

# Conwy County Borough Council

## Employment Monitoring Report 2022-2023

Mae'r ddogfen hon ar gael yn Gymraeg hefyd.

### 1. Introduction

Conwy County Borough Council is committed to promoting equality of opportunity, valuing the range of perspectives that diversity brings and providing an inclusive environment where all staff and members of our communities are treated with dignity and respect. We want to ensure that our workforce reflects the diverse communities we serve. To enable us to do this, we recognise that we must monitor outcomes in employment to ensure that we do not discriminate unwittingly through the application of our policies. This report sets out the outcomes for 2022-2023 in accordance with our Strategic Equality Plan and Action Plan 2020-2024, which can be found on our website here: [Strategic Equality Plan](#)

To meet our Specific Duties under Equality Legislation we must monitor the protected characteristics of:

- Employees currently working for us on the 31<sup>st</sup> March 2023
- \*Men and women broken down by; job, grade, pay, contract type, working patterns
- Applicants for employment over the last year
- Employees that have applied internally to change position within the authority – tracking successful and unsuccessful applicants
- Employees who applied for training and how many succeeded in their training applications
- Employees who completed the training
- Employees who are involved in grievance procedures either as the complainant or as a person against whom a complaint was made
- Employees who are subject to disciplinary procedures
- Employees leaving and reasons for leaving

\*This information is required in regard to men and women only

## 2. Employment Monitoring Data

We collect Monitoring Data for the following areas:

- Age
- Sex
- Gender Reassignment
- Race (Ethnic Origin / Nationality)
- Disability
- Sexual Orientation
- Religion or Belief or non-Belief
- Pregnancy and Maternity
- Marital or Civil Partnership Status
- Welsh Language Ability (not covered by this report)
- Carer Responsibility (not covered by this report)

Steps have been taken each year to improve the equality monitoring data we hold for existing employees. We respect the right of employees to be counted if they wish whilst also offering the opportunity for them to state they 'prefer not to say'. This means that numbers may not be entirely reflective of our overall workforce. This report contains the data, where disclosed, on each of the protected characteristics. Web-recruitment was introduced in 2015, making the provision of this data mandatory, and we have seen a steady improvement in the data captured since then. We have started developing a survey to send out to all staff with the aim of updating the data that we hold and to fill in data gaps where possible. However, staff will retain the right to state that they 'prefer not to say' within this piece of work.

Due to the small number of employees of Black, Asian and Minority Ethnic origin, this report mostly shows the data aggregated into the overarching category: Ethnic Minority (without acronyms), which was the preferred terminology identified through the Anti-racist Wales Action Plan consultation. Doing this avoids the possibility of individuals being identified from the data, although disaggregated data on each ethnic minority group continues to be collected and a full disaggregated breakdown by percentage is shown on page 12/13. Within each table, any figures less than five have been replaced with an asterisk \* to protect the identity of individuals. Totals remain unchanged.

Some tables within this report reflect a stated snapshot date when the data was captured, whilst other tables capture the performance across a full financial year. Changes to service titles within this report, from previous versions of the report, include: People and Performance (previously Corporate Human Resources and Corporate Improvement and Development) and Corporate Finance (previously Corporate Financial Services and Revenues and Benefits).

### 3. Staff Equality Information: Key Findings (comparisons with 2019/20 as the start of the current Strategic Equality Plan)

#### Age

The proportion of employees in the 25-34 (18% to 16%) and 45-54 (28% to 25%) age range categories has decreased since 2019/20. This is reflected in increases in the 35-44 (23% to 24%), 55-64 (21% to 24%) and 65+ (4% to 5%) age range categories. The proportion of the overall workforce in the 16-24 age range category has remained at 6% over this period. Employees in the 16-24 age range continue to make up a higher proportion of casual roles (14%) compared to fixed-term and permanent roles (2%).

#### Disability

We now hold data about disabilities for 54% of staff, compared to 48% in 2019/20. Over the period the proportion of disabled staff (staff who have disclosed their disability status) has increased from 1.6% in 2019/20 to 2.2% in 2022/23. There were 159 applications made by disabled applicants in 2022/23, which represented 4.8% of all applications. This is higher than in 2019/20 when there were 102 applications from disabled applicants (3.46% of all applicants).

#### Ethnicity

We currently hold data for 59% of staff on ethnicity, an increase of 6% since 2019/20. The proportion of ethnic minority employees has increased from 1.57% of all employees in 2019/20 to 2.18% in 2022-23. There were 71 applications made by ethnic minority people in 2022/23, which represented 2.1% of all applications. This is higher than in 2019/20 when

there were 33 applications from ethnic minority people (1.4% of all applicants). We have included a disaggregated breakdown of our workforce for the first time (including a comparison against the working age population of Conwy), which can act as a benchmark for measuring progress in anti-racism work going forwards.

#### Pregnancy / Maternity

During this period, 4.91% (169) of the workforce submitted a MATB1 (Maternity Certificate providing medical evidence of pregnancy and the baby's due date), the majority of whom were employed in Education. This is similar to the previous year when 3.07% (188) of the workforce submitted a MATB1. We collect information about pregnancy from the MATB1 form whilst the employee is still in work rather than waiting until they are on maternity leave and this is reported on the HR/Payroll system.

#### Sex

The overall gender profile of the workforce (including all permanent, fixed term and casual workers) in 2022-2023 consisted of 73% females and 27% males, which remains similar to in previous years (including 2019/20) when it has been approximately 75% females and 25% males across all roles. The gender profile in terms of our permanent and fixed term staff was the same as the overall workforce profile, while the gender profile of casual staff was 78% female and 22% male.

#### Recruitment

There were 3,319 applications for the 1,097 positions advertised during 2022/23, an average of approximately 3 applications per vacancy. This compares to 2,316 applications for 504 vacancies in 2019/20 (4.6 applications per vacancy on average). A summary of applications, shortlisting and appointments by protected characteristics can be found in Table 12 below.

#### Leavers

Between the 1<sup>st</sup> April 2022 and the 31<sup>st</sup> March 2023 there were 563 leavers, compared to 459 during 2019/20. Of the people who left in 2022/23: 424 people (75%) left Conwy voluntarily (338 people, 74% in 2019/20) and 134 people (24%) left involuntarily (121 people, 26% in 2019/20). A summary of leavers by protected characteristics can be found in Table 18a below.

#### Sexual Orientation, Gender Identity and Religion

These are the characteristics that we currently hold the lowest proportion of data for, although each has increased since 2019/20: Sexual Orientation (43% to 51%), Gender Identity (37% to 48%) and Religion/Belief (43% to 51%). Some analysis is included in the data below but this will be improved as we increase the data that we hold in these areas.

## **4. Employees currently working for us**

### **Workforce on the 31<sup>st</sup> March 2023**

On the 31<sup>st</sup> March 2023, we employed 4,721 people in a variety of permanent, fixed-term and casual positions across our services. Approximately 25% of people employed (1,183) held two or more posts with the Council during this period. In total, there were 4,089 people who held one or more permanent or fixed term posts, and 1,484 people who held one or more casual posts.

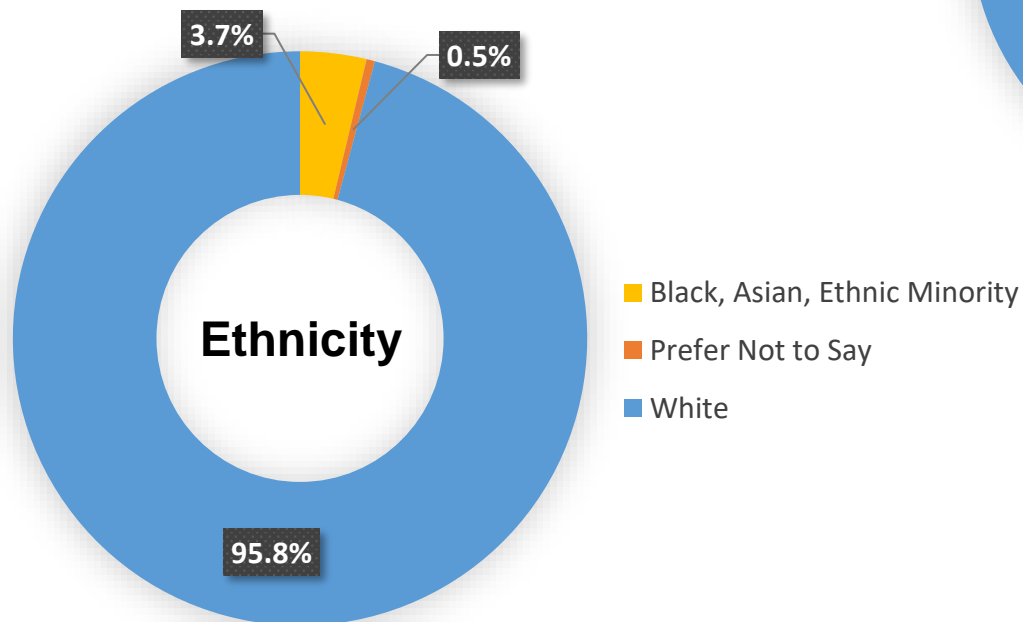
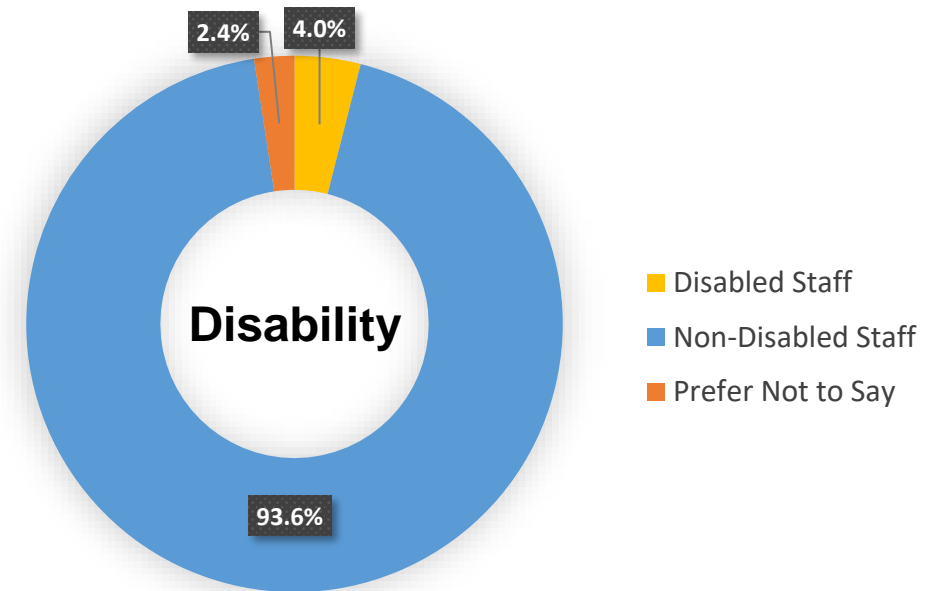
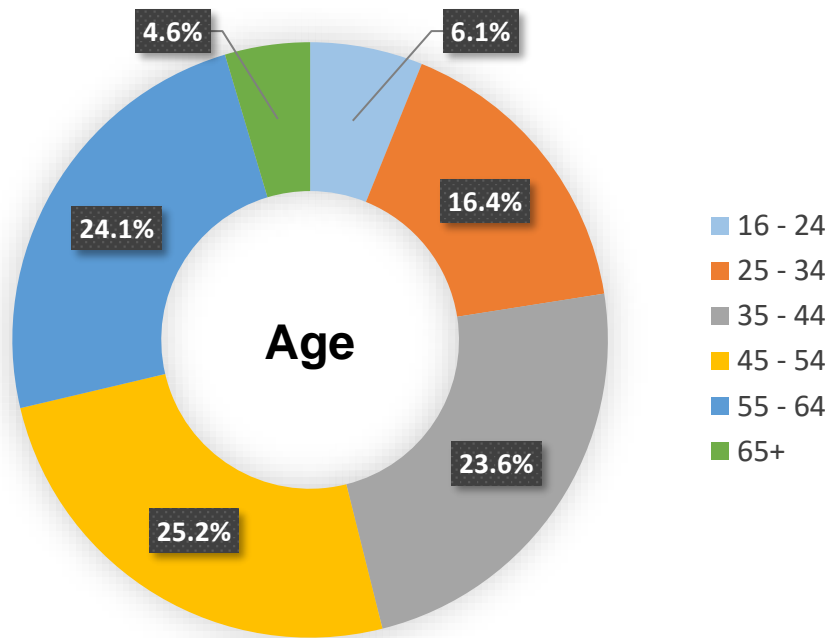
### **Workforce Profiles based on equality monitoring data held on the 31<sup>st</sup> March 2023**

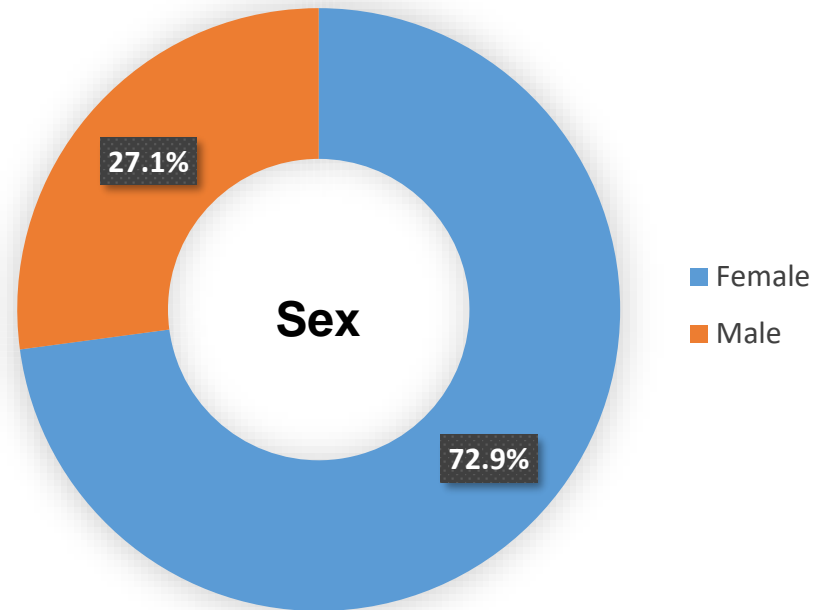
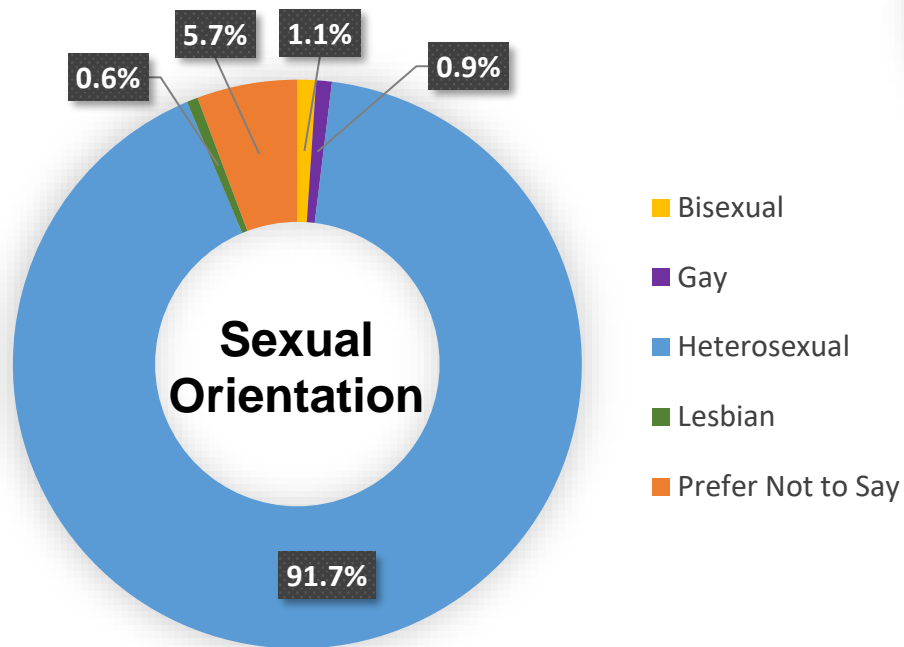
The pie charts below are based on the available equality data of the 4,721 people that made up Conwy's workforce on the 31<sup>st</sup> March 2023 – including permanent, fixed-term and casual roles. They are intended to provide a high-level illustration of the Council's workforce based on the information we currently hold.

