

# NEW FOREST DISTRICT COUNCIL WORKFORCE PROFILE AND DIVERSITY INFORMATION

**JULY 2020**

## **1.0 Introduction**

- 1.1 The Public Sector Equality Duty (section 149 of Equality Act 2010) supports good decision making by ensuring public bodies consider how different people will be affected by their activities, helping them to deliver policies and services which are efficient and effective, accessible to all and which meet different people's needs.
- 1.2 The Equality Duty is supported by specific duties which require public bodies to publish relevant, proportionate information demonstrating compliance with the Equality Duty.
- 1.3 This report provides general statistical information for New Forest District Councils (NFDC) workforce relating to ethnicity, sex, disability and age.

## **1.4 Data Recording, Quality and Reporting**

The data summarised in this report is obtained from the Councils HR Management Information System (iTrent). The details summarised are treated as confidential personal data and processed within the requirements of GDPR Regulations.

NFDC encourages all employees to provide diversity information. It is however the decision of the individual employee as to whether they provide this sensitive personal information. Employees can now update their diversity information on iTrent.

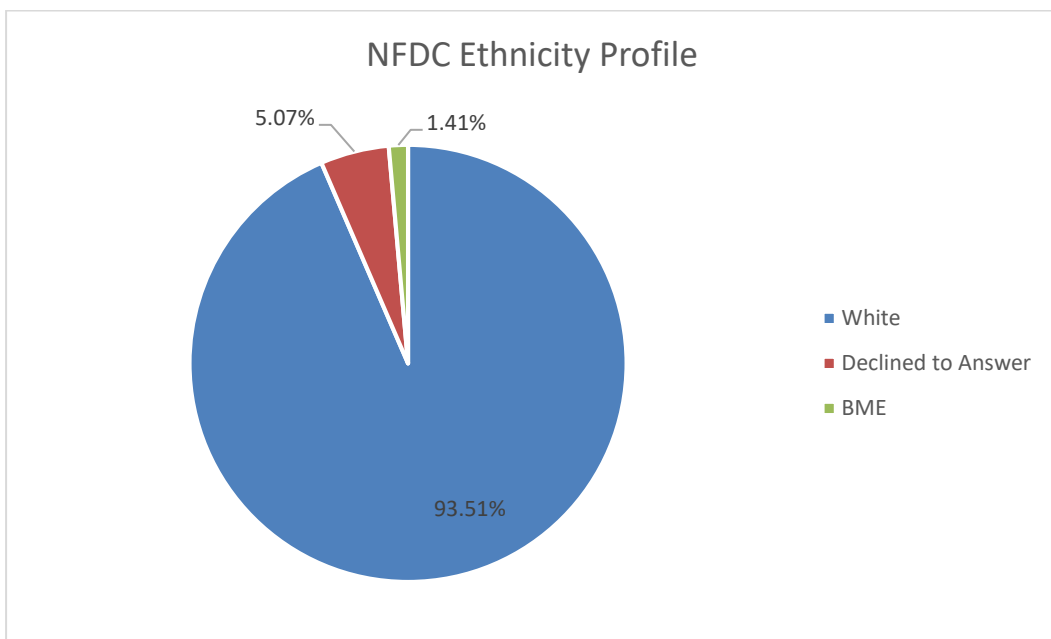
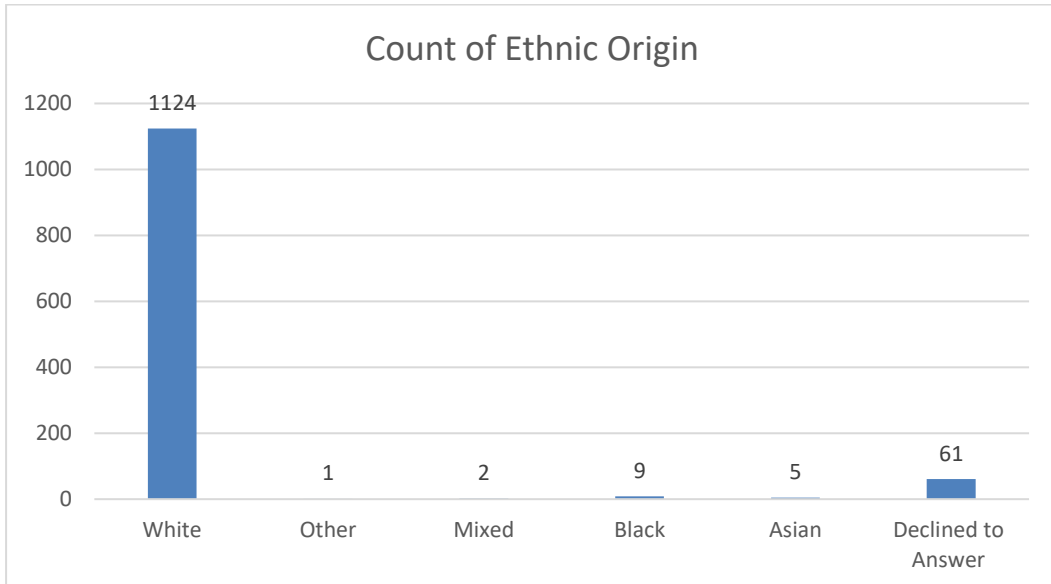
- 1.5 The data is accurate as of July 2020
- 1.6 All employees were asked in June 2020 to update their personal information if it was outdated and reminded how to do this.
- 1.7 The report covers NFDC staff on all contracts (permanent and fixed term), including casual employees.

