



THE ROYAL BOROUGH OF  
KENSINGTON  
AND CHELSEA

## **The Royal Borough of Kensington and Chelsea**

# **People Profile**

1 April 2020 to 31 March 2021

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# Introduction

1.1 The Royal Borough of Kensington & Chelsea (RBKC) publishes an annual 'People Profile' workforce report covering key workforce indicators. The report complies with the legal duty arising from the Equality Act 2010 for employers to publish information on a range of diversity indicators. The workforce report is published on the Council's public website and is available for anyone to see.

1.2 Under the Act, the Council has a duty to eliminate discrimination, harassment and victimisation, promote equality of opportunity, and foster good relations between groups. In meeting this duty, the Act names nine characteristics that need to be considered: age, disability, gender reassignment, pregnancy and maternity, ethnicity, religion or belief, gender, sexual orientation and (in relation to discrimination) marriage and civil partnership.

1.3 The Council has published data for several years on the representation of personal characteristics within its workforce. The People Profile report presents information on age, disability, ethnicity, gender, sexual orientation, religion and marital status in employment, as well as including some contextual information about the Council as an employer. The report does not include casual staff and staff employed in Schools. Casual staff are typically employed where there is a requirement for seasonal or ad-hoc workers who are not part of the permanent establishment, an example being Electoral Canvassers and Carnival Assistants.

1.4 Since October 2010 the Council has engaged in shared working with other local authorities with the purpose of reducing management costs and sharing expertise between Councils. Consequently, a number of Kensington and Chelsea staff are currently managed by employees of Westminster City Council. The workforce data in this report covers only employees that are contracted to the Royal Borough of Kensington and Chelsea.

1.5 Information on personal characteristics is collected through the SAP HR system which is managed on behalf of RBKC by Hampshire County Council through a partnership agreement. Age and gender are collected as part of the personnel identity checks. Through SAP's self-service facility, staff provide details of their ethnicity, disability, religion or belief and sexual orientation. Not all staff have updated their personal characteristics on SAP, but the Council is engaging with those employees to encourage them to do so.

1.6 All figures in this report are full-time equivalent (FTE) unless otherwise stated. Averages are calculated using the mean average. Percentages have been rounded to the nearest whole number where appropriate.

1.7 Previous reports from the legacy HR system pre-dating SAP have defined 'Senior Management' as employees in position levels zero to three. Position levels are no longer recorded on the current SAP HR system and so position-based analysis has been replaced with salary range analysis across the workforce. Therefore, 'Senior Managers' are typically those with either 'Chief Executive', 'Director' or 'Head of' in their job title.

1.8 Some changes in the number of staff employed have been caused by transfers of permanent and temporary employees with other local authorities, for example as a result of changes to shared service arrangements with Hammersmith & Fulham Council.

## Introduction continued...

1.9 For some of the Personal Characteristics descriptions we are limited to the generic choices made available on the SAP system by Hampshire County Council, e.g. “Not stated” and “Not Disclosed” are essentially the same.

1.10 Due to software limitations, we currently do not have the ability in SAP to allow employees to record a Gender Identity of Cis Man or Cis Woman. Employees are able to record Non-Binary Gender identity (e.g. Transgender) but currently RBKC is unable to extract this information from the SAP system due to software limitations which are being explored with Hampshire County Council as the software service provider.

1.11 In future years we will also present additional Ethnicity analysis to show figures for the groups of BAME, White Majority (British White) and White Minority (non-British White).

# Key Highlights

	As at 31 March 2020	Change from 31 March 2020	
Employees	2298.46 (FTE *)	+169.06	↑
	2416 (Headcount)	+158	↑
Starters 01/04/2020 – 31/03/2021	393.2 (FTE *)	+5.83	↑
	407 (Headcount)	+7	↑
Leavers 01/04/2020 – 31/03/2021	191	+69	↑
	172.7 (FTE *)	Not captured	Not captured
Average Employee Age as at 31/03/2021	45 years	-1	↓
Average Length of Service	8.7 years	-2.3 years	↓
Average Days Lost (Sickness)	6.65 days	+1.65 days	↑

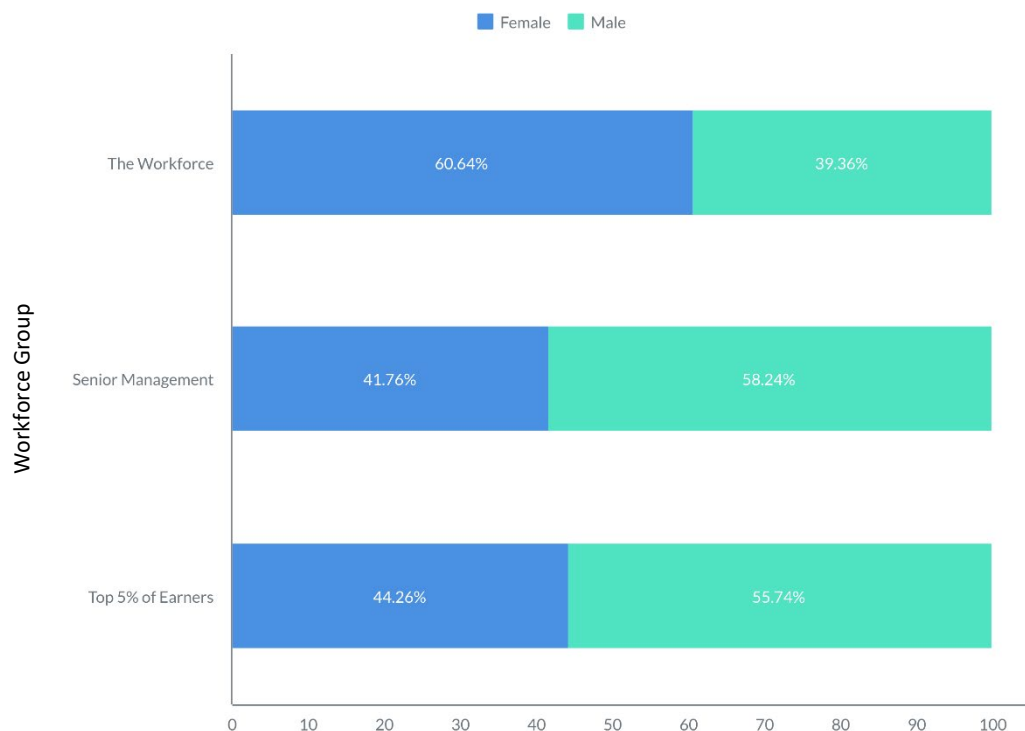
Average Annual Salary for Salary Range at 31 March 2021	
Annual Salary Range (FTE)	Average Annual Salary
£0 - £19,999	£12,489.75
£20,000 - £29,999	£25,778.36
£30,000 - £39,999	£34,641.66
£40,000 - £49,999	£44,296.74
£50,000 - £69,999	£57,188.21
£70,000+	£92,737.09

\* FTE = Full-Time Equivalent

## Personal Characteristics Summaries – Gender as at 31/03/2021

The Gender bar chart below displays the headcount percentage split across Male & Female employees as a % of the total permanent and temporary workforce.

Compared to previous year's data the gender split % across the whole workforce at RBKC is slightly changed and in the top 5% of earners, there is a 6% rise in females employed.



