

# Workforce Profile

Human Resources  
October 2021

## Contents

Version Control ..... 2

Approvals ..... 2

Associated Documentation ..... 2

1.0 Introduction ..... **Error! Bookmark not defined.**

2.0 Content ..... **Error! Bookmark not defined.**

## Version Control

Version	Description of version	Effective Date
1.0	Workforce Profile	October 2021

## Approvals

Approved by	Date

## Associated Documentation

Description of Documentation
Reports from Resourcelink on Workforce

## Introduction

The Council has a strong commitment to continuously improving and developing the diversity, well-being, skills base and capabilities of our workforce. Our annual workforce profile provides valuable information to enable future workforce and succession planning, talent management, and continued development of employees to deliver a range of services for the community of South Derbyshire. It will also provide further insight in to the diversity of the workforce and areas of underrepresentation.

## Purpose of Profile

- To provide an overview of the current workforce
- To compare statistics, identify trends and areas for further action
- To be used in the development and performance monitoring of the Corporate Equality, Diversity and Inclusion Strategy 2021-25.

## Methodology – Background and Data Collection

The data collected for use within this profile was gathered predominantly from the Council's HR and Payroll system (ResourceLink).

All data provided, unless indicated otherwise, is effective at 31<sup>st</sup> October 2021. This allows us to monitor and compare trends from the previous profiles. All of our previous Workforce Profiles are available on our website at [www.southderbyshire.gov.uk](http://www.southderbyshire.gov.uk).

In some areas, we have provided both actual and a set of 'extrapolated' statistics. This is where we consider that the actual statistics are not sufficient and that by using extrapolated data a more reliable representation is presented.

For example, actual disability statistics would include data on all employees who have not declared whether they have a disability or not. Producing an additional extrapolated statistic which excludes these employees and recalculates the percentages. This produces a disability figure based solely on employees who have made a declaration.

When this method has been used it is clearly marked as such. Each section will identify the methodologies used to present the data.

## Further Information

All data provided is accurate at the point in time that it was gathered and analysed. In some situations, data can change after the collection of our information. For example employees can update their personal information at any time. If an employee changes or adds equalities information after the collection date, then this could not have been included in this profile. Should you require any further information regarding the contents of this profile, please contact the HR team at [hr@southderbyshire.gov.uk](mailto:hr@southderbyshire.gov.uk)

## Workforce Structure

### Introduction

This area of the profile provides information on the workforce structure. It shows the numbers of full-time/part-time employees and percentage of staff employed on a temporary basis. All information was extracted as at the 31 October 2021 that provided a **headcount** of 328 employees.

