

EAST AYRSHIRE COUNCIL

CORPORATE GOVERNANCE COMMITTEE: 9 JUNE 2005

CoSLA – SCOTTISH EXECUTIVE JOINT STAFFING WATCH RETURN AT 15 MARCH 2005

Report by the Depute Chief Executive/Executive Director of Corporate Support

1. PURPOSE OF REPORT

1.1 The purpose of this report is to advise members:-

- (i) of the number of employees employed by the Council as at 15 March 2005 which has been reported to CoSLA as required under the Joint Staffing Watch arrangements and;
- (ii) of a proposed revised reporting method to reflect the new Joint Staffing Watch statistical data requested by CoSLA effective from June 2005.

2. BACKGROUND

2.1 Since 1996, on a quarterly basis the Council along with all other local authorities has provided CoSLA with details of the number of its employees. These details are collated and published by CoSLA, in conjunction with the Scottish Executive, as the Joint Staffing Watch. The employee numbers are taken on a specified date each quarter.

2.2 CoSLA has advised of a new simplified reporting method for recording the number of employees employed within Scottish Councils. Data will no longer be requested on a service by service or salary band basis but will be reported by number of employees employed in Education and Social Work with all other employees being collated together. In addition, the number of temporary and permanent employees will be recorded.

3. CURRENT REPORTING METHOD

3.1 The current Joint Staffing Watch analyses the total employee numbers by the following sub-divisions:-

a. **full-time and part-time** – a full-time employee being defined as one working more than 30 hours per week.

b. **Salary bands.** The following bands are used:-

Band A1 – APT&C staff and Chief Officers paid at or above spinal column point 66 on the APT&C scale (currently £53,814).

Band A2 – Other Chief Officers and APT&C staff paid between spinal column points 50 and 66 on the APT&C scale (Currently between £37,197 and £53,814).

Band B – APT&C staff paid between spinal column points 31 and 49 on the APT&C scale (currently £23,058 and £36,387).

Band C – APT&C staff paid between spinal column points 3 and 30 on the APT&C scale (currently £10,365 and £22,374).

Other – this covers staff mainly employed under local authorities' former manual terms and conditions of service.

Teachers- this covers teaching staff.

4. EMPLOYEE NUMBERS AT 15 MARCH 2005

4.1 The Council employed 6,774 employees as at 15 March 2005. This figure represents a decrease of 47 employees (0.69%) on the December 2004 headcount of 6,821 and an increase of 7 employees (0.10%) on the March 2004 headcount of 6767 employees.

4.2 Of the 6,774 people employed at 15 March 2005, 62.84% are employed on a full-time basis and 70.28% of the workforce is female. Of the total workforce, 33.79% of females work on a part-time basis compared with 3.37% of males. Gender analysis forms part of the basis of the Council's Equal Opportunities monitoring policy.

4.3 The full-time equivalent (f.t.e.) staffing levels for 15 March 2005 are 5,446.9 This figure represents a decrease of 49.8 (0.90%) on the December 2004 full-time equivalent of 5496.7 and an increase of 33.8 (0.63%) on the March 2004 full-time equivalent of 5413.1 employees.

4.4 The quarterly staffing watch statistics show an increase of 7 employees over the year and 33.8 f.t.e. posts.

5. PROPOSAL

5.1 To enable the Committee to receive appropriate statistical data on employee numbers and to meet the revised reporting method to reflect the new Joint Staffing Watch statistical data requested by CoSLA, it is proposed that, with effect from the June 2005 quarter, the following appendices will be reported to future Corporate Governance Committees. The Appendices will analyse the figures on the following basis:-

Appendix 1 this Appendix will show the figures on the basis of the revised service groupings including the Male/Female split by temporary and permanent status as specified by CoSLA.

Appendix 2 this Appendix will show the figures on the basis of the service structure of the Council.

Appendix 3 this Appendix will show the variances from the figures for the period in question from the previous year's quarter.

Appendix 4 this Appendix will show the staffing watch figures on a quarterly basis since 2000.

6. POLICY/LEGAL IMPLICATIONS

6.1 Nil

7. FINANCIAL IMPLICATIONS

7.1 The financial implications of the current staffing levels are considered in accordance with the Council's budgetary process.

8. RECOMMENDATIONS

8.1 The Committee is recommended to:-

- (i) note the Joint Staffing Watch statistics for the March 2005 quarter and;
- (ii) agree the proposed revised reporting method to reflect the new Joint Staffing Watch statistical data requested by CoSLA effective from June 2005.