### Comparison between 31/03/2020 and 31/03/2021 data

Workforce Group	Female	Male	Total
<b><u>Top 5% Earners</u></b>			
31/03/2020	38%	62%	100%
31/03/2021	44%	56%	100%
Difference	+6%	-6%	
<b><u>Senior Management</u></b>			
31/03/2020	42%	58%	100%
31/03/2021	42%	58%	100%
Difference	n/c	n/c	
<b><u>The Workforce</u></b>			
31/03/2020	60%	40%	100%
31/03/2021	61%	39%	100%
Difference	+1%	-1%	

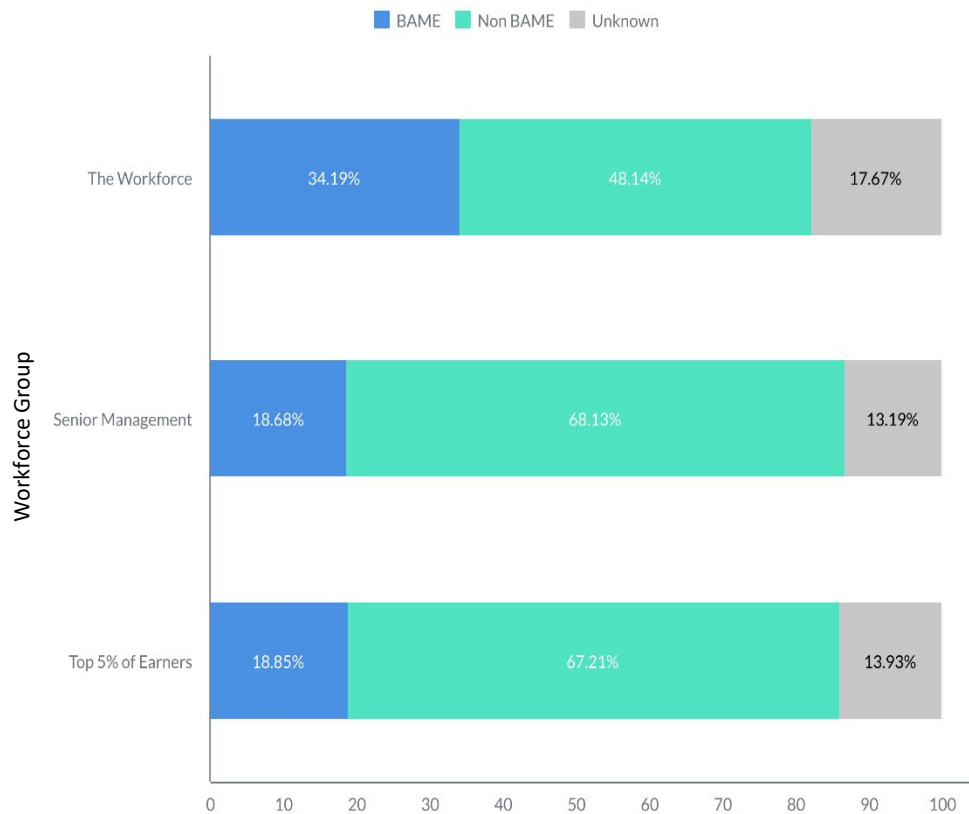
n/c = no change

Disclosure rate for whole workforce = 100%

# Personal Characteristics Summaries – Ethnicity as at 31/03/2021

The Ethnicity bar chart below displays the headcount percentage split across employees by Ethnic Group (BAME, Non-BAME [i.e. White including non-British White] and Unknown) as a % of the total permanent and temporary workforce.

Compared to the previous year's data there has been an increase in the number of self-declared BAME staff employed across all three categories.



## Comparison between 31/03/2020 and 31/03/2021 data

Workforce Group	BAME	NON BAME	Un-Known	TOTAL
<b>Top 5% Earners</b>				
31/03/2020	13%	64%	23%	100%
31/03/2021	19%	67%	14%	100%
Difference	+6%	+3%	-9%	
<b>Senior Management</b>				
31/03/2020	19%	56%	25%	100%
31/03/2021	19%	68%	13%	100%
Difference	n/c	-12%	12%	
<b>The Workforce</b>				
31/03/2020	28%	45%	27%	100%
31/03/2021	34%	48%	18%	100%
Difference	6%	-3%	9%	

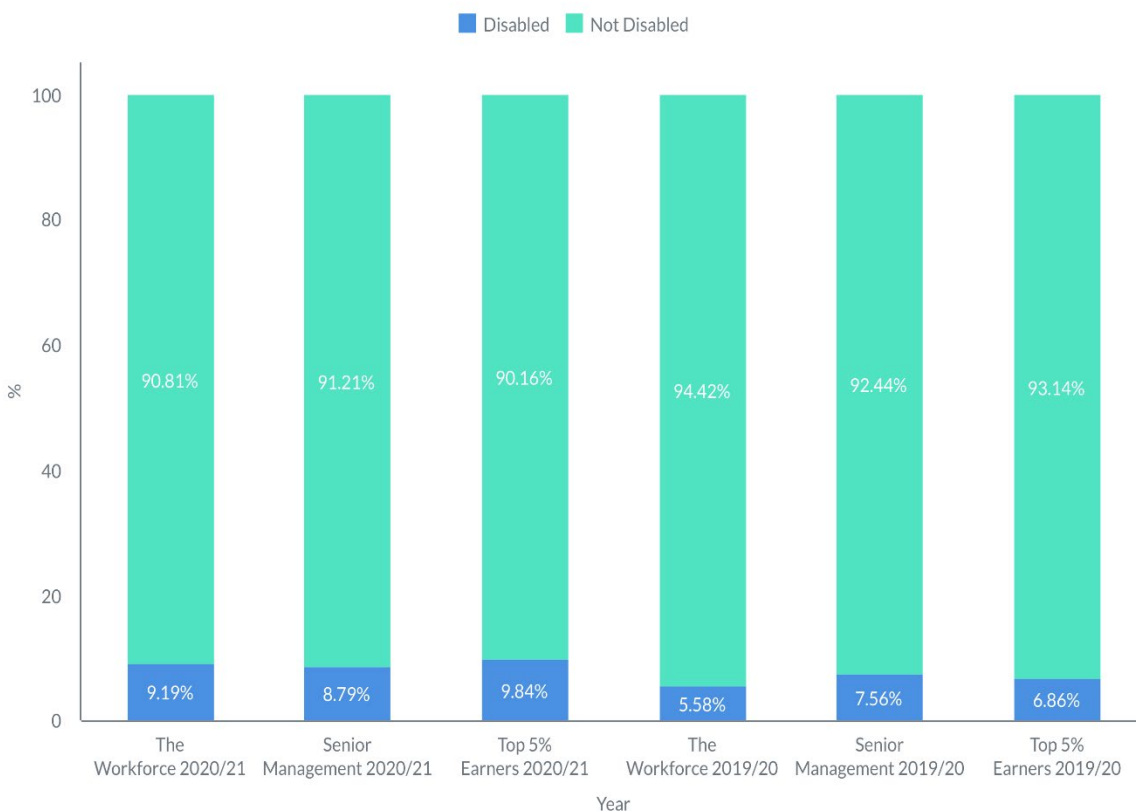
Non-BAME comprises all categories of White including non-British White.

Disclosure rate for whole workforce = 84%

## Personal Characteristics Summaries – Disability as at 31/03/2021

The Disability bar chart below displays the percentage split across headcount for individuals who have disclosed their Disability as a % of the total permanent and temporary workforce.

Compared to the previous year's data there has been an increase in the number of employees declaring a Disability across all three categories.



