

CAMBRIDGE CITY COUNCIL

To: Equalities Panel Meeting

Date: 21st November 2011

Report by: HR Diversity Adviser

**Equality in Employment – 6 Monthly Update Workforce Report,
April 2011 - September 2011**

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1. Purpose

- 1.1 The purpose of this report is to update the Equalities Panel on the workforce profile as at September 2011.

2. Workforce Profile – Employee numbers and targets

- 2.1 The Equality Act 2010 was implemented on 1st October 2010 and covers nine protected characteristics on the grounds upon which discrimination is unlawful. These are race, disability, gender, gender reassignment, sexual orientation, age, religion or belief, marriage and civil partnership, pregnancy and maternity.

- 2.2 The following information sets out the Council's workforce profile as at 31st September 2011 in relation to ethnicity, disability, gender, age, religion or belief and sexual orientation. All the data shown is in headcount – not full time equivalents. The Council will be undertaking a further data validation exercise for all staff in November 2011, to validate all our data.

2.3 Ethnicity

In September 2011, 7.50% of all staff declared themselves to be BAME (Black, Asian and Minority Ethnic), which is up slightly from 6.85% in March 2011. This equates to 77 BAME members of staff in September 2011 in comparison with 73 BAME members of staff in March 2011. Our target for 2011/12 is 8.5%.

- Please see appendices 1 and 2 for the Council's workforce profile.
- The highest representation of minority ethnic staff is shared between Asian or Asian British: Indian (1.07%), Asian or Asian British: Other (1.07%), Black or Black British: African (1.07%) and Black or Black British: Caribbean (1.07%),. Mixed: White & Asian (0.68%) are then followed by Mixed: Other (0.58%).
- Our lowest number of BAME staff continues to be from the Chinese community with only 0.10% of our staff being Chinese. This figure remains very low considering that the Chinese community is the highest single ethnic minority in Cambridge City with 3% of the total population being Chinese (CCC Best Value Residence Survey Sept/Nov 2006).
- The overall staff numbers have reduced by 37 from 1079 in April 2011 to 1042 in September 2011.
- According to the census in 2001 around 10% of Cambridge population are from the BAME community (Black, Asian and Minority Ethnic). BAME refers to those in Mixed, Asian or Asian British, Black or Black British, Chinese and Other ethnic groups.

2.4 Disability

Currently, 4.13% of the Council's workforce declares themselves as disabled, which equates to 43 staff. This is the same number of staff as in March 2011 and has increased slightly from 3.99% at the end of March 2011. Our target for the total number of disabled employees is 4.5% for 2011/12.

- Please see appendix 3 for the Council's workforce profile.
- We continue our work with the Papworth Trust to improve the representation of the City's workforce by increasing the number of disabled people applying for jobs with the Council. The Council has a 'Work Choice' agreement with the Papworth Trust (formerly known as Workstep), which offers help and support to disabled employees.

2.5 Gender

Of our staff, 46.07% are female and 53.93% are male. In March 2011 45.69% of the workforce were female and 54.31% were male.

- Please see appendix 4 for the Council's workforce profile.
- Part time female employees make up 20.25% (211 members of staff) of all staff and part time male employees make up 8.93% (93 members of staff) as detailed below:

Gender	Full Time	Part Time	Total	% Full Time	% Part Time
Male	469	93	562	45.01	8.93
Female	269	211	480	25.82	20.25
Total	738	304	1042	70.83	29.17

2.6 Age

The majority of Council staff are now in the 45-54 (30.90%) age group. This is followed by the 35-44 (26.49%) age group, which was 25.95% in March 2011, then the 25-34 (21.31%) age group, which was 21.59% in March 2011. The age profile has remained very similar since March 2011.

- Please see appendix 5 for the Council's workforce profile.
- Appendix 6 shows that 45.69% of Council staff who are 55 years or over work in Environment, which means that this department has the oldest workforce. 14 staff (56.00%) aged 24 or under work in Customer & Community Services, compared to 9 staff (36.00%) in Environment and 2 staff (8%) in Resources.
- We have 25 staff aged 24 or under and 6 staff aged 65 or over.
- There are 2 apprentices employed in Waste and Fleet. Streets and Open Spaces have started working in partnership with

Nordic Pioneer to offer 12 young people apprenticeships as Neighbourhood Assistants.

- 18.91% of the Council's workforce is 55 or over.
- Appendix 8 shows that 417 staff (40.02%) have been working for the Council 10 years or more and 66 staff (6.33%) have been working for the Council less than a year.
- The abolition of the Default Retirement Age (DRA) on 1st October 2011 means that statutory retirement procedures can no longer be used. More employees will be able to choose when they wish to retire.

2.7 Religion or Belief

The Council's current workforce profile in relation to religion or belief is shown below:

Count of Employees Religion/Belief	September 2011		March 2011	
	Total	%	Total	%
Buddhist	3	0.29	3	0.28
Christian	426	40.88	444	41.15
Hindu	6	0.58	5	0.46
Jewish	1	0.10	1	0.09
Muslim	13	1.25	13	1.20
Sikh	2	0.19	2	0.19
None	272	26.10	279	25.86
Other	34	3.26	33	3.06
Refuse/Not Specified	285	27.35	299	27.71
Grand Total	1042	100.00	1079	100.00

- 40.88% of the Council's staff declare themselves as Christians down slightly from 41.15% in March 2011. 26.10% state that they have no religion or belief, which has increased from 25.86% in March 2011.

