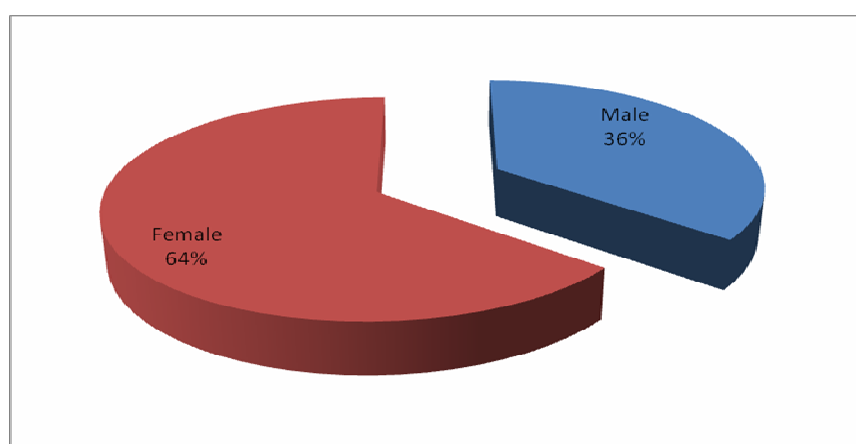


Annex A(i)

TOTAL NUMBER OF MALE/FEMALE EMPLOYEES (EXCLUDING SCHOOLS) AS AT JULY 2013

Male	1369	36%
Female	2456	64%
TOTAL	3825	100%



TOTAL NUMBER OF MALE/FEMALE PART TIME/FULL TIME EMPLOYEES (EXCLUDING SCHOOLS) AS AT JULY 2013

Full time – Male	932	24%
Full time – Female	921	24%
Part time – Male	437	12%
Part time – Female	1535	40%
TOTAL	3825 (excluding school based staff)	100%

NUMBER OF EMPLOYEES AS AT JULY 2013

(excludes school-based staff)

Directorate	Permanent				Temporary				Total
	Female		Male		Female		Male		
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time	
Built Environment	119	64	166	5	6	4	9		373
Chief Executive	3								3
Corporate Services	122	55	94	9	5	19	3	11	318
Older People	239	176	155	34	18	108	24	127	881
People			1						1
Public Health Service	14	4		1	1				20
Street Scene	58	601	338	132	3	30	38	7	1207
Young People and Families	329	187	99	35	4	287	5	76	1022
Total	884	1087	853	216	37	448	79	221	3825

COMPARISON OF EMPLOYEE NUMBERS WEF 01.04.08

	1.11.08	%	1.04.09	%	1.10.09	%	1.04.10	%	1.10.10	%	9.06.11	%	2.07.12	%	09.07.13	%
Full time - Male	1,183	27.17%	1,196	27.10%	1,184	26.57%	1,170	27.57%	1,154	27.15%	1,030	22.92%	960	22.70%	932	24.37%
Full time - Female	1,153	26.48%	1,165	26.40%	1,146	25.72%	1,120	26.39%	1,139	26.80%	1,049	23.35%	965	22.82%	921	24.08%
Part time - Male	441	10.13%	467	10.58%	502	11.27%	448	10.56%	461	10.85%	564	12.55%	572	13.52%	437	11.42%
Part time - Female	1,577	36.22%	1,585	35.92%	1,624	36.44%	1,506	35.48%	1,496	35.20%	1,850	41.18%	1732	40.96%	1535	40.13%
TOTAL	4,354**		4,413		4,456		4,244		4,250		4,493		4,229		3,825	

(**Reduction in employee no's due to transfer of staff in the Major Service Review)