### Comparison between 31/03/2020 and 31/03/2021 data

Workforce Group	Disabled	Non Disabled	Total
<b><u>Top 5% Earners</u></b>			
31/03/2020	7%	93%	100%
31/03/2021	10%	90%	100%
Difference	+3%	-3%	
<b><u>Senior Management</u></b>			
31/03/2020	7%	93%	100%
31/03/2021	9%	91%	100%
Difference	+2%	-2%	
<b><u>The Workforce</u></b>			
31/03/2020	6%	94%	100%
31/03/2021	9%	91%	100%
Difference	+3%	-3%	

Disclosure rate for whole workforce = 100%

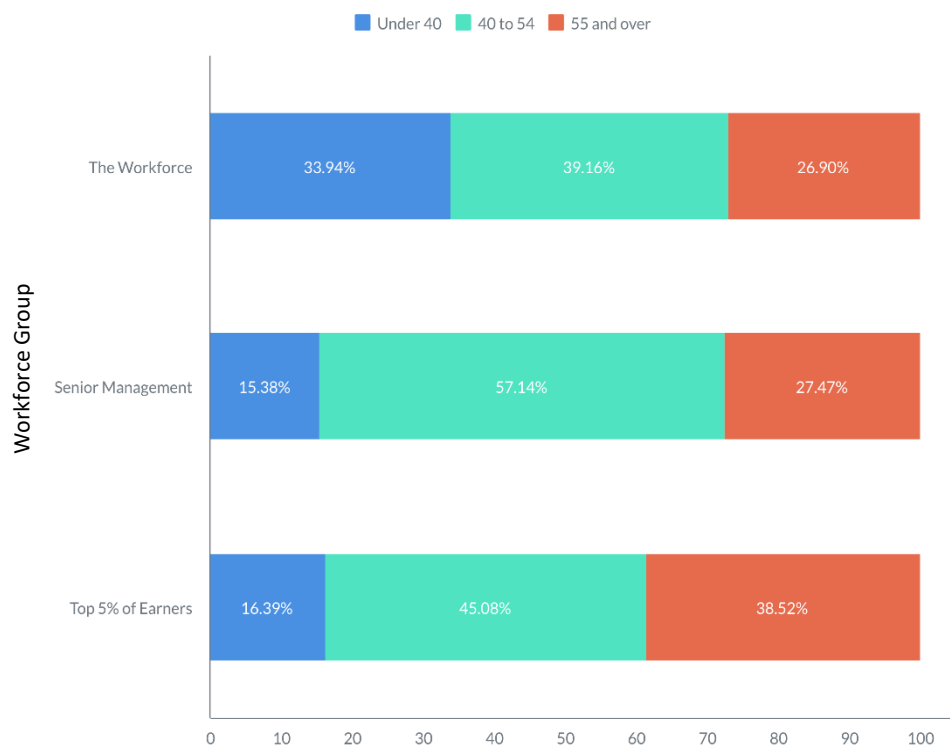
Workforce Group & Year



## Personal Characteristics Summaries – Age as at 31/03/2021

The Age bar chart below displays the percentage split of headcount across Age ranges as a % of the total permanent and temporary workforce.

Compared to the previous year's data, the biggest movement has occurred in the under 40 Senior Management grouping which has seen a 5% decrease. Other groups have seen a slight change in percentages as per the table below.



### Comparison between 31/03/2020 and 31/03/2021 data

Workforce Group	Under Age 40	Age 40-54	Age 55 and over	TOTAL
<b>Top 5% Earners</b>				
31/03/2020	16%	49%	35%	100%
31/03/2021	16%	45%	39%	100%
Difference	n/c	-4%	+4%	
<b>Senior Management</b>				
31/03/2020	20%	54%	26%	100%
31/03/2021	15%	57%	28%	100%
Difference	-5%	+3%	+2%	
<b>The Workforce</b>				
31/03/2020	33%	41%	26%	100%
31/03/2021	34%	39%	27%	100%
Difference	+1%	-2%	+1%	

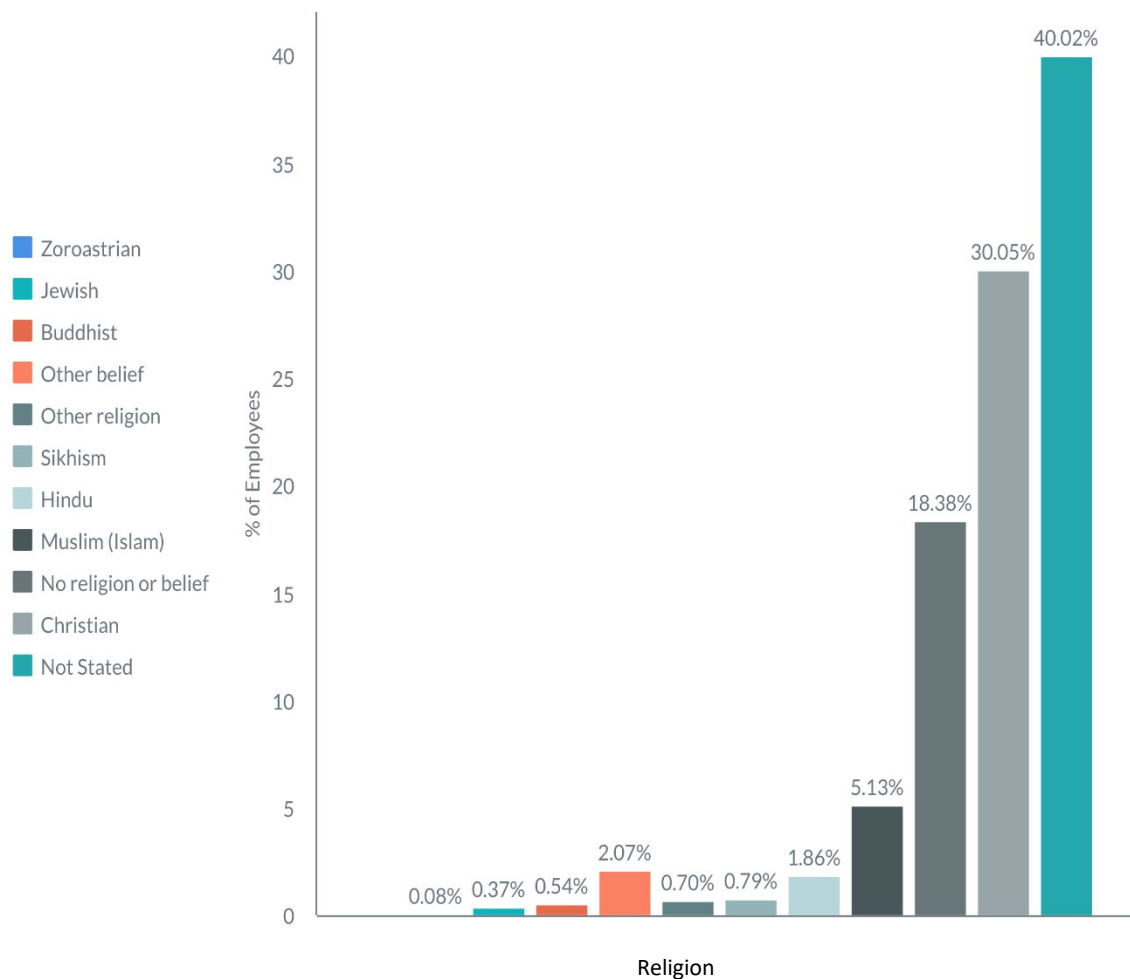
n/c = no change

Disclosure rate for whole workforce = 100%

## Personal Characteristics Summaries – Religion as at 31/03/2021

The Religion bar chart below shows the percentage split of headcount across religious groups as a % of the total permanent and temporary workforce.

The proportion of permanent and temporary workers that are “Not stated” has decreased by almost 16%, when compared to the previous year, as a result of work done to encourage workers to declare their personal characteristics.



