



## Harborough District Council Workforce Comparison Report 2024

### Employee Characteristics

Effective employee monitoring is important for enabling us to measure our progress towards our equality goals and ensuring that our employees work in a truly inclusive environment. Monitoring also helps us to compare representation of our workforce to the community we support. As part of demonstrating our commitment to, and compliance with, our Public Sector Equality Duty we produce an annual workforce comparison report. For this year's report we again used human resources system data, which is reliant on staff voluntary self-reporting their personal characteristics. Staff update and amend their own records meaning that data is accurate and current, offering reassurance that analysis is responsive. Generating data in this way enables efficient detection of patterns and gaps, allowing us to be more reactive in identifying areas for development. We are grateful to all employees who have updated their records, as this has helped to inform our equality actions moving forward. We acknowledge that our employee statistics are not as complete as we would like, due to a relatively low response rate, and this is something we need to progress. District population figures used for comparison throughout this report are from the 2021 Census.

**Age** – 2021 statistics showed that 2% of the Harborough district population were aged 18-19 years (with approximately a third of these in full time education) and 4% were aged 20-24 years, 6% of our employees are currently aged under 24 years. 11% of employees are aged 25-34 years which matches our population figure, 41% are aged 35-49 years compared to 19% of the district population, 41% aged 50-64 years compared to 22% of the population and 2% aged 65 years or over. Our 65+ district population in 2021 was 22%, which includes those who may have ready retired so cannot be directly compared with our workforce.

**Ethnic group** - Of the 49% of staff who have declared their ethnic group, 97% said that they are white, compared to the district population of 91%. 2021 figures showed 7% of Harborough District residents described themselves as Asian, Black, Mixed or Other ethnic group which is over twice as high as the 2% of Harborough District Council employees who described themselves as belonging to one of these ethnic groups.

**Gender Reassignment** – Of the 39% of employees who self-reported, 100% indicated that their gender is the same as that assigned at birth. 2021 data showed that 95.2% of the Harborough district population stated that their gender is the same as that assigned at birth, 0.2% said that their gender was different and 4.6% did not answer this question.

**Health condition or disability** – Only 4% of employees completed this section and 100% declared that they do not have a health condition or disability which limits their day-to-day activities and has lasted, or is expected to last, at least 12 months. This compares to 85% of the local population. We are trying to establish why the response rate to this question was so low and believe that employees may have missed this due to software design rather than choosing not to answer. We know that we have employees who have long term health conditions and disabilities and make reasonable adjustments where it is possible to do so.

**Religion or Belief** – 2021 Census figures showed that 50% of our district population are Christian and of the 43% of our employees who answered the question, 51% declared this as their religion. 38% of our employees stated that they have no religion, which directly

matches our population as does our workforce percentage for other religions (which includes Buddhist, Hindu, Jewish, Muslim, Sikh and 'other' added together) which was 6%. 2% of our staff selected that they did not wish to declare their religion and 57% left this question blank.

**Sex** – Our systems show that 70% of our staff are female and 30% male, compared to the district population figure of 50.5% female and 49.5% male. The workforce figure is comparable to other Local Authorities and public sector organisations and is the same as last year. This figure is impacted by the number of part time positions at the council. Office of National Statistics UK Labour Force data for January to March 2024 showed that, nationally, 37% of women in employment worked part time compared to 14% of men. 34% of positions at this council are part time roles and 92% of these are held by female employees. The position is more even when looking at full time roles, with 59% of positions being held by female employees and 41% by male. There is a similar split when looking at management positions (Grade 10 and above) where there are 58% female and 42% male employees. 5% of Grade 10 and above positions are part time roles.

**Sexual orientation** – Of the 41% of employees who completed this section, 89% of respondents described themselves as heterosexual/straight and 11% as lesbian, gay, bisexual, or 'other'. Census data showed that, of the 94% of the Harborough District population who answered the question regarding sexual orientation, 98% indicated that they were heterosexual/straight and 2% indicated that they were lesbian, gay, bisexual, pansexual, asexual, Queer or 'any other sexual orientation'.

