

Conwy County Borough Council

Employment Monitoring Report 2023-24

Mae'r ddogfen hon ar gael yn Gymraeg hefyd.

1. Introduction

At Conwy, we are committed to developing a diverse workforce and inclusive teams that embrace a wide range of voices, experiences, perspectives and backgrounds. Creating a workplace that is welcoming and where everyone feels they belong ensures we can deliver inclusive services for all our residents.

To enable us to do this, we recognise that we must monitor outcomes in employment to ensure that we do not discriminate through the application of our policies. This report sets out the outcomes for 2023-24 in accordance with our Strategic Equality Plan and Action Plan 2020-24, which can be found on our website here: [Strategic Equality Plan 2020-24](#)

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

- Employees currently working for us on the 31st March 2024
- *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

*In legislation 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
- Ethnicity / Nationality
- Disability
- Sexual Orientation
- Religion or Belief or non-Belief
- Pregnancy and Maternity
- Marital or Civil Partnership Status
- Carer Responsibility (not covered by this report)
- Welsh Language Ability (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 are not entirely reflective of our overall workforce. 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 recently developed a survey to send to all staff to update the diversity data we hold and fill in data gaps where possible. Completion of this survey will be encouraged via communications highlighting why we are collecting the information, but completion is not mandatory and staff will be able to respond that they 'prefer not to say'.

Due to the small number of employees of Black, Asian and Minority Ethnic background, this report mostly shows the data aggregated into the overarching category: Ethnic Minority (aligning with terminology currently used in Welsh Government's [Anti-racist Wales Action Plan](#)). Doing this avoids the possibility of individuals being identified from the data, but ethnicity data is collected and a workforce overview is shown on page 15/16. This year we have used the term Global Majority alongside Ethnic Minority (a shortened version of the term [People of the Global Majority](#)).

Within each table, figures below 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. During 2023-24 Regulatory and Housing Services was separated into individual services for Regulatory Services and Strategic Housing, which is reflected in the data below. Other changes during the period included: our Health and Safety team moved from People and Performance to Regulatory Services, our Estates team moved from Economy and Culture to Strategic Housing, and our Communications and Marketing team moved from Economy and Culture to People and Performance.

3. Staff Equality Information: Overview

(Comparisons with 2019-20 as the start of the Strategic Equality Plan 2020-24)

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. Staff in the 16-24 age range continue to make up a higher proportion of casual roles (14%) compared to fixed-term and permanent roles (3%).

Disability

We now hold data about disabilities for 57% of staff, compared to 48% in 2019/20. Over the period the proportion of disabled staff (staff who have disclosed a disability) has increased from 1.6% in 2019/20 to 2.4% in 2023-24. There were 232 applications made by disabled applicants in 2023-24, which represented 5.6% 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 60% of staff on ethnicity, an increase of 7% since 2019-20. The proportion of ethnic minority (global majority) employees has increased from 1.57% of all employees in 2019-20 to 2.39% in 2023-24. There were 201 applications made by ethnic minority (global majority) people in 2023-24,

which represented 4.9% of all applications. This is significantly higher than in 2019-20 when there were 33 applications from ethnic minority (global majority) people (1.4% of all applicants). While the number of ethnic minority (global majority) applicants, and the number of ethnic minority (global majority) applicants shortlisted and appointed, is higher than any previous year, the proportion of applicants shortlisted and appointed is lower than for White British, Welsh, English, Scottish and Northern Irish applicants.

Pregnancy / Maternity

During this period there were 145 MATB1's (Maternity Certificate providing medical evidence of pregnancy and the baby's due date) submitted. This is similar to the previous year when there were 169 MATB1's submitted.

Sex (legislation definition)

The overall profile of the workforce (including all permanent, fixed term and casual workers) this year consisted of 72% females and 28% males, a slight change from 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 similar to the overall workforce profile (73% female, 27% male), while the gender profile of casual staff was 77% female and 23% male.

Recruitment

There were 4,114 applications for the 1,190 positions advertised in 2023-24 - an average of approximately 3.5 applications per position advertised. 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

This year there were 548 leavers, compared to 459 during 2019-20. Of the people who left in 2023-24: 422 people (77%) left Conwy voluntarily (338 people, 74% in 2019/20) and 120 people (22%) 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 54%), Gender Identity (37% to 51%) and Religion/Belief (43% to 54%). 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 31st March 2024

On the 31st March 2024, we employed 4,771 people in a variety of permanent, fixed-term and casual positions across our services. Approximately 25% of people employed (1,205) held two or more posts with the Council during this period – for example, this might be a combination of part-time roles, a permanent role alongside a casual role and could be across multiple services. In total, there were 4,121 people who held one or more permanent or fixed term posts, and 1,511 people who held one or more casual posts. There has been a slight increase in the number of people employed this year, which could be attributed to services taking steps to reduce the number of agency workers, bringing some service provision in-house, and an increase in fixed-term posts funded via Shared Prosperity Funding.

Workforce Profiles based on equality monitoring data held

The pie charts below are based on the available equality monitoring data of the 4,771 people that made up Conwy's workforce on the 31st March 2024 – 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.

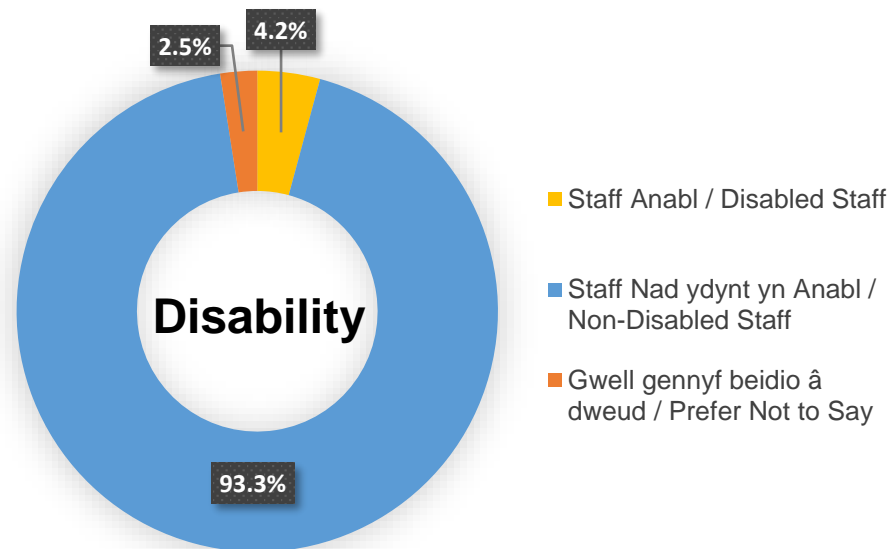
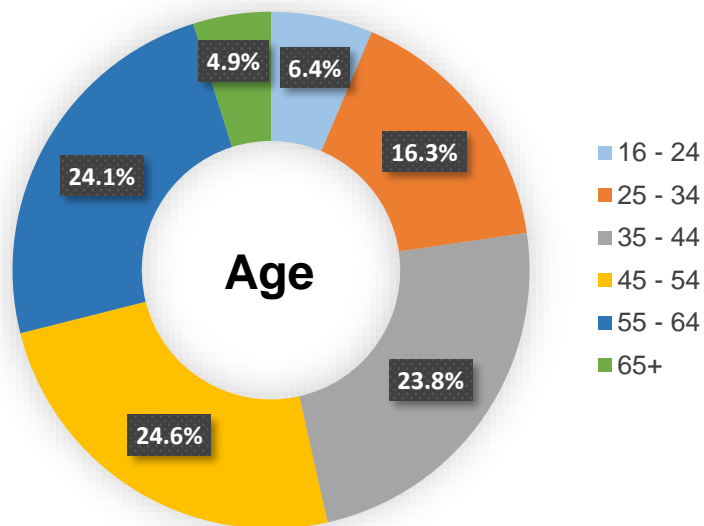
The profiles capture staff who have shared data as of the 31st March 2024, including 'Prefer Not to Say' responses but excluding where no data/response is currently available. At the time of the report we hold data for:

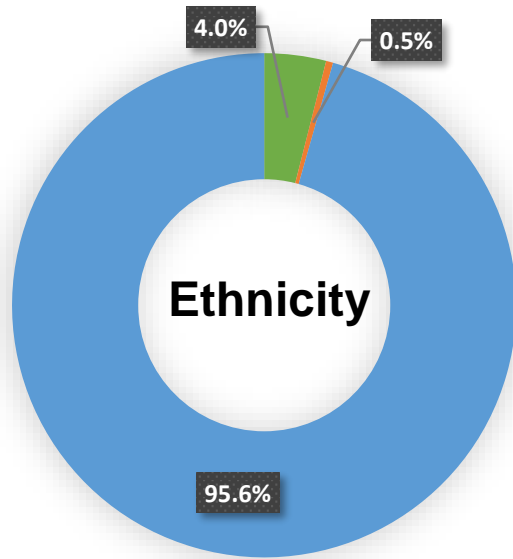
- 100% of staff on age and sex* (*sex recorded as Male/Female in line with HMRC requirements)
- 60% of staff on ethnicity
- 57% of staff on disability
- 54% of staff on sexual orientation
- 51% of staff on gender identity

As noted previously, we have recently developed a survey to update the data that we hold to better our understanding of our workforce profiles. As part of this we have reviewed the response options offered (in the survey, and when data is collected as part of the application form) to ensure that free-text options are available as appropriate. This will ensure that people can best respond to questions in line with how they identify themselves and their beliefs, and free-text responses can be used to shape future response options. One of the main aims of the survey will be to collect data from schools, where the level of data

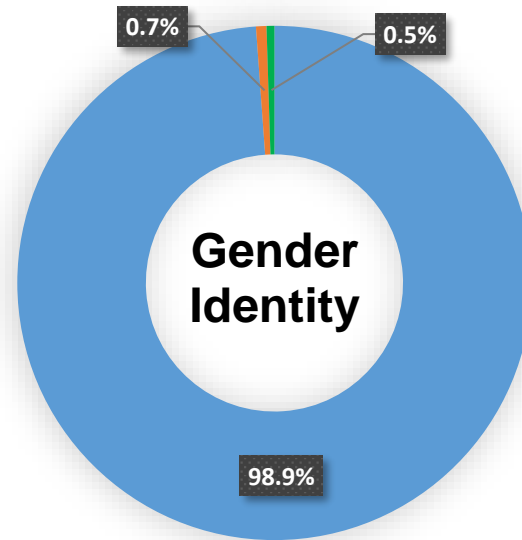
we currently hold is low - but provision of the data remains voluntary and staff always have the option to respond with the 'Prefer Not to Say' option.

The survey will be accompanied by a set of Frequently Asked Questions, to explain why we are asking for the information and to reassure staff that any information shared is stored privately and securely. Inclusive language and terminology changes over time so as part of developing the survey we have reviewed the response options offered to staff to ensure they are inclusive. This means that the headings in this report may be subject to change in future versions.

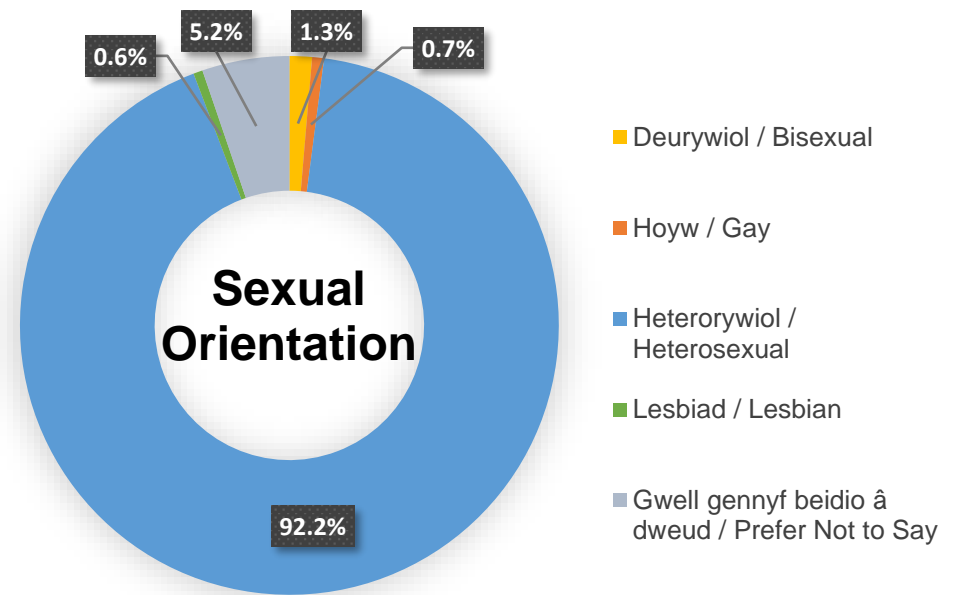
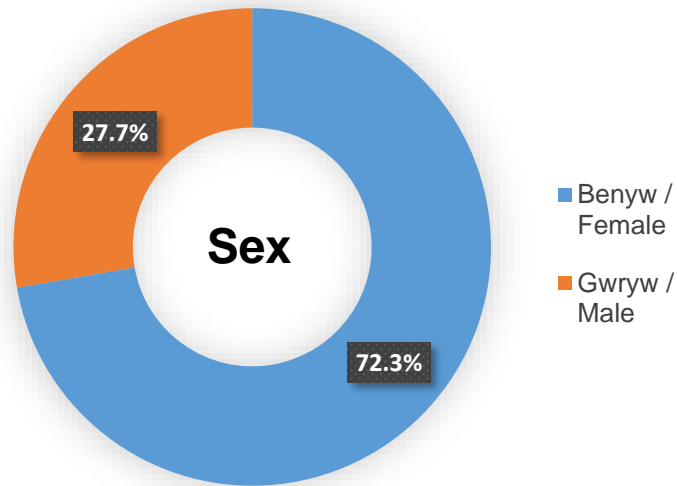




- Lleiafrif Ethnig / Ethnic Minority
- Gwell gennyf beidio â dweud / Prefer Not to Say
- Gwyn / White



- Gender identity the same as sex registered at birth
- Prefer Not To Say
- Gender identity different from sex registered at birth



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 data position continues to improve, the information below will provide a more accurate representation of our workforce.

