

Mid Sussex District Council Workforce Monitoring Statistics 2021/22

This document provides staff data that the Council is obliged to publish under equality based legislation. Included are statutorily required statistics around ethnicity, disability, sex and age. The table below sets out the information contained in the document. Data is based on staff employed on 31st March 2022.

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| | Table 5- Sex- representation of male and female staff across bandings and gender pay gap |
| Section 2 Employee relations activity | Table 6- breakdown of staff involved in Disciplinary, Capability, Grievances and Bullying/Harassment cases. Staff who changed grades by ethnicity, disability and sex. |
| Section 3 Recruitment | Table 7- ethnicity of applicants, shortlisted and appointments. Table 8- disabled applicants, shortlisted and appointments Table 9- sex of applicants, shortlisted and appointments Armed forces connection - applicants, shortlisted and appointments. Table 10- age breakdown of new staff |
| Section 4 Leavers | Analysis of voluntary leavers by ethnicity, disability and sex. Table 11- age breakdown of leavers. Information on maternity and paternity leave. |
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SECTION ONE – STAFF CHARACTERISTICS

Table 1 : Classification of BME (Black and Minority Ethnic) Staff

The table below shows the numbers of different categories of staff in each salary grade.

| | |
|-----------------------------------|---|
| A - White | British, Irish, any other White Background |
| B – Mixed | White and Black Caribbean, White and Black African, White and Asian, Any other mixed background |
| C - Asian or Asian British | Indian, Pakistani, Bangladeshi, any other Asian background |
| D - Black or Black British | Caribbean, African, Any other black background |
| E - Chinese or other Ethnic Group | Chinese, or any other ethnic group |
| X - not known or stated | Not known or stated |

Numbers of staff in each ethnic category:

| Grade | A | B | C | D | E | X | Total for each band |
|--------------------------|----|---|---|---|---|----|---------------------|
| Mid Sussex Grades | | | | | | | |
| MS3 | 3 | 0 | 0 | 2 | 0 | 5 | 10 |
| MS4 | 22 | 2 | 2 | 1 | 0 | 38 | 65 |
| MS5 | 20 | 0 | 0 | 0 | 0 | 20 | 40 |
| MS6 | 21 | 1 | 1 | 1 | 0 | 22 | 46 |
| MSO | 19 | 2 | 1 | 0 | 0 | 23 | 45 |
| MPO1 | 13 | 0 | 0 | 1 | 0 | 17 | 31 |
| MPO2 | 16 | 1 | 0 | 0 | 1 | 17 | 35 |
| MPO3 | 10 | 0 | 1 | 0 | 0 | 13 | 24 |
| MPO6 | 3 | 0 | 0 | 0 | 0 | 1 | 4 |
| MPO8 | 2 | 0 | 0 | 0 | 0 | 0 | 2 |
| Chief Officer | 5 | 0 | 0 | 0 | 0 | 0 | 5 |

| | | | | | | | |
|--------------|------------|----------|----------|----------|----------|------------|------------|
| Total | 134 | 6 | 5 | 5 | 1 | 156 | 307 |
|--------------|------------|----------|----------|----------|----------|------------|------------|

5.5% of our staff do not come under category A of White British, Irish or other white background. Just counting those who stated their ethnicity, the proportion is 11.3%. The 2021 census data for the Mid Sussex population who are not category A is 14.4%. Census breakdowns for the ethnicity of the Mid Sussex population are: A 85.6%, B 2.5%, C 3.2%, D 0.9% and E 1.1%.

Table 2: Disability of Staff

| Grade | Number |
|-------|--------|
| MS4 | 3 |
| MS5 | 3 |
| MS6 | 4 |
| MSO | 5 |
| MPO1 | 1 |
| MPO2 | 2 |
| MPO3 | 5 |

Total disability **23**
Total no of staff **307**
Total as % **7.49%**

The definition of disability is derived from the Equality Act. This defines a disabled person as someone who has a physical or mental impairment that has a substantial and long-term adverse effect on his or her ability to carry out normal day-to-day activities.

Table 3 breakdown of numbers by types of disability

| Type of disability | Number |
|---|-----------|
| Cognitive/learning difficulties | 2 |
| Mental Health | 2 |
| Physical (including co-ordination/mobility) | 7 |
| Sensory (visual/hearing impairment) | 2 |
| Other | 3 |
| Not stated | 7 |
| Total | 23 |

The Council is a 'Disability Confident Committed' employer, recognising our commitment to the employment, retention, training and career development of disabled employees.

