - 49	143	24%
50 - 59	197	33%
60 Plus	72	12%
Grand Total	592	100%

2. Disability

As a disability confident employer, we are committed to the recruitment, retention, and career development of all employees with a declared disability.

Currently 13% of our workforce have a declared disability.



Disability	Number of Employees	% of Employees
Disability	78	13%
None Declared	514	87%
Grand Total	592	100%

3. Gender

The gender split remains relatively balanced here at Crawley, with our workforce made up of 292 males (49%) and 300 females (51%).

Gender	Number of Employees	% of Employees
Male	292	49%
Female	300	51%
Grand Total	592	100%

4. Race

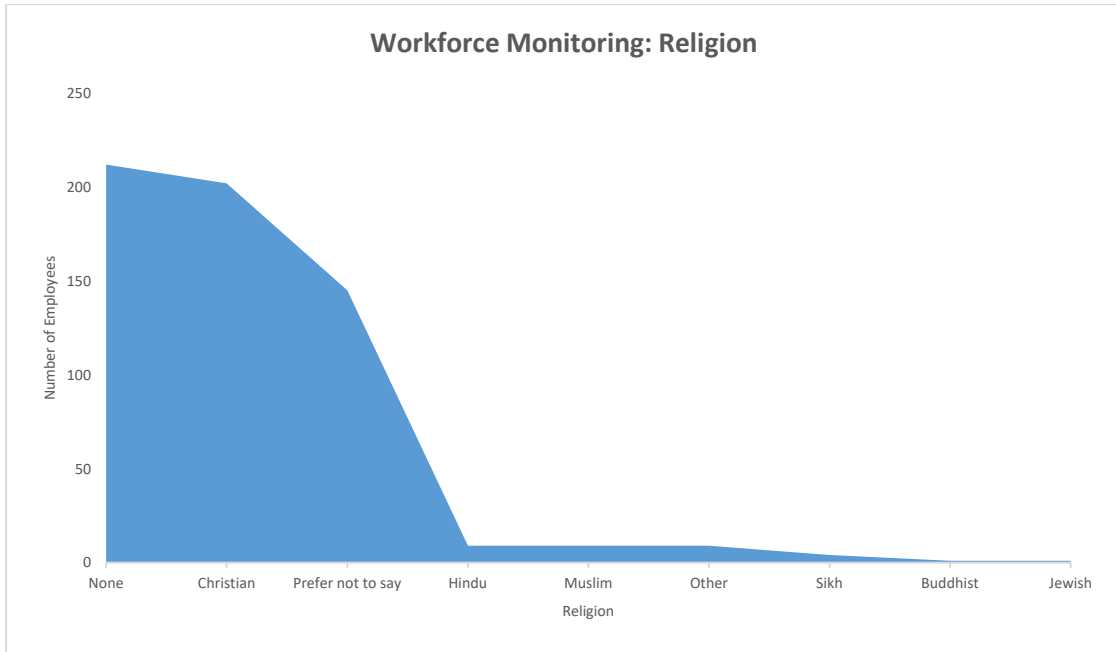
Ethnicity	Number of Employees	% of Employees
WHITE-BRITISH	454	77%
REFUSED TO SPECIFY	44	7%
WHITE-OTHER	22	4%
ASIAN-INDIAN	12	2%
ASIAN-OTHER	10	2%
NOT REQUIRED	12	2%
WHITE-IRISH	5	1%
MIXED-WHITE & ASIAN	3	1%
MIXED-WHITE/BLACK CARIB.	3	1%
MIXED-OTHER	5	1%
BLACK-OTHER	7	1%
ASIAN-PAKISTANI	7	1%
MIXED-WHITE/BLK AFRICAN	1	0%
CHINESE-OTHER	1	0%
CHINESE	1	0%
BLACK-BLACK CARIBBEAN	2	0%
BLACK-BLACK AFRICAN	2	0%
ASIAN-BANGLADESHI	1	0%
Grand Total	592	100.0%

The data that we hold on declared ethnicity does not reflect or represent the diverse community of Crawley. 44 individuals have not declared their race at recruitment stage.

