

# Annual Workforce Equality Monitoring Report

April 2020 – March 2021



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## 1. Introduction

This report provides an analysis of the Council's directly employed workforce over the 12 month period 1<sup>st</sup> April 2020 to 31<sup>st</sup> March 2021.

The data set includes all permanent and fixed term employees working for the Shared Staffing Arrangement (SSA) for Richmond and Wandsworth Councils, except school-based employees and casual employees. Agency workers, volunteers, interims and consultants are excluded from the workforce profile as they are not directly employed by the SSA.

The data used in this report has been taken from the Councils' Human Resources Information System except for recruitment data that has been taken from a stand-alone applicant tracking system managed by the recruitment team.

The workforce analysis provides valuable source of data that can be utilised in various ways in Richmond and Wandsworth Councils:

- monitoring inequalities
- supporting delivery of the Richmond and Wandsworth Councils' key workforce objectives and values
- helping to identify workforce strategy and learning and development needs
- helping to formulate the corporate equality action plan
- assisting workforce planning and recruitment and retention strategies

The data used in this report compares the current organisational data with the data from the previous years and is effective as at the 31<sup>st</sup> March for each year.

Information on sexual orientation and religion or belief is not reliable as a high percentage of staff have not provided these details. Staff are encouraged, through the staff newsletter, regular advertising campaigns and publishing notes on the intranet, to provide this information on a voluntary basis. In particular, an organisation-wide campaign was launched in January 2020 to encourage all staff to share their diversity information. This work is on-going and will next focus on encouraging new starters to ensure their diversity information is recorded on the HR Information System.

Residential data has been taken from the London Datastore <https://data.london.gov.uk/dataset> and boroughs' statistics (DataWand and DataRich).

## 2. Richmond and Wandsworth demographic data

The borough demographics are a point of reference and comparison for the Richmond and Wandsworth staff analysis. London is also a useful comparison as it forms the base for much of the councils' recruitment. This data has been taken from the 2011 ONS census<sup>1</sup> and boroughs' statistic (DataWand and DataRich)<sup>2,3</sup>.

Richmond population projection: 199,157<sup>2</sup>

Wandsworth population projection: 332,524<sup>3</sup>

London population projection: 8,991,329<sup>2,3</sup>

Gender	Female	Male
Richmond	52%	48%
Wandsworth	51%	49%
London	51%	49%

Age	Median
Richmond	38
Wandsworth	32
London	34

Race	White	BAME
Richmond	86%	14%
Wandsworth	71%	29%
London	60%	40%

Disability	Declared
Richmond	11.5%
Wandsworth	13.9%
London	10.0%

The 2011 census did not collect information on gender reassignment or sexual orientation. The ONS Integrated Household Survey (2014)<sup>4</sup> estimates 1.6% adults identify as Lesbian, Gay or Bisexual (LGB). This is considered to be a conservative estimate, particularly in areas such as London with higher LGB populations. However, data from the ONS (published in March 2020)<sup>5</sup> shows that in 2018 2.2% of the UK population aged 16 years and over identified themselves as lesbian, gay or bisexual (LGB), with more males, young people and people living in London likely to identify as LGB.

<sup>1</sup> <https://www.ons.gov.uk/census/2011census/2011censusdata>

<sup>2</sup> <https://www.datarich.info/population/>

<sup>3</sup> <https://www.datawand.info/population/>

<sup>4</sup> <https://www.ons.gov.uk/peoplepopulationandcommunity/culturalidentity/sexuality/bulletins/integratedhouseholdsurvey/2015-10-01>

<sup>5</sup> <https://www.ons.gov.uk/peoplepopulationandcommunity/culturalidentity/sexuality/bulletins/sexualidentityuk/2018#sexual-orientation-in-the-uk>

Statistics on religious beliefs were collected in the 2011 ONS census<sup>6</sup>. In the 2011 Census, 55.3% of Richmond residents and 53% of Wandsworth residents classified themselves as Christian<sup>2,3</sup>, higher than the London average of 48% but lower than the UK average of 59%. The second largest classification was no religion at 28.4% in Richmond and 27% in Wandsworth, again higher than the London and UK average of (21% and 25% respectively).

Religion	United Kingdom	London	Richmond	Wandsworth
	%	%		%
Christian	59.0	48.4	55.3	53.0
Buddhist	0.4	1.0	0.8	0.8
Hindu	1.5	5.0	1.6	2.1
Jewish	0.5	1.8	0.8	0.5
Muslim (Islam)	4.8	12.4	3.3	8.1
Sikh	0.8	1.5	0.8	0.3
Other religion	0.4	0.6	0.4	0.4
No religion	25.0	20.7	28.4	27.0
Religion not stated	7.2	8.5	8.2	7.9
<b>Total</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>

### Combined ONS statistics

To help enable further analysis of the SSA a **combined table of ONS data** is shown below. This shows the combined % of both boroughs in relation to gender, race and disability.

Gender Race Disability	Combined ONS Data for Richmond and Wandsworth					
	Female	Male	BAME	White	Disabled	Average Age
	52%	49%	22%	79%	12.70%	35

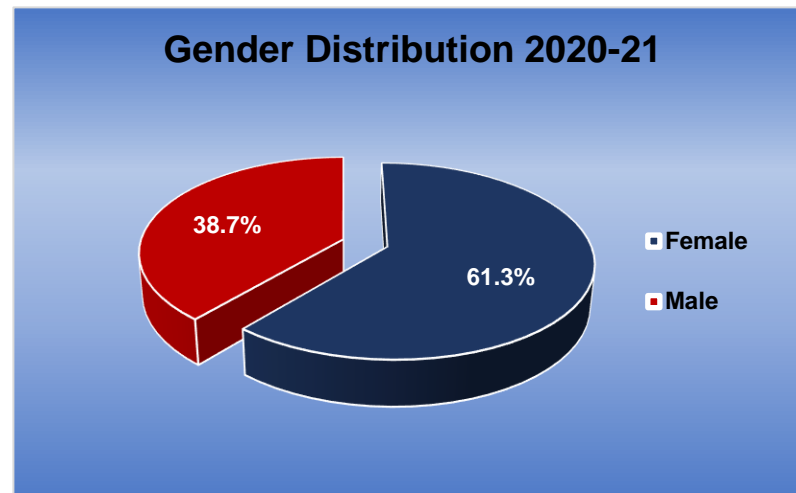
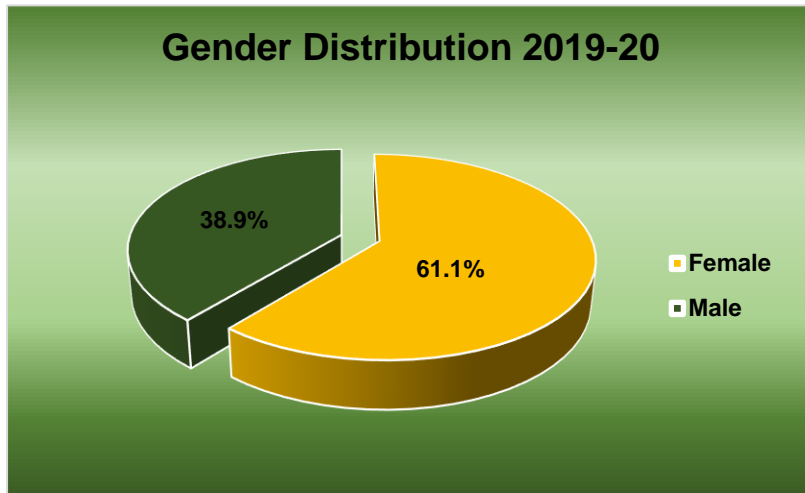
<sup>6</sup> <https://www.ons.gov.uk/peoplepopulationandcommunity/culturalidentity/religion/adhocs/009830religionbylocalauthoritygreatbritain2011to2018>

### 3. Workforce and protected characteristics of Richmond and Wandsworth Councils

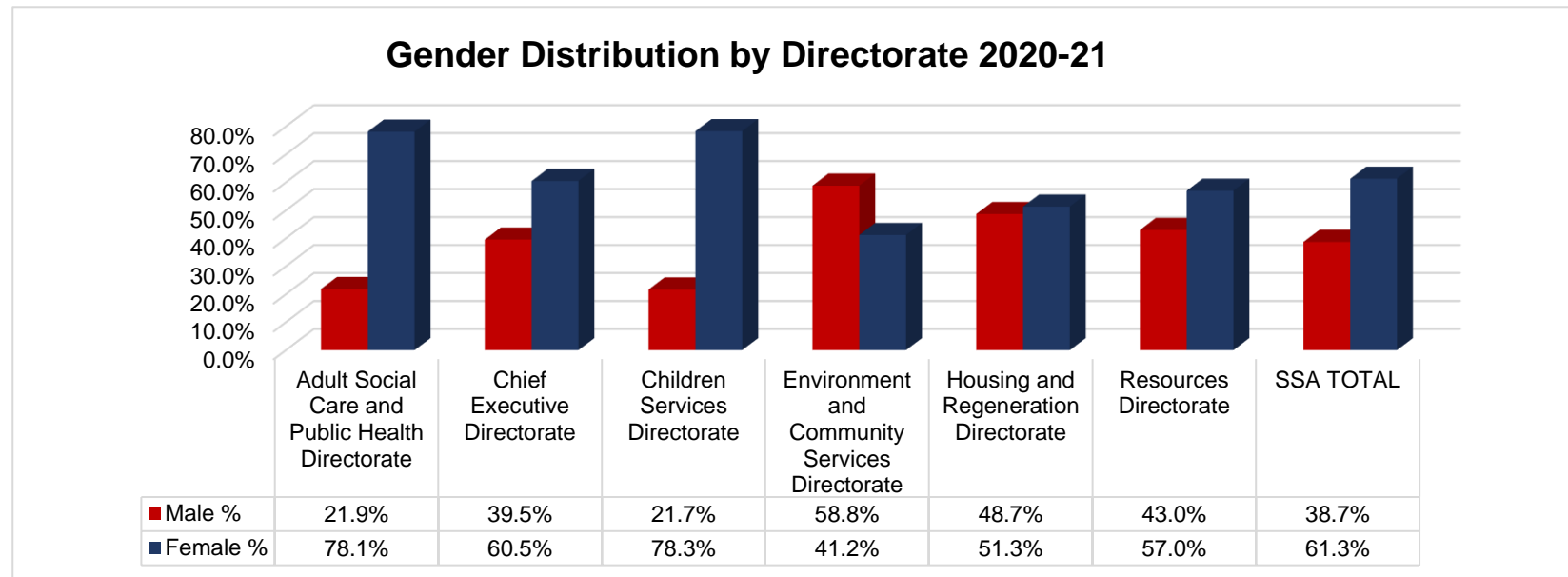
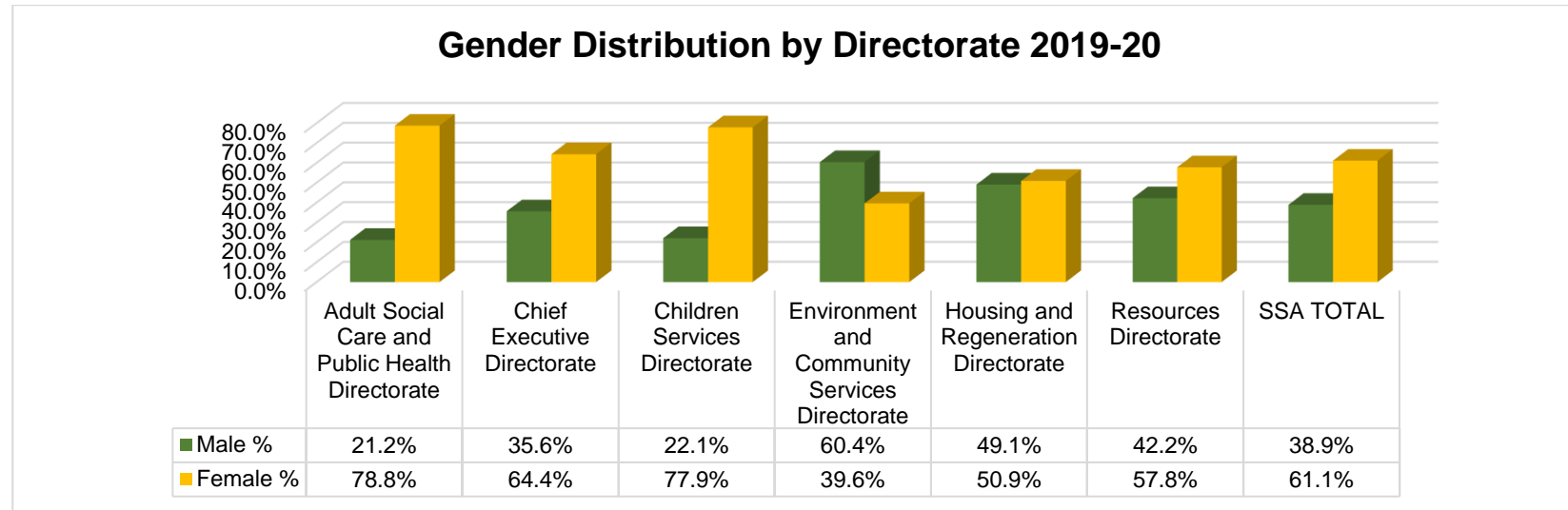
This section presents data taken from the end of March 2021. These figures include permanent and fixed term staff working for the Shared Staffing Arrangement (SSA) for Richmond and Wandsworth Councils and how they are distributed by gender, race, disability and age, by pay grade and directorate. The same group of staff is analysed consistently throughout.