Table 1 - Number of Permanent or Fixed Term Employees on the 31st March 2024

Service	Total	Age Range						Sex		Disabled	Married / Civil Partnership	Gay, Lesbian, Bisexual	Ethnic Minority (Global Majority)	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	12	*	*	*	5	*	*	9	*	*	9	*	*	*	*
Chief Executives Office	7	*	*	*	*	*	*	6	*	*	6	*	*	*	*
Children Family & Safeguarding	197	*	49	56	46	40	5	162	35	13	82	5	10	*	11
Corporate Finance	105	*	10	31	39	21	*	76	29	*	53	*	*	*	*
Economy and Culture	338	28	67	74	77	73	19	222	116	7	147	17	9	*	9
Education	1,964	53	324	533	533	463	58	1,652	312	19	1086	9	27	*	65
Environment Roads & Facilities	505	20	56	93	124	179	33	121	384	12	225	*	14	*	*
Information Technology	71	6	12	20	19	13	*	16	55	*	28	*	*	*	*
Integrated Adult & Community Services	651	16	105	145	165	187	33	545	106	32	307	15	21	*	24
Law & Governance	61	*	14	20	16	8	*	55	6	*	30	*	*	*	6
People and Performance	43	*	6	13	15	7	*	36	7	*	26	*	*	*	*
Regulatory Services	109	*	11	29	34	29	*	62	47	*	61	5	*	*	*
Strategic Housing	58	*	10	19	15	12	*	43	15	*	24	*	*	*	*
CCBC Total	4,121	134	665	1,037	1,091	1,037	157	3,005	1,116	98	2,084	61	91	10	127

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 31st March 2024 (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 31st March 2024 by religion and belief

Service	Total	Agnostic	Atheist	Buddhist	Christian	Hindu	Jehovah Witness	Jewish	Muslim	No Religion	Other	Not Specified
Audit & Procurement	12	*	*	*	6	*	*	*	*	*	*	*
Chief Executives Office	7	*	*	*	*	*	*	*	*	*	*	*
Children Family & Safeguarding	197	*	10	*	75	*	*	*	*	72	7	29
Corporate Finance	105	*	*	*	51	*	*	*	*	27	*	18
Economy and Culture	338	7	13	*	107	*	*	*	*	98	5	107
Education	1,964	22	23	*	268	*	*	*	*	173	12	1,462
Environment Roads & Facilities	505	9	23	*	205	*	*	*	*	142	9	116
Information Technology	71	*	9	*	19	*	*	*	*	33	*	*
Integrated Adult & Community Services	651	8	25	*	230	*	*	*	*	200	16	167
Law & Governance	61	*	*	*	21	*	*	*	*	13	*	25
People and Performance	43	*	*	*	19	*	*	*	*	18	*	*
Regulatory Services	109	*	7	*	42	*	*	*	*	28	*	32
Strategic Housing	58	*	*	*	21	*	*	*	*	26	*	8
CCBC Total	4,121	62	114	4	1,065	2	3	1	5	835	51	1,979

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 31st March 2024 (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 31st March 2024

Service	Total	Age Range						Sex		Disabled	Married / Civil Partnership	Gay, Lesbian, Bisexual	Ethnic Minority (Global Majority)	Trans-gender	Pregnancy & Maternity
		Age 16-24	Age 25-34	Age 35-44	Age 45-54	Age 55-64	Age 65+	Female	Male						
Children, Family & Safeguarding	62	*	11	14	18	13	*	55	7	*	27	*	*	*	*
Economy and Culture	344	138	64	44	38	43	17	186	158	12	81	5	14	*	*
Education	1,006	67	177	257	247	205	53	850	156	9	504	*	11	*	*
Environment Roads & Facilities	17	*	*	*	*	6	6	12	5	*	11	*	*	*	17
Integrated Adult & Community Services	70	*	13	17	15	12	9	55	15	*	23	*	*	*	*
Law & Governance	11	*	*	*	*	*	7	6	5	*	9	*	*	*	*
Regulatory Services	1	*	*	*	*	*	*	*	*	*	*	*	*	*	*
CCBC Total	1,511	213	265	336	320	281	96	1,164	347	26	655	8	30	2	18

Note: The number of employees counted in Table 2 is based on the number of casual workers employed by Conwy on the 31st March 2024 (counted once, even though they may have more than one casual job).

Table 2a – Number of Casual Workers on the 31st March 2024 by religion and belief

Service	Total	Agnostic	Atheist	Buddhist	Christian	Jehovah Witness	Jewish	No Religion	Other	Not Specified
Children Family & Safeguarding	62	*	5	*	19	*	*	25	*	11
Economy and Culture	344	9	23	*	123	*	*	113	*	70
Education	1,006	10	6	*	101	*	*	89	7	793
Environment Roads & Facilities	17	*	*	*	10	*	*	*	*	*
Integrated Adult & Community Services	70	*	*	*	19	*	*	22	*	25
Law & Governance	11	*	*	*	*	*	*	*	*	*
Regulatory Services	1	*	*	*	*	*	*	*	*	*
CCBC Total	1,511	20	38	1	276	1	1	254	13	907

Note: The number of employees counted in Table 2a is based on the number of casual workers employed by Conwy on the 31st March 2024 (counted once, even though they may have more than one casual job).

Numbers below five have been replaced by * to protect anonymity

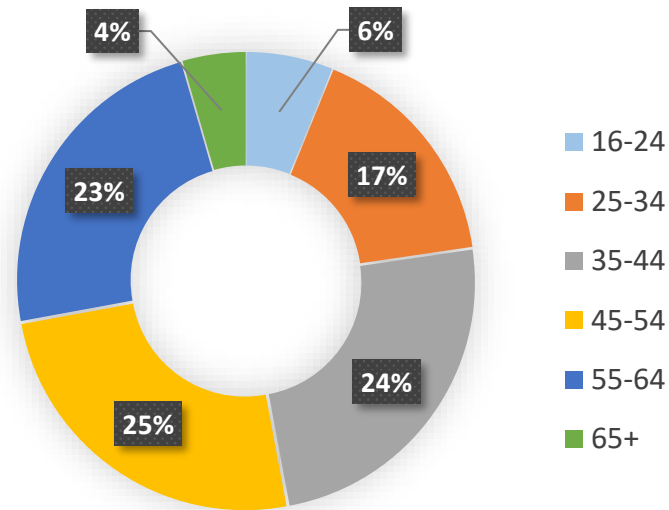
On the 31st March 2024, we held the following data by protected characteristic for all staff in Conwy:

Protected Characteristic	Equality Data Held	Equality Data Held - Change from 2022-23	% of All Employees	% of Fixed Term / Permanent	% of Casual
Sex	100%	No Change			
Male			28%	27%	23%
Female			72%	73%	77%
Age	100%	No Change			
16-24			6%	3%	14%
25-34			16%	16%	18%
35-44			24%	25%	22%
45-54			25%	26%	21%
55-64			24%	25%	19%
65+			5%	4%	6%
Disability	56.8%	+2.7%			
Disabled Staff			2.39%	2.38%	1.72%
Prefer not to say			1.40%	1.43%	0.93%
Race	60.4%	+1.9%			
Ethnic Minority (Global Majority) Staff			2.39%	2.16%	1.99%
Prefer not to say			0.27%	0.27%	0.13%
Marital / Civil Partnership Status	99.2%	-0.2%			
Staff Married or in a Civil Partnership			48.25%	50.57%	43.35%
Prefer not to say			0.44%	0.39%	0.60%
Religion/Belief	54.0%	+2.9%			
Religion Stated			51.29%	51.98%	39.97%
Prefer not to say			2.70%	2.69%	1.72%
Sexual Orientation	53.8%	+2.9%			
Lesbian/Gay/Bisexual staff			1.38%	1.48%	0.53%
Prefer not to say			2.77%	2.69%	2.32%
Gender Reassignment	51.3%	+3.6%			
Transgender staff			0.25%	0.24%	0.13%
Prefer not to say			0.34%	0.34%	0.13%
Pregnancy / Maternity*	-	-			
Pregnant or on Maternity Leave			2.72%	3.08%	1.19%

*Percentage of female employees

When we have undertaken the survey we will review the data captured to consider 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).

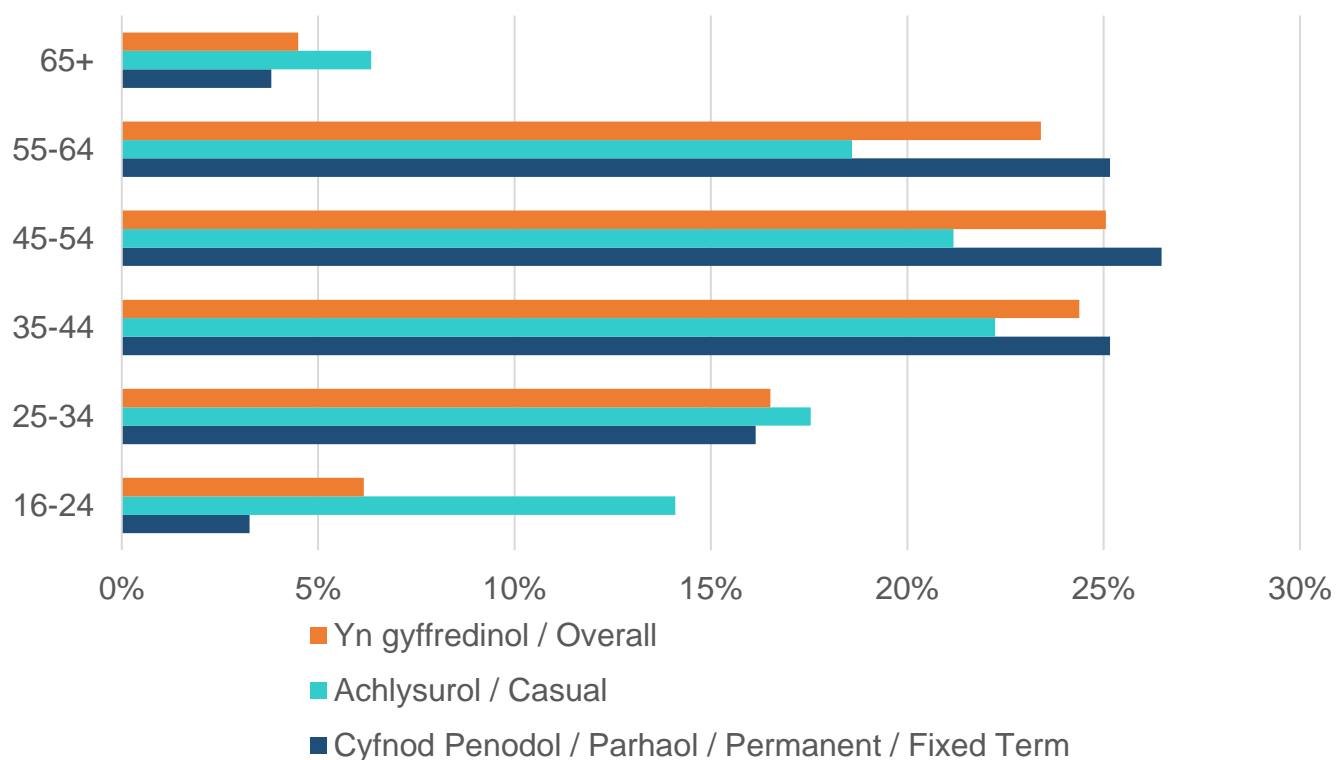
Age Profile of Conwy Workforce (Positions), 31st March 2024



The chart above displays the age profile of our workforce in 2023-24 (based on positions held). The table below shows these figures alongside the figures for last year to highlight any year-on-year change:

Age Group	2022-23 (%)	2023-24 (%)
16-24	6	6
25-34	16	17
35-44	24	24
45-54	25	25
55-64	24	23
65+	5	4

Age Profile of Conwy Workforce by Contract Type (Positions), 31st March 2024



	Age 16-24	Age 25-34	Age 35-44	Age 45-54	Age 55-64	Age 65+
Permanent / Fixed Term	3%	16%	25%	26%	25%	4%
Casual	14%	18%	22%	21%	19%	6%
Overall	6%	17%	24%	25%	23%	4%

Approximately two-thirds (67%) of the permanent and fixed term workforce fall within the 25-34 (16%), 35-44 (25%) and 45-54 (26%) age groups (1% more than in 2022-23). 29% of the permanent and fixed term workforce fall within the 55-64 and the 65+ age groups (compared to 30% in 2022-23). The age profile of casual staff is similar to last year. 32% of the casual workforce were aged between 16 and 34, compared to 33% in 2022-23. 25% of the casual workforce were aged 55 and above, the same as in 2022-23.