## **2.0 Workforce Profile**

- 2.0.1 NFDC's headcount as of 7 July 2020 is 1202 employees. This is a mix of predominately contracted hours and includes some casual and variable staff.
- 2.0.2 All information presented in this report is based on a data capture as of 7 July 2020 from the Councils HR Management System.

## 2.1 Ethnicity in the Council Workforce

### 2.1.1 Black and Minority Ethnic (BAME) Group Representation

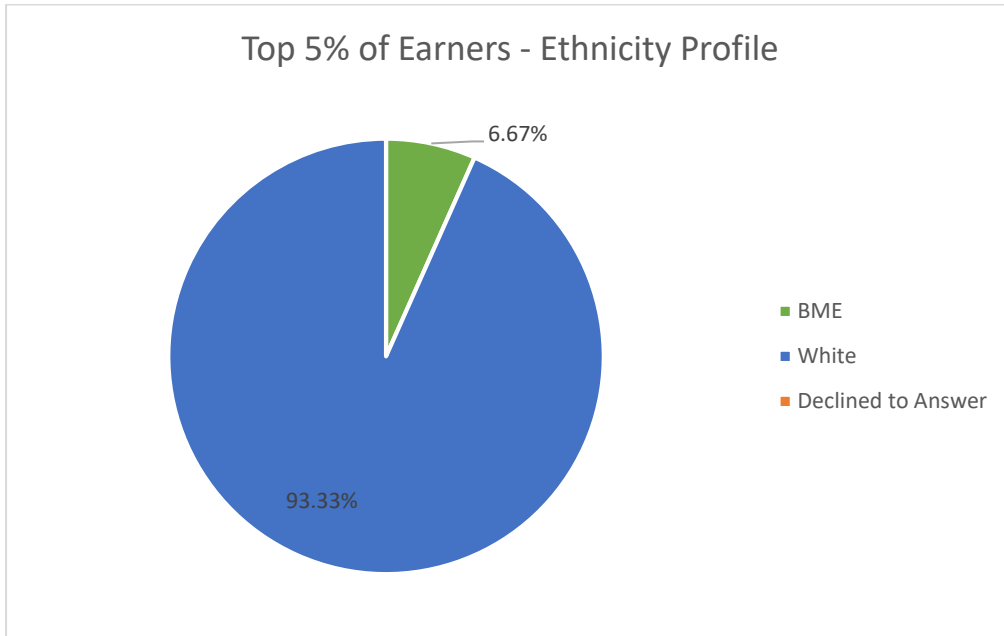


93.51% of employee's were White and 1.41% from BME groups. The *Count of Ethnic Origin* graph displays the BME group breakdown, a total of 17 employees. The remaining 5.07% declined to answer.

The 61 employees who have declined to answer may be historical, accounted for following a move to the Councils newly implemented HR Management system in April 2019. iTrent now encourages employees to update their own diversity information. If Ethnicity was missing from employee profiles in the previous system, and the employee has not actively updated their data since migration, they will be recorded as Declined to Answer.

BME representation in the Councils workforce is lower than the representation in the New Forest area. The 2011 Census Data records a 2.4% BME representation. This is a difference of 1%, which based on current headcount would equate to approximately 12 employees.