SEFTON MBC

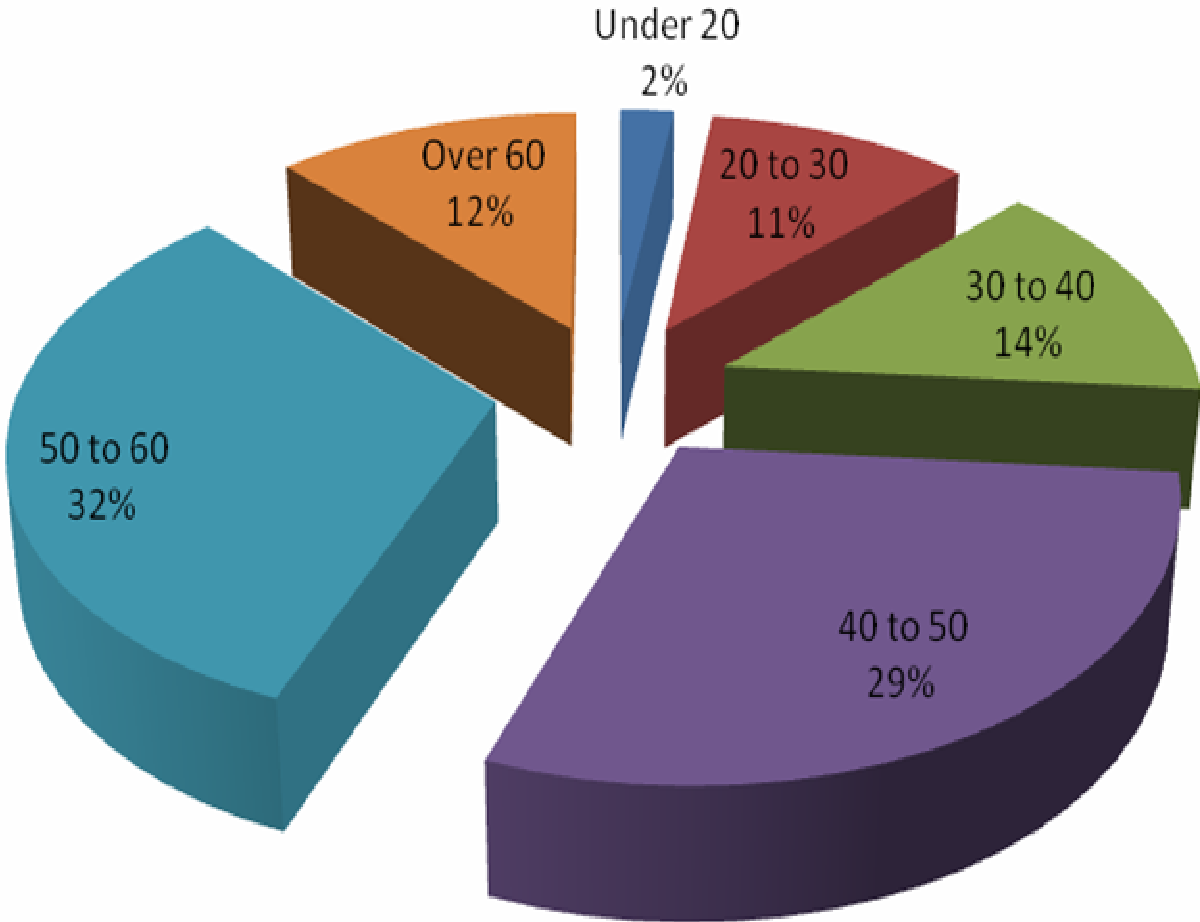
Summary of Staff in Post by Racial Group as at July 2013
(by Directorate and excluding school-based staff)

Directorate	Asian	Black	Mixed Race	Other	Unclassified/ Refused/Null	White British	Total
Built Environment	1	2	2	7	20	341	373
Chief Executive	0	0	0	0	0	3	3
Corporate Services	3	1	3	1	18	292	318
Older People	4	6	6	12	147	706	881
People						1	1
Public Health					17	3	20
Street Scene	3	3	4	14	122	1061	1207
Young People and Families	2	3	5	22	273	717	1022
Total	13	15	20	56	597	3124	3825
Percentages	0.3%	0.4%	0.5%	1.5%	15.6%	81.7%	100%

Age Distribution of the Workforce as at July 2013
(by Directorate and excluding school-based staff)

Directorate	No Employees Under 20	No Employees 20 to 30	No Employees 30 to 40	No Employees 40 to 50	No Employees 50 to 60	No Employees Over 60	Total
Built Environment		16	83	131	124	19	373
Chief Executive					3		3
Corporate Services	1	18	56	120	99	24	318
Older People	53	202	115	229	214	68	881
People					1		1
Public Health Service			6	8	4	2	20
Street Scene	14	69	94	348	467	215	1207
Young People and Families	14	98	170	288	314	138	1022
Total	82	403	524	1124	1226	466	3825

AGE PROFILE OF THE WORKFORCE AS OF JULY 2013

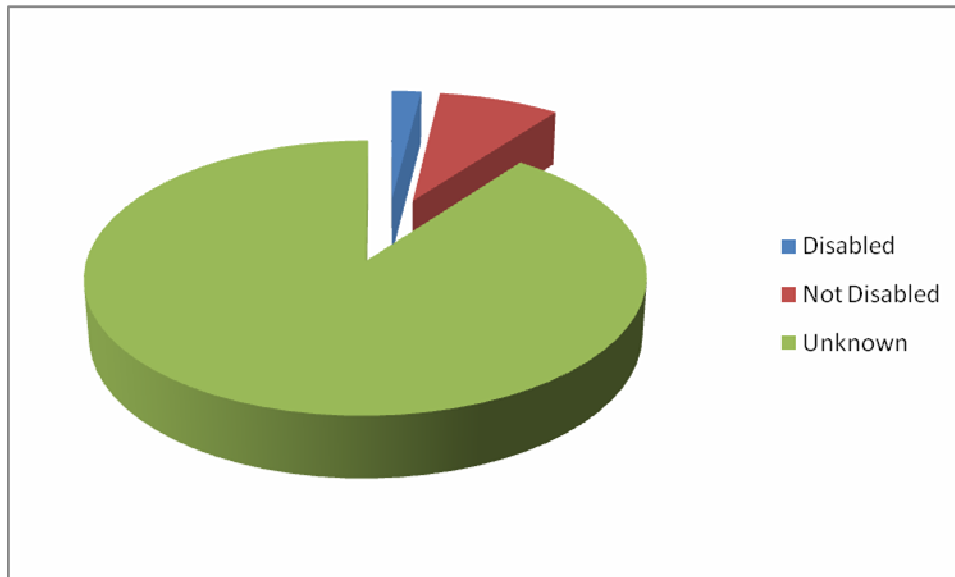


WORKFORCE DISABILITY PROFILE AS AT JULY 2013

(excludes school-based staff)

Directorate	No information declared	Not Disabled	Disabled	Total
Total	3433	315	77	3825
Percentages	90%	8%	2%	