Disaggregated Ethnicity Profile of Conwy Workforce (Permanent, Fixed-term and Casual), 31st March 2024

The table below shows the disaggregated ethnicity profile of our workforce on the 31st March 2024, alongside 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 staff 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). 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.

Ethnicity (Census 2021 Categories)	Workforce - Data Held (%) (Excluding where no data held)	Workforce - Overall (%) (Including where no data held)	% of Conwy Working Age Population (Census 2021)
Asian, Asian British or Asian Welsh: Bangladeshi	0.00	0.00	0.00
Asian, Asian British or Asian Welsh: Chinese	0.22	0.13	0.13
Asian, Asian British or Asian Welsh: Indian	0.21	0.13	0.07
Asian, Asian British or Asian Welsh: Pakistani	0.07	0.04	0.00
Asian, Asian British or Asian Welsh: Other Asian	0.21	0.13	0.19
Black, Black British, Black Welsh, Caribbean or African: African	0.21	0.13	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	0.03	0.02	0.00
Mixed or Multiple ethnic groups: Asian and White	0.21	0.13	0.08
Mixed or Multiple ethnic groups: Black African and White	0.10	0.06	0.00
Mixed or Multiple ethnic groups: Black Caribbean and White	0.31	0.19	0.00
Mixed or Multiple ethnic groups: Other Mixed or Multiple ethnic groups	0.42	0.25	0.03
White: British, English, Northern Irish, Scottish or Welsh	95.59	57.74	96.37
White: Irish	0.52	0.31	0.49

Ethnicity (Census 2021 Categories)	Workforce - Data Held (%) (Excluding where no data held)	Workforce - Overall (%) (Including where no data held)	% of Conwy Working Age Population (Census 2021)
White: Gypsy or Irish Traveller	0.00	0.00	0.00
White: Roma	0.00	0.00	0.00
White: Other White	1.46	0.88	2.63
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	0.45	0.27	n/a
No Data	n/a	39.59	n/a
Total	100	100	100

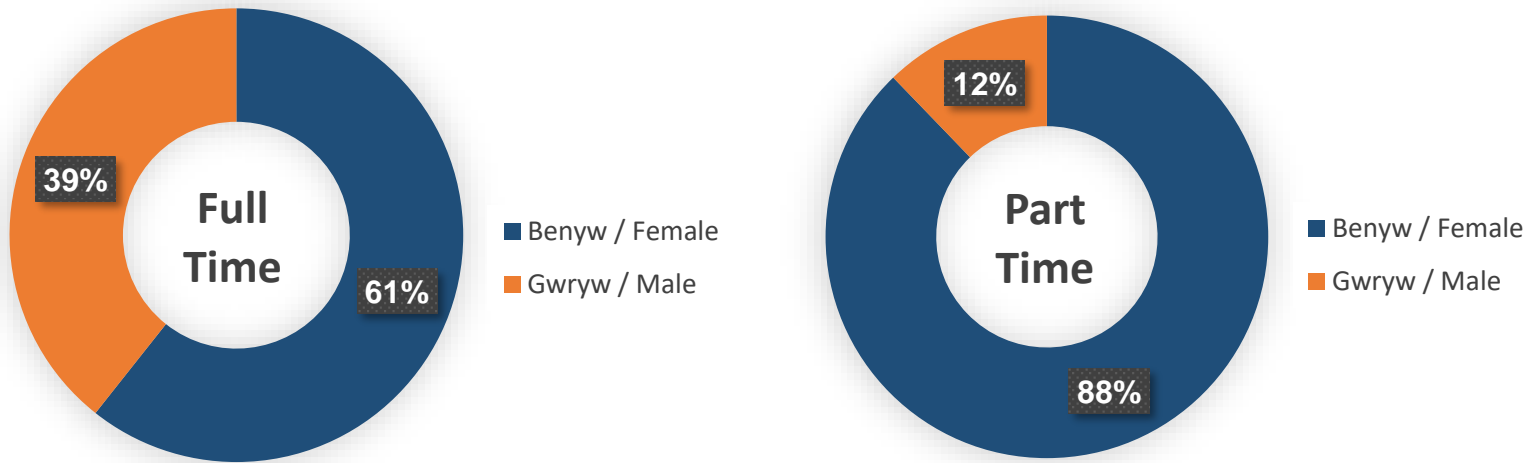
Gender breakdown by Contract / Salary / Job Type / Grade

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 across different job types and services. Conwy does not employ 6,570 employees - 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 31st March 2024

Sex	Permanent		Fixed Term		Casual	Total
	Full time	Part time	Full time	Part time	Variable hours	
Female	1,196 (18%)	1,778 (27%)	195 (3%)	220 (3%)	1,565 (24%)	4,954 (75%)
Male	832 (13%)	249 (4%)	70 (1%)	29 (0.4%)	436 (7%)	1,616 (25%)
Total	2,028	2,027	265	249	2,001	6,570

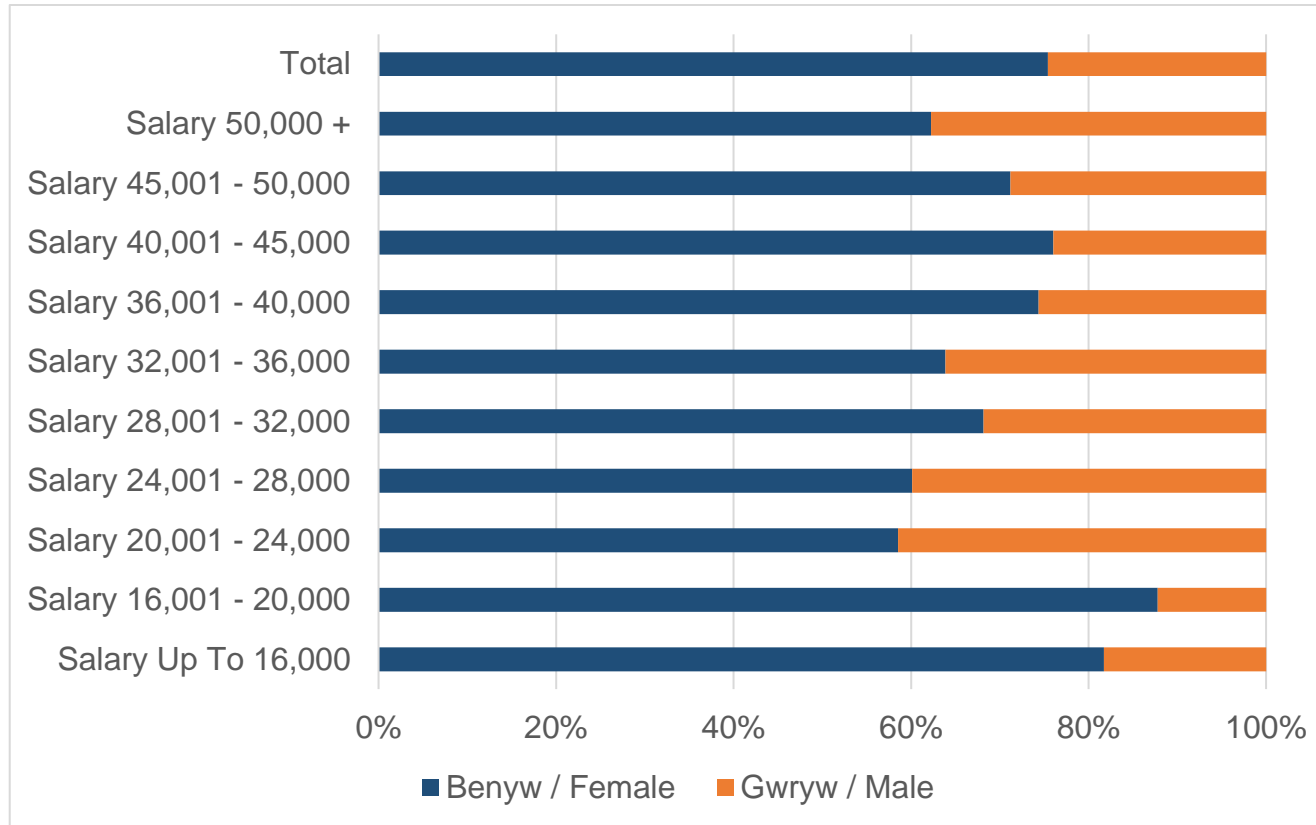


There are 39% males and 61% females in full time roles (permanent and fixed term posts) compared to 12% males and 88% females in part time roles (permanent and fixed term posts). This shows no significant change from last year.

In previous years, we have employed marginally more staff on a part time basis than on a full time basis in permanent and fixed term roles. However, recently there has been a trend of the gap gradually closing, and this year we employed marginally more full time staff (50.2%) than part time staff (49.8%) in permanent and fixed term roles (equivalent figures in the Employment Monitoring Report 2019-20 were 48.2% full time staff and 51.8% part time staff in permanent and fixed term roles).

We continue to promote flexible working options during recruitment and throughout employment to ensure that people are aware of the range of options available to them throughout their time with us.

Table 4 - Posts (number and percentage) filled by Salary Range on the 31st March 2024



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	2,692 (82%)	439 (88%)	298 (59%)	312 (60%)	225 (68%)	198 (64%)	180 (74%)	184 (76%)	299 (71%)	127 (62%)	4,954 (75%)
Male	602 (18%)	61 (12%)	211 (41%)	207 (40%)	105 (32%)	112 (36%)	62 (26%)	58 (24%)	121 (29%)	77 (38%)	1,616 (25%)
Total	3,294	500	509	519	330	310	242	242	420	204	6,570

(Table uses pro-rata pay)

On the 31st March 2024 there were 6,570 posts filled within Conwy, 41% (2,692 posts) of which were occupied by female employees in the salary up to £16,000 range. The equivalent proportion last year was 43%. Over half of the posts held by females (54%), and over a third (37%) of the posts held by males, are within the salary range up to £16,000.

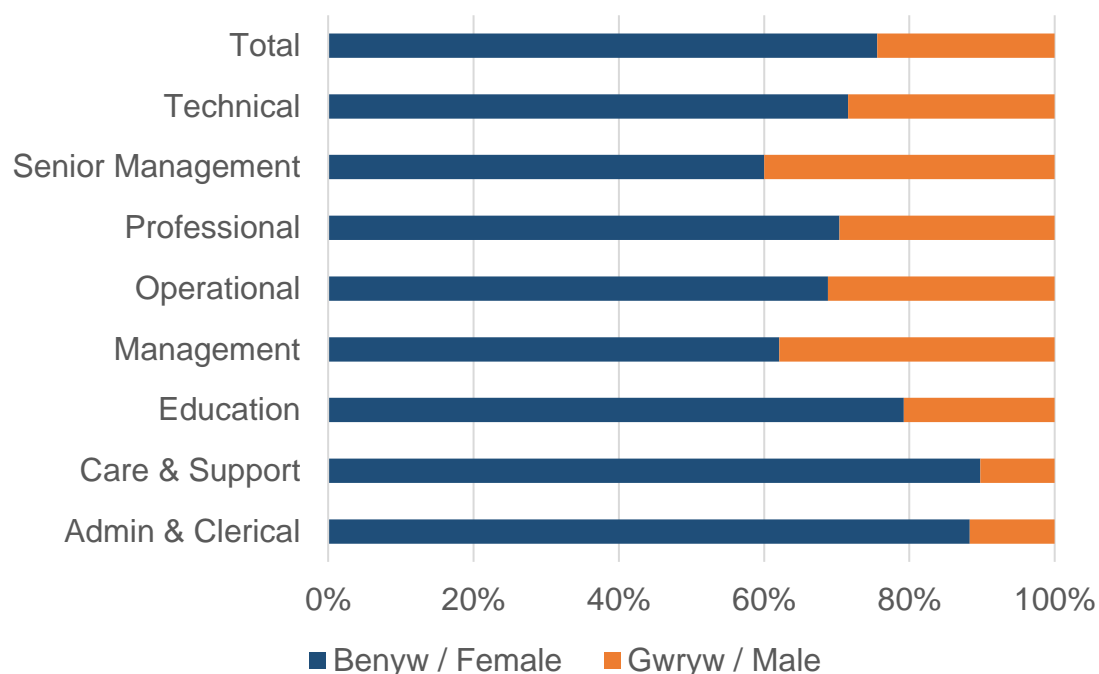
Positions within the 'Salary Up To £16,000' range, which are positions predominantly occupied by female employees (82%), are mainly in Education (68%) and Economy and Culture (20%). These are either casual (60.8%), part-time (39.2%) or apprenticeship (0.1%) roles. Within the 'Salary £16,001-20,000' range, which is also positions mostly occupied by female employees (88%), positions are predominantly within Education (68%), and Integrated Adult and Community Services (19%). These are part-time (99.8%) and full-time (0.2%) roles.