The profiles capture staff who had provided equality monitoring data as of the 31<sup>st</sup> March 2023, including 'Prefer Not to Say' responses but excluding where no data/response is currently available. At the time of the report we held data for:

- 100% of staff on age and sex (Sex is recorded as Male/Female in line with HMRC/Pension requirements)
- 59% of staff on ethnicity
- 54% of staff on disability
- 51% of staff on sexual orientation

We are currently developing a survey to update the data that we hold to better our understanding of our workforce profile. As part of this we are reviewing the response options (in the survey, and when data is collected as part of the application form) offered to ensure that free-text options are offered as appropriate (e.g. in relation to Sexual Orientation). This will ensure that people can respond to the questions in line with how people identify themselves and their beliefs.





**Note:** The profiles above are based on the data we currently hold while figures in the tables below include all staff – including where no equality monitoring data (beyond age and sex) is currently held. As our position on equality monitoring data continues to improve annually, the data below will provide a more accurate representation of our workforce.

**Table 1 - Number of Permanent or Fixed Term Employees on the 31<sup>st</sup> March 2023**

Service	Total	Age Range						Gender		Disabled	Married / Civil Partnership	Gay, Lesbian, Bisexual	Ethnic Minority	Trans-gender	Pregnancy & Maternity
		Age 16 - 24	Age 25 - 34	Age 35 - 44	Age 45 – 54	Age 55 - 64	Age 65+	Female	Male						
Audit & Procurement	11	*	*	*	5	*	*	9	*	*	9	*	*	*	*
Chief Executives Office	5	*	*	*	*	*	*	*	*	*	*	*	*	*	*
Children Family & Safeguarding	180	*	41	46	50	37	*	147	33	13	79	*	9	*	14
Corporate Finance	105	*	14	28	41	17	*	76	29	*	53	*	*	*	*
Economy and Culture	347	23	66	76	84	80	18	219	128	8	152	10	7	*	10
Education	2,010	62	348	537	554	455	54	1,688	322	18	1,131	11	27	*	85
Environment Roads & Facilities	500	14	52	95	136	169	34	138	362	11	234	*	14	*	*
Information Technology	71	*	12	21	20	13	*	15	56	*	26	*	*	*	*
Integrated Adults & Community Services	610	15	99	137	143	188	28	512	98	29	301	13	19	*	24
Law & Governance	67	*	16	22	16	8	*	59	8	*	33	*	*	*	8
People and Performance	38	*	*	10	15	6	*	28	10	*	24	*	*	*	*
Regulatory & Housing Services	145	*	20	34	47	39	*	95	50	7	69	7	6	*	*
<b>CCBC Total</b>	<b>4,089</b>	<b>129</b>	<b>673</b>	<b>1,010</b>	<b>1,113</b>	<b>1,016</b>	<b>148</b>	<b>2,990</b>	<b>1,099</b>	<b>93</b>	<b>2,115</b>	<b>50</b>	<b>86</b>	<b>8</b>	<b>152</b>

Note: The number of employees counted in Table 1 is based on the number of permanent or fixed term people employed by Conwy on the 31<sup>st</sup> March 2023 (counted once, even though they may have more than one permanent or fixed term job).

Numbers below five have been replaced by \* to protect anonymity.

**Table 1a - Number of Permanent or Fixed Term Employees on the 31<sup>st</sup> March 2023 by religion and belief**

Service	Total	Agnostic	Atheist	Buddhist	Christian	Confucianism	Hindu	Jehovah Witness	Jewish	Muslim	No Religion	Not Specified	Other
Audit & Procurement	11	*	*	*	5	*	*	*	*	*	*	5	*
Chief Executives Office	5	*	*	*	*	*	*	*	*	*	*	*	*
Children Family & Safeguarding	180	*	7	*	64	*	*	*	*	*	66	32	6
Corporate Finance	105	*	*	*	52	*	*	*	*	*	27	17	*
Economy and Culture	347	7	10	*	109	*	*	*	*	*	93	122	*
Education	2,010	17	24	*	255	*	*	*	*	*	158	1,537	15
Environment Roads & Facilities	500	8	20	*	204	*	*	*	*	*	128	133	6
Information Technology	71	*	7	*	20	*	*	*	*	*	34	5	*
Integrated Adults & Community Services	610	6	24	*	226	*	*	*	*	*	184	156	10
Law & Governance	67	*	*	*	24	*	*	*	*	*	11	28	*
People and Performance	38	*	*	*	18	*	*	*	*	*	12	6	*
Regulatory & Housing Services	145	*	5	*	54	*	*	*	*	*	45	40	*
<b>CCBC Total</b>	<b>4,089</b>	<b>52</b>	<b>101</b>	<b>4</b>	<b>1,031</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>1</b>	<b>5</b>	<b>762</b>	<b>2,083</b>	<b>45</b>

Note: The number of employees counted in Table 1a is based on the number of permanent or fixed term people employed by Conwy on the 31<sup>st</sup> March 2023 (counted once, even though they may have more than one permanent or fixed term job).

Numbers below five have been replaced by \* to protect anonymity.



**Table 2 – Number of Casual Workers on the 31<sup>st</sup> March 2023**

	Total	Age Range						Gender		Disabled	Married / Civil Partnership	Gay, Lesbian, Bisexual	Ethnic Minority	Trans-gender	Pregnancy & Maternity
Service		Age 16 - 24	Age 25 - 34	Age 35 - 44	Age 45 - 54	Age 55 - 64	Age 65+	Female	Male						
Children, Family & Safeguarding	66	*	13	17	20	14	*	57	9	*	27	*	*	*	*
Corporate Finance	1	*	*	*	*	*	*	*	*	*	*	*	*	*	*
Economy and Culture	327	124	62	43	35	44	19	191	136	8	80	12	*	*	*
Education	990	79	184	241	235	205	46	834	156	*	495	*	6	*	15
Environment Roads & Facilities	18	*	*	*	*	7	*	12	6	*	11	*	*	*	*
Integrated Adults & Community Services	71	5	12	16	11	18	9	58	13	*	26	*	*	*	*
Law & Governance	11	*	*	*	*	*	6	6	5	*	9	*	*	*	*
<b>CCBC Total</b>	<b>1,484</b>	<b>209</b>	<b>273</b>	<b>322</b>	<b>306</b>	<b>289</b>	<b>85</b>	<b>1,159</b>	<b>325</b>	<b>18</b>	<b>649</b>	<b>16</b>	<b>12</b>	<b>2</b>	<b>17</b>

\*Note: The number of employees counted in Table 2 is based on the number of casual workers employed by Conwy on the 31<sup>st</sup> March 2023 (counted once, even though they may have more than one casual job). We have done a lot of work with Education to remove supply not worked in 12 months (previously 18 months) which has caused a change in casual numbers.

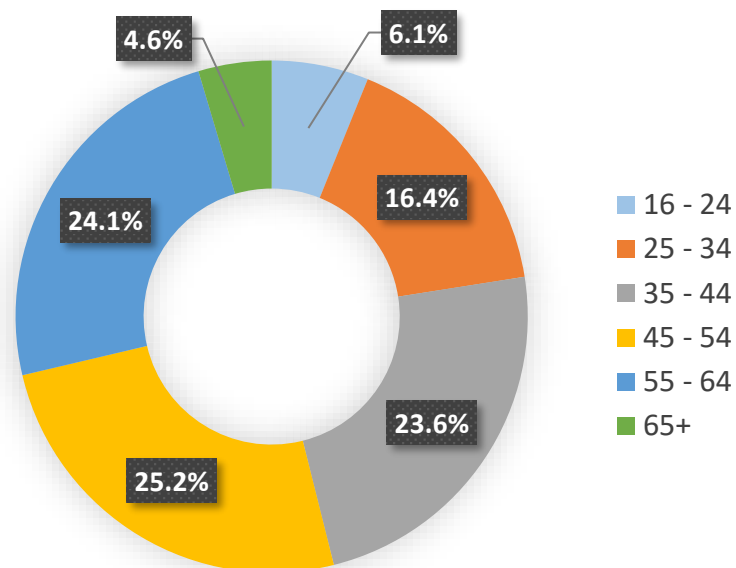
**Table 2a – Number of Casual Workers on the 31<sup>st</sup> March 2023 by religion and belief**

Note: The number of employees counted in Table 2a is based on the number of casual workers employed by Conwy on the 31<sup>st</sup> March 2023 (counted once, even though they may have more than one casual job).

Service	Total	Agnostic	Atheist	Buddhist	Christian	Jehovah Witness	Jewish	No Religion	Not Specified	Other
Children Family & Safeguarding	65	*	5	*	22	*	*	27	10	*
Economy and Culture	1	*	*	*	*	*	*	*	*	*
Education	323	13	19	*	111	*	*	101	77	*
Environment Roads & Facilities	983	*	6	*	92	*	*	82	799	7
Integrated Adults & Community Services	18	*	*	*	9	*	*	5	*	*
Law & Governance	70	*	*	*	21	*	*	20	25	*
Revenues & Benefits Service	11	*	*	*	*	*	*	*	*	*
<b>CCBC Total</b>	<b>1,484</b>	<b>19</b>	<b>33</b>	<b>1</b>	<b>259</b>	<b>1</b>	<b>1</b>	<b>238</b>	<b>919</b>	<b>13</b>

Numbers below five have been replaced by \* to protect anonymity

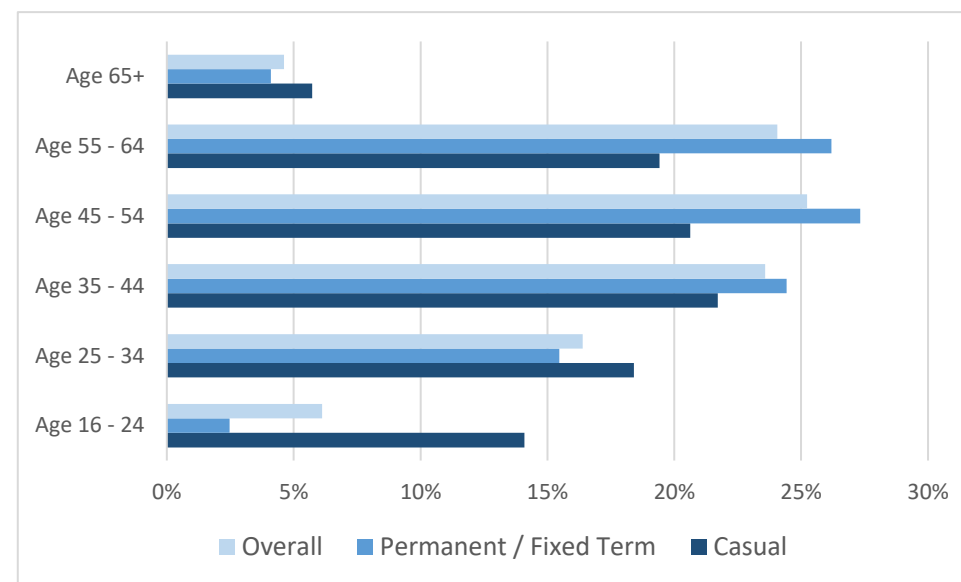
## Age Profile of Conwy Workforce, 31<sup>st</sup> March 2023



The chart above displays the age profile of our workforce in 2022-2023, and the table below shows these figures alongside the figures for last year to highlight the year-on-year change:

Age Group	2021-22 (%)	2022-23 (%)
16-24	6	6
25-34	18	16
35-44	23	24
45-54	26	25
55-64	23	24
65+	4	5

## Age Profile (%) of Workforce by Contract Type, 31<sup>st</sup> March 2023



	16-24	25-34	35-44	45-54	55-64	65+
<b>Permanent / Fixed Term</b>	3%	16%	25%	27%	25%	4%
<b>Casual</b>	14%	18%	22%	21%	19%	6%
<b>Overall</b>	6%	17%	24%	25%	23%	4%

66% of the permanent and fixed term workforce fall within the 25-34 (15%), 35-44 (24%) and 45-54 (27%) age groups (% less than in 2021-22), while 30% of the permanent and fixed term workforce fall within the 55-64 and the 65+ age groups (compared to 29% in 2021-22). The age profile of casual staff is similar to last year. 33% of the casual workforce were aged between 16 and 34, compared to 32% in 2021-22. 25% of the casual workforce were aged 55 and above, the same as in 2021-22.

We are planning to develop workforce planning data and succession planning work further moving forwards.

## Disaggregated Ethnicity Profile of Conwy Workforce (Permanent, Fixed-term and Casual), 31<sup>st</sup> March 2023

The table below shows the disaggregated ethnicity profile of our workforce on the 31<sup>st</sup> March 2023, compared to the comparative working age profile of Conwy's population (people living in the county aged 16-64) from the 2021 Census. The 'Workforce – Data Held' column shows this as a proportion of our workforce that we currently hold data for (excluding people where no data is currently held), while the 'Workforce – Overall' column shows this as a proportion of our overall workforce (including people where no data is currently held) – as shown by the column totalling 58.5%. Moving forwards, we will be able to use this table as a benchmark for our anti-racism work as we continue to work towards an anti-racist Wales by 2030.