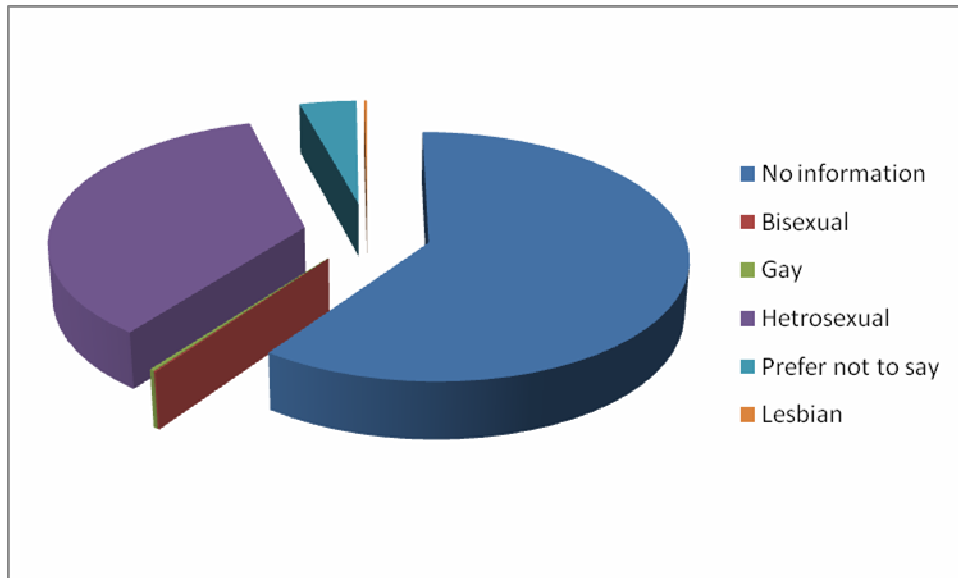
Staff by Disability



Summary of Staff in Post by Sexual Orientation as at July 2013
(excludes school-based staff)

Directorate	Not Known	Bisexual	Gay	Heterosexual	I prefer not to say	Lesbian	Total
Total	2293	4	10	1354	156	8	3825
Percentages	59.9%	0.1%	0.3%	35.4%	4.1%	0.2%	100%

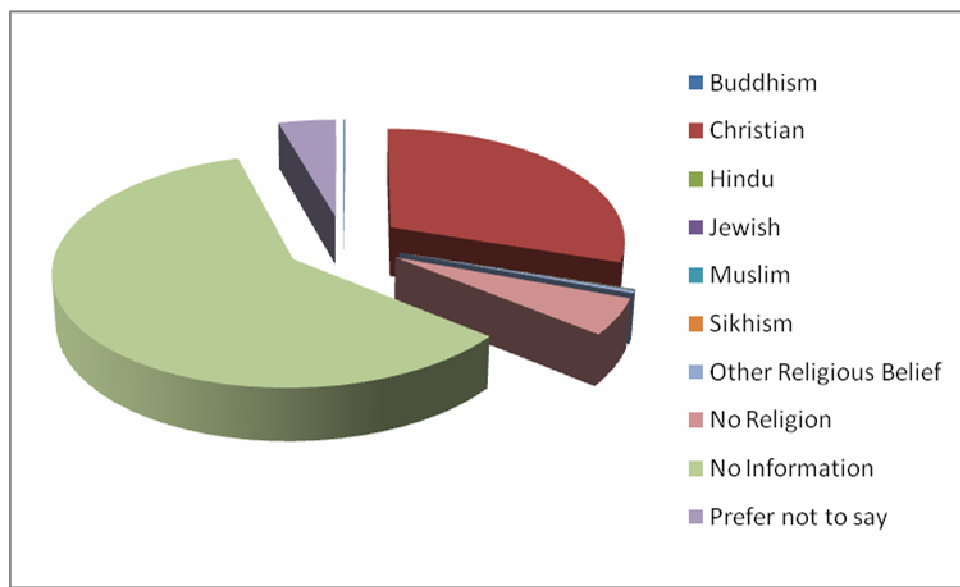
Staff by Sexual Orientation



Summary of Staff in Post by Religion as at July 2013

(excludes school-based staff)