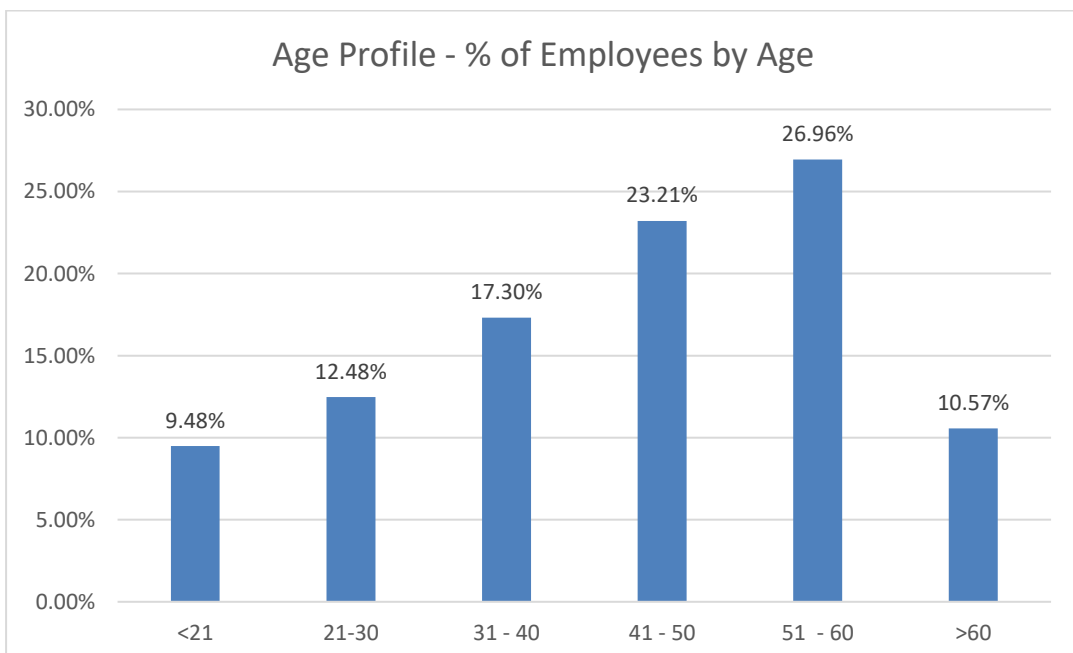
### 2.1.2 Black and Minority Ethnic Group Representation, Top 5% of Earners



Within the top 5% of earners, 93.33% were White and 6.67% were from BME groups. No employees declined to answer.

According to the most recent 2011 Census data BME representation in the Councils top 5% of earners is higher than representation in the New Forest area by 4.27%.

### 2.2 Age Profile



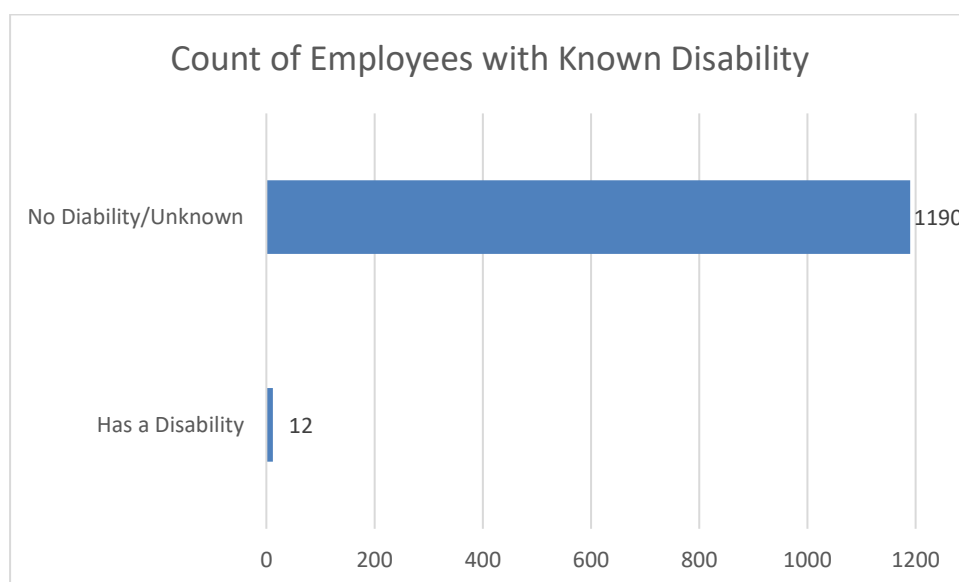
The NFDC age profile shows a majority (26.96%) of employees aged between 51 – 60. 21.96% of employees are aged 30 and below. 40.51% of the workforce is aged between 31 – 50. 10.57% is aged over 60.

ONS mid-year population estimates from 2019 have been used to compare the Councils workforce to New Forest representation. For the purposes of fair comparison against Council workforce the data of ages 18 – 75 has been used.

