

**Workforce  
Equality  
Information  
Report**

**April 2022 –  
March 2023**

## Introduction

This report provides a summary and analysis of Hartlepool Borough Council's workforce, excluding Local Authority Maintained Schools. The workforce profile is shown as at 31<sup>st</sup> March 2023, while the data is for the period 1<sup>st</sup> April 2022 to 31<sup>st</sup> March 2023. The data included in this report covers all posts in the Council, excluding Local Authority Maintained Schools, and not workers e.g. casuals. Therefore, where an individual holds more than one post they will be included multiple times.

Hartlepool Borough Council's aim is to have a workforce that reflects the diversity of our residents, customers and stakeholders and we recognise that promoting equality benefits public services for all.

The Council has a legal duty under the Equality Act 2010 to eliminate unlawful discrimination, harassment and victimisation, advance equality of opportunity and promote good relations between people. As part of this Act, the public sector equality duty requires the Council to show how it is meeting its responsibilities as an employer, including a requirement to publish information regarding our workforce. This report forms part of the Council's response to that duty, providing a summary and analysis of Hartlepool Borough Council's workforce against protected characteristics.

## Our workforce profile compared to the community we serve

Hartlepool Population		Hartlepool Borough Council Workforce
Population = 92,334* *of which 74,681 are aged 16+  (Source: ONS Census 2021)	<b>Headcount</b>	Staff working for HBC = 2044
Male = 47.4%* Female = 52.6%*  * Percentage of population aged 16+  (Source: ONS Census 2021)	<b>Gender</b>	For all posts:  Male = 27.64% Female = 72.36%
66+ = 22.9%* 56-65 = 17.6%* 46-55 = 16.6%* 36-45 = 14.0%* 26-35 = 15.3%* 16-25 = 13.6%*  * Percentage of population aged 16+  (Source: ONS Census 2021)	<b>Age</b>	66+ = 3.33% 56-65 = 27.54% 46-55 = 26.76% 36-45 = 19.86% 26-35 = 16.88% 16-25 = 5.63%

<p>BME = 3.5% White = 96.5%</p> <p>(Source: ONS Census 2021)</p>	<p><b>Ethnicity</b></p>	<p>BME = 0.64% White / Other = 67.22% Undeclared = 32.14%</p>
<p>Christian = 52.5% Buddhist = 0.2% Hindu = 0.2% Jewish = 0.0% Muslim = 1.3% Sikh = 0.2% Other religion = 0.3% No religion = 40.1% Not stated = 5.2%</p> <p>(Source: ONS Census 2021)</p>	<p><b>Religion / Beliefs</b></p>	<p>Christian = 20.50% Buddhist = 0% Hindu = 0% Jewish = 0% Muslim = Suppressed, less than 5 Sikh = 0% Other religion = 1.13% Not stated = 60.52% Prefer not to say = 1.47%</p>
<p>Long-term health problem of disability where day-to-day activities are limited a lot = 11.3%</p> <p>Long-term health problem of disability where day-to-day activities are limited a little = 11.5%</p> <p>Day-to-day activities not limited = 77.1%</p> <p>(Source: ONS Census 2021)</p>	<p><b>Disability</b></p>	<p>Disabled = 1.86% Not disabled = 59.49% Undeclared = 38.65%</p>