	<b>Workforce – Data Held (%) (Excluding where no data held)</b>	<b>Workforce - Overall (%) (Including where no data held)</b>	<b>% of Conwy Working Age Population (<a href="#">Census 2021</a>)</b>
Asian, Asian British or Asian Welsh: Bangladeshi	0.00	0.00	0.00
Asian, Asian British or Asian Welsh: Chinese	0.22	0.13	0.14
Asian, Asian British or Asian Welsh: Indian	0.11	0.06	0.07
Asian, Asian British or Asian Welsh: Pakistani	0.07	0.04	0.00
Asian, Asian British or Asian Welsh: Other Asian	0.22	0.13	0.20
Black, Black British, Black Welsh, Caribbean or African: African	0.18	0.11	0.00
Black, Black British, Black Welsh, Caribbean or African: Caribbean	0.00	0.00	0.00
Black, Black British, Black Welsh, Caribbean or African: Other Black	0.00	0.00	0.00
Mixed or Multiple ethnic groups: White and Asian	0.14	0.08	0.08
Mixed or Multiple ethnic groups: White and Black African	0.11	0.06	0.00
Mixed or Multiple ethnic groups: White and Black Caribbean	0.33	0.19	0.00
Mixed or Multiple ethnic groups: Other Mixed or Multiple ethnic groups	0.36	0.21	0.03
White: English, Welsh, Scottish, Northern Irish or British	95.80	56.05	96.34
White: Irish	0.47	0.28	0.49
White: Gypsy or Irish Traveller	0.00	0.00	0.00
White: Roma	0.00	0.00	0.00

	<b>Workforce – Data Held (%) (Excluding where no data held)</b>	<b>Workforce - Overall (%) (Including where no data held)</b>	<b>% of Conwy Working Age Population (<a href="#">Census 2021</a>)</b>
White: Other White	1.52	0.89	2.66
Other Ethnic Group: Arab	0.00	0.00	0.00
Other Ethnic Group: Any other ethnic group	0.00	0.00	0.00
Prefer Not to Say	0.47	0.28	-
No Data	n/a	41.5	n/a
<b>Total</b>	100.00	58.5	100.00

On the 31<sup>st</sup> March 2023, we held the following data by protected characteristic for staff in Conwy:

Protected Characteristic	Equality Data Held	Equality Data Held - Change from 2021-22	% of All Employees	% of Fixed Term / Permanent	% of Casual
<b>Sex</b>	100%	No Change			
Male			27%	27%	22%
Female			73%	73%	78%
<b>Age</b>	100%	No Change			
16-24			6%	3%	14%
25-34			16%	16%	18%
35-44			24%	25%	22%
45-54			25%	27%	21%
55-64			24%	25%	19%
65+			5%	4%	6%
<b>Disability</b>	54.1%	+2.1%			
Disabled Staff			2.16%	2.27%	1.21%
Prefer not to say			1.31%	1.27%	1.15%
<b>Race</b>	58.5%	+3.6%			
Ethnic Minority Staff			2.18%	2.10%	1.68%
Prefer not to say			0.28%	0.24%	0.27%
<b>Marital / Civil Partnership Status</b>	99.4%	+0.3%			
Staff Married or in a Civil Partnership			49.69%	51.72%	43.73%
Prefer not to say			0.40%	0.32%	0.54%
<b>Religion/Belief</b>	51.1%	+4.3%			
Religion Stated			48.40%	49.06%	38.07%
Prefer not to say			2.69%	2.71%	1.55%
<b>Sexual Orientation</b>	50.9%	+4.4%			
Lesbian/Gay/Bisexual staff			1.29%	1.22%	1.08%
Prefer not to say			2.86%	2.69%	2.49%
<b>Gender Reassignment</b>	47.7%	+5.1%			
Transgender staff			0.21%	0.20%	0.13%
Prefer not to say			0.36%	0.34%	0.27%
<b>Pregnancy / Maternity*</b>	-	-			
Pregnant or on Maternity Leave			4.91%	5.08%	1.47%

\*Percentage of female employees

Work to improve equality monitoring data is ongoing and we are currently developing a survey to help ensure that the data we hold is up-to-date and complete, as far as possible. As part of this we are reviewing the response options (in the survey,

and when data is collected as part of the application form) offered to ensure that free-text options are offered as appropriate (e.g. in relation to Sexual Orientation). This will ensure that people can respond to the questions in line with how people identify themselves and their beliefs. However, this is dependent on individuals wishing to disclose their identity, which can be particularly sensitive around disability, sexual orientation and gender reassignment declarations. Staff are offered the opportunity to state 'prefer not to say' except for the protected characteristics of age and sex which is essential data for employment purposes, for example relevant to HMRC requirements or pension membership.

We will review the data captured when the survey has been completed to consider any further actions necessary to improve continued data capture (e.g. seeking to further understand why staff might choose to 'prefer not to say' when asked to disclose this information).

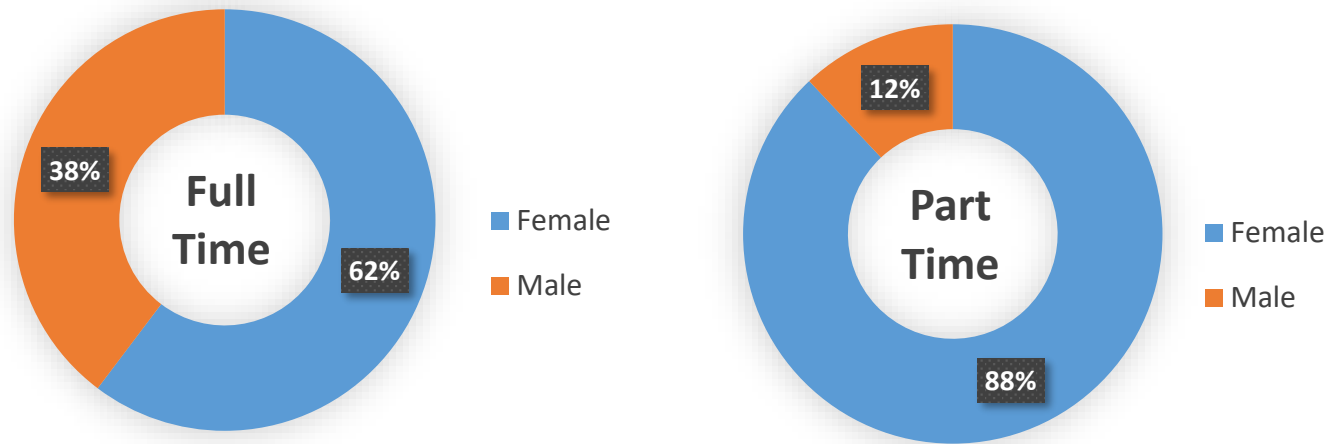
### 1.1 Gender breakdown by Contract / Salary / Job Type / Grade

Tables 3 - 6 below are based on the number of positions or posts filled within Conwy, rather than on the people (as shown in Tables 1 and 2). As previously noted, we have a large number of employees who hold multiple posts, often part-time and often in different job types and different services. Conwy does not employ 6,456 employees as shown in the tables below - this is the total number of posts filled by permanent, fixed-term and casual staff.

## Contract Type

**Table 3 - Number of posts filled by Contract Type on the 31<sup>st</sup> March 2023**

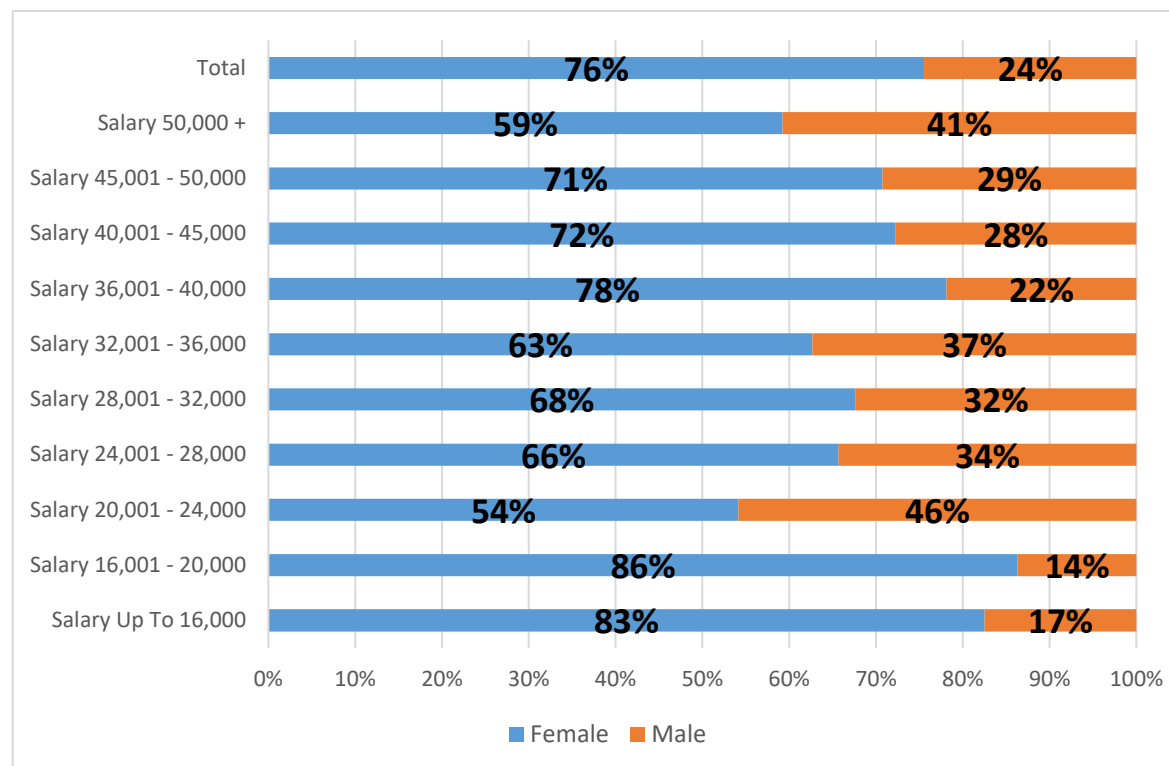
Sex	Permanent		Fixed Term		Casual	Total
	Full time	Part time	Full time	Part time	Variable hours	
<b>Female</b>	1,154 (18%)	1,742 (27%)	205 (3%)	255 (4%)	1,522 (24%)	4,878 (76%)
<b>Male</b>	828 (13%)	239 (4%)	67 (1%)	31 (0.5%)	413 (6%)	1,578 (24%)
<b>Total</b>	<b>1,982</b>	<b>1,981</b>	<b>272</b>	<b>286</b>	<b>1,935</b>	<b>6,456</b>



There are 38% males and 62% females in full time roles (permanent and fixed term posts) compared to 12% males and 88% females in part time roles (permanent and fixed term posts) - showing no significant change from last year. We continue to employ marginally more part time staff (50.1%) than full time staff (49.9%) in permanent and fixed term roles.



**Table 4 - Posts (number and percentage) filled by Salary Range on the 31<sup>st</sup> March 2023**



Sex	Salary Up To 16,000	Salary 16,001 - 20,000	Salary 20,001 - 24,000	Salary 24,001 - 28,000	Salary 28,001 - 32,000	Salary 32,001 - 36,000	Salary 36,001 - 40,000	Salary 40,001 - 45,000	Salary 45,001 - 50,000	Salary 50,000 +	Total
Female	2,777 (83%)	404 (86%)	332 (54%)	318 (66%)	117 (68%)	220 (63%)	218 (78%)	143 (72%)	237 (71%)	112 (59%)	4,878 (76%)
Male	589 (17%)	64 (14%)	281 (46%)	166 (34%)	56 (32%)	131 (37%)	61 (22%)	55 (28%)	98 (29%)	77 (41%)	1,578 (24%)
Total	3,366	468	613	484	173	351	279	198	335	189	6,456

(Table uses pro-rata pay)

On the 31<sup>st</sup> March 2023 there were 6,456 posts filled within Conwy, 43% (2,777 posts) of which were occupied by female employees in the salary up to £16,000 range. The equivalent proportion last year was 49%. Over half of the posts held by females (57%), and over a third (37%) of the posts held by males, are within the salary range up to £16,000. There has been a slight increase in the proportion of females in the £50,000 and over salary range at 59% this year, compared to 57% last

year and 53% the year before that. This also represents an increase in the total number of female staff in this band, from 86 to 112, whilst the number of males in this band also increased, from 64 to 77.

100% of our Director posts are filled by women. 42% of Head of Service posts were held by males and 58% by females. Posts that fall within the salary range £50,000 and above include; Chief Executive, Directors, Heads of Service, Head Teachers, Deputy Head Teachers, Education Advisor/Inspectors, those on the top two scale points of Grade G11 and G12.

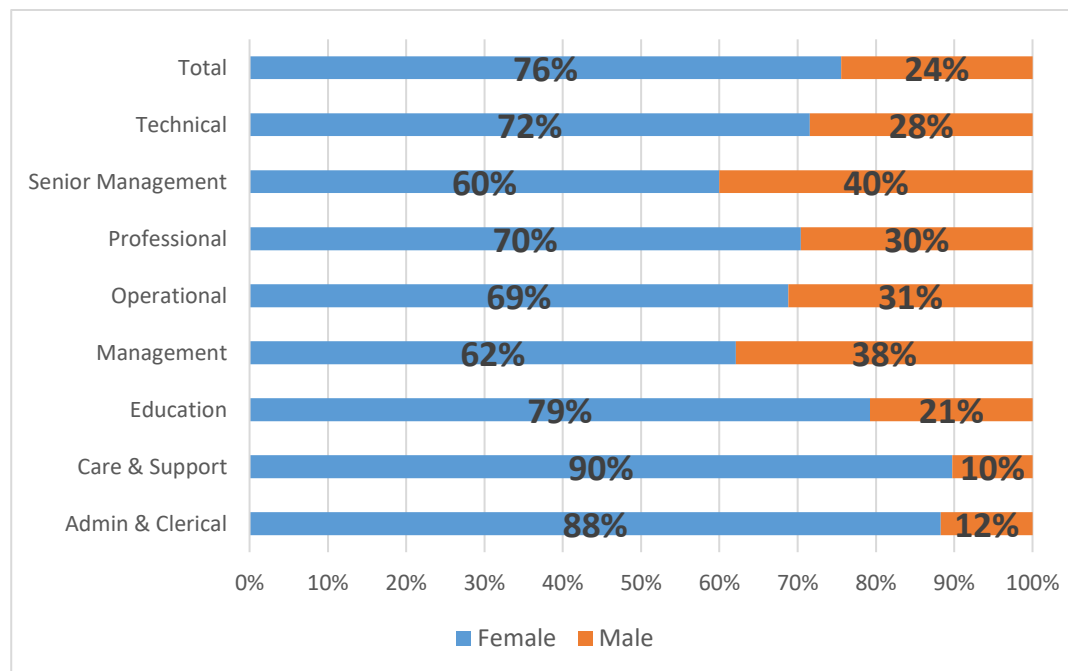
**Table 5 - Number of posts filled by Job Type on the 31<sup>st</sup> March 2023**

Sex	Admin & Clerical	Care & Support	Education	Management	Operational	Professional	Senior Management	Technical	Total
Female	264 (88%)	937 (90%)	905 (79%)	100 (62%)	1,160 (69%)	359 (70%)	9 (60%)	1,144 (72%)	4,878 (76%)
Male	35 (12%)	107 (10%)	237 (21%)	61 (38%)	526 (31%)	151 (30%)	6 (40%)	455 (28%)	1,578 (24%)
<b>Total</b>	<b>299</b>	<b>1,044</b>	<b>1,142</b>	<b>161</b>	<b>1,686</b>	<b>510</b>	<b>15</b>	<b>1,599</b>	<b>6,456</b>

Note: 'Management' and 'Professional' both include people who manage employees.