2.8 Sexual Orientation

The Council's current workforce profile in relation to sexual orientation is shown below:

Count of Employees Sexual Orientation	September 2011		March 2011	
	Total	%	Total	%
Bisexual	10	0.96	10	0.93
Gay	6	0.58	6	0.56
Heterosexual	638	61.23	654	60.61
Lesbian	3	0.29	5	0.46
Other	3	0.29	5	0.46
Questioning	5	0.48	4	0.37
Refuse/Not Specified	377	36.18	395	36.61
Grand Total	1042	100.00	1079	100.00

- 61.23% of the Council's staff declare themselves as heterosexual, which is slightly higher than the figures from March 2011 (60.61%).
- 1.82% declare their sexual orientation as being lesbian, gay or bisexual, which has decreased slightly from 1.95% in March 2011 and 36.18% prefer not to say (36.61% in March 2011).

3. Recruitment Profile

3.1 Ethnicity

Appendices 8 and 9 show ethnicity in relation to recruitment April 2011 - September 2011 compared to April 2010 - March 2011. The figures below are a summary and reflect numbers of applicants who were successful at interviews.

Applications	April 2011 – Sep 2011		April 2010 – March 2011	
	All applicants	BAME	All applicants	BAME
Received	1188	167 (14.06%)	1223	185 (15.13%)
Shortlisted	291	32 (11.0%)	342	39 (11.40%)
Appointed	63	7 (11.11%)	108	12 (11.11%)

- Almost as many applications from the BAME community have been received in the last 6-months (167) compared to entire previous 12-month period (185), however whilst the total number of applications we are receiving has increased, the percentage of applications from the BAME community has decreased.
- A similar percentage of applicants from the BAME community have gone on to be shortlisted than during April 2010 - March 2011.
- The number of BAME candidates who were successful in being appointed from April 2011 – September 2011 is proportionate to the number of shortlisted BAME applicants and are the same as figures from April 2010 – March 2011.
- Our profile of BAME staff is 7.5% and our target is 8.5%, the figures shown above exceed our profile and target.

3.2 Disability

Appendices 8 and 9 show disability in relation to recruitment April 2011 - September 2011 compared to April 2010 - March 2011. The figures below are a summary and reflect numbers of applicants who were successful at interviews.

Applications	April 2011 – Sep 2011		April 2010 – March 2011	
	All applicants	Disabled	All applicants	Disabled
Received	1188	41 (3.45%)	1223	48 (3.92%)
Shortlisted	291	12 (4.12%)	342	12 (3.51%)
Appointed	63	1 (1.59%)	108	2 (1.85%)

- The percentage of applications received from disabled applicants has fallen slightly from 3.92% between April 2010-March 2011 to 3.45% between April 2011-September 2011.
- However, the percentage of shortlisted disabled applicants is higher in the time frame from April 2011 – September 2011 (4.12%) in comparison to April 2010 – March 2011 (3.51%).
- One disabled applicant was appointed during April 2011 – September 2011, which equals a lower percentage than from April 2010 – March 2011.
- Having and displaying the “Two Ticks” symbol remains a Council commitment. The symbol is a recognition, which Jobcentre Plus gives to employers who have agreed to make certain positive commitments regarding the employment, retention, training and career development of disabled people.
- The Council will continue our work with the Papworth Trust to increase the number of disabled applicants applying to us.

3.3 Age

Appendices 8 and 9 show age in relation to recruitment April 2011 - September 2011 compared to April 2010 - March 2011.

- The Council is continuing to attract a high number of applicants per job, which may be a reflection of the economic climate. Average applications per job have increased from 11.32 in April 2010 – March 2011 to 18.85 in April 2011 to September 2011.
- At application stage and appointment stage the 25 – 34 year age group is predominant
- There has been a decrease in the amount of 45 – 54 year olds who are shortlisted. The percentage has dropped from 28.95% in April 2010 – March 2011 to 19.93% from April 2011 – September 2011.

4. Training

The Council monitors attendance at Corporate Learning and Development staff training courses in terms of diversity. A total of 43 courses were held from April 2011 – September 2011 compared to 136 courses (excluding corporate induction courses) from April 2010 - March 2011 (see information below):

April 2011 – September 2011

Non BAME	BAME	Not given	Female	Male	Not given	54 and Under	55 and over	Not given	Disabled	Non disabled	Not given
444	40	2	300	186	0	398	88	0	35	451	0
486			486			486			486		
91.4%	8.2%	0.4%	61.7%	38.3%	0%	81.9%	18.1%	0%	7.2%	92.8%	0%