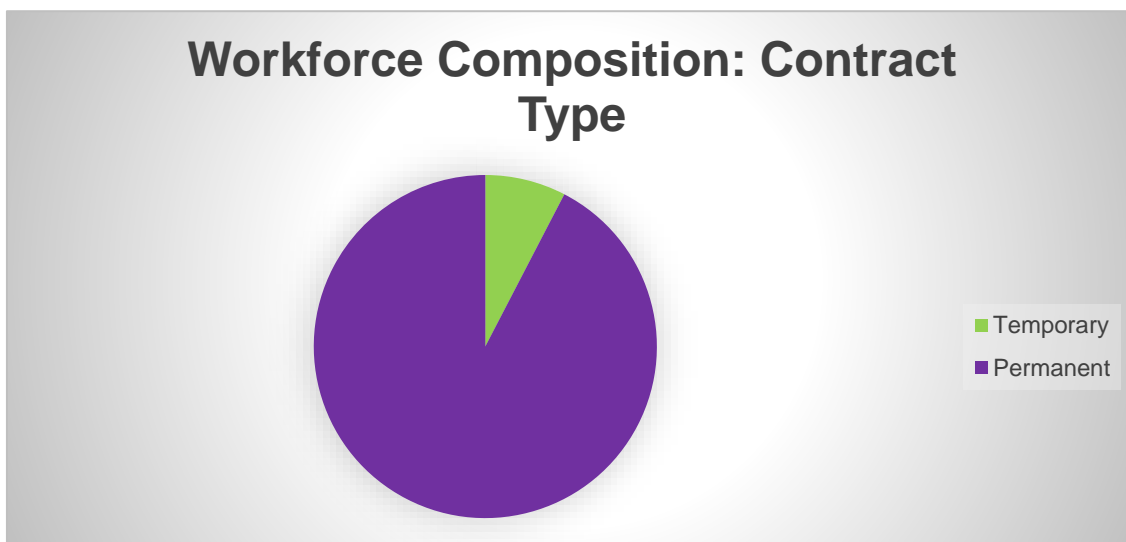


Figure 1 - Workforce by Contract Type 2021

The workforce is mainly composed of permanent employees. This group comprises 92% of all employees, 1% more than the previous year.

	Employees	% Workforce
Permanent	303	92
Temporary	25	8
<b>Totals</b>	<b>328</b>	<b>100</b>

Table 1 – Workforce by Contract Type

## Workforce by Directorate/Service

Service Area	Unit	Full Time Perm	Full Time Temp	Part Time Perm	Part Time Temp
Chief Executive	Economic Development and Growth	4	0	1	0
	Legal & Democratic Services	9	1	2	0
	Chief Executive	0	0	0	0
		13	1	3	0
Corporate Resources	Business Change and ICT	14	1	1	0
	Corporate Property	5	1	11	0
	Customer Services	18	2	19	0
	Finance	10	0	0	0
	Organisational Development and Performance	8	1	2	0
		55	5	33	0
Service Delivery	Cultural and Community Services	14	5	4	6
	Environmental Services	11	2	5	0
	Housing	51	4	5	0
	Operational Services	77	1	2	1
	Planning and Strategic Housing	20	0	4	0
		173	12	20	7
	Other	5	0	1	0
		5	0	1	0
		246	18	57	7

**Table 2 - Departmental Breakdown of Workforce by Contract Type**

### Key findings

- The largest number of temporary staff is in Service Delivery which is primarily attributable to posts being subject to funding arrangements with third parties and partners.
- Service Delivery is the largest Directorate in the authority, with 212 employees. This equates to 64.63% of the workforce compared to 74.45% in April 2019.
- The largest individual service area is Operational Services. This has 81 employees, which equates to just under a quarter (24.69%) of the total workforce.
- The largest group of part time employees work in Customer Services with 19 employees.
- 19.51% of the workforce work on a part time basis, this is lower than the previous 21.3% recorded in April 2019.

## Workforce Breakdown

The Council is committed to ensuring that all our employees are treated fairly during employment and monitor a number of equality categories. The following sections provide information on different protected characteristics as provided under the Equality Act 2010.

### Age

The current age profile of employees across the Council is shown below.