To support all staff with rising living costs we have published an Intranet page that shares sources of information with the aim of helping and advising staff with the rising cost of living. These pages include information on checking access to potential benefits/grants, food banks, advice and resources to help with the cost of energy and ways to make the most of staff benefits.

There has been a slight increase in the proportion of females in the £50,000 and over salary range at 62% this year, compared to 59% last year and 57% the year before that. This also represents an increase in the total number of female staff in this band, from 112 to 127, whilst the number of males in this band stayed the same at 77.

The 2022-23 pay salary scales above £50,000 included: Chief Executive, Directors, Heads of Service, Head Teachers, Deputy Head Teachers, Education Advisor/Inspectors, Grade G11 and Grade 12.

Table 5 - Number and percentage of posts filled by Job Type on the 31st March 2024



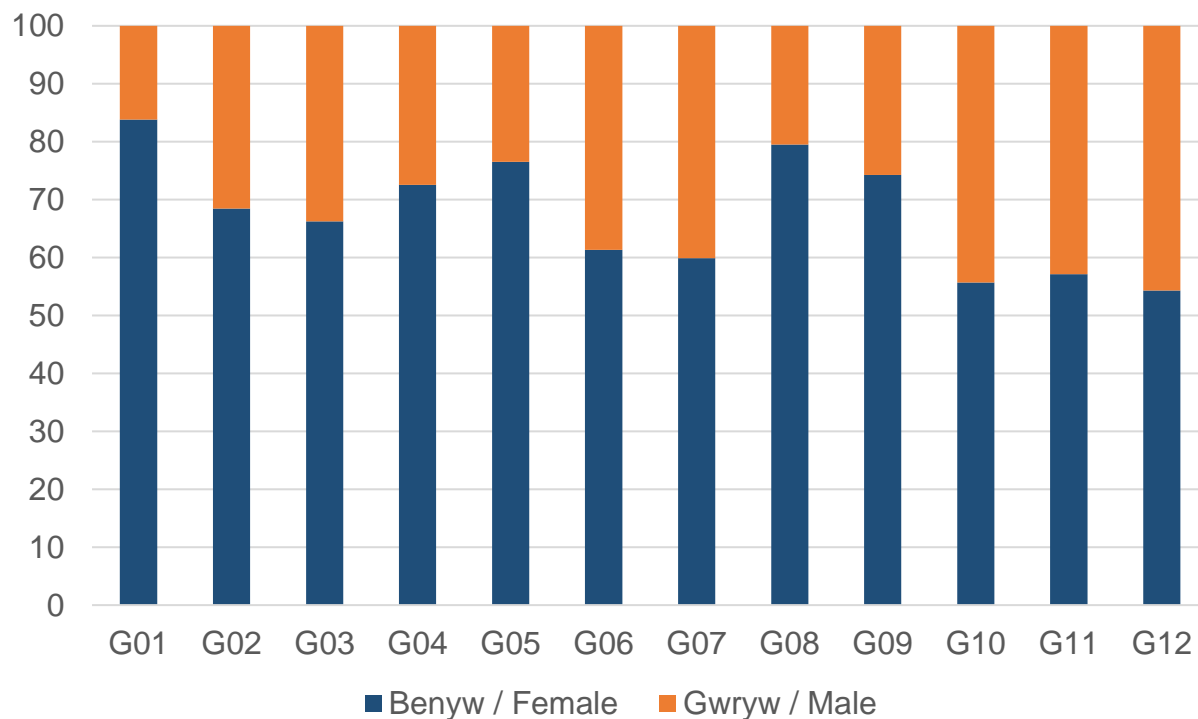
Sex	Admin & Clerical	Care & Support	Education	Management	Operational	Professional	Senior Management	Technical	Total
Female	274 (84%)	927 (89%)	901 (80%)	109 (64%)	1,184 (69%)	362 (70%)	9 (56%)	1,188 (72%)	4,954 (75%)
Male	52 (16%)	114 (11%)	228 (20%)	60 (36%)	530 (31%)	154 (30%)	7 (44%)	471 (28%)	1,616 (25%)
Total	326	1,041	1,129	169	1,714	510	16	1,659	6,570

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

64% (109) of management posts are held by female employees and 36% (60) are held by male employees. 56% (9) of senior management posts are held by females and 44% (7) by males. This represents a marginal increase in the proportion of females in Management job types, but a slight decrease in the proportion of females in Senior Management job types in comparison to last year (62% of Management roles, 60% of Senior Management roles). In comparison to the overall workforce profile of 75% female to 25% 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.

Table 6 – Number and percentage of posts filled by Grade on the 31st March 2024 (includes Full-time, Part-time and Casual)



Sex	G01	G02	G03	G04	G05	G06	G07	G08	G09	G10	G11	G12
Female	1,555 (84%)	560 (68%)	255 (66%)	504 (73%)	463 (77%)	219 (61%)	91 (60%)	198 (80%)	75 (74%)	44 (56%)	8 (57%)	19 (54%)
Male	300 (16%)	258 (32%)	130 (34%)	191 (27%)	142 (23%)	138 (39%)	63 (40%)	51 (20%)	26 (26%)	35 (44%)	6 (43%)	16 (46%)
Total	1,855	818	385	695	605	357	152	249	101	79	14	35

Sex	Senior Management	Deputy / Head Teacher	Teacher	Education Advisory	Youth Worker	Modern Apprentice	Misc.	Total for all grades
Female	9 (56%)	97 (67%)	792 (82%)	11 (69%)	17 (55%)	5 (45%)	32 (82%)	4,954 (75%)
Male	7 (44%)	48 (33%)	175 (18%)	5 (31%)	14 (45%)	6 (55%)	7 (18%)	1,616 (25%)
Total	16	145	967	16	31	11	39	6,570

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

28% of all posts across the Council are Grade G01, of which 84% are held by female employees and 16% by males. Within Grades G04, G05, G08 and G09 the split of males to females approximately mirrors the workforce profile of 78:22. When compared to the overall workforce profile, female employees are proportionately under-represented in Grades G02, G03, G06, G07, G10, G11 and G12 and as Deputy/Head Teachers (67%), Senior Management (56%) and Modern Apprentices (45%). Males are under-represented in Grade G01 (16%) and Teaching (18%).

5. Recruitment and Promotion

All job applications are inputted onto the HR/Payroll system through the web recruitment system. Applicants are required to complete equality monitoring information as part of the process (with the option to respond 'prefer not to say' to some questions). Equality monitoring information is only ever accessible by Human Resources staff as it is regarded as sensitive data (not recruiting managers), for use at an aggregated level for reporting and monitoring impact.

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 1st April 2023 and the 31st March 2024, there were 1,190 positions advertised, including posts that were re-advertised and where there were multiple vacancies for one job advert. This is slightly higher than last year, when 1,097 positions were advertised, and remains high compared to recent years before that (572 in 2020-21, 504 in 2019-20 and 470 in 2018-19). 301 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 applicants in the tables below to show internal promotions.

Table 7 - All Vacancies Advertised in 2023-24

(This includes adverts for full-time, part-time and casual positions, and includes where positions have been re-advertised)

Service	Positions Advertised
Audit and Procurement	3
Children Family and Safeguarding	88
Corporate Finance	13
Economy and Culture	364
Education	261
Environment, Roads and Facilities	134
Information Technology	17
Integrated Adult and Community Services	225
Law and Governance	9
People and Performance	15
Regulatory Services	41
Strategic Housing	20
Total	1,190

Table 8a - External Applicants for Employment during 2023-24

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 (Global Majority)	Disabled	Married / Civil Partnership	Gay / Lesbian / Bisexual	Religion Stated
Audit & Procurement	8	*	6	*	*	*	*	*	*	*	*	*	*	*	*	6
Children Family & Safeguarding	168	23	145	*	20	61	44	37	*	*	*	18	11	58	9	99
Corporate Finance	35	14	20	*	*	13	6	12	*	*	*	*	*	13	*	28
Economy and Culture	649	277	366	*	288	145	66	81	62	5	*	37	50	153	49	385
Education	791	143	648	*	135	324	197	74	60	*	*	33	26	246	31	417
Environment Roads & Facilities	380	298	81	*	58	94	89	66	61	12	*	12	18	127	15	203
Information Technology	37	30	7	*	6	19	7	*	*	*	*	7	*	11	*	26
Integrated Adults & Community Services	545	149	394	*	82	174	126	112	45	*	*	32	40	204	31	275
Law & Governance	19	8	11	*	*	8	*	5	*	*	*	*	*	9	*	9
People and Performance	107	32	75	*	13	36	25	24	8	*	*	10	7	49	5	71
Regulatory Services	65	50	15	*	11	15	18	14	7	*	*	7	*	29	6	32
Strategic Housing	77	22	55	*	9	26	21	16	5	*	*	*	6	33	9	47
Total	2,881	1,048	1,823	10	628	917	602	447	257	26	4	159	166	934	161	1,598

Numbers below five have been replaced by * to protect anonymity

Table 8b - Internal Applicants for Employment and/or Promotion during 2023-24

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 (Global Majority)	Disabled	Married / Civil Partnership	Gay / Lesbian / Bisexual	Religion Stated
Audit & Procurement	3	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
Children Family & Safeguarding	78	10	68	*	*	34	19	9	11	*	*	*	*	24	*	41
Corporate Finance	16	*	15	*	*	*	5	*	*	*	*	*	*	9	*	11
Economy and Culture	283	138	145	*	117	66	44	31	20	5	*	14	17	64	11	140
Education	395	83	312	*	40	136	122	64	31	*	*	11	13	167	14	211
Environment Roads & Facilities	111	87	24	*	14	17	36	19	20	5	*	*	5	44	*	69
Information Technology	34	27	7	*	5	15	8	6	*	*	*	*	*	6	*	23
Integrated Adults & Community Services	244	53	191	*	18	60	80	59	25	*	*	10	24	101	6	118
Law & Governance	7	*	6	*	*	*	*	*	*	*	*	*	*	*	*	*
People and Performance	18	7	11	*	*	5	8	*	*	*	*	*	*	9	*	8
Regulatory Services	17	11	6	*	*	*	6	*	*	*	*	*	*	7	*	11
Strategic Housing	27	*	24	*	*	7	11	7	*	*	*	*	*	12	*	13
Total	1,233	422	811	0	203	345	341	210	117	17	0	42	66	450	38	650

Numbers below five have been replaced by * to protect anonymity

Table 8c - Total Applicants for Employment and/or Promotion during 2023-24

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 (Global Majority)	Disabled	Married / Civil Partnership	Gay / Lesbian / Bisexual	Religion Stated
Audit & Procurement	11	*	8	*	*	*	*	6	*	*	*	*	*	5	*	7
Children Family & Safeguarding	246	33	213	*	23	95	63	46	15	*	*	22	14	82	11	140
Corporate Finance	51	15	35	*	*	16	11	16	5	*	*	*	*	22	*	39
Economy and Culture	932	415	511	6	405	211	110	112	82	10	*	51	67	217	60	525
Education	1,186	226	960	*	175	460	319	138	91	*	*	44	39	413	45	628
Environment Roads & Facilities	491	385	105	*	72	111	125	85	81	17	*	14	23	171	17	272
Information Technology	71	57	14	*	11	34	15	9	*	*	*	7	*	17	*	49
Integrated Adults & Community Services	789	202	585	*	100	234	206	171	70	6	*	42	64	305	37	393
Law & Governance	26	9	17	*	*	8	*	8	*	*	*	*	*	13	*	13
People and Performance	125	39	86	*	14	41	33	26	9	*	*	11	7	58	5	79
Regulatory Services	82	61	21	*	14	17	24	17	10	*	*	7	*	36	6	43
Strategic Housing	104	25	79	*	9	33	32	23	7	*	*	*	7	45	10	60
Total	4,114	1,470	2,634	10	831	1,262	943	657	374	43	4	201	232	1,384	199	2,248

