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# Workforce Monitoring Report 2023

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## 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 2022 to 31 March 2023.

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

<b>Ethnicity</b>	<b>Number of employees</b>	<b>% of employees</b>
Asian/Asian British – any other Asian background	6	1.61
Asian/Asian British – Bangladeshi	7	1.87
Asian/Asian British – Chinese	2	0.54
Asian/Asian British – Indian	8	2.14
Black/African/Caribbean/Black British - African	5	1.34

<b>Ethnicity</b>	<b>Number of employees</b>	<b>% of employees</b>
Black/African/Caribbean/Black British – Any other black background	2	0.54
Black/African/Caribbean/Black British - Caribbean	1	0.27
Mixed/Multiple ethnic group – Any other Mixed/multiple ethnic background	1	0.27
Mixed/Multiple ethnic group – White and Asian	5	1.34
White – Any Other White background	20	5.36
White – English/Welsh/Scottish/Northern Irish/British	228	61.13
White - Irish	6	1.61
Other ethnic group	5	1.34
Not known/not provided	77	20.64
<b>Total</b>	<b>373</b>	<b>100</b>

### Analysis by Gender

<b>Gender</b>	<b>Number of employees</b>	<b>% of employees</b>
Male	121	32.44
Female	252	67.56
<b>Total</b>	<b>373</b>	<b>100</b>

### Analysis by Disability

<b>Disability</b>	<b>Number of employees</b>	<b>% of employees</b>
Disabled	18	4.83
Not disabled	272	72.92
Not known	80	21.45
Declined to specify	3	0.80
<b>Total</b>	<b>373</b>	<b>100</b>

### Analysis by Age

<b>Age</b>	<b>Number of employees</b>	<b>% of employees</b>
Under 25	13	3.49
Between 25 & 35	58	15.55
Between 36 & 45	80	21.45
Between 46 and 55	104	27.88
Between 56 and 65	101	27.08
Over 65	17	4.55
<b>Total</b>	<b>373</b>	<b>100</b>

## Analysis by Religion

Religion	Number of employees	% of employees
Agnostic	2	0.54
Atheist	6	1.61
Christian	73	19.57
Hindu	4	1.07
Muslim	9	2.41
None	60	16.09
Not Stated	29	7.77
Other	11	2.95
Blank	179	47.99
Total	373	100

## Sexual Orientation

It is noted that a significant number of employees (56.83%) 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, hybrid 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 2022-2023, 97 roles were advertised. The response rate to advertisements was generally fairly high and a total of 966 applications were received.

### Analysis by Ethnicity

<b>Ethnicity</b>	<b>Number of applications</b>	<b>Number interviewed</b>	<b>Number successful</b>
White	579 (59.94%)	244 (74.85%)	81 (87.09%)
Asian/Asian British	153 (15.84%)	34 (10.43%)	4 (4.30%)
Mixed/multiple ethnic background	43 (4.45%)	10 (3.07%)	2 (2.15%)
Black/African/Caribbean/ Black British	85 (8.80%)	14 (4.29%)	3 (3.22%)
Other ethnic background	43 (4.45%)	10 (3.07%)	2 (2.15%)
Not specified/not declared	63 (6.52%)	14 (4.29%)	1 (1.09%)
<b>Total</b>	<b>966</b> <b>(100%)</b>	<b>326</b> <b>(100%)</b>	<b>93</b> <b>(100%)</b>

### Analysis by Gender

<b>Gender</b>	<b>Number of applications</b>	<b>Number interviewed</b>	<b>Number successful</b>
Male	375	98	20
Female	565	224	72
Prefer Not to Say	6	1	0
Not specified	20	3	1
<b>Total</b>	<b>966</b>	<b>326</b>	<b>93</b>

## Analysis by Disability

Disability	Number of applications	Number interviewed	Number successful
Disabled	58	25	6
Not disabled	862	292	85
Prefer not to say	19	4	1
Not specified	27	5	1
Total	966	326	93

## Analysis by Age

Age	Number of applications	Number interviewed	Number successful
Between 16 & 20	17	6	2
Between 21 & 30	267	60	16
Between 31 & 40	221	64	20
Between 41 and 50	187	74	17
Between 51 and 60	205	91	28
Between 61 and 70	43	25	9
Over 70	4	2	1
Not specified	22	4	0
Total	966	326	93

## Analysis by religion

Religion	Number of applications	Number interviewed	Number successful
Buddhist	14	3	0
Christian	374	146	45
Hindu	57	11	1
Jew	1	1	0
Muslim	79	19	5
Sikh	7	3	0
Other religion	29	9	4
No religion	320	110	36
Prefer Not to Say	56	18	2
Not specified	29	6	0
Total	966	326	93

## Analysis by Sexual Orientation

Sexual orientation	Number of applications	Number interviewed	Number successful
Bisexual	27	5	2
Gay Man	8	4	3
Gay Woman	11	2	1

<b>Sexual orientation</b>	<b>Number of applications</b>	<b>Number interviewed</b>	<b>Number successful</b>
Heterosexual	824	290	85
Other	7	1	0
Prefer not to say	46	15	0
Not specified	43	9	2
<b>Total</b>	<b>966</b>	<b>326</b>	<b>93</b>

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 family friendly policies to create wider opportunities for those with families.

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