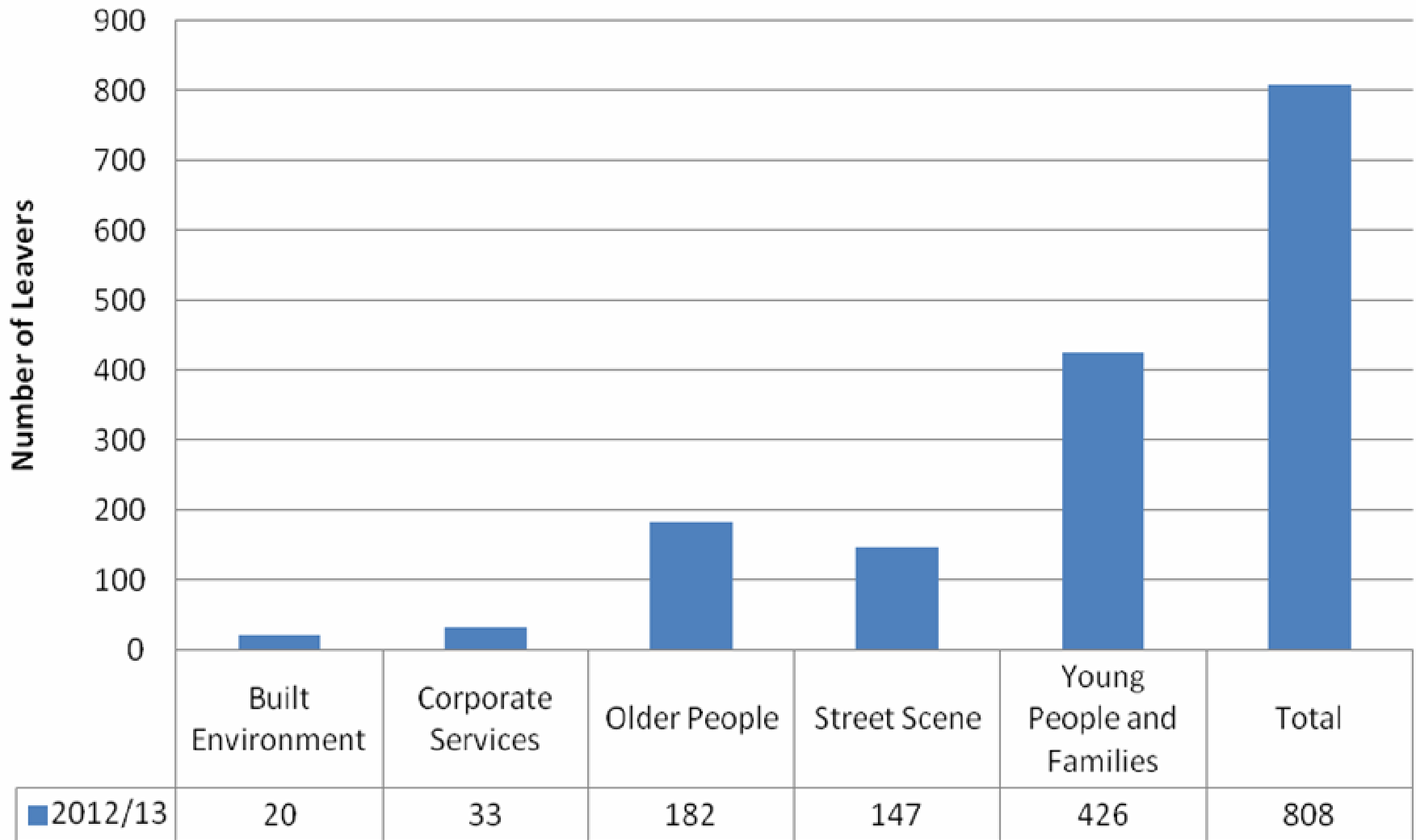
Directorate	Buddhism	Christian	Hindu	Jewish	Muslim	Sikhism	Other Religious Belief	No Religion	NULL	I prefer not to say	Total
Total	5	1145	1	2	2	1	15	198	2287	169	3825
Percentages	0.13%	29.93%	0.03%	0.05%	0.05%	0.03%	0.39%	5.18%	59.79%	4.42%	



Number of Employees Returning to Work after Maternity Leave 2012/13

Number of employees whose maternity leave period was due to end on a return date within the period 1/4/12 to 31/3/13	105
Number of employees who did not return on their return date and their employment with the council ceased on this day.	12
Number of employees who did return to work on their return date	93
Rate of return of women who were due to return from maternity leave within the period of 1/4/12 to 31/3/13	89%