62% (100) of management posts are held by female employees and 38% (61) are held by male employees. 60% (9) of senior management posts are held by females and 40% (6) by males. This represents a marginal increase in the proportion of females in Management and Senior Management job types in comparison to last year (61% of Management roles, 59% of Senior Management roles). In comparison to the overall workforce profile of 73% female to 27% male employees, male employees remain under-represented in Administration and Clerical, Care and Support and Education job types. Comparatively, female employees remain under-represented in Management and Senior Management job types in comparison to the overall workforce profile.

## Percentage of Male/Female by Job Type on the 31<sup>st</sup> March 2023



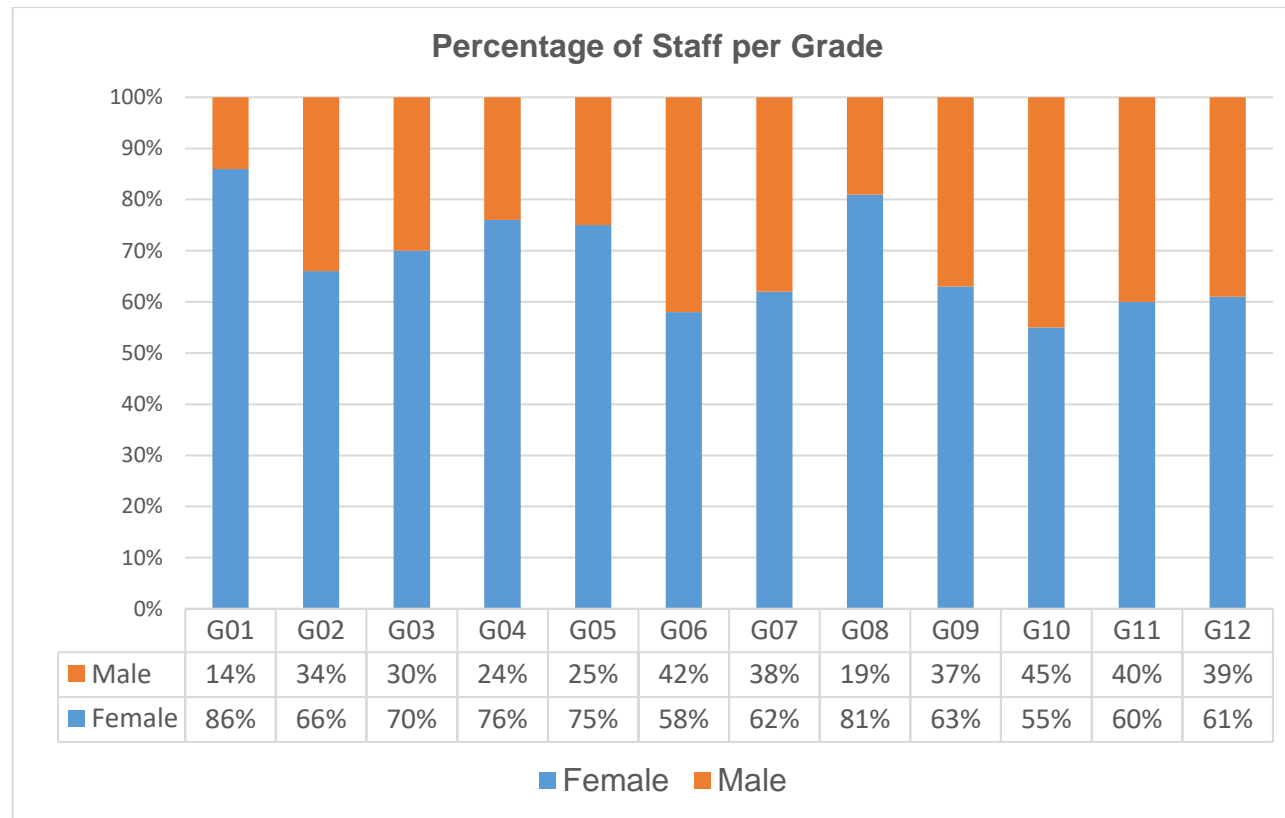
**Table 6 - Number of posts filled by Grade on the 31<sup>st</sup> March 2023 (includes Full-time, Part-time and Casual)**

Sex	G01	G02	G03	G04	G05	G06	G07	G08	G09	G10	G11	G12
Female	1,519 (84%)	578 (68%)	246 (69%)	492 (74%)	438 (75%)	209 (61%)	100 (61%)	190 (79%)	62 (69%)	45 (56%)	6 (60%)	20 (56%)
Male	282 (16%)	272 (32%)	108 (31%)	173 (26%)	145 (25%)	135 (39%)	64 (39%)	50 (21%)	28 (31%)	35 (44%)	4 (40%)	16 (44%)
<b>Total</b>	<b>1,801</b>	<b>850</b>	<b>354</b>	<b>665</b>	<b>583</b>	<b>344</b>	<b>164</b>	<b>240</b>	<b>90</b>	<b>80</b>	<b>10</b>	<b>36</b>

Sex	Senior Management	Deputy / Head Teacher	Teacher	Education Advisory	Youth Worker	Modern Apprentice	Misc	Total for all grades
Female	9 (60%)	93 (62%)	803 (82%)	9 (64%)	16 (62%)	5 (63%)	38 (79%)	4,878 (76%)
Male	6 (40%)	56 (38%)	176 (18%)	5 (36%)	10 (38%)	3 (38%)	10 (21%)	1,578 (24%)
<b>Total</b>	<b>15</b>	<b>149</b>	<b>979</b>	<b>14</b>	<b>26</b>	<b>8</b>	<b>48</b>	<b>6,456</b>

“Education Advisory” includes non-school based employees such Education Inspectors and Psychologists.

28% of all posts across the Council are Grade G01, of which 86% are held by female employees and 14% by males - showing little change from last year. Within Grades G04, G05 and G08 the split of males to females approximately mirrors the workforce profile of 77:27. When compared to the overall workforce profile, female employees are proportionately under-represented in Grades G02, G03, G06, G07, G09, G10, G11 and G12 and as Deputy/Head Teachers (62%), Senior Management (60%) and Modern Apprentices (63%). Males are under-represented in Grade G01 (16%) and Teaching (18%).



## 5. Recruitment and Promotion

All job applications are inputted automatically onto the HR/Payroll system through the web recruitment system. Applicants are required to complete mandatory equality information as part of the process (with the option to respond 'prefer not to say' to some of the questions). Equality monitoring information is only accessible to Human Resources staff as it is regarded as sensitive data.

Personal details of applicants are not shared with recruiting managers until after shortlisting to ensure that the shortlisting process is free from discrimination and bias and that shortlisting is based on the details provided in the application form about the job, not about the person. We are currently reviewing steps that can be taken within iTrent to strengthen the anonymising of these details throughout the shortlisting process (e.g. removal of email addresses that can act as an identifier). Between the 1<sup>st</sup> April 2022 and the 31<sup>st</sup> March 2023 there were 1,097 positions advertised, including posts that were re-advertised and where there were multiple vacancies for one job advert. This is similar to last year, when 1,022 positions were advertised, but remains high compared to the years before that (572 in 2020-21, 504 in 2019-20 and 470 in 2018-19). 463 of the positions advertised this year were advertised more than once.

All promotions are made against an identified vacancy that has been advertised and the normal recruitment process followed, and we differentiate between internal and external vacancies in the tables below to show internal promotions.

**Table 7 - All Vacancies Advertised in 2022-2023**

Service	Positions Advertised
Audit and Procurement	4
Children Family and Safeguarding	80
Corporate Finance	16
Corporate Services	1
Economy and Culture	296
Education	292
Environment, Roads and Facilities	161
Information Technology	18
Integrated Adult and Community Services	180
Law and Governance	11
People and Performance	10
Regulatory & Housing Services	28
<b>Total</b>	<b>1,097</b>
This includes adverts for full-time, part-time and casual positions, and includes where positions have been re-advertised.	

**Table 8a - External Applicants for Employment during 2022-2023**

Service	Total External Applicants	Male	Female	Sex Not Stated	Age 16 - 24	Age 25 - 34	Age 35 - 44	Age 45 - 54	Age 55 - 64	Age 65+	Age Not Stated	Ethnic Minority	Disabled	Married / Civil Partnership	Gay / Lesbian / Bisexual	Religion Stated
Audit & Procurement	13	7	6	*	*	5	5	*	*	*	*	*	*	6	*	12
Children Family & Safeguarding	137	24	113	*	13	54	29	23	15	*	*	8	7	40	*	78
Corporate Finance	22	13	9	*	*	5	*	6	*	*	*	*	*	8	*	12
Corporate Services	1	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
Economy and Culture	438	212	225	*	199	100	60	43	32	*	*	12	27	71	24	221
Education	725	143	581	*	133	279	151	118	40	*	*	13	19	212	28	342
Environment Roads & Facilities	271	225	45	*	55	65	48	49	44	9	*	5	15	89	6	157
Information Technology	32	31	*	*	7	15	*	*	*	*	*	*	*	7	*	12
Integrated Adults & Community Services	355	101	254	*	49	118	84	65	35	*	*	14	39	116	21	176
Law & Governance	32	11	21	*	5	13	*	8	*	*	*	*	*	*	*	18
People and Performance	29	7	22	*	7	9	*	6	*	*	*	*	*	14	*	19
Regulatory & Housing Services	64	20	44	*	11	23	17	6	6	*	*	*	6	26	*	32
<b>Total</b>	<b>2,119</b>	<b>794</b>	<b>1,322</b>	<b>3</b>	<b>483</b>	<b>686</b>	<b>408</b>	<b>331</b>	<b>182</b>	<b>26</b>	<b>3</b>	<b>54</b>	<b>120</b>	<b>593</b>	<b>93</b>	<b>1,080</b>

Numbers below five have been replaced by \* to protect anonymity

**Table 8b - Internal Applicants for Employment and/or Promotion during 2022-2023**

Service	Total Internal Applicants	Male	Female	Sex Not Stated	Age 16 - 24	Age 25 - 34	Age 35 - 44	Age 45 - 54	Age 55 - 64	Age 65+	Age Not Stated	Ethnic Minority	Disabled	Married / Civil Partnership	Gay / Lesbian / Bisexual	Religion Stated
Audit & Procurement	7	*	5	*	*	*	*	*	*	*	*	*	*	5	*	6
Children Family & Safeguarding	89	14	75	*	*	36	27	16	9	*	*	5	5	37	*	56
Corporate Finance	9	6	*	*	*	*	*	*	*	*	*	*	*	*	*	5
Corporate Services	2	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
Economy and Culture	245	90	155	*	120	47	33	17	26	*	*	*	10	51	10	131
Education	441	79	362	*	37	153	127	85	34	5	*	8	5	167	10	209
Environment Roads & Facilities	128	103	25	*	11	25	35	22	30	5	*	*	*	59	*	86
Information Technology	38	35	*	*	9	15	7	7	*	*	*	*	*	*	*	21
Integrated Adult & Community Services	191	30	161	*	13	42	58	48	29	*	*	*	13	70	*	91
Law & Governance	9	*	7	*	*	*	*	*	*	*	*	*	*	*	*	5
People and Performance	9	*	7	*	*	*	*	*	*	*	*	*	*	5	*	5
Regulatory & Housing Services	32	9	23	*	*	11	7	8	*	*	*	*	*	16	*	16
<b>Total</b>	<b>1,200</b>	<b>373</b>	<b>827</b>	<b>0</b>	<b>197</b>	<b>336</b>	<b>299</b>	<b>220</b>	<b>134</b>	<b>14</b>	<b>0</b>	<b>17</b>	<b>39</b>	<b>421</b>	<b>30</b>	<b>632</b>

Numbers below five have been replaced by \* to protect anonymity

**Table 8c - Total Applicants for Employment and/or Promotion during 2022-2023**

Service	Total Applicants	Male	Female	Sex Not Stated	Age 16 -24	Age 25 - 34	Age 35 - 44	Age 45 - 54	Age 55 - 64	Age 65+	Age Not Stated	Ethnic Minority	Disabled	Married / Civil Partnership	Gay / Lesbian / Bisexual	Religion Stated
Audit & Procurement	20	9	11	*	*	6	7	6	*	*	*	*	*	11	*	18
Children Family & Safeguarding	226	38	188	*	14	90	56	39	24	*	*	13	12	77	*	134
Corporate Finance	31	19	12	*	6	7	*	9	*	*	*	*	*	12	*	17
Corporate Services	3	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
Economy and Culture	683	302	380	*	319	147	93	60	58	6	*	14	37	122	34	352
Education	1166	222	943	*	170	432	278	203	74	9	*	21	24	379	38	551
Environment Roads & Facilities	399	328	70	*	66	90	83	71	74	14	*	6	18	148	7	243
Information Technology	70	66	*	*	16	30	11	11	*	*	*	*	*	11	6	33
Integrated Adult & Community Services	546	131	415	*	62	160	142	113	64	*	*	15	52	186	25	267
Law & Governance	41	13	28	*	6	16	*	12	*	*	*	*	*	*	*	23
People and Performance	38	9	29	*	8	10	5	10	5	*	*	*	*	19	*	24
Regulatory & Housing Services	96	29	67	*	13	34	24	14	10	*	*	*	8	42	6	48
<b>Total</b>	<b>3,319</b>	<b>1,167</b>	<b>2,149</b>	<b>3</b>	<b>680</b>	<b>1,022</b>	<b>707</b>	<b>551</b>	<b>316</b>	<b>40</b>	<b>3</b>	<b>71</b>	<b>159</b>	<b>1,014</b>	<b>123</b>	<b>1,712</b>

