



Workforce Profile Information 2020

DRAFT

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This report has been produced by the County Council's Human Resources team which is part of its Chief Executives department. Any additional information or queries should be directed to the email address: david.holmes@nottscc.gov.uk.

If you would like to receive this report in an alternative format or language, please contact us on the above email address.

Part 1 – Introduction

The purpose of this report is to provide an annual summary of the profile of the workforce for Nottinghamshire County Council by its protected characteristics as defined under the Equality Act 2010.

All public sector employers, including local authorities, have a statutory duty under the Equality Act (2010) to publish the equality profile data it holds for its directly employed workforce on a regular annual basis. The latest workforce information for Nottinghamshire County Council (NCC) is based on data at April 2020.

The Council's Business Management System (BMS), was introduced in December 2011, resulting in the workforce information being analysed in terms of full time equivalents (fte), whilst in previous years, it was based on headcount. Whilst this development set a new baseline for year on year performance reporting it continues to make meaningful comparison to historical data prior to 2012, very difficult.

This data underpins the Council's commitment to ensuring that its employment practices and services are free from discrimination and prejudice and fulfil the core statutory duty placed on all public sector employers, including local authorities, to:

- monitor the profile of their workforce by the protected characteristics
- publish the relevant data on a regular basis (annually)
- identify any negative trends or issues and take any necessary action to address these.

The report also analyses how this data

- compares with the community we serve
- compares with the local labour market.

Comparisons of the NCC workforce against the local community (Nottinghamshire county population) and the local labour market (LLM) are also shown where meaningful comparator data is available.

Whilst it is a legal requirement to publish relevant information about the workforce, the information is also used to inform the ongoing development and delivery of the County Council's Workforce Recovery Strategy. The Council uses the Chartered Institute for Public Finance and Accounting (CIPFA) Value for Money Indicators as its standard benchmark measures. Where possible, data definitions in this report match the CIPFA definitions to ensure consistency and thereby facilitate comparisons between reports produced by the Council and other County Councils in its benchmarking group.

The most current Workforce Information Report is made available to members of the public as well as Council employees through the Council's public website.

Disclosure Rates

An analysis of disclosure rates can be found in section 3.

Data collection and definitions: as at April 2020

Topic or Acronym	Definitions	Notes
Who's included	Permanent NCC employees	Direct employees of NCC only
	Temporary NCC Employees	
Who's not included	Relief workers	
	Casual workers	
	Agency Workers	
Protected characteristics analysed	Gender	Data self-validated by employees on an on-going basis
	Ethnic group	
	Age	
	Disabled status	
	Sexual orientation	
	Religion/belief	
Heads/headcount	Number of individual employees	
FTE	The employees full time equivalent (FTE) occupancy of any posts to which they are employed to account for the many employees who work less than full time	All data is based on full time equivalent (fte) unless otherwise stated. For example, 1.0 fte = 37 hours worked per week; 0.5 fte = 18.5hrs worked per week.
Posts/incumbencies	If an employee holds more than one post (incumbency) they will be counted for each post they hold	Many of the County Council's posts are part time. Some employees have more than one post
Community we serve	All Nottinghamshire residents (excludes City)	From most recent (2011), census
Local labour market (LLM)	Households reflecting entire adult population (aged 16+) of Nottinghamshire plus Nottingham City	Office of National Statistics Annual Population Survey 2019 (Jan 2019 – Dec 2019)
BAME	All ethnicity categories other than British/English/Scottish/Welsh/N.Irish	
Disabled	Individuals who consider themselves to be disabled under the Equality Act 2010	
LGB	Lesbian, Gay, or Bisexual	
NCC	Nottinghamshire County Council	
ASCH	Adult Social Care and Health	
C&F	Children & Families	
Period/Year	Source of workforce profile data	
April 2012 onwards	Business Management System	

Part 2 – Executive summary

Basis of reporting:

- Nottinghamshire County Council's direct full time equivalent workforce (FTE) as at April 2020 was 5318.37 fte.
- As at April 2020, the proportion of employees disclosing their personal information from which this report is derived is 100% for both gender and age.
- As indicated in Part 3, disclosure rates for sexual orientation and religion remain lower than for the other protected characteristics although they have risen again since April 2016.
- The initiative to further encourage employees to declare and update their personal data is regularly refreshed.
- Disclosure rates for Ethnicity, Religion and Belief and Sexual Orientation have all improved since April 2016. Disclosure rates for disability have declined compared to 2019.
- The graphs in Part 4 section a) summarise overall performance across the whole council workforce.
- Section b) of Part 4 separates out this data by department, as well as providing relevant Community and Local Labour market comparison.
- Part 4 section c) breaks the data down by grade.
- The information reported addresses the statutory requirements but further analysis is required to fully understand the wider profile information contained here.
- The 12 months reflected in this profile report have seen limited recruitment which reduces the opportunity to address areas of underrepresentation significantly.

Key Trends:

Age

- The County Council's workforce overall has an ageing workforce, with over 58.6% of its workforce currently being aged 46 or over, however this is a shift to a younger age profile when compared to the figure of approximately 62% in 2016.
- There is a direct correlation between age and experience, employees aged 46 to 55 continue to be more likely to be in the most senior posts.
- The highest percentage of older workers, aged 56 plus, are in the lowest paid frontline posts.
- The proportion of NCC employees overall who are aged under 25 years has reduced from 4.98% to 2.96% in the last 12 months.
- Community and Local Labour Market (LLM) comparators for young people aged 16-25 do not allow for meaningful comparison as a significant majority of this cohort remain in full time education or training.

Ethnicity

- The proportion of NCC employees that classify themselves as Black and Minority Ethnic has increased **from 9.57% to 10.19%**.
- The BAME group most represented at 3.41% is employees who identify as Black British.
- This compares favourably with the current representation in the community served which is 7.36% (based on 2011 census).
- Representation of BAME employees in the NCC workforce is slightly lower than the 10.4% in the Local Labour Market (LLM).
- The highest representation of BAME employees is in mid-graded posts at professional and first line management level.

Disability

- The proportion of employees overall, including those who classify themselves as having a disability, has again increased from **5.77% to 6.38% in April 2020**
- This is significantly lower than the percentage of people with a declared disability, as defined by the Equality Act 2010, in the LLM which is now 24.98%.
- There is no meaningful Community Comparator as the national census definition of disability is not based on the Equality Act definition.
- The highest representation of disabled employees is also in mid-level professional and line management posts.

Gender

- Women make up the significant majority of the overall NCC workforce at **73.87%, compared with 73.55% in 2019**, this is compared to approximately 50% in the Community and the LLM.
- Proportionate to their overall representation in the wider work force, men continue to be more highly represented in the most senior posts at and above Group Manager level where they make up 31.09% of all employees on these Grades, which is an increase 30.82% in 2019.
- Women continue to be proportionately most highly represented in lower paid front line posts reflecting the large numbers of women employed part time in directly provided front line services, including Catering and Cleaning and nonmanagerial grades where the representation of women is most reflective of the workforce gender split as a whole.

Religion and Belief

- At **46.71%** the percentage of NCC employees who have declared that they have no religion or belief is higher than that in the local Community which is 31.48%.
- No LLM comparator data is available.

Sexual Orientation

- Of those employees who have declared their sexual orientation **3.49%** are Lesbian, Gay, or Bisexual (LGB) compared to **3.34% in April 2019**.
- No LLM or Community comparator data is available.

Commitment to improvement:

As part of its Workforce Recovery Strategy and associated action plans, the Council has a range of measures in place to ensure that it continues to attract, develop and retain a diverse workforce appropriately drawn from across the Local Labour Market which is reflective of the community served and to offer equal opportunity for career progression.

