

# London Borough of Redbridge

## Workforce Profile

Snapshot date: 31st March 2023

Publication date: 1 September 2023

### 1 Introduction

---

1. The Council recognises that knowing its workforce is an important part of meeting its aspirations and complying with its statutory responsibilities.
2. This report provides a summary and analysis of our workforce (excluding schools) from 1 April 2022 to 31 March 2023. The publication of this report complies with the Public Sector Equality Duty (PSED) under the Equality Act 2010.
3. We aim to recruit and retain a diverse workforce that is representative of the communities we serve across all grades. This report provides an overview of the organisation's employment profile and allows us to monitor and understand how policies and decisions impact on people with different protected characteristics.
4. The report provides workforce information across the protected characteristics. It is unlawful to discriminate against anyone based on the following 9 protected characteristics:
  - age
  - disability
  - gender reassignment
  - marriage and civil partnership
  - pregnancy and maternity
  - race
  - religion or belief
  - sex
  - sexual orientation
5. Information is collated - or grouped – to ensure it is not possible to identify individuals. For example, information may be grouped together under broader headings, such as age bands or ethnic groups.

6. Employees are asked during recruitment to select a choice which they feel best describes them. If they do not want to answer a specific question, they have the option of selecting 'prefer not to say'. The option to choose 'prefer not to say' has not always been available, therefore, there is a cohort of staff where 'not stated' shows that we do not hold information and we cannot infer the reasons for this. Both 'prefer not to say' and 'not stated' affect our ability to meaningfully report and benchmark monitoring information.
7. The council will be undertaking a workforce census that will ask staff to review and update the information held about their equality data status. This work will include addressing any barriers to sharing information with an ongoing communication plan. We anticipate as a result of this work that the number of unknowns overall will reduce though the proportion selecting 'Prefer not to say' may increase. We will monitor declaration rates in future reports.
8. Further work will be taking place to compare our workforce data to the Borough Profile once the analysis of the most recent Census Data has been completed. This will allow us to assess if the composition of our workforce is reflective of the local community.

### 1.1 Why do we monitor?

9. As well as being an integral part of performance management, robust monitoring systems allows the Council to highlight possible inequalities, investigate the underlying causes and remove any unfairness or disadvantage in the delivery of services, recruitment, and employment. Monitoring also allows us to check systematically and ensure that the Council's equality policies are working.
10. This commitment is also underpinned by the [Redbridge Plan](#) - our corporate plan that describes the priorities of the council following local elections in May 2022. It has been created to deliver on the ambition of making Redbridge a great place for everybody by tackling poverty and improving wellbeing. The plan is structured into four themes, namely:
  - Safe and Healthy
  - Homes and Neighbourhood
  - Jobs and Skills
  - Clean and Green

## 2 Workforce Profile

---

### 2.1 Total Workforce (headcount)

Staff as of 31<sup>st</sup> March 2023

---

2,214

---

### 2.2 Workforce by Contract Type

Contract type	As of 31 <sup>st</sup> March, 2023
Full-Time	79.90%
Part-Time	20.10%

The council will be doing some work to compare and monitor the proportion of full and part time workers in relation to local labour market.

### 2.3 Workforce by Sex

	As of 31 <sup>st</sup> March 2023
Women	64.00%
Men	36.00%

Women make-up 64% of the Council's workforce, similar to other London local authorities.

In line with the Equality Act 2010, this data classifies employees as either 'men' or 'women'. We recognise that this is a binary distinction and these figures do not fully capture our workforce.

## 2.4 Workforce by Cultural and Ethnic Diversity

<b>Ethnicity</b>	<b>As of 31<sup>st</sup> March, 2023</b>
White and White Other	<b>40.29%</b>
Minority Ethnic Groups	<b>44.90%</b>
Not Stated	<b>14.81%</b>

The Council will be doing some work to compare and monitor the proportion of Minority Ethnic Group workers in relation to the local labour market. The percentage of employees who we do not currently hold ethnicity data for is 14.81%. The Council will be undertaking work to improve the recording in this category. The confidentiality of the data and the purpose for collecting it will be reinforced.

## 2.5 Workforce by Disability

<b>Disability</b>	<b>As of 31<sup>st</sup> March 2023</b>
Yes	<b>5.65%</b>
No	<b>79.39%</b>
Not Stated	<b>14.96%</b>

The percentage of employees whose disability status is unknown is 14.96% which could indicate that employees are still not willing to disclose that they have a disability. We will be monitoring the proportion of employees who have declared a Disability with the local population profile. We guarantee an interview to any disabled applicants who meet the minimum criteria for the post they have applied for.

## 2.6 Workforce by Age

<b>Age</b>	<b>As of 31<sup>st</sup> March 2023</b>
Aged 20 to 29	<b>8.68%</b>
Aged 30 to 39	<b>17.72%</b>
Aged 40 to 49	<b>24.09%</b>
Aged 50 to 59	<b>31.06%</b>
Aged 60 to 69	<b>16.82%</b>
Aged 70 and over	<b>1.63%</b>

The Council has a diverse age range across its workforce. There is no formal retirement age. The government state pension age is currently 66 years old for most employees and will move to 67 years old between 2026 and 2028. We will be monitoring the age profile of our workforce in comparison with our local labour market in addition to putting succession plans in place for service areas and teams where the age profile indicates a large proportion of employees are nearing the deemed retirement age soon.