Numbers below five have been replaced by \* to protect anonymity



**Table 9a - External Applicants Shortlisted for Employment during 2022-2023**

Service	Total External Shortlisted	Male	Female	Sex Not Stated	Age 16 -24	Age 25 - 34	Age 35 - 44	Age 45 - 54	Age 55 - 64	Age 65+	Age Not Stated	Ethnic Minority	Disabled	Married / Civil Partnership	Gay / Lesbian / Bisexual	Religion Stated
Audit & Procurement	6	*	*	*	*	*	*	*	*	*	*	*	*	*	*	5
Children Family & Safeguarding	75	16	59	*	7	29	15	11	10	*	*	*	*	22	*	44
Corporate Finance	12	6	6	*	*	*	*	*	*	*	*	*	*	*	*	6
Corporate Services	0	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
Economy and Culture	284	133	150	*	131	64	36	28	22	*	*	7	18	46	14	143
Education	206	44	161	*	33	70	49	34	19	*	*	*	5	69	7	88
Environment Roads & Facilities	130	101	29	*	23	34	20	24	23	6	*	*	*	51	*	82
Information Technology	16	15	*	*	*	5	*	*	*	*	*	*	*	*	*	*
Integrated Adult & Community Services	205	42	163	*	25	62	53	36	25	*	*	7	25	72	6	97
Law & Governance	26	8	18	*	5	10	*	7	*	*	*	*	*	*	*	15
People and Performance	12	*	11	*	*	*	*	5	*	*	*	*	*	6	*	8
Regulatory & Housing Services	34	9	25	*	5	11	9	*	*	*	*	*	5	14	*	16
<b>Total</b>	<b>1,006</b>	<b>377</b>	<b>627</b>	<b>2</b>	<b>238</b>	<b>290</b>	<b>196</b>	<b>155</b>	<b>107</b>	<b>18</b>	<b>2</b>	<b>21</b>	<b>65</b>	<b>293</b>	<b>33</b>	<b>508</b>

Numbers below five have been replaced by \* to protect anonymity

**Table 9b - Internal Applicants Shortlisted for Employment and/or Promotion during 2022-2023**

Service	Total Internal Shortlisted	Male	Female	Sex Not Stated	Age 16 -24	Age 25 - 34	Age 35 - 44	Age 45 - 54	Age 55 - 64	Age 65+	Age Not Stated	Ethnic Minority	Disabled	Married / Civil Partnership	Gay / Lesbian / Bisexual	Religion Stated
Audit & Procurement	5	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
Children Family & Safeguarding	73	10	63	*	*	30	20	14	8	*	*	*	5	30	*	45
Corporate Finance	8	6	*	*	*	*	*	*	*	*	*	*	*	*	*	*
Corporate Services	1	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
Economy and Culture	221	81	140	*	104	46	30	15	24	*	*	*	9	45	9	116
Education	243	52	191	*	24	78	72	40	25	*	*	*	*	94	*	109
Environment Roads & Facilities	108	84	24	*	10	22	25	20	27	*	*	*	*	49	*	71
Information Technology	28	26	*	*	6	11	5	6	*	*	*	*	*	*	*	12
Integrated Adult & Community Services	152	25	127	*	9	31	46	41	24	*	*	*	11	60	*	71
Law & Governance	9	*	7	*	*	*	*	*	*	*	*	*	*	*	*	5
People and Performance	8	*	7	*	*	*	*	*	*	*	*	*	*	*	*	*
Regulatory & Housing Services	28	8	20	*	*	8	6	8	*	*	*	*	*	15	*	14
<b>Total</b>	<b>884</b>	<b>297</b>	<b>587</b>	<b>0</b>	<b>160</b>	<b>233</b>	<b>208</b>	<b>158</b>	<b>113</b>	<b>12</b>	<b>0</b>	<b>10</b>	<b>33</b>	<b>310</b>	<b>23</b>	<b>455</b>

Numbers below five have been replaced by \* to protect anonymity

**Table 9c - Total Applicants Shortlisted for Employment and/or Promotion during 2022-2023**

Service	Total Applicants Shortlisted	Male	Female	Sex Not Stated	Age 16 -24	Age 25 - 34	Age 35 - 44	Age 45 - 54	Age 55 - 64	Age 65+	Age Not Stated	Ethnic Minority	Disabled	Married / Civil Partnership	Gay / Lesbian / Bisexual	Religion Stated
Audit & Procurement	11	*	8	*	*	*	5	*	*	*	*	*	*	7	*	9
Children Family & Safeguarding	148	26	122	*	8	59	35	25	18	*	*	5	8	52	*	89
Corporate Finance	20	12	8	*	5	*	*	5	*	*	*	*	*	7	*	10
Corporate Services	1	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
Economy and Culture	505	214	290	*	235	110	66	43	46	5	*	9	27	91	23	259
Education	449	96	352	*	57	148	121	74	44	5	*	5	7	163	11	197
Environment Roads & Facilities	238	185	53	*	33	56	45	44	50	10	*	*	7	100	*	153
Information Technology	44	41	*	*	10	16	8	10	*	*	*	*	*	7	*	16
Integrated Adult & Community Services	357	67	290	*	34	93	99	77	49	*	*	8	36	132	10	168
Law & Governance	35	10	25	*	6	13	*	11	*	*	*	*	*	*	*	20
People and Performance	20	*	18	*	*	*	*	8	*	*	*	*	*	10	*	12
Regulatory & Housing Services	62	17	45	*	7	19	15	12	8	*	*	*	7	29	*	30
<b>Total</b>	<b>1,890</b>	<b>674</b>	<b>1,214</b>	<b>2</b>	<b>398</b>	<b>523</b>	<b>404</b>	<b>313</b>	<b>220</b>	<b>30</b>	<b>2</b>	<b>31</b>	<b>98</b>	<b>603</b>	<b>56</b>	<b>963</b>

Numbers below five have been replaced by \* to protect anonymity

**Table 10a – External Applicants Appointed during 2022-2023**

Service	Total External Appointed	Male	Female	Sex Not Stated	Age 16 -24	Age 25 - 34	Age 35 - 44	Age 45 - 54	Age 55 - 64	Age 65+	Age Not Stated	Ethnic Minority	Disabled	Married / Civil Partnership	Gay / Lesbian / Bisexual	Religion Stated
Audit & Procurement	2	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
Children Family & Safeguarding	6	*	5	*	*	*	*	*	*	*	*	*	*	*	*	5
Corporate Finance	4	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
Corporate Services	0	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
Economy and Culture	27	9	18	*	11	9	*	*	*	*	*	*	*	*	*	15
Education	49	13	36	*	10	17	11	8	*	*	*	*	*	18	*	23
Environment Roads & Facilities	10	8	*	*	*	*	*	*	*	*	*	*	*	6	*	*
Information Technology	2	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
Integrated Adult & Community Services	18	5	13	*	*	6	*	*	*	*	*	*	*	11	*	12
Law & Governance	6	*	5	*	*	*	*	*	*	*	*	*	*	*	*	5
People and Performance	0	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
Regulatory & Housing Services	3	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
<b>Total</b>	<b>127</b>	<b>42</b>	<b>85</b>	<b>0</b>	<b>29</b>	<b>41</b>	<b>22</b>	<b>21</b>	<b>11</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>4</b>	<b>43</b>	<b>4</b>	<b>69</b>

Numbers below five have been replaced by \* to protect anonymity

**Table 10b – Internal Applicants Appointed during 2022-2023**

Service	Total Internal Appointed	Male	Female	Sex Not Stated	Age 16 -24	Age 25 - 34	Age 35 - 44	Age 45 - 54	Age 55 - 64	Age 65+	Age Not Stated	Ethnic Minority	Disabled	Married / Civil Partnership	Gay / Lesbian / Bisexual	Religion Stated
Audit & Procurement	1	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
Children Family & Safeguarding	43	7	36	*	*	17	16	7	*	*	*	*	*	16	*	25
Corporate Finance	5	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
Corporate Services	1	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
Economy and Culture	174	64	110	*	84	34	20	13	21	*	*	*	7	35	6	91
Education	181	45	136	*	20	52	54	28	23	*	*	*	*	79	*	72
Environment Roads & Facilities	92	70	22	*	9	18	20	17	25	*	*	*	*	43	*	61
Information Technology	14	14	*	*	*	5	*	*	*	*	*	*	*	*	*	5
Integrated Adult & Community Services	101	16	85	*	7	19	33	24	17	*	*	*	6	42	*	44
Law & Governance	7	*	6	*	*	*	*	*	*	*	*	*	*	*	*	*
People and Performance	5	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
Regulatory & Housing Services	20	6	14	*	*	6	5	5	*	*	*	*	*	10	*	11
<b>Total</b>	<b>644</b>	<b>230</b>	<b>414</b>	<b>0</b>	<b>130</b>	<b>155</b>	<b>151</b>	<b>106</b>	<b>91</b>	<b>11</b>	<b>0</b>	<b>6</b>	<b>23</b>	<b>232</b>	<b>17</b>	<b>319</b>

Numbers below five have been replaced by \* to protect anonymity

**Table 10c – Total Applicants Appointed during 2022-2023**

Service	Total Appointed	Male	Female	Sex Not Stated	Age 16 -24	Age 25 - 34	Age 35 - 44	Age 45 - 54	Age 55 - 64	Age 65+	Age Not Stated	Ethnic Minority	Disabled	Married / Civil Partnership	Gay / Lesbian / Bisexual	Religion Stated
Audit & Procurement	3	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
Children Family & Safeguarding	49	8	41	*	*	20	16	7	*	*	*	*	*	18	*	30
Corporate Finance	9	6	*	*	*	*	*	*	*	*	*	*	*	*	*	*
Corporate Services	1	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
Economy and Culture	201	73	128	*	95	43	21	17	22	*	*	*	8	38	6	106
Education	230	58	172	*	30	69	65	36	26	*	*	*	*	97	5	95
Environment Roads & Facilities	102	78	24	*	10	19	24	20	26	*	*	*	*	49	*	65
Information Technology	16	16	*	*	*	7	*	*	*	*	*	*	*	*	*	6
Integrated Adult & Community Services	119	21	98	*	9	25	36	27	21	*	*	*	7	53	6	56
Law & Governance	13	*	11	*	*	*	*	5	*	*	*	*	*	*	*	9
People and Performance	5	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
Regulatory & Housing Services	23	7	16	*	*	7	5	6	*	*	*	*	*	11	*	11
<b>Total</b>	<b>771</b>	<b>272</b>	<b>499</b>	<b>0</b>	<b>159</b>	<b>196</b>	<b>173</b>	<b>127</b>	<b>102</b>	<b>14</b>	<b>0</b>	<b>9</b>	<b>27</b>	<b>275</b>	<b>21</b>	<b>388</b>

Numbers below 5 have been replaced by \* to protect anonymity

**Table 11 – Recruitment of Ethnic Minority and Disabled People between 2006 and 2023**

		Applicants			Shortlisted			Appointments		
		No. of Applicants	% of Category	% of Total	No. Shortlisted	% of Category	% of Total	No. of Appointments	% of Category	% of Total
2022-23	Ethnic Minority	71	100%	2.14%	31	43.66%	1.64%	9	12.68%	1.17%
	Disabled	159	100%	4.79%	98	61.64%	5.19%	27	16.98%	3.50%
	Overall Total	3319			1890			771		
2021-22	Ethnic Minority	96	100%	2.42%	40	41.67%	2.04%	14	14.58%	1.89%
	Disabled	160	100%	4.03%	74	46.25%	3.77%	27	16.88%	3.65%
	Overall Total	3972			1964			739		
2020-21	Ethnic Minority	50	100%	1.95%	9	18.00%	1.06%	4	8.00%	1.27%
	Disabled	102	100%	3.98%	28	27.45%	3.28%	6	5.88%	1.90%
	Overall Total	2566			853			316		
2019-20	Ethnic Minority	33	100%	1.42%	11	33.33%	1.58%	3	9.09%	1.30%
	Disabled	102	100%	4.40%	40	39.22%	5.73%	8	7.84%	3.46%
	Overall Total	2316			698			231		
2018-19	Ethnic Minority	50	100%	1.58%	17	34.00%	1.13%	2	4.00%	0.50%
	Disabled	127	100%	4.01%	63	49.61%	4.17%	15	11.81%	3.76%
	Overall Total	3168			1511			399		
2017-18	Ethnic Minority	31	100%	1.14%	11	35.48%	0.89%	2	6.45%	0.57%
	Disabled	95	100%	3.48%	51	53.68%	4.14%	18	18.95%	5.14%
	Overall Total	2727			1233			350		
2016-17	Ethnic Minority	35	100%	1.17%	10	28.57%	0.83%	2	5.71%	0.59%
	Disabled	146	100%	4.87%	62	42.47%	5.17%	10	6.85%	2.93%
	Overall Total	2996			1200			341		
2015-16	Ethnic Minority	33	100%	0.97%	10	30.30%	0.90%	2	6.06%	0.66%
	Disabled	163	100%	4.79%	45	27.61%	4.05%	12	7.36%	3.97%
	Overall Total	3401			1111			302		
2014-15	Ethnic Minority	47	100%	2.09%	14	29.79%	1.98%	0	0.00%	0.00%
	Disabled	123	100%	5.46%	30	24.39%	4.25%	5	4.07%	1.98%
	Overall Total	2252			706			253		

		Applicants			Shortlisted			Appointments		
2013-14	Ethnic Minority	27	100%	1.28%	4	14.81%	0.75%	2	7.41%	0.81%
	Disabled	87	100%	4.13%	24	27.59%	4.51%	11	12.64%	4.47%
	Overall Total	2109			532			246		
2012-13	Ethnic Minority	33	100%	1.90%	13	39.30%	2.10%	3	9.00%	1.80%
	Disabled	66	100%	3.90%	23	34.80%	3.80%	3	4.50%	1.80%
	Overall Total	1678			599			165		
2011-12	Ethnic Minority	71	100%	2.10%	16	22.50%	1.80%	4	5.60%	2.30%
	Disabled	151	100%	4.50%	36	23.80%	4.10%	3	2.00%	1.70%
	Overall Total	3363			877			172		
2010-11	Ethnic Minority	81	100%	2.60%	11	13.60%	1.20%	3	3.70%	1.90%
	Disabled	117	100%	3.80%	37	31.60%	3.90%	4	3.40%	2.60%
	Overall Total	3062			938			155		
2009-10	Ethnic Minority	107	100%	2.50%	13	12.10%	1.10%	2	1.90%	1.00%
	Disabled	122	100%	2.90%	49	40.20%	4.00%	5	4.10%	2.60%
	Overall Total	4244			1210			195		
2008-09	Ethnic Minority	80	100%	2.70%	19	23.80%	2.50%	0	0.00%	0.00%
	Disabled	86	100%	2.90%	23	26.70%	3.10%	0	0.00%	0.00%
	Overall Total	2940			748			105		
2007-08	Ethnic Minority	128	100%	3.30%	35	27.30%	2.70%	10	7.80%	2.70%
	Disabled	96	100%	2.50%	43	44.80%	3.40%	4	4.20%	1.10%
	Overall Total	3826			1280			372		
2006-07	Ethnic Minority	79	100%	2.00%	14	17.70%	1.20%	5	6.30%	1.40%
	Disabled	70	100%	1.80%	31	44.30%	2.70%	4	5.70%	1.10%
	Overall Total	3921			1165			350		

The table above shows the trend since 2006 in the number of applicants who have declared a disability or identify as an ethnic minority. The number of ethnic minority applicants (71, 2.14% of all applicants) fell during the period, in comparison to last year, but remains higher than in previous years. 1.64% of applicants shortlisted (31) and 1.17% (9) of applicants appointed were ethnic minority.

