



Workforce report 2015-16

This report looks at the profile of employees and at human resources management activities over financial year 2015–16

Scope

1. It covers all departments of the council and directly employed substantive employees. It therefore excludes those under the management of schools.
2. All departmental details will relate to organisational structures as at year end 2015-16.
3. All workforce profile data will be at the end of the year 2015-16.
4. All data related to the outcomes of HR activity will cover the period April 2015 – March 2016, unless stated.
5. For completeness, information is given on the numbers of agency workers engaged. They are an important addition to our workforce resources but do not have a direct contractual relationship with the council and therefore details are limited.

Content

The report –

1. Begins with key data. This includes an overview of employees' profile and some comparative data from previous years.
2. Looks at the profile of the council's employees against each protected characteristic where information is available (gender, ethnic origin, age, disability).
3. Will be discussed with the constituent trade unions.

The report will be published on the council's intranet, (the Source), and the Southwark website; www.southwark.gov.uk

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[Appendix 1 Information on the community in Southwark & other London Boroughs](#)

Key data - Workforce 2015 - 16

The details below pull out some key information from the report that follows about the workforce. It aims to provide a quick reference and to give context by looking at details from previous years where comparisons can be made.

Year 2015-16			Context																										
Number of employees (headcount)			Number of employees																										
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Section 1: Workforce Numbers & Employee Profiles

1. The headcount of employees was 4538. This excludes casual workers and non staff resources such as agency workers. A workforce population of 4538 is a reduction of 6% of employee numbers in 2014-15. (*Key Data*). It is significantly higher than the average workforce in London boroughs which in 2014-15 was 2830 (*Appendix 1*).
2. Employees in the three service departments make up 81% of the council's workforce (Children's & Adults; Environment & Leisure; Housing & Modernisation). (*Reference data 1*)
3. The highest percentage of part time employees is in Children's & Adults' Services. Overall 14% of all employees work part time. (*Reference data 2*)

Reference data 1

Employee numbers by department

	Numbers (headcount)	% of total
Chief Executive's Department	212	5%
Children's & Adults Services	1335	29%
Environment & Leisure	1352	30%
Finance & Governance	625	14%
Housing & Modernisation	1014	22%
Total	4538	100%

Reference data 2

Distribution of full time & part time employees per department & Council wide

	Male		Female	
	Full-time	Part-time	Full-time	Part-time
Chief Executive's Department	48.6%	1.4%	42.5%	7.5%
Children's & Adults Services	22.6%	3.4%	55.8%	18.2%
Environment & Leisure	72.6%	3.7%	17.2%	6.5%
Finance & Governance	39.7%	1.4%	50.7%	8.2%
Housing & Modernisation	43.8%	1.8%	45.4%	9.1%
Total	45.8%	2.8%	40.6%	10.8%

Gender

4. The percentages of female and male employees are similar; 51% of employees are female; 49% are male. (*Reference data 3*). The gender split shows a small change (1%) from the previous year, (*Key Data*). The gender breakdown in council employment is similar to the female population in Southwark (50.5%) and is lower than the average across London boroughs (60.04%). (*Appendix 1*)
5. There are significant differences in the gender breakdown when looking at a departmental level. (*Reference data 3*)
6. There are higher percentages of male employees than female employees in the grades 1-5, in Building Services, and in the higher grade bands. Although the total numbers of employees grade 14 and above are relatively small (*Reference data 4*)

Reference data 3

Gender breakdown per department as percentages

	Female	Male
Chief Executive's Department	50%	50%
Children's & Adults Services	74%	26%
Environment & Leisure	24%	76%
Finance & Governance	59%	41%
Housing & Modernisation	54%	46%
Total	51%	49%