## 2.7 Workforce by Religion or Belief

<b>Religion or Belief</b>	<b>As of 31<sup>st</sup> March 2023</b>
Any Other Religion	<b>2.89%</b>
Atheist / No Belief	<b>12.2%</b>
Buddhist	<b>0.27%</b>
Christian	<b>28.05%</b>
Hindu	<b>3.52%</b>
Jewish	<b>1.40%</b>
Muslim	<b>12.10%</b>
Sikh	<b>4.2%</b>
Prefer Not to Say	<b>3.97%</b>
Not stated	<b>31.4%</b>

Moving forward, the Council will be comparing the borough profile for religion and belief with our staff profile. The number of employees whose religion or belief is unknown is 35.37%. The Council will be undertaking work to improve the recording in this category. The confidentiality of the data and the purpose for collecting it will be reinforced.

## 2.8 Workforce by Sexual Orientation

<b>Sexual orientation</b>	<b>As of 31<sup>st</sup> March 2023</b>
Heterosexual	<b>60.25%</b>
LGBT	<b>1.81%</b>
Other	<b>0.31%</b>
Not Stated	<b>33.47%</b>
Prefer not to say	<b>4.16%</b>

The number of employees whose sexual orientation is unknown is 37.63%. The Council will be undertaking work to improve the recording in this category and comparing it with the annual national population survey. The confidentiality of the data and the purpose for collecting it will be reinforced.

## **2.9 Workforce by Marriage and Civil Partnership**

The Council's HR Information system (HRIS) has provision for employees to declare their marital status; 30.4% have declared they are married and 0.27% have declared they are in a civil partnership.

## **2.10 Workforce by Gender Reassignment**

While the Council collects data on gender identity and gender reassignment, figures are not included here as the data is not robust enough with high levels of 'unknowns'. We hope to improve the data with a workforce census and commit to ensuring confidentiality in carrying out this process.'

The Council's Fair Recruitment and Selection policy includes guidance regarding considerations and practical support to be provided when recruiting applicants who disclose that they are in the process of transitioning or have transitioned. The Council will also develop guidance to continually support employees who are considering transitioning, in the process of transitioning or who have transitioned.

## **2.11 Pregnancy and Maternity**

All employees are entitled to 52 weeks of maternity leave and a 3-month period of return to work is required to retain contractual maternity pay.

### **During period 1<sup>st</sup> April 2022 to 31<sup>st</sup> March 2023**

---

54 employees were on maternity leave

---

The Council considers flexible working options to support the needs of our workforce, including new parents. In addition, we have the following options available to staff to enable them to return to work and achieve a work life balance, and other opportunities. These include:

- Flexible working arrangements are available to employees (including parents returning from Maternity/Paternity/Shared Parental leave/Adoption/Fostering leave). Individuals may make a request for flexible working. The request is considered by the line manager and agreed or otherwise with their manager, dependent on the needs of the service.
- Flexible working can consist of any reasonable arrangements to enable a work life balance where feasible. E.g. condensed hours working/reduced week working/part time working; job share; delayed start and end of the working day, varied hours working; time out to accommodate school runs within the contracted working hours (late start/end hours of the working day as set out above) or other practical arrangement that can be accommodated by the service.

### 3 Workforce Pay Profiles

The Council uses the Greater London Provincial Council (GLPC) job evaluation scheme to grade officer posts with salaries up to £70,572. Officers and Chief Officer grades above this salary level are Hay evaluated. There is a separate process for the CEO post.

For the purposes of this report, we have divided the workforce group into salary ranges in increments as set out below and analysed by protected characteristic under the Equality Act 2010.

#### 3.1 Workforce by Salary Range

£21,573 – £31,948	£32,820 - £36,138	£37,038 - £46,857	£47,805- £58,210	£59,313 - £107,643	Chief Officers
36%	11%	33%	12.5%	6.5%	1%

