

<b>Committee</b> Establishment Committee	<b>Date:</b> 10 July 2019
<b>Subject:</b> Annual Employee Profile Report 2018 - 2019	<b>Public</b>
<b>Report of:</b> Director of Human Resources	<b>For Information</b>
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### **Summary**

This report sets out the workforce profile information for the year 2018-2019. It also includes the Gender, Ethnicity and Disability Pay Gaps for 2017-2018. It provides a breakdown of the workforce by six protected characteristics identified in the Equality Act 2010. These are Sex, Age, Ethnicity, Disability, Religion and Belief and Sexual Orientation. The appendix to the report is included in our Annual Equality and Inclusion Performance report which is published on the internet.

### **Recommendation**

Members are asked to note the report.

### **Main Report**

#### **Background**

1. Equality and inclusion fall under the remit of this Committee and the Committee receives a number of update reports throughout the year. The Equality and Inclusion Board chaired by the Town Clerk and Chief Executive oversees the E&I Action Plan in relation to employment and service delivery. The latest update is reported separately on the agenda. This report is the annual update presenting data on the employee profile broken down by 6 protected characteristics defined by the Equality Act 2010. These are sex, age, disability, ethnicity, sexual orientation and religion or belief. The analysis includes salary and grade; the top 5% earners; Gender, Ethnicity and Disability Pay Gap; turnover, recruitment and new starter and leaver information during the year.
2. The workforce profile data is used to inform the public sector equality duty in relation to employment. This data along with the HR dashboards and workforce planning data helps to inform the Human Resources business plan. In addition, Equality and Inclusion and Attracting Talent are workstreams of the HR Transformation Programme.

#### **Current Position**

3. Attached as Appendix 1 is an analysis of the workforce as at the end of March 2019. Overall there has not been any significant change in the composition of the

workforce. The various initiatives that we have put in place will take time to embed before we will be able to see any discernible difference. However, of note:

- i. Whilst the percentage of staff who identify as LGBT has not significantly increased, the data capture for sexual orientation has risen significantly from 66.58% of the workforce to 77.22%. This can be attributed to the work of our Staff Networks who encourage staff to enter their information on employee self-service. In relation to the top 5% of earners, of those with protected characteristics who can experience disadvantage, staff who have identified themselves as LGBT are the only group that are faring better in the top 5% of earners (see sections 3.6, 4.6 and 5.6 of the appendix).
  - ii. The number of staff who identify themselves as having no religion has increased by almost 2% whilst those who identify as Christian has reduced by 2%. (see section 3.5 of the appendix)
  - iii. The total number of ethnic minority staff has increased slightly from 16.96% to 17.82%. The recruitment analysis still indicates that the chances of being appointed reduces in comparison to white applicants. However, the differential has closed from 21.82% of all appointments in 2017- 2018 to 24.47% in 2018-2019. The proportion of ethnic minority staff included in the top 5% of earners is still disproportionately low. Although a slight improvement on last year. This is also reflected in the Ethnicity Pay Gap. (see sections 3.3, 4.3 5.3 and 5.7 and 6.3 of the appendix)
  - iv. The proportion of employees who are women has increased marginally this year. However, women are still disproportionately represented at the senior level and this is reflected in both the top 5% of earners and the Gender Pay Gap. (see sections 3.1,4.1 5.1 and 5.7)
  - v. The proportion of staff who have a disability has increased marginally. However, the proportion of staff with a disability are disproportionately represented at the senior level. (see sections 3.4,4.4, 5.4,5.7 of the appendix)
4. The top 5% of earners has been analysed over a number of years and was formerly a key performance indicator for local authorities. This year we have included in the annual report the gender pay gap and this has previously been reported in detail to the Committee. As noted above women, ethnic minorities and employees with disabilities continue to fare poorly in this category of analysis and indeed this is reflected in our Pay Gaps. As with our Gender Pay Gap, this is largely due to under-representation of ethnic minorities and disabled staff in senior grades. The measures to address these differentials are outlined in the separate Equality and Inclusion updated report and Equality and Inclusion Action Plan 2019-2020.

## **Corporate & Strategic Implications**

5. Monitoring our workforce by protected characteristics provides us with key data that informs the equality and inclusion agenda and progress being made to address areas of concern. E&I initiatives link to the Corporate Plan aim of 'contributing to a flourishing society'.

## **Implications**

6. There are no specific costs arising from this report, but the data helps us to identify where there is a disproportionate impact in relation to protected characteristics. The E&I initiatives and action plan that draw on the data are reported separately on the agenda.

## **Conclusion**

7. This report sets out the latest annual employee profile by six of the protected characteristics. The data enables us to understand our workforce better and identifies areas of concern that need to be addressed. It also enables comparison and benchmarking with industry and monitors progress being made to reduce imbalances identified in our workforce.

## **Appendices**

- Appendix 1 – City of London Corporation - Employee Profile March 2019.

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