Reference data 4

Grade distribution, gender and disability

Grade band	Total	Female	Male	Disabled staff
Grades 1-5	1144	359	785	21
%	100%	31%	69%	2% ¹
Building Workers	82	2	80	2
%	100%	2%	98%	2% ¹
Grades 6 - 9 or equivalent	1775	1062	713	76
%	100%	60%	40%	4% ¹
Grades 10-12	880	469	411	27
%	100%	53%	47%	3% ¹
Social Work	335	262	73	14
%	100%	78%	22%	4% ¹
Grades 14-16	195	92	103	7
%	100%	47%	53%	4% ¹
Grades 17 & above	19	7	12	
%	100%	37%	63%	
Teacher conditions	14	11	3	
%	100%	79%	21%	
Solbury conditions	43	35	8	
%	100%	81%	19%	
Other²	51	35	16	1
%	100%	69%	31%	5% ¹
Total	4538	2334	2204	148

¹ Percentage in that grade band² TUPE conditions (various)

Disabilities

7. The percentage of people with disabilities, 3.3%, has reduced by 0.5% compared to the previous year (*Key Data*). There are some significant differences between departments. (*Reference data 5*)
8. Southwark records actual employee declarations of a disability. Since the introduction of the Disability Discrimination Act when the use of strict externally set criteria to determine “disability” ceased; self declaration is appropriate. It is known that some other boroughs determine the disability average by extrapolating from survey data or use sickness absence rates as a marker. This is not our preferred approach. The average across London boroughs is 5%, (*Appendix 1*).
9. The percentages of employees with disabilities are lowest in grades 1-5 and those on Building Worker grades. There are some grade bands where there are no staff with a declared disability. This applies to those grade bandings where numbers of staff are few. (*Reference data 4*)

Reference data 5

Staff with disabilities as percentage of departmental numbers

	Disabled
Chief Executive's Department	1.9%
Children's & Adults Services	3.7%
Environment & Leisure	1.9%
Finance & Governance	4.0%
Housing & Modernisation	4.2%
Total	3.3%

Ethnic Origin

10. There are a small number of employees who do not have an ethnic origin record, 30 employees (less than 1%), this compares with an average of 8.45% across London boroughs who do not have an ethnic origin (*Appendix 1*). Those with no ethnic origin data recorded are predominately people who joined the council under TUPE agreements. (*Key data*).
11. There is no significant change in the percentages of employees who classify themselves as “White” and from black and minority ethnic groups compared to the previous year. (*Key Data*).
12. When looking at broad ethnic groups the percentages of employees from White and from BME communities are very similar to the percentages in the Southwark community. Where 54% of the population classify themselves as White. (*Appendix 1*). Across London boroughs those employees who classify themselves as White average 63.4%, (*Appendix 1*).
13. The percentages of White employees compared to BME employees change significantly through the grades. Putting aside those in Building Worker grades; up to grade 9 there are higher percentages of BME staff than percentages of White staff. This changes at grades 10-12 and the percentages of BME employees are low in grades 14 and above. (*Reference data 7*)

Reference data 6

Broad ethnic origin of employees as percentage of departmental numbers

	Asian	Black	Mixed	Other	<i>BME employees</i>	White
Chief Executive's Department	7%	19%	3%	4%	33%	67%
Children's & Adults Services	6%	38%	4%	2%	50%	50%
Environment & Leisure	3%	31%	3%	3%	40%	60%
Finance & Governance	7%	34%	3%	3%	48%	52%
Housing & Modernisation	6%	44%	5%	3%	59%	41%
Total across the council	5%	36%	4%	3%	48%	52%

Reference data 7

Grade distribution, broad ethnic origin

Grade band	Asian	Black	Mixed	Other	BME employees	White	Not Stated	Total
Grades 1-5	49	472	44	39	611	533	1	1144
% ¹					53%	47%		
Building Workers		27		2	29	53		82
% ¹					35%	65%		
Grades 6 - 9 or equivalent	128	758	61	53	1000	750	25	1775
% ¹					57%	43%		
Grades 10-12 +SW's	52	330	53	36	471	742	2	1215
% ¹					39%	61%		
Grades 14-16	7	16	3	3	29	164	2	195
% ¹					15%	85%		
Grades 17 & above		1	1		2	17	0	19
% ¹					11%	89%		
Teacher conditions		1	1	2	4	10	0	14
% ¹					29%	71%		
Solbury conditions	3	2		1	6	37	0	43
% ¹					14%	86%		
Other ²	6	12	2	3	23	28	0	51
% ¹					45%	55%		
Total	245	1626	165	139	2175	2333	30	4538

¹ Excludes those where ethnic origin not supplied.

