Crawley Borough Council
Workforce Monitoring Report – 2023/24

Foreword

This report and accompanying tables provide data on diversity declaration rates and the workforce profile of Crawley Borough Council in the 2023/24 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.

The data within this report is based on our workforce of 583 employees as at the 31st of March 2024.

** 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 as a percentage, in these instances 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 32% of our workforce, with the second largest proportion of employees falling into the 40-49 age bracket.

The percentage of Under 20's employed by the council is 0.2% of the workforce which equates to 1 employee. Looking at applications for roles in 2023/24, 1

Disability	Number of Employees	% of Employees
Y	71	12%

BLACK-OTHER	10

6. Sexual Identity

Sexual Identity	Number of Employees	% of Employees
Heterosexual	395	85%
Prefer not to say	50	11%
Bisexual	3	1%
Gay man	8	2%
Gay Women - Lesbian	5	1%
Other	6	1%
Grand Total	**467**	**100%**

The majority (85%) of our employees above have declared they identify as heterosexual, with 11% of the workforce ‘preferring not to say’ what their sexual identity is. The remaining 5% of our workforce are bisexual, gay and other.

7. Working Patterns

Working Hours	Number of Employees	% of Employees
Part Time	**107**	**18%**
Full Time	**476**	**82%**
Grand Total		

8. New Starters

Division	Number of Employees	% of Employees
COMMUNITY SERVICES	25	29%
CORPORATE FINANCE	6	7%
CORPORATE MANAGEMENT	1	1%
CRAWLEY HOMES	21	25%
DIGITAL & TRANSFORMATION	9	11%
ECONOMY & PLANNING	3	4%
MAJOR PROJECTS & COMM SE	7	8%
STRATEGIC HOUSING	9	11%
GOVERNANCE PEOPLE & PERF	2	2%
COMMUNICATIONS	2	2%
Grand Total	**85**	**100%**

85 employees were recruited from the 92 recruitment campaigns run in the 2023-24 financial year, this is 23 more employees recruited than in 2022-23 and it is slightly above the average figure of 75 employees, which is the average figure of new starters for the past 5 years.

9. Leavers

By Division

A total of 85 employees left the council in 2023-24, these figures are broken down below by Division:

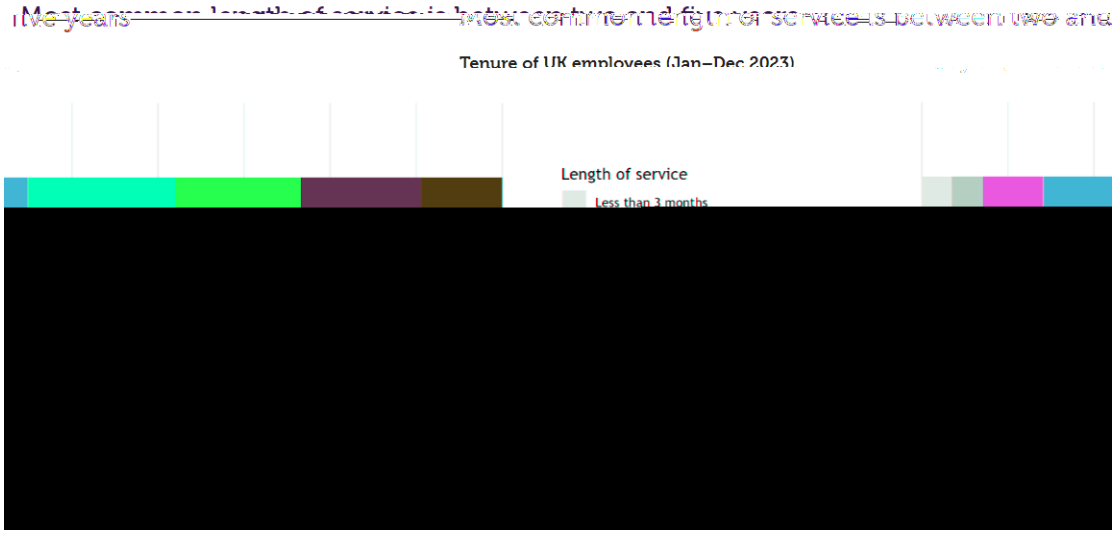
Division	Number of Employees	% of Employees
COMMUNITY SERVICES	25	29%
CORPORATE FINANCE	6	7%
CORPORATE MANAGEMENT	1	1%
CRAWLEY HOMES	21	25%
DIGITAL & TRANSFORMATION	9	11%
ECONOMY & PLANNING	3	4%
MAJOR PROJECTS & COMM SE	7	8%
STRATEGIC HOUSING	9	11%
GOVERNANCE PEOPLE & PERF	2	2%
COMMUNICATIONS	2	2%
Grand Total	**85**	**100%**