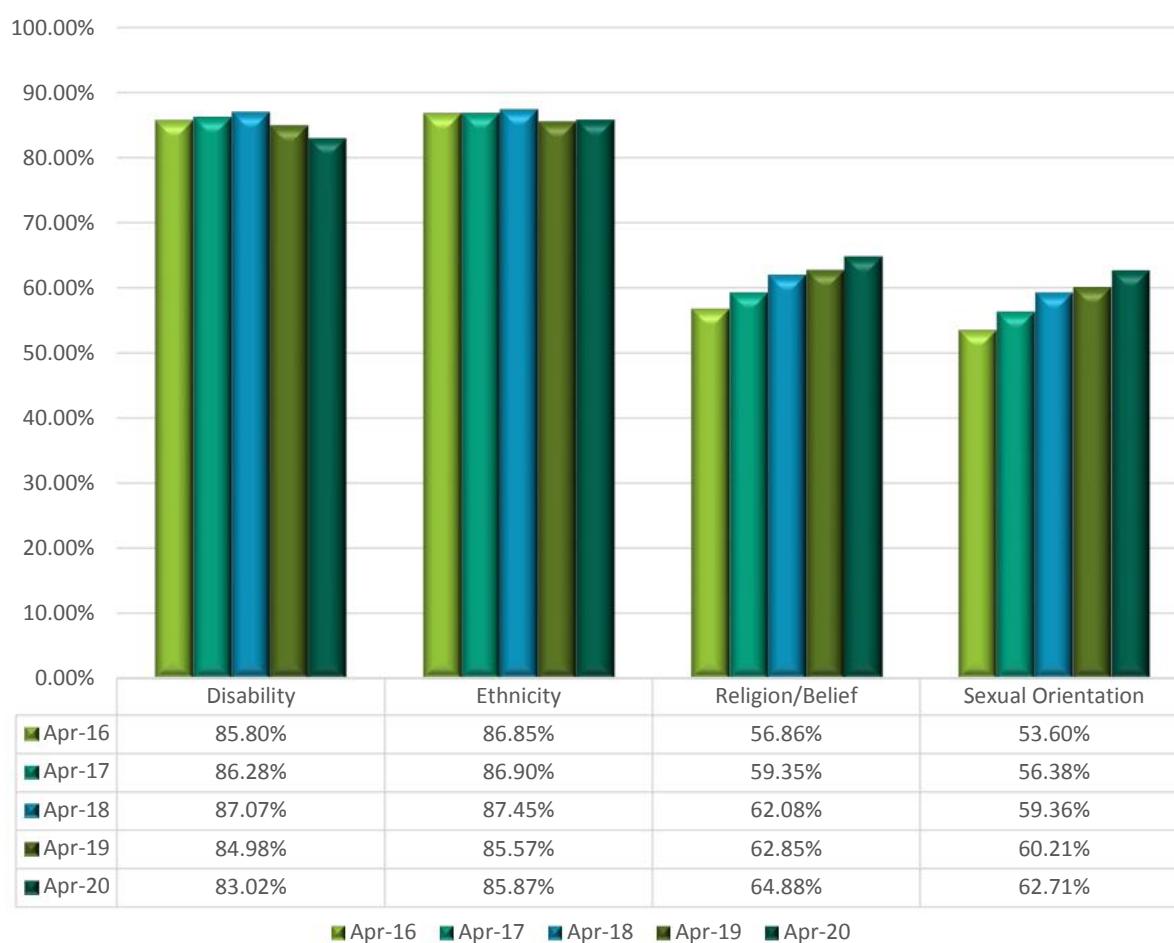
The Council will continue to identify action to address the under-representation of any protected characteristic where this is evidenced by the data in this report but it needs to be within a context of limited recruitment which is one of the measures which would deliver increased diversity across the Council's workforce.

Part 3 – Disclosure Rates

Disclosure rates for gender and age can be extrapolated from payroll data and are therefore 100%. Disclosures for disability and ethnicity have fallen since last year whilst disclosures for religion/belief and sexual orientation have both risen. Whilst disclosure rates for sexual orientation and religion/belief continue to improve, the level of non-disclosure remains a factor when interpreting the data. Since the introduction of the BMS system in November 2011, NCC employees have been able to update their own personal data using the Employee Self Service (ESS) facility on the Business Management System (BMS).

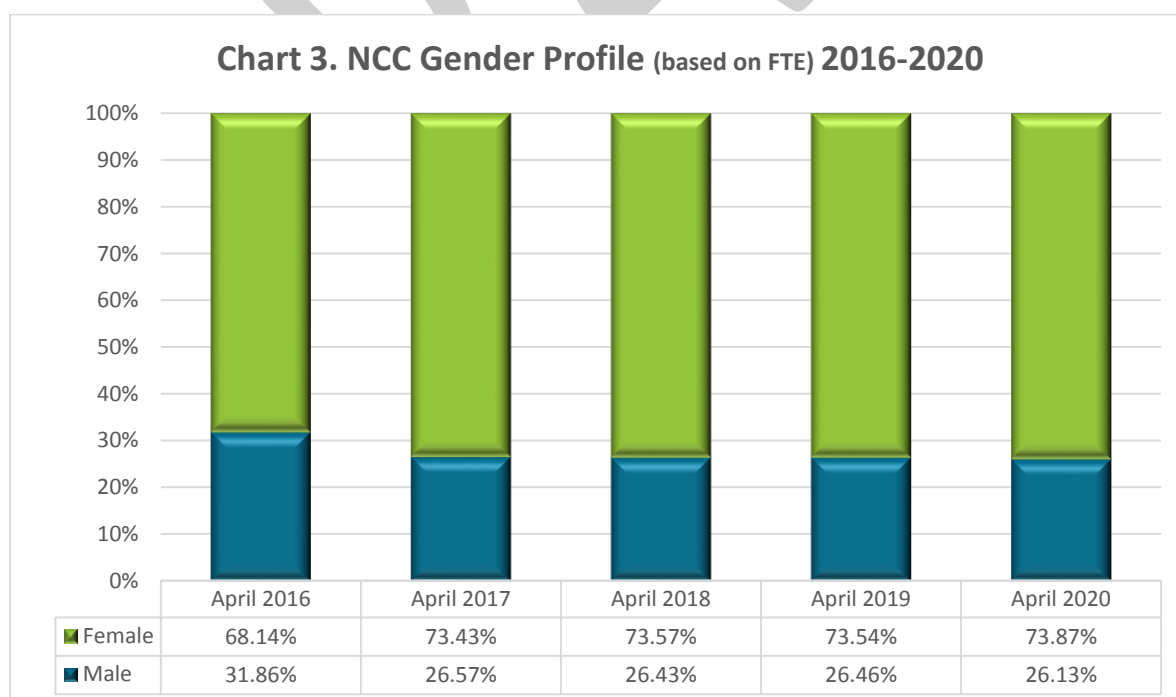
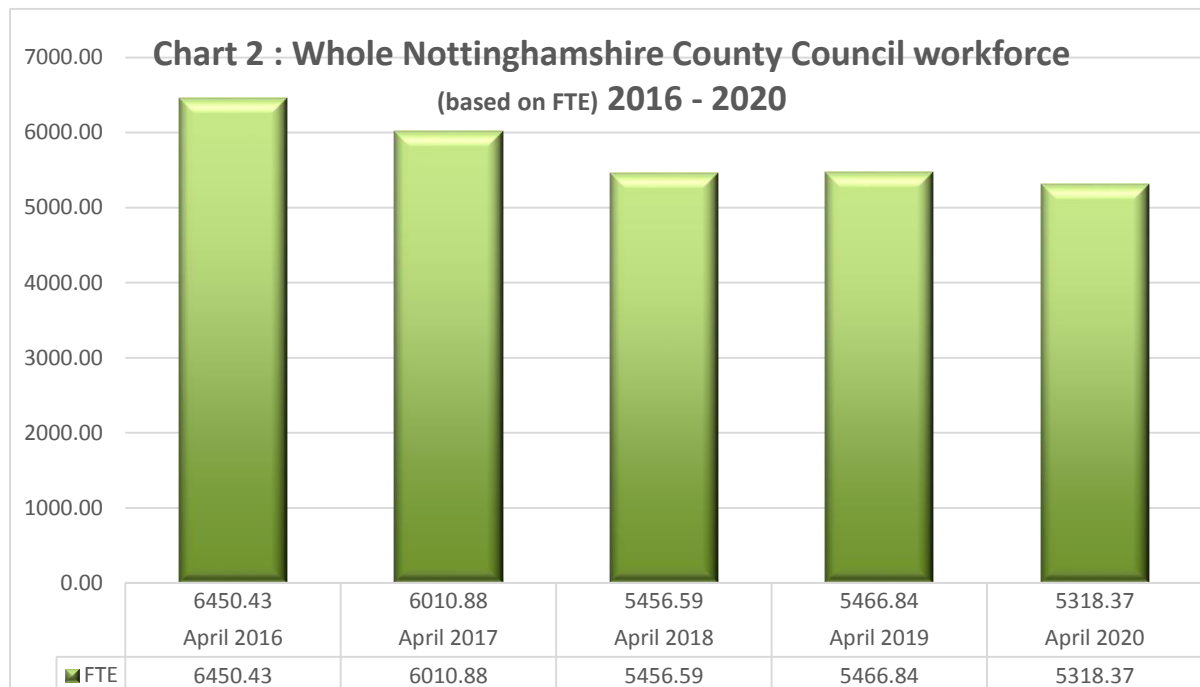
Communications aimed at engaging with staff to explain the positive reasons for holding this information and to encourage them to update their personal details are issued via the NCC intranet, at regular intervals. This continues to be discussed with the recognised trades unions and staff support groups on how this can be further improved. But it remains a matter of personal choice whether people provide this information.

