

## Age Balance

Indicator	2017 Value	2018 Value	2019 Value	2020 Value
Percentage of workforce who are 16-24 years	4.3%	4.9%	5.3%	5.7%
Percentage of workforce who are 25-34 years	18.1%	18.1%	19.1%	19.3%
Percentage of workforce who are 35-44 years	21.5%	21.2%	20.9%	21.5%
Percentage of workforce who are 45-54 years	30.3%	29.7%	28.4%	27.1%
Percentage of workforce who are 55-64 years	23.3%	23.6%	23.6%	23.3%
Percentage of workforce who are 65-74 years	2.4%	2.4%	2.5%	2.7%
Percentage of the workforce who are 75+	0.1%	0.1%	0.2%	0.2%

The age breakdown of the workforce has been steady over the past few years with over 50% of the workforce in the 45+ category. Whilst this has dropped slightly over the past couple of years, from 56% in 2018 to 53% in 2020 it still remains the highest percentage of employees in this age category. There has been an increase in the 16-24 age range but in comparison to other age ranges, under-representation is still evident in this category.

## Disability Status

Indicator	2017 Value	2018 Value	2019 Value	2020 Value
Percentage of workforce to have indicated that they have a disability.	2.7%	3%	3%	2.8%

The data shows an increase in the number of employees indicating they have a disability over the past 2 years with a slight decrease in the current figures. We have seen an increase in the number of returns and will continue to encourage employees to provide this information. Information for comparison with the local population is limited but we will continue to monitor as this becomes more readily available.

<b>Ethnic Minority</b>				
<b>Indicator</b>	<b>2017 Value</b>	<b>2018 Value</b>	<b>2019 Value</b>	<b>2020 Value</b>
Ethnic breakdown of the workforce - percentage who are White	99.0%	98.9%	96.4%	96.5%
Ethnic breakdown of the workforce - percentage who are BME	1.0%	1.1%	3.6%	3.5%

The figures above show a continued increase in the number of BME employees within the Council over the past few years and recognises that increased reporting has ensured a more accurate reflection of the workforce profile. Whilst the BME % has decreased slightly since 2019 this is due to the increased number of responses for this category – the actual responses indicating a BME category have increased.

<b>Gender</b>				
<b>Indicator</b>	<b>2017 Value</b>	<b>2018 Value</b>	<b>2019 Value</b>	<b>2020 Value</b>
<b>Gender breakdown of overall workforce</b>				
The percentage of employees in the workforce who are female	73%	73.5%	75%	75.1%
The percentage of employees in the workforce who are male	27%	26.5%	26%	24.9%
<b>Top 2% of workforce who are women</b>				
The percentage of highest paid 2% of employees who are women	60%	55%	55%	57%
Ethnic breakdown of employees in the Top 2% of the workforce who are White	100%	100%	96%	96%
Ethnic breakdown of employees in the Top 2% of the workforce who are BME	0%	0%	4%	4%
Percentage of employees in the top 2% of the workforce who have indicated that they have a disability	0.9%	0%	0%	1%

<b>Top 5% of workforce who are women</b>				
The percentage of highest paid 5% of employees who are women	64%	61%	61%	64%
Ethnic breakdown of employees in the Top 5% of the workforce who are White	99%	99%	96%	96%
Ethnic breakdown of employees in the Top 5% of the workforce who are BME	0.4%	0.4%	4%	4%
Percentage of employees in the top 5% of the workforce who have indicated that they have a disability	0.8%	0.4%	0.4%	1%

The gender make up of the workforce has remained steady over the past few years with a slight increase in the % of females working in the Council over the past couple of years. This is fairly comparable to the gender make up of job applicants.

For the Top 2% and 5% of the workforce, the data in relation to Gender has again remained fairly static over the last few years. There was a slight decrease in females in the top 2% and 5% over the previous couple of years but this appears to be increasing again. There has been an increase in reporting related to Ethnicity and Disability. This indicates that increased reporting has ensured a more accurate reflection of the workforce profile.