### Comparison between 31/03/2020 and 31/03/2021 data

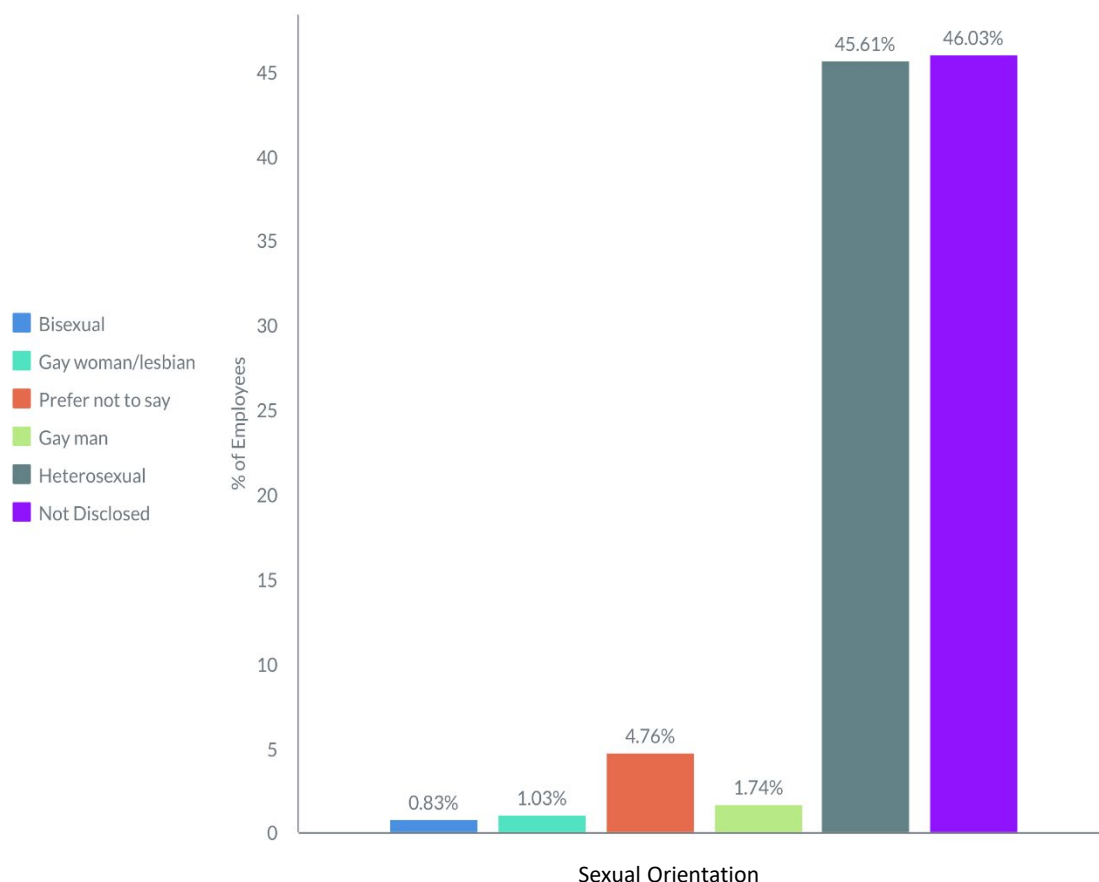
Religion	Year 2020-21	Year 2019-20	Difference
Buddhist	0.54%	0.43%	0.11%
Christian	30.05%	21.90%	8.15%
Hindu	1.86%	1.60%	0.26%
Jewish	0.37%	0.30%	0.07%
Muslim (Islam)	5.13%	3.54%	1.59%
Not stated	40.02%	56.34%	-16.32
No religion/belief	18.38%	13.11%	5.27%
Other belief	2.07%	1.27%	0.80%
Other religion	0.70%	0.80%	-0.10%
Sikhism	0.79%	0.64%	0.13%
Zoroastrian	0.08%	0.07%	0.01%
<b>TOTAL</b>	<b>100%</b>	<b>100%</b>	

Disclosure rate for whole workforce = 60%  
(covers “Not stated” category only)

## Personal Characteristics Summaries – Sexual Orientation as at 31/03/2021

The Sexual Orientation bar chart below shows the percentage split of headcount across sexual orientation groups as a % of the total permanent and temporary workforce.

The proportion of permanent and temporary workers that are “Not disclosed” has decreased by 24%, when compared to the previous year, as a result of work done to encourage workers to declare their personal characteristics.



### Comparison between 31/03/2020 and 31/03/2021 data

Sexual Orientation	Year 2020-21	Year 2019-20	Difference
Bisexual	0.83%	0.44%	0.39%
Gay Man	1.74%	1.23%	0.51%
Gay Woman/Lesbian	1.03%	0.79%	0.24%
Heterosexual	45.61%	25.24%	20.37%
Not disclosed	46.03%	70.06%	-24.03%
Other		0.09%	-
Prefer not to say	4.75%	2.15%	2.6%
TOTAL	100%	100%	

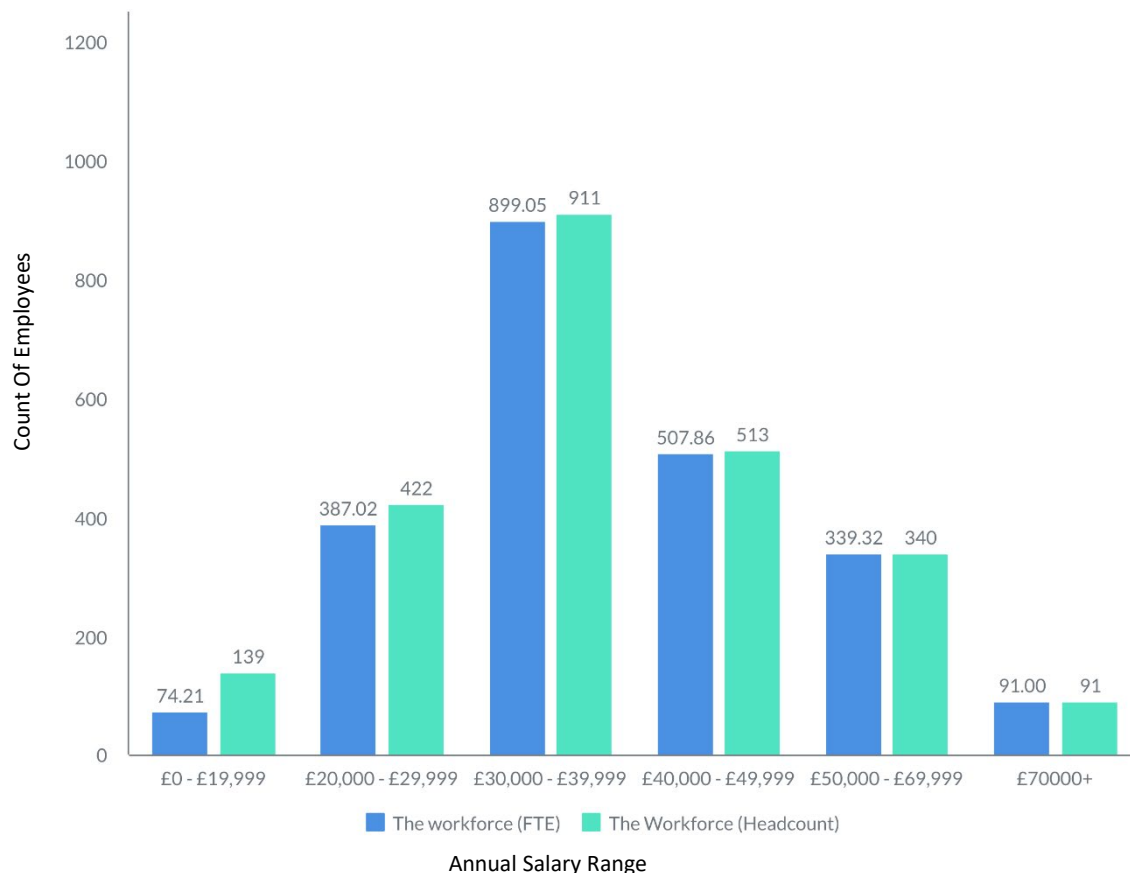
Disclosure rate for whole workforce = 54%

# Employees - Across Annual Salary Ranges as at 31/03/2021

This bar chart displays the FTE and Headcount of the permanent and temporary workforce across annual salary ranges as at 31/03/2021.

