



Mansfield
District Council

Equality and Diversity

Annual Workforce Report January 2023



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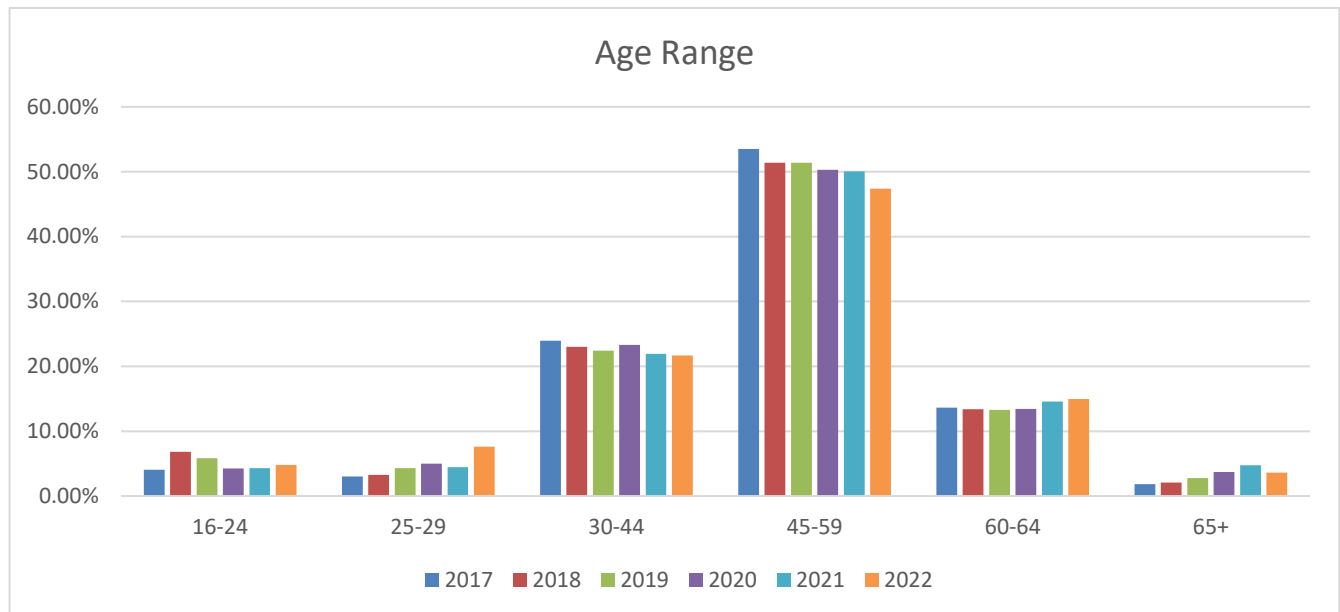
Equality Workforce Report January 2022