Leavers by Department 2012/13

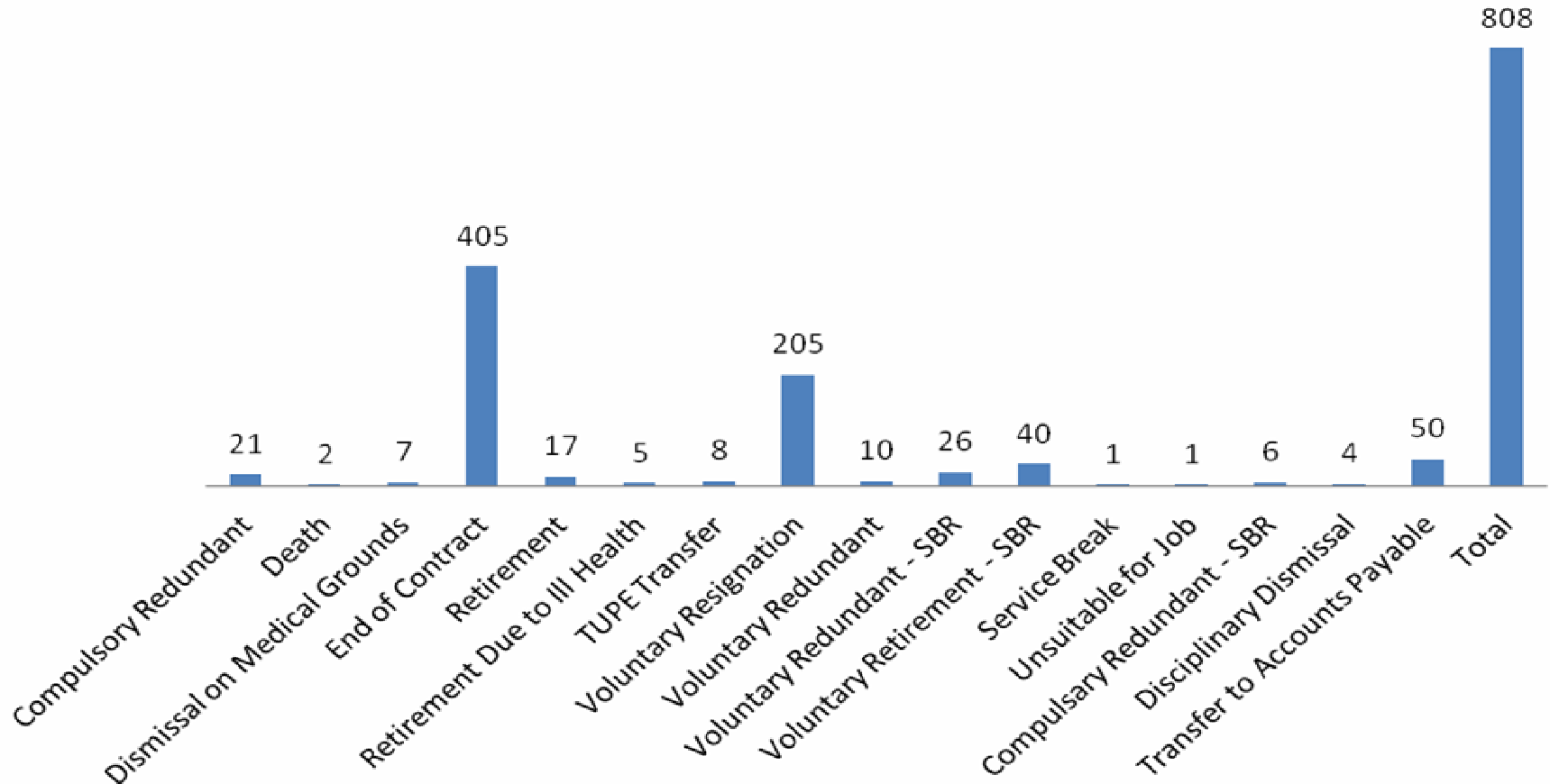


Annex C (ii)

Directorate	Ethnic Origin	Compulsory Redundant	Death	Dismissal on Medical Grounds	End of Contract	Retirement	Retirement Due to Ill Health	TUPE Transfer	Voluntary Resignation	Voluntary Redundant	Voluntary Redundant - SBR	Voluntary Retirement - SBR	Service Break	Unsuitable for Job	Compulsory Redundant - SBR	Transfer from a Partner Organisation	Transfer to Academy	TOTAL
Built Environment	Mixed Race									1								1
	Unknown								1									1
	White British	6		1	2	1	1		3	1	2	1						18
Corporate Services	Unknown				1				2									3
	White British	2			2				4	4	7	9			2			30
Older People	Asian				1													1
	Black				1													1
	Mixed Race				1				1		1							3
	Other				1		1											2
	Unknown				18				16									34
	White British	5			54	3			62		3	12	1			1		141
Street Scene	Other						1		2									3
	Unknown	1			14			1	14									30
	White British	3	2	6	17	7		7	48	1	3	15			2	3		114
Young People and Families	Asian	1			1													2
	Black				1				1									2
	Mixed Race				2						1							3
	Other				9	1				1								11
	Unknown				134	1			20		3	1		1			44	204
	White British	3			146	4	2		31	2	6	2			2		6	204
TOTAL		21	2	7	405	17	5	8	205	10	26	40	1	1	6	4	50	808

Leavers by Reason 2012/13 (excluding school based staff)

■ 2012/13



LEAVERS BY PROTECTED GROUP 2012/13

Protected Characteristic		Compulsory Redundant	Death	Dismissal on Medical Grounds	End of Contract	Retirement	Retirement Due to Ill Health	TUPE Transfer	Voluntary Resignation	Voluntary Redundant	Voluntary Redundant - SBR	Voluntary Retirement - SBR	Service Break	Unsuitable for Job	Compulsory Redundant - SBR	Disciplinary Dismissal	Transfer to Accounts Payable	TOTAL
Disabled	No	21	2	6	403	16	4	8	203	10	25	38	1	1	6	3	50	797
	Yes	0	0	1	2	1	1	0	2	0	1	2	0	0	0	1	0	11
Gender	Male	12	2	3	156	6	2	0	83	5	9	17	0	0	2	3	26	326
	Female	9	0	4	249	11	3	8	122	5	17	23	1	1	4	1	24	482
Sexuality	Heterosexual	4	2	2	62	6	3	3	35	4	12	18	1	0	2	1	3	158
	Lesbian	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	1
	Gay	1	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	2
	Bisexual	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1
	Prefer not to say	4	0	1	11	2	0	2	2	1	0	1	0	0	0	1	0	25
	No record	12	0	4	331	9	2	3	167	5	13	21	0	1	4	2	47	621
Religion/Belief	Christian	6	2	2	60	8	1	2	29	3	7	17	2	1	0	1	2	143
	Jewish	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1
	No religion	0	0	0	6	0	1	2	5	1	4	2	0	0	0	0	1	22
	Prefer not to say	2	0	1	8	0	1	1	3	1	1	0	0	0	0	1	0	9
	No record	13	0	4	329	9	2	3	166	5	13	21	4	0	1	2	47	619
	Other	0	0	0	1	0	0	0	2	0	1	0	0	0	0	0	0	4
Age	Under 20	0	0	0	27	0	0	0	0	0	14	0	0	0	1	0	0	42
	20-29	2	0	0	142	0	0	0	0	1	73	0	0	0	0	1	13	232
	30-39	0	0	1	45	0	0	2	2	6	37	0	0	1	0	0	10	104
	40-49	6	0	1	49	0	0	5	0	7	34	1	2	0	0	2	11	118
	50-59	7	0	3	65	2	3	0	6	9	24	25	2	0	0	0	14	160
	60 and over	6	2	2	77	15	2	1	2	3	23	14	2	0	0	1	2	152