² TUPE conditions (various)

Age

14. The average age of employees is 45.1 years. (*Key Data*). This is similar to the average age across London boroughs which is 45.6 years, (*Appendix 1*).
15. Predominately employees are in the 40-54 years banding (45%). (*Reference data 7*)

Reference data 7

Employees per age band as percentage of total workforce numbers

	%
16 to 24	4%
25 to 39	30%
40 to 54	45%
55+	20%

Length of Service

16. Employees' length of service is on average 9 years. This suggests no retention issues. It must be noted however that the average service will be impacted by the large percentage of employees who have over 20 years service. (*Reference data 8*)

Reference data 8

Employees' length of service & service bandings - total workforce numbers

Average (mean) length of service	9 years
Length of service – bands	% of employees
Less than 1 year	7%
1 to <2 years	7%
2 to <3 years	7%
3 to <5 years	9%
5 to <10 years	24%
10 to <15 years	20%
15 to 20 years	8%
20+ years	17%
Total	100%

Section 2: Changes in the Workforce Starters

1. Based on the existing workforce there were 451 people who had started work with the council within the year. The table below shows the person's department at the end of the financial year not necessarily the department at commencement. (*Reference data 9*)
2. As noted in the previous section; those starting during this period have not resulted in any notable changes to the profile of the workforce in terms of gender, age, disability or ethnic origin (*Key data*).

Reference data 9

Number of starters & department

	Numbers starters (headcount)
Chief Executive's Department	25
Children's & Adults Services	189
Environment & Leisure	112
Finance & Governance	43
Housing & Modernisation	82
Total	451

Leavers

3. This section provides a detailed look at the reasons why people leave the organisation and their profile.
4. The dominant reasons for people leaving were on a voluntary basis, i.e. voluntary redundancy, resignation, career breaks, retirement age. Other reason attracted relatively small numbers of employees.
5. Further scrutiny of those who left on the basis of dismissal; discipline or capability, appears in the relevant sections later in this report.

Reference data 10

Leavers by reason, gender and disability

Reason for Leaving	Number	Female %	Male %	Total	Of those disabled %
Career Break	8	88%	13%	100%	0%
Deceased	8	63%	38%	100%	0%
Dismissal – Capability	5	20%	80%	100%	0%
Dismissal	15	13%	87%	100%	7%
Expiration of Contract	41	41%	59%	100%	5%
Redundancy	384	63%	37%	100%	9%
Resignation	272	57%	43%	100%	3%
Retirement Age	31	26%	74%	100%	10%
Retirement Early	2	0%	100%	100%	0%
Retirement Ill Health	8	63%	38%	100%	13%
Total	775	57%	43%	100%	6%

Reference data 11

Leavers by reason, BME employees, White employees

	No.	BME employees %	White employees %	Not stated %	Total
Career Break	8	63%	38%		100%
Deceased	8	75%	25%		100%
Dismissal – Capability	5	60%	40%		100%
Dismissal	15	67%	33%		100%
Expiration of Contract	41	49%	49%	2%	100%
Redundancy	384	56%	44%	1%	100%
Resignation	272	46%	53%	1%	100%
Retirement Age	31	29%	71%		100%
Retirement Early	2	0%	100%		100%
Retirement Ill Health	8	50%	50%		100%
Total	775	51%	48%		100%

Reference data12

Leavers by reason & age bands

	No.	16 - 24	25 - 39	40 - 54	55 +	Total
Career Break	8		50%	38%	13%	100%
Deceased	8		13%	50%	38%	100%
Dismissal – Capability	5		40%	40%	20%	100%
Dismissal	15	7%	33%	40%	20%	100%
Expiration of Contract	41	27%	32%	22%	20%	100%
Redundancy	384		19%	40%	42%	100%
Resignation	272	4%	51%	31%	14%	100%
Retirement Age	31				100%	100%
Retirement Early	2				100%	100%
Retirement Ill Health	8			25%	75%	100%
Total	775	4%	30%	32%	34%	100%

Section 3: Performance Management

This monitor looks at incremental awards in 1st April 2016. The information has been drawn from May's payroll.