#### 3a. Gender

##### Gender distribution within the workforce

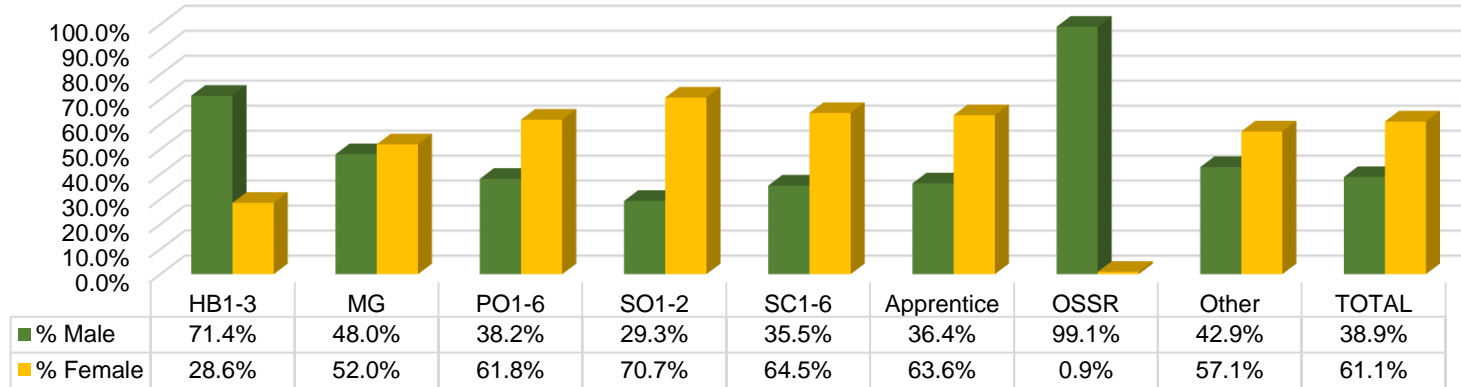


**Gender Distribution within Directorates**

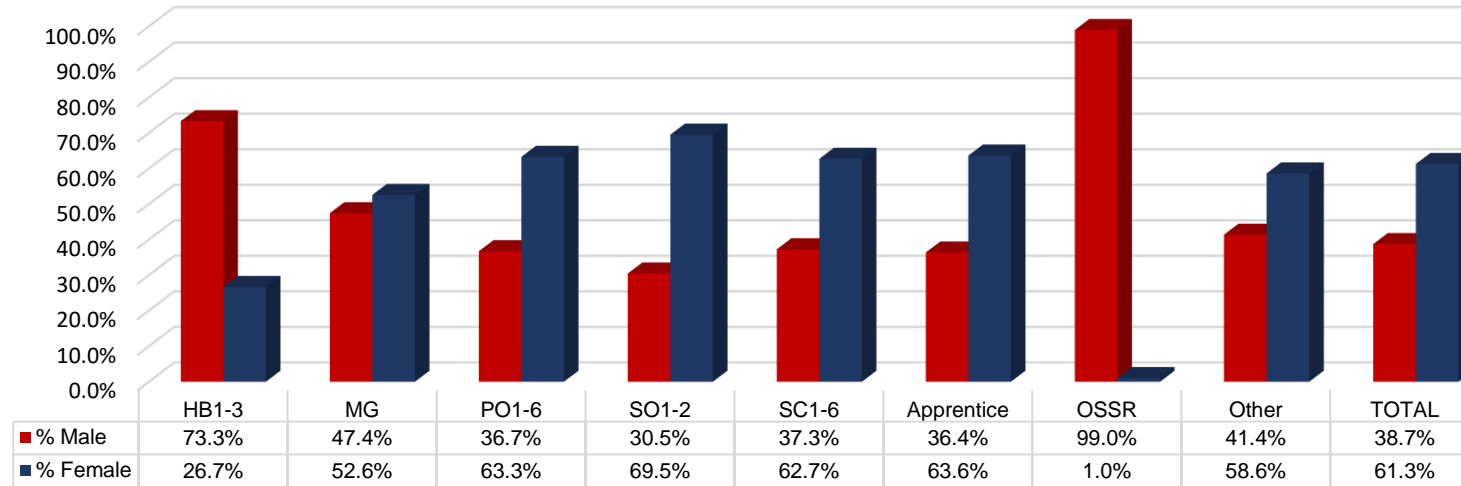


**Grade and Gender**

**Gender Distribution by Grade 2019-20**



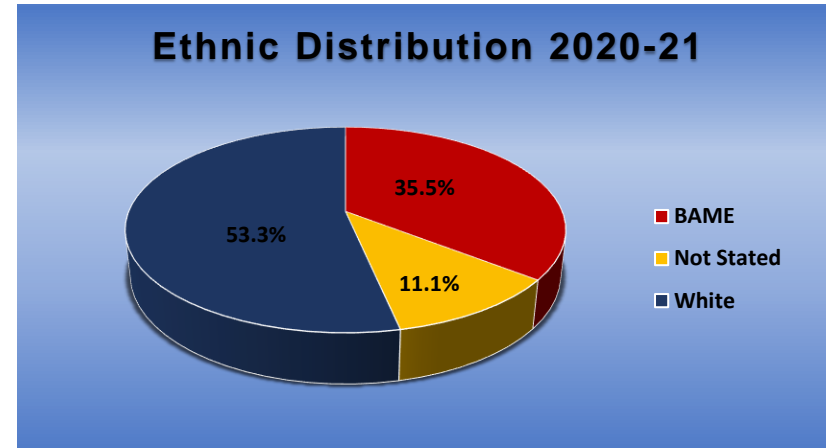
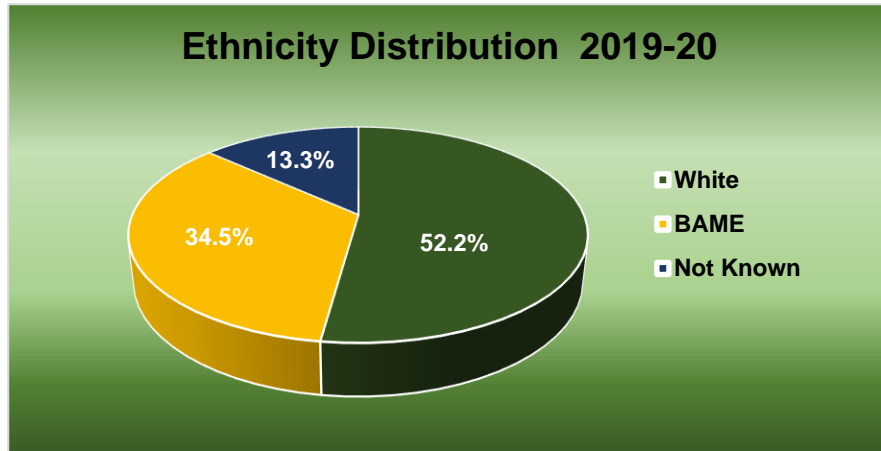
**Gender Distribution by Grade 2020-21**



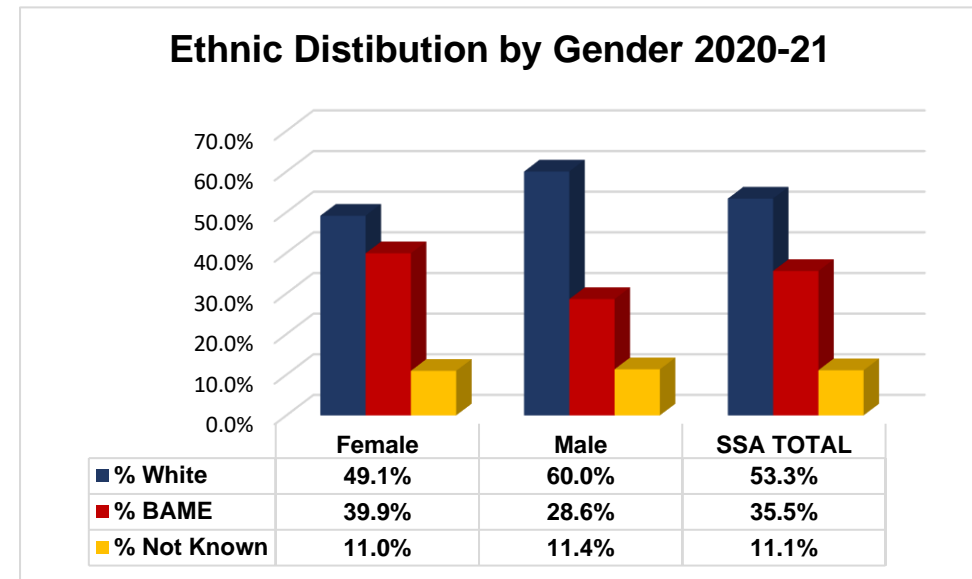
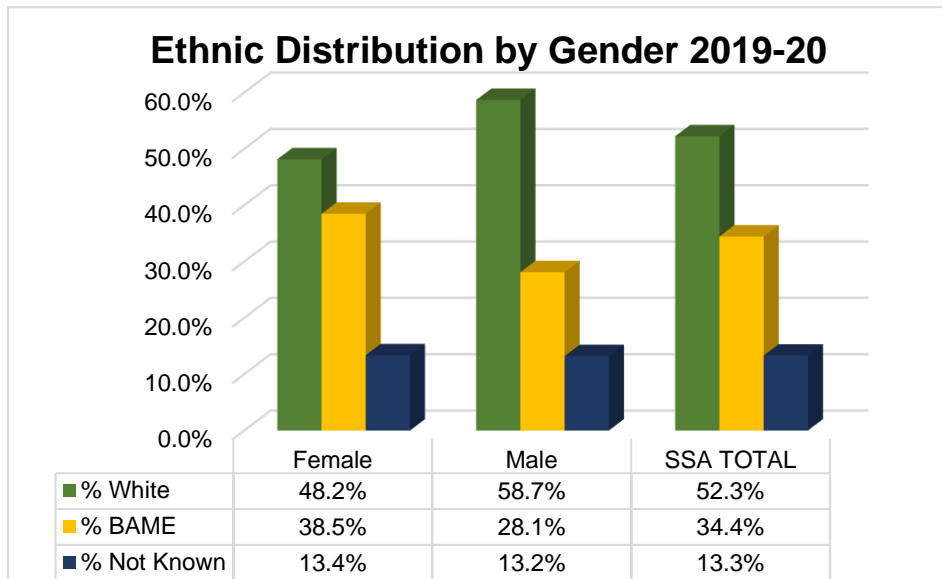


### 3b. Ethnic Distribution

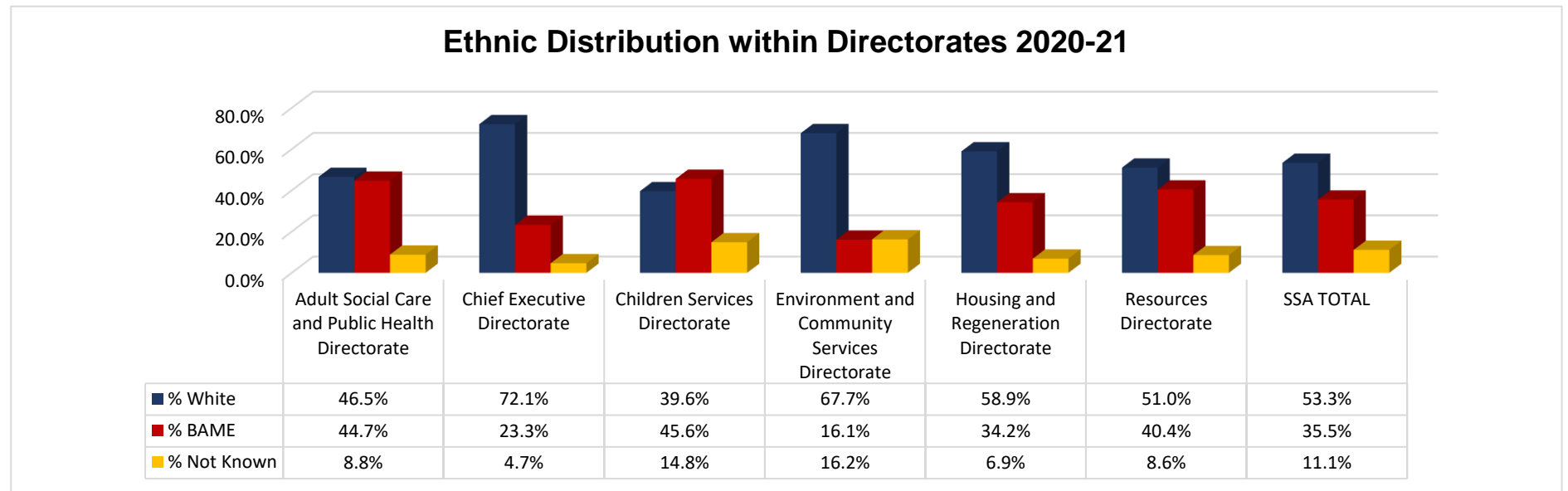
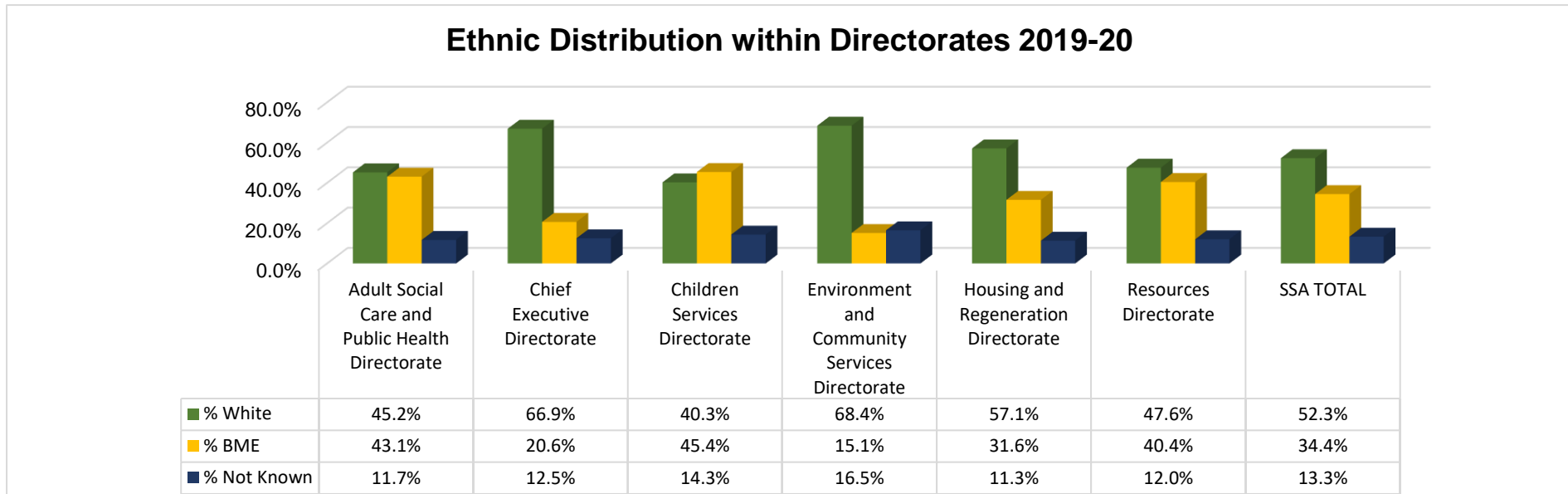
#### Ethnic Distribution in the workforce



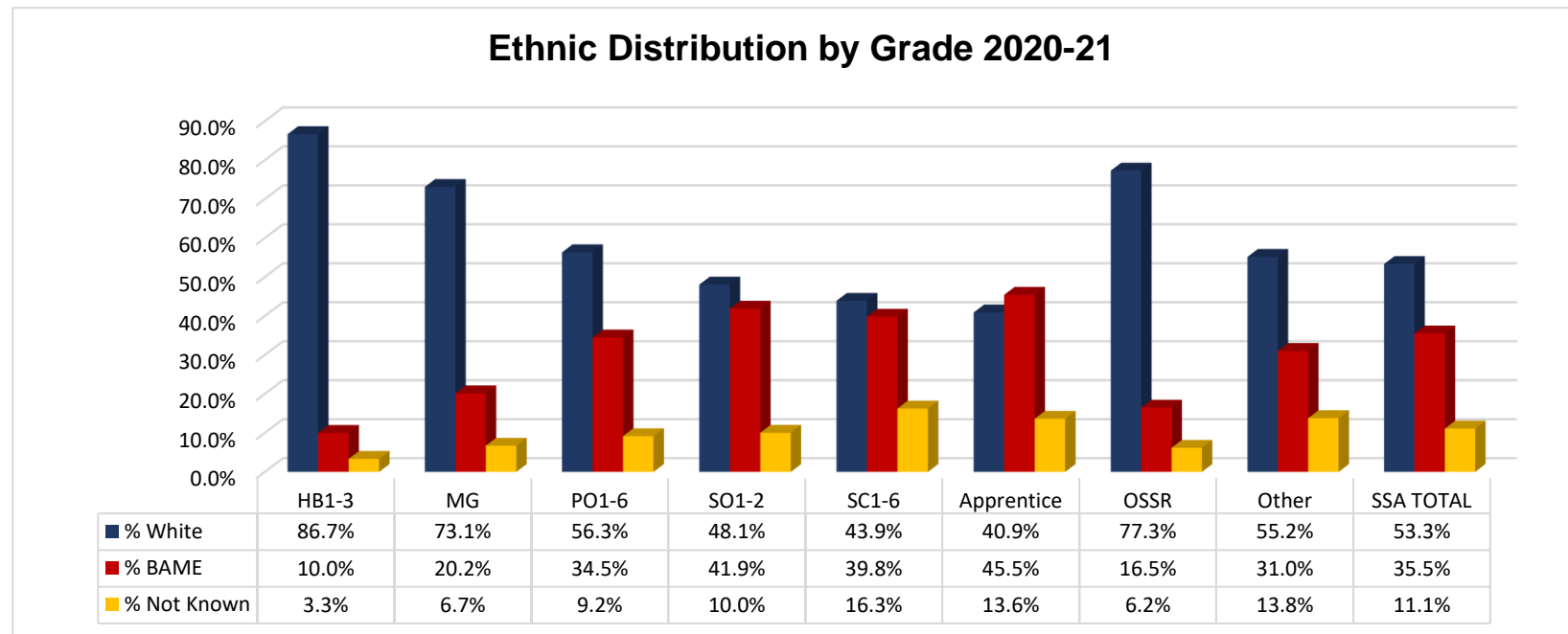
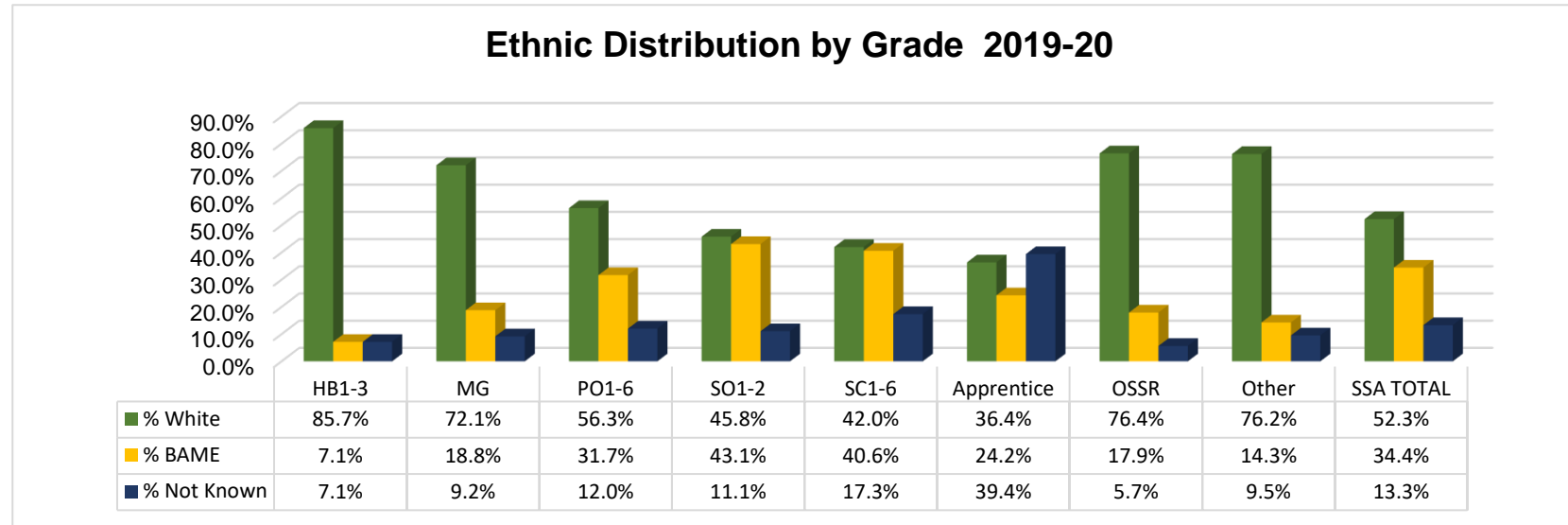
#### Ethnic Distribution and Gender