April 2010 – March 2011

Non BAME	BAME	Not given	Female	Male	Not given	54 and Under	55 and over	Not given	Disabled	Non disabled	Not given
652	47	0	302	397	0	555	144	0	34	665	0
699			699			699			699		
93.3%	6.7%	0%	43.2%	56.8%	0%	79.4%	20.6%	0%	4.9%	95.1%	0%

- 8.23% of staff attending training in April 2011 to September 2011 declared themselves as BAME, which is in line with the percentage of BAME people in the workforce 7.5% (some staff have attended more than one course). From April 2010 – March 2011, 6.72% of BAME staff attending training and 6.85% of the total workforce declared themselves as BAME.
- The percentage split of the council's workforce is 46.07% females and 53.93% males. 61.73% of staff attending training are female and 38.27% are male. More women than men attended training over this the 6-month period.
- 81.9% of staff were 54 and under and 18.1% of staff were 55 and over. This profile is similar to the 2009/10 and the 2010/11 profile for age
- 35 staff on training declare themselves as disabled and 451 as non disabled. These figures show that the percentage of disabled staff attending training (7.20%) is higher than the total percentage of disabled staff employed by the council (4.13%). From April 2010 – March 2011 4.86% of staff attending training declared themselves as disabled.
- As part of the HR induction training a ½ day training session is delivered for all new staff on equalities. There is also a shorter 30 minutes diversity slot delivered as part of the full day's staff induction.
- The Corporate Learning and Development Programme includes a diversity course (staff and managers). All equalities training sessions have been updated to reflect changes to legislation following the implementation of the Equality Act 2010.

5. Disciplinary, Capability, Grievance and Redundancy

Disciplinary, Capability, Grievance and Redundancy cases are monitored in terms of diversity as outlined below.

5.1 Disciplinary

During the period from April 2011 – September 2011, 2 people (0.19%) have been involved in disciplinary cases, compared to 20 people from April 2010 – March 2011, which is broken down as follows:

	Non BAME	BAME	Not given	Female	Male	Not given	Under 55	55 or over	Not given	Disabled	Non disabled	Not given
April 2011 – Sep 2011	2	0	0	1	1	0	2	0	0	0	2	0
April 2010 – March 2011	20	0	0	5	15	0	15	5	0	0	20	0

- 1 male and 1 female worker were involved in disciplinary cases.
- No BAME staff or disabled staff have had a disciplinary case in this period and no members of staff who were 55 years of age or over were involved in a case.

5.2 Capability

There were no capability processes in the period April 2011 – September 2011.

	Non BAME	BAME	Not given	Female	Male	Not given	Under 55	55 or over	Not given	Disabled	Non disabled	Not given
April 2011 – Sep 2011	0	0	0	0	0	0	0	0	0	0	0	0
April 2010 – March 2011	2	2	0	0	4	0	4	0	0	1	3	0

5.3 Grievance

3 people (0.29%) raised individual grievances during April - September 2011 compared to 7 people during April 2010 - March 2011. Two were female, none were disabled, none were BAME and 3 were under 55.

	Non BAME	BAME	Not given	Female	Male	Not given	Under 55	55 or over	Not given	Disabled	Non disabled	Not given
April 2011 – Sep 2011	3	0	0	2	1	0	3	0	0	0	3	0
April 2010 – March 2011	5	2	0	3	4	0	6	1	0	1	6	0

5.4 Redundancy

In the same time period the Council made 5 people (0.48%) redundant, compared to 19 people from April 2010 – March 2011, which can be broken down as follows:

	Non BAME	BAME	Not given	Female	Male	Not given	Under 55	55 or over	Not given	Disabled	Non disabled	Not given
April 2011 – Sep 2011	5	0	0	4	1	0	5	0	0	0	5	0
April 2010 – March 2011	18	1	0	11	8	0	8	11	0	1	18	0

Full Time/Gender	Part Time/Gender
4 3 Male 1 Female	1 Female

- No people aged 55 or over were made redundant compared to 57.89% between April 2010 – March 2011.
- No BAME staff or disabled staff were made redundant compared to one BAME member of staff and one disabled member of staff between April 2010 – March 2011.

5.5 **Bullying and Harassment**

There have been no new bullying and harassment cases from April 2011 – September 2011.

The Bullying and Harassment Policy (formerly Dignity at Work Policy) has undergone a review and has been re-launched in June 2011. This has included a policy workshop for managers to inform them of the changes and to increase awareness of the policy and the support representatives.

6. **Starters**

All new appointments made are monitored in terms of race, gender and disability (please see Appendices 11 and 12) and cover internal as well as external recruitment.

- The Council has made 63 new appointments from April 2011 – September 2011 whereas 108 appointments were made between April 2010 - March 2011.
- 36 (57%) were external appointments and 27 (43%) were internal appointments, compared to 66 (61%) external and 42 (39%) internal appointments between April 2010 – March 2011. Of the 27 internal appointments between April 2011 and September 2011, 9 were promotions (increased pay band) and of the 9, 7 were female, 2 male, none were disabled or BAME and all were under 55.
- 1 appointment was disabled, 39 were women and 7 were from the BAME community. Between April 2010 – March 2011 a total of 108 new appointments were made of these 2 were disabled, 60 were women and 12 were BAME.