Numbers below five have been replaced by * to protect anonymity

Table 9a - External Applicants Shortlisted for Employment during 2023-24

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 (Global Majority)	Disabled	Married / Civil Partnership	Gay / Lesbian / Bisexual	Religion Stated
Audit & Procurement	1	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
Children Family & Safeguarding	83	12	71	*	6	34	19	19	*	*	*	5	6	24	6	47
Corporate Finance	18	7	11	*	*	6	*	5	*	*	*	*	*	9	*	14
Economy and Culture	363	153	207	*	169	70	31	52	36	*	*	16	30	79	24	222
Education	184	32	152	*	23	67	50	22	22	*	*	7	10	68	5	85
Environment Roads & Facilities	147	111	35	*	33	16	39	27	25	7	*	5	10	51	6	90
Information Technology	9	8	*	*	*	5	*	*	*	*	*	*	*	*	*	7
Integrated Adults & Community Services	255	64	190	*	33	66	61	61	29	*	*	6	15	100	11	119
Law & Governance	16	6	10	*	*	6	*	*	*	*	*	*	*	9	*	7
People and Performance	34	7	27	*	5	5	8	11	5	*	*	*	*	19	*	22
Regulatory Services	38	29	9	*	*	8	14	9	*	*	*	*	*	17	*	18
Strategic Housing	19	*	15	*	*	5	6	*	*	*	*	*	*	11	*	15
Total	1,167	433	729	5	280	288	235	214	131	15	4	43	80	390	58	647

Numbers below five have been replaced by * to protect anonymity

Table 9b - Internal Applicants Shortlisted for Employment and/or Promotion during 2023-24

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 (Global Majority)	Disabled	Married / Civil Partnership	Gay / Lesbian / Bisexual	Religion Stated
Audit & Procurement	2	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
Children Family & Safeguarding	68	9	59	*	*	31	15	8	9	*	*	*	*	21	*	35
Corporate Finance	14	*	14	*	*	*	*	*	*	*	*	*	*	7	*	9
Economy and Culture	237	108	129	*	100	60	28	29	16	*	*	11	10	51	11	118
Education	206	54	152	*	21	68	60	35	20	*	*	6	8	83	6	101
Environment Roads & Facilities	93	72	21	*	13	16	31	14	14	5	*	*	*	35	*	55
Information Technology	21	18	*	*	*	11	5	*	*	*	*	*	*	*	*	14
Integrated Adults & Community Services	192	35	157	*	16	48	51	52	23	*	*	*	18	73	5	87
Law & Governance	7	*	6	*	*	*	*	*	*	*	*	*	*	*	*	*
People and Performance	10	*	7	*	*	*	5	*	*	*	*	*	*	5	*	*
Regulatory Services	15	11	*	*	*	*	6	3	*	*	*	*	*	7	*	10
Strategic Housing	19	*	19	*	*	*	8	5	*	*	*	*	*	8	*	10
Total	884	311	573	0	162	244	215	157	91	15	0	23	45	299	28	448

Numbers below five have been replaced by * to protect anonymity

Table 9c - Total Applicants Shortlisted for Employment and/or Promotion during 2023-24

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 (Global Majority)	Disabled	Married / Civil Partnership	Gay / Lesbian / Bisexual	Religion Stated
Audit & Procurement	3	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
Children Family & Safeguarding	151	21	130	*	9	65	34	27	13	*	*	8	7	45	8	82
Corporate Finance	32	7	25	*	*	9	8	8	*	*	*	*	*	16	*	23
Economy and Culture	600	261	336	*	269	130	59	81	52	7	*	27	40	130	35	340
Education	390	86	304	*	44	135	110	57	42	*	*	13	18	151	11	186
Environment Roads & Facilities	240	183	56	*	46	32	70	41	39	12	*	6	14	86	7	145
Information Technology	30	26	*	*	5	16	6	*	*	*	*	*	*	5	*	21
Integrated Adults & Community Services	447	99	347	*	49	114	112	113	52	5	*	8	33	173	16	206
Law & Governance	23	7	16	*	4	6	3	7	*	*	*	*	*	13	*	11
People and Performance	44	10	34	*	6	7	13	12	6	*	*	*	*	24	*	26
Regulatory Services	53	40	13	*	6	9	20	12	6	*	*	*	*	24	*	28
Strategic Housing	38	*	34	*	*	9	14	9	5	*	*	*	*	19	*	25
Total	2,051	744	1,302	5	442	532	450	371	222	30	4	66	125	689	86	1,095

Numbers below five have been replaced by * to protect anonymity

Table 10a - External Applicants Appointed during 2023-24

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 (Global Majority)	Disabled	Married / Civil Partnership	Gay / Lesbian / Bisexual	Religion Stated
Audit & Procurement	0	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
Children Family & Safeguarding	7	*	5	*	*	*	*	*	*	*	*	*	*	*	*	*
Corporate Finance	0	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
Economy and Culture	21	8	13	*	6	7	*	6	*	*	*	*	*	7	*	15
Education	37	8	29	*	*	11	10	*	9	*	*	*	*	17	*	15
Environment Roads & Facilities	9	7	*	*	*	*	*	*	*	*	*	*	*	7	*	5
Information Technology	1	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
Integrated Adults & Community Services	18	5	13	*	*	*	5	5	5	*	*	*	*	8	*	7
Law & Governance	2	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
People and Performance	3	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
Regulatory Services	3	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
Strategic Housing	2	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
Total	103	33	70	0	12	23	30	20	17	1	0	2	6	51	4	51

Numbers below five have been replaced by * to protect anonymity

Table 10b - Internal Applicants Appointed during 2023-24

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 (Global Majority)	Disabled	Married / Civil Partnership	Gay / Lesbian / Bisexual	Religion Stated
Audit & Procurement	1	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
Children Family & Safeguarding	51	6	45	*	*	23	11	5	7	*	*	*	*	17	*	26
Corporate Finance	10	*	10	*	*	*	*	*	*	*	*	*	*	5	*	6
Economy and Culture	165	76	89	*	75	39	18	19	10	*	*	8	6	36	10	83
Education	135	38	97	*	16	39	42	25	13	*	*	*	7	54	*	65
Environment Roads & Facilities	79	61	18	*	13	12	25	11	13	5	*	*	*	29	*	47
Information Technology	14	12	*	*	*	6	*	*	*	*	*	*	*	*	*	9
Integrated Adults & Community Services	131	27	104	*	12	38	34	32	14	*	*	*	9	50	*	52
Law & Governance	6	*	5	*	*	*	*	*	*	*	*	*	*	4	*	3
People and Performance	8	*	6	*	*	*	*	*	*	*	*	*	*	5	*	4
Regulatory Services	12	9	*	*	*	*	5	*	*	*	*	*	*	6	*	8
Strategic Housing	14	*	14	*	*	*	*	5	*	*	*	*	*	8	*	8
Total	626	232	394	0	126	167	149	108	64	12	0	16	27	218	24	312

Numbers below five have been replaced by * to protect anonymity

Table 10c - Total Applicants Appointed during 2023-24

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 (Global Majority)	Disabled	Married / Civil Partnership	Gay / Lesbian / Bisexual	Religion Stated
Audit & Procurement	1	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
Children Family & Safeguarding	58	8	50	*	*	24	14	6	9	*	*	*	*	21	*	30
Corporate Finance	10	*	10	*	*	*	*	*	*	*	*	*	*	5	*	6
Economy and Culture	186	84	102	*	81	46	20	25	10	*	*	9	8	43	13	98
Education	172	46	126	*	19	50	52	29	22	*	*	5	8	71	*	80
Environment Roads & Facilities	88	68	20	*	15	12	27	14	14	6	*	*	*	36	*	52
Information Technology	15	13	*	*	*	6	5	*	*	*	*	*	*	*	*	10
Integrated Adults & Community Services	149	32	117	*	12	41	39	37	19	*	*	*	9	58	*	59
Law & Governance	8	*	6	*	*	*	*	*	*	*	*	*	*	*	*	*
People and Performance	11	*	9	*	*	*	*	*	*	*	*	*	*	7	*	6
Regulatory Services	15	10	5	*	*	*	8	*	*	*	*	*	*	9	*	8
Strategic Housing	16	*	16	*	*	*	6	5	*	*	*	*	*	10	*	10
Total	729	265	464	0	138	190	179	128	81	13	0	18	33	269	28	363

Numbers below 5 have been replaced by * to protect anonymity

Table 11 – Recruitment of Ethnic Minority (Global Majority) People and Disabled People between 2006 and 2024

The table below shows the trend between 2006-07 and 2023-24 in the number of ethnic minority (global majority) applicants and disabled applicants (based on the equality monitoring information collected during recruitment).

		Applicants			Shortlisted			Appointments		
		No. of Applicants	% of Category	% of Total	No. Shortlisted	% of Category	% of Total	No. of Appointments	% of Category	% of Total
2023-24	Ethnic Minority (Global Majority) Applicants	201	100%	4.89%	66	32.84%	3.22%	18	8.96%	2.47%
	Disabled Applicants	232	100%	5.64%	125	53.88%	6.09%	33	14.22%	4.53%
	Total Applicants	4,114			2,051			729		
2022-23	Ethnic Minority (Global Majority) Applicants	71	100%	2.14%	31	43.66%	1.64%	9	12.68%	1.17%
	Disabled Applicants	159	100%	4.79%	98	61.64%	5.19%	27	16.98%	3.50%
	Total Applicants	3319			1890			771		
2021-22	Ethnic Minority (Global Majority) Applicants	96	100%	2.42%	40	41.67%	2.04%	14	14.58%	1.89%
	Disabled Applicants	160	100%	4.03%	74	46.25%	3.77%	27	16.88%	3.65%
	Total Applicants	3972			1964			739		
2020-21	Ethnic Minority (Global Majority) Applicants	50	100%	1.95%	9	18.00%	1.06%	4	8.00%	1.27%
	Disabled Applicants	102	100%	3.98%	28	27.45%	3.28%	6	5.88%	1.90%
	Total Applicants	2566			853			316		
2019-20	Ethnic Minority (Global Majority) Applicants	33	100%	1.42%	11	33.33%	1.58%	3	9.09%	1.30%
	Disabled Applicants	102	100%	4.40%	40	39.22%	5.73%	8	7.84%	3.46%
	Total Applicants	2316			698			231		
2018-19	Ethnic Minority (Global Majority) Applicants	50	100%	1.58%	17	34.00%	1.13%	2	4.00%	0.50%
	Disabled Applicants	127	100%	4.01%	63	49.61%	4.17%	15	11.81%	3.76%
	Total Applicants	3168			1511			399		
2017-18	Ethnic Minority (Global Majority) Applicants	31	100%	1.14%	11	35.48%	0.89%	2	6.45%	0.57%
	Disabled Applicants	95	100%	3.48%	51	53.68%	4.14%	18	18.95%	5.14%
	Total Applicants	2727			1233			350		
2016-17	Ethnic Minority (Global Majority) Applicants	35	100%	1.17%	10	28.57%	0.83%	2	5.71%	0.59%
	Disabled Applicants	146	100%	4.87%	62	42.47%	5.17%	10	6.85%	2.93%