**Ethnic Distribution within Directorates**

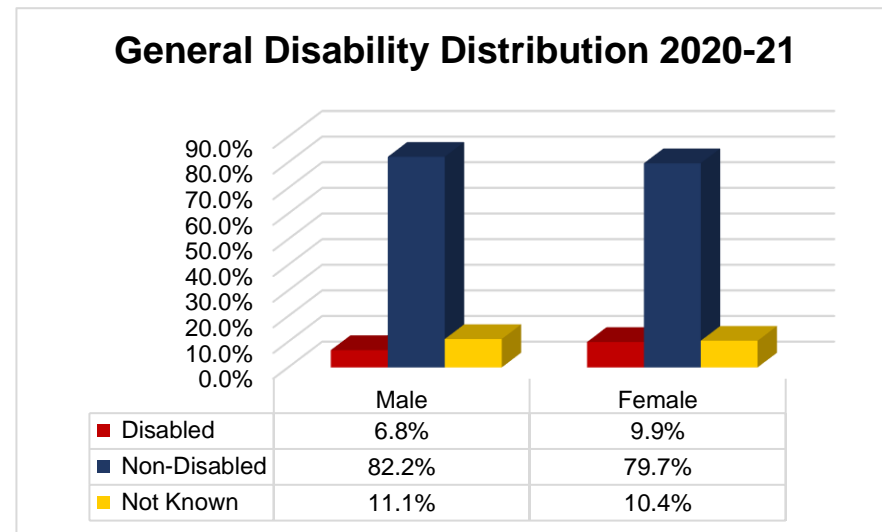
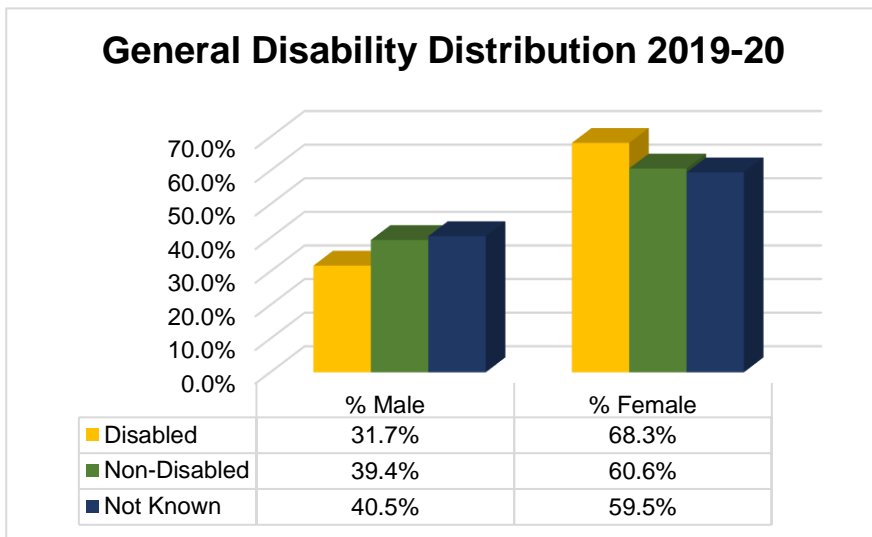
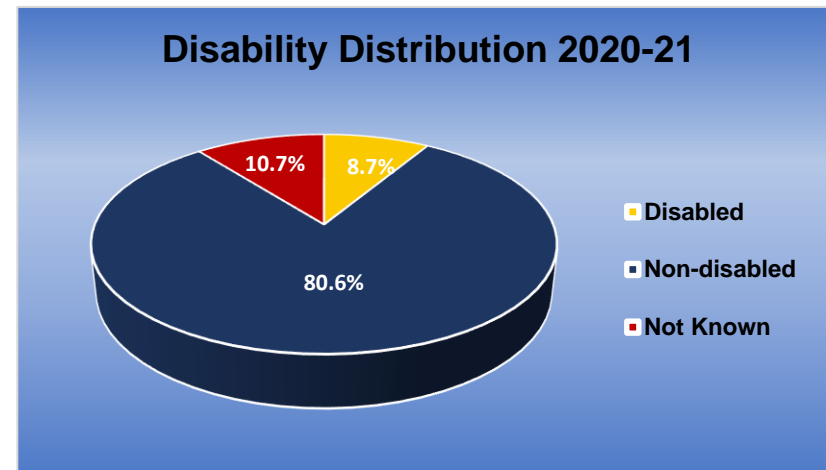
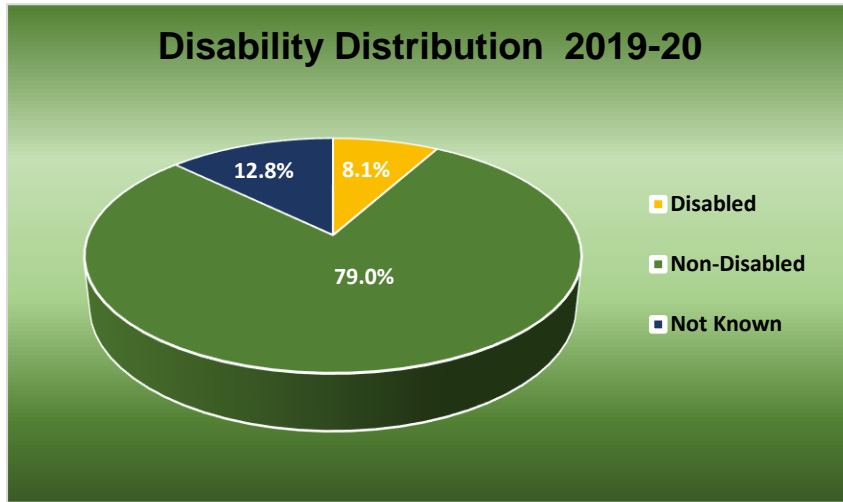


**Ethnic Distribution by Grade**

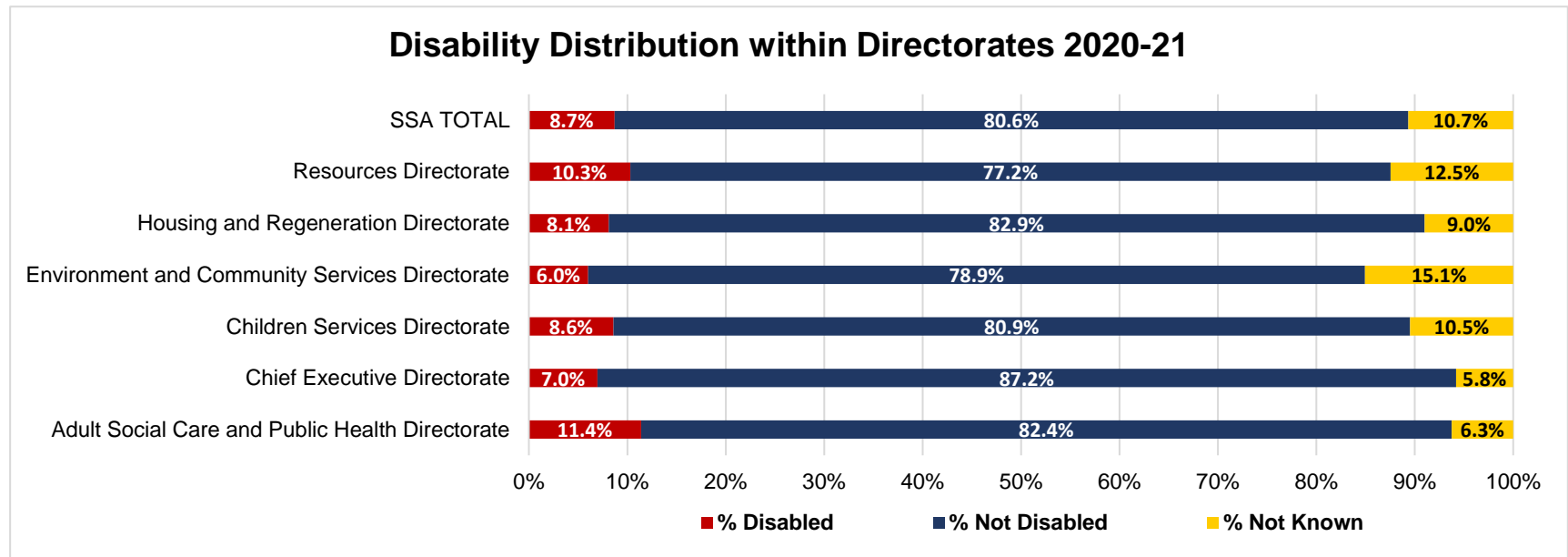
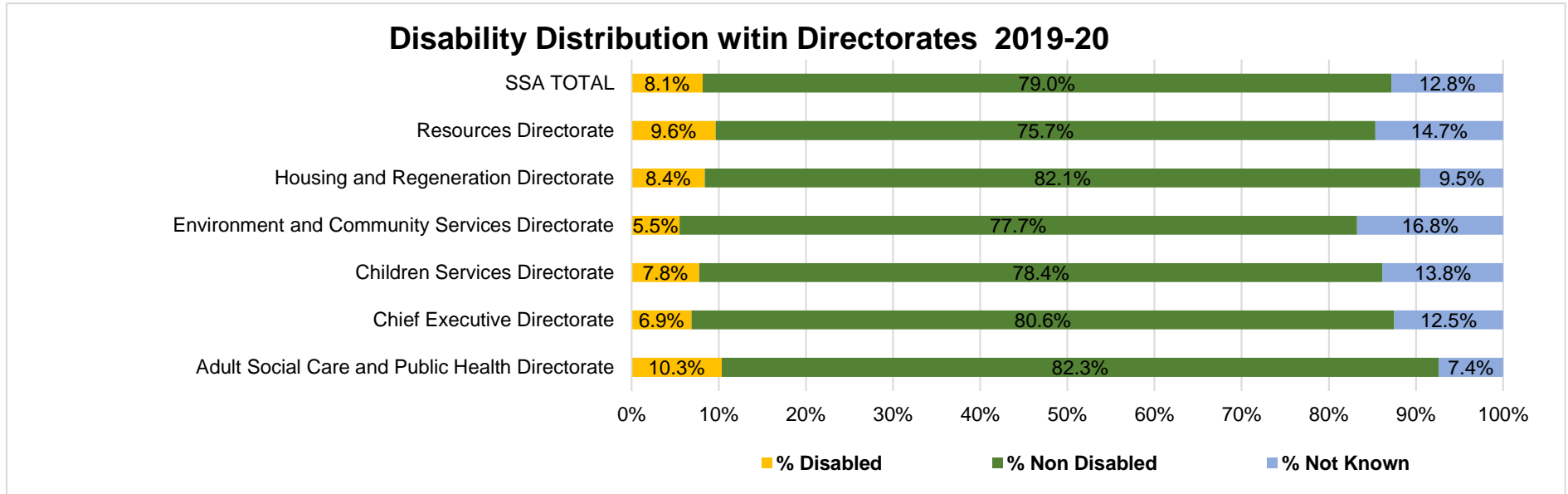


### 3c. Disability

#### Disability Distribution within the workforce

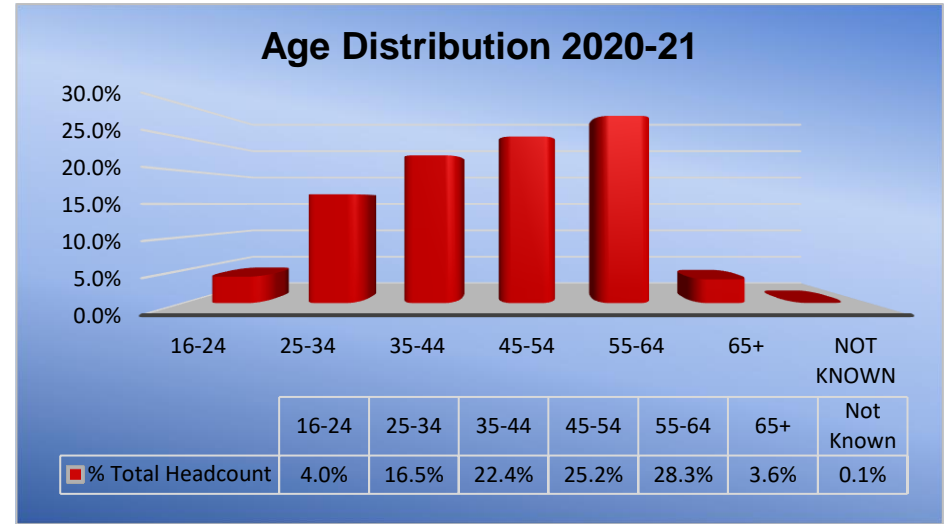
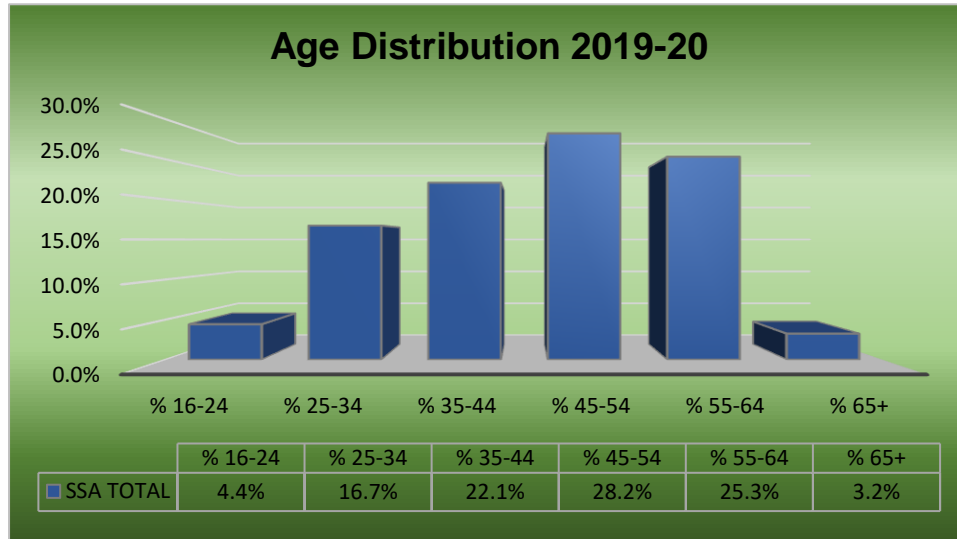


**Disability distribution within directorates**

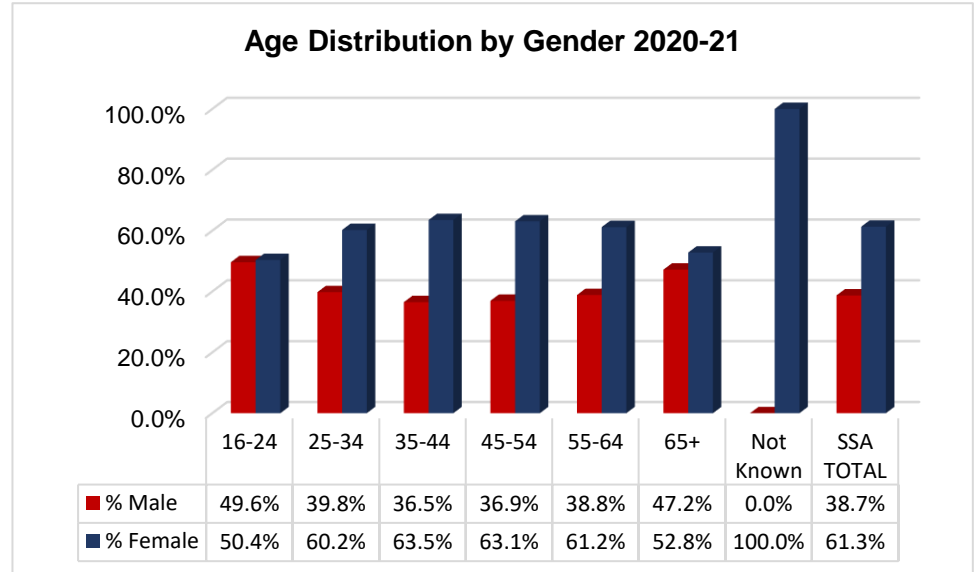
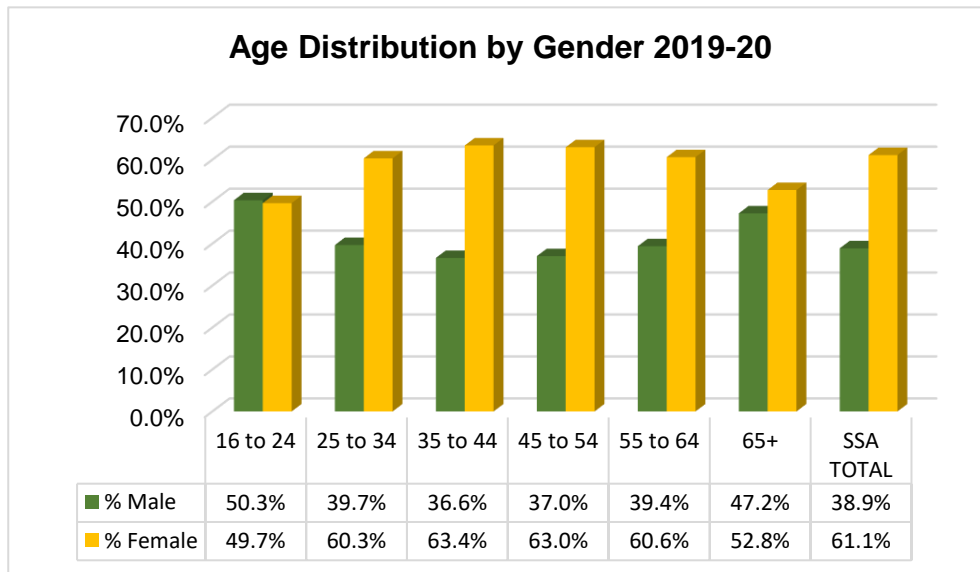