7. **Leavers**

The purpose of monitoring leavers in terms of diversity (see Appendices 12 and 13) is to highlight whether a disproportionate number of women, disabled or BAME people are leaving the council in comparison to our overall staff turnover.

From April 2011 – September 2011 83 staff left the Council and figures show that out of these 2 were disabled, 38 were women and 4 were BAME. These figures show changes from the April 2010 – March 2011 figures as displayed below.

- The total number of staff leaving the Council April 2011 – September 2011 was 83 (7.97% of all staff). 22 of these (26.51% of all leavers) were voluntary leavers, 1 left because of dismissal, 6 because of end of contract, 2 death in service, 2 because of career break, 5 because of redundancy, 15 because of retirement and 30 TUPE.

- From April 2011 – September 2011 2.41% of all leavers were disabled against 4.35% from April 2010 – March 2011.
- From April 2011 – September 2011 4.82% of all leavers were BAME against 10.53% from April 2010 – March 2011.
- From April 2011 – September 2011 45.78% of all leavers were women against 53.04% from April 2010 – March 2011.
- This pattern is in line with the Council's workforce profile.

8. Pay Band

8.1 Ethnicity

We are performing well against our set target of 8.5% for 2011/12 of BAME representation within the lower pay bands 1 and 2.

- Please see appendices 1 and 2 for the Council's workforce profile.
- However, we are below target for the higher pay bands particularly 8 and 9 where we do not have any BAME staff represented.
- Representation of BAME staff in pay bands 1, 2, 4 and 6 has increased since March 2011.

8.2 Disability

Our current target for disabled employees 2011/12 is 4.5% (see appendix 3) and we are achieving our target in over half of our paybands (bands 1, 3, 4, 8, 9 and JNC).

8.3 Gender

Of our 1042 members of staff, 46.07% are female and 53.93% are male (see appendix 4).

- Women outnumber men in pay bands 4 and 9. In pay band 9 (£38,042 – £46,370), there is now a higher representation of women (61.11%) than men (38.89%).
- At JNC level the gender split is 36.36% female and 63.64% male. There is no apparent evidence of a glass ceiling.

8.4 Age

All younger employees (18 or under and 19-24) are in the low to mid pay bands 1-6 (see appendix 6). For our remaining age bands there is representation across all grades.

9. Summary

We have set ourselves targets for both BAME (8.5%) and disabled (4.5%) staff as a percentage of the workforce. The percentage of staff who declare themselves as BAME has increased slightly from 6.85% at the end of March 2011 to 7.50% in September 2011. The percentage of staff who declare themselves as disabled has increased slightly from 3.99% at the end of March 2011 to 4.13% in September 2011, although the number of staff has remained the same.

Our representation of male and female members is consistent with figures reported at the end of March 2011. Women are now more represented than men in pay band 9, although men are still more represented at JNC level.

The majority of Council staff (30.90%) are now in the 45-54 age group and 45.69% of Council staff who are aged 55 years or over work in Environment. 14 staff (56.00%) aged 24 or under work in Customer & Community Services, compared to 9 staff (36.00%) in Environment and 2 staff (8%) in Resources.

The number of BAME candidates who were successful in being appointed is also proportionate to the number of shortlisted BAME applicants. The percentage of shortlisted disabled applicants is higher in this period at 4.12% in comparison to April 2010 – March 2011, which was 3.51%.

The Council is continuing to attract a high number of applicants per job. Average applications per job have increased from 11.32 in April 2010 – March 2011 to 18.85 in April 2011 to September 2011.

Appendix 1

BAME/Pay Band Profile

Information Date: 30/09/2011

Ethnic Origin	BAND 1	BAND 2	BAND 3	BAND 4	BAND 5	BAND 6	BAND 7	BAND 8	BAND 9	JNC	Grand Total	% Ethnicity
Asian or Asian British:Bangladeshi			2	1		1					4	0.39%
Asian or Asian British:Indian	2		1	1	3	1	2			1	11	1.07%
Asian or Asian British:Other	1	7	1	1	1						11	1.07%
Asian or Asian British:Pakistani		1		1		1					3	0.29%
Black or Black British:African		3	2	2	2	2					11	1.07%
Black or Black British:Caribbean		2	4	3	1		1				11	1.07%
Black or Black British:Other		1	1	2							4	0.39%
Chinese or other Ethnic:Chinese			1								1	0.10%
Chinese or other Ethnic:Other		1				1					2	0.19%
Mixed:Other		1		2	3						6	0.58%
Mixed:White&Asian		3	1	1	1	1					7	0.68%
Mixed:White&Black African		1	1	1							3	0.29%
Mixed:White&Black Caribbean		1	1			1					3	0.29%
White:British	12	96	200	150	150	130	70	31	18	18	875	85.20%
White:Irish		2	3	2	3	1		1		2	14	1.36%
White:Other	2	15	18	12	5	6	2			1	61	5.94%
Total BAME Employees	3	21	15	15	11	8	3	0	0	1	77	7.50%
Total in Payband (BAME Data supplied)	17	134	236	179	169	145	75	32	18	22	1027	
BAME %	17.65%	15.67%	6.36%	8.38%	6.51%	5.52%	4.00%	0.00%	0.00%	4.55%		
Prefer not to say		2	3	4	3	3					15	1.46%

