

## Introduction

Elmbridge Borough Council is committed to the principle of equal opportunities and equal treatment for all employees, regardless of sex, race, religion or belief, age, marriage or civil partnership, pregnancy/maternity, sexual orientation, gender reassignment or disability. It has a clear policy of paying employees equally for the same or equivalent work, regardless of their sex (or any other characteristic set out above).

Statutory duties are governed by the Equality Act 2010 and it is a requirement that public-sector organisations with over 150 employees report at least annually on how their policies and practices affect staff with different 'Protected Characteristics'

## Monitoring data

The employee statistics are taken from iTrent which is the HR and Payroll system. The recruitment statistics are taken from our Applicant Tracking System which uses different categories for analysis. The period of the report is 1 April 2016 to 31 March 2017.

The data is dependent on employees disclosing their personal information so meaningful reporting can be undertaken. There are gaps in the data where employees and job applicants have chosen not to disclose.

To provide context, the statistics in this report should be read in conjunction with the council's other published equality data.

## Workforce Analysis

### Analysis by Ethnicity

	Number of employees	% of employees
Asian/Asian British – any other Asian background	7	1.82

Asian/Asian British – Bangladeshi	1	0.26
Asian/Asian British – Chinese	1	0.26
Asian/Asian British – Indian	6	1.56
Asian/Asian British – Pakistani	2	0.52
Black/African/Caribbean/Black British - African	5	1.30
Black/African/Caribbean/Black British - Caribbean	3	0.78
Mixed/Multiple ethnic group – Any other Mixed/multiple ethnic background	3	0.78
Mixed/Multiple ethnic group – White and Asian	1	0.26
Mixed/Multiple ethnic group – White and Black Caribbean	1	0.26
Other ethnic group - Arab	1	0.26
White – Any Other White background	13	3.39
White – English/Welsh/Scottish/Northern Irish/British	302	78.65
White - Irish	3	0.78
Not known/not provided	35	9.12
Total	384	100

### Analysis by Sex

Sex	Number of employees	% of employees
Male	149	38.8
Female	235	61.2
Total	384	100

### Analysis by Disability

	Number of employees	% of employees
Disabled	9	2.34
Not disabled	343	89.32
Not known	31	8.08
Declined to specify	1	0.26
Total	384	100

## Analysis by Age

	Number of employees	% of employees
Under 25	12	3.13
Between 25 & 35	63	16.41
Between 36 & 45	80	20.83
Between 46 and 55	119	30.99
Between 56 and 65	90	23.44
Over 65	20	5.21
Total	384	100

## Analysis by Religion

	Number of employees	% of employees
Agnostic	5	1.30
Athiest	10	2.60
Christian	52	13.54
Hindu	2	0.52
None	11	2.86
Not Stated	34	8.85
Other	2	0.52
Blank	268	69.79
Total	384	100

## Sexual Orientation

It is noted that a significant number of employees (76%) have not provided this information.

## Other protected characteristics

This information is not available due to low numbers of returns.

## Recruitment

The council is committed to creating opportunity for all.

We aim to:

- Be an equal opportunities employer committed to a policy of equal access to employment opportunities, training and development, at all levels of the organisation.

- Recruit and retain a workforce that reflects the expertise and diversity of our community and ensure that recruitment and selection procedures are in place to attract the best applicants to Elmbridge.
- Build on our positive action policies to redress any inequalities or discriminatory practice.
- Create a safe working environment where any form of discrimination or harassment is dealt with quickly, appropriately and effectively, and where staff feel supported in challenging discrimination and harassment.
- Promote and further develop work-life balance policies to ensure that we maximise employment opportunities for all and continue to offer flexible working hours, home working options, part time, term time and job-share arrangements to improve the range of opportunities we offer.
- Welcome and encourage job applications from groups who are currently under represented through the Council.
- Advertise our jobs widely to ensure that they attract applications from all sections of the community.
- Make sure that staff responsible for recruitment are given the training and advice that they need to appoint the best person for the job.
- Ask staff to participate in the Council's equality monitoring data capture for recruitment, training and selection.

During 2016-2017, 95 roles were advertised. The response rate to advertisements was generally very high and a total of 798 applications were received.

### Analysis by Ethnicity

	Number of applications	Number interviewed	Number successful
White	566 (70.93%)	200 (78.43%)	24 (92.30%)
Asian/Asian British	84 (10.52%)	17 (6.67%)	1 (3.85%)
Mixed/multiple ethnic background	23 (2.89%)	8 (3.13%)	1 (3.85%)
Black/African/Caribbean/Black British	70 (8.78%)	24 (9.41%)	0
Other ethnic background	20	4	0

	(2.51%)	(1.57%)	
Unknown/not declared	33 (4.14%)	2 (0.79%)	0
Total	822 (100%)	255 (100%)	26 (100%)

### Analysis by Sex

Sex	Number of applications	Number interviewed	Number successful
Male	377	107	11
Female	409	154	15
Not specified	12	2	0

### Analysis by Disability

	Number of applications	Number interviewed	Number successful
Disabled	23	11	0
Not disabled	749	247	26
Prefer not to say	10	2	0
Not specified	16	3	0

### Analysis by Age

	Number of applications	Number interviewed	Number successful
Between 16 & 20	32	9	0
Between 21 & 30	238	71	10
Between 31 & 40	158	44	4
Between 41 and 50	168	66	5
Between 51 and 60	167	61	3
Between 61 and 70	16	9	3
Over 70	2	0	1
Not specified	11	2	0
Total			

### Analysis by religion

	Number of applications	Number interviewed	Number successful
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Buddhist	1	1	0
Christian	9	8	2
Hindu	0	0	0
Jew	0	0	0
Muslim	1	1	0
Sikh	0	0	0
Other religion	0	0	0
No religion	1	1	1
Not specified	630	203	22
Total			

### Analysis by Sexual Orientation

	Number of applications	Number interviewed	Number successful
Bisexual	0	0	0
Gay Man	0	0	0
Gay Woman	0	0	0
Heterosexual	14	12	4
Other	0	0	0
Not specified	630	203	22
Total	644	215	26

There remains a significant proportion of job applicants who choose not to disclose their personal details. This limits a detailed analysis.

### Moving Forward

The Council is fully committed to equalities and performing strongly as an employer of choice in representing staff with all protected characteristics at all levels in the organisation.

In an effort to improve representation in our workforce for those who have a disability and the Council is a Disability Confident Employer and will continue to participate in the scheme.

The Council will continue to seek to encourage younger people to join the organisation, by building on the existing apprenticeship schemes and continue to work with local schools and colleges to offer work experience placements.