### 3d. Age

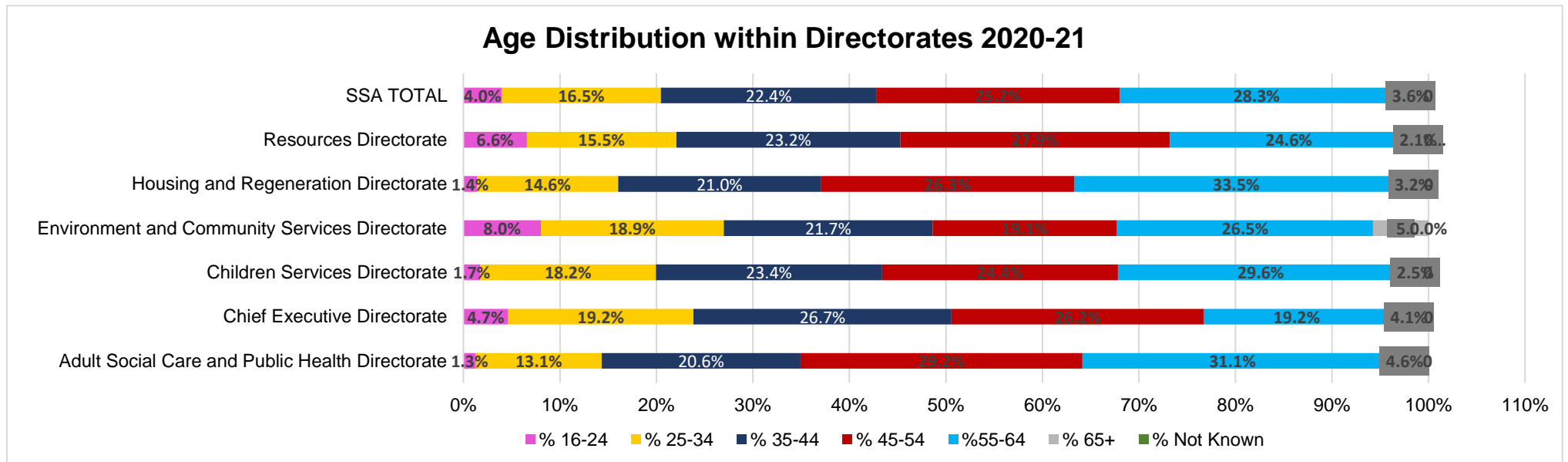
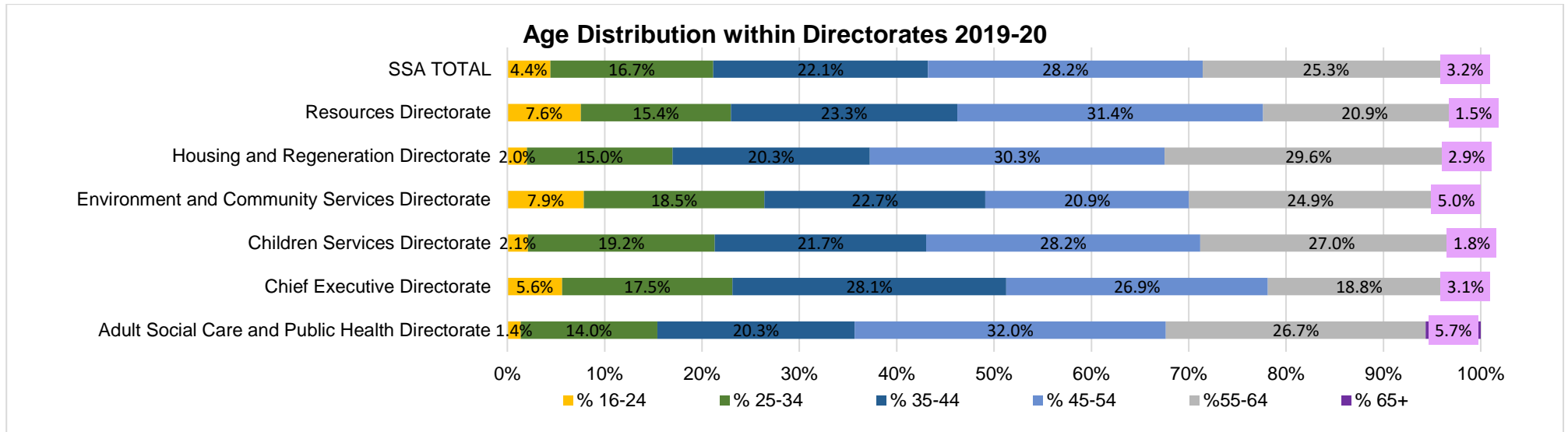
#### Age distribution within the workforce



#### Age distribution by Gender

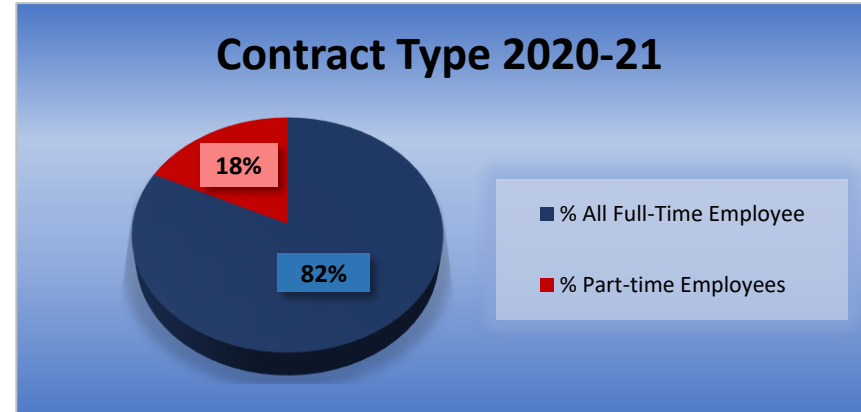
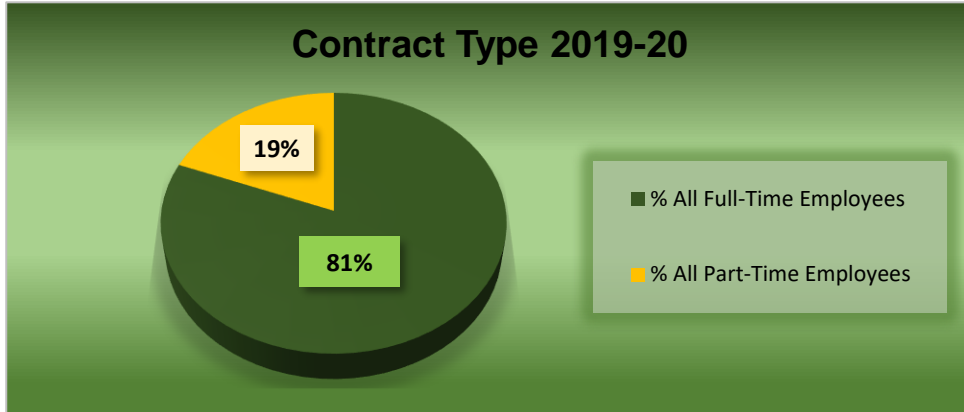


**Age distribution within Directorates**

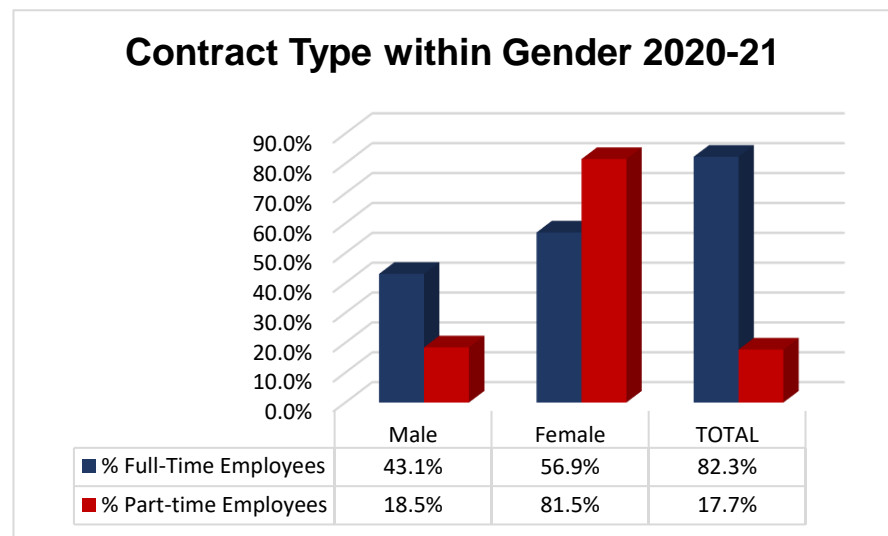
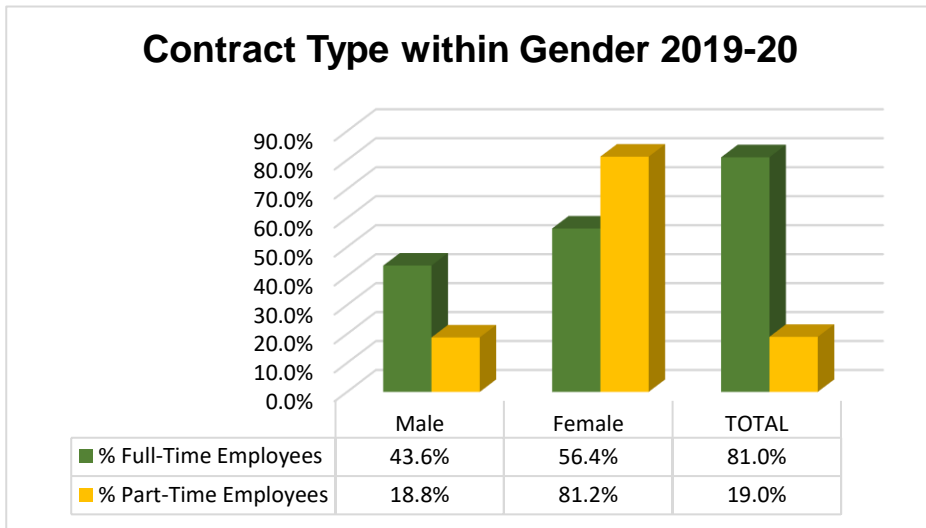


# 4. Additional Equality and Diversity Information

## 4a. Contract Hours: Full Time and Part Time

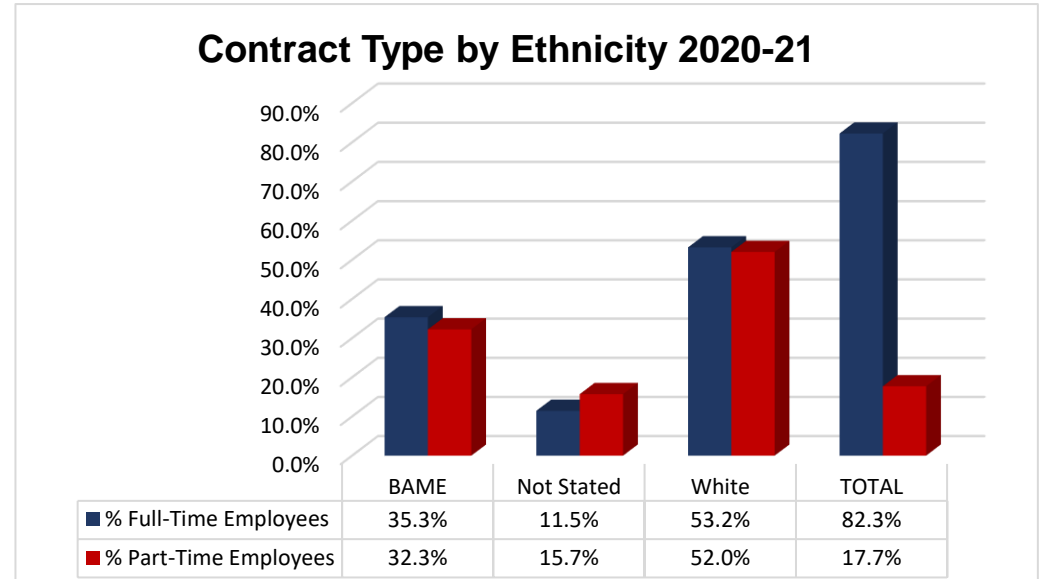
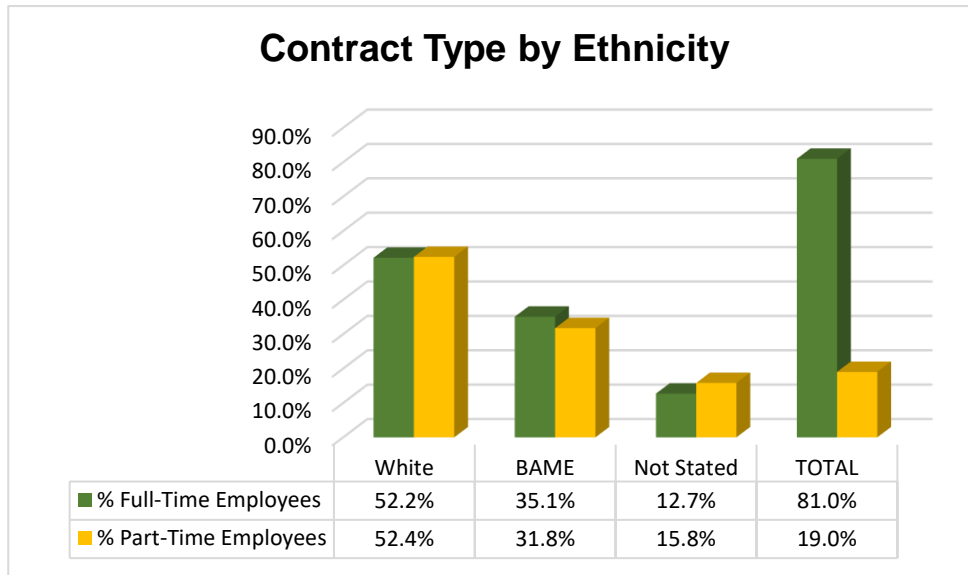


## Contract Hours – Gender

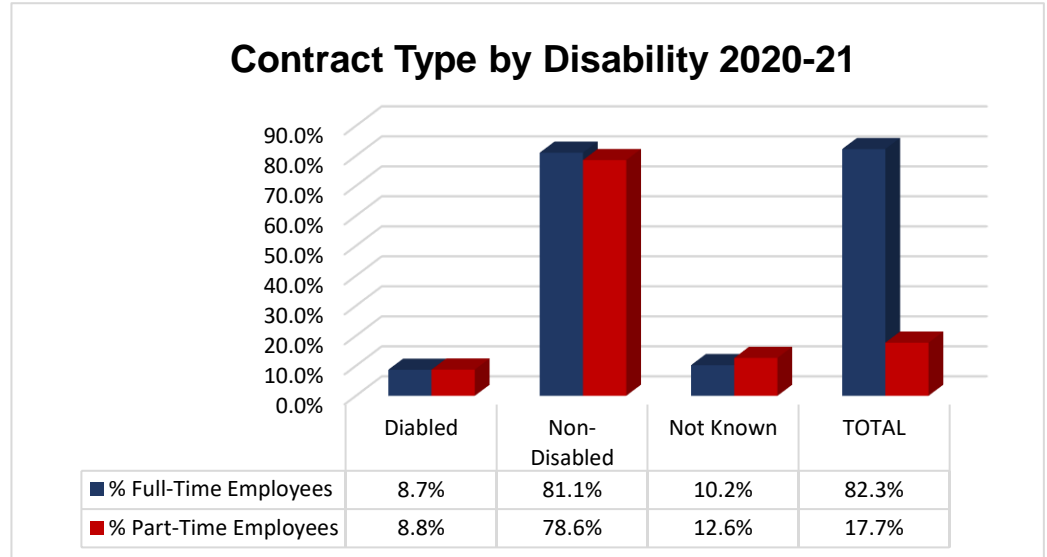
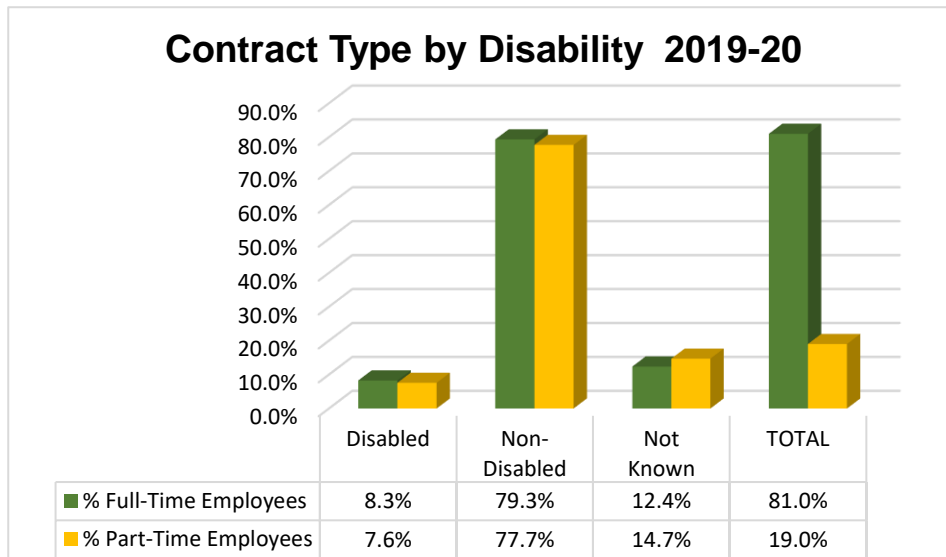