Executive Summary

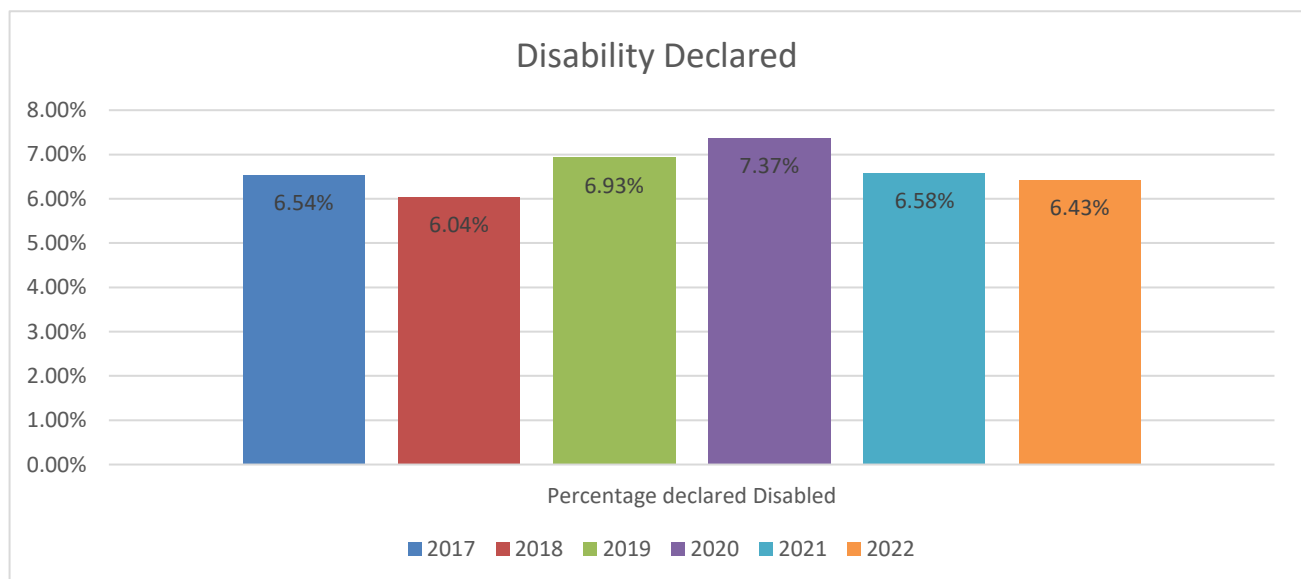
Workforce Diversity	Number	Trend
Full time equivalent (FTE)	589.52	
Number of employees (headcount)	669	
% Black and Minority Ethnic employees	0.90%	
% Employees declaring a disability	6.43%	
% Employees Lesbian, gay, bisexual or other	1.94%	
% Female employees	45.44%	
Number of apprentices	10	
% of employees under 25	4.78%	
% of employees between 25 and 29	7.62%	
% female senior managers (top 5% excluding CLT)	57.58%	
% senior managers Black and Minority ethnic group	3.03%	
Number of Employees on maternity leave	13	
Number of employees taking Paternity leave	0	
Sickness absence rate (April 2021 – March 2022)	10.44 days	
Turnover	12.18%	