Elizabeth Morton

Depute Chief Executive/Executive Director of Corporate Support

19 April 2005

LIST OF BACKGROUND PAPERS

1. Departmental Staffing Watch Returns – March 2005
2. Departmental Staffing Watch Returns – December 2004
3. Departmental Staffing Watch Returns – September 2004
4. Departmental Staffing Watch Returns – June 2004
5. Departmental Staffing Watch Returns – March 2004

Anyone wishing further information should contact Martin Rose, Head of Personnel (Telephone 01563 576092)

Quarterly Joint Staffing Watch Survey

Authority

EAST AYRSHIRE COUNCIL

Date (dd/mm/yy)

15/03/2009

Service Group	Number of staff								
	Total	Male				Female			
		Temporary		Permanent		Temporary		Permanent	
		Full Time	Part Time	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
Education: Teachers	1,563	3	5	347	18	28	21	953	188
Education: Other staff	963	4	1	119	31	44	34	367	363
Social Work	1,133	7	4	100	33	13	24	422	530
Police and related services	0								
Fire and related services	0								
Other Staff	3,115	88	28	1,114	108	59	178	589	951
Total	6,774	102	38	1,680	190	144	257	2,331	2,032

See: Guidance note 2 for Services Groups; Guidance note 3 & 4 for Full-time / Part-time; Guidance note 5 for Permanent / Temporary.

¹ The category 'Other Staff' will include: Corporate; Central Support; Planning & Economic Development; Housing; Roads & Transport; Arts, Sports and Leisure; Libraries, Museums & Galleries; Trading Standards; Environment; DLO/DSO; District Court; Other Staff.

Construction Staff	366	12		326				28	
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Construction staff included above see guidance note 6.

Service Group	Full time equivalents				
	Total	Male		Female	
		Temporary	Permanent	Temporary	Permanent
Education: Teachers	1,403	4.5	356	37.3	1005
Education: Other staff	709	4.6	139.1	59.82	505.48
Social Work	937	9.5	124.6	28.7	773.8
Police and related services	0				
Fire and related services	0				
Other Staff	2,399	87.6	1159.4	103.8	1047.8

Total	5,447	106	1,779	230	3,332
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See: Guidance note 2 for Services Groups; Guidance note 3 & 4 for Full-time / Part-time; Guidance note 5 for Permanent / Temporary.

¹ The category 'Other Staff' will include: Corporate; Central Support; Planning & Economic Development; Housing; Roads & Transport; Arts, Sports and Leisure; Libraries, Museums & Galleries; Trading Standards; Environment; DLO/DSO; District Court; Other Staff.

Construction Staff	366	12	326		28
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APPENDIX 3

SALARY BANDS AT MARCH 2005

The table below illustrates the number of full-time equivalent employees in each of the staffing watch salary bands as at March 2005 in comparison with March 2004.

	Full-time Equivalent					
	Total	A1 (above £52,272)	A2 (£36,132 - £51,045)	B (£22,398 - £35,343)	C (£10,068 - £21,732)	Other (Manual & Other)
Total March 2005	5,446.9	32	145.5	1907.4	2,150.6	1,211.4
Total March 2004	5,413.1	26	151.5	1,838.1	2,193.2	1,204.3
Variance	+33.8	+6	-6	+69.3	-42.6	+7.1

APPENDIX 4

SALARY BANDS AT MARCH 2005

The table below illustrates the number of full-time equivalent employees in each of the staffing watch salary bands as at March 2005 in comparison with the previous five years. The table shows corresponding variances in categories A1 and A2 which is attributable to incorrect classification of teachers' posts in earlier reports.

	Full-time Equivalent					
	Total	A1 (above £52,272)	A2 (£36,132 - £51,045)	B (£22,398 - £35,343)	C (£10,068 - £21,732)	Other (Manual & Other)
Total March 2005	5,446.9	32	145.5	1907.4	2,150.6	1,211.4
Total March 2004	5,413.1	26	151.5	1,838.1	2,193.2	1,204.3
Total March 2003	5,110.5	25	148.5	1,806.2	1,775.3	1,355.5
Total March 2002	5,044.4	30	143.5	1,756.5	1,729.7	1,384.7
Total March 2001	4,861.55	136	40.5	1,716.8	1,643.15	1,325.10
Total March 2000	4,891.50	140	45.5	1,705.7	1,604.20	1,396.10