The salary ranges at the lower end of the pay range (up to £19,999) and in the upper end (above £30,000) have all seen increases in the headcount and FTE, whereas the biggest decrease has occurred in the headcount and FTE of employees in the annual salary range (between £20,000 - £29,000).

## Comparison between 31/03/2020 and 31/03/2021 data

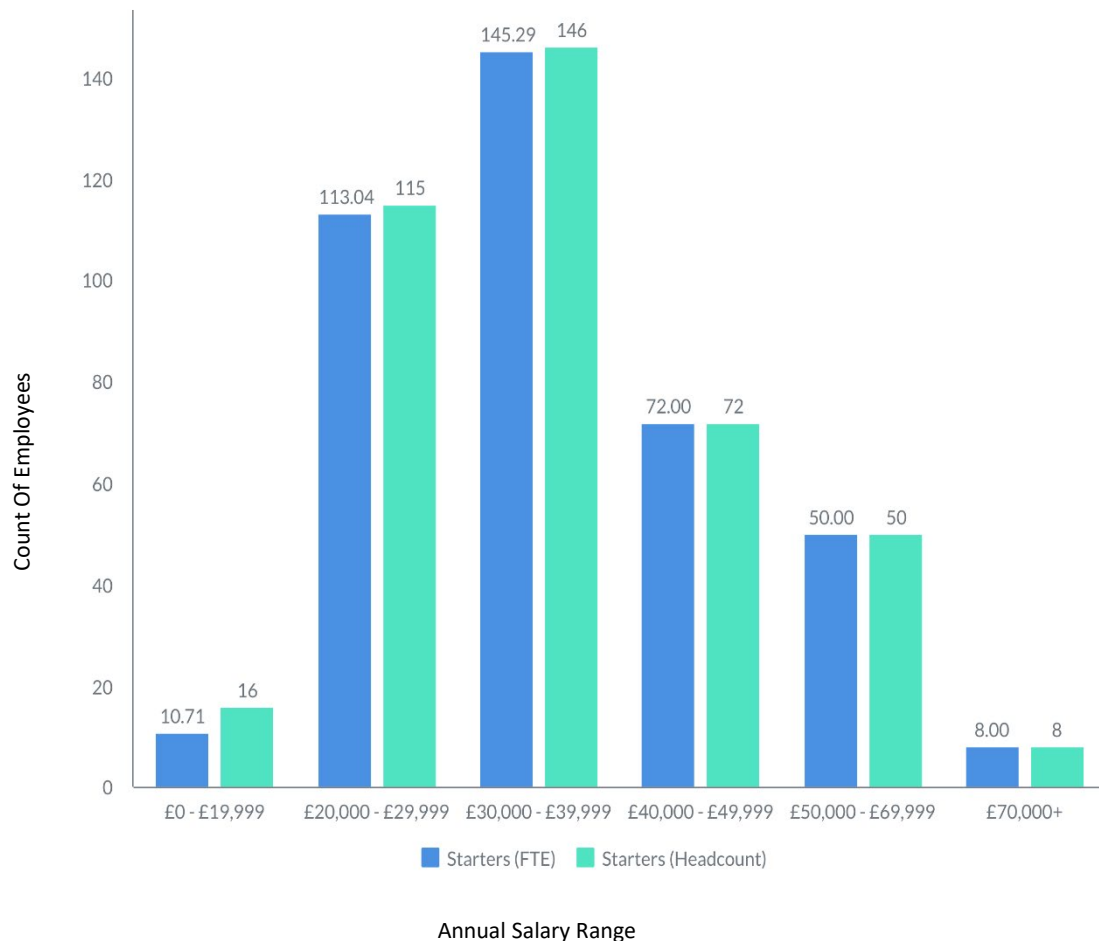


Annual Salary Range £	Headcount	FTE
<b><u>£0 - £19,999</u></b>		
31/03/2020	79	79
31/03/2021	139	74.21
Difference	+ 60	-4.79
<b><u>£20,000 - £29,999</u></b>		
31/03/2020	490	455.78
31/03/2021	422	387.02
Difference	-68	-68.76
<b><u>£30,000 - £39,999</u></b>		
31/03/2020	805	753.88
31/03/2021	911	899.05
Difference	106	145.17
<b><u>£40,000 - £49,999</u></b>		
31/03/2020	500	466.55
31/03/2021	513	507.86
Difference	+13	+41.31
<b><u>£50,000 - £69,999</u></b>		
31/03/2020	295	286.30
31/03/2021	340	339.32
Difference	+45	53.02
<b><u>£70,000 +</u></b>		
31/03/2020	89	87.90
31/03/2021	91	91.00
Difference	+2	3.1

# New Starters – Across Salary Ranges from 01/04/2020 – 31/03/2021

This bar chart displays the FTE and Headcount of permanent and temporary new starters across annual salary ranges from 01/04/2020 to 31/03/2021.

Almost all annual salary ranges show a decrease in the number of new starters in 2020-21 compared to 2019-20.



## Comparison between 2019-20 and 2020-21 data

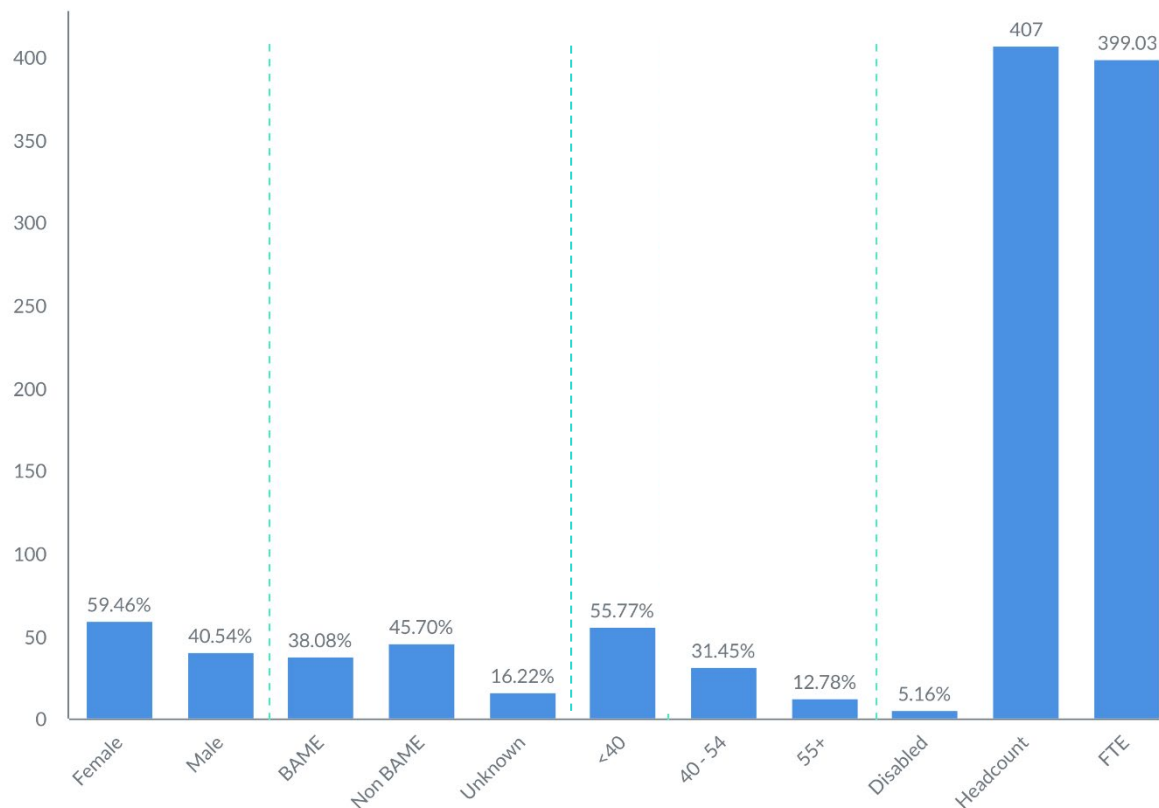
Annual Salary Range	Starters Headcount	Starters FTE
<b>£0 - £19,999</b>		
1/4/2019 - 31/3/2020	19	14.61
1/4/2020 - 31/3/2021	16	10.71
Difference	-3	-3.9
<b>£20,000 - £29,999</b>		
1/4/2019 - 31/3/2020	93	91.69
1/4/2020 - 31/3/2021	115	113.04
Difference	+22	+21.35
<b>£30,000 - £39,999</b>		
1/4/2019 - 31/3/2020	155	154.40
1/4/2020 - 31/3/2021	146	145.29
Difference	-9	-9.11
<b>£40,000 - £49,999</b>		
1/4/2019 - 31/3/2020	56	55.46
1/4/2020 - 31/3/2021	72	72.00
Difference	-16	-16.54
<b>£50,000 - £69,999</b>		
1/4/2019 - 31/3/2020	59	59.00
1/4/2020 - 31/3/2021	50	50.00
Difference	-9	-9.00
<b>£70,000 +</b>		
1/4/2019 - 31/3/2020	18	18.00
1/4/2020 - 31/3/2021	8	8
Difference	-10	-10.00
<b>TOTALS (Starters)</b>		
1/4/2019 - 31/3/2020	400	393.16
1/4/2020 - 31/3/2021	407	399.04
Difference	+7	+5.88