Chart 1 : Disclosure rates 2016 - 2020

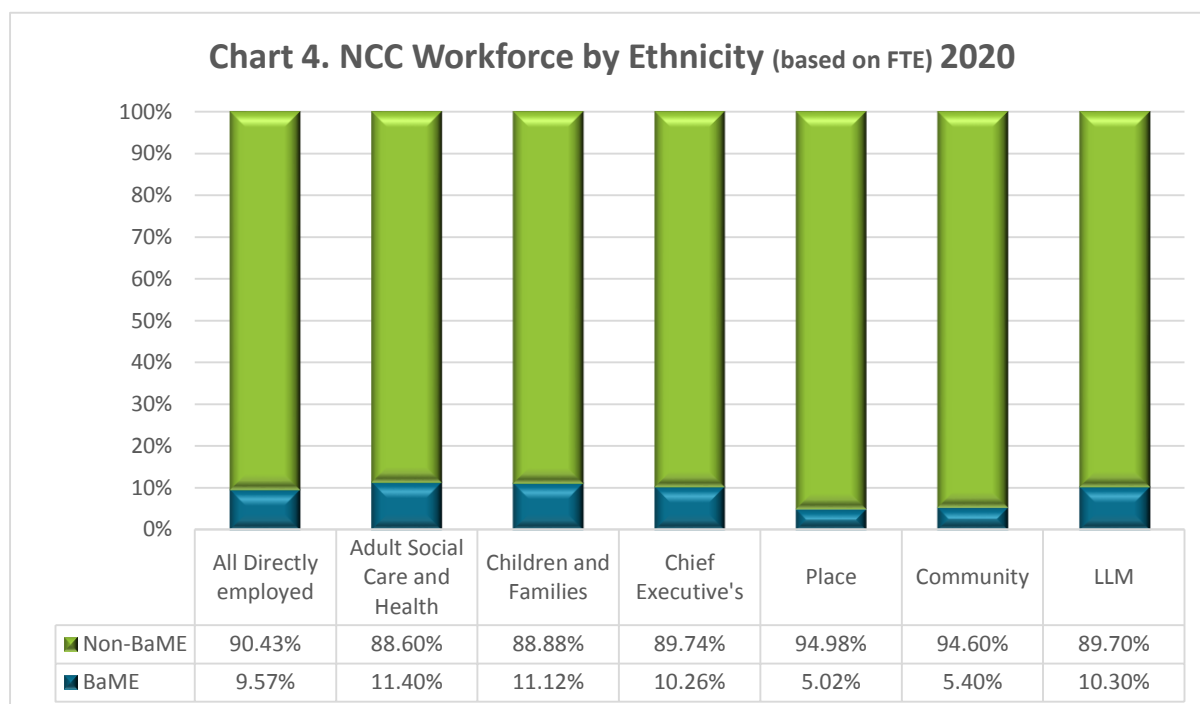


Part 4 - Workforce Profile

4a - Profile of Nottinghamshire County Council

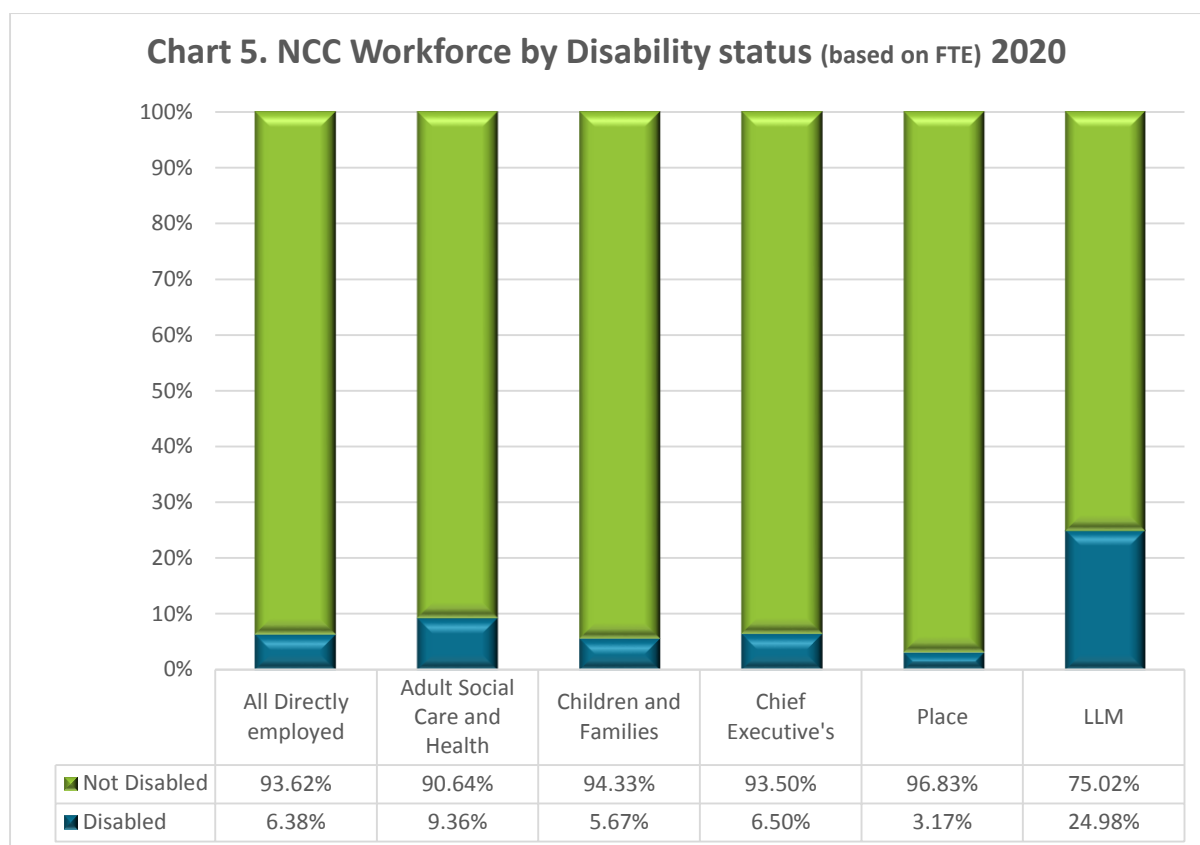


In 2020, there were 23 members of staff who stated they had a different gender to that they had been assigned at birth. Unfortunately, this number is too low for significant representation on the chart so is not included.



Non-disclosures are discounted when calculating the percentages, the above represents the 85.87% of NCC employees who have made a declaration of their ethnic origin.

BAME definition is anyone who has not declared themselves as 'White British / English / Scottish / Welsh / N.Irish'.



Non-disclosures are discounted when calculating the percentages, the above represents the 83.02% of NCC employees who have made a declaration whether they regard themselves as having a disability.

Data is not available for the community comparative, as disability figures collected via the census are not based on the Equality Act (2010) definition.