1. In 2014 a high proportion of staff received an increment (74%). In 2013-14 Members had agreed a change in the grade ranges which opened up incremental awards to large numbers of employees.
2. The awards this year (50%) are lower to previous levels. It is also important to note that a final decision on incremental award has not yet been taken for a number of staff. (*Reference data 13*)

Reference data 13

Incremental awards – Council wide position

Incremental awards	Increment given	No increment given
2013% of employees	56%	44%
2014 % of employee	74%	26%
2015 % of employees	58%	42%
2016 % of employees ¹	50%	50%

¹ Data for incremental awards 2016 as at 20 May 2016.

Reference data 14

Incremental awards by gender

Outcomes & % of employees	Female	Male
Increment Given	47%	52%
No Increment Given	53%	48%
Total	100%	100%

Reference data 15

Incremental awards by disability

Outcomes & % of employees	Not Disabled	Disabled
Increment Given	50%	47%
No Increment Given	50%	53%
Total	100%	100%

Reference data 16

Incremental awards by broad ethnic origin

Outcomes & % of employees	Asian	Black	Mixed	Other	White	Not Stated
Increment Given	49%	51%	48%	39%	50%	42%
No Increment Given	51%	49%	52%	61%	50%	58%
Total	100%	100%	100%	100%	100%	100%

Reference data 17

Incremental awards by age band

Outcomes & % of employees	16 to 24	25 to 39	40 to 54	55 & over
Increment Given	51%	51%	50%	47%
No Increment Given	49%	49%	50%	53%
Total	100%	100%	100%	100%

Section 4 – Sickness

1. Average sickness per person, 6.63 days, showed a decrease of over 1 day per person (Reference data 18). This is lower than the average sickness across London boroughs, 7.5 days. (Appendix 1). Of note is the significant proportion of staff who had no sickness absence during the year (48%).
2. There are multiple recorded reasons for sickness which are grouped as shown (*Reference data 19*). The “internal disorders” grouping alone covers over a hundred conditions; but will include chronic health disorders such as angina, chest infections, stroke etc.

Reference data 18

Annual average days sickness per person over five years

Year	Average sickness absence (Excludes schools)
2010-11	7.74
2011-12	4.67
2012-13	7.49
2013-14	7.77
2015-16	6.63

Note 2316 (51%) staff had no sickness in the year 2015-16.

Reference data 19

Recorded reasons for sickness absence 2014-15

(1) Excludes where not stated

Reason	%
Internal Disorders	23.7%
Infectious Disease	18.1%
14.1 Muscular Skeletal	14.1%
Neurological	10.4%
Chest respiratory	7.7%
ENT dental & Skin	7.7%
Disability Related	5.2%
Pregnancy & Related	3.7%
Accident / Injury	2.7%
Stress depression	2.3%
Back problems	2.0%
Genito urinary	0.9%
Heart blood pressure	0.7%
Cancer	0.5%
Mental health	0.2%

Section 5 – Learning & Development

1. It is stressed that the data below shows training activities coordinated by Organisational Development. Managers and staff record all other training/ learning and development locally.
2. The data suggests that when looking at training days:-
 - The proportion of those attending is broadly in line with; the proportion of people from different ethnic groups in the workforce, (*reference data 20*), the proportion of people who are disabled in the workforce. (*Reference data 21*)
 - The proportion of women attending training occasions/ days is higher than the proportion of women (66%) in the workforce. (*Reference data 22*)

Reference data 20

Employees attending training coordinated by OD & their ethnic origin¹

	Numbers attending	% of those attending
BME	4008	49.2%
White	3876	47.6%
Not Stated	249	3.1%
Total	8133	100%

¹ Data relates to the number of training days and attendees on each of those training days, someone attending a 5 day training programme will be represented 5 times etc.