## Our workforce profile in 2022/23 compared to our workforce profile in 2021/22

Hartlepool Borough Council Workforce 2021/22		Hartlepool Borough Council Workforce 2022/23
Staff working for HBC = 2011	<b>Headcount</b>	Staff working for HBC = 2044
For all posts: Male = 27.85% Female = 72.15%^	<b>Gender</b>	For all posts: Male = 27.64% Female = 72.36%
66+ = 3.08% 56-65 = 27.55% 46-55 = 27.75% 36-45 = 19.84% 26-35 = 16.31% 16-25 = 5.47%	<b>Age</b>	66+ = 3.33% 56-65 = 27.54% 46-55 = 26.76% 36-45 = 19.86% 26-35 = 16.88% 16-25 = 5.63%
BME = 0.55% White / Other = 65.94% Undeclared = 33.52%	<b>Ethnicity</b>	BME = 0.64% White / Other = 67.22% Undeclared = 32.14%
Christian = 19.79% Buddhist = 0% Hindu = 0% Jewish = 0% Muslim = Suppressed, less than 5 Sikh = 0% Other religion = 1.14% No religion = 13.3% Not stated = 64.15% Prefer not to say = 1.54%	<b>Religion / Beliefs</b>	Christian = 20.50% Buddhist = 0% Hindu = 0% Jewish = 0% Muslim = Suppressed, less than 5 Sikh = 0% Other religion = 1.13% No religion = 16.24% Not stated = 60.52% Prefer not to say = 1.47%

Disabled = 1.93% Not disabled = 55.82% Undeclared = 42.25%	<b>Disability</b>	Disabled = 1.86% Not disabled = 59.49% Undeclared = 38.65%
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^ Please note due to rounding this does not add up to 100%

## Workforce Summary

The data highlights that:

- Almost 60% of the workforce are over 45 years old and over a quarter of the workforce are over 55 years old. The aging profile of our workforce is recognised and we are making plans to support succession planning and the development of future leaders and managers in the organisation. This profile has not changed significantly from the previous year;
- We have a predominantly female workforce which can in part be attributed to a greater number of female part-time workers across the Council and the flexible/family friendly working policies available to Council workers;
- Limited information has been provided by our employees in relation to their ethnicity, religion/beliefs and disability status. Employees have the ability to update their own personal details online through the Council's HR/Payroll system and provided a paper form is available for those employees without access to the internet at work. This has resulted in a small reduction in the percentage of employees undeclared/not stated for ethnicity and religion/beliefs. However, further promotion work will be undertaken in 2022/23 in an attempt to further improve this data.

## Recruitment

The following table sets out the profile of the 1831 internal/external applicants, applying for job vacancies with the Council, during 2022/23 and how this compares with the previous year:

	<b>Applications Received 2021/22</b>	<b>Applications Received 2022/23</b>
<b>Gender</b>	Male = 29.47% Female = 61.51% Unknown = 9.02%	Male = 30.91% Female = 55.27% Unknown = 13.82%
<b>Age</b>	65+ over = 0.66% 55-64 = 10.93% 45-54 = 19.54% 35-44 = 20.28% 25-34 = 28.89% 18-24 = 17.14% Under 18 = 2.57%	65+ over = 3.11% 55-64 = 8.90% 45-54 = 14.58 % 35-44 = 22.01% 25-34 = 27.53% 18-24 = 18.46% Under 18 = 5.41%
<b>Ethnicity</b>	BME = 2.40% White / Other = 70.78% Undeclared = 26.82%	BME = 4.53% White / Other = 69.58% Undeclared = 25.89%
<b>Disability</b>	Disabled = 2.07% Not disabled = 67.38% Undeclared = 30.55%	Disabled = 2.79% Not disabled = 68.27% Undeclared = 28.92%

- The Council is Disability Confident Leader.



## Leavers

The following table sets out the profile of the 283 employees who left the Council during 2022/23:

<b>Gender</b>	Male = 32.51% Female = 67.49%
<b>Age</b>	66+ = 6.01% 56-65 = 24.03% 46-55 = 13.43% 36-45 = 18.02% 26-35 = 24.03% 16-25 = 14.49%
<b>Ethnicity</b>	BME = Suppressed, less than 5 White / Other = 59.36 % Undeclared = 39.22%
<b>Religion / Beliefs</b>	Christian = 19.03% Other religion = Suppressed, less than 5 No religion = 17.67% Not stated = 59.01% Prefer not to say = Suppressed, less than 5
<b>Disability</b>	Disabled = 2.12% Not disabled = 51.24% Undeclared = 46.64%

### Leavers Summary:

- The turnover rate of the Council for 2022/23 was 14%.
- Of those who left the organisation:

Suppressed, less than 5 left by redundancy (includes voluntary & compulsory)

54.77% (155) left by voluntary resignation

9.54% (27) left to retire

34.63% (98) left for other reasons



## Gender Pay Gap

### Pay Gap Summary

The Council's mean gender pay gap

<b>2022/23</b>	2021/22
<b>-0.39%</b>	2.23%

The Council's median gender pay gap

<b>2022/23</b>	2021/22
<b>0.25%</b>	2.03%

The mean is the average of the figures and is calculated by adding up all the figures and divided by the total number of figures. The median is the salary figure that sits in the middle when all figures are ordered lowest to highest.