In the New Forest area 16.63% of people are aged 18 – 30. 30.44% of the population are aged 31 – 50 and 21.62% aged 51 - 60. 31.31% are aged 60 – 75.

Representation of employees aged 30 and below and 31 – 50 is higher in the Councils workforce than the New Forest area. NFDCs age profile 51 – 60 is 5.34% higher than the New Forest area representation.

### 2.3 Disability - Disability declared across Staff



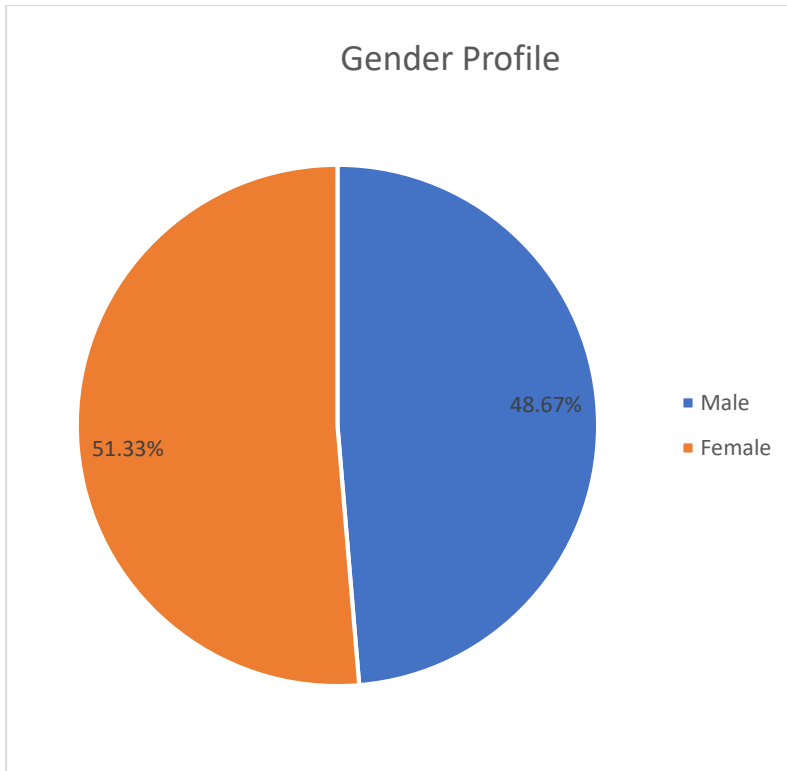
12 employees have self-declared to have a disability. This is 1.01% of the workforce. 41.67% of employees who have declared a disability to the Council are male.

This information was not automatically populated from the previous HR Management system to the newly implemented system in April 2019. This information relies on employees declaring it themselves on the system, talking to their line manager about their needs or informing the Council at commencement of their employment.

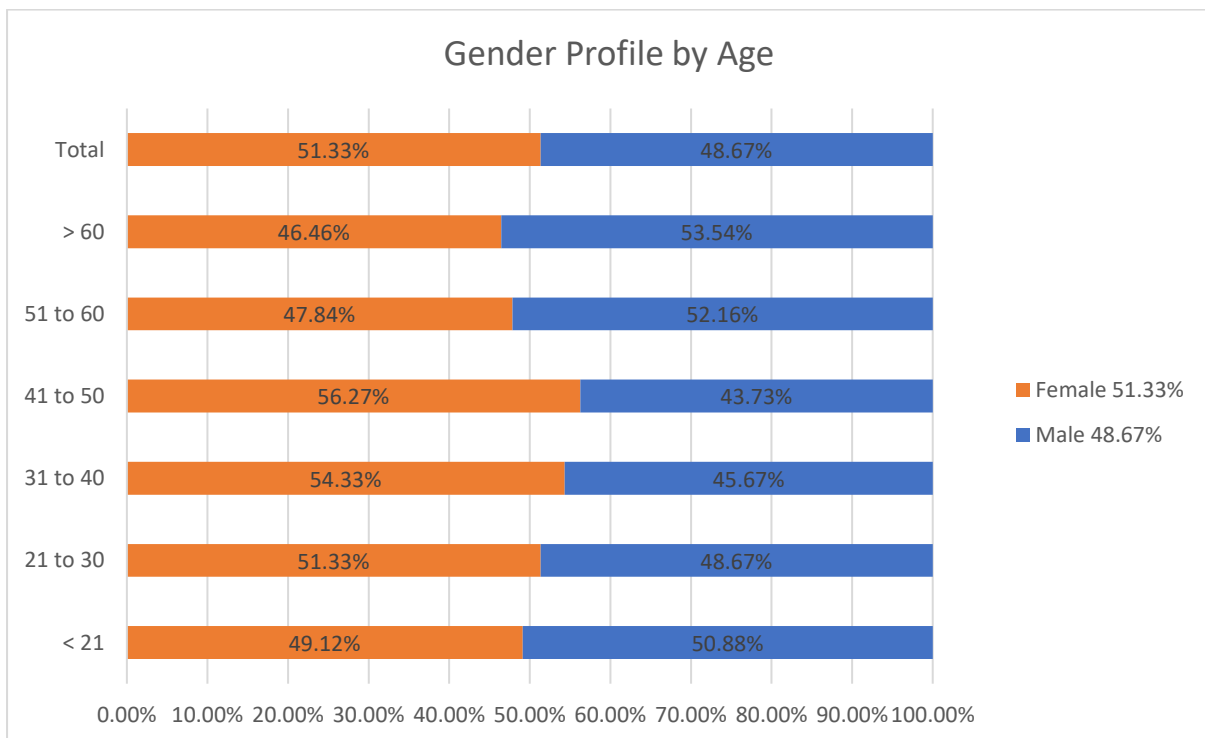
Employees were reminded in June 2020 to update their personal information if it was outdated.