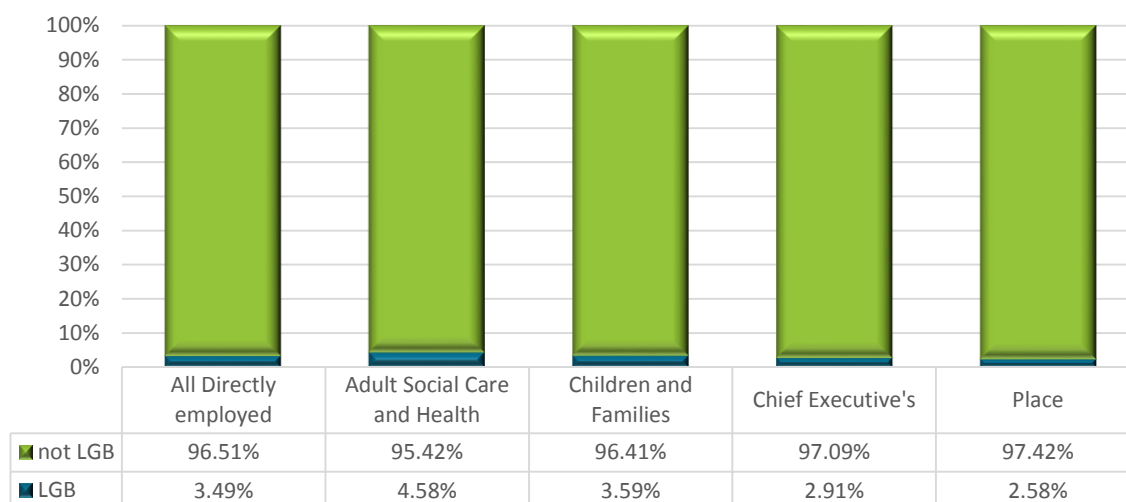
Data for the LLM is based on the Equality Act (2010) and is defined as EA Core disabled, meaning – those who have a long-term disability which substantially limit their day to day activities. This matches the Council's application form definition which is used to collate data at the point of recruitment.

Chart 6. NCC Workforce by Age (based on FTE) 2020



The LLM data uses different age group categories and is not comparable.

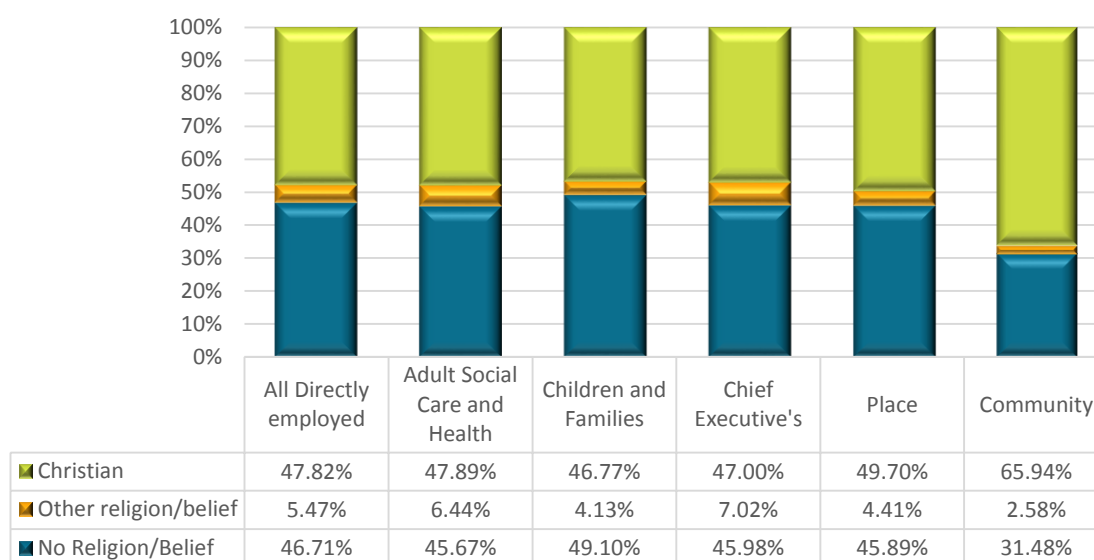
Chart 7. NCC Workforce by Sexual Orientation (based on FTE) 2020



Non-disclosures are discounted when calculating the percentages, the above represents the 62.71% of NCC employees who have made a declaration of their sexual orientation.

No data was collected on sexual orientation for the LLM or 2011 census.

Chart 8. NCC Workforce by Religion/Belief (based on FTE) 2020

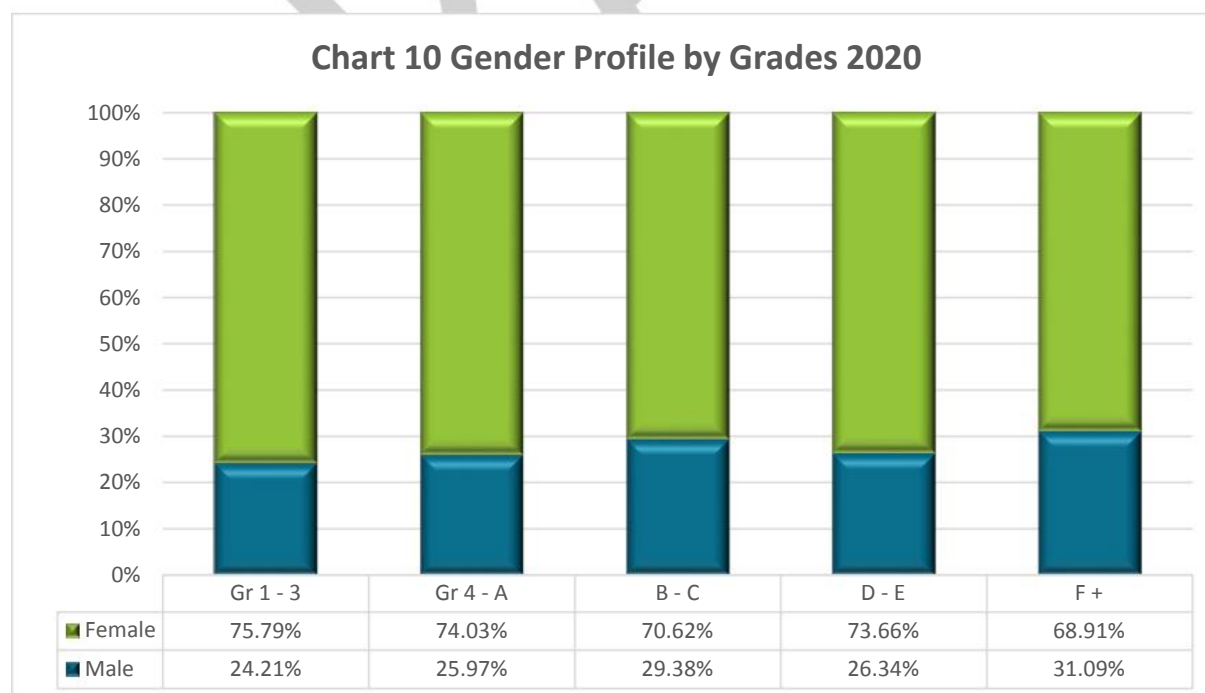
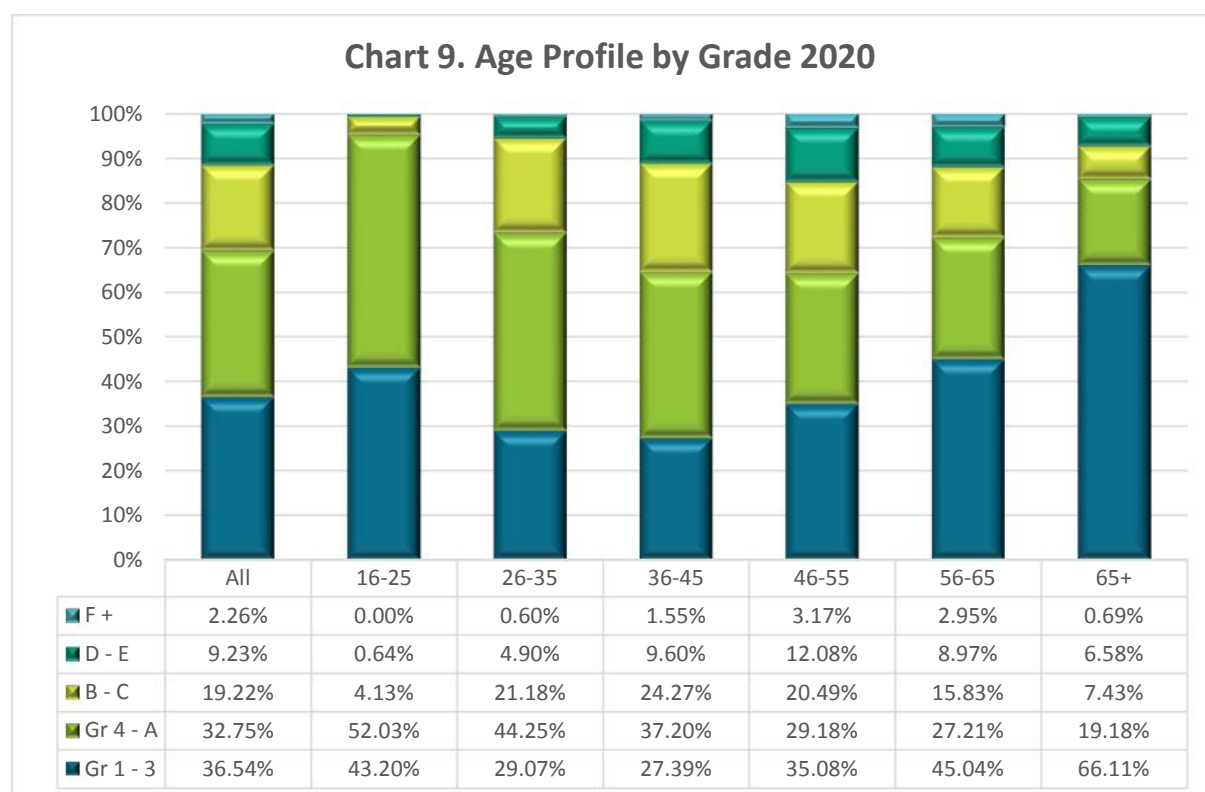