# New Starters – Personal Characteristics from 01/04/2020 to 31/03/2021

This bar chart displays the range of Personal Characteristics for permanent and temporary new starters in the Council from 01/04/2020 to 31/03/2021.

Improved data capture for new recruits is partly responsible for the decrease in the number of Ethnicity “Unknown” cases in 2020-21 compared to the previous year, as well as a greater drive on the Council’s part to encourage the declaration of this information for new recruits.

## Comparison between 2019-20 and 2020-21 data



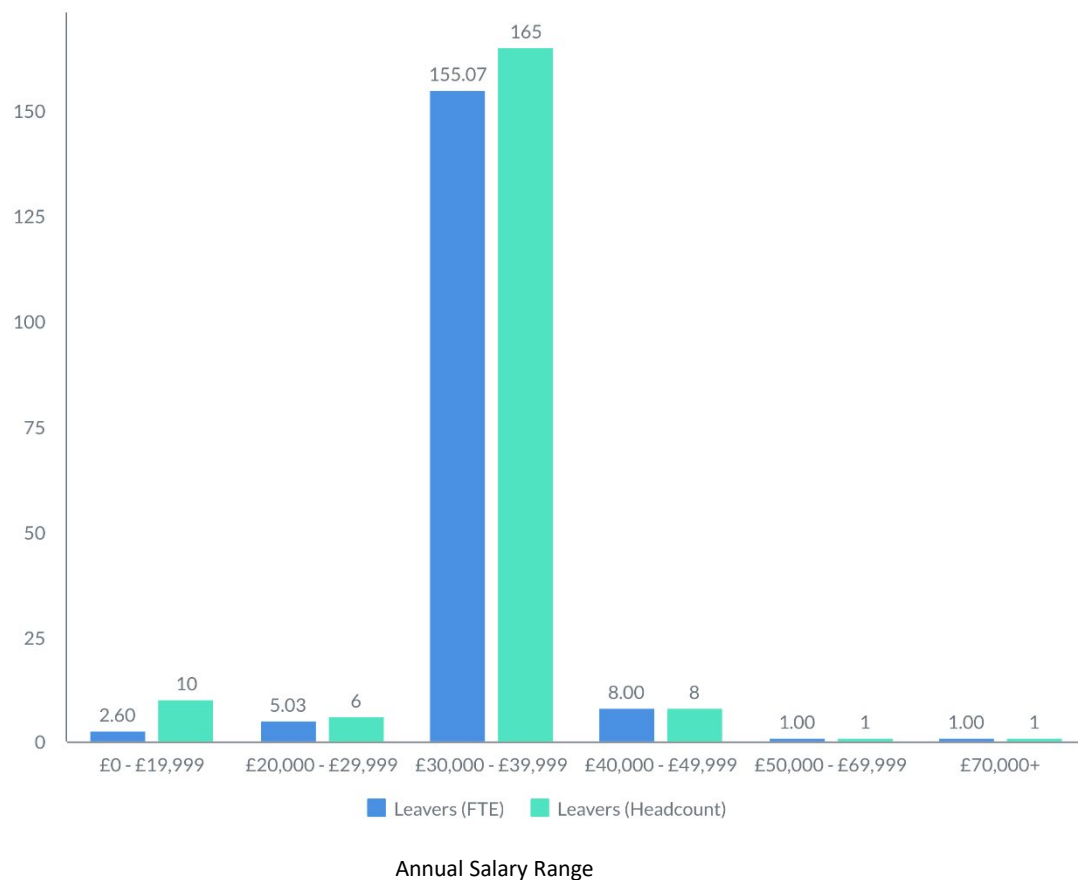
Personal Characteristic Group

Personal Characteristic	Current Year 01/04/2020 - 31/03/2021	Previous Year 01/04/2019 - 31/03/2020	Difference
<b>Sex</b>			
Female	59.46%	58.75%	+0.71%
Male	40.54%	41.25%	-0.71%
<b>Ethnicity</b>			
BAME	38.08%	35.25%	+2.83%
Non-BAME	45.70%	43.75%	+1.95%
Unknown	16.22%	21.00%	-4.78%
<b>Age</b>			
Under 40	55.77%	48.50%	+7.27%
40 to 54	31.45%	38.25%	-6.8%
55 and over	12.78%	13.25%	-0.47%
<b>Disability</b>			
Disabled	5.16%	6.75%	-1.59
Not Disabled	94.84%	93.25%	+1.59

# Leavers – Across Salary Ranges from 01/04/2020 – 31/03/2021

This bar chart displays the headcount and FTE of permanent and temporary leavers across salary ranges in the Council from 01/04/2020 to 31/03/2021. High numbers of leavers in the £30,000-£39,999 may be due to restructuring in 2020-21 compared to the previous year.

Please note that previously FTE figures were not captured however these now exist and comparison for the future can commence.



