

Annual Workforce Equality Monitoring Report

April 2022 – March 2023



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1. Introduction

This report provides an analysis of the Council's directly employed workforce over the 12 month period 1st April 2022 to 31st March 2023.

The data set includes all permanent and fixed term employees working for the Shared Staffing Arrangement (SSA) for Richmond and Wandsworth Councils, except school-based employees and casual employees. Agency workers, volunteers, interims and consultants are excluded from the workforce profile where they are not directly employed by the SSA.

The data used in this report has been taken from the Councils' Human Resources Information System except for recruitment data that has been taken from a stand-alone applicant tracking system managed by the recruitment team.

The workforce analysis provides valuable source of data that can be utilised in various ways in Richmond and Wandsworth Councils:

- monitoring inequalities
- supporting delivery of the Richmond and Wandsworth Councils' key workforce objectives and values
- helping to identify workforce strategy and learning and development needs
- helping to formulate the corporate equality action plan
- assisting workforce planning and recruitment and retention strategies

The data used in this report compares the current organisational data with the data from the previous years and is effective as at the 31st March for each year.

Information on sexual orientation and religion or belief is not reliable as a high percentage of staff have not provided these details. Staff are encouraged, through the staff newsletter, regular advertising campaigns and publishing notes on the intranet, to provide this information on a voluntary basis.

Resident data has been taken from the London Datastore <https://data.london.gov.uk/dataset> and boroughs' statistics (DataWand and DataRich).

2. Richmond and Wandsworth demographic data

The borough demographics are a point of reference and comparison for the Richmond and Wandsworth staff analysis. London is also a useful comparison as it forms the base for much of the councils' recruitment. This data has been taken from the 2021 ONS census^{1,2} and boroughs' statistics (DataWand and DataRich)^{3,4}

Richmond population: 195,278³

London population: 8,799,728^{3,4}

Wandsworth population: 327,506⁴

Gender ¹	Female	Male
Richmond	51.9%	48.1%
Wandsworth	52.6%	47.4%
London	51.5%	48.5%

Age ²	0-15	15-64	64+
Richmond	19%	64.8%	16.2%
Wandsworth	15.7%	74.8%	9.6%
London	18.1%	70.0%	11.9%

Ethnicity ^{3,4}	White	BAME
Richmond	80.5%	19.5%
Wandsworth	67.8%	32.2%
London	53.8%	46.2%

Disability ⁵	Declared
Richmond	12.9%
Wandsworth	14.8%
London	10.0%

¹ [Census - Office for National Statistics \(ons.gov.uk\)](https://www.ons.gov.uk)

² [Wandsworth population change, Census 2021 – ONS](#) First set of England and borough level data released by the ONS on 28 June 2022. It covers usual residential population by sex, in five-year age bands and includes an estimated number of households. Additional data on migration, ethnicity, education, sexual orientation and local data (below borough level) to be released between October – December 2022.

³ [Population - UTLA | Richmond upon Thames | Report Builder for ArcGIS \(datarich.info\)](#)

⁴ [Population - UTLA | Wandsworth | Report Builder for ArcGIS \(datawand.info\)](#)

⁵ [Disability, England and Wales - Office for National Statistics \(ons.gov.uk\)](#) and [Disability - Office for National Statistics \(ons.gov.uk\)](#)

Statistics on religious beliefs were collected in the 2021 ONS census⁶. In the 2021 Census, 45.3% of Richmond residents and 42.6% of Wandsworth residents classified themselves as Christian^{2,3}, higher than the London average of 40.7% but lower than the England average of 46.3%. The second largest classification was 'No religion' at 38% in Richmond and 36% in Wandsworth, again higher than the London and England average of (21% and 25% respectively).

