



Mansfield
District Council

Equality and Diversity
















Annual Workforce Report January 2022



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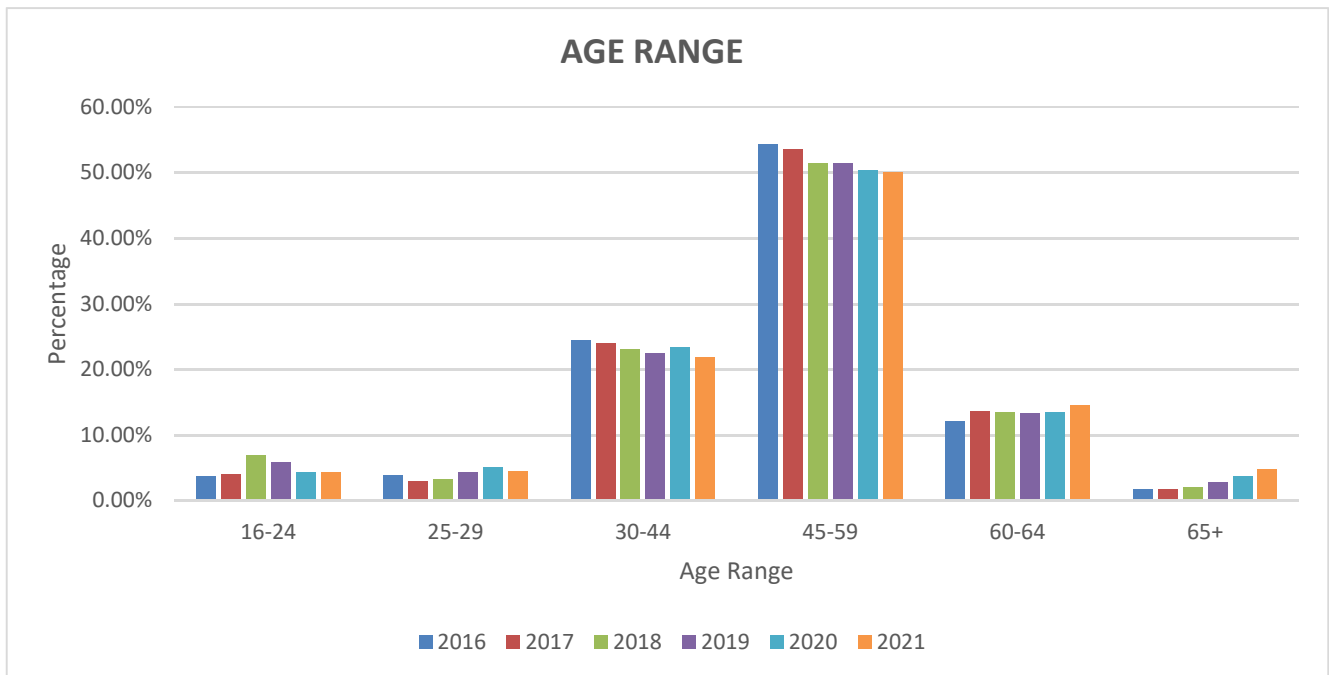
Equality Workforce Report January 2021