Reference data 21

Employees attending training coordinated by OD & whether they have a disability¹

	Numbers attending	% of those attending
Disabled	251	3.1%
Not Disabled	7882	96.9%
Total	8133	100%

Reference data 22

Employees attending training coordinated by OD & their gender¹

	Numbers attending	% of those attending
Female	5372	66%
Male	2690	33%
Not stated	71	1%
Total	8133	100%

Section 6 - Disciplinary Investigations & Outcomes

Note – two separate activities are described in this section; staff subject to disciplinary investigation and the outcomes of disciplinary hearings. The information below is not necessarily linked, i.e. some of the cases are captured in “investigations” would not have reached the stage of a completed disciplinary hearing.

1. The numbers subject to disciplinary investigation and disciplinary action are a very small percentage of all employees, 1% (*Reference data 23 & Key Data*). On 31 occasions disciplinary actions resulted in either a warning or dismissal. (*References data 25 & 26*). Those subject to such actions are 0.7% of all employees, (*key data*). Where there are such small numbers drawing conclusion based on more detailed levels, e.g. gender, ethnic profile or disability is questionably statistically valid.
2. It is difficult to draw conclusions from relatively low numbers when considered against the overall workforce. However these numbers should be subject to further analysis and monitoring to ascertain whether more detailed action is necessary.

Reference data 23

Investigations by gender & by disability

	Female	Male	Total	Of those - disabled
Disciplinary Action Pursued	14	33	47	4
In Progress	8	12	20	1
Total¹	22	45	67	5

¹ Note in addition 9 investigations resulted in a guidance interview; on 4 occasions there was no further action; on 4 occasions the employee left before the investigation concluded.

Reference data 24

Investigations by broad ethnic origin

	BME employees	White employees	Total
Disciplinary Action Pursued	27	20	47
In Progress	9	11	20
Total¹	36	31	67

¹ Note in addition 9 investigations resulted in a guidance interview; on 4 occasions there was no further action; on 4 occasions the employee left before the investigation concluded.

Reference data 25

Disciplinary action by gender & by disability

	Female	Male	Total	Of those - disabled
Dismissal	2	13	15	1
Final written warning	3	8	11	1
Written warning	2	3	5	
Total²	7	24	31	2

² Note in addition

- On 9 occasions the employee left during a disciplinary process
- 7 still in progress

Reference data 26

Disciplinary action by broad ethnic origin

	BME employees	White employees	Total
Dismissal	9	6	15
Final written warning	7	4	11
Written warning	1	4	5
Total²	17	14	31

² Note in addition

- On 9 occasions the employee left during a disciplinary process
- 7 still in progress

Section 7 - Capability Action & Outcomes

- The numbers subject to capability action are a small percentage of all employees (*References data 27 & 28*), 8 concluded cases represents 0.2% all employees, (key data). Where there are such small numbers drawing conclusion based on more detailed levels, e.g. gender, ethnic profile or disability is questionably valid.

Reference data 27

Capability action by gender & by disability

	Female	Male	Total	Of those - disabled
Dismissal	1	4	5	
Final written warning			0	
Written warning			0	
Other outcomes	1	2	3	1
No action			0	
Total	2	6	8	1

- 1 still in progress

Reference data 28

Capability action by broad ethnic origin

	BME employees	White employees	Total
Dismissal	3	2	5
Final written warning			0
Written warning			0
Other outcomes	1	2	3
No action			0
Total	4	4	8

- 1 still in progress

Section 8 - Staff Complaints

Note this data relates to individual employee complaints that require a formal process to resolve. Many complaints can be resolved informally or through mediation; all parties are encouraged to pursue such actions as a first step.

1. The numbers of staff that submit a formal complaint at stage 1 are very few. (*Reference data 29 & 30*); 18 employees represent 0.4% of the workforce. (*Key data*).
2. Stage 2 complaints are those where the employee is not satisfied with the outcome at stage one and identifies grounds for appeal.
3. Where there are such small numbers drawing conclusions at a more detailed level, e.g. gender, ethnic profile or disability is questionably valid.