Table 4: Representation of age groups across grades

| Grade | Age Group | | | | | |
|--------------------------|-----------|-------|-------|-------|-------|------|
| | <21 | 21-29 | 30-39 | 40-49 | 50-59 | ≥ 60 |
| Mid Sussex Grades | | | | | | |
| MS3 | 1 | 1 | 2 | 3 | 1 | 2 |
| MS4 | 0 | 11 | 9 | 14 | 20 | 11 |
| MS5 | 0 | 4 | 9 | 12 | 12 | 3 |
| MS6 | 0 | 5 | 8 | 13 | 18 | 2 |
| MSO | 0 | 3 | 10 | 13 | 15 | 4 |
| MPO1 | 0 | 0 | 11 | 4 | 12 | 4 |
| MPO2 | 0 | 0 | 5 | 13 | 13 | 4 |
| MPO3 | 0 | 0 | 4 | 8 | 9 | 3 |
| MPO6 | 0 | 0 | 0 | 1 | 2 | 1 |
| MPO8 | 0 | 0 | 0 | 1 | 1 | 0 |
| Chief Officer | 0 | 0 | 0 | 0 | 4 | 1 |

Total **1 (0.3%)** **24 (7.8%)** **58 (18.9%)** **82 (26.7%)** **107 (34.9%)** **35 (11.4%)**

Mid Sussex working age population (from Census 2011 data)

8.5% **14.8%** **20.0%** **25.3%** **20.8%** **10.6%**

The age profile of our workforce shows a particular lack of under 21 year olds compared to the age profile of the Mid Sussex working age population. 73% of staff are over 40 compared to 56.7% in the Mid Sussex working age population. The abolition of the default retirement age has enabled staff to continue working beyond age 65 without restriction. There are 9 staff working at the Council beyond the age of 65.

Table 5: Split by sex across Grades

Gender split across grades:

| Grade | Male | | Female | | All |
|--------------------------|------------|--------------|------------|--------------|------------|
| | Number | % | Number | % | Total |
| Mid Sussex Grades | | | | | |
| MS3 | 3 | 2.5% | 7 | 3.8% | 10 |
| MS4 | 17 | 13.9% | 48 | 25.9% | 65 |
| MS5 | 10 | 8.2% | 30 | 16.2% | 40 |
| MS6 | 15 | 12.3% | 31 | 16.8% | 46 |
| MSO | 19 | 15.6% | 26 | 14.1% | 45 |
| MPO1 | 13 | 10.6% | 18 | 9.7% | 31 |
| MPO2 | 24 | 19.7% | 11 | 5.9% | 35 |
| MPO3 | 13 | 10.6% | 11 | 5.9% | 24 |
| MPO6 | 4 | 3.3% | 0 | 0% | 4 |
| MPO8 | 1 | 0.8% | 1 | 0.6% | 2 |
| Chief Officer | 3 | 2.5% | 2 | 1.1% | 5 |
| Total | 122 | 39.7% | 185 | 60.3% | 307 |

Figures from the 2021 Census for the Mid Sussex population show that the split is 48.5% male and 51.5% female. The split for the Council's workforce is 39.7% male and 60.3% female. 40% of Chief Officers are female. Overall 226 (74%) of staff are full-time and 81 (26%) part-time. 81% of part-time staff are female and they make up 53% of the full-time staff.

The Council's gender pay gap in 2021/22 was 15.0% calculated by comparing the mean average male and female employee pay. This compares to 11.9% in 2020/21. The Council's median average gender pay gap for 2021/22 was 15.7%, compared to 10.8% in the previous year. This compares to the ONS 2022 national median average pay gap of 14.9% for all employees and 12.1% for Local Government administrative staff. The Council's Quartile gender pay distributions are shown below:

| | | |
|-----------------------|-----------|-------------|
| Upper Quartile- | Men 61.8% | Women 38.2% |
| Upper Middle Quartile | Men 42.9% | Women 57.1% |
| Lower Middle Quartile | Men 27.3% | Women 72.7% |
| Lower Quartile | Men 27.3% | Women 72.7% |

Legislation also requires information to be published in respect of bonus pay gender gaps, which is not relevant to Mid Sussex District Council as the Council does not provide bonus pay as specified in the Act.