5. Religious Beliefs

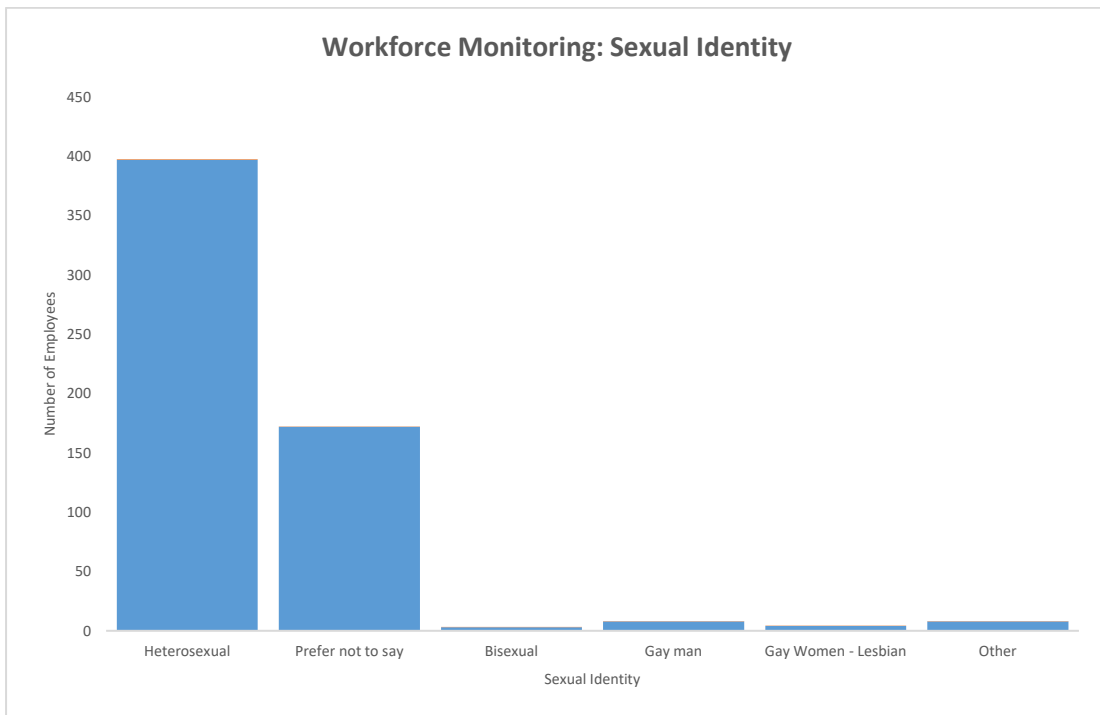
Religion	Number of Employees	% of Employees
None	212	36%
Christian	202	34%
Prefer not to say	145	24%
Hindu	9	2%
Muslim	9	2%
Other	9	2%
Sikh	4	1%
Buddhist	1	0%
Jewish	1	0%
Grand Total	592	100%

* For those figures that are displayed as a 0, this is due to our figures being rounded to the nearest whole number for reporting purposes. Therefore, the exact figure will be less than 0.5.



36% of our employees have declared that they have no religious belief at all, closely followed by 34% of our workforce who are Christian, then 24% of our workforce would 'Prefer not to Say'. A further 7% of the workforce have a religious beliefs including Muslim, Hindu and Sikh.

6. Sexual Identity



Sexual Identity	Number of Employees	% of Employees
Heterosexual	397	67%
Prefer not to say	172	29%
Bisexual	3	1%
Gay man	8	1%
Gay Women - Lesbian	4	1%
Other	8	1%
Grand Total	592	100%

The majority (67%) of our employees have declared that they are heterosexual, with 29% of the workforce 'preferring not to say' what their sexual identity is. The remaining 4% of our workforce are either bisexual, gay or other.