Reference data 29

Stage 1 complaints by gender & by disability

	Female	Male	Total	Of those - disabled
Informal resolution	2		2	
Not upheld	7	3	10	1
Partially upheld		3	3	
Upheld	1	2	3	
Total¹	10	8	18	1

¹ In addition 3 stage 1 registered complaints were withdrawn.

Reference data 30

Stage 1 complaints by broad ethnic origin

	BME employees	White employees	Total
Informal resolution	2		2
Not upheld	4	6	10
Partially upheld	2	1	3
Upheld	1	2	3
Total¹	9	9	18

¹ In addition 3 stage 1 registered complaints were withdrawn.

Reference data 31

Stage 2 complaints by gender & by disability

	Female	Male	Total	Of those - disabled
Not upheld		1	1	0
Partially upheld				
Upheld				
Total	0	1	1	0

Reference data 32

Stage 2 complaints by broad ethnic origin

	BME employees	White employees	Total
Not upheld		1	1
Partially upheld			
Upheld			
Total	0	1	1

Section 9 - Respect at Work

Note; the procedure will cover complaints on all forms of harassment, bullying or victimisation on the basis of someone's profile.

1. The numbers of employees making a formal complaint are few; 10 employees represents than 0.2% of the workforce.
2. Where there are such small numbers drawing conclusions at a more detailed level, e.g. gender, ethnic profile or disability is questionably valid.

Reference data 33

Complaints by gender & by disability

	Female	Male	Total	Of those - disabled
Informal resolution	1	1	2	
Mediation		1	1	
Not upheld	2	2	4	
Upheld	1		1	1
Partially upheld	2		2	
Total¹	6	4	10	1

¹ In addition 4 complaints were withdrawn.

Reference data 34

Complaints by broad ethnic origin

	BME employees	White employees	Total
Informal resolution	2		2
Mediation		1	1
Not upheld	2	2	4
Upheld		1	1
Partially upheld	1	1	2
Total 1	5	5	10

¹ In addition 4 complaints were withdrawn.

Section 10 - Recruitment

- The following looks at recruitment projects over the year 2015-16. A recruitment project is an advertised job(s) with a defined closing date. More than one media (advertisements) may be used in each project. The following looks at 442 recruitment projects; of these

- There were 46, each with 50 or more applicants.
- There were 151, each with 5 or less applicants.

Some jobs have been the subject of more than one recruitment project. For example, Advanced Practitioner appears several times, each project is counted separately. Only those projects that attracted an applicant response are shown. Applicants who withdrew from the process are excluded completely from the details below.

- Overall there were 9,110 people who pursued an application. Whilst It is difficult to identify multiple applications, (to do so would require examination of individual records to verify what appear to be the same names), this occurs. 13 candidates submitted 10 or more, multiple applications totalling 211 applications. Frequency of occurrence is unlikely to notably skew the figures but a factor.
- Looking at gender and disability the success of people at different stages of the recruitment process are in line with the percentages of people who applied, i.e. female / male, not disabled / disabled, (*Reference data 35 & 36*).

Reference data 35

Gender

Female applicants, 5124; Male applicants, 3838; Not stated, 148

Status	Female	Male	Not stated	Total
Hired	60%	35%	4%	100%
Shortlisted	59%	38%	3%	100%
Applicants	56%	42%	2%	100%

* Hire here means an offer of appointment, not that the person has yet started work

Reference data 36

Disability

Disabled applicants, 530; not disabled applicants, 8432; Not stated, 148.

Status	Disabled	Not Disabled	Not stated	Total
Hired	5%	91%	4%	100%
Shortlisted	7%	90%	3%	100%
Applicants	6%	92%	2%	100%

* Hire here means an offer of appointment, not that the person has yet started work

- When looking at broad ethnic origin, (*Reference data 37,*) the significant outcomes to note are –

- The percentage of applicants from BME communities 64% (5803 people).
- The percentage of hires from BME communities 49%, (405 people).