The number (159) and percentage of disabled applicants increased to 4.79% of all applicants, with 5.19% of all applicants shortlisted and 3.50% (27) of all applicants appointed. These increases could have been an ongoing impact from increases

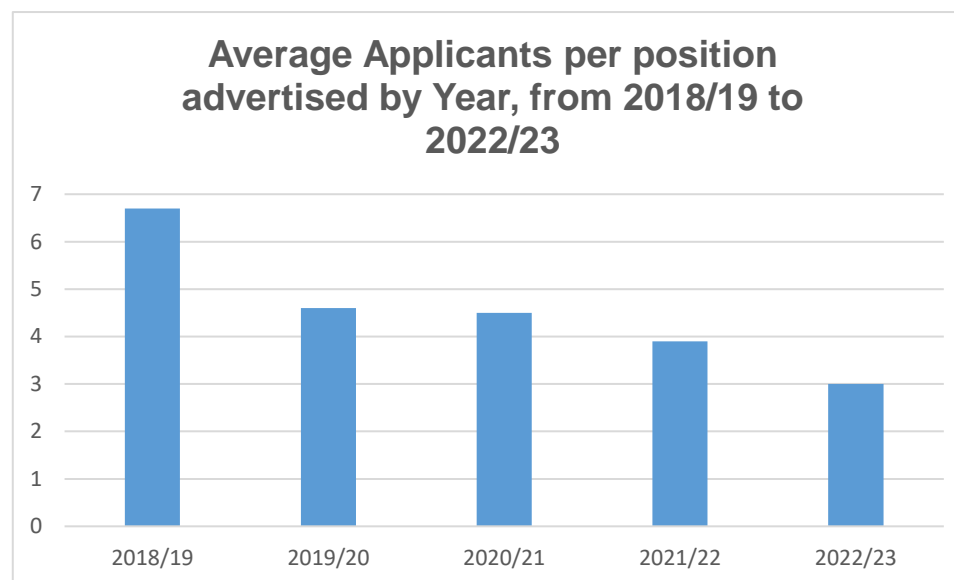


to flexible working, particularly due to the ability for some posts to work in a hybrid manner, making some jobs more accessible to disabled people.

We held workshops in July 2023, as part of joint work between North Wales Community Cohesion officers, the North Wales Public Sector Equality Network and our own Employability team, to talk with residents and interested parties to discuss inclusive recruitment. Feedback from these sessions will be used to identify actions to ensure public sector recruitment in Conwy is designed in a way that ensures our workforce is representative of the communities we serve.

## Recruitment Analysis

There were 3,319 applications for the 1,097 positions advertised between the 1<sup>st</sup> April 2022 and the 31<sup>st</sup> March 2023, an average of approximately 3 applications per position advertised. This represents a decrease of 0.9 applications per vacancy in comparison to last year and continues a gradual decrease in the average number of applicants per vacancy as shown below:



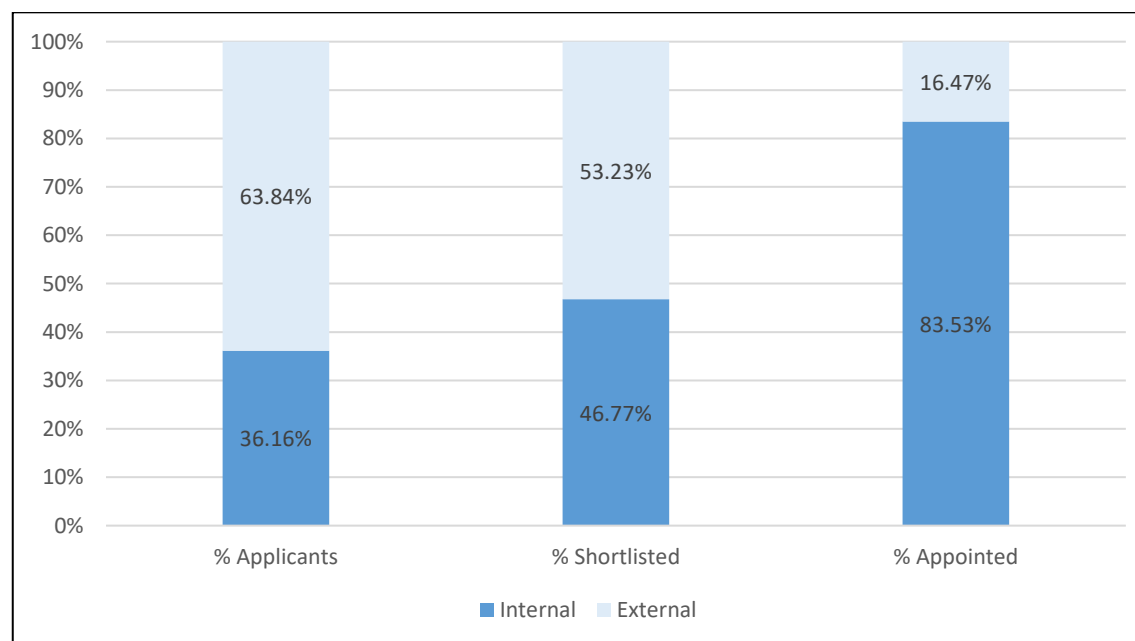
While this trend reflects wider recruitment patterns across Wales and the UK during the period and could be reflective of the increased number of positions advertised in 2021/22 and 2022/23, there has been significant work carried out internally

through the recruitment project to review recruitment and selection processes. This includes reviewing job adverts, the Job Description and Person Specification template and details around Welsh Language requirements.

## Internal V External Applicants

Chart 1 shows a considerable difference between the appointment rate of internal and external job applicants. During the year 54% of internal applicants were successful in appointment (up by approximately 5% compared to last year), compared to 6% of external applicants being successful (up by approximately 1.5% compared to last year).

**Chart 1 - Number of Applications compared with the Number Shortlisted and the Number Appointed by Internal and External Applicant:**

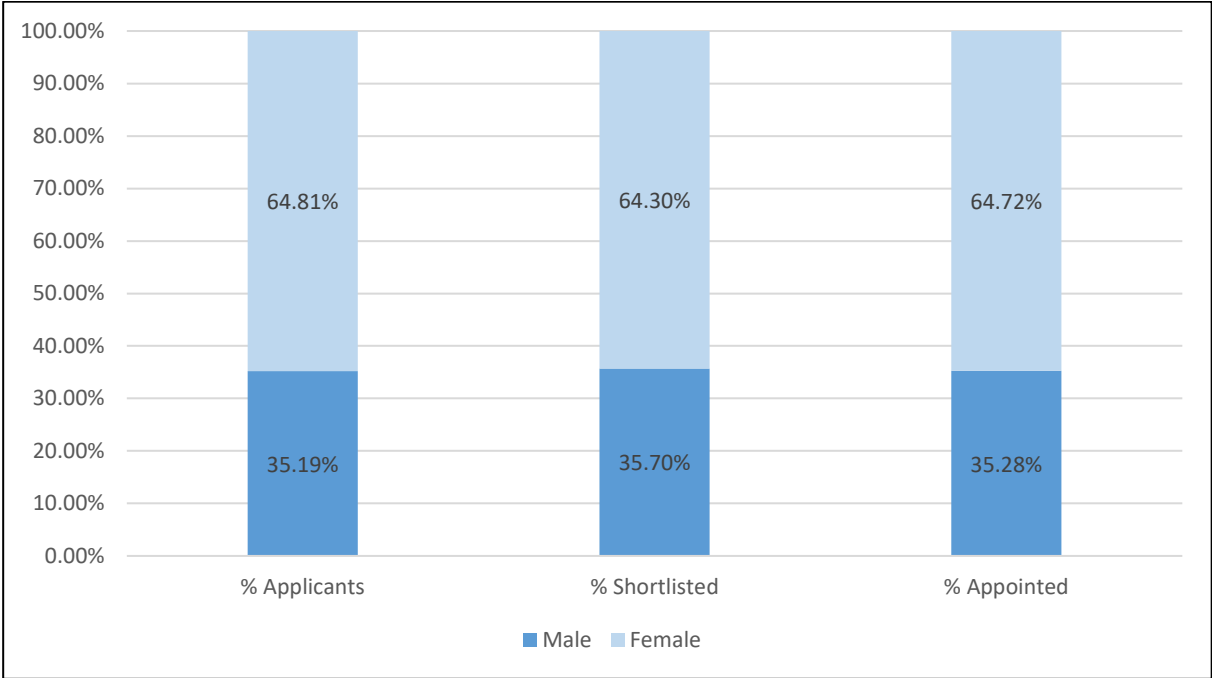


## Sex

Overall, 35% of all job applicants were male and 65% female and these figures changed very little at shortlisting and appointment stages, as can be seen in Chart 2 below. However, gender applicant trends vary considerably between services. Children Family and Safeguarding, Integrated Adults & Community Services and Education attracted between 76-83% female

applicants. In contrast Information Technology and Environment, Roads & Facilities attracted between 6-18% female applicants. There was no difference in the proportion of appointments made this year, with 23% of all female and male applicants appointed.

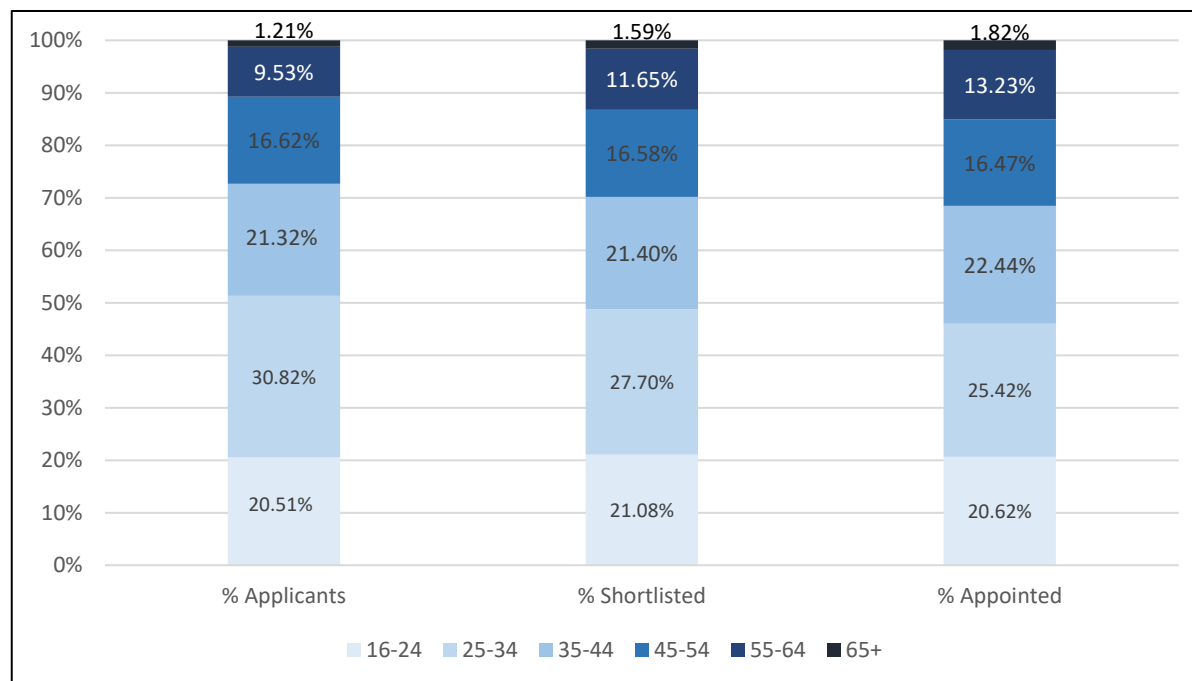
**Chart 2 - Number of Applications Compared with the Number Shortlisted and Appointed by Sex:**



**Age**

Almost a third of all applicants (31%) were aged 25-34, with a further 21% of applicants being aged 35-44. In terms of appointments, people aged 55+ made up only 10% of applicants but 13% of appointments, while people aged 25-34 made up 31% of applicants but only 26% of appointments.

**Chart 3 - Number of Applications Compared with the Number Shortlisted and Appointed by Age:**



## Ethnicity

There were 71 applications from candidates of an ethnic minority background, which formed 2.14% of the total applications received, 1.64% of those shortlisted and 1.17% of those appointed. 43.66% of applicants from an ethnic minority background were shortlisted and 12.68% appointed, which is similar to the previous year (41.67% and 14.58% respectively). This is still lower than for the non-ethnic minorities group where 57.24% were shortlisted and 23.46% were appointed, showing a higher proportion of the non-ethnic minority applicants being shortlisted and appointed.

	Number Applied	% Applied	Number Shortlisted	% of all Applicants Shortlisted	% Shortlisted of Group	Number Appointed	% of all Appointed	% Appointed from Shortlist	% Appointed from Applicants
<b>Ethnic Minority</b>	71	2.14%	31	1.64%	43.66%	9	1.17%	29.03%	12.68%
<b>Non Ethnic Minority</b>	3,248	97.86%	1,859	98.36%	57.24%	762	98.93%	40.99%	23.46%
<b>Total</b>	3,319	-	1,890	-	56.94%	771	-	40.79%	23.23%

## Disability

The table below shows that 4.79% of all applicants were disabled applicants, which is a slight increase since last year in percentage terms (up from 4.03%) – and there was a similar number of applicants (159 compared to 160). The number of disabled applicants shortlisted increased again from 74 last year to 98 this year. 3.50% of all appointments were disabled applicants, which compares to the overall workforce declaring a disability of 2.16%. 61.64% of disabled applicants were shortlisted compared to those not declaring a disability at 56.71%. 16.98% of disabled people were appointed, compared to 23.54% of people not declaring a disability being appointed. The same number of appointments of disabled applicants were made this year compared to last (27).

	Number Applied	% Applied	Number Shortlisted	% of all Applicants Shortlisted	% Shortlisted of Group	Number Appointed	% of all Appointed	% Appointed from Shortlist	% Appointed from Applicants
<b>Disabled</b>	159	4.79%	98	5.19%	61.64%	27	3.50%	27.55%	16.98%
<b>Not Disabled</b>	3,160	95.21%	1,792	94.81%	56.71%	744	96.50%	41.52%	23.54%
<b>Total</b>	3,319	-	1,890	-	56.94%	771	-	40.79%	23.23%

## Lesbian, Gay & Bisexual Applicants

The table below shows that 3.71% of applicants regarded themselves as Lesbian, Gay or Bisexual. Of all applicants who were shortlisted, 2.96% were Lesbian, Gay or Bisexual and 2.72% of all appointees were Lesbian, Gay or Bisexual. There was a decrease in the number of applicants this year (123 this year compared to 169 last year). However, there were less applicants overall this year and the proportion of Lesbian, Gay and Bisexual people appointed was similar (2.72% this year compared to 2.30% last year). Of all applicants who regard themselves as Lesbian, Gay & Bisexual, 37.50% were shortlisted and 17.07% appointed, compared to 23.61% shortlisted and 10.06% appointed respectively last year.

