
Workforce Monitoring Report 2020

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 2019 to 31 March 2020.

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	6	1.57
Asian/Asian British – Bangladeshi	1	0.26
Asian/Asian British – Chinese	1	0.26
Asian/Asian British – Indian	5	1.31
Asian/Asian British – Pakistani	1	0.26

Black/African/Caribbean/Black British - African	6	1.57
Black/African/Caribbean/Black British – Any other black background	1	0.26
Black/African/Caribbean/Black British - Caribbean	3	0.79
Mixed/Multiple ethnic group – Any other Mixed/multiple ethnic background	1	0.26
Mixed/Multiple ethnic group – White and Asian	2	0.52
White – Any Other White background	18	4.71
White – English/Welsh/Scottish/Northern Irish/British	235	61.52
White - Irish	3	0.79
Other ethnic group	2	0.52
Not known/not provided	81	21.20
Total	382	100

Analysis by Gender

	Number of employees	% of employees
Male	132	34.55
Female	250	65.45
Total	382	100

Analysis by Disability

	Number of employees	% of employees
Disabled	13	3.40
Not disabled	268	70.16
Not known	99	25.92
Declined to specify	2	0.52
Total	382	100

Analysis by Age

	Number of employees	% of employees
Under 25	19	4.97
Between 25 & 35	61	15.97
Between 36 & 45	76	19.90
Between 46 and 55	113	29.58
Between 56 and 65	96	25.13

Over 65	17	4.45
Total	382	100

Analysis by Religion

	Number of employees	% of employees
Agnostic	3	0.78
Athiest	6	1.57
Christian	62	16.19
Hindu	1	0.26
None	34	8.88
Not Stated	33	8.62
Other	4	1.04
Blank	240	62.66
Total	382	100

Sexual Orientation

It is noted that a significant number of employees (71.47%) 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 and family friendly 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 2019-2020, 92 roles were advertised. The response rate to advertisements was generally high and a total of 806 applications were received.

Analysis by Ethnicity

	Number of applications	Number interviewed	Number successful
White	567 (70.35%)	220 (76.12%)	1 (100%)
Asian/Asian British	86 (10.67%)	26 (9%)	0
Mixed/multiple ethnic background	23 (2.85%)	8 (2.77%)	0
Black/African/Caribbean/Black British	58 (7.20%)	13 (4.50%)	0
Other ethnic background	10 (1.24%)	3 (1.04%)	0
Unknown/not declared	62 (7.69%)	19 (6.57%)	0
Total	806 (100%)	289 (100%)	1 (100%)

Analysis by Gender

	Number of applications	Number interviewed	Number successful
Male	337	98	0
Female	449	183	1

Not specified	20	8	0
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Analysis by Disability

	Number of applications	Number interviewed	Number successful
Disabled	60	26	1
Not disabled	692	243	0
Prefer not to say	26	12	0
Not specified	28	8	0

Analysis by Age

	Number of applications	Number interviewed	Number successful
Between 16 & 20	31	14	0
Between 21 & 30	197	58	0
Between 31 & 40	186	63	1
Between 41 and 50	157	55	0
Between 51 and 60	157	68	0
Between 61 and 70	38	19	0
Over 70	2	0	0
Not specified	38	12	0
Total	806	289	1

Analysis by religion

	Number of applications	Number interviewed	Number successful
Buddhist	12	1	0
Christian	331	109	0
Hindu	26	3	0
Jew	2	0	0
Muslim	35	13	0
Sikh	6	1	0
Other religion	21	12	0
No religion	259	109	1
Not specified	114	41	0
Total	806	289	1

Analysis by Sexual Orientation

	Number of applications	Number interviewed	Number successful
Bisexual	23	9	0
Gay Man	13	7	0
Gay Woman	4	2	0
Heterosexual	666	234	1
Other	5	1	0
Prefer not to say	35	11	0
Not specified	60	25	0
Total	806	289	1

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.

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.