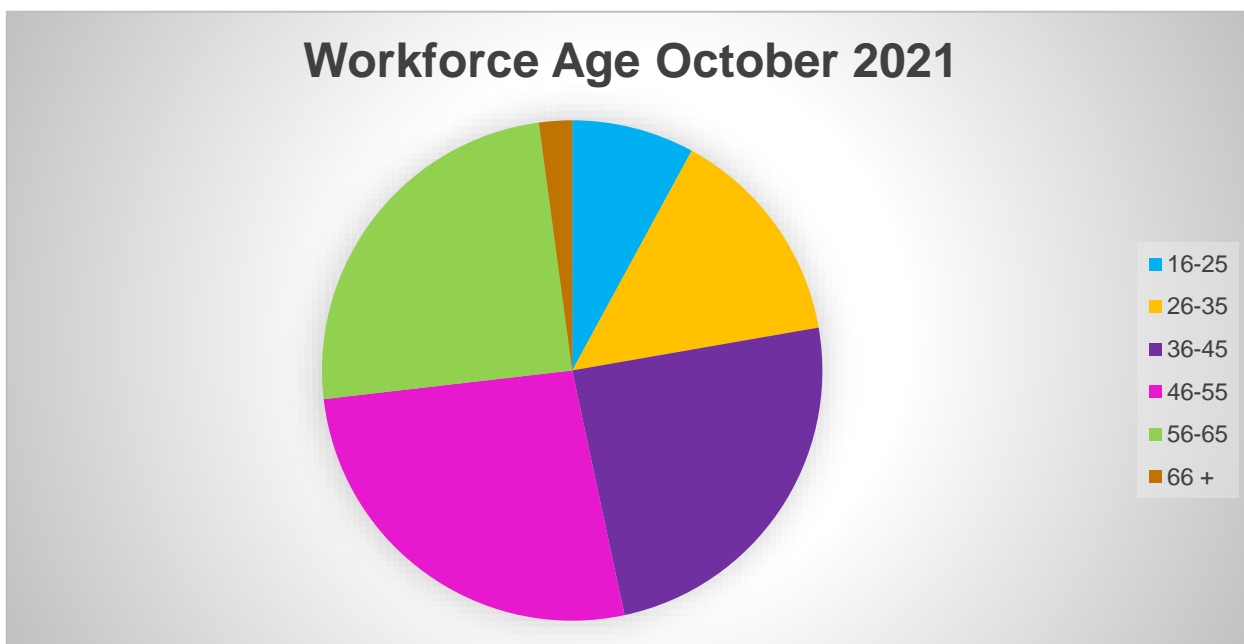


Figure 2 – Workforce Age Profile 2021

Age Groups	Employees 2021	Workforce % 2021	Workforce % 2018-19	Workforce % 2017-18	Workforce % 2016-17
16 - 25	26	7.92%	7.62%	7.90%	6.80%
26 - 35	47	14.32%	15.24%	13.70%	14.50%
36 - 45	80	24.39%	23.48%	25.50%	26.50%
46 - 55	87	26.52%	29.88%	29.30%	29.60%
56 - 65	81	24.69%	22.56%	21.70%	20.70%
66 +	7	2.13%	1.22%	1.90%	1.90%

Table 3 – Workforce Age Profile Comparison

#### Key findings

- The overall picture is fairly consistent with previous years.
- The largest change is in the age group 46-55 showing a decrease of 3.36%

- The percentage of people in the 56-65 age groups has increased again, now representing nearly a quarter of the workforce.
- The age group showing a small reduction from previous year is those aged 26-35
- The age groups showing a small incline from previous year is those aged 16-25 and 36-45 and 66+.
- It is important that the Council continues to encourage younger people into the workforce with the use of Modern Apprenticeship programmes.

## Disability

The percentage of employees declaring themselves as having a disability was 7%. This is the same as 2019. This was an actual figure from the total workforce (which includes those individuals who did not provide disability information).

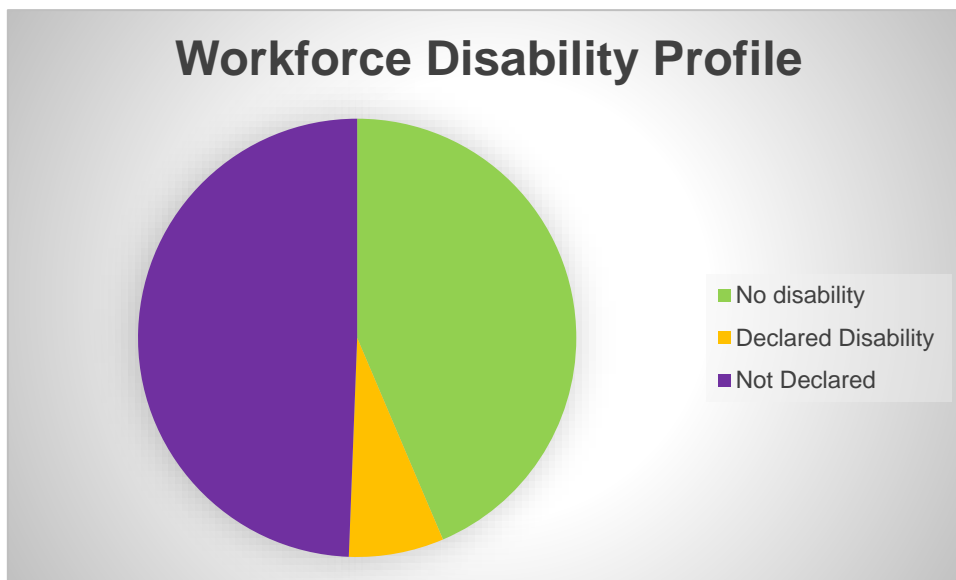


Figure 3 - Raw Disability Profile 2021

For better analysis, we have extrapolated a more useful figure by recalculating the disability percentage based on those employees who supplied information to us. This calculation has been applied in previous workforce profiles.