Workforce Diversity

Age Range



Disability

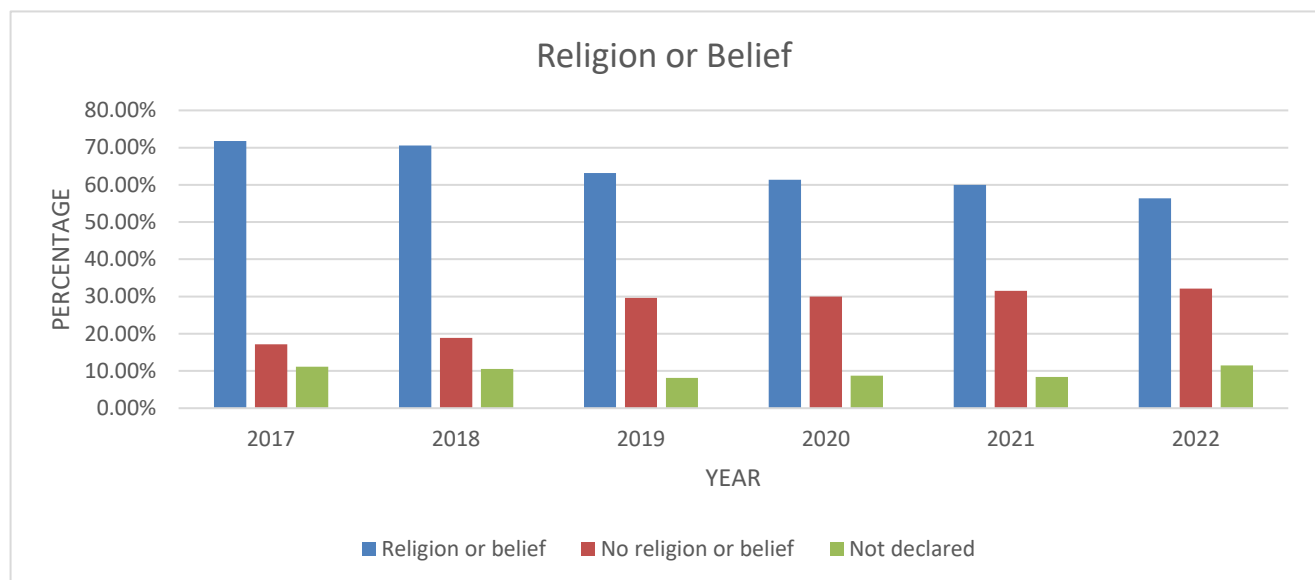


Sexual Orientation

- 90.13% stated they were heterosexual this figure is 2.06% lower than the previous year.
- 1.64% declared they were gay/lesbian this shows an increase of 0.57% compared to the previous year.
- 0.30% stated they were bisexual this is double than the previous year.

- 7.47% preferred not to declare their sexual orientation.

Religion or Belief

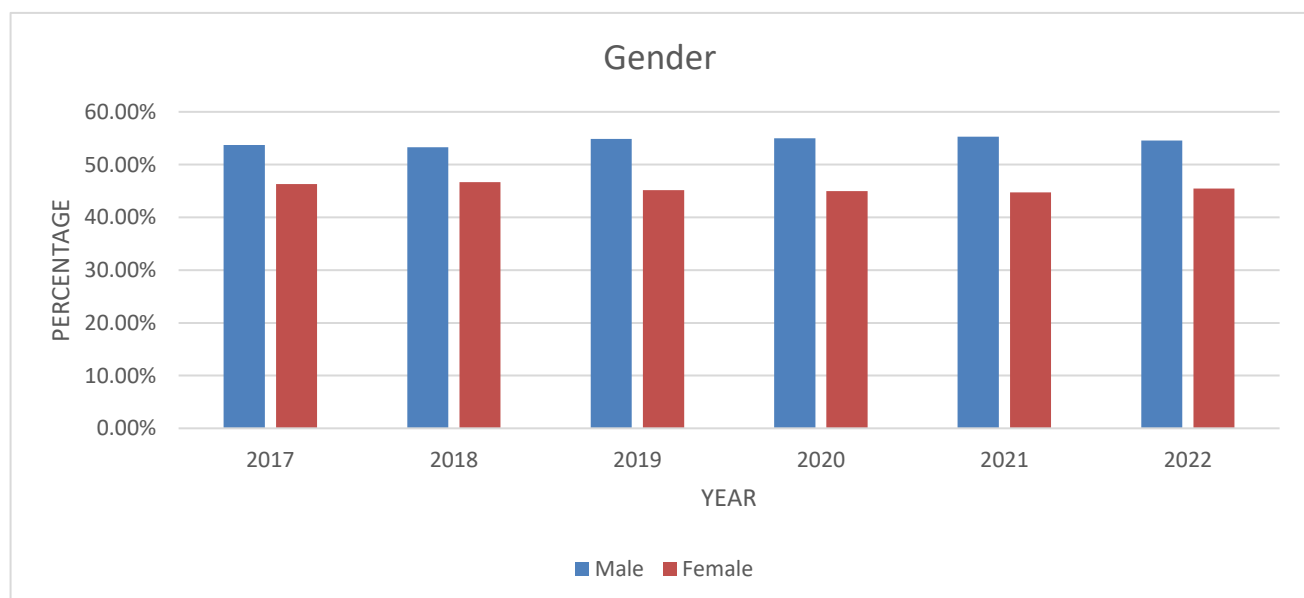


Whilst there is a variance in each category they are a similar profile to the previous year.

Ethnicity

- 95.96% declared they were White British this is slightly lower than the previous year

Gender



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Recruitment and Retention

Trends for recruitment

- 100% of appointments completed some part of the monitoring form for the period.
- There were 135 appointments in 2021, compared to 52 in 2012, 54 in 2020, 76 in 2019 and 95 appointments in 2018
- The total number of people currently employed is 669 which is a slight increase from 653 in 2021. The 2022 figure is still less than 2020 when there were 678 employed, 722 in 2019, and 761 in 2018.