No data was collected on religion for the LLM. Chart 8 above groups together all religions/beliefs other than Christian. These are shown in greater detail in table 4.

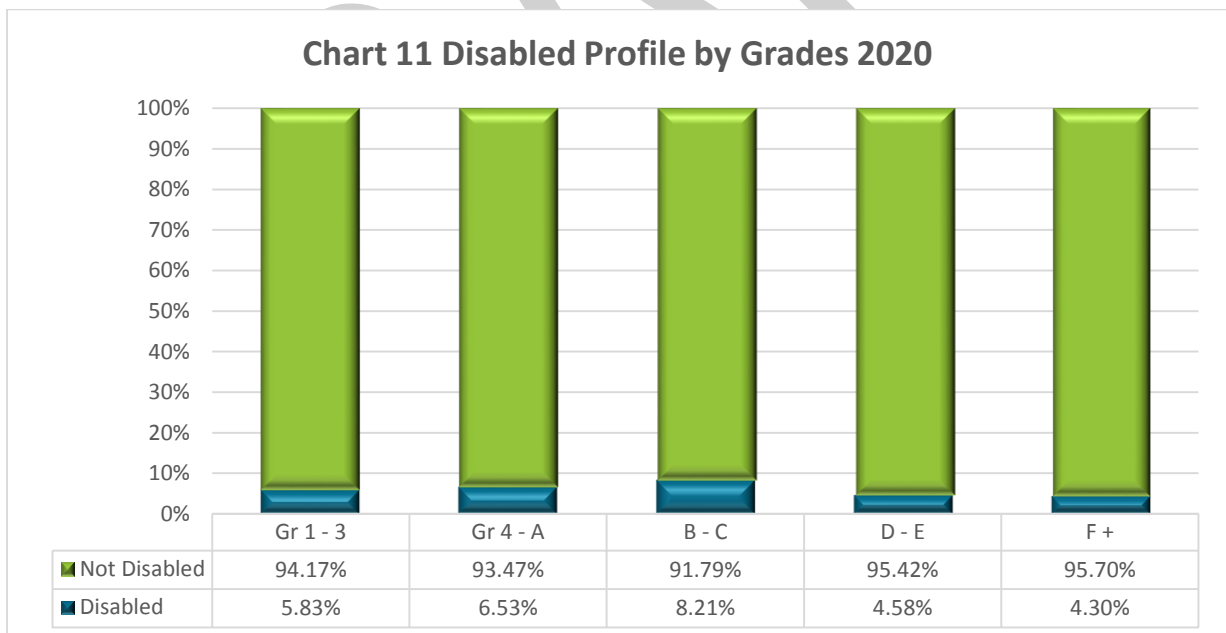
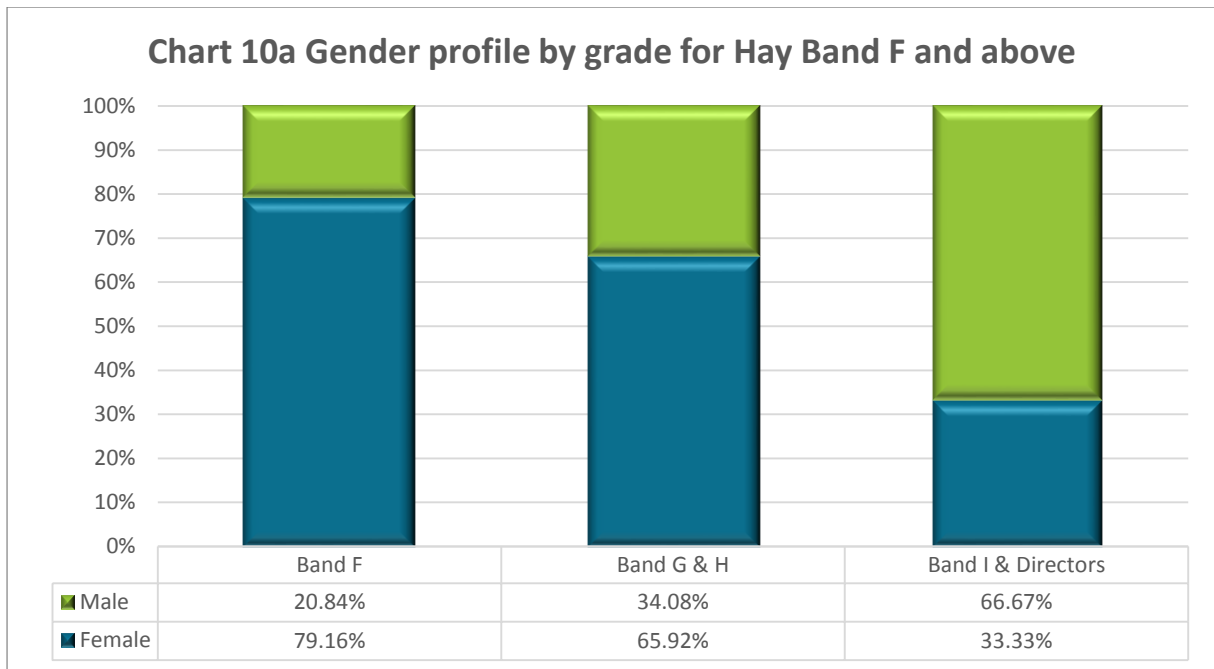
Non-disclosures are discounted when calculating the percentages, the above represents the 64.88% of NCC employees who have made a declaration of their religion or belief.

4b – Profile of NCC employees by grade of post

(Non-declarations are excluded in all cases)



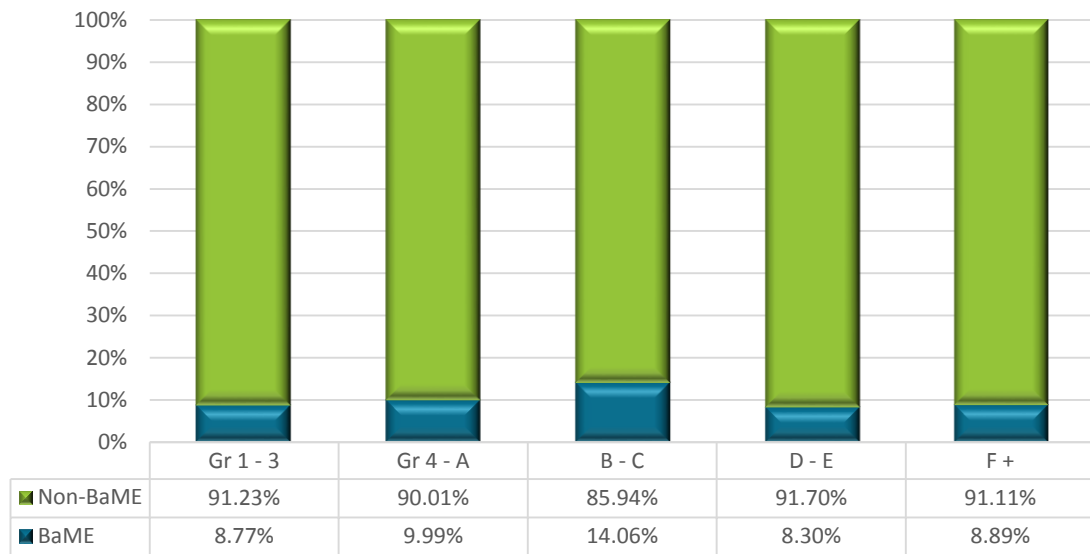
All data is based on fte. NCC gender profile is female 73.87%, male 26.13%.