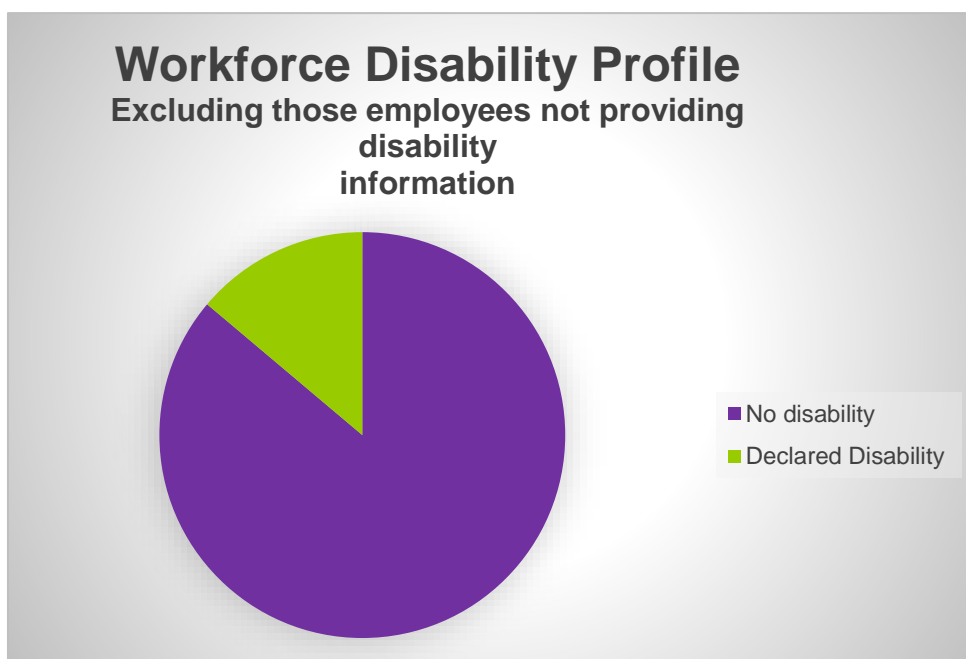


Figure 4 - Extrapolated Disability Profile 2021



### Key findings

- 13.85% of the total workforce declared a disability.
- Using the extrapolated data the figure has decreased from 16.58% in 2018/2019 to 13.85% in 2021.
- The Council continues to work with a number of agencies and employees to consider positive actions to recruit and retain disabled employees.
- Access to work scheme and other adaptations to support disabled employees are provided.
- The Council retains the Disability Confident accreditation to demonstrate to perspective and current employees that we take positive action to employ and retain staff with a disability.

## Ethnicity

The breakdown of the workforce by ethnicity is shown below.



Figure 5 – Ethnicity profile 2021

Table 4 - Workforce Ethnicity Chart 2021

As of the 31<sup>st</sup> October 2021, the workforce composition by ethnicity is shown above. The extrapolated outturn for this declaring an ethnicity other than White is 5.94% compared to 4.1% last year, which is a 1.84% increase. This figure excludes those who have not supplied information.

Ethnic Origin	2021	2018/19	2017/18
Any other background	0	0	0.32
Asian/Asian British – Indian	0.30	0.30	0.32
Asian/Asian British – Other	0	0	0
Asian/Asian British – Pakistani	0.30	0.30	0.64
Caribbean	0.30	0	0
Indian	0.60	0.61	0.64
Mixed/Multiple - White and Black African	0.30	0	0
Not Supplied/declared	7.62	26.22	18.47
Other	0	0	0
Other White background	0.60	0.91	0.32
White - Any other	1.52	0.61	0.64
White – English/Welsh/Scottish/N Irish	86.89	70.43	74.52
White Irish	0.91	0	0.32
White and Asian	0.3	0	0.32

White and Black Caribbean	0.3	0	0
Chinese	0	0	0.32

This extrapolated figure excludes the people who had not declared any ethnic origin and includes all others that have declared their ethnicity to be other than White British. Both figures includes the White other category.