Executive Summary

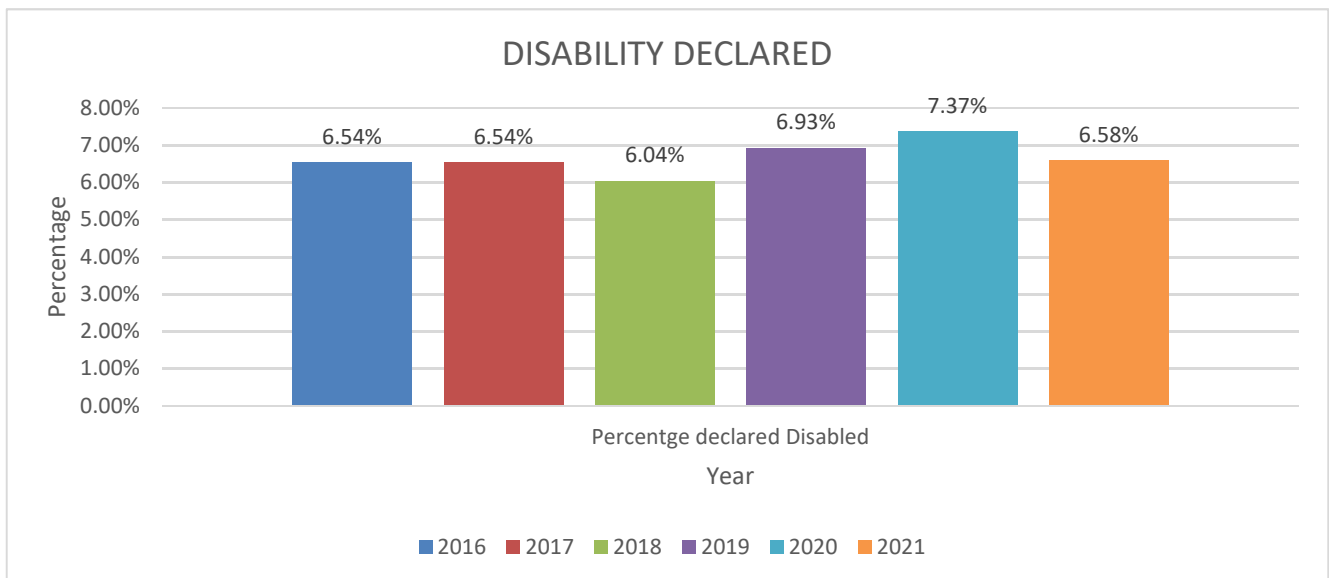
Workforce Diversity	Number	Trend
Full time equivalent (FTE)	575.39	
Number of employees (headcount)	653	
% Black and Minority Ethnic employees	2.3%	
% Employees declaring a disability	6.58%	
% Employees Lesbian, gay, bisexual or other	1.53%	
% Female employees	44.72%	
Number of apprentices	4	
% of employees under 25	4.29%	
% of employees between 25 and 29	4.44%	
% female senior managers (top 5% excluding CLT)	51.52%	
% senior managers Black and Minority ethnic group	0%	
Number of Employees on maternity leave	12	
Number of employees taking Paternity leave	1	
Sickness absence rate (April 2018 – March 2019)	8.17 days	
Turnover	9.94%	