Total Workforce within Payband	17	136	239	183	172	148	75	32	18	22	1042
Percent	1.63%	13.05%	22.94%	17.56%	16.51%	14.20%	7.20%	3.07%	1.73%	2.11%	100.00%

Appendix 2

BAME/Pay Band Profile

Information Date: 31/03/11

Ethnic Origin	BAND 1	BAND 2	BAND 3	BAND 4	BAND 5	BAND 6	BAND 7	BAND 8	BAND 9	JNC	OTHER	Grand Total	% Ethnicity
Asian or Asian British:Bangladeshi			2	1		1						4	0.37%
Asian or Asian British:Indian	2		1	1	3	1	2			1		11	1.02%
Asian or Asian British:Other	1	7	1	1	1							11	1.02%
Asian or Asian British:Pakistani			1			1						2	0.19%
Black or Black British:African		1	2	2	4	1						10	0.93%
Black or Black British:Caribbean		3	5	3	1		1					13	1.20%
Black or Black British:Other		1	1	2								4	0.37%
Chinese or other Ethnic:Chinese			1									1	0.09%
Chinese or other Ethnic:Other						1						1	0.09%
Mixed:Other		1	1	2	3							7	0.65%
Mixed:White&Asian		2		1	1	1						5	0.46%
Mixed:White&Black African		1		1								2	0.19%
Mixed:White&Black Caribbean		1				1						2	0.19%
White:British	11	100	201	159	168	138	68	38	15	18	1	917	84.99%
White:Irish		3	3	1	4	1		1		2		15	1.39%
White:Other	2	13	18	13	6	6	2			1		61	5.65%
Total BAME Employees	3	17	15	14	13	7	3	0	0	1	0	73	
Total in Payband (BAME Data supplied)	16	133	237	187	191	152	73	39	15	22	1	1066	6.85%
BAME %	18.75%	12.78%	6.33%	7.49%	6.81%	4.61%	4.11%	0.00%	0.00%	4.55%	0.00%		

Prefer not to say		1	3	3	3	3						13	1.20%
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Total Workforce within Payband	16	134	240	190	194	155	73	39	15	22	1	1079	
Percent	1.48%	12.42%	22.24%	17.61%	17.98%	14.37%	6.77%	3.61%	1.39%	2.04%	0.09%	100.00%	

Disability Profile

Information Date 30/09/2011

	BAND 1	BAND 2	BAND 3	BAND 4	BAND 5	BAND 6	BAND 7	BAND 8	BAND 9	JNC	Total Employees	% of Staff
NO	16	133	225	174	166	145	73	30	16	21	999	95.87%
YES	1	3	14	9	6	3	2	2	2	1	43	4.13%
% Disabled	5.88%	2.21%	5.86%	4.92%	3.49%	2.03%	2.67%	6.25%	11.11%	4.55%		
Total in Payband	17	136	239	183	172	148	75	32	18	22	1042	
% of Payband	1.63%	13.05%	22.94%	17.56%	16.51%	14.20%	7.20%	3.07%	1.73%	2.11%		

Disability Profile

Information Date 31/03/2011

	BAND 1	BAND 2	BAND 3	BAND 4	BAND 5	BAND 6	BAND 7	BAND 8	BAND 9	JNC	OTHER	Total Employees	% of staff
NO	15	131	226	181	188	152	71	37	13	21	1	1036	96.01%
YES	1	3	14	9	6	3	2	2	2	1		43	3.99%
% Disabled	6.25%	2.24%	5.83%	4.74%	3.09%	1.94%	2.74%	5.13%	13.33%	4.55%	0.00%		
Total pay band	16	134	240	190	194	155	73	39	15	22	1	1079	
% of payband	1.48%	12.42%	22.24%	17.61%	17.98%	14.37%	6.77%	3.61%	1.39%	2.04%	0.09%		

Gender Profile

Information Date 30/09/2011

Appendix 4

Gender	BAND 1	BAND 2	BAND 3	BAND 4	BAND 5	BAND 6	BAND 7	BAND 8	BAND 9	JNC	Total Gender
Female	6	58	91	105	77	73	37	14	11	8	480
Percentage	35.29%	42.65%	38.08%	57.38%	44.77%	49.32%	49.33%	43.75%	61.11%	36.36%	46.07%
Male	11	78	148	78	95	75	38	18	7	14	562
Percentage	64.71%	57.35%	61.92%	42.62%	55.23%	50.68%	50.67%	56.25%	38.89%	63.64%	53.93%
Total Pay Band	17	136	239	183	172	148	75	32	18	22	1042
Percentage	1.63%	13.05%	22.94%	17.56%	16.51%	14.20%	7.20%	3.07%	1.73%	2.11%	