Link to ONS pay gap information for 2022:

[Gender pay gap in the UK - Office for National Statistics \(ons.gov.uk\)](https://www.ons.gov.uk/gender-pay-gap)

SECTION TWO- EMPLOYEE RELATIONS ACTIVITY

Table 6 Breakdown of staff involved in Disciplinary, Grievance, Capability, Bullying/Harassment cases

| | |
|-----------------------------------|---|
| A - White | British, Irish, any other White Background |
| B – Mixed | White and Black Caribbean, White and Black African, White and Asian, Any other mixed background |
| C - Asian or Asian British | Indian, Pakistani, Bangladeshi, any other Asian background |
| D - Black or Black British | Caribbean, African, Any other black background |
| E - Chinese or other Ethnic Group | Chinese, or any other ethnic group |
| X – Not known or stated | Prefer not to say or not known or stated |

| | Disciplinary | Grievance | Capability | Bullying / Harassment |
|--------------|--------------|-----------|------------|-----------------------|
| Ethnicity: A | 2 | 1 | 0 | 0 |
| B | 0 | 0 | 0 | 0 |
| C | 0 | 0 | 0 | 0 |
| D | 0 | 0 | 0 | 0 |
| E | 0 | 0 | 0 | 0 |
| X | 1 | 0 | 1 | 0 |
| Disability | 0 | 0 | 0 | 0 |
| Male | 2 | 0 | 1 | 0 |
| Female | 1 | 1 | 0 | 0 |

Change of Grade

Between April 2021 and March 2022, 10 staff were affected by a change of grade. Analysis is as follows:

4 Male, 6 Female
 1 staff from BME background
 0 employees declared a disability

SECTION THREE - RECRUITMENT

Table 7 Ethnicity of Applicants, Shortlisted and Appointments:

| | |
|-----------------------------------|---|
| A - White | British, Irish, any other White Background |
| B – Mixed | White and Black Caribbean, White and Black African, White and Asian, Any other mixed background |
| C - Asian or Asian British | Indian, Pakistani, Bangladeshi, any other Asian background |
| D - Black or Black British | Caribbean, African, Any other black background |
| E - Chinese or other Ethnic Group | Chinese, or any other ethnic group |
| X - not known or stated | Not known or stated |

| Ethnicity | Applicant | | Shortlisted | | New Appointees |
|-----------|-----------|-------|-------------|--------|----------------|
| | No. | % | No. | % | |
| A | 275 | 75.5% | 69 | 76.11% | 31 |
| B | 13 | 3.69% | 5 | 5.69% | 4 |
| C | 31 | 8.8% | 7 | 6.83% | 1 |
| D | 22 | 6.25% | 7 | 7.96% | 1 |
| E | 2 | 0.56% | 0 | 0% | 0 |
| X | 9 | 5.2% | 3 | 3.41% | 0 |

Total 352 100% 91 100% 37

Table 8 Disabled Applicants, Shortlisted and Appointments:

| Disability | Applicant | | Shortlisted | | New Appointees |
|------------|-----------|-------|-------------|-------|----------------|
| | No. | % | No. | % | |
| Disabled | 20 | 5.68% | 5 | 5.68% | 1 |

Total number of applicants: 352

Number of applicants not declaring their disability status: 11 (3.13%)

The Council is a 'Disability Confident Committed' employer, which includes a commitment to interview all disabled applicants who meet the minimum criteria for a job vacancy and to consider them on their abilities.

Table 9 Sex of Applicants, Shortlisted and Appointments:

| | Applicant | | Shortlisted | | New Appointees |
|-------------------|-----------|-------|-------------|-------|----------------|
| | No. | % | No. | % | |
| Female | 243 | 69% | 60 | 68.2% | 24 |
| Male | 103 | 29.3% | 25 | 28.4% | 12 |
| Prefer not to say | 6 | 1.7% | 3 | 3.4% | 1 |

Total 352 100% 88 100% 37

Applicants with an Armed Forces connection = 0 applied 0 shortlisted 0 recruited

The Council has the Bronze Employer Recognition Scheme, which shows support for the Armed Forces community through its employment policies. Initiatives associated with this have included the adoption of a guaranteed interview scheme for suitably qualified applicants with an armed forces connection and proper recognition in the Council's employment policies of provision for members of the Reserve Forces.

Table 10 Age breakdown of new staff

| <21 | 21-25 | 26-35 | 36-45 | 46-55 | 56-59 | >60 |
|-----|-------|-------|-------|-------|-------|-----|
| 1 | 6 | 11 | 12 | 12 | 2 | 0 |

SECTION 4 - LEAVERS

Total number of voluntary leavers for 2021/22: 42

Analysis of Leavers:

Ethnicity: 14 White
 2 Mixed
 26 Prefer not to say

Disability: 5

Sex: 25 Female, 17 Male

Table 11 Age breakdown of leavers:

| <21 | 21-29 | 30-39 | 40-49 | 50-59 | >60 |
|-----|-------|-------|-------|-------|-----|
| 1 | 8 | 11 | 5 | 11 | 6 |

Maternity Leave

2 members of staff commenced maternity leave during 2021/22.

1 member of staff ended maternity leave in 2021/22 and returned to their part-time post.

Paternity Leave

4 members of staff took paternity leave in this period.