<b>Sexual Orientation and Transgender</b>				
<b>Indicator</b>	<b>2017 Value</b>	<b>2018 Value</b>	<b>2019 Value</b>	<b>2020 Value</b>
Percentage of employees who identified as bisexual	0.2%	0.2%	0.5%	0.6%
Percentage of employees who identified as gay or lesbian	0.8%	1.4%	1.4%	1.4%
Percentage of employees who identified as heterosexual	98.5%	97.8%	97.4%	97.3%
Percentage of employees who identified as Other	0.5%	0.6%	0.7%	0.7%
Percentage of employees who identified as transgender	N/A	0.24%	0.22%	0.20%

Whilst there has been a slight improvement in the data figures collected for sexual orientation over the past couple of years it has evened out since 2019, this is an area which still requires continued improvement and scrutiny.

Whilst the Transgender % has decreased this is due to the increased number of responses for this category – the actual responses indicating yes remained unchanged.

<b>Discipline and Grievances</b>				
<b>Indicator</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
	<b>Value</b>	<b>Value</b>	<b>Value</b>	<b>Value</b>
<b>Disciplinaries</b>				
Percentage of employees involved in disciplinaries who were male	54.8%	61%	52%	50%
Percentage of employees involved in disciplinaries who were female	45.2%	39%	48%	50%
Ethnic breakdown of those involved in disciplinaries who are White	98.3%	97.76%	96%	100%
Ethnic breakdown of those involved in disciplinaries who are BME	1.7%	2.24%	4%	0%
Percentage of employees involved in disciplinaries who have indicated that they have a disability	2.3%	1.1%	3.3%	4.8%
<b>Grievances</b>				
Percentage of employees involved in grievance who were male	80%	72%	44%	43%
Percentage of employees involved in grievance who were female	20%	28%	56%	57%
Ethnic breakdown of those involved in grievances who are White	94.7%	93.1%	100%	100%
Ethnic breakdown of those involved in grievances who are BME	5.3%	6.9%	0%	0%
Percentage of employees involved in grievances who have indicated that they have a disability	0%	3.4%	6%	0%

Following GDPR legislation, the way information is stored for disciplinaries and grievances has changed. From 2018, the data is based on any current employees as at 31<sup>st</sup> December who were involved in disciplinaries or grievances. Leavers are no longer included.

It is difficult to assess any particular trend as the make up of employees involved in either disciplines or grievances will change each year. It is also important to note that the numbers are not always comparable to the workforce as the statistics are only based on those directly involved in disciplines or grievances and not the overall workforce. This can result in figures, e.g. those with a disability showing as higher as it is based on a smaller base of data. For example, in 2020, there were 39 employees involved in disciplinaries and grievances compared to 101 in 2019. The overall figures for those involved in disciplinaries and grievances undertaken in 2020 is significantly lower than previous years, this was in part due to the impact of Covid-19.

<b>Leavers, including dismissals</b>				
<b>Indicator</b>	<b>2017 Value</b>	<b>2018 Value</b>	<b>2019 Value</b>	<b>2020 Value</b>
<b>Leavers (all)</b>				
Percentage of leavers who are male	30%	22%	29%	29%
Percentage of leavers who are female	70%	78%	71%	71%
Ethnic breakdown of leavers who are White	99.01%	98.6%	100%	97%
Ethnic breakdown of leavers who are BME	0.99%	1.4%	0%	3%
Percentage of leavers who have indicated that they have a disability	2.3%	3.3%	0%	3%
<b>Dismissals only</b>				
Percentage of employees dismissed who were male	22.7%	17%	22%	30%
Percentage of employees dismissed who were female	77.3%	83%	78%	70%
Ethnic breakdown of those dismissed who are White	100%	100%	100%	100%
Ethnic breakdown of those dismissed who are BME	0%	0%	0%	0%
Percentage of employee dismissals who have indicated that they have a disability	7.1%	0%	0%	7%

The gender, ethnicity and disability figures are generally consistent with the overall make up of the workforce over the past couple of years. Whilst the gender figure for male employees shows a big increase, the actual number from the previous year has only increased by 2. The base data in which these figures are based on is lower than previous years. The disability % has increased however the actual responses indicating yes for this category only increased by 1.