Workforce Diversity

Age Range



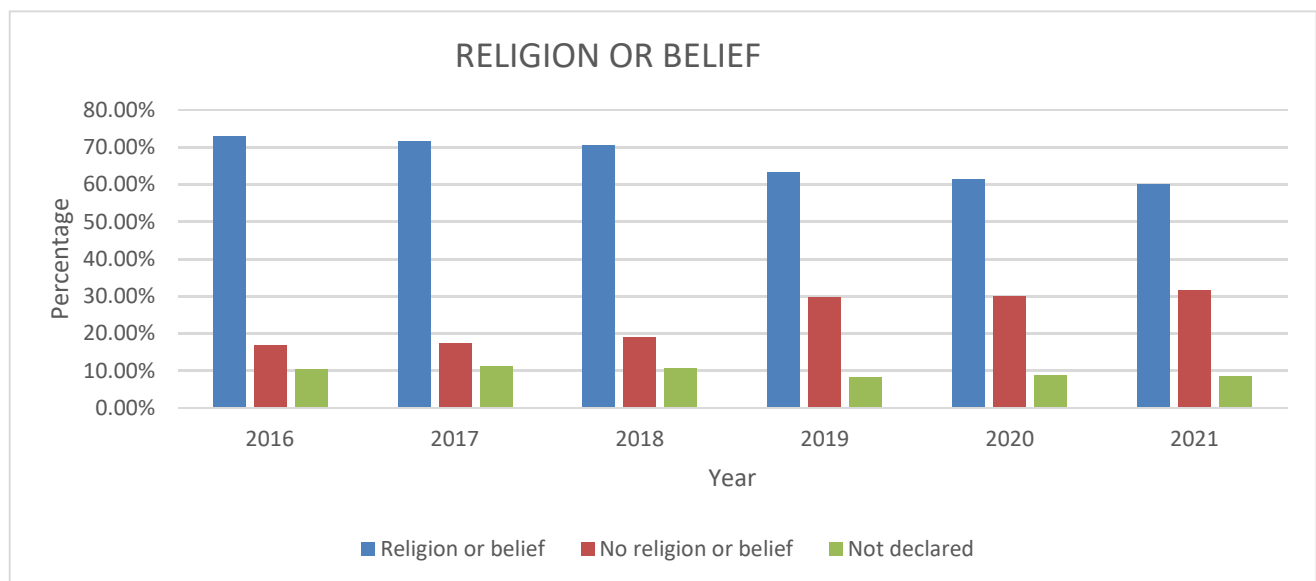
Disability



Sexual Orientation

- 92.19% stated they were heterosexual this figure is 1% higher than the previous year.
- 1.07% declared they were gay/lesbian this shows a slight decrease the previous year
- 0.15% stated they were bisexual this is slightly lower than the previous year.
- 6.28% preferred not to declare their sexual orientation

Religion

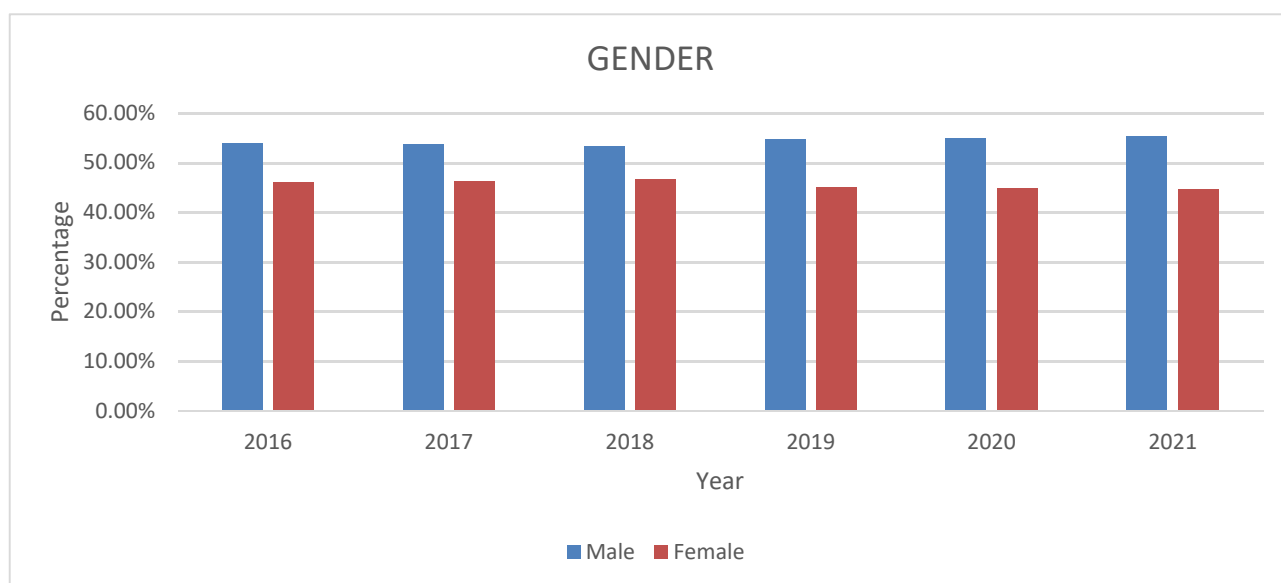


Whilst there is a variance in each category they are a similar profile to the previous year.

Ethnicity

- 97.4% declared they were White British this is slightly lower than the previous year

Gender



Recruitment and retention

Trends for recruitment

- 100% of appointments completed some part of the monitoring form for the period.
- There were 75 appointments in 2021, compared to 54 in 2020, 76 in 2019 and 95 appointments in 2018.
- The total number of people currently employed is 653 which shows a downward trend from 678 in 2020, 722 in 2019, 761 in 2018, 764 in 2017 and 780 in 2016.
- These changes are reflective of the changing face of Local Government due to the financial constraints and pressures they are facing.