Reason for Leaving

Reason for Leaving	Number of Leavers	% of Leavers
PERSONAL	22	26%
RETIREMENT	12	14%
LOCAL GOVERNMENT	11	13%
PRIVATE SECTOR	13	15%
DISMISSED	7	8%
END OF TEMP. CONTRACT	3	4%
ILL HEALTH RETIREMENT	1	1%
NO REASON GIVEN	8	9%
NON-STARTER	2	2%

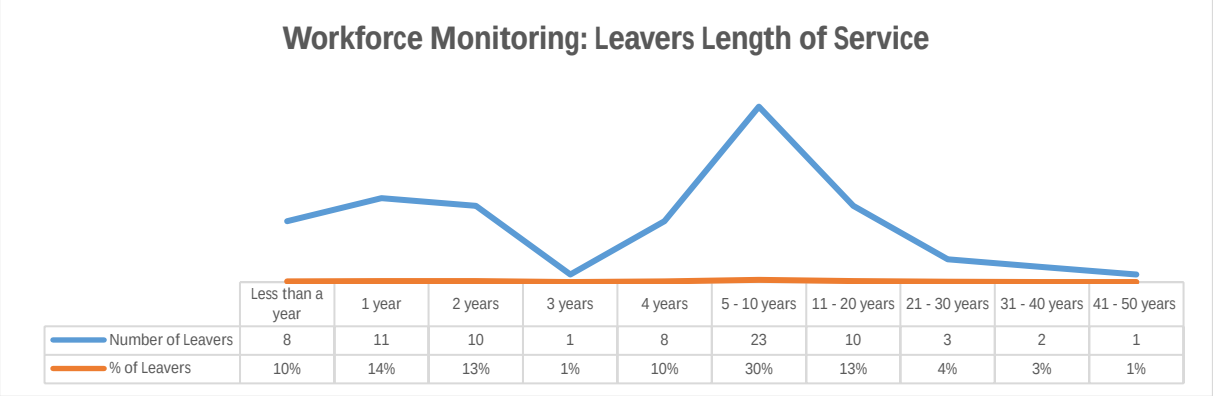
The National Picture (Turnover vs Tenure)

A similar benchmarking tool to turnover is tenure. This is how long someone has worked for an organisation. Turnover helps you understand the rate at which people leave while tenure helps you understand your wider workforce. The national tenure figures for 2023 are shown in the chart below.



Tenure can also be broken down by industry and, as with turnover, not all industries are the same. While there have been small changes in both employee turnover and tenure over the last couple of years, because unemployment has remained low in this period, these changes have been minute. As reported in the **Labour Market Outlook – Spring 2024**, the proportion of employees with a tenure of less than 12 months has reverted to the pre-pandemic level of around 16%. It had risen to a high of 18% in early 2022. (CIPD, 2024)

Length of Service CBC (Tenure)



	Less than a year	1 year	2 years	3 years	4 years	5 - 10 years	11 - 20 years	21 - 30 years	31 - 40 years	41 - 50 years
Number of Leavers	8	11	10	1	8	23	10	3	2	1
% of Leavers	10%	14%	13%	1%	10%	30%	13%	4%	3%	1%

We continue to see a proportion of employees leaving within their first year of service, 10% of leavers had less than a years' service when they left and 14% of leavers had only 1 years' service when they left, both figures are slightly higher than the national average.

We continue to issue exit questionnaires and we 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.

10. Recruitment

Caribbean	12	1%
Chinese	12	1%
Indian	73	5%
Mixed _ Any other	20	2%
Pakistani	33	2%
Prefer_not_say	31	2%
White _ and_African	7	1%
White _ and_Asian	20	2%
White _ and_Caribbean	11	1%
White _ British	771	58%
White _ Irish	6	0%
White _ Other	113	8%
Grand Total	**1331**	**100%**

Religion

Religion	Number of Applications	% of Applications
Buddhist	9	1%
Christian	369	34%
Hindu	68	6%
Jewish	1	0%
Muslim	79	7%
Sikh	2	0%
None	444	41%
Other	24	2%
Prefer not to say	76	7%
Grand Total	**1072**	**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 5 applications were received from veterans, 4 of these unfortunately weren't progressed to

12. Moving Forward