## 2.4 Gender Profile

### 2.4.1 Gender split in Workforce – Current Profile

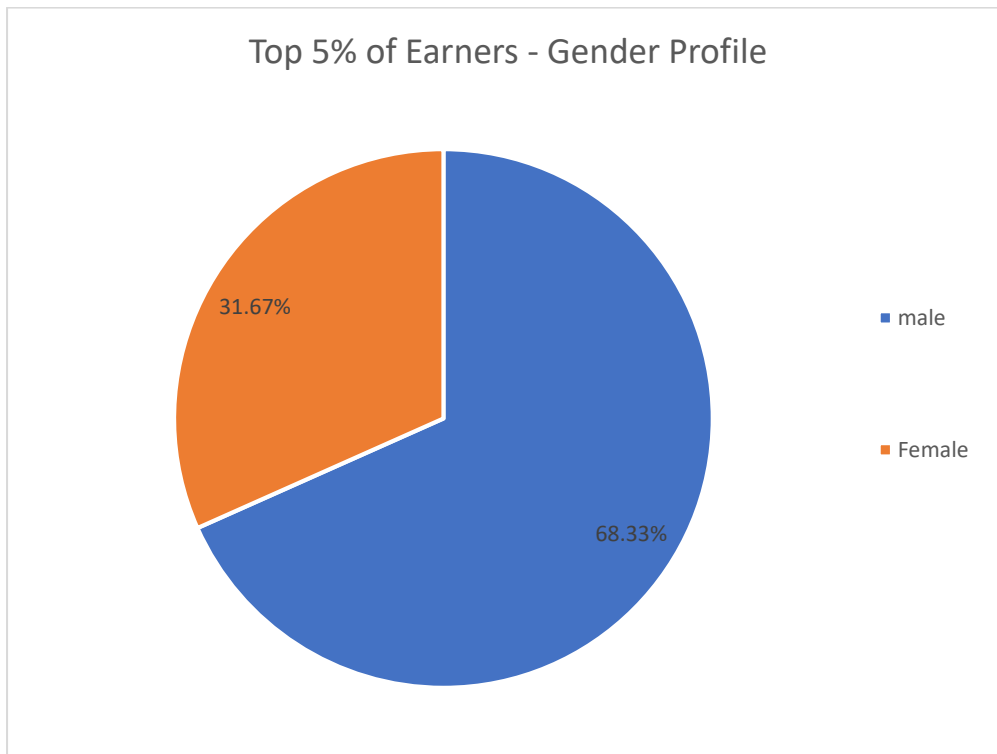


### 2.4.2 Gender split in workforce by age



Representation of females in ages 41 – 50 is higher (56.27%) than the average NFDC representation of 51.33%.

### 2.4.3 Gender split in workforce – Top 5% of earners



The top 5% of earners shows a lower percentage (31.67%) than the NFDC workforce average (51.33%) of females. This is a difference of 19.66%.

### 3.0 Future Reporting

NFDC will continue to develop the reporting of Equality data. The summary of information contained in this report will be updated annually and be used to identify trends in future reports.

This data will contribute to the HR Strategy, attracting a diverse workforce that represents the community we deliver services to.