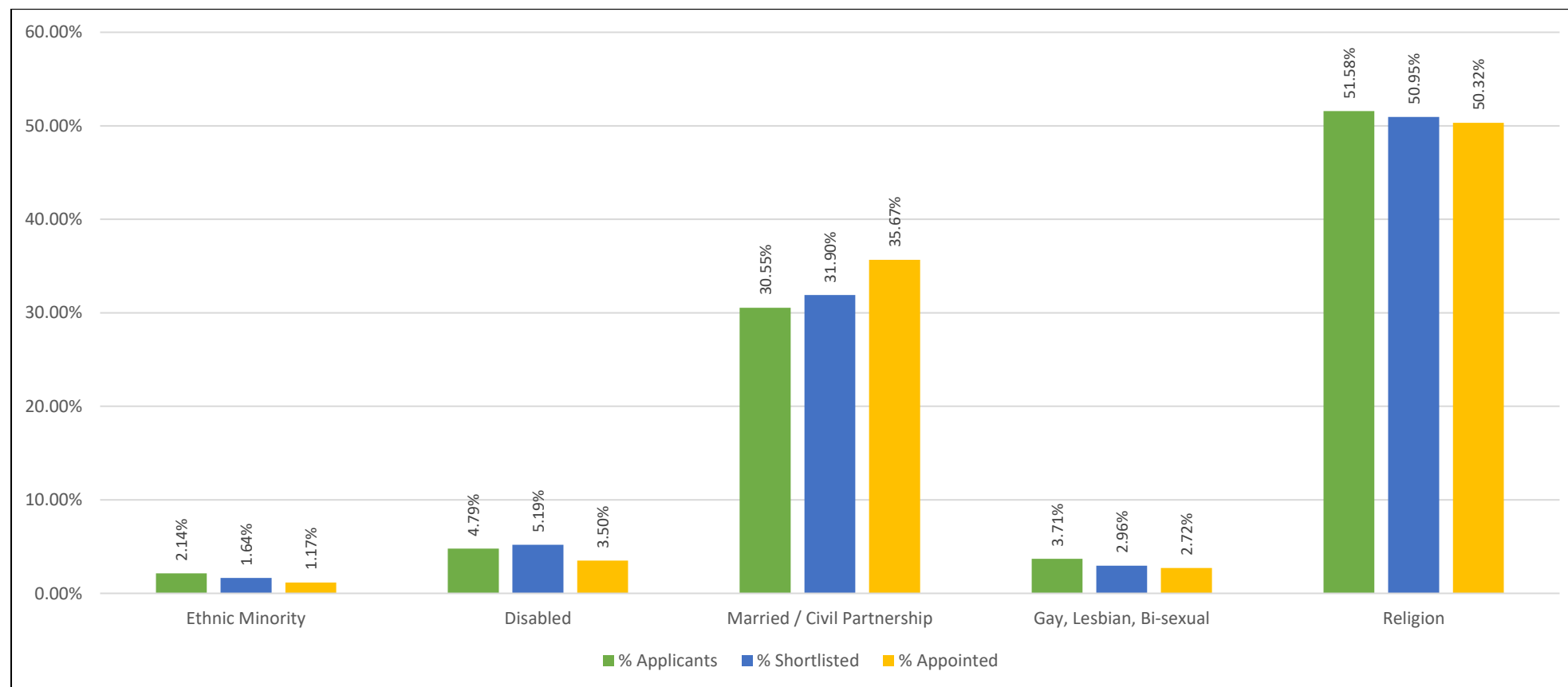
	Number Applied	% Applied	Number Shortlisted	% of all Applicants Shortlisted	% Shortlisted of Group	Number Appointed	% of all Appointed	% Appointed from Shortlist	% Appointed from Applicants
<b>Lesbian, Gay, Bisexual</b>	123	3.71%	56	2.96%	45.53%	21	2.72%	37.50%	17.07%
<b>Not Lesbian, Gay, Bisexual</b>	3,196	96.29%	1,834	97.04%	57.38%	750	97.28%	40.89%	23.47%
<b>Total</b>	3,319	-	1,890	-	56.94%	771	-	40.79%	23.23%

## Married/Civil Partnership / Religion & Belief / Transgender

Insufficient data to be analysed. We are looking at improving data in these areas so that further analysis can be carried out.

## Summary

**Chart 4 – Number of Applications Compared with the Number Shortlisted and Appointed by protected characteristic:**



**Table 12 - Summary of job applicant by protected characteristic (using Chi Square Analysis), 2022-23**

Equality Group	Applied	Shortlisted	Number expected to be shortlisted	Appointed	Number expected to be appointed	% of Applicants Shortlisted	% of Applicants Appointed	Analysis of Shortlisting	Analysis of Appointments
Male	1,167	674	614 - 715	272	239 - 303	57.8%	23.3%	As expected	As expected
Female	2,149	1,214	1155 - 1292	499	455 - 543	56.5%	23.2%	As expected	As expected
Ethnic minority	71	31	28 - 53	9	8 - 24	43.7%	12.7%	As expected	As expected
Disabled	159	98	72 - 109	27	25 - 49	61.6%	17.0%	As expected	As expected
16-24	680	398	349 - 426	159	133 - 183	58.5%	23.4%	As expected	As expected
25-34	1,022	523	535 - 629	196	207 - 267	51.2%	19.2%	Low	Low
35-44	707	404	363 - 442	173	139 - 189	57.1%	24.5%	As expected	As expected
45-54	551	313	279 - 348	127	106 - 150	56.8%	23.0%	As expected	As expected
55-64	316	220	154 - 206	102	56 - 90	69.6%	32.3%	High	High
65+	40	30	13 - 32	14	3 - 15	75.0%	35.0%	As expected	As expected
Married/Civil Partnership	1,014	603	530 - 625	275	206 - 266	59.5%	27.1%	As expected	High
Religion	1,712	963	914 - 1036	388	359 - 437	56.3%	22.7%	As expected	As expected
Gay, Lesbian, Bisexual	123	56	54 - 86	21	19 - 39	45.5%	17.1%	As expected	As expected
<b>All Applicants</b>	3,319	1,890	-	771	-	56.94%	23.23%		

**Note:** The 'Number Expected to be shortlisted' and 'Number expected to be appointed' figures have been produced via chi-square distribution, a statistical method of assessing the difference between observed and expected outcomes using a standard deviation based calculation.

## 6. Training Applications and Training Received

Corporate training courses, as set out in our Corporate Learning and Development Plan, are automatically booked and recorded on our HR/Payroll system via Employment Self-service (ESS). Where services arrange separate ad-hoc training for their employees, or employees have attended additional training, the employee can now record that additional training onto their training record via ESS. The line manager or Departmental Training Link Officer can still also record this onto the employee's training record. Therefore, the training records held on our HR/Payroll system should reflect all training that has been undertaken across the Council. Training data is collected and analysed in an attempt to ensure that access to learning and development opportunities are not influenced by any particular protected characteristics.

A workflow package for training applications has now run for 4 years that has helped to improve data collection in this area. This report includes data collated through web training requests and **Tables 13a and 13b** show training requests. This is unlikely to capture informal discussions between an employee and their manager where a training request was declined verbally and not recorded. Similarly, where mandatory training is booked for staff, this can sometimes be arranged without completing a training request form. We have put arrangements in place to capture this as far as possible.

**Tables 14a and 14b** show the actual training undertaken during the period 2022-2023.



**Table 13a - Training Applications by Service during 2022-23**

Service	Total Training Applications	Age 16 - 24	Age 25 - 34	Age 35 - 44	Age 45 - 54	Age 55 - 64	Age 65+	Female	Male	Ethnic Minority	Disabled	Married / Civil Partnership	Gay, Lesbian, Bisexual	Transgender
Audit & Procurement	21	*	*	*	15	*	*	13	8	*	*	16	*	*
Chief Executives Office	5	*	*	*	*	*	*	5	*	*	*	5	*	*
Children Family & Safeguarding	511	9	147	125	131	92	7	401	110	17	36	184	*	*
Corporate Finance	121	*	13	35	48	17	5	92	29	*	*	59	*	*
Economy and Culture	395	42	63	106	95	76	13	264	131	*	10	190	12	*
Education	437	*	55	134	144	95	6	328	109	8	24	248	*	*
Environment Roads & Facilities	271	*	50	58	75	69	15	81	190	*	9	127	*	*
Information Technology	157	11	24	70	23	28	*	50	107	*	*	56	5	*
Integrated Adult & Community Services	1,504	44	354	377	358	330	41	1314	190	29	77	646	30	*
Law & Governance	33	*	*	*	18	8	*	31	*	*	7	12	*	*
People and Performance	70	*	7	17	37	8	*	51	19	*	*	53	*	*
Regulatory & Housing Services	189	9	37	51	61	30	*	128	61	*	*	92	7	*
<b>Total</b>	<b>3,714</b>	<b>126</b>	<b>756</b>	<b>980</b>	<b>1,007</b>	<b>755</b>	<b>90</b>	<b>2,758</b>	<b>956</b>	<b>58</b>	<b>175</b>	<b>1,688</b>	<b>62</b>	<b>5</b>

Numbers below five have been replaced by \* to protect anonymity

**Table 13b - Training Applications by religion and belief during 2022-23**

Service	Total Training Applications	Agnostic	Atheist	Buddhist	Christian	Hindu	Jehovah Witness	Jewish	Muslim	No Religion	Not Specified	Not Stated	Other
Audit & Procurement	21	*	*	*	16	*	*	*	*	*	*	*	*
Chief Executives Office	5	*	*	*	*	*	*	*	*	*	*	*	*
Children Family & Safeguarding	511	*	51	*	172	*	*	*	*	176	32	54	20
Corporate Finance	121	6	*	*	60	*	*	*	*	30	10	10	*
Economy and Culture	395	11	11	*	173	*	*	*	*	119	12	62	6
Education	437	12	12	*	137	*	*	*	*	101	5	150	20
Environment Roads & Facilities	271	8	19	*	114	*	*	*	*	72	15	43	*
Information Technology	157	*	27	*	31	*	*	*	*	82	*	*	*
Integrated Adult & Community Services	1,504	25	86	*	511	*	*	*	10	548	49	255	16
Law & Governance	33	*	*	*	12	*	*	*	*	17	*	*	*
People and Performance	70	*	*	*	29	*	*	*	*	32	5	*	*
Regulatory & Housing Services	189	*	7	*	63	*	*	*	*	72	9	38	*
<b>Total</b>	<b>3,714</b>	<b>69</b>	<b>216</b>	<b>8</b>	<b>1,319</b>	<b>3</b>	<b>2</b>	<b>2</b>	<b>10</b>	<b>1,253</b>	<b>142</b>	<b>626</b>	<b>64</b>

Numbers below five have been replaced by \* to protect anonymity

**Table 14a - Training Completed by Service during 2022-23**

Service	Total Training Applications	Age 16 - 24	Age 25 - 34	Age 35 - 44	Age 45 - 54	Age 55 - 64	Age 65+	Female	Male	Ethnic Minority	Disabled	Married / Civil Partnership	Gay, Lesbian, Bisexual	Transgender
Audit & Procurement	21	*	*	*	15	*	*	13	8	*	*	16	*	*
Chief Executives Office	5	*	*	*	*	*	*	5	*	*	*	5	*	*
Children Family & Safeguarding	501	9	143	124	128	90	7	393	108	17	34	181	*	*
Corporate Finance	119	*	13	34	48	16	5	90	29	*	*	59	*	*
Economy and Culture	393	42	62	106	94	76	13	262	131	*	9	190	11	*
Education	431	*	53	132	142	95	6	323	108	8	24	245	*	*
Environment Roads & Facilities	267	*	50	57	73	69	15	78	189	*	9	126	*	*
Information Technology	157	11	24	70	23	28	*	50	107	*	2	56	5	*
Integrated Adult & Community Services	1466	44	340	368	349	325	40	1280	186	27	77	630	28	*
Law & Governance	33	*	*	*	18	8	*	31	*	*	7	12	*	*
People and Performance	70	*	7	17	37	8	*	51	19	*	*	53	*	*
Regulatory & Housing Services	184	9	37	50	58	29	*	125	59	*	*	89	7	*
<b>Total</b>	<b>3,647</b>	<b>125</b>	<b>735</b>	<b>965</b>	<b>987</b>	<b>746</b>	<b>89</b>	<b>2701</b>	<b>946</b>	<b>56</b>	<b>171</b>	<b>1662</b>	<b>59</b>	<b>4</b>

Numbers below five have been replaced by \* to protect anonymity

**Table 14b – Training Completed by religion and belief during 2022-23**

Service	Total Training Applications	Agnostic	Atheist	Buddhist	Christian	Hindu	Jehovah Witness	Jewish	Muslim	No Religion	Not Specified	Not Stated	Other
Audit & Procurement	21	*	*	*	16	*	*	*	*	*	*	*	*
Chief Executives Office	5	*	*	*	*	*	*	*	*	3	*	*	*
Children Family & Safeguarding	501	*	51	*	170	*	*	*	*	172	32	52	18
Corporate Finance	119	6	*	*	59	*	*	*	*	30	10	9	*
Economy and Culture	393	11	11	*	173	*	*	*	*	118	11	62	6
Education	431	12	12	*	134	*	*	*	*	99	5	149	20
Environment Roads & Facilities	267	7	18	*	112	*	*	*	*	72	15	43	*
Information Technology	157	*	27	*	31	*	*	*	*	82	*	*	*
Integrated Adult & Community Services	1,466	25	81	*	496	*	*	*	10	535	48	251	16
Law & Governance	33	*	*	*	12	*	*	*	*	17	*	*	*
People and Performance	70	*	*	*	29	*	*	*	*	32	5	*	*
Regulatory & Housing Services	184	*	7	*	61	*	*	*	*	70	9	37	*
<b>Total</b>	<b>3,647</b>	<b>68</b>	<b>210</b>	<b>8</b>	<b>1,294</b>	<b>3</b>	<b>2</b>	<b>2</b>	<b>10</b>	<b>1,231</b>	<b>140</b>	<b>617</b>	<b>62</b>

Numbers below 5 have been replaced by \* to protect anonymity

## Table 15 - E-Learning Equality Training: Modules undertaken by employees

### Engaging Diversity Module Completed from the 1<sup>st</sup> April 2022 to the 31<sup>st</sup> March 2023

	Engaging Diversity	Total Number of Modules Completed (Ongoing)
No. of Employees	104	3,174

The figure above does not include the overview presented in Corporate Induction, or staff who have attended ad-hoc specialist training (e.g. anti-racism training, positive action, Gypsy, Roma and Traveller training, Equality Impact Assessment, Transgender Awareness training).