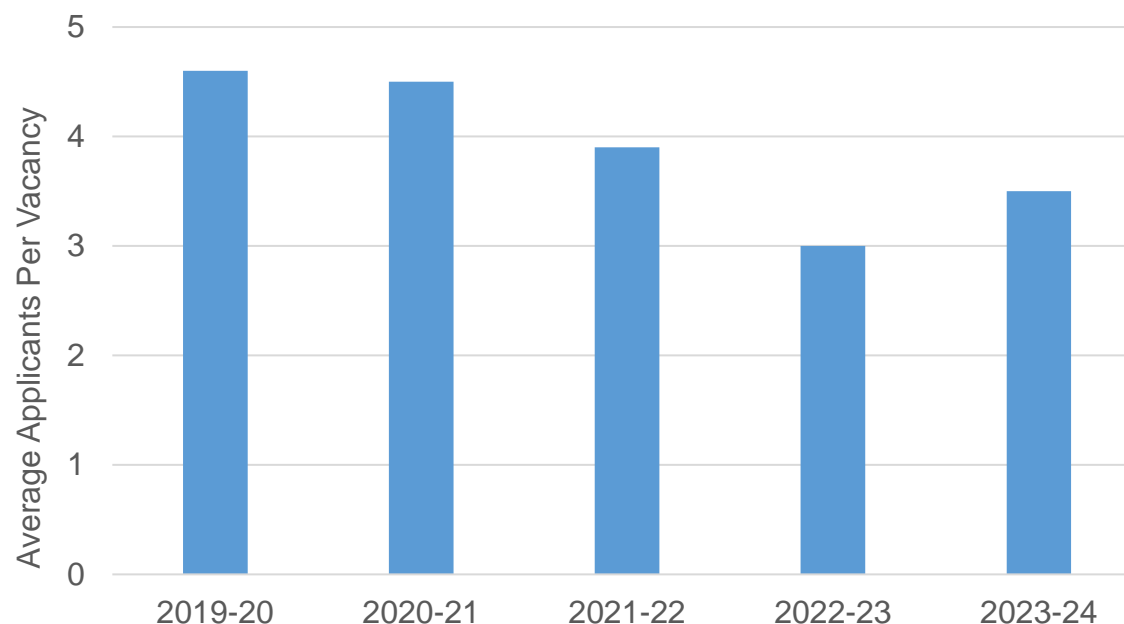
		Applicants			Shortlisted			Appointments		
Total Applicants		2996			1200			341		
2015-16	Ethnic Minority (Global Majority) Applicants	33	100%	0.97%	10	30.30%	0.90%	2	6.06%	0.66%
	Disabled Applicants	163	100%	4.79%	45	27.61%	4.05%	12	7.36%	3.97%
	Total Applicants	3401			1111			302		
2014-15	Ethnic Minority (Global Majority) Applicants	47	100%	2.09%	14	29.79%	1.98%	0	0.00%	0.00%
	Disabled Applicants	123	100%	5.46%	30	24.39%	4.25%	5	4.07%	1.98%
	Total Applicants	2252			706			253		
2013-14	Ethnic Minority (Global Majority) Applicants	27	100%	1.28%	4	14.81%	0.75%	2	7.41%	0.81%
	Disabled Applicants	87	100%	4.13%	24	27.59%	4.51%	11	12.64%	4.47%
	Total Applicants	2109			532			246		
2012-13	Ethnic Minority (Global Majority) Applicants	33	100%	1.90%	13	39.30%	2.10%	3	9.00%	1.80%
	Disabled Applicants	66	100%	3.90%	23	34.80%	3.80%	3	4.50%	1.80%
	Total Applicants	1678			599			165		
2011-12	Ethnic Minority (Global Majority) Applicants	71	100%	2.10%	16	22.50%	1.80%	4	5.60%	2.30%
	Disabled Applicants	151	100%	4.50%	36	23.80%	4.10%	3	2.00%	1.70%
	Total Applicants	3363			877			172		
2010-11	Ethnic Minority (Global Majority) Applicants	81	100%	2.60%	11	13.60%	1.20%	3	3.70%	1.90%
	Disabled Applicants	117	100%	3.80%	37	31.60%	3.90%	4	3.40%	2.60%
	Total Applicants	3062			938			155		
2009-10	Ethnic Minority (Global Majority) Applicants	107	100%	2.50%	13	12.10%	1.10%	2	1.90%	1.00%
	Disabled Applicants	122	100%	2.90%	49	40.20%	4.00%	5	4.10%	2.60%
	Total Applicants	4244			1210			195		
2008-09	Ethnic Minority (Global Majority) Applicants	80	100%	2.70%	19	23.80%	2.50%	0	0.00%	0.00%
	Disabled Applicants	86	100%	2.90%	23	26.70%	3.10%	0	0.00%	0.00%
	Total Applicants	2940			748			105		
2007-08	Ethnic Minority (Global Majority) Applicants	128	100%	3.30%	35	27.30%	2.70%	10	7.80%	2.70%
	Disabled Applicants	96	100%	2.50%	43	44.80%	3.40%	4	4.20%	1.10%
	Total Applicants	3826			1280			372		
2006-07	Ethnic Minority (Global Majority) Applicants	79	100%	2.00%	14	17.70%	1.20%	5	6.30%	1.40%

	Applicants			Shortlisted			Appointments		
Disabled Applicants	70	100%	1.80%	31	44.30%	2.70%	4	5.70%	1.10%
Total Applicants	3921			1165			350		

Further analysis of the information in this table is available on pages 36 and 37.

Recruitment Analysis

In total, there were 4,114 applications for the 1,190 positions advertised between the 1st April 2023 and the 31st March 2024 - an average of approximately 3.5 applications per position advertised. This represents an increase of 0.5 applications per vacancy in comparison to last year (when there were 3.0). The chart below highlights the trend in average applicants per position advertised between 2019-20 and 2023-24:



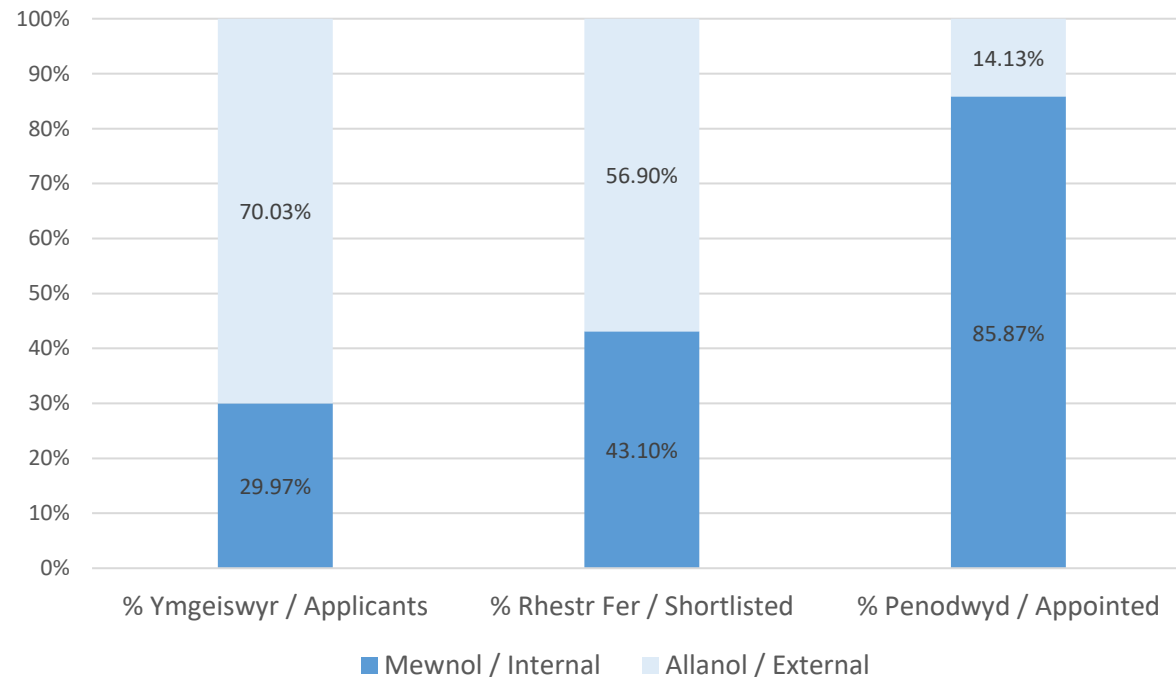
Work has been undertaken as part of a recruitment project to review recruitment and selection processes (e.g. simplified JDPS, exploring advertising avenues), and the reversal of the previous downward trend this year could indicate that steps to attract candidates have, in part, helped to address recruitment issues that have been experienced regionally and nationally.

This is also reflected in a lower number of positions being re-advertised this year than in the previous year. However, we know there are still many vacancies that are challenging to recruit to and we have started to review our Recruitment and Selection Policy (following appointment of a HR Policy Officer in 2024).

Internal V External Applicants

Chart 1 shows a considerable difference between the appointment rate of internal and external job applicants:

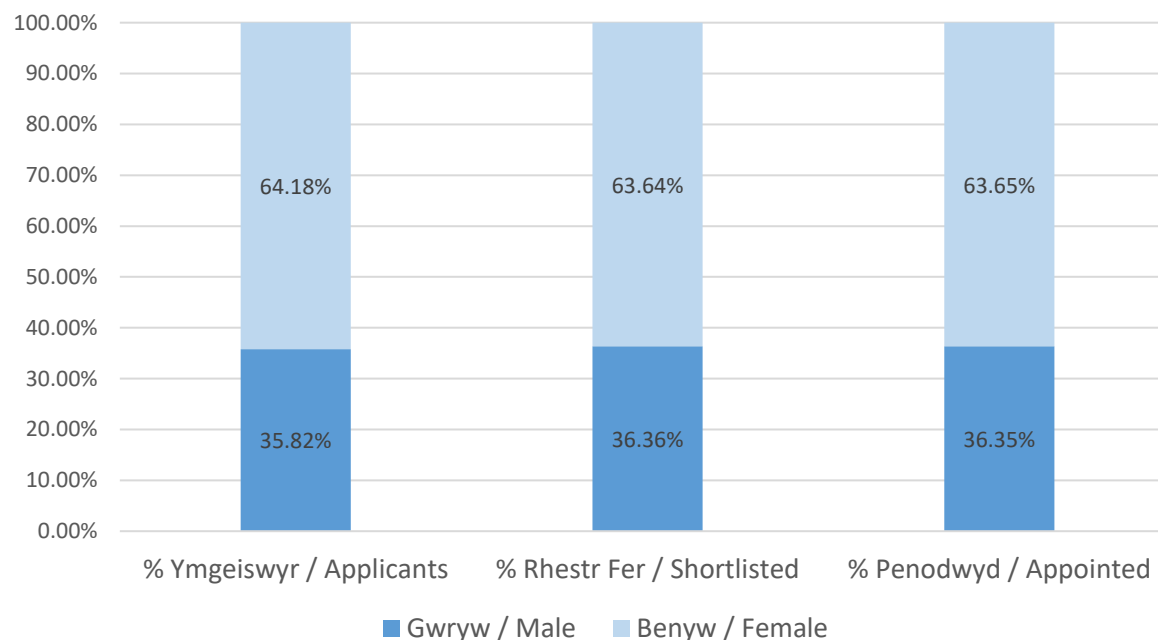
Chart 1 - Number of Applications compared with the Number Shortlisted and the Number Appointed by Internal and External Applicant:



Sex

Overall, 36% of all job applicants were male and 64% female and these figures changed very little at shortlisting and appointment stages, as can be seen in Chart 2 below. Applicant trends varied considerably between services. For example, Children Family and Safeguarding (87%), Integrated Adults & Community Services (74%) and Education (81%) attracted a high proportion of female applicants. In contrast, IT (80%) and Environment, Roads & Facilities (78%) attracted a high proportion of male applicants.

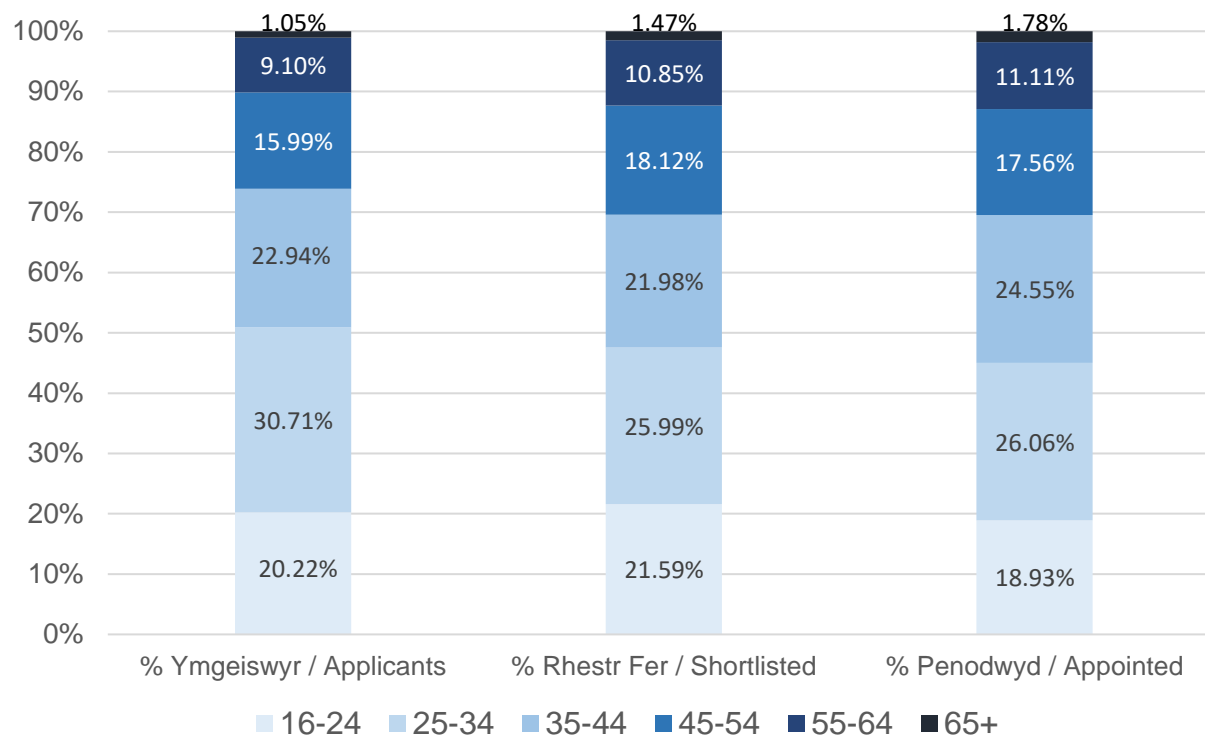
Chart 2 - Number of Applications Compared with the Number Shortlisted and Appointed by Sex:



Age

Almost a third of all applicants (31%) were aged 25-34, and almost a quarter (23%) of applicants were aged 35-44. In terms of appointments, people in the age groups 55-64 and 65+ made up approximately 10% of applicants and 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 201 applications from ethnic minority (global majority) applicants, which represents 4.89% of the total applications received, 3.22% of applicants shortlisted and 2.47% of applicants appointed. 32.84% of ethnic minority (global majority) applicants were shortlisted and 8.96% of ethnic minority (global majority) applicants were appointed.