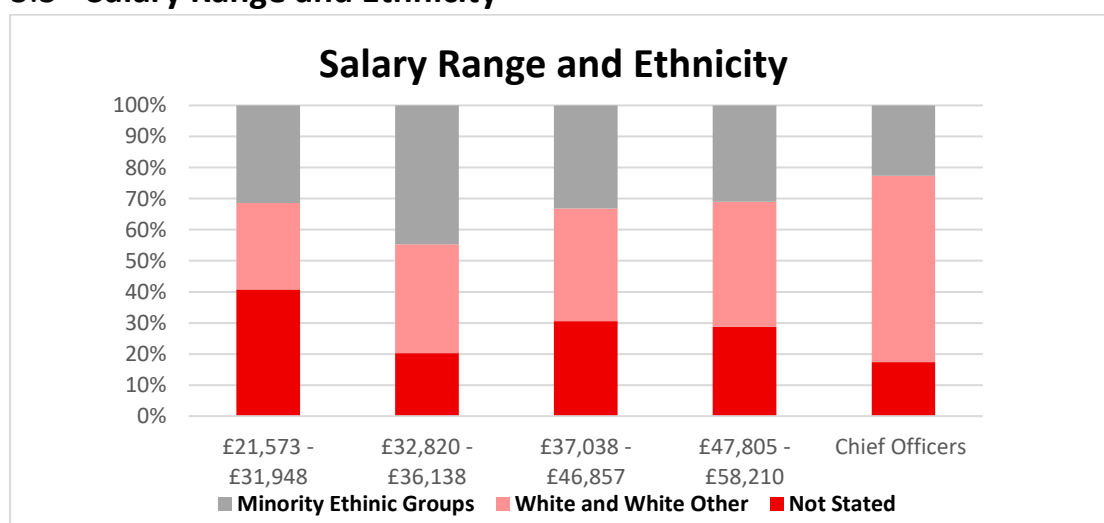
A third of the workforce earn £37,038 to £46,857. Almost half of the workforce earn between £21,573 - £36,138.

#### 3.2 Salary Range and Sex

	£21,573 – £31,948	£32,820 - £36,138	£37,038 - £46,857	£47,805- £58,210	£59,313 - £107,643	Chief Officers
Women	58.79%	75.51%	64.80%	71.33%	56.46%	37.50%
Men	41.21%	24.49%	35.20%	28.67%	43.54%	62.50%

The only salary range to closely reflect the organisational profile is £37,038 - £46,857 pa.

#### 3.3 Salary Range and Ethnicity



The group earning between £32,820 and £35,138 has the highest proportion of Minority Ethnic Group employees. Generally, the proportion Minority Ethnic Group employees reduces at higher grades. The proportion of staff whose ethnicity is unknown is highest in the group earning £21,573 - £31,948.

### **3.4 Salary Range and Disability**

The highest proportion of staff for whom we do not hold disability data (7.6%) are in the £21,578 - £31,948 salary range.

### **3.5 Salary Range and Age**

Salary range and age aligns with organisational age profile as peaks in distribution can be seen in most salary ranges in the 40- 49 and 50- 59 age ranges who make up 55% of the workforce.

### **3.6 Salary Range and Religion or Belief**

Christianity is the most common religion or belief in most salary ranges other than Chief Officers where no religious belief was the most common response.

### **3.7 Salary Range and Sexual Orientation**

Disclosure of LGBT Sexual Orientation is higher in £37,038 - £46,857 (0.63%) salary banding and lowest is the Chief Officers grade. The salary range with the highest proportion unknown is £21,573 – £31,948.



## 4 Starters, Leavers, and Turnover

### 4.1 Turnover

For the period 1 April 2022 to 31 March 2023, our turnover rate was **17.0%**. This has decreased compared with the previous year when the turnover was **20.77%**. This could indicate that people are feeling more confident to stay within their employment at London Borough of Redbridge.

### 4.2 Starters

There were **402** starters between 1 April 2022 to 31 March 2023.

### 4.3 Leavers

The following shows a breakdown of employees leaving the Council between 1 April 2022 to 31 March 2023, by different equality characteristics. Within this period there were **566** leavers.

Sex	Women	Men				
	63.60%	36.40%				
Ethnicity	Minority Ethnic Groups	Not Stated	White			
	43.64%	23.50%	32.86%			
Disability	Yes	No	Not stated			
	5.12%	70.32%	24.56%			
Age	20-29	30-39	40-49	50-59	60-69	70 & over
	20.49%	20.68%	19.43%	18.90%	17.67%	2.83%
Religion	Non-Christian	Christian	Prefer not to say:	Unknown		
	28%	26%	4%	42%		

When comparing the above data with the workforce profile it is worth noting that:

- The percentage of women who left (63.60%) is greater than the percentage in the workforce at (60.00%)
- The percentage of leavers who declared themselves as disabled (5.12%) is broadly equal to the percentage in the workforce who are disabled (5.65%)
- The percentage of the workforce aged 20 to 29 is 8.67% whereas the percentage of leavers in this age group is 20.40%
- The percentage of the workforce aged 50 to 59 is 31.07% whereas the percentage of leavers in this age group is 18.90%

- The percentage of leavers from Minority Ethnic Groups was 43.64% this is broadly equal to the percentage in the work workforce who are from Minority Ethnic groups 44.90%

Employees leaving the Council are given an opportunity to share their feedback by completing an exit questionnaire. These are reviewed by the HR department and discussed with managers if they have raised any concerns. Employees also have the option of requesting an exit interview with their manager or HR, to discuss their employment experiences further.

Exit interviews are a valuable source of feedback so the Council will be doing some work to encourage engagement with this process, as part of the work to reduce turnover.

#### 4.4 Summary of Leavers by Reason

<b>Reason for leaving</b>	<b>Percentage of leavers during period 1<sup>st</sup> April 2022 to 31<sup>st</sup> March 2023</b>
Dismissal	2.65%
End of Contract	13.25%
Resignation	68.02%
Retirement	8.66%
Redundancy	4.06%
Other (includes Death in Service)	3.36%