### Key findings

- White British employees made up 86.89% of the workforce; this is an increase of 16.46% compared to 2019.
- The number of those not declaring their ethnic origin has significantly reduced from 26.22% in 2019 to 7.62% in 2021.
- 94.05% of our staff who declared their ethnic origin noted themselves as White British, this compares with 94% of the wider South Derbyshire community (2011 Census\*).
- The number of employees declaring their ethnicity other than White has increased by 1.84%
- The Council has plans to update the ethnicity categories used and make them consistent in all services.

## Gender

The chart below shows the composition of the Council’s workforce according to gender.

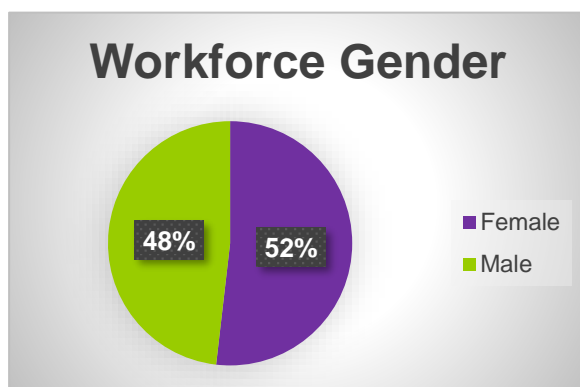


Figure 6- Workforce Composition by Gender 2021

### Key findings

- There is an increase in female workers to 52% compared to 2019 where the figures were 50% male and 50% female.
- The highest numbers of male employees are employed in Service Delivery that includes a number of male dominated occupations such as Waste and Refuse Collection
- All other directorates of the Council have more female than male employees.

Table 5 – Gender by Service Area 2021

Service Area	Unit	F	M	Total
Chief Executive	Economic Development and Growth	4	1	5
	Legal & Democratic Services	11	1	12
		15	2	17
Corporate Resources	Business Change and ICT	4	12	16
	Corporate Property	10	7	17
	Customer Services	36	3	39
	Finance	10	0	10
	Organisational Development & Performance	7	4	11
		67	26	93
	Cultural and Community Services	16	13	29
	Environmental Services	8	10	18
	Housing	41	9	60
	Operational Services	4	77	81
	Planning & Strategic Housing	25	19	24
	Other	4	2	6
		98	130	218
		170	158	328

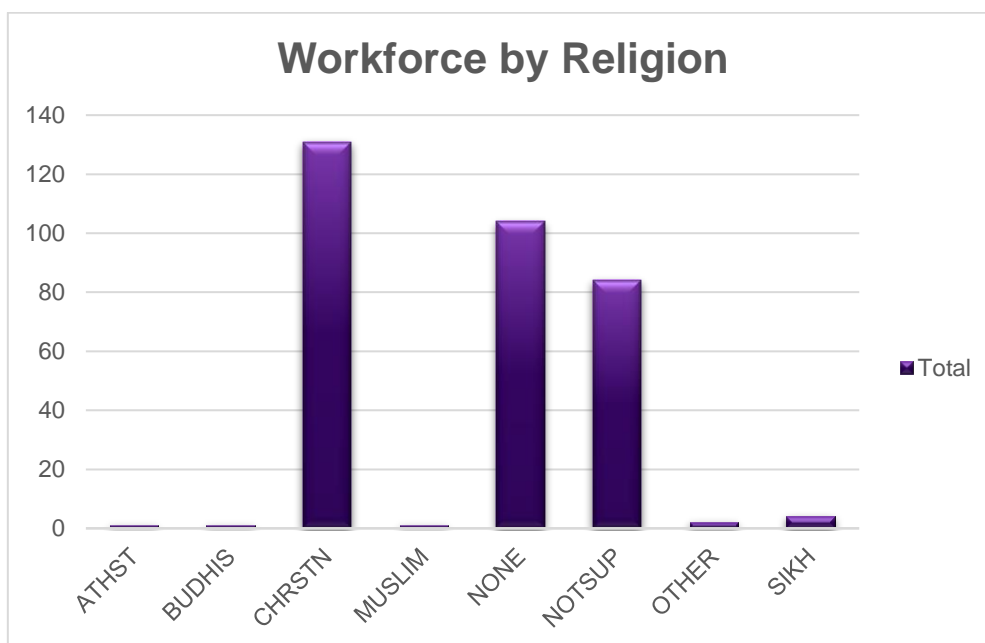
## Religion or belief

The table below shows the breakdown of the Council’s workforce according to religion or belief.