Non-disclosures are discounted when calculating the percentages, the above represents the 83.02% of NCC employees who have made a declaration whether they regard themselves as having a disability.

All data is based on fte. The NCC profile is Disabled – 6.38%, Not disabled – 93.62%

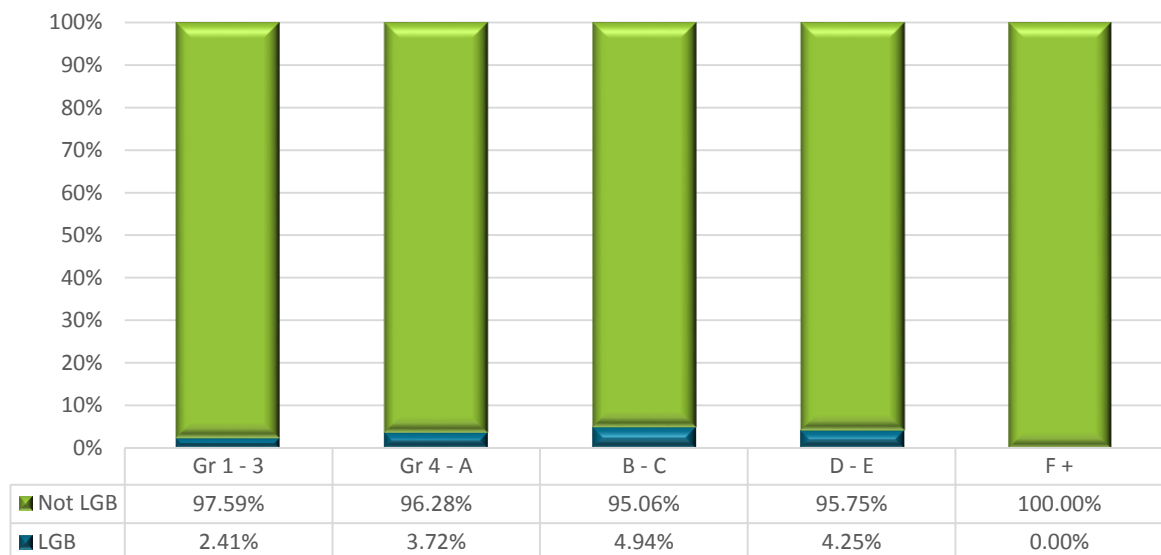
Chart 12 Ethnicity Profile by Grades 2020



Non-disclosures are discounted when calculating the percentages, the above represents the 85.87% of NCC employees who have made a declaration of their ethnic origin.

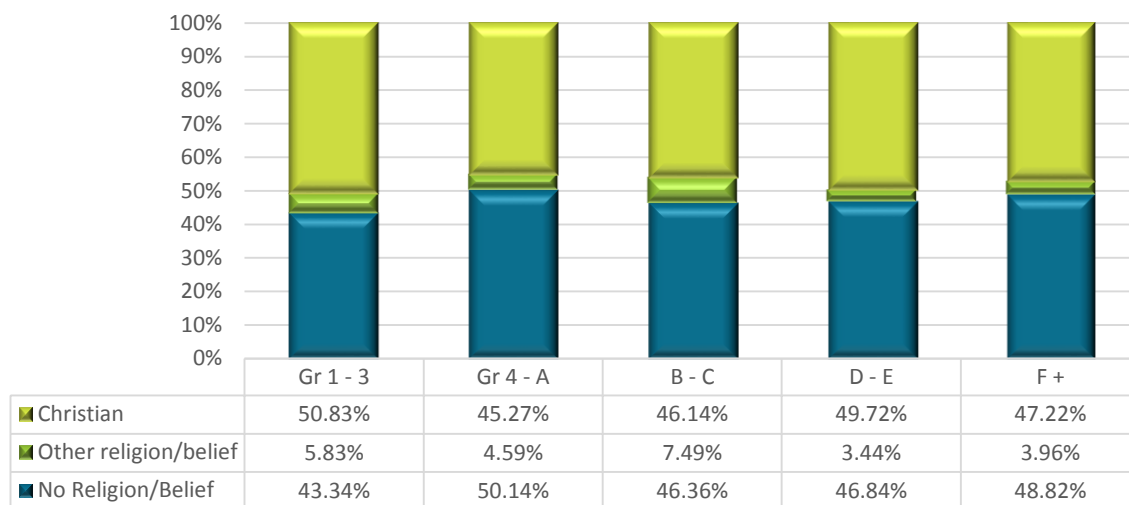
All data is based on fte. NCC profile is BAME – 10.19%, Non BAME – 89.81%

Chart 13 Sexual orientation by grades 2020



Non-disclosures are discounted when calculating the percentages, the above represents the 62.71% of NCC employees who have made a declaration of their sexual orientation. All data is based on the fte. NCC profile is LGB – 3.49%, not LGB – 96.51%.

Chart 14 Religion/Belief by grade 2020

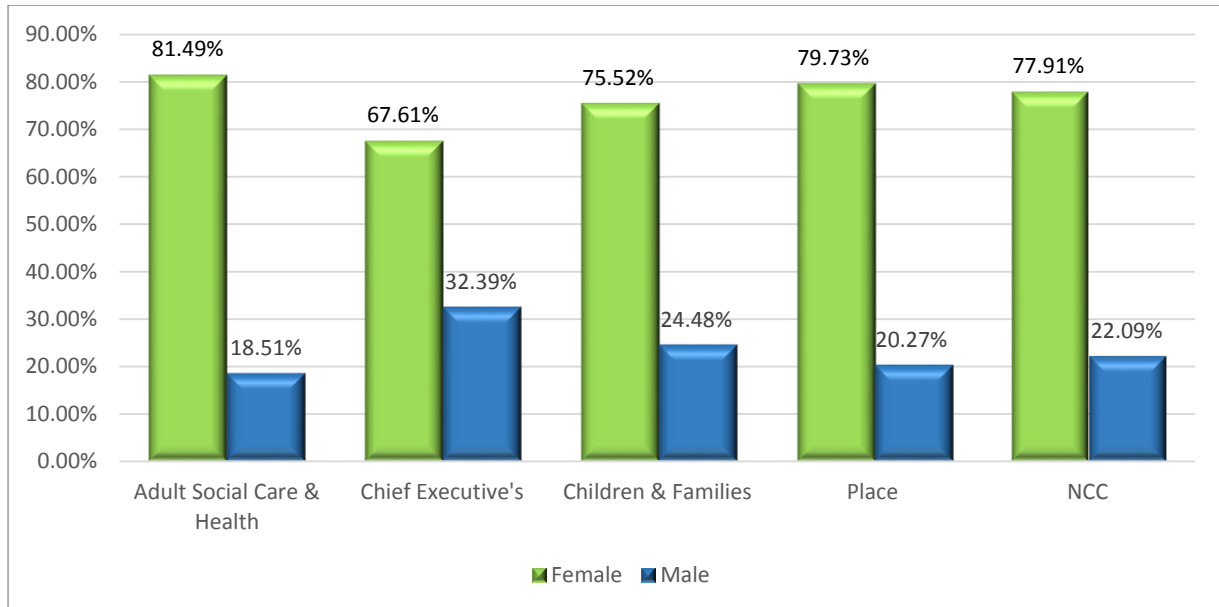


Non-disclosures are discounted when calculating the percentages, the above represents the 64.88% of NCC employees who have made a declaration of their religion or belief. All data is based on the fte.