Gender Profile

Information Date 31/03/11

Gender	BAND 1	BAND 2	BAND 3	BAND 4	BAND 5	BAND 6	BAND 7	BAND 8	BAND 9	JNC	OTHER	Total Gender
Female	6	58	95	108	82	70	40	18	8	8		493
Percentage	37.50%	43.28%	39.58%	56.84%	42.27%	45.16%	54.79%	46.15%	53.33%	36.36%	0.00%	45.69%
Male	10	76	145	82	112	85	33	21	7	14	1	586
Percentage	62.50%	56.72%	60.42%	43.16%	57.73%	54.84%	45.21%	53.85%	46.67%	63.64%	100.00%	54.31%
Total Pay Band	16	134	240	190	194	155	73	39	15	22	1	1079
Percentage	1.48%	12.42%	22.24%	17.61%	17.98%	14.37%	6.77%	3.61%	1.39%	2.04%	0.09%	

Age Profile

Information Date 30/09/2011

	BAND 1	BAND 2	BAND 3	BAND 4	BAND 5	BAND 6	BAND 7	BAND 8	BAND 9	JNC	Total in Age band	Percent
18 or Under	0	0	0	0	0	0	0	0	0	0	0	0.00%
19-24	1	5	10	5	3	1					25	2.40%
25-34	1	37	41	61	39	34	7		2		222	21.31%
34-44	4	42	48	41	52	41	29	13	4	2	276	26.49%
45-54	6	23	88	50	49	49	23	12	9	13	322	30.90%
55-64	5	29	50	26	28	22	15	7	3	6	191	18.33%
65 and over			2		1	1	1			1	6	0.58%
Total in Pay Band	17	136	239	183	172	148	75	32	18	22	1042	
Percent	1.63%	13.05%	22.94%	17.56%	16.51%	14.20%	7.20%	3.07%	1.73%	2.11%		

Age Profile

Information Date 31/03/2011

	Band 1	Band 2	Band 3	Band 4	Band 5	Band 6	Band 7	Band 8	Band 9	JNC	OTHER	Total in Age band	Percent
18 or Under												0	0%
19 - 24	2	6	8	4	3	1					1	25	2.32%
25 - 34		39	44	67	40	35	6	2				233	21.59%
35 - 44	4	33	47	39	62	44	28	16	5	2		280	25.95%
45 - 54	5	27	86	53	59	49	24	12	7	12		334	30.95%
55 - 64	5	27	55	26	30	25	14	9	3	7		201	18.63%
65 and Over		2		1		1	1			1		6	0.56%
Total in Pay Band	16	134	240	190	194	155	73	39	15	22	1	1079	
Percent	1.48%	12.42%	22.24%	17.61%	17.98%	14.37%	6.77%	3.61%	1.39%	2.04%	0.09%		

Age Profile

Information Date 30/09/2011

Age Band	Chief Executives	Customer & Community Services	Environment	Resources	Total in Age bands	Percent
18 or Under	0	0	0	0	0	0.00%
19-24		14	9	2	25	2.40%
25-34	9	101	86	26	222	21.31%
34-44	7	110	113	46	276	26.49%
45-54	9	100	141	72	322	30.90%
55-64	3	57	90	41	191	18.33%
65 and over		4		2	6	0.58%
Total in Department	28	386	439	189	1042	
% in Department	2.69%	37.04%	42.13%	18.14%		

Information Date 31/03/2011

Age Band	Chief Executives	Customer & Community Services	Environment	Resources	Total in Age Bands	Percent
18 or Under					0	0%
19 - 24		11	13	1	25	2.32%
25 - 34	6	100	95	32	233	21.59%
35 - 44	8	104	107	61	280	25.95%
45 - 54	11	101	144	78	334	30.95%
55 - 64	3	58	90	50	201	18.63%
65 and Over		3	1	2	6	0.56%
Total in Department	28	377	450	224	1079	
% in Department	2.59%	34.94%	41.71%	20.76%		

Appendix 7

Length of Service Profile

Information Date 30/09/2011

Department	Up to 6 months	6 months to 1 yr	1 yr to 2 yrs	2 yrs to 5 yrs	5 yrs to 10 yrs	10 yrs to 20 yrs	20 years +	Total
Chief Executives	3	3	1	9	5	6	1	28
Customer & Community Services	31	6	16	74	123	84	52	386
Environment	8	11	17	92	129	109	73	439
Resources	3	1	2	22	69	47	45	189
Grand Total	45	21	36	197	326	246	171	1042
Percentage	4.32%	2.02%	3.45%	18.91%	31.29%	23.61%	16.41%	

Information Date 31/03/2011

Department	Up to 6 months	6 months to 1 yr	1 yr to 2 yrs	2 yrs to 5 yrs	5 yrs to 10 yrs	10 yrs to 20 yrs	20 years +	Total
Chief Executives	3	1	3	6	6	7	2	28
Customer & Community Services	6	11	22	85	125	75	53	377
Environment	14	12	14	103	136	98	73	450
Resources	1	1	2	29	91	49	51	224
Grand Total	24	25	41	223	358	229	179	1079
Percentage	2.22%	2.32%	3.80%	20.67%	33.18%	21.22%	16.59%	