Applications for Employment 2021 - Recruitment 01/01/21 to 31/12/2021

Appointments made:		75		
Total number of applicants:		1179		
Description	No. Applied	% Applied	No. Appointed	% Appointed
Male	698	59.2%	37	49.3 %
Female	427	36.2%	28	37.4 %
Prefer not to say	54	4.6%	10	13.3%
White - British English	999	84.7%	62	82.7%
- British Scottish	8	0.7%	0	0%
- British Welsh	4	0.3%	0	0%
- Irish	4	0.3%	2	2.7%
- Gypsy or Irish Traveller	0	0%	0	0%
- European	16	1.4%	1	1.3%
- Any Other	12	1.1%	0	0%
-White and Black Caribbean	3	0.3%	1	1.3%
- White & Black African	6	0.5%	0	0%
- White & Asian	6	0.5%	0	0%
- Any Other	4	0.3%	0	%
Asian, Asian British, Asian English, Asian Scottish, or Asian Welsh:				
- Indian	13	1.1%	0	0%
- Pakistani	9	0.8%	0	0%
- Bangladeshi	0	0%	0	0%
- Any Other	17	1.5%	0	0%
Black, Black British, Black English, Black Scottish, or Black Welsh:				
- Caribbean	4	0.3%	0	0%
- African	3	0.3%	0	0%
- Any Other	1	0%	0	0%
Chinese, Chinese British, Chinese English, Chinese Scottish, Chinese Welsh or Other Ethnic Group:				
- Chinese	0	0%	0	0%
- Any Other Chinese	10	0.9%	0	0%
- Any Other Ethnic Group	0	0%	0	0%
Not Stated	59	5%	9	12.0%
Disabled	61	5.2%	3	4.0%
16-24	228	19.3%	9	12.0%
25-29	151	12.8%	5	6.7%
30-44	327	27.8%	23	30.7%
45-59	343	29.1%	24	32.0%

60-64	37	3.1%	3	4.0%
65+	0	0.00%	0	0%
Not stated	93	7.9%	11	14.6%

Voluntary Leavers by protected characteristic

Number of employees voluntary leaving the authority		
Categories	No.	% of leavers
White	59	92.19%
Asian	1	1.56%
Black	0	0.00%
Mixed	0	0.00%
Chinese	0	0.00%
Not Stated	4	6.25%
Disabled	7	10.94%
Not disabled	41	64.06%
Male	40	62.5%
Female	24	37.50%
Total	64	100.00%

All Reasons for leaving

Reasons	Number	% of leavers
Compulsory redundancy	0	0.00%
Disciplinary	0	0.00%
Ill health retirement	0	0.00%
Medical capacity	0	0.00%
Non confirmation of documents	0	0.00%
TUPE	0	0.00%
Resignation	46	71.88%
Resignation with pension	10	15.62%
Retirement	7	10.94%
Voluntary redundancy	1	1.56%

Employee turnover

Employee turnover is based on voluntary leavers, for 2021 the turnover rate is 9.94% which is higher than the previous years' figure of 8.93%. The total number of leavers based on all reasons for leaving is 64, 46 of which were voluntary.

Pay

Top 5% of Earners

This excludes CEO, Directors and Heads of Service, there are 33 employees in this category.

Type	Data	No.of employees	% of Workforce
Gender	Male	16	48.48%
	Female	17	51.52%
Ethnicity	White	33	100.00%
	Asian	0	0.00%
	Black	0	0.00%
	Mixed	0	0.00%
	Chinese	0	0.00%
Disability		1	3.03%

Maternity and paternity

In 2021 there were 12 employees taking maternity leave and 1 taking paternity leave.

Sickness absence

The reported sickness absence rate for the period April 2020 to March 2021 was 9.94 days per FTE which is a slight increase from April 2019 to March 2020 which was 9.74 days per FTE.

The main reasons for sickness absence remain similar to previous years with Muscular skeletal, depression, mental health and operations being most reported.

Employee Relations Casework

Grievances

During 2021 there were a total of 5 grievances raised by both male and female employees.

In terms of outcome alongside each grievance case we considered if there are any lessons to learn from each case and if there is a requirement to change working practices or policies.

Whilst we would monitor and address any concerns with grievances that were related to the protected characteristics, we will not report on these cases as the small number may identify individual employees.