Applications for Employment 2022 - Recruitment 01/01/22 to 31/12/2022

Description	No. Applied	% Applied	No. Appointed	% Appointed
Male	612	13.92	46	34.0
Female	711	46.26	57	42.3
Prefer not to say	214	39.82	32	23.7
White - British English	1130	73.52	93	68.9
- British Scottish	9	0.59	1	0.7
- British Welsh	4	0.26	2	1.5
- Irish	1	0.07	0	0
- Gypsy or Irish Traveller	0	0	0	0
- European	47	3.06	4	3.0
- White Other	32	2.08	0	0
-White and Black Caribbean	7	0.46	0	0
- White & Black African	4	0.26	0	0
- White & Asian	5	0.33	0	0
- Any Other	7	0.46	0	0
Asian, Asian British, Asian English, Asian Scottish, or Asian Welsh:				
- Indian	13	0.85	0	0
- Pakistani	9	0.59	0	0
- Bangladeshi	0	0	0	0
- Asian Other	29	1.89	0	0
Black, Black British, Black English, Black Scottish, or Black Welsh:				
- Caribbean	4	0.26	1	0.7
- African	15	0.98	1	0.7
- Black Other	4	0.26	0	0
Chinese, Chinese British, Chinese English, Chinese Scottish, Chinese Welsh or Other Ethnic Group:				
- Chinese	0	0	0	0
- Any Other Chinese	0	0	0	0
- Any Other Ethnic Group	3	0.20	0	0

Not Stated	214	13.92	33	24.5
Disabled	109	7.09	6	4.4
16-24	275	17.89	16	11.8
25-29	152	9.89	15	11.1
30-44	417	27.13	27	20.0
45-59	366	23.81	39	28.9
60-64	58	3.77	4	3.0
65+	0	0	0	0
Not stated	269	17.50	34	25.2

Voluntary Leavers by protected characteristic

Number of employees voluntary leaving the authority		
Categories	No.	% of leavers
White	73	94.81%
Asian	2	2.60%
Black	0	0.00%
Mixed	2	2.60%
Chinese	0	0.00%
Not Stated	0	0%
Disabled	6	7.79%
Not disabled	57	74.03%
Male	35	45.45%
Female	42	54.55%
Total	77	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	50	66.66%
Resignation with pension	9	12%

Retirement	14	18.67%
Voluntary redundancy	2	2.67%

Employee turnover

Employee turnover is based on voluntary leavers, for 2022 the turnover rate is 12.18% which is higher than the previous years' figure of 9.94%. The total number of leavers based on all reasons for leaving is 75.

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	14	42.42%
	Female	19	57.58%
Ethnicity	White	31	93.94%
	Asian	0	0.00%
	Black	0	0.00%
	Mixed	1	3.03%
	Chinese	0	0.00%
Disability		2	6.06%

Maternity

In 2022 there were 13 employees taking maternity leave,

Sickness absence

The reported sickness absence rate for the period April 2021 to March 2022 was 10.44 days per FTE which is an increase from April 2020 to March 2021 which was 9.94 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 2022 there were a total of 10 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 of 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 7 disciplinary cases for this period. 6 of these were involving male employees and 1 female employee. 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 1631 attendees.

The courses included:

- Asbestos Awareness
- Agile Working - Employee
- Becoming an Effective Leader
- Card Data Handling
- Corporate Procurement Training
- Communicating Change
- Cyber Security Awareness
- Developing and Leading Teams to Achieve Goals
- Emergency Planning
- Effective Minute Writing
- Drug and Alcohol Awareness
- Equality, Diversity and Inclusion
- Display Screen Equipment (DSE)
- Introduction to Health & Safety at Work
- Interview Skills
- Leading Hybrid Teams
 - Managing Yourself and Your Time
 - Mandatory Data Protection Essentials
 - Mandatory Equality in the Workplace
 - Mandatory MDC Fire Safety
 - Mandatory MDC Safeguarding Children and Vulnerable Adults
- Mansfield Manager Induction
- Manual Handling
- Developing and Leading Teams to Achieve Goals
- MDC Domestic Violence
- MDC ICT Security
- MDC Mental Health Issues in the Workplace
- MDC Sharps Presentation
- Nottinghamshire Prevent Programme
- Office Safety
- Performance Management Framework