<b>Accidents and Incidents</b>				
<b>Indicator</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
	<b>Value</b>	<b>Value</b>	<b>Value</b>	<b>Value</b>
Percentage of employee involved in accidents and/or incidents who are male	22%	25%	18%	19%
Percentage of employee involved in accidents and/or incidents who are female	78%	75%	82%	81%
Percentage of employee involved in accidents and/or incidents who are White	99.5%	99.7%	96.5%	96%
Percentage of employee involved in accidents and/or incidents who are BME	0.5%	0.3%	3.5%	4%
Percentage of employee involved in accidents and/or incidents who have indicated that they have a disability	2.25%	2%	7%	1.5%

It is difficult to assess any particular trend as the make up of employees involved in accidents and incidents will change each year. It is also important to note that the numbers are not always comparable to the workforce as the statistics are only based on those directly involved in accidents and incidents and not the overall workforce. The increase in data being recorded for disability and ethnicity across the overall workforce may also be having an impact on % being shown as the data is now more complete for employees.

<b>Training</b>				
<b>Indicator</b>	<b>2017 Value</b>	<b>2018 Value</b>	<b>2019 Value</b>	<b>2020 Value</b>
Percentage of employees accepted for training who were male	29%	27%	26%	34%
Percentage of employees accepted for training who were female	71%	73%	74%	66%
Percentage of employees refused training who were male	0%	0%	0%	0%
Percentage of employees refused training who were female	0%	0%	0%	0%
Ethnic breakdown of those who have been accepted for training who are White	99.1%	97.6%	97%	98%
Ethnic breakdown of those who have been accepted for training who are BME	0.9%	2.4%	3%	2%
Ethnic breakdown of those who have been refused training who are White	0%	0%	0%	0%
Ethnic breakdown of those who have been refused training who are BME	0%	0%	0%	0%
Percentage of employees who have been accepted for training who have indicated that they have a disability	3%	2%	3%	2%
Percentage of employees who have been refused training who have indicated that they have a disability	0%	0%	0%	0%

It is difficult to assess any particular trend as the make up of employees involved attending training will change each year. Whilst there has been a slight shift in the gender split in the past year, the gender and ethnicity split for training has generally mirrored that of the overall workforce and has been consistent over the past few years.

There have been very few external training courses run over the past year, however, online courses have still be available. Given the amount of online resources and training now available to employees, these can be accessed at any time and do not require applications for training and refusals are therefore currently at 0%.

<b>Job Applicants</b>				
<b>Indicator</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
	<b>Value</b>	<b>Value</b>	<b>Value</b>	<b>Value</b>
Percentage of job applicants who are male	30%	32%	24%	22%
Percentage of job applicants who were female	70%	68%	76%	78%
Ethnic breakdown of job applicants - percentage who are White	97.0%	93.0%	93%	91%
Ethnic breakdown of job applicants - percentage who are BME	3%	6.4%	7%	9%
Percentage of job applications where applicant has indicated that they have a disability.	6.5%	6%	6%	6%
Percentage of job applicants who identified as bisexual	0.2%	1%	1.7%	2.5%
Percentage of job applicants who identified as gay or lesbian	1.4%	2%	1.7%	2.3%
Percentage of job applicants who identified as heterosexual	97.8%	97%	96.3%	95%
Percentage of job applicants who identified as Other	0.6%	0%	0.3%	0.2%
Percentage of job applicants who identified as transgender	0.37%	0.2%	0.3%	0.8%
Percentage of job applicants who were age 16-24 years	24.8%	26%	19%	18%

The overall number of job applications during 2020 was significantly lower than previous years (by almost 50%) which was due to recruitment being paused for a short period of time with the exception of non-essential posts due to Covid. The general % breakdown of applications however appears to follow a similar trend to previous years.

The figures do however show a slight increase in applications for individuals who identified as BME, bisexual or gay/lesbian which is positive.