### **Recruitment Equality Statistics 2023/24**

During the period 1st April 2023 to 31st March 2024, 573 people applied for jobs with Harborough District Council, 62 people were interviewed and 61 offered posts. From information completed at the time of recruitment:

**Age** – 11% of new starters were aged under 24years, 11% were aged 25-29years, 41% aged 30-44years, 34% aged 45-59years and 2% aged 60 or over.

**Ethnic origin** – 79% were White, 21% Asian, Black, Mixed or 'Other' ethnic group.

**Gender Reassignment** - 97% of new starters stated that the gender they identify with is the same as that assigned at birth.

**Health condition or disability** – 92% of new starters declared that they did not have a health condition or disability which has lasted, or is expected to last, at least 12 months, 7% said that they do have and 2% preferred not to say.

**Religion or Belief** – 34% of new starters were Christian, 39% had no religion, 15% were Buddhist, Hindu, Jewish, Muslim, Sikh or 'other' and 12% did not wish to declare.

**Sex** – 69% were female, 28% male and 3% of new starters described their sex in another way.

**Sexual Orientation** – 84% of new starters declared that they were heterosexual/straight, 7% described their sexuality as lesbian, gay, bisexual, or 'other' and 10% of new starters preferred not to say.

### **Outcome of actions from Workforce Comparison Report 2023**

**Objective 1:** Actively encourage employees to complete personal information on ITrent and to keep it up to date

**Measure of success:** Percentage of staff who have completed 5 or more of the sensitive information questions on their personnel record increased from 46% to 55%

**Outcome: Not Achieved.** This year 48% of employees completed 5 or more questions which is an increase of 2% on last year

**Objective 2:** Use data from this report to inform and develop the Workforce Strategy 2024

**Measure of success:** Workforce Strategy is responsive to annual report and objectives aligned

**Outcome: Deferred.** This action is to be carried forward as the review has been deferred and will take place later in 2024.

### Conclusions

With just over 48% of staff completing 5 or more of the personal characteristic questions asked within their personnel record, we appreciate that workforce analysis remains limited again this year. We had expected this to be the situation for the first few years of utilising this method of monitoring, but this is the third year and we had hoped to have seen a greater increase in completion rates year on year. Moving forward an assessment of the benefits of being able to monitor data, which is linked to a personal record, but has a low response rate, needs to be compared with the potential benefits of obtaining a more comprehensive dataset. Having a higher response rate would make our statistics more accurate and hence be more meaningful in helping us to evaluate the inclusivity of our workforce. Therefore, we could consider reverting back to completing an annual anonymous staff equality monitoring survey, which traditionally gets a much higher response rate, to compliment the data we hold on our personnel records.

### Recommendations for further actions from Workforce Comparison Report 2024

**Objective 1:** Assess effectiveness of the data we hold and consider if it would be beneficial to strengthen reporting by reintroducing an anonymous staff equality monitoring survey

**Led by:** R Jenner, Human Resources Manager

**By when:** March 2025

**Measure of success:** Percentage of staff who have completed 5 or more of the sensitive information questions on their personnel record increased from 48% to 55%

**Support required:** Assistance from equality and diversity officer and service managers to encourage staff to complete personal information and to identify any potential concerns

**Objective 2:** Use data from this report to inform and develop the Workforce Strategy 2024

**Led by:** R Jenner, Human Resources Manager

**By when:** December 2024

**Measure of success:** Workforce Strategy is responsive to annual report and objectives aligned

**Support required:** Assistance from equality and diversity officer with regards to community statistics and ITrent link officer for report generation

These objectives will form part of our Equality Plan, which is due to be refreshed by the end of 2024. Progress will be monitored on a yearly basis and published as part of subsequent years' workforce comparison reports.

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