Both percentages are higher than the proportion of people from BME communities living in Southwark (45.8%) or London (40.2%) – 2011 census.

Unlike gender and disability where the percentages of people from different profiles remain constant through the recruitment stages, BME applicants become less successful through the stages, albeit still the larger proportion, (*Reference data 37*).

Reference data 37

Broad Ethnic Origin

BME applicants, 5803; White applicants, 3159; Not stated, 148.

	BME	White	Not stated	Total
Hired	49%	50%	1%	100%
Shortlisted	55%	43%	1%	100%
Applicants	64%	35%	2%	100%

* Hire here means an offer of appointment, not that the person has yet started work

5. In part this can be explained by the recruitment projects with very large response rates; 50 or more applicants, (*Reference data 38*). These attracted very large numbers of applicants from the BME community. But also means that very large numbers of people from BME communities were “rejected” (2363 at shortlisting stage); skewing the percentages above (*Reference table 37*). For the recruitment projects with large response rates, (*Reference data 38*), whilst there is still difference between the success of applicants from BME communities & the success of white applicants through the different stages, this is less stark. It is also notable that there is very little difference here between the proportion shortlisted (60%) and hired (56%). Before interview stage, recruiters would have no reliable information which could reasonably determine an applicant’s ethnicity.

Reference table 38

Recruitment projects with over 50 applicants each

Numbers of projects	45
Numbers of applicants	4123

Outcomes

BME applicants 2784, White applicants 1336; Not stated 3

Status	BME	White	Not stated	Total
Hired	56%	44%		100%
Shortlisted	60%	40%		100%
Applicants	68%	32%	1%	100%

* Hire here means an offer of appointment, not that the person has yet started work

Section 11 – Agency Workers

1. Agency workers are not employees of the Council. But are an important resource in the delivery of the council's services. On the first working Monday of each month a snapshot is compiled of agency workers in use.
2. Monitors over the financial year 2015-16 show that numbers ranged from 327 to 416. (Reference data 39)

Reference data 39

Agency Workers – numbers via monthly snapshot 2014-15¹

	No. Headcount
April 15	357
May 15	381
June 15	375
July 15	366
August 15	365
September 15	384
October 15	413
November 15	414
December 15	378
January 16	327
February 16	394
March 16	416

¹ The numbers of agency workers in use as at the monitoring date, i.e. first working Monday of each month.

3. The average numbers in use over the year was 380 workers. This compares with 391 the previous year.

Information on the community in Southwark & other London Boroughs

Southwark's workforce is drawn from across London & the South-east of England approximately 27%¹ of our staff were Southwark residents. It is however interesting to look at how the profile of the workforce compares to the Southwark community and where possible across London.

⁽¹Borough residency is not an indicator on HR records and this figure has been compiled from home address/ post code information).

This Section provides some basic information about the Borough drawn from the 2011 census.

It also includes key data comparing the council's workforce with other London boroughs. Albeit this must be viewed with caution. Increasingly the services provided will differ between boroughs. This will, for example, impact on the gender profile where particular services remain male or female dominated. Service type and organisation size is also known to affect how organisations perform, for example sickness absence tends to be higher in large multi functional organisations.

Some key data is as follows.

Census data - Southwark borough

All data drawn from ONS census 2011 – key statistics

1. Population figures, gender & economically active comparisons

	Southwark borough information	England Country
2011 Population: All Usual Residents	288,283	53,012,456
2011 Population: Males	142618	26069148
	49.5%	49.2%
2011 Population: Females	145665	26943308
	50.5%	50.8%
Economically Active; Employee; Full-Time	42%	39%
Economically Active; Employee; Part-Time	9.9%	13.7%
Economically Active; Self-Employed	10.0%	9.8%
Economically Active; Unemployed	6.0%	4.4%
People aged 16 and over with 5 or more GCSEs grade A-C, or equivalent	10.2%	15.2%
People aged 16 and over with no formal qualifications	16.3%	22.5%