The overall mean gender pay gap for the Council is -0.39%, which means that female employees, overall, receive, on average, 0.39% more total pay than male employees.

The Council's gender pay gap falls well below the national public sector mean and median of 11.5% and 14%<sup>1</sup> respectively.

ONS 2023 Provisional Public Sector Gender Pay Gap

## Understanding our gender pay gap

This year the pay gap has seen a reduction resulting in female employees receiving more total pay than male employees do. This can be attributed to the higher percentage pay increase, applied to the Councils lowest paid employees, combined with a greater proportion of the lower paid employees being female.

### What are doing to ensure our 'pay gap' does not increase?

- Making the workplace more accessible, by enabling greater flexibility via a range of policies that allow for flexible working, flexitime, emergency dependants leave and shared parental leave.
- Equality in Employment Policy recognises the value of *'helping all those who work for the Council to develop their full potential so that the talents and resources of the workforce are utilised fully to create a borough of opportunity for all.'*
- Continue to provide Learning and development opportunities to all employees and where appropriate.
- Continue to develop and where possible expand apprenticeship opportunities, including degree level apprenticeships for both new and existing employees. This will assist employees to fulfil their aspirations and support them to progress within their chosen career path.
- Monitor the annual review process to ensure employees are provided with the opportunity to discuss any concerns with their manager and identify development opportunities.

<b>Gender Pay Gap – Quartile Analysis by Employee</b>					
<b>Gender</b>	<b>Total</b>	<b>Female</b>	<b>Male</b>	<b>Female (%)</b>	<b>Male (%)</b>
Lower Quartile	511	423	88	82.78%	17.22%
Lower Middle Quartile	511	327	184	63.99%	36.01%
Upper Middle Quartile	511	370	141	72.41%	27.59%
Upper Quartile	511	359	152	70.25%	29.75%
<b>Total</b>	<b>2044</b>	<b>1479</b>	<b>565</b>	<b>72.36%</b>	<b>27.65%</b>

## Consultation

### Consultation with Trade Unions

The Council works in partnership with Trade Unions and meets regularly to discuss issues affecting the Council and its workforce, including matters in relation to equality. The Trade Unions can also provide a range of support to their members on individual workplace or personal issues.

## **Actions completed in 2022/23**

### **During 2022/23 the Council completed the following actions:**

- Launched an online Staff Hub which is used to support consultation and engagement with all employees.
- Reviewed the Council's employee engagement mechanisms to enable more staff to get involved.
- Delivered a Hybrid Working Pilot and alongside this provided a range of opportunities for employee engagement and consultation to inform the evaluation of the pilot and the future Hybrid Working Policy.
- Achieved Level 2 Disability Confident Status
- Staff Equality Network launched.

## **Actions to be delivered in 2023/24**

### **During 2023/24 the Council will undertake the following actions:**

- Undertake an employee survey, promote findings and develop actions to address any areas identified for improvement.
- Refresh and relaunch Workforce Equality, Diversity and Inclusion Policy.
- Develop and implement an EDI action, ensuring EDI is embedded into our working practices and is central to our culture.
- Launch new Values and Behaviour Framework and Workforce Strategy, which focus on building an inclusive and supported workforce.
- Ensure Equality, Diversity and Inclusion training is available to all staff via the Workforce Development Programme

- Achieve level 3 Disability Confident Leader status
- Encourage employees to update their personal EDI information to improve the overall quantity and quality of the Council's workforce data and to ensure future actions can be data driven.

**For further information about this  
Workforce Equality Report please contact  
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