### Contract Hours – Ethnicity

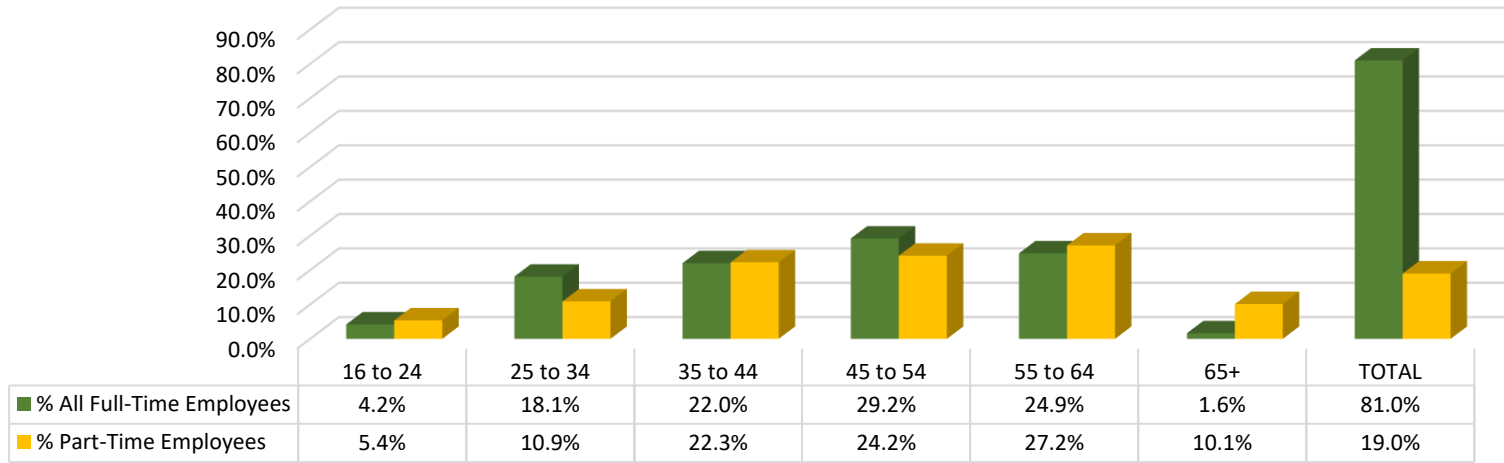


### Contract Hours – Disability

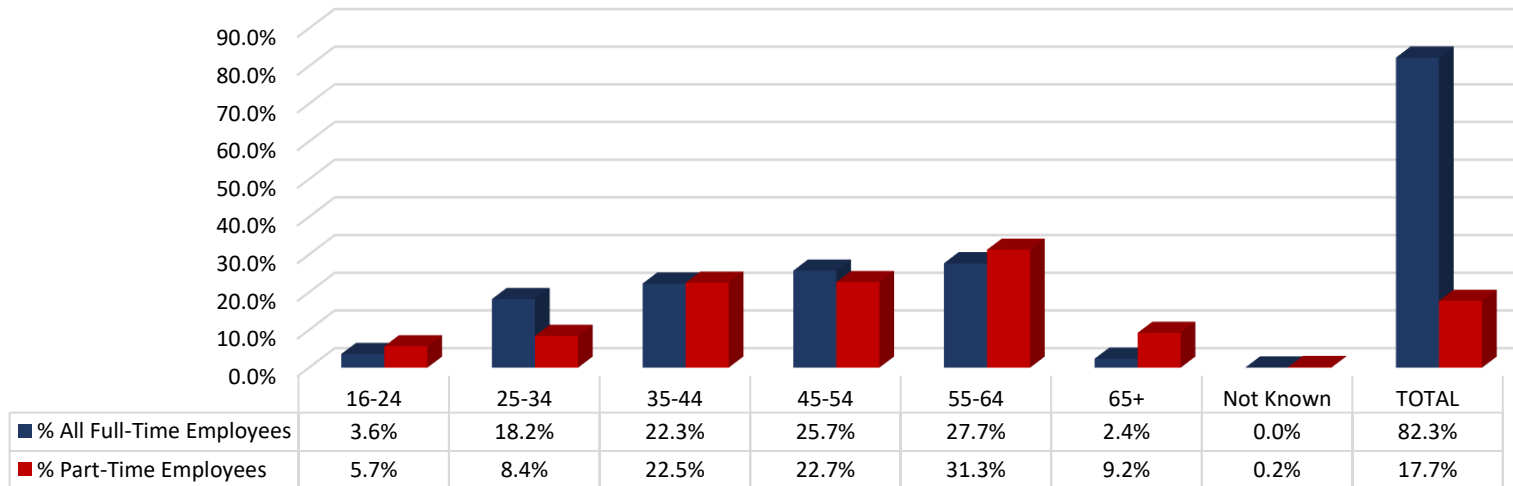


**Contract Hours – Age**

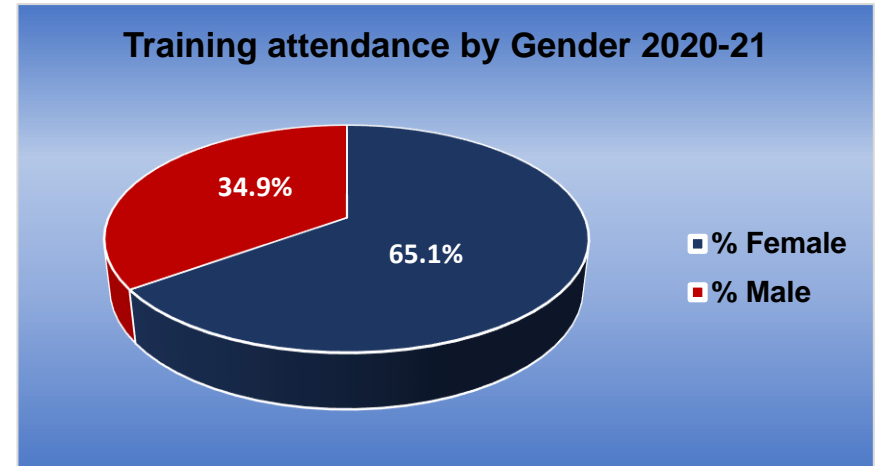
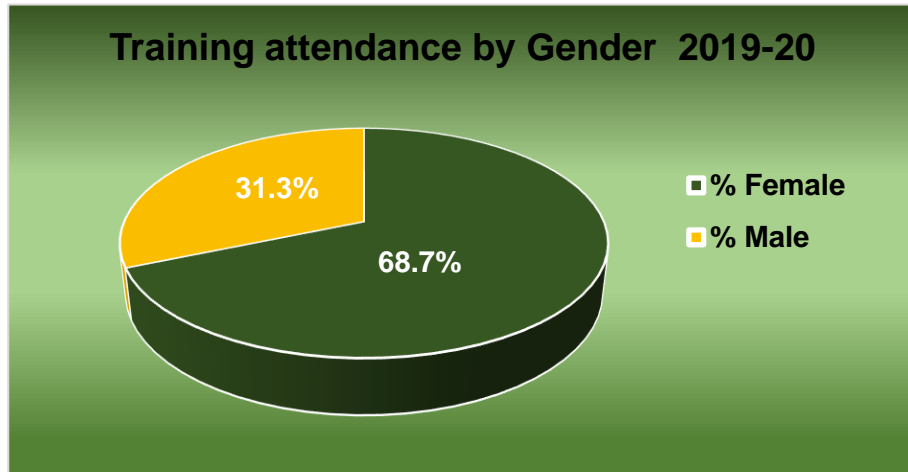
**Contract Type by Age 2019-20**



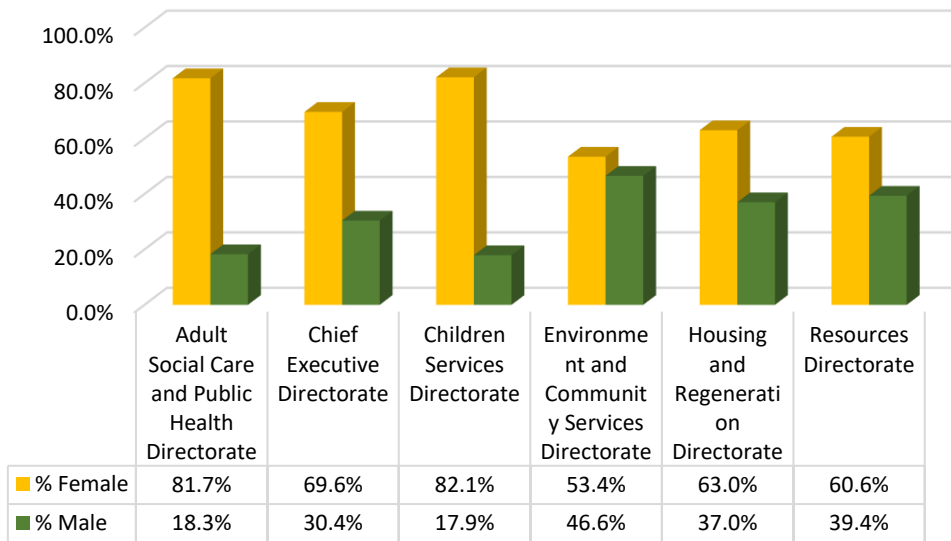
**Contract Type by Age 2020-21**



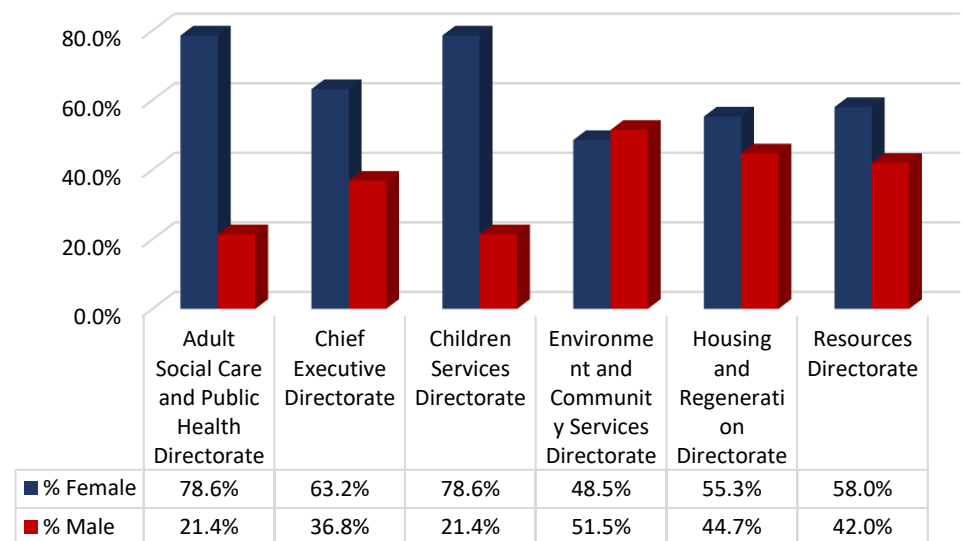
### 4b. Learning and Development

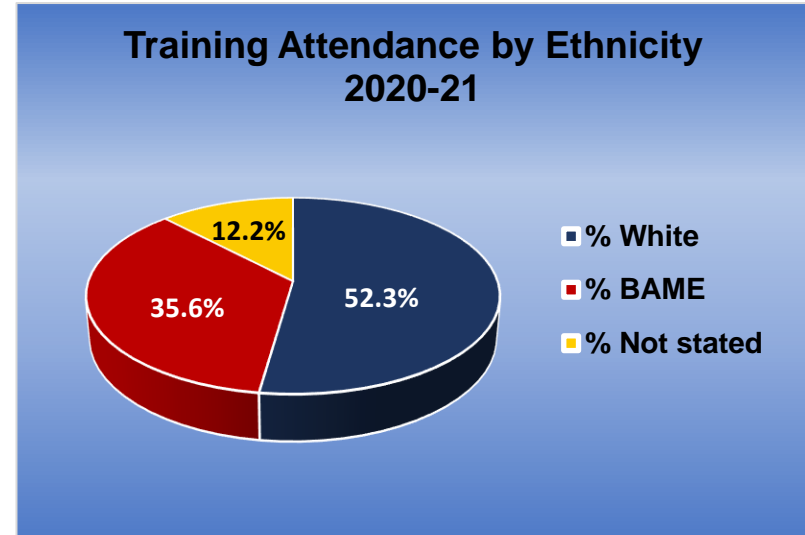
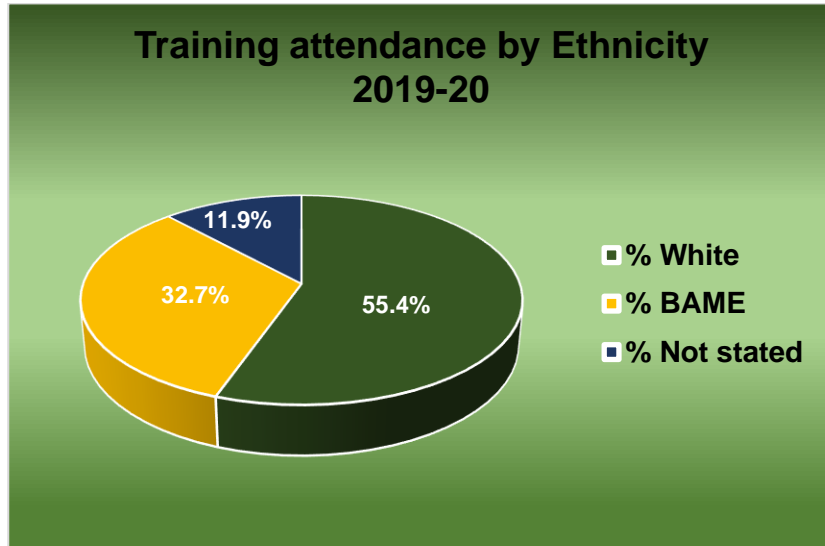