While the overall number of ethnic minority (global majority) applicants, and the number of ethnic minority (global majority) applicants shortlisted and appointed, is higher than previous years, the proportion of applicants shortlisted and appointed is still lower than for all other applicants. All other applicants includes White British applicants (including White Welsh, English, Scottish and Northern Irish), applicants with no ethnicity data and prefer not to say responses. In future reports we will look to separate 'All other applicants' out into separate lines, for all related tables below.

Some initial work is underway to implement actions relating to inclusive recruitment, informed by the Empowering Diverse Communities into Employment engagement we carried out in collaboration with the North Wales Community Cohesion teams in 2023. We will be reviewing the recruitment training we offer to managers (as part of a wider Equality, Diversity and Inclusion training review) to ensure that inclusive recruitment is embedded within recruitment and selection across the organisation. We are also reviewing our Recruitment and Selection Policy to ensure that inclusion is embedded throughout.

	Number Applied	% Applied	Number Shortlisted	% of all Applicants Shortlisted	% Shortlisted of Group	Number Appointed	% of all Appointed	% Appointed from Shortlist	% Appointed from Applicants
Ethnic Minority (Global Majority) Applicants	201	4.89%	66	3.22%	32.84%	18	2.47%	27.27%	8.96%
All Other Applicants	3,913	95.11%	1,985	96.78%	50.73%	711	97.53%	35.82%	18.17%
Total Applicants	4,114	-	2,051	-	49.85%	729	-	35.54%	17.72%

Disability

The table below shows that 5.63% of all applicants were disabled applicants, which is a slight increase since last year in percentage terms (up from 4.79%) – and there was an increase in the number of applicants (232 compared to 159). The number of disabled applicants shortlisted increased again, from 98 last year to 125 this year. 4.53% of all appointments were disabled applicants, which compares to the overall workforce declaring a disability of 2.39%. 53.88% of disabled applicants were shortlisted compared to those not declaring a disability at 49.61%. 14.22% of disabled applicants were appointed, compared to 17.93% of people not declaring a disability being appointed. Overall, a slightly higher number of appointments of disabled applicants were made this year compared to last (33 compared to 27).

	Number Applied	% Applied	Number Shortlisted	% of all Applicants Shortlisted	% Shortlisted of Group	Number Appointed	% of all Appointed	% Appointed from Shortlist	% Appointed from Applicants
Disabled Applicants	232	5.63%	125	6.09%	53.88%	33	4.53%	26.40%	14.22%

	Number Applied	% Applied	Number Shortlisted	% of all Applicants Shortlisted	% Shortlisted of Group	Number Appointed	% of all Appointed	% Appointed from Shortlist	% Appointed from Applicants
All Other Applicants	3,882	94.36%	1,926	93.91%	49.61%	696	95.47%	36.14%	17.93%
Total Applicants	4,114	-	2,051	-	49.85%	729	-	35.54%	17.72%

Lesbian, Gay & Bisexual Applicants

The table below shows that 4.84% of applicants regarded themselves as Lesbian, Gay or Bisexual. Of all applicants who were shortlisted, 4.19% were Lesbian, Gay or Bisexual and 3.84% of all appointees were Lesbian, Gay or Bisexual. There was an increase in the number of Lesbian, Gay and Bisexual applicants (199 this year compared to 123 last year) and appointments (28 compared to 21) this year. Of all applicants who regard themselves as Lesbian, Gay & Bisexual, 43.22% were shortlisted and 14.07% appointed, compared to 37.50% shortlisted and 17.07% 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
Lesbian, Gay or Bisexual Applicants	199	4.84%	86	4.19%	43.22%	28	3.84%	32.56%	14.07%
All Other Applicants	3,915	95.16%	1,965	95.81%	50.19%	701	95.16%	35.67%	17.91%
Total Applicants	4,114	-	2,051	-	49.85%	729	-	35.54%	17.72%

Married/Civil Partnership / Religion & Belief / Gender Identity

These are the characteristics we currently hold the least data for. We are looking to improve levels of data so that further analysis can be carried out.

Summary

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

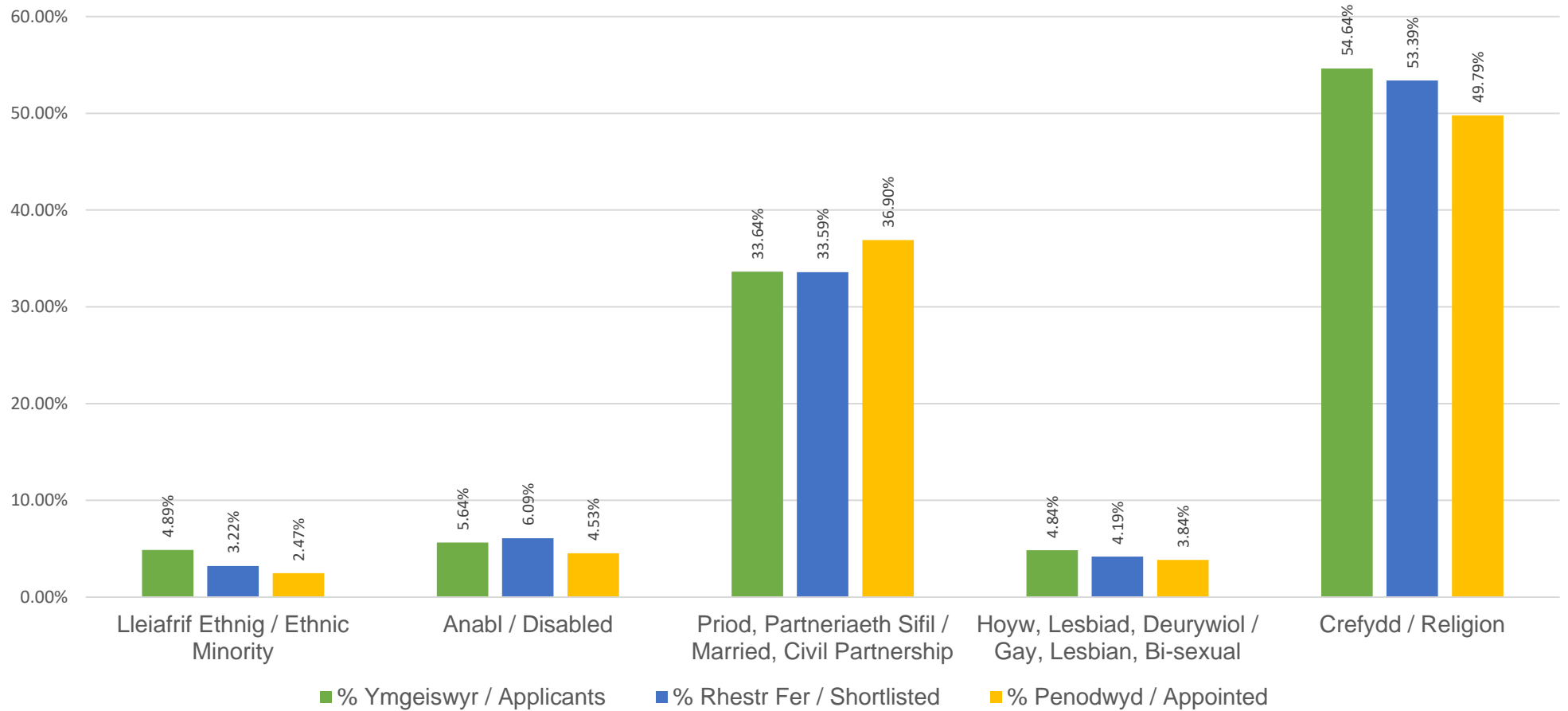


Table 12 - Summary of job applicants by protected characteristic, 2023-24

	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	1,470	744	680 - 786	265	228 - 292	50.6%	18.0%	As expected	As expected
Female	2,634	1,302	1,242 - 1,384	464	425 - 509	49.4%	17.6%	As expected	As expected
Ethnic minority (Global Majority)	201	66	81 - 120	18	24 - 48	32.8%	9.0%	Low	Low
Disability	216	118	87 - 128	33	26 - 50	54.6%	15.3%	As expected	As expected
16-24	831	442	374 - 454	138	123 - 171	53.2%	16.6%	As expected	As expected
25-34	1,262	532	580 - 678	190	195 - 253	42.2%	15.1%	Low	Low
35-44	943	450	428 - 513	179	142 - 192	47.7%	19.0%	As expected	As expected
45-54	657	371	292 - 363	128	95 - 137	56.5%	19.5%	High	As expected
55-64	374	222	160 - 213	81	50 - 82	59.4%	21.7%	High	As expected
65+	43	30	12 - 31	13	3 - 13	69.8%	30.2%	As expected	As expected
Married/Civil Partnership	1,384	689	639 - 741	269	214 - 276	49.8%	19.4%	As expected	As expected
Religion / Belief	2,248	1,095	1,055 - 1,186	363	359 - 437	48.7%	16.1%	As expected	As expected
Lesbian, Gay, Bisexual	199	86	80 - 119	28	23 - 47	43.2%	14.1%	As expected	As expected
All Applicants	4,104	2,046	n/a	729	n/a	49.9%	17.8%		

Note: ‘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 Conwy's Learning Academy, are booked and recorded on our HR/Payroll system via Employee 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 5 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.

Tables 14a and 14b below show the formal training undertaken during the period 2023-24.

We support a variety of different ways for staff to learn, and attending formal learning booked and recorded via our HR/Payroll system is just one of the ways staff are supported to broaden their knowledge and build on existing capabilities. We recommend that staff incorporate a blend of learning activities, such as:

- **Experiential Learning** – learning through experience, practice and on the job activities
- **Social Learning** – through interactions such as collaborating on projects, receiving feedback and knowledge sharing
- **Formal Learning** – structured learning such as training, workshops, webinars and e-learning

We have started to bring together resources (e.g. webinars, videos, podcasts and other resources) for an Equality, Diversity and Inclusion resource library, which will support self-led learning through a variety of learning styles. We are aiming to launch this in 2024 and will then continue to update and build the library over time.

Table 13a - Training Applications by Service and Protected Characteristic during 2023-24

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 (Global Majority)	Disabled	Married / Civil Partnership	Gay, Lesbian, Bisexual	Transgender
Audit & Procurement	8	*	*	*	6	*	*	8	*	*	6	8	5	*
Chief Executives Office	5	*	*	*	*	*	*	*	*	*	*	5	*	*
Children Family & Safeguarding	478	8	134	167	84	77	8	397	81	10	28	173	9	*
Corporate Finance	47	*	6	11	17	10	*	38	9	*	*	26	*	*
Economy and Culture	321	58	55	71	92	36	9	231	90	5	10	148	10	*
Education	378	*	49	98	96	114	17	264	114	8	9	209	*	*
Environment Roads & Facilities	254	28	29	61	55	74	7	47	207	*	*	120	*	*
Information Technology	80	6	15	32	12	15	*	27	53	*	*	36	*	*
Integrated Adults & Community Services	1,533	92	244	378	369	383	67	1,315	218	21	88	714	34	*
Law & Governance	24	*	5	*	9	*	*	20	*	*	*	9	*	*
People and Performance	103	*	22	35	35	8	*	70	33	*	*	53	*	*
Regulatory Services	28	*	*	9	6	8	*	15	13	*	*	19	*	*
Total	3,302	204	572	880	794	738	114	2,473	829	47	154	1,541	69	6

Numbers below five have been replaced by * to protect anonymity

Table 13b - Training Applications by religion and belief during 2023-24

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	*
Total	3,714	69	216	8	1,319	3	2	2	10	1,253	142	626	64

Numbers below five have been replaced by * to protect anonymity

Table 14a - Training Completed by Service and Protected Characteristic during 2023-24

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 (Global Majority)	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	*	*	56	5	*
Integrated Adult & Community Services	1,466	44	340	368	349	325	40	1,280	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	*
Total	3,647	125	735	965	987	746	89	2,701	946	56	171	1,662	59	4

Numbers below five have been replaced by * to protect anonymity

Table 14b - Training Completed by Service and Religion and Belief during 2023-24

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	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	*
Total	3,647	68	210	8	1,294	3	2	2	10	1,231	140	617	62

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 1st April 2023 to the 31st March 2024**

	Engaging Diversity	Total Number of Modules Completed (Ongoing)
No. of Employees	85	3,259

The figure above does not include the overview presented in Corporate Induction, or staff who have attended subject specific training (e.g. racism awareness sessions, positive action, Gypsy, Roma and Traveller training, Equality Impact Assessment, Transgender Awareness training). We have progressed work to review training options and arrangements this year, including launching a Diversity and Inclusion module for managers through the Coaching Culture platform and expanding the initial rollout of introductory racism awareness sessions. This will be supported by the launch of Introduction to Inclusive Conwy training and a further review of training and learning opportunities for staff in relation to equality, diversity and inclusion.