Marital Status	Married	7	2	1	1	5	62	8	5	1	6	2	0	1	13	41	17	172
	Civil Partnership	0	0	0	0	0	5	0	0	0	1	0	0	0	0	2	0	7
	Divorced	1	1	0	0	0	5	0	0	0	1	1	0	1	4	4	6	24
	Separated	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1
	Single	8	0	1	3	0	61	4	0	0	1	3	0	1	4	56	7	149
	Widow	0	0	0	0	0	0	2	0	0	1	0	0	0	0	2	1	5
	Unknown	6	3	0	1	2	268	3	0	0	1	46	1	1	7	98	13	450

TURNOVER RATES AND COMPARATIVE STATISTICS

Table 1

Table 1 below shows the number of leavers for each year along with the turnover rates and a comparison with the 2012 CIPD Resourcing and Talent Planning survey (formerly the Recruitment, Retention and Turnover survey). From 2010, the CIPD survey no longer separates the median labour turnover rate for Local government out of the Public Services rate. Public Services includes Central government, Education, Health, Local government and other public services.

NUMBER OF LEAVERS & TURNOVER RATES			
Year	No. of Leavers	Turnover Rate	CIPD Survey (Local Gov rate)
03/04	1025	19%	11.2%
04/05	674	12.4%	11.9%
05/06	810	14.4%	10.3%
06/07	715	13.0%	12.6%
07/08	639	13.0%	13.7%
08/09	1184	25.98%	15.2%
08/09	618 (no. of leavers excluding TUPE)	13.6%	15.2%
09/10	730	16.93%	13.7%
			CIPD Survey (Public Services rate)
10/11	676	15.61%	8.6%
11/12	734	16.83%	8.5%
12/13	808	20.01%	10.1%

This report along with the CIPD's survey uses the standard 'crude wastage' method to calculate the rate of turnover. This method is calculated as follows:

Labour turnover =

$$\frac{\text{Number of leavers in a set period}}{\text{Average number employed in the same period}} \times 100$$

(Leavers include those leaving by way of voluntary or involuntary severance, redundancies or retirements, but does not include internal transfer)

RECORDS OF GRIEVANCE, DIGNITY AT WORK AND DISCIPLINARY 2012/13

		Grievance	Grievance %	Disciplinary	Disciplinary %	Dignity at Work	Dignity at Work %
Race	White-British	4	100%	12	75%	1	100%
	Refused	0	0	4	25%	0	0
Gender	Male	2	50%	12	75%	0	0
	Female	2	50%	4	25%	1	100%
Disabled	No	0	0	1	6%	0	0
	Unknown	4	100%	15	94%	1	100%
Sexuality	Heterosexual	0	0	2	12.5%	0	0
	Unknown	4	100%	12	75%	1	100%
	Prefer not to say	0	0	2	12.5%	0	0
Religion/Belief	Christian	0	0	2	12.5%	0	0
	Unknown	4	100%	13	81.5%	1	100%
	Other Religious Belief	0	0	1	6%	0	0
Age	Under 20	0	0	1	6.25%	0	0
	20-29	0	0	3	18.75%	0	0
	30-39	1	25%	3	18.75%	1	100%
	40-49	2	50%	2	12.5%	0	0
	50-59	1	25%	3	18.75%	0	0
	Over 60	0	0	4	25%	0	0
Marital Status	Married	2	50%	3	18.75%	0	0
	Single	1	25%	3	18.75%	1	100%
	Unknown	1	25%	10	62.50%	0	0

Monitoring Form - Equal Opportunities
--

HR environment:	Sefton Council
Current date:	04/09/2013
Entry of application from:	04/01/2012
Entry of application until:	31/03/2013

Description	Result (quantity)		
General values			
Total number of application	1482		
- Online	651		
- Total No of Application Forms (A/F) issues	<i>entered manually</i>		
- Total No A/F returned	<i>entered manually</i>		
- No of monitoring forms returned	713		
Monitoring by stages	Stage I	Stage II	Stage III
Gender			
- male	611	148	43
- female	871	198	115
Racial Origin			
- White British	1238	267	95
- White Irish	18	4	3
- White Polish	17	0	0
- White Portuguese	2	1	1
- White Other European	12	2	2
- White Other Non European	8	0	0
- Asian or Asian British Indian	17	5	0
- Asian or Asian British Pakistani	7	3	0
- Asian or Asian British Bangladeshi	2	1	0
- Asian or Asian British Other Asian	1	0	0
- Mixed White and Black Caribbean	1	0	0
- Mixed White and Black African	3	0	0
- Mixed White and Black Asian	1	0	0
- Mixed White and Other Mixed	5	2	0
- Chinese or Other Ethnic Group Chinese	1	0	0
- Black or Black British Caribbean	4	0	0
- Black or Black British African	15	4	0
Job Share			
- Yes	3	0	0
- No	1479	340	105
Currently Unemployed			
- Yes	447	59	17
- No	1016	270	87
Disability			
- Yes	61	11	5

