
Workforce Monitoring Report 2021

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 2020 to 31 March 2021.

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

Ethnicity	Number of employees	% of employees
Asian/Asian British – any other Asian background	6	1.59
Asian/Asian British – Bangladeshi	2	0.53
Asian/Asian British – Chinese	1	0.27
Asian/Asian British – Indian	6	1.59
Black/African/Caribbean/Black British - African	6	1.59

Ethnicity	Number of employees	% of employees
Black/African/Caribbean/Black British – Any other black background	1	0.27
Black/African/Caribbean/Black British - Caribbean	3	0.80
Mixed/Multiple ethnic group – Any other Mixed/multiple ethnic background	2	0.53
Mixed/Multiple ethnic group – White and Asian	3	0.80
White – Any Other White background	19	5.04
White – English/Welsh/Scottish/Northern Irish/British	235	62.32
White - Irish	3	0.80
Other ethnic group	2	0.53
Not known/not provided	88	23.34
Total	377	100

Analysis by Gender

Gender	Number of employees	% of employees
Male	133	35.28
Female	244	64.72
Total	377	100

Analysis by Disability

Disability	Number of employees	% of employees
Disabled	16	4.24
Not disabled	267	70.82
Not known	90	23.88
Declined to specify	4	1.06
Total	377	100

Analysis by Age

Age	Number of employees	% of employees
Under 25	11	2.92
Between 25 & 35	63	16.71
Between 36 & 45	71	18.83
Between 46 and 55	114	30.24
Between 56 and 65	99	26.26
Over 65	19	5.04
Total	377	100

Analysis by Religion

Religion	Number of employees	% of employees
Agnostic	2	0.53
Atheist	5	1.32
Christian	63	16.71
Hindu	1	0.27
Muslim	1	0.27
None	45	11.94
Not Stated	34	9.02
Other	6	1.59
Blank	220	58.35
Total	377	100

Sexual Orientation

It is noted that a significant number of employees (68.17%) 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 2020-2021, 42 roles were advertised. The response rate to advertisements was generally fairly high and a total of 595 applications were received.

Analysis by Ethnicity

Ethnicity	Number of applications	Number interviewed	Number successful
White	426 (71.60%)	140 (71.43%)	32 (86.50%)
Asian/Asian British	58 (9.75%)	19 (9.70%)	2 (5.40%)
Mixed/multiple ethnic background	18 (3.02%)	7 (3.57%)	1 (2.70%)
Black/African/Caribbean/ Black British	51 (8.57%)	18 (9.18%)	2 (5.40%)
Other ethnic background	13 (2.18%)	2 (1.02%)	0
Not specified/not declared	29 (4.88%)	10 (5.10%)	0
Total	595 (100%)	196 (100%)	37 (100%)

Analysis by Gender

Gender	Number of applications	Number interviewed	Number successful
Male	256	86	13
Female	329	106	24
Prefer Not to Say	2	1	0
Not specified	8	3	0
Total	595	196	37

Analysis by Disability

Disability	Number of applications	Number interviewed	Number successful
Disabled	39	16	4
Not disabled	534	174	32
Prefer not to say	10	3	0
Not specified	12	3	1
Total	595	196	37

Analysis by Age

Age	Number of applications	Number interviewed	Number successful
Between 16 & 20	18	10	1
Between 21 & 30	172	47	7
Between 31 & 40	141	43	5
Between 41 and 50	111	40	10
Between 51 and 60	111	38	10
Between 61 and 70	29	14	3
Over 70	0	0	0
Not specified	13	4	1
Total	595	196	37

Analysis by religion

Religion	Number of applications	Number interviewed	Number successful
Buddhist	7	4	0
Christian	247	82	16
Hindu	9	2	0
Jew	2	1	0
Muslim	41	14	1
Sikh	7	3	0
Other religion	17	7	1
No religion	213	64	15
Prefer Not to Say	35	11	1
Not specified	17	8	3
Total	595	196	37

Analysis by Sexual Orientation

Sexual orientation	Number of applications	Number interviewed	Number successful
Bisexual	14	6	0
Gay Man	13	5	1

Sexual orientation	Number of applications	Number interviewed	Number successful
Gay Woman	9	3	0
Heterosexual	503	158	31
Other	6	1	0
Prefer not to say	23	9	2
Not specified	27	14	3
Total	595	196	37

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, the Council is a Disability Committed 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.

The Council will continue to review its policies to create wider opportunities for an agile workforce.