During 2022-23, we started to review options and arrangements in relation to the mandatory e-learning module (as well as in relation to our other Equality, Diversity and Inclusion training offer). We have progressed this work further in 2024, including mandatory Equality, Diversity and Inclusion modules through the Coaching Culture platform, revisions to online learning, initial development of a Resource Library for self-directed learning and rollout of anti-racism training.

### Table 16 - Analysis of completed Training Events from the 1<sup>st</sup> April 2022 to the 31<sup>st</sup> March 2023

	No. of Training Applications	No. of Completed Training Events	As a % of All Completed Training Events	As a % of Staff Currently Employed (Permanent/Fixed Term)
Male	956	946	25.47%	20.04%
Female	2,758	2,701	72.72%	57.21%
Ethnic Minority	58	56	1.51%	1.19%
Disabled	175	171	4.60%	3.62%
16 - 24	126	125	3.37%	2.65%
25 - 34	756	735	19.79%	15.57%
35 - 44	980	965	25.98%	20.44%
45 - 54	1007	987	26.58%	20.91%
55 - 64	755	746	20.09%	15.80%
65+	90	89	2.40%	1.89%
Married / Civil Partnership	1,688	1,662	44.75%	35.20%
Gay / Lesbian / Bisexual	62	59	1.59%	1.25%
Religion / Belief	3,088	3,030	81.58%	64.18%
Transgender	5	4	0.11%	0.08%

956 training applications were received from males with 946 of those being completed (99%), and 2,758 training applications were received from females with 2,701 of those completed (98%). There were less training applications in total this year (3,647) than last year (3,934) but the figure is still high in comparison to previous years. This could be due to the continuation of some of the Council's training being delivered online and an increase in availability of short webinars and workshops.

## 7. Sickness Absence / Grievance / Disciplinary Action and other Cases

**Table 17 – All Sickness Absence / Grievance / Disciplinary Cases in 2022-23**

Cases	Total	Female	Male	Age 16 - 24	Age 25 - 34	Age 35 - 44	Age 45 - 54	Age 55 - 64	Age 65+	Ethnic Minority	Disabled	Married / Civil Partnership	Gay, Lesbian, Bisexual	Religion & Belief	Transgender
Improvement Notices	309	204	105	12	45	64	69	102	17	7	12	139	5	181	*
Grievance / Bullying	5	*	*	*	*	*	*	*	*	*	*	*	*	*	*
Disciplinary / Capability	27	11	16	*	6	*	10	6	*	*	*	11	*	17	*
<b>Total</b>	<b>341</b>	<b>218</b>	<b>123</b>	<b>13</b>	<b>51</b>	<b>67</b>	<b>80</b>	<b>111</b>	<b>19</b>	<b>8</b>	<b>15</b>	<b>152</b>	<b>6</b>	<b>201</b>	<b>0</b>

Note: Any figures less than five are shown as \* to protect the identity of individuals. Totals remain unchanged.

Note: Information under Grievance and Bullying cases includes complainants. Information under Disciplinary / Capability includes staff against whom a complaint was made.

The number of Sickness Absence cases this year was almost double last year's figures (155). Sickness absence cases include those where Absence Improvement Notices have been issued because staff have hit absence triggers. 309 Sickness Absence Improvement Notices equates to 7.56% of the permanent and fixed term workforce being issued with Improvement Notices during the year. This % could be lower as some staff may have been issued with more than 1 Improvement Notice where the notice level could have been escalated over the year. 3.9% of Absence Improvement Notices were issued to disabled employees, which is slightly higher than the workforce profile of 2.3% disabled staff. 66% of Sickness Absences cases involved female staff and 34% male staff, compared to the workforce profile of 73:27 female to male. 2.3% of all sickness absence cases involved Ethnic Minority employees which is similar to the Ethnic Minority workforce profile of 2.1%. There were proportionally more Sickness Absence cases involving employees within the 55-64 age group, equating to 33% of cases compared to 25% of the permanent and fixed term workforce in this age group.

## 8. Employees ending their Employment with Us

Table 18a – Leavers by Reason during 2022-23

	Total	Age 16 - 24	Age 25 - 34	Age 35 - 44	Age 45 - 54	Age 55 - 64	Age 65+	Female	Male	Ethnic Minority	Disabled	Married / Civil Partnership	Gay, Lesbian, Bisexual	Transgender
Dismissal	8	*	*	*	*	*	*	*	6	*	*	6	*	*
Dismissal - Ill health	17	*	*	*	*	10	*	11	6	*	*	12	*	*
End of temporary contract	89	32	23	11	8	9	6	57	32	*	*	25	*	*
Redundancy - Compulsory	9	*	*	*	*	*	*	6	*	*	*	*	*	*
TUPE	11	*	*	*	5	*	*	11	*	*	*	10	*	*
<b>Involuntary</b>	<b>134</b>	<b>32</b>	<b>26</b>	<b>18</b>	<b>21</b>	<b>29</b>	<b>8</b>	<b>87</b>	<b>47</b>	<b>*</b>	<b>*</b>	<b>57</b>	<b>*</b>	<b>*</b>
Death in Service	5	*	*	*	*	*	*	*	*	*	*	*	*	*
<b>Other</b>	<b>5</b>	<b>*</b>	<b>*</b>	<b>*</b>	<b>*</b>	<b>*</b>	<b>*</b>	<b>*</b>	<b>*</b>	<b>*</b>	<b>*</b>	<b>*</b>	<b>*</b>	<b>*</b>
By Mutual Agreement	1	*	*	*	*	*	*	*	*	*	*	*	*	*
Redundancy - Voluntary	5	*	*	*	*	*	*	*	*	*	*	*	*	*
Relief not worked for 18 months	13	*	5	*	*	*	*	9	*	*	*	*	*	*
Resignation	149	11	41	24	36	30	7	113	36	*	*	71	*	*
Resignation - Gone to another Authority	20	*	7	9	*	*	*	17	*	*	*	10	*	*
Resignation - Ill health	7	*	*	*	*	*	*	6	*	*	*	*	*	*
Resignation - Left for another job	116	10	33	35	17	16	5	73	43	*	*	52	*	*
Resignation - Left the area	1	*	*	*	*	*	*	*	*	*	*	*	*	*
Resignation – Not returned after maternity leave	2	*	*	*	*	*	*	*	*	*	*	*	*	*
Resignation - Returned to education	8	*	*	*	*	*	*	8	*	*	*	*	*	*
Retirement - Age	79	*	*	*	*	21	52	41	38	*	*	46	*	*
Retirement - Early voluntary	19	*	*	*	*	16	*	11	8	*	*	16	*	*
Retirement – Ill health	4	*	*	*	*	*	*	*	*	*	*	*	*	*
<b>Voluntary</b>	<b>424</b>	<b>24</b>	<b>92</b>	<b>79</b>	<b>64</b>	<b>92</b>	<b>73</b>	<b>288</b>	<b>136</b>	<b>*</b>	<b>*</b>	<b>212</b>	<b>5</b>	<b>*</b>
<b>Total</b>	<b>563</b>	<b>56</b>	<b>119</b>	<b>97</b>	<b>87</b>	<b>123</b>	<b>81</b>	<b>378</b>	<b>185</b>	<b>5</b>	<b>7</b>	<b>272</b>	<b>6</b>	<b>*</b>

Numbers below five have been replaced by \* to protect anonymity

**Table 18b – Leavers by religion and belief during 2022-23**

	Total	Agnostic	Atheist	Buddhist	Christian	Muslim	No Religion	Not Specified	Other	Not Stated
Dismissal	8	*	*	*	*	*	*	*	*	*
Dismissal - Ill health	17	*	*	*	*	*	*	*	9	*
End of temporary contract	89	5	5	*	23	*	14	*	37	*
Redundancy - Compulsory	9	*	*	*	*	*	*	*	*	*
TUPE	11	*	*	*	*	*	*	*	10	*
<b>Involuntary</b>	<b>134</b>	<b>6</b>	<b>5</b>	<b>*</b>	<b>35</b>	<b>*</b>	<b>20</b>	<b>*</b>	<b>61</b>	<b>*</b>

Death in Service	5	*	*	*	*	*	*	*	*	*
<b>Other</b>	<b>5</b>	<b>*</b>	<b>*</b>	<b>*</b>	<b>*</b>	<b>*</b>	<b>*</b>	<b>*</b>	<b>*</b>	<b>*</b>

By Mutual Agreement	1	*	*	*	*	*	*	*	*	*
Redundancy - Voluntary	5	*	*	*	*	*	*	*	*	*
Relief not worked for 18 months	13	*	*	*	*	*	*	*	10	*
Resignation	149	*	5	*	25	*	22	*	91	*
Resignation - Gone to another Authority	20	*	*	*	6	*	*	*	10	*
Resignation - Ill health	7	*	*	*	4	*	*	*	*	*
Resignation - Left for another job	116	7	8	*	26	*	40	*	30	*
Resignation - Left the area	1	*	*	*	*	*	*	*	*	*
Resignation – Not returned after maternity	2	*	*	*	*	*	*	*	*	*
Resignation - Returned to education	8	*	*	*	*	*	*	*	*	*
Retirement - Age	79	*	*	*	15	*	*	*	60	*
Retirement - Early voluntary	19	*	*	*	*	*	*	*	13	*
Retirement – Ill Health	4	*	*	*	*	*	*	*	*	*
<b>Voluntary</b>	<b>424</b>	<b>11</b>	<b>13</b>	<b>*</b>	<b>88</b>	<b>*</b>	<b>76</b>	<b>9</b>	<b>223</b>	<b>*</b>

<b>Total</b>	<b>563</b>	<b>17</b>	<b>18</b>	<b>1</b>	<b>123</b>	<b>1</b>	<b>97</b>	<b>12</b>	<b>288</b>	<b>6</b>
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Numbers below five have been replaced by \* to protect anonymity



The leavers' information contained within this report has been obtained from the HR/payroll system for the period 1<sup>st</sup> April 2022 to 31<sup>st</sup> March 2023. Where an employee holds two or more jobs within the Authority, their record will be duplicated within this data, which may skew some of the statistics.

Between these dates there were 563 leavers, compared to 532 in 2021/22. Of these: 424 people (75%) left Conwy voluntarily (439 last year) and 134 people (24%) left involuntarily (89 last year), the majority of which (89 staff or 66%) left due to the end of a temporary contract, significantly more than last year (57). There were 5 deaths in service. 9 staff (2%) left due to compulsory redundancy, 25 (4%) employees were dismissed in this period of which 20 (3.76%) were dismissed on ill health grounds, and 11 staff (2%) left through TUPE transfer.

There were 14 redundancies during the period, which came about for a variety of reasons such as budget reductions, changes to grant funding requirements, the cessation or decline in work, restructures where staff either declined as unsuitable an alternative role or did not meet the skills and/or qualifications of a different role. Robust consultation and processes including redeployment considerations always precede any redundancy situation to ensure employment laws are complied with and that a fair process is followed.

**Table 19 – Percentage of leavers by protected characteristic, 2022-23**

Protected Characteristic	% of Voluntary Leavers	% of Involuntary Leavers	% All Leavers	% of Staff Working for Us
Male	32.08%	35.07%	32.86%	27.0%
Female	67.92%	64.93%	67.14%	73.0%
Ethnic minority	0.71%	1.49%	0.89%	2.2%
Disabled	0.71%	2.99%	1.24%	2.2%
16 - 24	5.66%	23.88%	9.95%	6.0%
25 - 34	21.70%	19.40%	21.14%	16.0%
35 - 44	18.63%	13.43%	17.23%	24.0%
45 - 54	15.09%	15.67%	15.45%	25.0%
55 - 64	21.70%	21.64%	21.85%	24.0%
65+	17.22%	5.97%	14.39%	5.0%

Protected Characteristic	% of Voluntary Leavers	% of Involuntary Leavers	% All Leavers	% of Staff Working for Us
Married/Civil Partnership	50.00%	42.54%	48.31%	49.7%
Gay, Lesbian, Bisexual	1.18%	0.75%	1.07%	1.3%

### **Ethnicity**

In this period 0.89% (5) of all leavers were from an ethnic minority, compared to 3.38% (18) in 2021/22.

### **Disability**

In this period 1.24% (7) of all leavers were disabled, compared to 2.63% (14) in 2021/22.

### **Sex**

This year as in previous years, there was a higher number of female employees leaving the organisation compared to male employees. Of those employees who left the Authority, 378 (67.14%) were female and 185 (32.86%) were male, broadly similar to the workforce profile.

### **Age**

9.95% of leavers were from the 16-24 age group, 21.14% from the 25-34 age group, 17.23% from the 35-44 age group, 15.45% from the 45-54 age group, 21.85% from the 55-64 age group and 14.39% from the 65+ age group. As expected, employees aged 65+ make up a disproportionately high number of leavers due to retirement (52 leavers).

### **Marriage/Civil Partnership**

Of those employees that left the Authority 48.31% declared that they were married or in a civil partnership. The majority of these employees left voluntarily with reasons cited such as left for another job, resignation and retirement.

### **Lesbian, Gay, Bisexual**

In this period 1.07% (6) of all leavers were Lesbian, Gay or Bisexual, compared to 1.69% (9) in 2021/22.

### **Religion and Belief**

Of those who left during this period 48.85% declared information regarding having a religion or belief or no religious belief, which is slightly slower compared to 52.26% the previous year. Of all leavers, 22% were Christian and 17% reported no religion. Voluntary resignation was the main reason for leaving the Authority.

**Transgender**

There were no employees who left during this period who identified as transgender.

## 9. The Way Forward

The information contained in this report is used to identify if there are any differences between groups that need to be investigated further to identify the reasons behind any anomalies and address any unfairness, disadvantage or possible discrimination within employment policies.

Specific actions identified from this report include:

- 1) Continue to improve the equality monitoring information held for our workforce, via a survey which will be sent to all employees
- 2) Review learning options and arrangements in terms of Equality, Diversity and Inclusion training
- 3) Following training which took place in 2023, review recruitment processes and develop and implement Positive Action Guidance to target areas of improvement in recruitment (for attraction and selection of candidates) using equality monitoring data as part of an evidence base
- 4) Accessible Recruitment Pathway Pilot for People with Learning Disabilities
- 5) Implement actions and best practice recommendations, including from the Empowering Diverse Communities into Employment engagement carried out in Summer 2023, as part of an inclusion/accessibility strand of our recruitment project
- 6) Review our Attendance Management Policy
- 7) Undertake an analysis of exit interviews to determine the reason that more staff have resigned this year and identify if further actions and resources are required to improve retention. We are reviewing the exit interview process so that we can draw out more statistical information to support this

Further information about actions identified will be included in our Strategic Equality Plan 2024-28 that is currently being developed. The outcome from identified actions will be reported on in future annual reports.