7. Working Patterns

Working Hours	Number of Employees	% of Employees
Part Time	113	19%
Full Time	479	81%
Grand Total	592	100%

**Data captured recognises contractual status of either a full time or part time employee. There are employees working 9-day fortnights, condensed hours and various rota patterns, these are not recorded centrally as working patterns are managed locally within the department.*

8. New Starters

100 employees were recruited in the 2021-22 financial year, this is an increase of 40 employees from the 60 recruited in the 2020-21 financial year and 30 above the average figure of 70 since 2017-18.

Division	Number of Employees	% of Employees
COMMUNITY SERVICES	33	33%
CORPORATE FINANCE	10	10%
CORPORATE MANAGEMENT	1	1%
CRAWLEY HOMES	21	21%
DIGITAL & TRANSFORMATION	14	14%
ECONOMY & PLANNING	5	5%
LEGAL GOVERNANCE & HR	1	1%
MAJOR PROJECTS & COMM SE	5	5%
STRATEGIC HOUSING	10	10%
Grand Total	100	100%

9. Leavers

By Division

A total of 96 employees left the council in 2021-22, this is outlined by Division below:

Division	Number of Leavers	% of Leavers
COMMUNITY SERVICES	42	44%
CRAWLEY HOMES	15	16%
DIGITAL & TRANSFORMATION	11	11%
CORPORATE FINANCE	8	8%
STRATEGIC HOUSING	7	7%
MAJOR PROJECTS & COMM SE	5	5%
ECONOMY & PLANNING	4	4%
LEGAL GOVERNANCE & HR	4	4%
Grand Total	96	100%

Reason for Leaving

Reason for Leaving	Number of Leavers	% of Leavers
PERSONAL	42	44%
RETIREMENT	16	17%
LOCAL GOVERNMENT	10	10%
PRIVATE SECTOR	11	11%
DISMISSED	3	3%
END OF TEMP. CONTRACT	3	3%
REDUNDANCY	3	3%
FURTHER EDUCATION	2	2%
ILL HEALTH RETIREMENT	2	2%
NO REASON GIVEN	2	2%
MOVING OUT OF AREA	1	1%
NON-STARTER	1	1%
Grand Total	96	100%

3% of leavers were due to fixed term contracts coming to an end. The main reason for people leaving with 44% overall is 'Personal' which broadly speaking identifies that people are leaving due to their own personal circumstances, but for further insight we have broken this down further below.

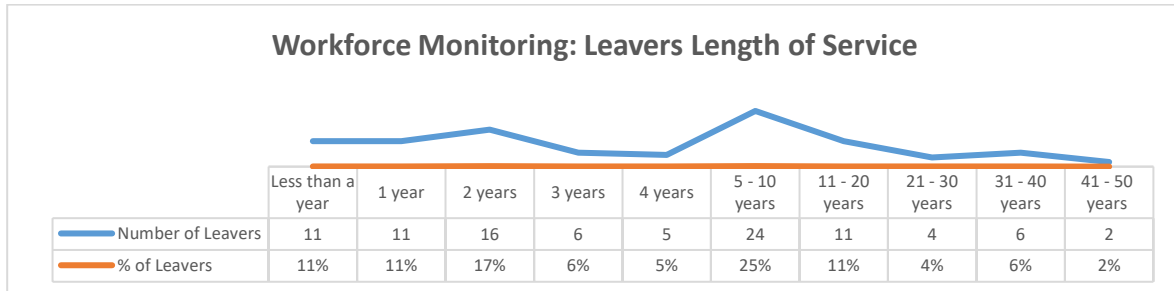
Personal Reasons

Of the 42 employees that left for 'PERSONAL' reasons, whilst not recorded centrally for reporting purposes, we have identified the following to be the more targeted areas within this category:

- Career break
- Career change
- Family circumstances
- Improved pay and conditions
- Health reasons
- No reason given

- Relocation
- Flexibility
- Resignation during formal process
- Role unsuitable
- Role did not meet expectations
- Lack of Job satisfaction
- To care for children or dependants
- Breakdown in working relationship

Length of Service



We are still seeing many leavers who leave within their first year of service.