Since January 2024 we have made the (Coaching Culture) Diversity and Inclusion modules available to 424 managers and staff with Coaching Culture access. Between January and July, the Introduction to Diversity and Inclusion module has been completed 85 times (20%), Creating a Psychologically Safe Environment completed 69 times (16%), Unconscious Bias completed 66 times (16%), Inclusive Leadership completed 64 times (15%), Coaching for Belonging completed 63 times (15%) and the Diversity and Inclusion scenarios have been completed 60 times (14%). Moving forwards, we will look at communications to promote the availability of the modules to increase take-up, and will look to make sure that the modules act as an equality, diversity and inclusion starting point for all new managers.

Table 16 - Analysis of completed Training Events from the 1st April 2023 to the 31st March 2024

	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	829	816	24.71%	17.28%
Female	2,473	2,444	74.02%	51.77%
Ethnic Minority (Global Majority)	47	46	1.39%	0.97%
Disabled	154	153	4.63%	3.24%
16 - 24	204	198	6.00%	4.19%
25 - 34	572	570	17.26%	12.07%
35 - 44	880	863	26.14%	18.28%

	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)
45 - 54	794	786	23.80%	16.65%
55 - 64	738	729	22.08%	15.44%
65+	114	114	3.45%	2.41%
Married / Civil Partnership	1,541	1,526	46.21%	32.32%
Gay / Lesbian / Bisexual	69	68	2.06%	1.44%
Religion / Belief	2,636	2,599	78.71%	55.05%
Transgender	6	6	0.18%	0.13%

829 training applications were received from males with 816 of those being completed (98%), and 2,473 training applications were received from females with 2,444 of those completed (99%). There were less training applications in total this year (3,302) than last year (3,647).

7. Attendance Management / Grievance / Disciplinary Action and other Cases

Table 17 – All Attendance Management / Grievance / Disciplinary Cases in 2023-24

Cases	Total	Female	Male	Age 16 - 24	Age 25 - 34	Age 35 - 44	Age 45 - 54	Age 55 - 64	Age 65+	Ethnic Minority (Global Majority)	Disabled	Married / Civil Partnership	Gay, Lesbian, Bisexual	Religion & Belief	Transgender
Improvement Notices	305	209	96	15	54	66	65	94	11	9	11	135	*	176	*
Grievance / Bullying	3	*	*	*	*	*	*	*	*	*	*	*	*	*	*
Disciplinary / Capability	21	15	6	*	*	*	6	11	*	*	*	8	*	11	*
Total	329	227	102	16	56	67	72	107	11	9	13	143	4	189	2

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 is similar to last year's figures (309). Sickness absence cases include those where Absence Improvement Notices have been issued because staff have hit absence triggers. 3.6% of Absence Improvement Notices were issued to disabled employees, which is slightly higher than the workforce profile of 2.4% disabled staff.

69% of Sickness Absences cases involved female staff and 31% male staff, compared to the overall workforce profile of 72% female and 28% male. 3% of all sickness absence cases involved ethnic minority (global majority) employees which is slightly higher than the ethnic minority (global majority) workforce profile of 2.4%. 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.

We have started to revise our Anti-Harassment at Work Policy. We want to emphasise support for victims of harassment, and want to encourage staff to report their experiences. As part of revising our report and support arrangements we will look at how this information is captured and reported on in future reports, so that we can identify areas for priority action as part of our commitment to becoming an inclusive organisation.

8. Employees ending their employment with us

Table 18a – Leavers by Reason during 2023-24

	Total	Age 16 - 24	Age 25 - 34	Age 35 - 44	Age 45 - 54	Age 55 - 64	Age 65+	Female	Male	Ethnic Minority (Global Majority)	Disabled	Married / Civil Partnership	Gay, Lesbian, Bisexual	Transgender
Dismissal	13	*	*	*	*	*	*	*	9	*	*	*	*	*
Dismissal - Ill health	25	*	*	6	6	12	*	18	7	*	*	13	*	*
End of temporary contract	70	21	14	7	8	9	11	48	22	*	*	19	*	*
Redundancy - Compulsory	12	*	*	*	*	*	*	8	*	*	*	6	*	*
Involuntary	120	24	17	15	21	27	16	78	42	1	4	42	2	0
Death in Service	6	*	*	*	*	*	*	*	*	*	*	*	*	*
Redundancy - Voluntary	18	*	*	*	*	6	*	18	*	*	*	13	*	*
Relief not worked for 18 months	6	*	*	*	*	*	*	6	*	*	*	*	*	*
Resignation	149	8	30	36	35	32	8	122	27	*	*	74	6	*
Resignation - Gone to another Authority	29	*	7	15	*	*	*	20	9	*	*	16	*	*
Resignation - Ill health	11	*	*	*	*	5	*	6	5	*	*	9	*	*
Resignation - Left for another job	102	10	19	31	26	13	*	69	33	*	5	40	*	*
Resignation - Left the area	3	*	*	*	*	*	*	*	*	*	*	*	*	*
Resignation – Not returned after maternity leave	1	*	*	*	*	*	*	*	*	*	*	*	*	*
Resignation - Returned to education	9	*	*	*	*	*	*	7	*	*	*	*	*	*
Retirement - Age	62	*	*	*	*	19	43	45	17	*	*	46	*	*
Retirement - Early voluntary	29	*	*	*	*	25	4	20	9	*	*	23	*	*
Retirement – Ill health	3	*	*	*	*	*	*	*	*	*	*	*	*	*
Voluntary	422	24	64	93	70	107	64	318	104	3	15	228	15	*
Total	548	48	81	109	94	135	81	398	150	4	19	271	17	0

Numbers below five have been replaced by * to protect anonymity

Table 18b – Leavers by religion and belief during 2023-24

	Total	Agnostic	Atheist	Buddhist	Christian	Confucianism	Muslim	No Religion	Other	Not Specified	Not Stated
Dismissal	13	*	*	*	*	*	*	6	*	*	*
Dismissal - Ill health	25	*	*	*	8	*	*	*	*	*	10
End of temporary contract	70	5	*	*	12	*	*	13	*	*	35
Redundancy - Compulsory	12	*	*	*	4	*	*	*	*	*	5
Involuntary	120	5	7	0	26	0	0	23	1	4	54
Death in Service	6	*	*	*	*	*	*	*	*	*	*
Redundancy - Voluntary	18	*	*	*	*	*	*	*	*	*	13
Relief not worked for 18 months	6	*	*	*	*	*	*	*	*	*	1
Resignation	149	*	*	*	30	*	*	20	*	*	87
Resignation - Gone to another Authority	29	*	*	*	7	*	*	7	*	*	11
Resignation - Ill health	11	*	*	*	*	*	*	*	*	*	4
Resignation - Left for another job	102	5	7	*	23	*	*	35	*	6	23
Resignation - Left the area	3	*	*	*	*	*	*	*	*	*	*
Resignation – Not returned after maternity	1	*	*	*	*	*	*	*	*	*	*
Resignation - Returned to education	9	*	*	*	*	*	*	5	*	*	*
Retirement - Age	62	*	*	*	17	*	*	*	*	*	38
Retirement - Early voluntary	29	*	*	*	*	*	*	*	*	*	18
Retirement – Ill Health	3	*	*	*	*	*	*	*	*	*	*
Voluntary	422	9	16	2	90	1	1	80	6	19	198
Total	548	14	23	2	117	1	1	104	7	24	255

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 1st April 2023 to 31st March 2024. 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 548 leavers, compared to 563 in 2022-23. Of these: 422 people (77%) left Conwy voluntarily (424 last year) and 120 people (22%) left involuntarily (134 last year), the majority of which (70 staff, 58% of involuntary leavers) left due to the end of a temporary contract.

12 staff (2.19%) left due to compulsory redundancy, 38 (6.93%) employees were dismissed in this period of which 25 (4.56%) were dismissed on ill health grounds.

There were 30 redundancies (12 compulsory, 18 voluntary) 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 an alternative role as unsuitable, 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.

Work has been undertaken to digitise the exit interview form (via Dashboard) and we are finalising arrangements ahead of launching the new process. Digitisation will enable us to collate more meaningful data and learning points about the reasons staff leave the authority in real-time.

Table 19 – Percentage of leavers by protected characteristic, 2023-24

Protected Characteristic	% of Voluntary Leavers	% of Involuntary Leavers	% All Leavers	% of Staff Working for Us
Male	24.64%	35.00%	27.37%	27.73%
Female	75.36%	65.00%	72.63%	72.27%
Ethnic minority (Global Majority)	0.71%	0.83%	0.73%	2.39%
Disabled	3.55%	3.33%	3.47%	2.39%
16 - 24	5.69%	20.00%	8.76%	6.37%
25 - 34	15.17%	14.17%	14.78%	16.33%
35 - 44	22.04%	12.50%	19.89%	23.79%
45 - 54	16.59%	17.50%	17.15%	24.59%
55 - 64	25.36%	22.50%	24.64%	24.06%

Protected Characteristic	% of Voluntary Leavers	% of Involuntary Leavers	% All Leavers	% of Staff Working for Us
65+	15.17%	13.33%	14.78%	4.86%
Married/Civil Partnership	54.03%	35.00%	49.45%	48.25%
Gay, Lesbian, Bisexual	3.55%	1.67%	3.10%	1.38%

Ethnicity

In this period 0.73% (4) of all leavers were from an ethnic minority (global majority) background, compared to 0.89% (5) in 2022-23.

Disability

In this period 3.47% (19) of all leavers were disabled, compared to 1.24% (7) in 2022-23.

Sex

This year, as in previous years, there were a higher number of female employees leaving the organisation than male employees. Of those employees who left the Authority, 72.63% (398) were female and 27.37% (150) were male, broadly similar to the overall workforce profile.

Age

8.76% of leavers were from the 16-24 age group, 14.78% from the 25-34 age group, 19.89% from the 35-44 age group, 17.15% from the 45-54 age group, 24.64% from the 55-64 age group and 14.78% from the 65+ age group.

Marriage/Civil Partnership

Of those employees that left the Authority 49.45% 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 3.10% (17) of all leavers were Lesbian, Gay or Bisexual, compared to 1.07% (6) in 2022-23.

Religion and Belief

Of those who left during this period 49.45% declared information regarding having a religious belief or no religious belief, which is similar to the previous year (48.85%). Of all leavers, 21.35% were Christian and 18.98% 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. Looking 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:

Actions Identified	Steps Taken
<p>Improve the levels of equality monitoring information we hold</p>	<p>We have drafted a survey (alongside a set of FAQs explaining why we are asking for the information) to share during National Inclusion Week 2024. Improving the levels of data held is crucial to be able to gain a more accurate overview of our workforce and to better monitor the impact of our policies</p>
<p>Review options for staff support and engagement</p>	<p>While quantitative diversity data is useful, it is important that we listen, learn and act from staff's lived experiences to create an inclusive culture. Our Equality, Diversity and Inclusion (EDI) Steering Group started to meet in early 2024 and we will be asking staff whether they would value network groups as part of our survey</p>
<p>Improve outcomes for disabled, ethnic minority (global majority) and LGBTQ+ applicants in our recruitment processes by:</p> <ul style="list-style-type: none"> i. Reviewing our Recruitment & Selection Policy ii. Implementing actions and best practice recommendations from the Empowering Diverse Communities into Employment engagement carried out in Summer 2023 iii. Developing and implementing Positive Action Guidance to target areas of improvement for attraction and selection of candidates (using 	<p>Following the appointment of a HR Policy Officer in July 2024, we have started to review our Recruitment & Selection Policy. As a starting point, we have introduced an inclusive recruitment strand to our recruitment project and have updated some of the wording on our job adverts and Job Descriptions to highlight our commitment to creating a diverse and inclusive workforce.</p> <p>A follow up to the 2023 engagement is currently being planned by Community Cohesion teams and we will explore how we can support this work.</p>

Actions Identified	Steps Taken
<p>equality monitoring data as part of an evidence base) iv. Accessible Recruitment Pathway Pilot for People with Learning Disabilities</p>	<p>For an update on the Accessible Recruitment Pathway Pilot for People with Learning Disabilities please see our Annual Report 2023-24.</p>
<p>Review our Policy Against Harassment at Work</p>	<p>Our anti-harassment policy is currently being revised and updated to give greater emphasis on support for victims of harassment and to encourage staff to report their experiences. The amended policy will be clearer in its content and purpose, particularly in terms of report and support processes</p>
<p>Continue to review EDI learning options and arrangements</p>	<p>In 2024, we rolled-out introductory racism awareness sessions and introduction to Inclusive Conwy training opportunities for staff. These are intended to introduce to staff to our person-centred EDI approach and we are looking to build a tiered training offer within the resources available – via a combination of formal training opportunities, e-learning and an EDI Resource Library to support self-led learning through a range of learning styles</p>
<p>Review our Attendance Management Policy</p>	<p>Work to review our Attendance Management Policy will commence in 2024-25 and data from this report we be used as part of the evidence-base for policy decisions</p>
<p>Undertake an analysis of exit interviews to determine the reasons for resignations and identify if further actions and resources are required to improve retention</p>	<p>Our exit interview process has now been digitised. Once the digitised process is launched and embedded we will be able to draw out and analyse information more easily from exit interview forms</p>

Updates on identified actions will be reported on in our Inclusive Conwy Plan 2024-28 annual reports.