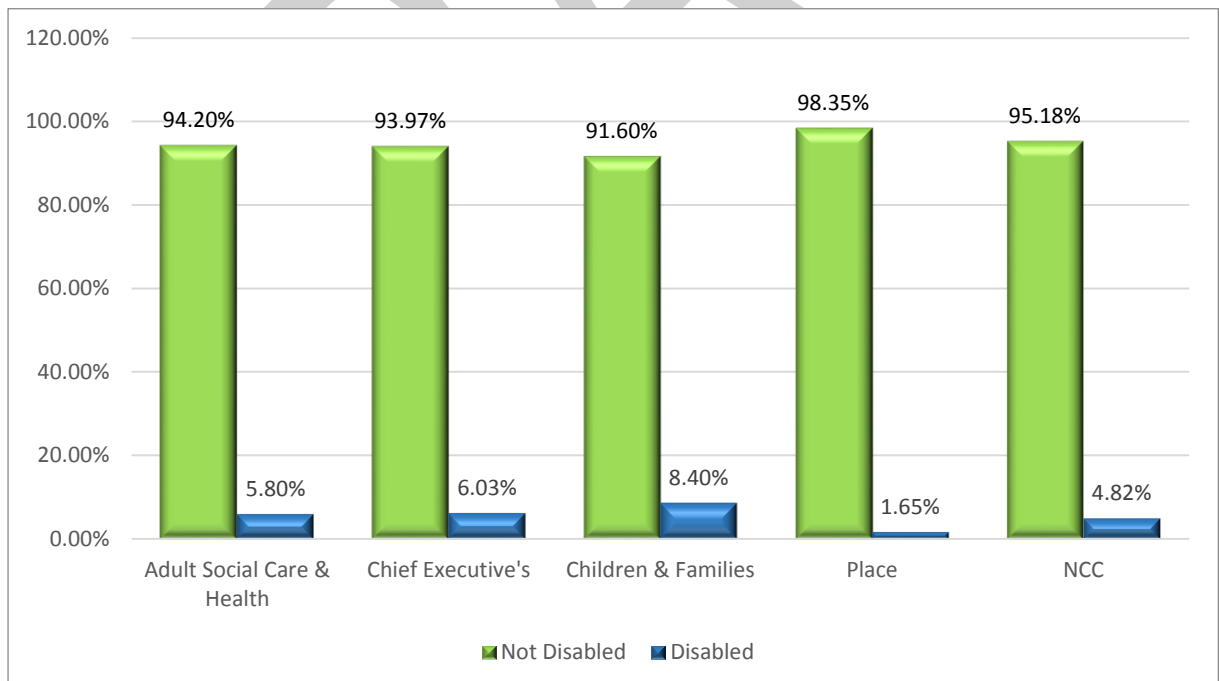
NCC profile is No Religion/Belief – 46.7%, Other Religion/Belief – 5.47%, Christian – 47.82%.

4c – Turnover April 2019 to March 2020

Gender

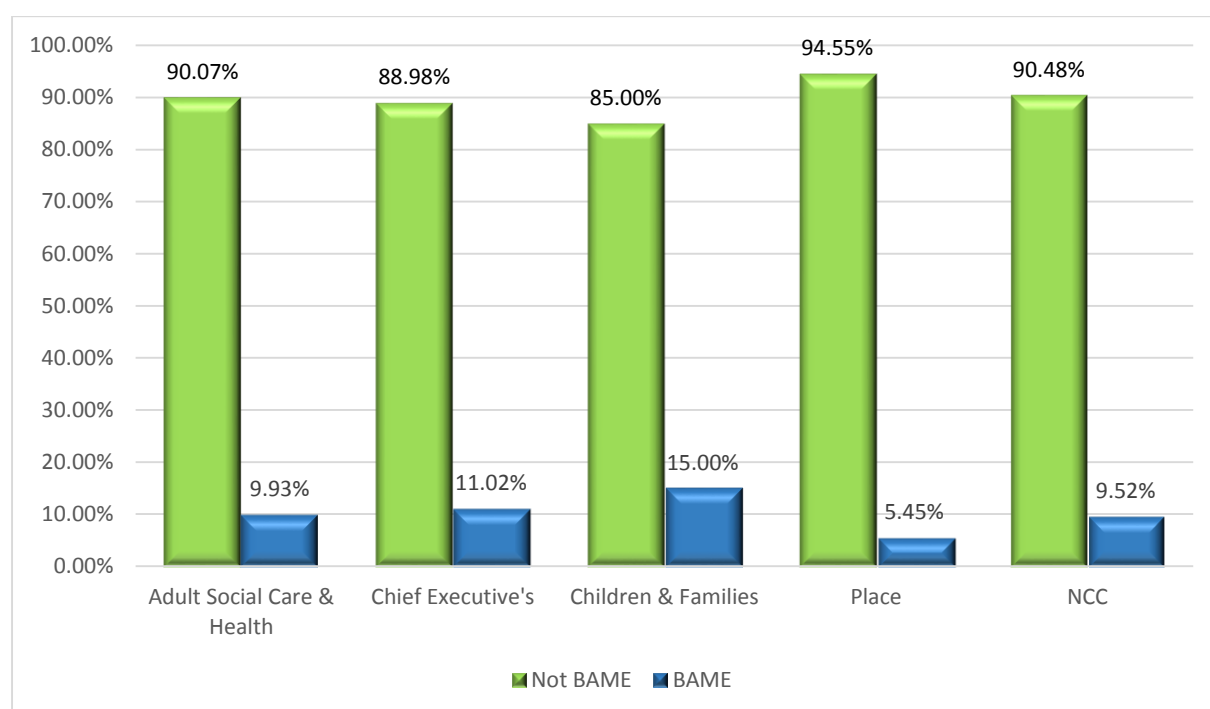


Disability



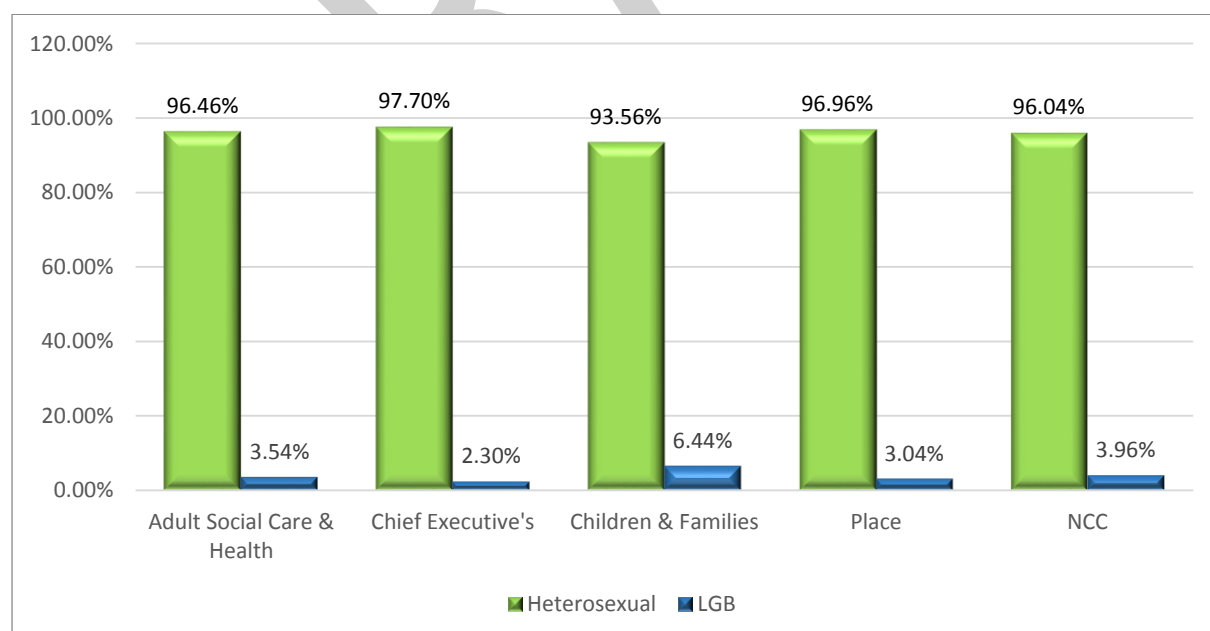
Non disclosures are discounted when calculating the percentages above. The profile represents the 77.73% of NCC leavers who had made a declaration about whether they regarded themselves as having a disability.

Ethnic Origin



Non disclosures are discounted when calculating the percentages above. The profile represents the 77.90% of NCC leavers who had made a declaration about their ethnic origin.