- No	1421	329	100
Kind of Disability			
- Physical Impairment	14	4	1
- Learning Disability	22	4	2
- Hearing Impairment/Deaf	12	4	1
- Visual Impairment/Blind	1	1	0
- Mental Health / Mental Distress	5	0	0
- Long Term Limiting Illness	7	2	0
Religion			
- Buddhist	0	0	0
- Christian	830	180	49
- Hindu	5	2	0
- Jewish	1	0	0
- Muslim	9	5	0
- Sikh	4	3	0
- Other Religion	21	4	1
- Do not wish to disclose	111	24	9
- No religion	281	52	10
Sexual Orientation			
- Bisexual	8	0	0
- Gay man	14	1	1
- Gay woman / Lesbian	9	2	0
- Heterosexual / Straight	1157	262	68
- Other	3	1	0
- Do not wish to disclose			
Gender identity opposite to that at birth			
- Yes	8	1	1
- No	1474	345	102
Gender role opposite to that at birth			
-Yes	19	6	2
- No	1302	267	95

NUMBER OF EMPLOYEES APPLYING FOR TRAINING BETWEEN 1ST APRIL 2012 AND 31ST MARCH 2013

Sex	Not Known	Any Other Group	Asian - Pakistani	Mixed - Other	Mixed - White/Black Caribbean	Refused	White - Any Other	White - British	White - Irish	Total
F	23	4	1	1	1	10	2	385	1	428
M	17			1	1		1	306		326
Total	40	4	1	2	2	10	3	691	1	754

NUMBER OF EMPLOYEES RECEIVING TRAINING BETWEEN 1ST APRIL 2012 AND 31ST MARCH 2013

Sex	Not Known	Any Other Group	Asian - Indian	Asian - Pakistani	Black - African	Chinese	Mixed - Other	Mixed - White/Asian	Mixed - White/Black Caribbean	Polish	Refused	White - Any Other	White - British	White - Irish	Total
F	238	11		2	22	1	1	3	1	5	34	13	1796	8	2135
M	51	6	9		5		4	2			16	6	605	6	710
Total	289	17	9	2	27	1	5	5	1	5	50	19	2401	14	2845

Summary of Protected Group by Salary 2012/13

Salary Band by Gender and Full/Part time

Salary Band	Perm				Temp				Total
	F		M		F		M		
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time	
1. Under 20k	194	830	381	193	15	156	61	124	1954
2. 20k to 29k	335	140	200	13	13	19	8	28	756
3. 30k to 39k	284	103	183	10	8	65	8	21	682
4. 40k to 49k	43	12	53			80	1	16	205
5. 50k to 59k	12		18		1	102		25	158
6. 60k and Over	16	2	18				1		37
7. Non-Salaried Post						26		7	33
	884	1087	853	216	37	448	79	221	3825

Salary Band by Ethnicity

Salary Band	Asian	Black	Mixed Race	Other	Unc Ref Null	White British	Total
1. Under 20k	5	6	9	21	315	1599	1955
2. 20k to 29k	3	2	6	14	97	634	756
3. 30k to 39k	3	7	4	15	85	568	682
4. 40k to 49k	1		1	3	43	157	205
5. 50k to 59k				2	30	126	158
6. 60k and Over	1			1	6	29	37
7. Non-Salaried Post					21	11	32
	13	15	20	56	597	3124	3825

Salary Band by Disability

Salary Band	No Response	N	Y	Total
1. Under 20k	1787	137	31	1955
2. 20k to 29k	679	60	17	756
3. 30k to 39k	575	88	19	682
4. 40k to 49k	183	18	4	205
5. 50k to 59k	148	6	4	158
6. 60k and Over	31	5	1	37
7. Non-Salaried Post	30	1	1	32
	3433	315	77	3825

Salary Band by Religion

Salary Band	Buddhism	Christian	Hindu	Jewish	Muslim	Sikhism	Other Religious Belief - Please specify	No Religion	NULL	I prefer not to say	Total
1. Under 20k		512			1		6	45	1326	65	1955
2. 20k to 29k	2	247					4	55	403	45	756
3. 30k to 39k	2	225					5	72	345	33	682
4. 40k to 49k	1	79	1	1	1			14	90	18	205
5. 50k to 59k		69		1				4	79	5	158
6. 60k and Over		7				1		8	19	2	37
7. Non-Salaried Post		6							25	1	32
	5	1145	1	2	2	1	15	198	2287	169	3825

Salary Band by Age

Salary Band	1. Under 20	2. 20 to 30	3. 30 to 40	4. 40 to 50	5. 50 to 60	6. Over 60	Total
1. Under 20k	75	298	195	495	620	272	1955
2. 20k to 29k	1	67	179	248	223	38	756
3. 30k to 39k		29	118	262	224	49	682
4. 40k to 49k		1	21	78	76	29	205
5. 50k to 59k			8	27	56	67	158
6. 60k and Over				12	21	4	37
7. Non-Salaried Post	9	5	3	2	6	7	32
	85	400	524	1124	1226	466	3825