**Table 6 - Workforce by Religion 2021**

Religion	Current Number (data from 2019)	Workforce %
Atheist	1 (3)	0.30 (0.91)
Buddhist	1 (1)	0.30 (0.30)
Christian	131 (129)	39.93 (39.33)
Church of England	0 (0)	0 (0)
Hindu	0 (1)	0 (0.30)
Jewish	0 (0)	0 (0)
Muslim	1 (1)	0.30 (0.30)
None	104 (82)	31.70 (25)
Not provided	84 (104)	25.60 (32.31)
Other	2 (4)	0.60 (1.22)
Sikh	4 (3)	1.21 (0.91)
	328 (328)	100

**Workforce by Religion (2021)**



**Figure 7 - Workforce by Religion Bar Chart (2021)**

## Key Findings

- The largest religious group is again those declaring Christianity at 39.93% which is up slightly from 39.33% in 2019.
- The next two largest groups are also the same two as last year, ‘do not wish to provide’ or ‘no religion’.

## Sexual Orientation

### Introduction

The Council continues to monitor sexual orientation as a ‘protected characteristic’ under the Equalities Act 2010. The statistics available continue to be statistically insignificant as only a small percentage of the workforce provided information about their orientation. This large gap in available information about the sexual orientation composition of the workforce makes it difficult to draw any conclusions or to have full confidence that the figures provided are representative.

However, it is important to note that the number of Council employees providing information about their sexual orientation has increased since the 2012-13 Workforce Profile and this would usually be expected to increase further during an extra year of education about the Council’s monitoring programme.

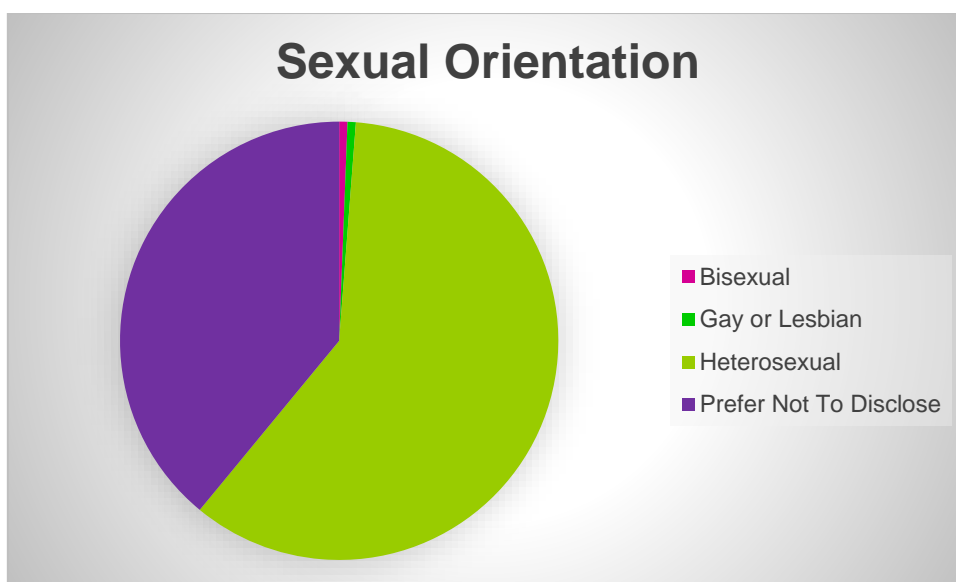


Figure 8 - Workforce Sexual Orientation Profile 2021

### Key Findings

- 60.97% of the workforce provided information in 2021. This shows a continuous increase from the previous years. This compares to 53% during 2018-2019, 49.7% during 2017-18, 53.1% in 2016/17, 49.64% in 2014-15, 41.4% in 2013-14, 36.3% in 2012-13 and 26% in 2011-12