Recruitment Equal Opportunities Profile April 2011- September 2011

Appendix 8

Ethnic Origin	Applications Received						Applicants Shortlisted						Applicants Successful				
	Male	Female	Not Given	Disabled	Age Profile		Male	Female	Not Given	Disabled	Age Profile		Male	Female	Disabled	Age Profile	
Asian or Asian British:Bangladeshi	14	10	0	0	Under 18	37	7	1	0	0	Under 18	3	1	0	0	Under 18	0
Asian or Asian British:Indian	7	17	0	0	19 -24	246	0	1	0	0	19 -24	38	0	0	0	19 -24	9
Asian or Asian British:Other	8	6	0	0	25-34	418	0	1	0	0	25-34	106	0	0	0	25-34	28
Asian or Asian British:Pakistani	4	7	0	1	35-44	202	0	1	0	0	35-44	60	0	1	0	35-44	17
Black or Black British:African	16	12	0	0	45-54	185	6	3	0	0	45-54	58	1	0	0	45-54	5
Black or Black British:Caribbean	5	6	0	0	55-64	71	1	1	0	0	55-64	20	0	0	0	55-64	3
Black or Black British:Other	1	0	0	0	65+	2	0	0	0	0	65+	0	0	0	0	65+	0
Chinese or other Ethnic:Chinese	0	5	0	0	Not Given	27	0	0	0	0	Not Given	6	0	0	0	Not Given	1
Chinese or other Ethnic:Other	0	0	0	0			0	0	0	0			0	0	0		
Mixed:Other	1	6	0	0			1	0	0	0			0	0	0		
Mixed:White&Asian	4	13	0	0			2	1	0	0			1	1	0		
Mixed:White&Black African	5	6	0	0			2	1	0	0			2	0	0		
Mixed:White&Black Caribbean	9	5	0	0			1	2	0	0			0	0	0		
White:British	387	478	0	35			99	127	0	12			16	35	1		
White:Irish	4	10	0	0			0	3	0	0			0	0	0		
White:Other	37	69	0	5			9	13	0	0			3	1	0		
Not Given	6	9	3	0			1	1	2	0			0	0	0		
Prefer not to say	8	10	0	0			2	2	0	0			0	1	0		
	516	669	3	41	Total	1188	131	158	2	12	Total	291	24	39	1	Total	63

Recruitment Equal Opportunities Profile April 2010- March 2011

Appendix 9

Ethnic Origin	Applications Received						Applicants Shortlisted						Applicants Successful					
	Male	Female	Not Given	Disabled	Age Profile		Male	Female	Disabled	Age Profile		Male	Female	Disabled	Age Profile			
Asian or Asian British:Bangladeshi	5	6	0	0	Under 18	20	0	0	0	Under 18	2	0	0	0	Under 18	0		
Asian or Asian British:Indian	16	22	0	1	19 -24	163	5	3	1	19 -24	31	1	2	0	19 -24	13		
Asian or Asian British:Other	8	16	0	0	25-34	403	1	6	0	25-34	97	1	3	0	25-34	38		
Asian or Asian British:Pakistani	11	4	0	2	35-44	245	4	0	1	35-44	70	0	0	0	35-44	15		
Black or Black British:African	24	12	0	0	45-54	242	2	5	0	45-54	99	1	1	0	45-54	35		
Black or Black British:Caribbean	5	5	0	1	55-64	86	1	1	0	55-64	23	0	0	0	55-64	7		
Black or Black British:Other	5	0	0	0	65+	3	1	0	0	65+	0	0	0	0	65+	0		
Chinese or other Ethnic:Chinese	0	12	0	0	Not Given	61	0	1	0	Not Given	20	0	0	0	Not Given	0		
Chinese or other Ethnic:Other	2	2	0	0			0	1	0			0	0	0				
Mixed:Other	7	5	0	1			2	2	0			1	1	0				
Mixed:White&Asian	2	3	0	0			2	0	0			0	0	0				
Mixed:White&Black African	5	5	0	4			1	0	1			0	0	0				
Mixed:White&Black Caribbean	2	1	0	0			1	0	0			1	0	0				
White:British	474	382	0	33			144	120	7			39	41	2				
White:Irish	8	3	0	0			3	0	0			0	1	0				
White:Other	58	74	0	5			12	16	1			3	10	0				
Prefer not to say	21	17	1	1			3	5	1			1	1	0				
	653	569	1	48	Total	1223	182	160	12	Total	342	48	60	2	Total	108		