#### Training attendance within Directorates 2019-20

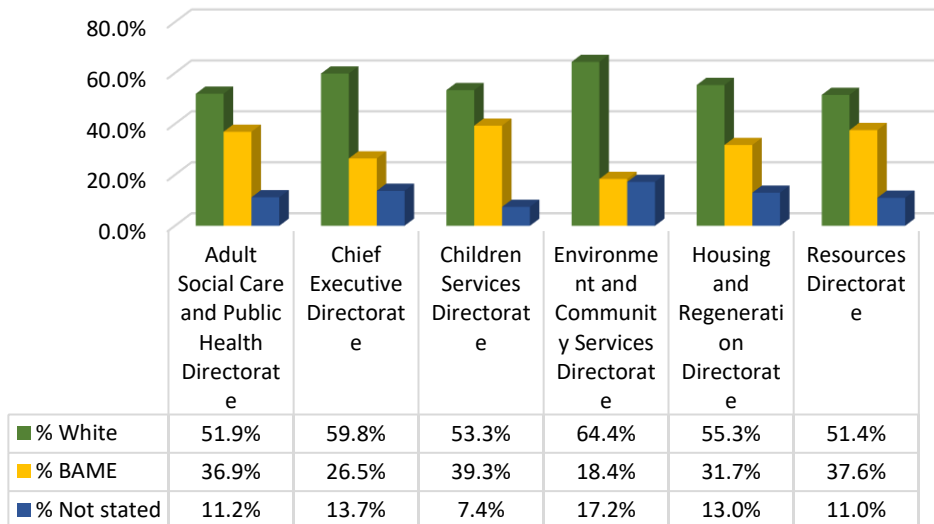


#### Training attendance within Directorates 2020-21

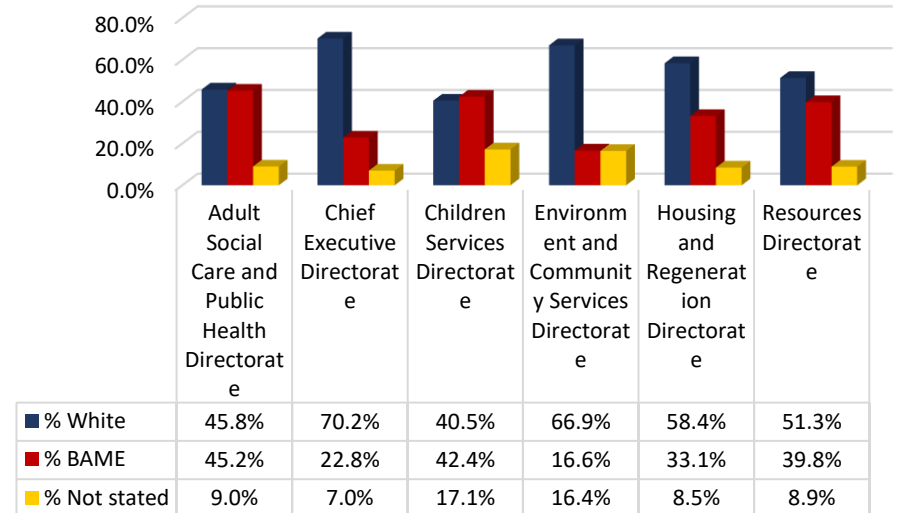


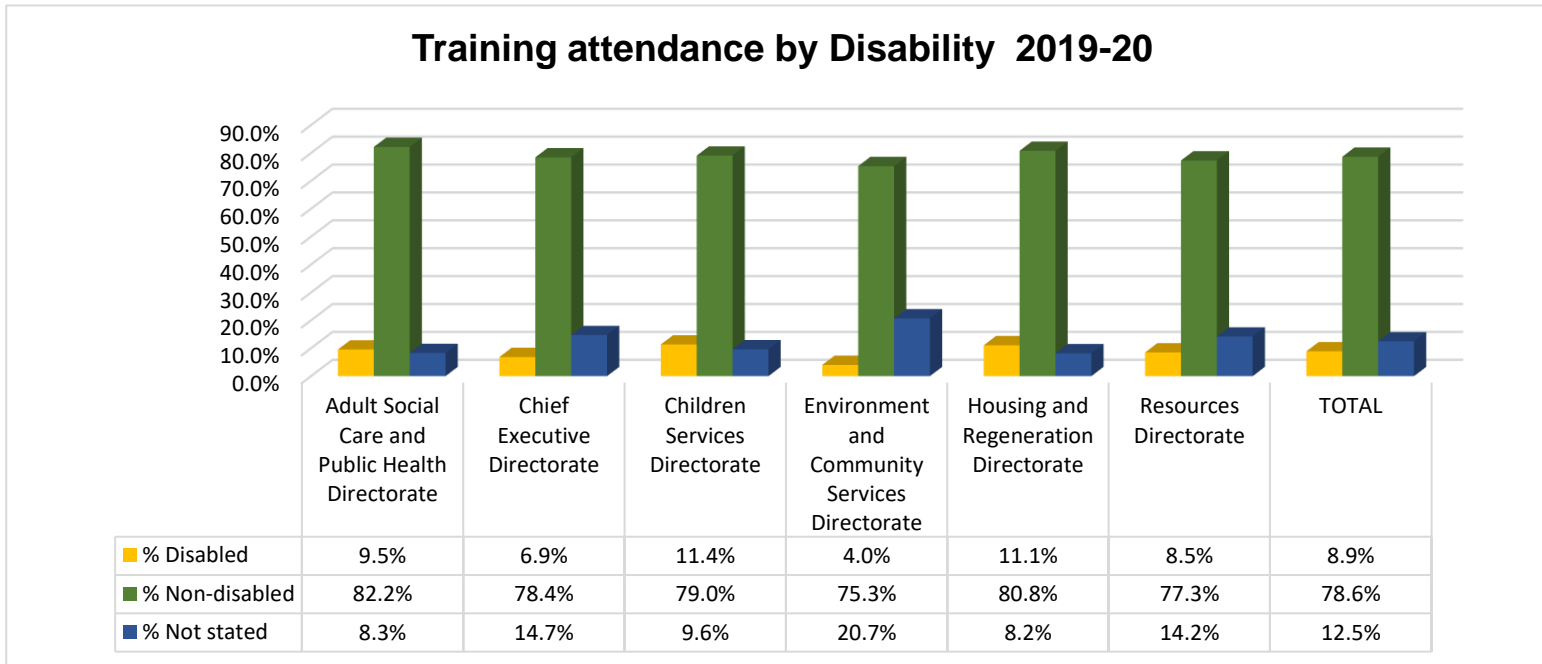
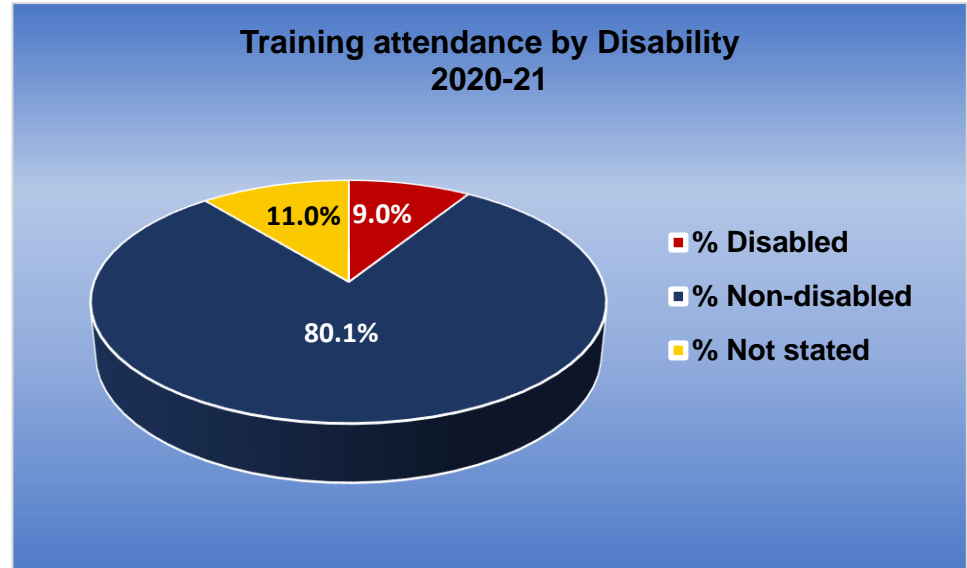
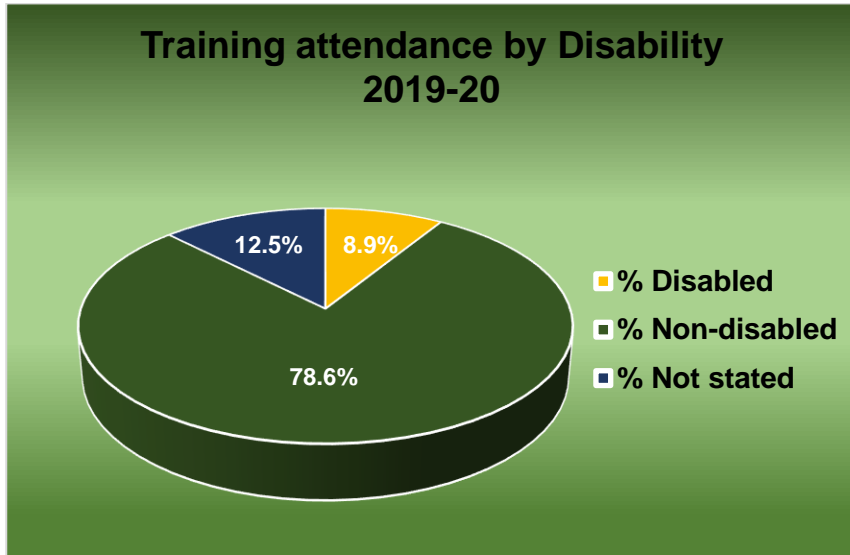


Training attendance by Ethnicity 2019-20

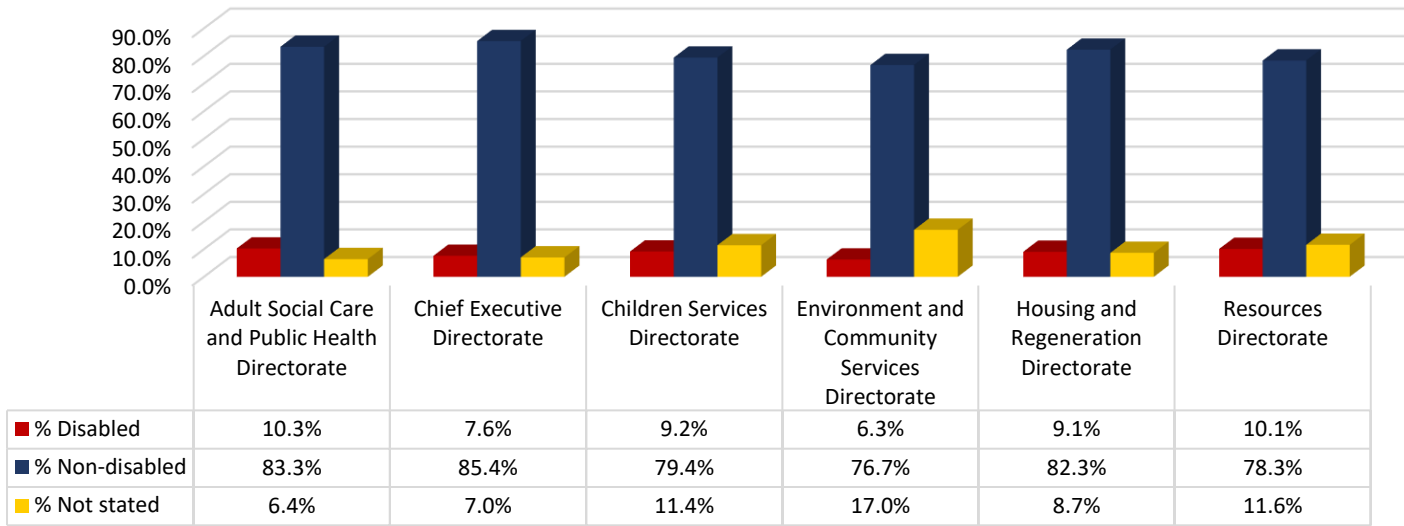


Training attendance by Ethnicity 2020-21

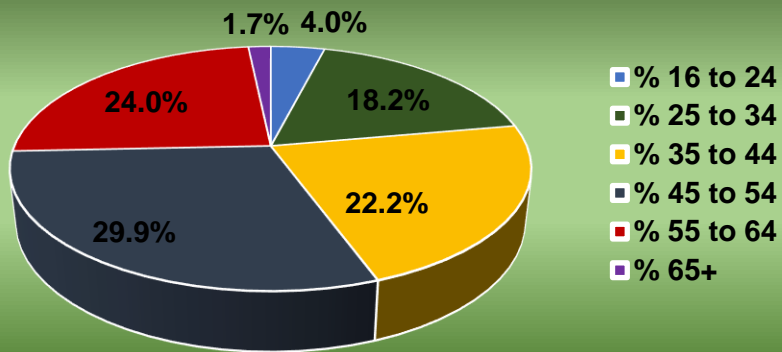




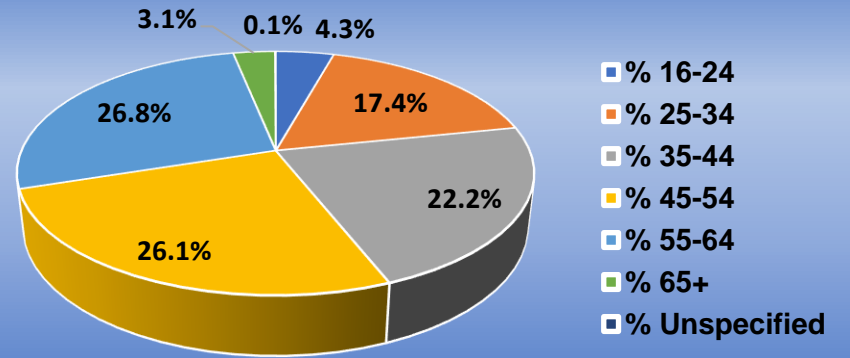
**Training attendance by Disability 2020-21**



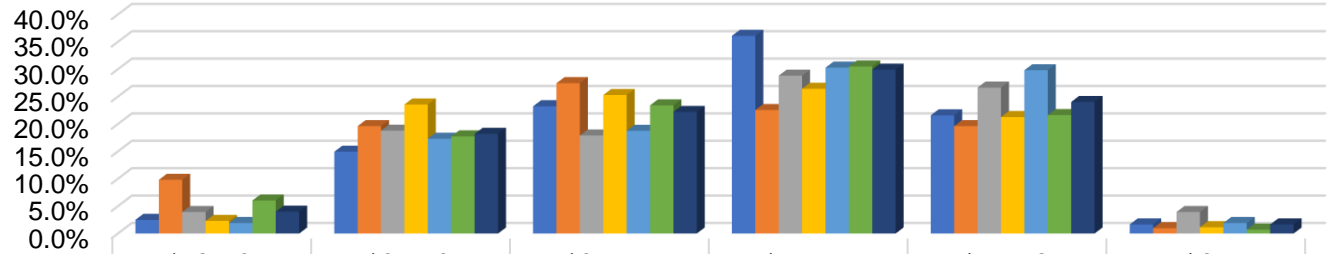
**Training attendance by Age 2019-20**



**Training attendance by Age 2020-21**

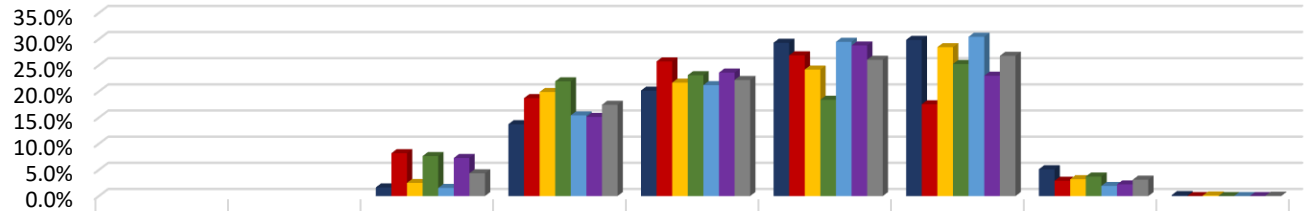


### Training attendance by Age and Directorate 2019-20



	% 16 to 24	% 25 to 34	% 35 to 44	% 45 to 54	% 55 to 64	% 65+
■ Adult Social Care and Public Health Directorate	2.5%	14.9%	23.2%	36.1%	21.6%	1.7%
■ Chief Executive Directorate	9.8%	19.6%	27.5%	22.5%	19.6%	1.0%
■ Children Services Directorate	3.9%	18.8%	17.9%	28.8%	26.6%	3.9%
■ Environment and Community Services Directorate	2.3%	23.6%	25.3%	26.4%	21.3%	1.1%
■ Housing and Regeneration Directorate	1.9%	17.3%	18.8%	30.3%	29.8%	1.9%
■ Resources Directorate	6.0%	17.7%	23.4%	30.5%	21.6%	0.7%
■ TOTAL	4.0%	18.2%	22.2%	29.9%	24.0%	1.7%

### Training attendance by Age and Directorate 2020-21



	% 16-24	% 25-34	% 35-44	% 45-54	% 55-64	% 65+	% Unspecified
■ Adult Social Care and Public Health Directorate	1.6%	13.7%	20.1%	29.3%	29.9%	5.1%	0.2%
■ Chief Executive Directorate	8.2%	18.7%	25.7%	26.9%	17.5%	2.9%	0.0%
■ Children Services Directorate	2.5%	19.9%	21.7%	24.2%	28.5%	3.2%	0.1%
■ Environment and Community Services Directorate	7.6%	21.9%	23.1%	18.4%	25.2%	3.7%	0.0%
■ Housing and Regeneration Directorate	1.5%	15.4%	21.2%	29.5%	30.4%	1.9%	0.0%
■ Resources Directorate	7.3%	15.1%	23.6%	28.8%	23.0%	2.2%	0.0%
■ TOTAL	4.3%	17.4%	22.2%	26.1%	26.8%	3.1%	0.1%