Salary Band by Sexual Orientation

Salary Band	No Information	Bisexual	Gay	Hetrosexual	I prefer not to say	Lesbian	Total
1. Under 20k	1326	4	3	546	75	1	1955
2. 20k to 29k	407		3	318	26	2	756
3. 30k to 39k	346		4	295	33	4	682
4. 40k to 49k	90			99	15	1	205
5. 50k to 59k	79			73	6		158
6. 60k and Over	20			16	1		37
7. Non-Salaried Post	25			7			32
	2293	4	10	1354	156	8	3825

SEFTON MBC GENDER PAY GAP INFORMATION 2012/13

Salary Band	No Females	Average Female FTE Salary (AFS)	No Males	Average FTE Male Salary (AMS)	AFS minus AMS	% Pay Gap
1. Under 20k	1195	14298.70	771	14495.68	-196.98	-1.36
2. 20k to 29k	507	24646.99	249	24539.17	107.81	0.44
3. 30k to 39k	460	33771.78	222	33860.56	-88.77	-0.26
4. 40k to 49k	135	45118.98	70	43418.14	1700.84	3.92
5. 50k to 59k	115	52598.43	43	53188.36	-589.93	-1.11
6. 60k and Over	18	78858.78	19	77373.61	1485.17	1.92
7. Non-Salaried Post	25	0.00	7	0.00		

NOTES ON VARIATIONS APPROVED IN THE PERIOD 01.04.12 to 31.03.13

Establishment variations were 320

Other changes made were 185

Total 505

OVERVIEW FOR ESTABLISHMENT VARIATIONS AND OTHER CHANGES MADE

Establishment variations are due to operational requirements that occur within the Directorate/Departments throughout the year.

Total numbers for **other changes** made over the past four years in reference to:-

- Compulsory Redundancies
- Voluntary redundancy (pension not applicable under the age of 55)
- Voluntary Early Retirement/ Redundancy (pension applicable over the age of 55)
- Voluntary Retirement/Efficiency - no redundancy payment applicable.

Are as follows:-

April 2009 - March 2010

- Compulsory Redundancies **12**
 - Voluntary redundancy **62**
 - Voluntary Early Retirement/ Redundancy **57**
 - Voluntary Retirement/Efficiency **3**
- Total 134**

April 2010 - March 2011

- Compulsory Redundancies **21**
 - Voluntary redundancy **53**
 - Voluntary Early Retirement/ Redundancy **91**
 - Voluntary Retirement/Efficiency **4**
- Total 169**

April 2011 - March 2012

- Compulsory Redundancies **73**
 - Voluntary redundancy **30**
 - Voluntary Early Retirement/ Redundancy **128**
 - Voluntary Retirement/Efficiency **1**
- Total 232**

April 2012 - March 2013

- Compulsory Redundancies **33**
 - Voluntary redundancy **35**
 - Voluntary Early Retirement/ Redundancy **66**
 - Voluntary Retirement/Efficiency **Nil**
- Total 134**

The number of redundancies is mainly due to loss of government grants or the current Service Budget Review.

VARIATIONS APPROVED UNDER THE NEW DECISION MAKING PROCESS IN THE PERIOD APRIL 2012 TO MARCH 2013

Directorate/Department	Establishment Variation								Other Changes Made						TOTAL VARIATIONS	
	Temporary variations made Permanent	Temporary Reduction in hours	Temporary Increase in hours	Permanent New Posts	Regrading & Resignation	Creation of Temp/Fixed Terms posts	Flexible Retirement	Voluntary Early Retirement /Efficiency No Redundancy	Voluntary Early Retirement / Redundancy + Pension	Voluntary Redundancy No Pension under 55	Compulsory Redundancy	Acting-up Arrangement	Ill Health Retirement	Dismissal on Grounds of Conduct		Dismissal on Medical Grounds
Corporate Support Services																
Personnel		3	1			4	1		2		1					12
Legal	1	1		3	1	3	1		4	2						16
Finance	5	1	1			1			6	1						15
Transformation						1										1
Corporate Commissioning	2	1	6	2	1			1	3	2						18
People Directorate: Older People																
Health & Wellbeing	30	2	6	50	11	4		2	2	4	4					115
Commissioning & Partnerships	1	1	1	2					4	1						10
Vulnerable People		1				2			7	1	3	1	1			16
People Directorate: Young People & Families					1											1
Vulnerable Children & Young People	3		3	7	3	2		1	1		8	2				30
Early Intervention & Prevention	5	8	4	4	2	1			11	3	2					40
Learning & Support Services	5	3		4	4		1		17	9	4	1				48
Place Directorate: Built Environment					1						1					2
Investment Programme & Infrastructure		2		10	3			1		1					1	18

Planning				1	2	1			2		2					8
Environment	1	3		1	3	1			1			3	1			14
Economy & Tourism		4			3					1	9					17
Place Directorate: Street Scene					1											1
Direct Services	5	3		4	13	4	3		18	3	7	8	1	2	6	77
Landscape Services	1				7	32						6				46
Totals	59	33	22	88	56	56	6	0	66	35	33	36	5	3	7	505
	Establishment Variation								Other Changes Made							
Sub - Total	320								185							