Appendix 10

New Starters Profile

New Starters Profile

April 2011 – September 2011

	Female		Male		Total Starters	% total BAME Starters
	Non-Disabled	Disabled	Non-Disabled	Disabled		
Asian or Asian British:Bangladeshi	0	0	1	0	1	1.61%
Asian or Asian British: Indian	0	0	0	0	0	0.00%
Asian or Asian British:Other	0	0	0	0	0	0.00%
Asian or Aisian British: Pakistani	1	0	0	0	1	1.61%
Black or Black British:African	0	0	1	0	1	1.61%
Black or Black British:Caribbean	0	0	0	0	0	0.00%
Black or Black British:Other	0	0	0	0	0	0.00%
Chinese or other Ethnic: Other	0	0	0	0	0	0.00%
Chinese or other Ethnic: Chinese	0	0	0	0	0	0.00%
Mixed White & Asian	1	0	1	0	2	3.23%
Mixed White & Black African	0	0	2	0	2	3.23%
Mixed White & Black Caribbean	0	0	0	0	0	0.00%
Mixed:Other	0	0	0	0	0	0.00%
White:British	34	1	16	0	51	82.26%
White:Irish	0	0	0	0	0	0.00%
White:Other	1	0	3	0	4	6.45%
Total Disabled Female / Male	37	1	24	0	62	100.00%
Total BAME Female/Male	2	0	5	0	7	
Total BAME Percentage Female/Male	3.23%		8.06%			11.29%

Prefer not to say	1	0	0	0	1	1.59%
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Total Female/Male	38	1	24	0	63
Total %	60.32%	1.59%	38.10%	0.00%	100.00%

New Starters Profile

April 2010 – March 2011

	Female		Male		Total Starters	% total BAME Starters
	Non-Disabled	Disabled	Non-Disabled	Disabled		
Asian or Asian British:Bangladeshi					0	0.00%
Asian or Asian British: Indian	2		1		3	2.83%
Asian or Asian British:Other	3		1		4	3.77%
Asian or Aisian British: Pakistani					0	0.00%
Black or Black British:African	1		1		2	1.89%
Black or Black British:Caribbean					0	0.00%
Black or Black British:Other					0	0.00%
Chinese or other Ethnic: Other					0	0.00%
Chinese or other Ethnic: Chinese					0	0.00%
Mixed White & Asian					0	0.00%
Mixed White & Black African					0	0.00%
Mixed White & Black Caribbean			1		1	0.94%
Mixed:Other	1		1		2	1.89%
White:British	40	1	38	1	80	75.47%
White:Irish	1				1	0.94%
White:Other	10		3		13	12.26%
Total Disabled Female / Male	58	1	46	1	106	100.00%
Total BAME Female/Male	7	0	5	0	12	
Total BAME Percentage Female/Male	6.60%		4.72%			11.32%

Prefer not to say	1		1		2	1.85%
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Total Female/Male	59	1	47	1	108
Total %	54.63%	0.93%	43.52%	0.93%	100.00%

New Leavers Profile

Appendix 12

New Leavers Profile April 2011 - September 2011	Female		Male		Total Leavers	% Total BAME Starters
	Non-Disabled	Disabled	Non-Disabled	Disabled		
Asian or Asian British:Bangladeshi					0	0.00%
Asian or Asian British:Indian					0	0.00%
Asian or Asian British:Other	1				1	1.20%
Asian or Asian British:Pakistani					0	0.00%
Black or Black British:African					0	0.00%
Black or Black British:Caribbean	2				2	2.41%
Black or Black British:Other					0	0.00%
Chinese or other Ethnic:Chinese					0	0.00%
Chinese or other Ethnic:Other					0	0.00%
Mixed:Other	1				1	1.20%
Mixed:White&Asian					0	0.00%
Mixed:White&Black African					0	0.00%
Mixed:White&Black Caribbean					0	0.00%
White:British	29		43	2	74	89.16%
White:Irish	1				1	1.20%
White:Other	4				4	4.82%
Total Disabled Female/Male	38	0	43	2	83	100.00%
Total BAME Female/Male	4	0	0	0	4	
Total BAME Percentage Female /Male	10.53%		0.00%			4.82%
Prefer not to say	0	0	0	0	0	0.00%
Total Female/Male	38	0	43	2	83	
Total %	45.78%	0.00%	51.81%	2.41%	100.00%	

Appendix 13

New Leavers Profile April 2010 - March 2011	Female		Male		Total Leavers	% total BAME Starters
	Non-Disabled	Disabled	Non-Disabled	Disabled		
Asian or Asian British:Bangladeshi			2		2	1.75%
Asian or Asian British:Indian					0	0.00%
Asian or Asian British:Other					0	0.00%
Asian or Asian British:Pakistani					0	0.00%
Black or Black British:African	2		3		5	4.39%
Black or Black British:Caribbean	2				2	1.75%
Black or Black British:Other					0	0.00%
Chinese or other Ethnic:Other					0	0.00%
Chinese or other Ethnic:Chinese					0	0.00%
Mixed White & Black Asian					0	0.00%
Mixed White & Black Caribbean			1		1	0.88%
Mixed:White&Black African				1	1	0.88%
Mixed:Other	1				1	0.88%
White:British	47	3	43	1	94	82.46%
White:Irish	2				2	1.75%
White:Other	4		2		6	5.26%
Total Disabled Female / Male	58	3	51	2	114	100.00%
Total BAME Female/Male	5	0	6	1	12	
Total BAME Percentage Female/Male	8.20%		13.21%			10.53%
Prefer not to say	0	0	1	0	0	0.00%
Total Female/Male	58	3	52	2	115	
Total %	50.43%	2.61%	45.22%	1.74%	100.00%	