## 5. Retention and Employee Relations Cases

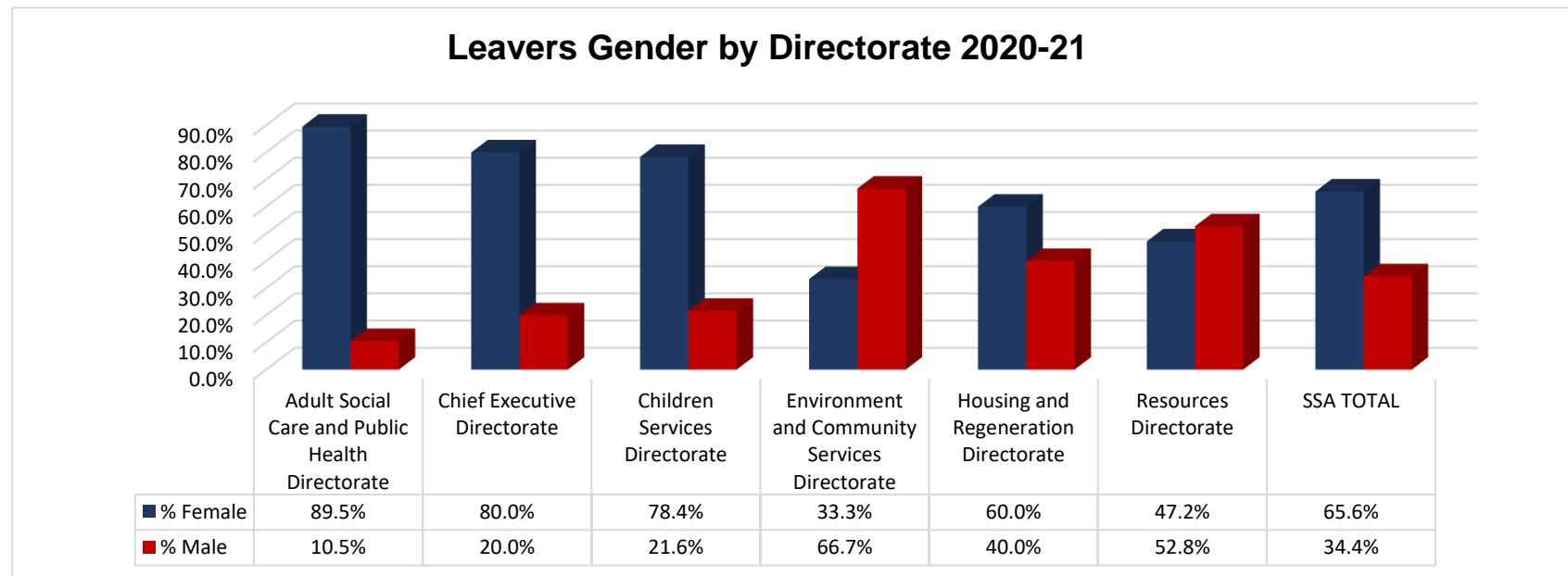
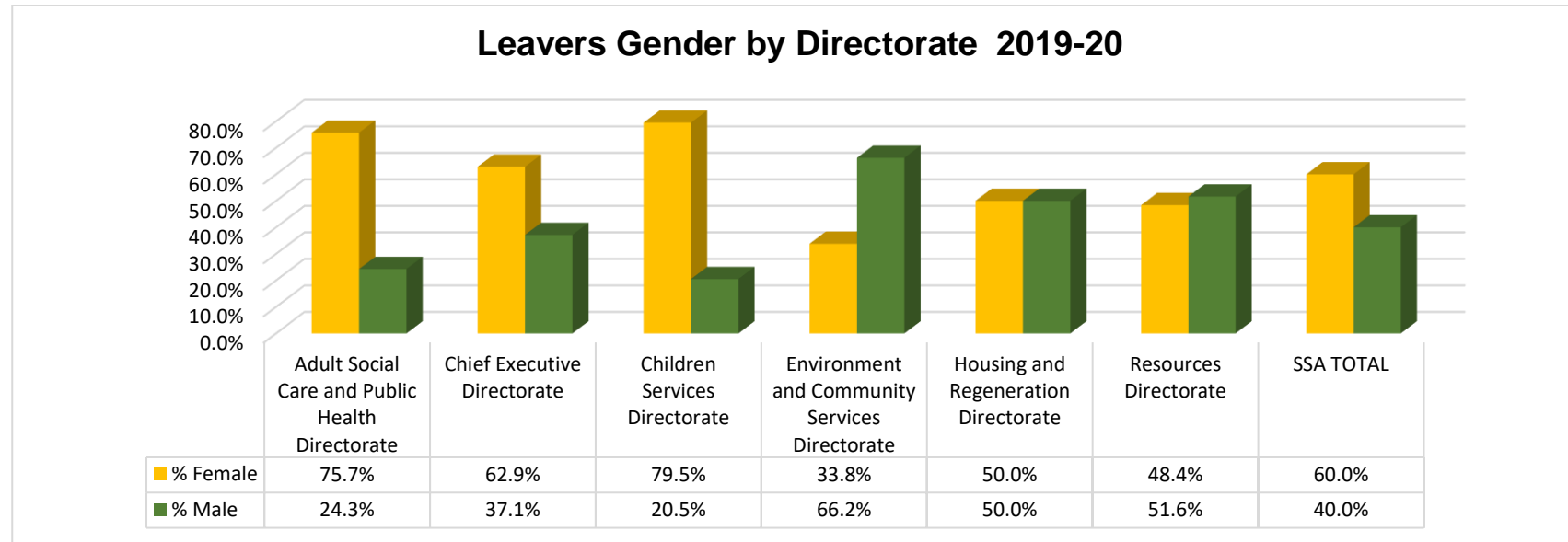
This section analyses data taken for the period 1 April 2020 to 31 March 2021 and compares with the data from the previous year. These figures include permanent and fixed term staff within the Shared Staffing Arrangement and how they were distributed by gender, race, disability and age by pay grade and directorate.

### 5a. Leavers by Directorate

Directorate	Total Headcount		Number of Leavers		Turnover Directorate	
	2019-20	2020-21	2019-20	2020-21	2019-20	2020-21
Adult Social Services	513	544	70	38	13.6%	7.0%
Chief Executive	160	172	35	20	21.9%	11.6%
Children Services	760	802	122	97	16.1%	12.1%
Environment and Community Services	674	697	74	48	11.0%	6.9%
Housing and Regeneration	548	567	92	40	16.8%	7.1%
Resources	675	698	62	36	9.2%	5.2%
<b>SSA TOTAL</b>	<b>3330</b>	<b>3480</b>	<b>455</b>	<b>279</b>	<b>13.7%</b>	<b>8.0%</b>

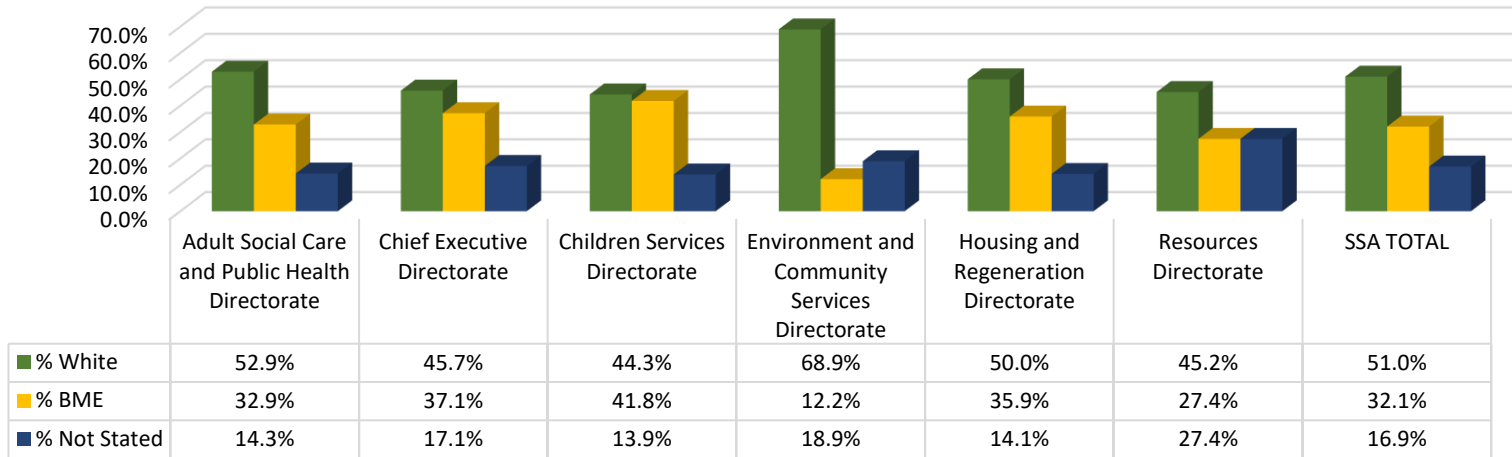


### Leavers by Gender and Directorate

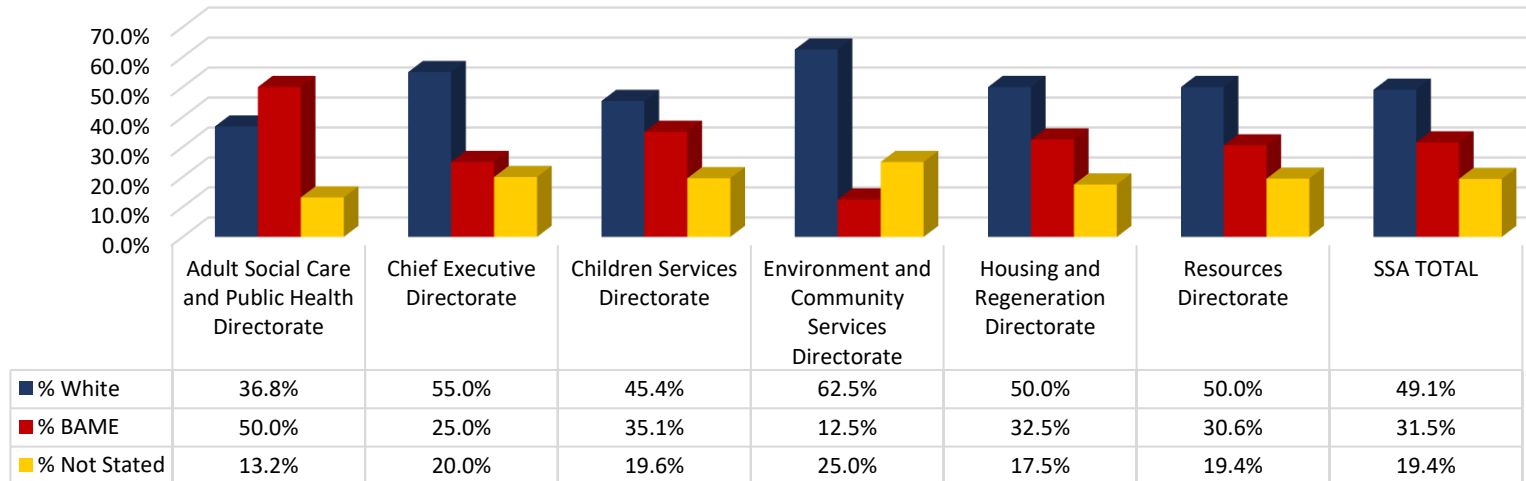


### Leavers by Ethnicity and Directorate

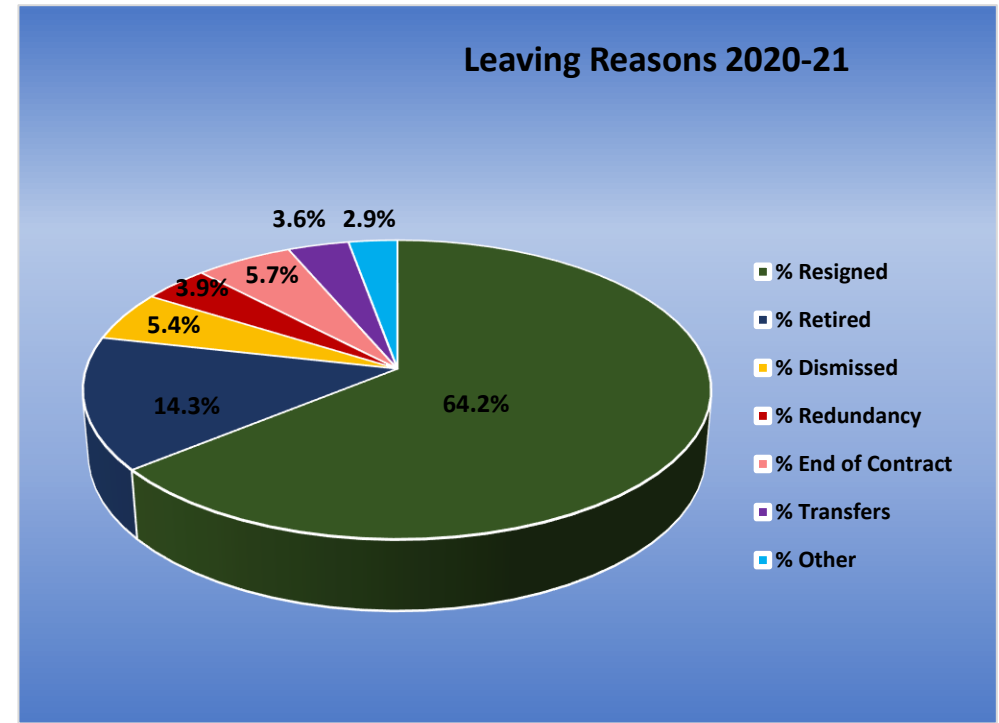
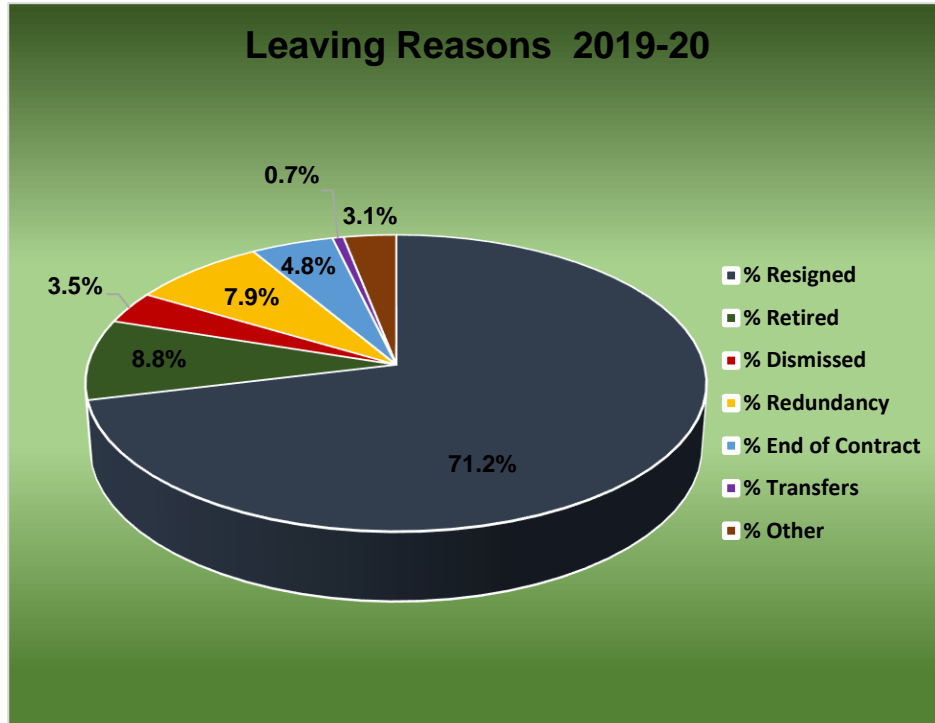
#### Leavers Ethnicity by Directorate 2019-20



#### Leavers Ethnicity by Directorate 2020-21



5b. Reasons for Leaving

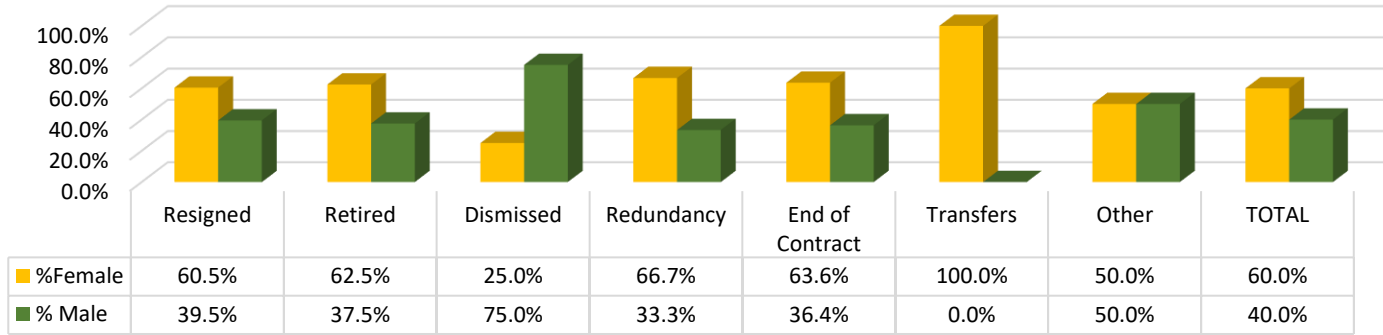


Please note that the above reasons for leaving are defined as:  
 Resignation includes voluntary resignation from the post and retirement (voluntary and ill-health retirement);  
 Transfer includes: TUPE transfers; Redundancy includes voluntary and compulsory redundancy;  
 End of Contract includes end of contract for fixed term staff;  
 Dismissed – this category includes dismissals due to absence, probation and disciplinary;  
 Other - includes casual terminations for permanent staff with additional casual post, non-starters, death in service and settlement agreements

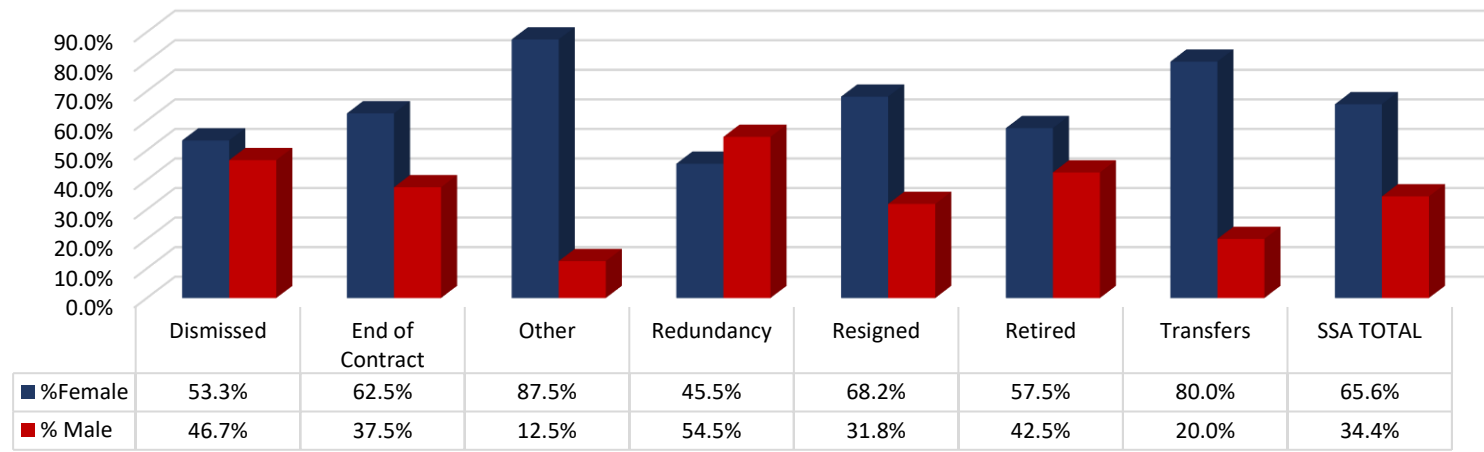
**Reasons for Leaving – Gender**

Leaving Reason	Number of Leavers		% of Total		Number of Females		% Female		Number of Males		% Male	
	2019-20	2020-21	2019-20	2020-21	2019-20	2020-21	2019-20	2020-21	2019-20	2020-21	2019-20	2020-21
Resigned	324	<b>179</b>	71.2%	<b>64.2%</b>	196	<b>122</b>	60.5%	<b>68.2%</b>	128	<b>57</b>	39.5%	<b>31.8%</b>
Retired	40	<b>40</b>	8.8%	<b>14.3%</b>	25	<b>23</b>	62.5%	<b>57.5%</b>	15	<b>17</b>	37.5%	<b>42.5%</b>
Dismissed	16	<b>15</b>	3.5%	<b>5.4%</b>	4	<b>8</b>	25.0%	<b>53.3%</b>	12	<b>7</b>	75.0%	<b>46.7%</b>
Redundancy	36	<b>11</b>	7.9%	<b>3.9%</b>	24	<b>5</b>	66.7%	<b>45.5%</b>	12	<b>6</b>	33.3%	<b>54.5%</b>
End of Contract	22	<b>16</b>	4.8%	<b>5.7%</b>	14	<b>10</b>	63.6%	<b>62.5%</b>	8	<b>6</b>	36.4%	<b>37.5%</b>
Transfers	3	<b>10</b>	0.7%	<b>3.6%</b>	3	<b>8</b>	100.0%	<b>80%</b>	0	<b>2</b>	0.0%	<b>20%</b>
Other	14	<b>8</b>	3.1%	<b>2.9%</b>	7	<b>7</b>	50.0%	<b>87.5%</b>	7	<b>1</b>	50.0%	<b>12.5%</b>
<b>SSA TOTAL</b>	455	<b>279</b>	100.0%	<b>100%</b>	273	<b>183</b>	60.0%	<b>65.6%</b>	182	<b>96</b>	40.0%	<b>34.4%</b>