Disciplinary casework

There were 6 disciplinary cases for this period. 4 of these were involving male employees and 2 female employees. Again as with grievances we will not be reporting the characteristics of these.

Learning and Development

The table below represents a sample of courses undertaken by employees within the Council, totalling 1481 attendees.

The courses included:

- Asbestos Awareness
- COSHH - Health and Safety
- Cyber Security
- Dealing with Mental Health Issues in W/P
- Domestic Violence
- Fire Safety
- ICT Security
- Agile Working
- Asbestos Awareness
- DSE
- Domestic Violence
- Drug and Alcohol Awareness
- Equality in the Workplace
- Manual Handling
- PREVENT Training – Bronze
- Data Protection
- Emergency First Aid at Work
- Fire Warden Training
- First Aid at Work
- Corporate Induction
- Safeguarding Child and Vulnerable Adults
- Working at Heights

Training by Protected Characteristic

Training	1116	653
	% attended courses	Workforce Profile
Male	44.27%	55.28%
Female	55.73%	44.72%
Non BME	95.25%	97.40%
BME	3.94%	2.3%
Disabled	5.73%	6.58%
16-24	6.72%	4.29%
25-29	6.72%	4.44%
30-44	29.21%	21.90%
45-59	45.07%	50.08%
60-64	9.50%	14.55%
65+	2.78%	4.75%

Employees are able to book themselves onto training courses with the approval of their manager. They are also able to view upcoming courses using the e-learning system.

Apprentices

The authority supported 4 apprentices in 2021 on either Intermediate, Advanced or Higher level Apprenticeships across the council covering a wide range of services. Unfortunately this is lower than the previous year due to the impact of Covid and previous apprenticeships being extended to enable conclusion.

Consultation

There have been a number of service reviews and a service redesign program during 2021. Due to the pandemic there has been a shift to a virtual environment to comply with government guidance.

The last full employee survey was undertaken in October 2019, however there have been a number of snap surveys undertaken in 2020/21 on relevant topics.

Gender Pay Gap reporting

Under the Equality Act 2010 (Gender Pay Gap Information) Regulations 2017 the Council is required by law to publish an annual gender pay gap report. The information contained within this report is for the snapshot date of 31st March 2021.

Summary of data

- The mean gender pay gap is -2.54%
- The median gender pay gap is 0.89%

Table 1. Comparison Female to Male in each salary range quartile

Quartile	Females	Males	Salary range
Lower	47%	53%	£17,942 - £19,876
Lower Middle	53.3%	46.7%	£19,876 - £21,748
Upper Middle	32.3%	67.7%	£21,749 - £27,074
Upper	48.8%	51.2%	£27,074 and above

Table 2. Breakdown splits of Female to Male across the Authority

Quartile	Females	Males	Salary range
Lower	25.83%	24.18%	£17,942 - £19,876
Lower Middle	29.47%	21.43%	£19,876 - £21,748
Upper Middle	17.88%	31.04%	£21,749 - £27,074
Upper	26.82%	23.35%	£27,074 and above
Total	100%	100%	

The mean is defined as the average of the figures and is calculated by adding up all the figures and dividing by the number there are. The median is defined as the salary that lies at the midpoint and is calculated by ordering all salaries from highest to lowest and the median is the central figure. The quartile information is calculated by listing all salaries from highest to lowest and then splitting that information into four equal quarters to determine the percentage of male / female employees in each quartile.

All the figures set out above have been calculated using the standard methodologies used in the Equality Act 2010 (Gender Pay Gap Information) Regulations 2017. Although reporting of the salary ranges for the quartiles is not required, this has been provided for additional information.

Actions for 2022

Due to the COVID19 pandemic which impacted on all businesses, employees and the community, the work that was planned for 2021 was superseded by work undertaken to support employees and the Community in relation to the Pandemic.

- Continued implementation of our Recruitment and Selections Strategy and review of the People Strategy and the People First Action Plan supporting our work towards becoming a more attractive and diverse employer.
- Continue to test alternative methods of recruitment to be more inclusive and attract an increasing number of applicants and then hopefully appointing more young people e.g. use of CV's, how and where advertised
- Employee survey results analysed and actions developed that are integrated into the People Strategy action plan.

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