We continue to monitor exit questionnaires and we also offer the option for an exit interview if the employee wishes to have one, this way we can continue to understand the reasons why our employees are leaving and manage these appropriately.

Looking at reason for leaving and length of service combined going forward could help us to identify and address any issues.

10. Recruitment

Looking at the equal opportunities data from job applications is a helpful way to understand the range of individuals, characteristics, and qualities we are attracting as an organisation.

Age

Age	Number of Applications	% of Applications
Under 20		25
		3%
20 - 25 years	147	18%
26 - 30 years	126	16%
31 - 35 years	121	15%
36 - 40 years	84	10%
41 - 45 years	87	11%
46 - 50 years	80	10%
51 - 55 years	70	9%
56 - 60 years	43	5%
60 Plus	21	3%
Grand Total	804	100%

Disability

Disability (Yes/No)	Number of Applications	% of Applications
No	761	95%
Yes	43	5%
Grand Total	804	100%

**As part of the recruitment process and to align with our obligations as a disability confident employer, all applicants have the option to flag their disability on their application form and if their application meets the essential criteria of the role then they will be shortlisted and invited for interview. The disability flag will not ask applicants to go into any detail or specify what their disability is.*

Gender

Gender	Number of Applications	% of Applications
Female	447	56%
Male	353	44%
Unspecified	4	0%
Grand Total	804	100%

Ethnicity

Ethnicity	Number of Applications	% of Applications
African	10	1%
All_other	18	2%
Asian other	15	2%
Asian_British	37	5%
Bangladeshi	5	1%
Black British	22	3%
Black_other	3	0%
Caribbean	2	0%
Chinese	3	0%
Indian	39	5%
Mixed _ Any other	9	1%
Pakistani	24	3%
Prefer_not_say	22	3%
White _ and_African	9	1%
White _ and_Asian	16	2%
White _ and_Caribbean	4	0%
White _ British	483	60%
White _ Irish	3	0%
White _ Other	80	10%
Grand Total	804	100%

Religion

Religion	Number of Applications	% of Applications
Buddhist	4	0%
Christian	261	32%
Hindu	43	5%
Jewish	1	0%
Muslim	63	8%
Sikh	3	0%
None	352	44%
Other	20	2%
Prefer not to say	57	7%
Grand Total	804	100.0%

Veterans Interview Programme (VIP)

We support the Veterans Interview Programme by guaranteeing an interview to any applicant who has served in the Armed Forces in the last 3 years and who meets the essential requirements of the post.

This year only 3 applications were received from veterans, sadly none of which were invited for interview as their applications did not meet the essential requirements of the roles.

11. Gender Pay Gap

Under the Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017 employers with 250 or more employees are now required to publish statutory gender pay gap calculations on an annual basis.

The data published is based upon the snapshot date of 30 March for the previous year i.e. the data for 2021 is published in 2022. This data can be accessed on the Crawley Borough Council website, and it is updated each year for the relevant financial year.

The data shows that we have no current issues to address when it comes to Gender Pay.

12. Moving Forward

The Council is fully committed to equality and diversity and performing strongly as an employer of choice in representing employees with all protected characteristics at all levels in the organisation.

To improve representation in our workforce for those who have a disability, the Council is a Disability Confident Employer.

The Council will continue to seek to encourage younger people to join the organisation by building on the existing apprenticeship schemes and continuing to work with local schools and colleges to offer work experience placements.

The Council will continue to review its policies to create wider opportunities for an agile workforce with its move to the new purpose-built town hall and our new hybrid working arrangements.