- Personal Safety
- Public Space Protection Order (PSPO)
- MDC Corporate Induction
- Fundamentals of Politics and Governance
- Understanding Leadership Derailment
- Understanding the Organisational Environment

Training by Protected Characteristic

Training	1227	669
	% attended courses	Workforce Profile
Male	50.2%	54.11%
Female	49.7%	45.88%
Non BME	95.5%	95.96%
BME	2.8%	2.1%
Disabled	5%	6.43%
16-24	9.5%	4.78%
25-29	6.7%	7.62%
30-44	27.7%	21.67%
45-59	44.7%	47.38%
60-64	8.7%	14.95%
65+	2.4%	3.59%

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.

Consultation

There have been a number of service reviews and a service redesign program during 2022.

The last full employee survey was undertaken in January, 2022 and actions are being progressed as a result of the survey.

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 2022.

Summary of data

- The mean gender pay gap is -0.68%
- The median gender pay gap is 8.64%

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

Quartile	Females	Males	Salary range
Lower	51.3%	48.8%	£18,328 - £20,043
Lower Middle	49.7%	50.3%	£20,044 - £22,129
Upper Middle	28.3%	71.7%	£22,139 - £27,514
Upper	49.7%	50.3%	£27,515 and above

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

Quartile	Females	Males	Salary range
Lower	28.77%	22.16%	£18,328 - £20,043
Lower Middle	27.72%	22.73%	£20,044 - £22,129
Upper Middle	15.79%	32.39%	£22,139 - £27,514
Upper	27.72%	22.73%	£27,515 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 the 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.

The mean gender pay gap is -0.68% which is a positive change from -2.54% from last year. In monetary terms the hourly rate differential based on the mean is £0.09 pence per hour. This suggests the pay rates for females and males is about average.

However, in comparison the median pay gap is 8.64%, an increase of 7.75% compared to last year. This indicates there are more men in the organisation receiving higher salaries with the highest percentage of males being in the upper middle, reporting 32.39%, compared to female reporting 15.79%. As illustrated in table 2.

Table 1 illustrates there is a significant higher percentage of men in the upper middle quartile (71.7%) which supports the findings above. Within this quartile there are a large number of frontline posts such as craftworkers, parks, waste and recycling etc which are traditionally male dominated and are a large percentage of the workforce.

The data shows there is a larger percentage of females in the lower quartile (28.77%) than men (22.16%). Meaning there are more females in the lowest paid posts in the organisation, as illustrated in table 2. This quartile contains roles that are traditionally dominated by females such as cleaning and administration. This is potentially due to these roles being suitable for part time and flexible working to accommodate caring responsibilities, which traditionally females undertake.

Within the upper quartile there is a pretty even split evidencing men and women are appointed equally to the more senior roles attracting higher salaries and suggests the work the Council undertakes in terms of supporting working practices and policies are having an impact.

The Council is committed to the principle of equal opportunities and equal treatment for all employees and has a clear procedure to ensure employees are paid equally for the same or equivalent work, regardless of their sex or any other protected characteristic. In 2013 the Council implemented job evaluation and as part of this scheme it evaluates job roles as necessary to ensure a fair structure.

In summary, although the data shows a median gender pay gap, the Council is confident that this does not stem from paying men and women differently for the same or equivalent work. Instead the gap outlined is as a result of the roles in which men and women work within the organisation and the salaries that these roles

Actions for 2023

- Continued implementation of our Recruitment and Selections Strategy
- Implementation and embedding updated Organisational Strategy 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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