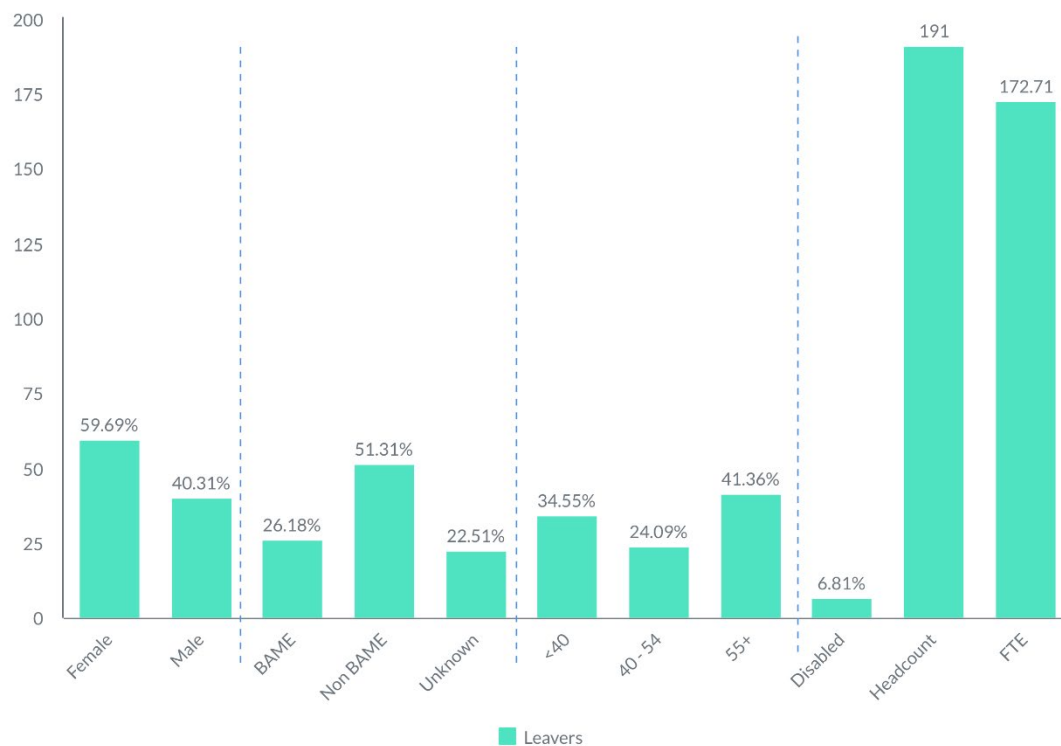
## Comparison between 2018-19 and 2020-21 data

Annual Salary Range	Leavers Headcount	Leavers FTE
<b>£0 - £19,999</b>		
1/4/2019 - 31/3/2020	12	-
1/4/2020 - 31/3/2021	10	2.60
Difference	-2	
<b>£20,000 - £29,999</b>		
1/4/2019 - 31/3/2020	30	-
1/4/2020 - 31/3/2021	6	5.03
Difference	-24	
<b>£30,000 - £39,999</b>		
1/4/2019 - 31/3/2020	36	-
1/4/2020 - 31/3/2021	165	155.07
Difference	-129	
<b>£40,000 - £49,999</b>		
1/4/2019 - 31/3/2020	21	-
1/4/2020 - 31/3/2021	8	8.00
Difference	13	
<b>£50,000 - £69,999</b>		
1/4/2019 - 31/3/2020	15	-
1/4/2020 - 31/3/2021	1	1.00
Difference	14	
<b>£70,000 +</b>		
1/4/2019 - 31/3/2020	8	-
1/4/2020 - 31/3/2021	1	1.00
Difference	7	
<b>TOTALS (Leavers)</b>		
1/4/2019 - 31/3/2020	122	-
1/4/2020 - 31/3/2021	191	172.70
Difference	-69	

# Leavers – Personal Characteristics from 01/04/2020 – 31/03/2021

This bar chart displays a range of information for permanent and temporary leavers in the Council from 01/04/2020 – 31/03/2021.

Promising changes are being seen when comparing the Personal Characteristics data from 2019-2020 to 2020-2021 with the biggest increase in Ethnicity data.



Personal Characteristic Group

## Comparison between 2019-20 and 2020-21 data

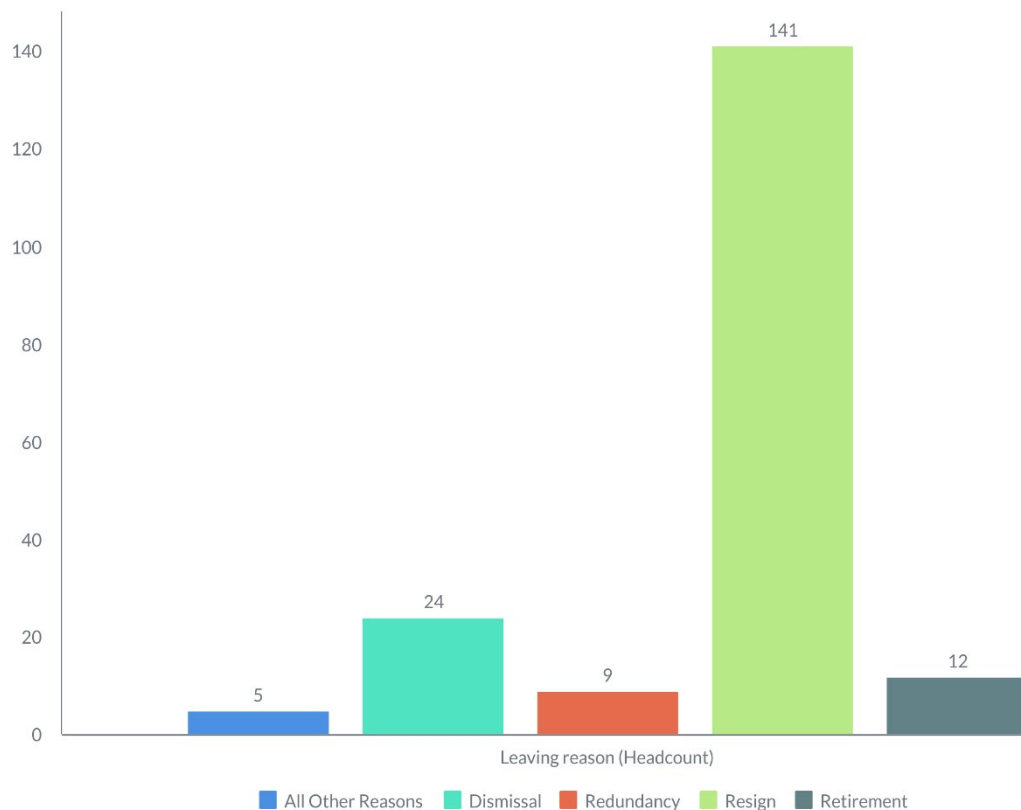
Personal Characteristic	Current Year 01/04/2020 - 31/03/2021	Previous Year 01/04/2019 - 31/03/2020	Difference
<b><u>Sex</u></b>			
Female	59.69%	52.46%	7.23%
Male	40.31%	47.54%	-7.23%
<b><u>Ethnicity</u></b>			
BAME	26.18%	18.85%	7.33%
Non-BAME	51.31%	31.15%	20.16%
Unknown	22.51%	50.00%	-27.49%
<b><u>Age</u></b>			
Under 40	34.55%	41.80%	-7.25%
40 to 54	24.09%	36.07%	-11.98%
55 and over	41.36%	22.13%	19.23%
<b><u>Disability</u></b>			
Disabled	6.81%	4.37%	2.44%
Not Disabled	93.19%	95.63%	-2.44%



## Leavers - Leaving Reason from 01/04/2020 to 31/03/2021

This bar chart shows the headcount for permanent and temporary leavers from 01/04/2020 – 31/03/2021, by reason for leaving.

The most common reason for leaving is due to resignation, and there has been small increase in dismissals in 2020-21 when compared to 2019-20.