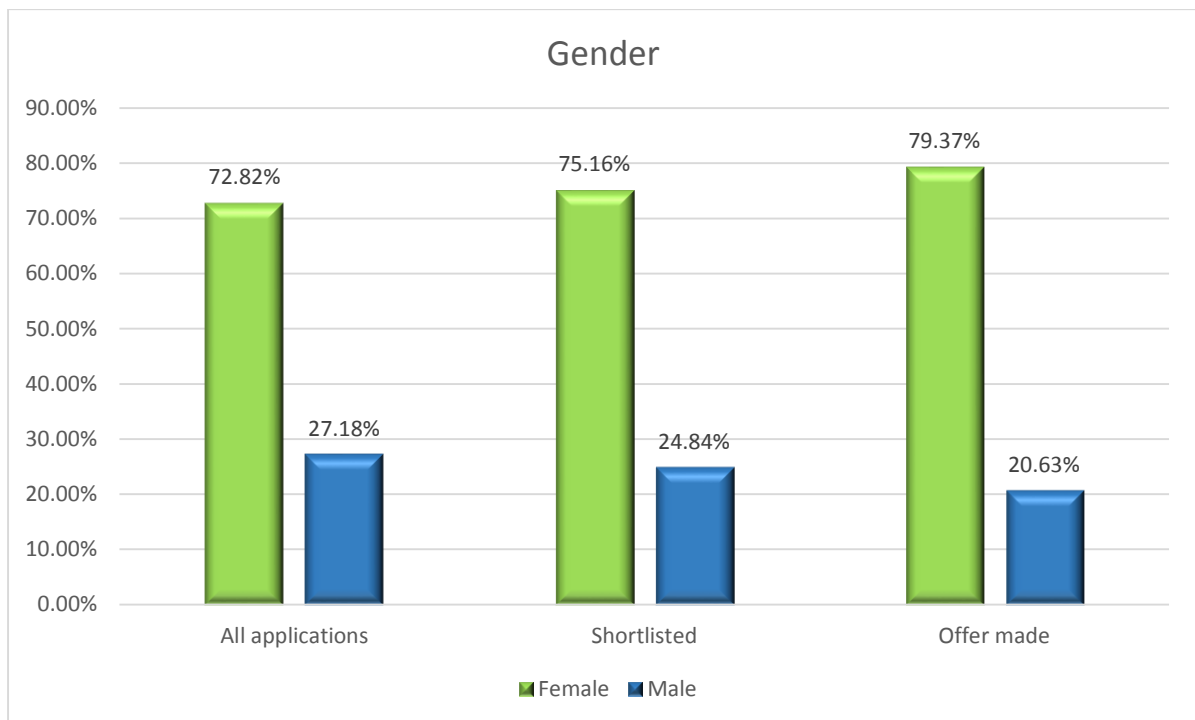
Sexual Orientation



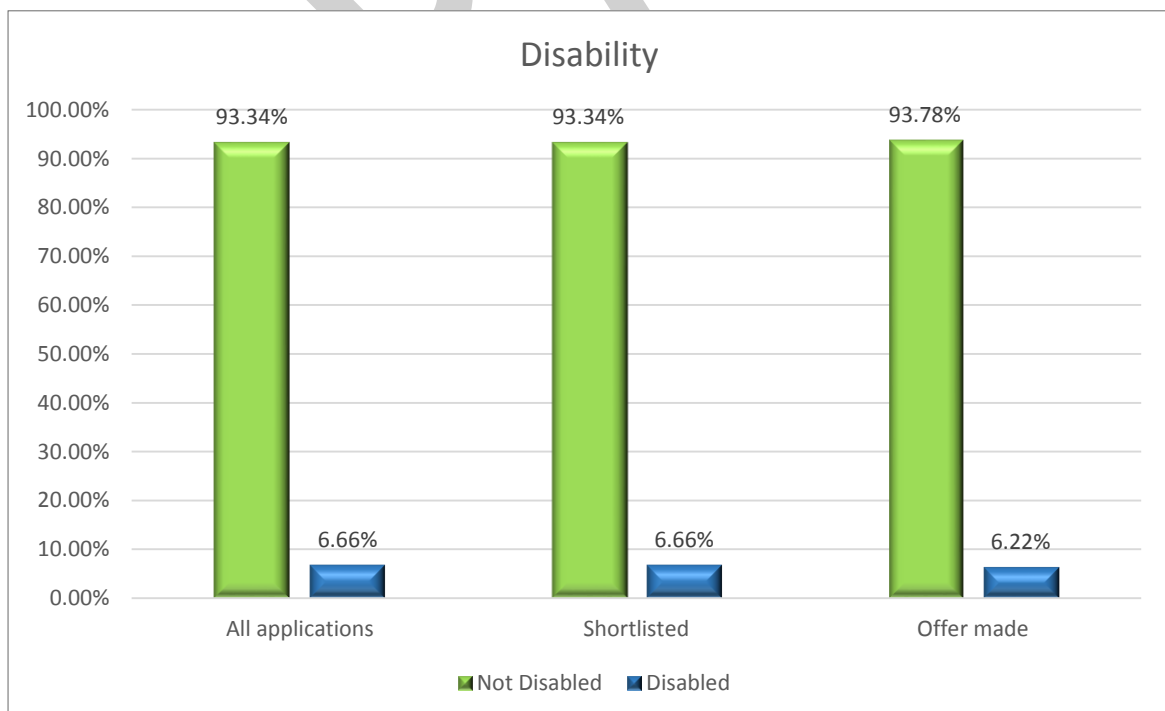
Non disclosures are discounted when calculating the percentages above. The profile represents the 54.95% of NCC leavers who had made a declaration about their sexual orientation.

4d – Profiles of Applicants of advertised positions April 2019 to March 2020

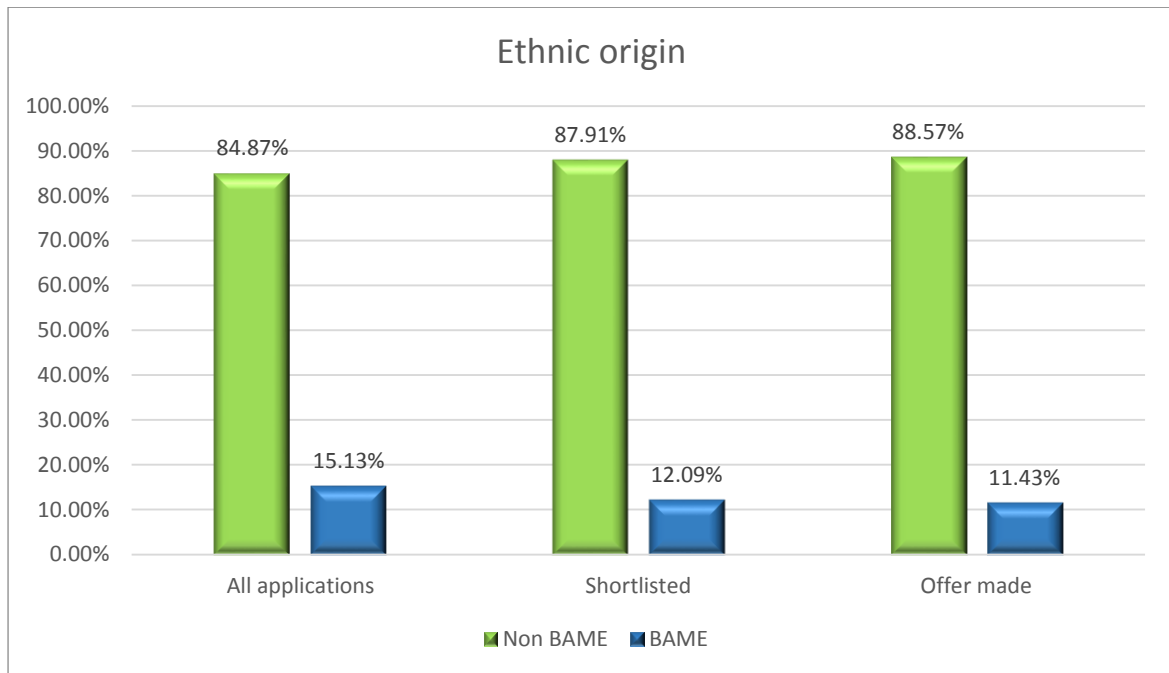
Gender



Disability



Ethnic origin



Sexual orientation