2. Occupations of all people in employment, March 2011

	Southwark	England
Managers, directors and senior officials	11%	11%
Professional occupations	26%	18%
Associate professional and technical occupations	17%	13%
Administrative and secretarial occupations	10%	12%
Skilled trades occupations	7%	11%
Caring, leisure and other service occupations	8%	9%
Sales and customer service occupations	7%	8%
Process, plant and machine operatives	3%	7%
Elementary occupations	12%	11%

3. Ethnic Origin

	Southwark – Borough (Numbers)	(%s)	London – Region (%s)	England – Country (%s)
All Usual Residents	288283			
White; English/Welsh/Scottish/Northern Irish/British	114534	39.7%	45%	79.8%
White; Irish	6222	2.2%	2%	1.0%
White; Gypsy or Irish Traveller	263	0.1%	0%	0.1%
White; Other White	35330	12.3%	13%	4.6%
White		54.2%	59.8%	85.4%
Mixed/Multiple Ethnic Groups; White and Black Caribbean	5677	2.0%	1%	0.8%
Mixed/Multiple Ethnic Groups; White and Black African	3687	1.3%	1%	0.3%
Mixed/Multiple Ethnic Groups; White and Asian	3003	1.0%	1%	0.6%
Mixed/Multiple Ethnic Groups; Other Mixed	5411	1.9%	1%	0.5%
Mixed		6.2%	5.0%	2.3%
Asian/Asian British; Indian	5819	2.0%	7%	2.6%
Asian/Asian British; Pakistani	1623	0.6%	3%	2.1%
Asian/Asian British; Bangladeshi	3912	1.4%	3%	0.8%
Asian/Asian British; Chinese	8074	2.8%	2%	0.7%
Asian/Asian British; Other Asian	7764	2.7%	5%	1.5%
Asian		9.4%	18.5%	7.8%
Black/African/Caribbean/Black British; African	47413	16.4%	7%	1.8%
Black/African/Caribbean/Black British; Caribbean	17974	6.2%	4%	1.1%
Black/African/Caribbean/Black British; Other Black	12124	4.2%	2%	0.5%
Black		26.9%	13.3%	3.5%
Other Ethnic Group; Arab	2440	0.8%	1%	0.4%
Other Ethnic Group; Any Other Ethnic Group	7013	2.4%	2%	0.6%
Other		3.3%	3%	1.0%
Totals		100.0%	100.0%	100.0%

Other Boroughs

The following information relates to year 2014/15. Data for 2015/16 is not available at present. The data that is shown is based on no fewer than submissions from 29 of the 32 London boroughs although not every borough will have submitted data for every area.

In considering this information –

- The London mean (average) data is shown.
- It must be re-emphasised that there are significant differences in the organisations presenting data, e.g. Newham has around 5000 directly employed staff (headcount), Richmond shy of 1500 directly employed staff (headcount).
- Organisations collect and define data in different ways, e.g. some councils extrapolate from survey information others such as Southwark rely on actual declarations.
- Only data which links to Southwark's statistics shown in the body of this report is shown.

1. Headcount of employees

- 2,830 staff

2. Average age

- 45.64 years. Across London boroughs those in 16-24 years age band are 3.47% of the workforce. (Note there are significant variations in data submitted by boroughs in response to this question, one borough's return being 0.5%, another 7.8% - which is out of step with all other responses)

3. Gender profile

- Male 39.96%
- Female 60.04%

4. Disabled staff

- 5% of the workforce

5. Broad Ethnic Origin

Not known – 8.45% of remainder

Broad Ethnic Origin	%
Asian (inc Chinese)	10.82%
Black	20.72%
Mixed	2.92%
White	63.4%
Other	2.14%

6. Length of Service

Range	%
Less than a year	7.95
1 - < 2 years	8.63
2 - < 3 years	6.92
3 - < 5 years	8.68
5 - < 10 years	24.1
10 - < 15 years	18.32
15 - < 20 years	7.84
20 years & above	14.32

Sickness Absences

- Average sickness days per person 7.5 days
-