### Leaving Reason by Gender 2019-20



### Leaving Reasons by Gender 2020-21



**Reasons for Leaving – Ethnicity**

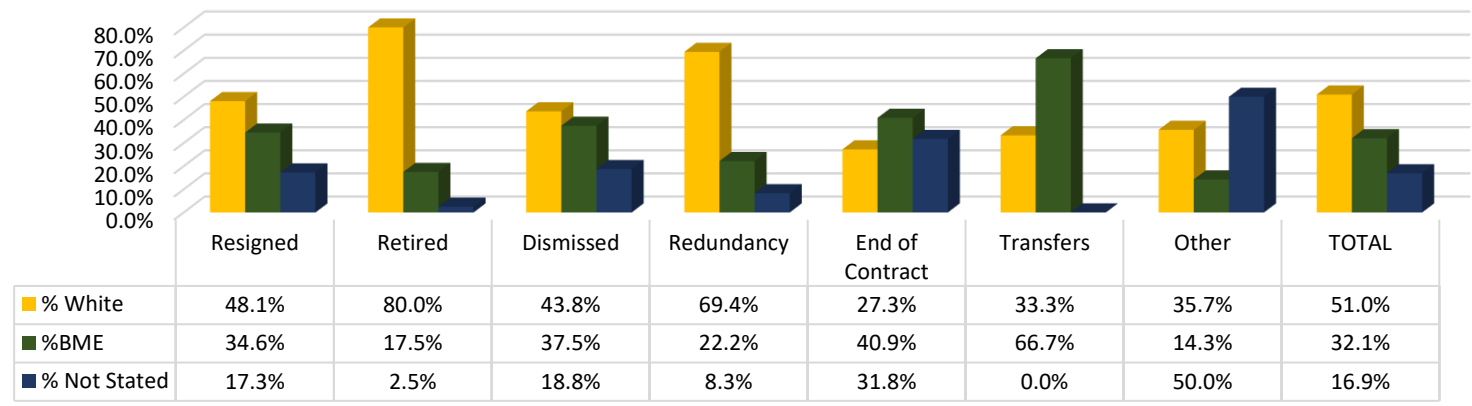
**2019-20**

Leaving Reason	Number of Leavers	% of Total	Total Number White	% White	Total Number BAME	% BAME	Total Number Not Stated	% Not Stated
Resigned	324	71.2%	156	48.1%	112	34.6%	56	17.3%
Retired	40	8.8%	32	80.0%	7	17.5%	1	2.5%
Dismissed	16	3.5%	7	43.8%	6	37.5%	3	18.8%
Redundancy	36	7.9%	25	69.4%	8	22.2%	3	8.3%
End of Contract	22	4.8%	6	27.3%	9	40.9%	7	31.8%
Transfers	3	0.7%	1	33.3%	2	66.7%	0	0.0%
Other	14	3.1%	5	35.7%	2	14.3%	7	50.0%
<b>SSA TOTAL</b>	<b>455</b>	<b>100.0%</b>	<b>232</b>	<b>51.0%</b>	<b>146</b>	<b>32.1%</b>	<b>77</b>	<b>16.9%</b>

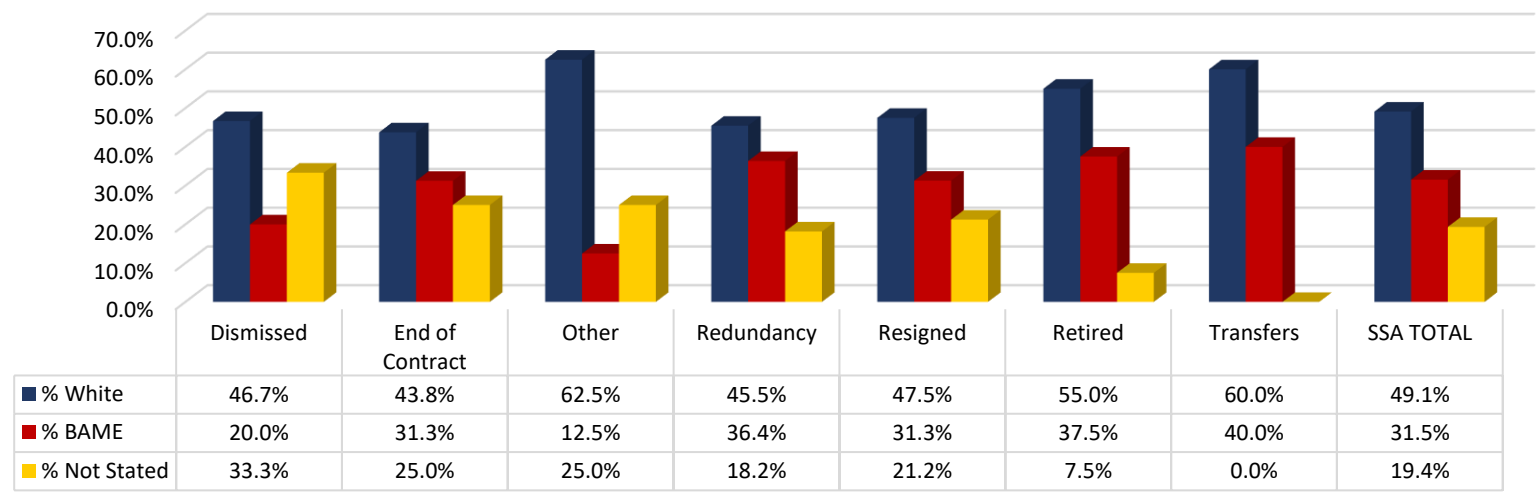
**2020-21**

Leaving Reason	Number of Leavers	% of Total	Total Number White	% White	Total Number BAME	% BAME	Total Number Not Stated	% Not Stated
Resigned	179	64.2%	85	47.5%	3	20%	38	21.2%
Retired	40	14.3%	22	55%	5	31.3%	3	7.5%
Dismissed	15	5.4%	7	46.7%	1	12.5%	5	33.3%
Redundancy	11	3.9%	5	45.5%	4	36.4%	2	18.2%
End of Contract	16	5.7%	7	43.8%	56	31.3%	4	25%
Transfers	10	3.6%	6	60%	15	37.5%	0	0%
Other	8	2.9%	5	62.5%	4	40%	2	25%
<b>SSA TOTAL</b>	<b>279</b>	<b>100%</b>	<b>137</b>	<b>49.1%</b>	<b>88</b>	<b>31.5%</b>	<b>54</b>	<b>19.4%</b>

### Leaving Reason by Ethnicity 2019-20



### Leaving Reason by Ethnicity 2020-21



**Reasons for leaving – Disability**

**2019-20**

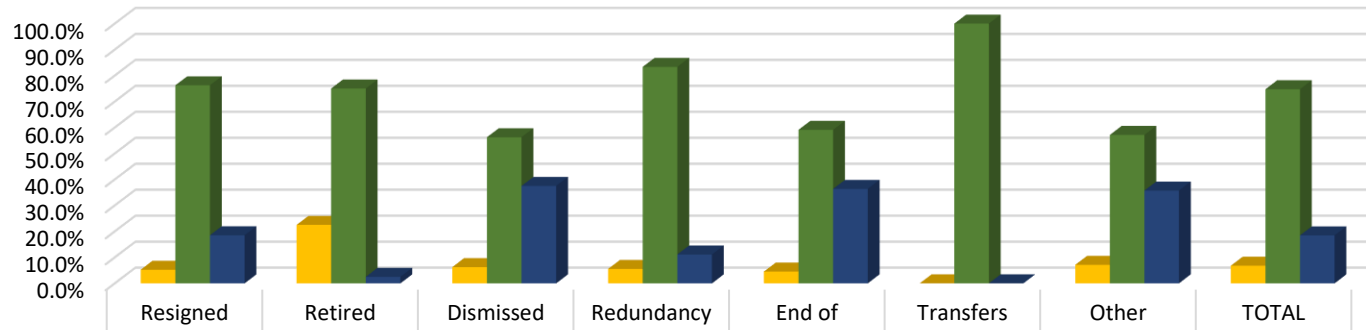
Leaving Reason	Number of Leavers	% of Total	Number of Disabled	% Disabled	Number of Non-disabled	% Non Disabled	Number Disability - Status Unknown	% Disability - Status Unknown
Resigned	324	71.2%	17	5.2%	247	76.2%	60	18.5%
Retired	40	8.8%	9	22.5%	30	75.0%	1	2.5%
Dismissed	16	3.5%	1	6.3%	9	56.3%	6	37.5%
Redundancy	36	7.9%	2	5.6%	30	83.3%	4	11.1%
End of Contract	22	4.8%	1	4.5%	13	59.1%	8	36.4%
Transfers	3	0.7%	0	0.0%	3	100.0%	0	0.0%
Other	14	3.1%	1	7.1%	8	57.1%	5	35.7%
<b>TOTAL</b>	<b>455</b>	<b>100.0%</b>	<b>31</b>	<b>6.8%</b>	<b>340</b>	<b>74.7%</b>	<b>84</b>	<b>18.5%</b>

**2020-21**

Leaving Reason	Number of Leavers	% of Total	Number of Disabled	% Disabled	Number of Non-disabled	% Non Disabled	Number Disability - Status Unknown	% Disability - Status Unknown
Resigned	179	64.2%	9	50%	144	80.4%	26	14.5%
Retired	40	14.3%	3	7.5%	35	87.5%	2	5%
Dismissed	15	5.4%	3	20%	8	53.3%	4	26.7%
Redundancy	11	3.9%	1	9.1%	8	72.7%	2	18.2%
End of Contract	16	5.7%	1	6.3%	10	62.5%	5	31.3%
Transfers	10	3.6%	0	0%	7	70%	3	30%
Other	8	2.9%	0	0%	7	87.5%	1	12.5%
<b>TOTAL</b>	<b>279</b>	<b>100%</b>	<b>17</b>	<b>6.1%</b>	<b>219</b>	<b>78.5%</b>	<b>43</b>	<b>15.4%</b>

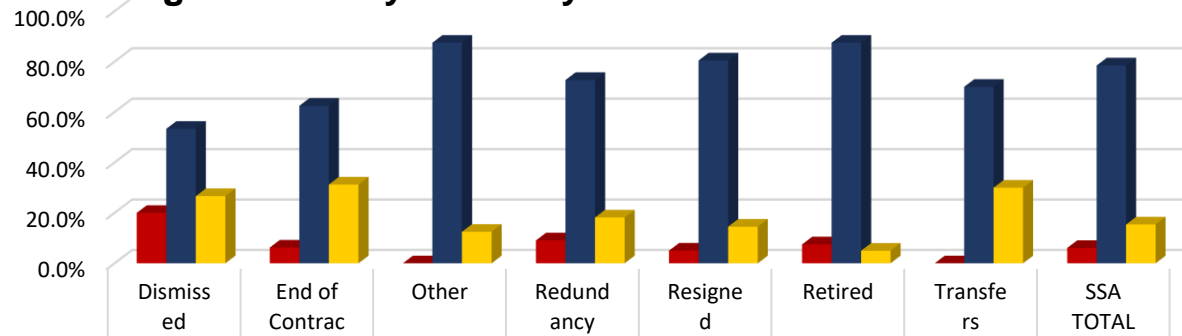


### Leaving Reason By Disability 2019-20



<span style="color: yellow;">■</span> %Disabled	5.2%	22.5%	6.3%	5.6%	4.5%	0.0%	7.1%	6.8%
<span style="color: green;">■</span> % Non Disabled	76.2%	75.0%	56.3%	83.3%	59.1%	100.0%	57.1%	74.7%
<span style="color: blue;">■</span> % Disability - Status Unknown	18.5%	2.5%	37.5%	11.1%	36.4%	0.0%	35.7%	18.5%

### Leaving Reasons by Disability 2020-21



<span style="color: red;">■</span> %Disabled	20.0%	6.3%	0.0%	9.1%	5.0%	7.5%	0.0%	6.1%
<span style="color: blue;">■</span> % Non Disabled	53.3%	62.5%	87.5%	72.7%	80.4%	87.5%	70.0%	78.5%
<span style="color: yellow;">■</span> % Disability - Status Unknown	26.7%	31.3%	12.5%	18.2%	14.5%	5.0%	30.0%	15.4%

## 6. Employee Relation Cases

### 6a. Grievances

During the period April 2020 - March 2021 there were 14 new grievances raised. A disproportionate percentage of cases (85.7%) were raised by women which is 10.7% points more than in 2019/20 (75%) but similar to 2017/18 when 87.5% of cases were raised by women.

In terms of ethnicity, there were more grievances raised by White employees than BAME and this constitutes 7.1% points increase for White staff when comparing to 2019/20 (50%). The proportion of grievance cases raised by the BAME employees is still significantly higher than the proportion of BAME staff in the workforce.

In terms of disability, 14.3% of grievances were raised by staff with disabilities, which is still a significantly higher than a proportion of disabled staff in the workforce.

		Grievance Opened in Period by Gender							
Year	Number of cases opened	Gender		Disability			Ethnicity		
		% Female	% Male	% Disabled	% Not Disabled	% Not Known	% White	% BAME	% Not Known
2019-20	8	75.0%	25.0%	25.0%	75.0%	0.0%	50.0%	50.0%	0.0%
2020-21	14	85.7%	14.3%	14.3%	64.3%	21.4%	57.1%	42.9%	0.0%

**6b. Employee relation cases**

There were 280 new employee relations cases opened during the period April 2020 – March 2021 which is fewer than in 2019-20 (300) and 2018-19 (371 cases).

**2019-20**

Case Type	No of Cases	% All Cases	% Female	% Male	% BAME	% White	% Declared Disability	% No Disability
Capability	2	0.7%	0.0%	100.0%	50.0%	50.0%	50.0%	50.0%
Disciplinary	24	8.0%	29.2%	70.8%	33.3%	50.0%	4.2%	79.2%
New Employee	14	4.7%	64.3%	35.7%	50.0%	35.7%	14.3%	71.4%
Sickness	259	86.3%	65.3%	34.7%	40.9%	48.3%	12.7%	73.7%
Tribunal	1	0.3%	100.0%	0.0%	0.0%	100.0%	100.0%	0.0%
<b>Grand Total</b>	<b>300</b>	<b>100.0%</b>	<b>62.0%</b>	<b>38.0%</b>	<b>40.7%</b>	<b>48.0%</b>	<b>12.7%</b>	<b>73.7%</b>

**2020-21**

Case Type	No of Cases	% All Cases	% Female	% Male	% BAME	% White	% Declared Disability	% No Disability
Accepted Allegation	4	1.4%	50.0%	50.0%	50%	25%	0%	75%
Capability	1	0.4%	0%	100%	100%	0%	0%	100%
Disciplinary	11	3.9%	18.2%	81.8%	54.5%	27.8%	25%	81.8%
New Employee	13	4.6%	46.2%	53.8%	23.1%	30.8%	7.7%	53.9%
Sickness	247	88.2%	67.2%	32.8%	40.5%	45.7%	18.2%	68.8%
Tribunal	4	1.4%	50.0%	50.0%	25%	25%	25%	50%
<b>Grand Total</b>	<b>280</b>	<b>100%</b>	<b>63.6%</b>	<b>36.4%</b>	<b>40.4%</b>	<b>43.6%</b>	<b>17.1%</b>	<b>68.6%</b>

## 7. Promoting Equality and Diversity in the SSA

Equality, diversity and inclusion are at the heart of the SSA. We are committed to promoting equality, diversity and inclusion and developing a culture that values differences, recognising that employees from a variety of different backgrounds bring important and positive contributions to the Councils and can improve the way we deliver services.

The SSA works hard to focus on equality, diversity and inclusion issues, considering both staff and service users, to make sure this is a truly inclusive place to work and that we provide the best possible services to all of our residents.