### Comparison between 2019-20 and 2020-21 data



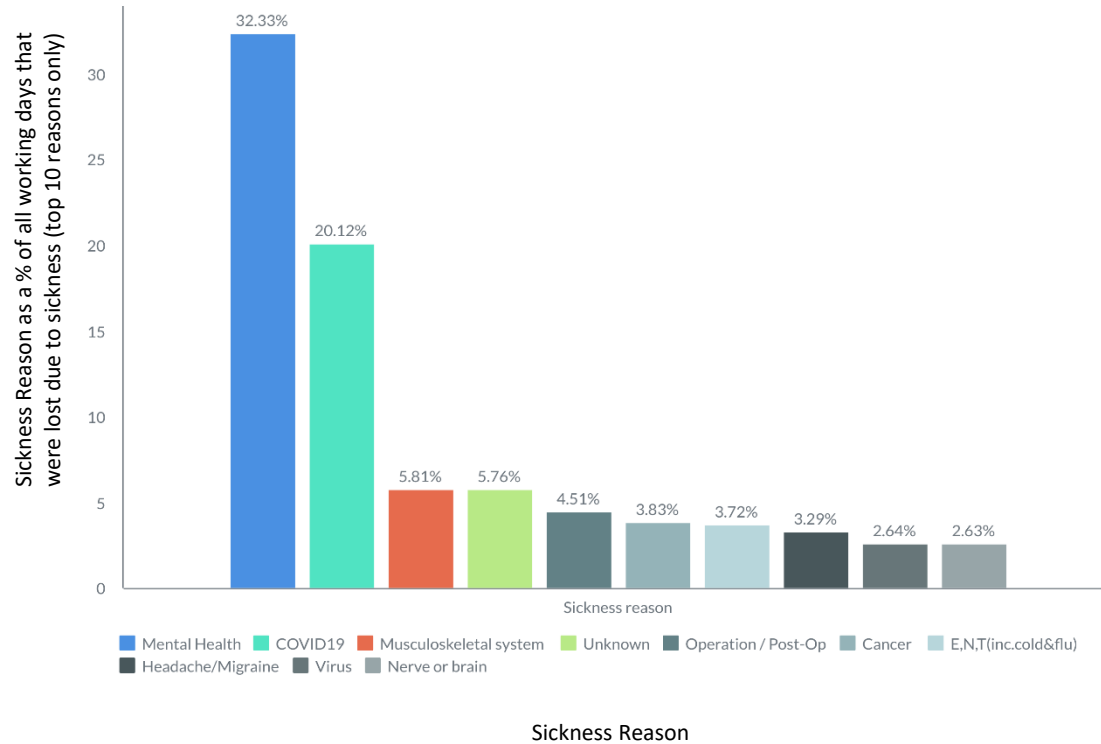
Leaving Reason	Current Year 01/04/2020 - 31/03/2021	Previous Year 01/04/2019 - 31/03/2020	Difference
Dismissal	24	15	9
Other	5	8	-3
Redundancy	9	13	-4
Resignation	141	82	59
Retirement	12	4	8
TOTAL	191	122	69

Figures are displayed as headcount for permanent and temporary employees who are leavers.

# Sickness – Sickness Reasons from 01/04/2020 to 31/03/2021

The Top 10 reasons for sickness absence for 2020-21 are shown in the chart below, and those for the previous year are shown in the table below on the right.

The average number of sickness days lost per employee (covering permanent and temporary employees) has increased to 6.65 for 2020-21, an increase of 1.65 days from 2019-2020 (as shown on the Key Highlights table on page 3). The major contribution to this is the COVID19 pandemic.



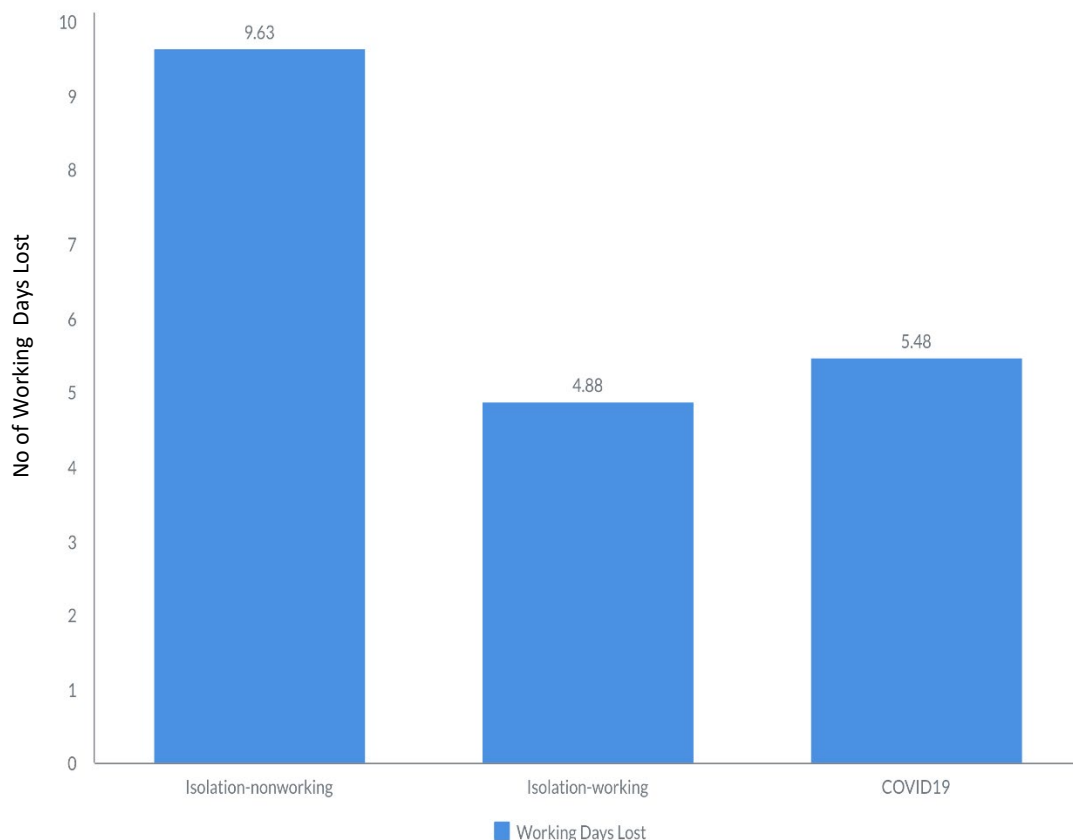
## Comparison with 2020-21's top 10 sickness reasons

Sickness Reason	Year 2020-2021	Year 2019-2020
Mental Health	32.33%	22.78%
Unknown	5.76%	18.48%
ENT (incl. cold and flu)	3.72%	17.05%
Confidential	-	6.28%
Breaks / Fractures	-	3.51%
Musculoskeletal system	5.81%	3.44%
Women's Health	-	2.75%
Stomach or Bowel	-	2.66%
Operation / Post-Op	4.51%	2.62%
Gastro Intestinal	-	2.14%
COVID19	20.12%	-
Cancer	3.83%	-
Headache/Migraine	3.29%	-
Virus	2.64%	-
Nerve or Brain	2.63%	-

# Sickness – COVID-19 and related absences 01/04/2020 - 31/03/2021

The bar chart below shows the average days of absence for any worker who was absent between 01/04/2020 – 31/03/2021 due to either COVID-19, isolation working or non-isolation working. It is important to note that these average days of absence are only for those who were actually absent for any of these three reasons, it is not an average across the whole permanent and temporary workforce.

The table on the right shows the differences between the final two months of the financial year for 2020 when the pandemic hit the UK and restrictions came into place along with the complete figures for the whole financial year of 2020-2021.



## Comparison between 2019-20 and 2020-21 data

Absence Type	No of Employees	Number of Days off	Working Days Lost
<b>Isolation-nonworking</b>			
01/02/2020 - 31/03/2020	31	147	4.77
01/04/2020 - 31/03/2021	76	731.98	9.63
<b>Isolation-working</b>			
01/02/2020 - 31/03/2020	218	1458	6.69
01/04/2020 - 31/03/2021	991	4838.94	4.88
<b>COVID19</b>			
01/02/2020 - 31/03/2020	86	418	4.87
01/04/2020 - 31/03/2021	412	2258.96	5.48