Religion ⁶	England	London	Richmond	Wandsworth
	%	%		%
Christian	46.3	40.7	45.3	42.6
Buddhist	0.5	0.9	0.8	0.7
Hindu	1.8	5.1	2.1	2
Jewish	0.5	1.7	0.6	0.5
Muslim (Islam)	6.7	15	4.3	9.9
Sikh	0.9	1.6	1	0.3
Other religion	0.6	1	0.7	0.6
No religion			38	36
Religion not stated			7	7
Total	100	100	100	100

Statistics on sexual orientation were collected in the 2021 ONS census⁷. The census question on sexual orientation was a voluntary question asked of those aged 16 years and over. Around 89.4% of people identified as straight or heterosexual. Around 3.2% identified with an LGB+ orientation ("Gay or Lesbian", "Bisexual" or "Other sexual orientation").

⁶ [Religion classifications: Census 2021 - Office for National Statistics](#) and [Religion \(detailed\) variable: Census 2021 - Office for National Statistics \(ons.gov.uk\)](#)

⁷ [Sexual orientation, England and Wales - Office for National Statistics \(ons.gov.uk\)](#)

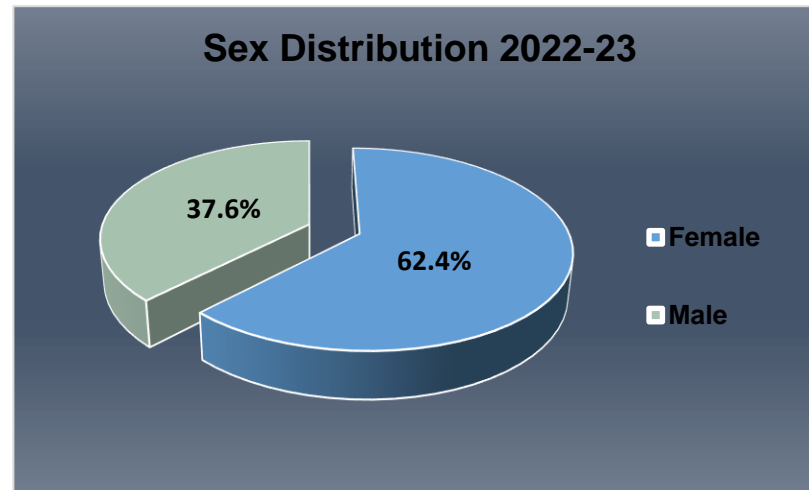
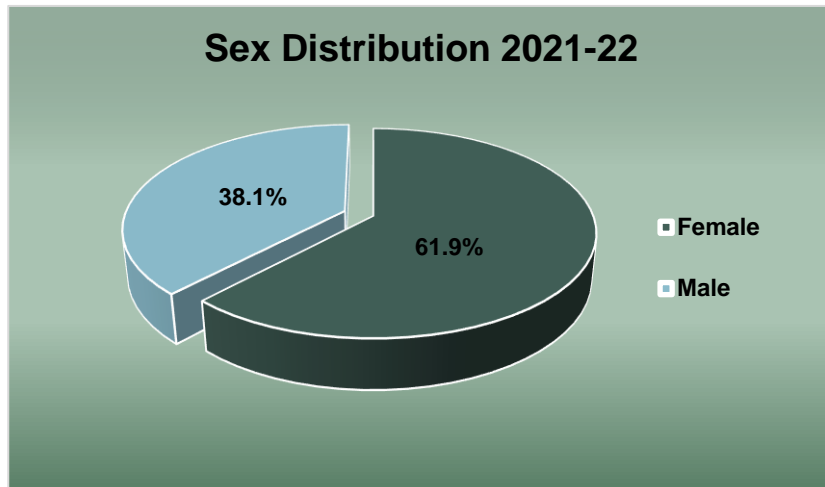
3. Workforce and protected characteristics of Richmond and Wandsworth Councils

This section presents data taken from the end of March 2023. These figures include permanent and fixed term staff working for the Shared Staffing Arrangement (SSA) for Richmond and Wandsworth Councils and how they are distributed by gender, race, disability and age, by pay grade and directorate. The same group of staff is analysed consistently throughout.

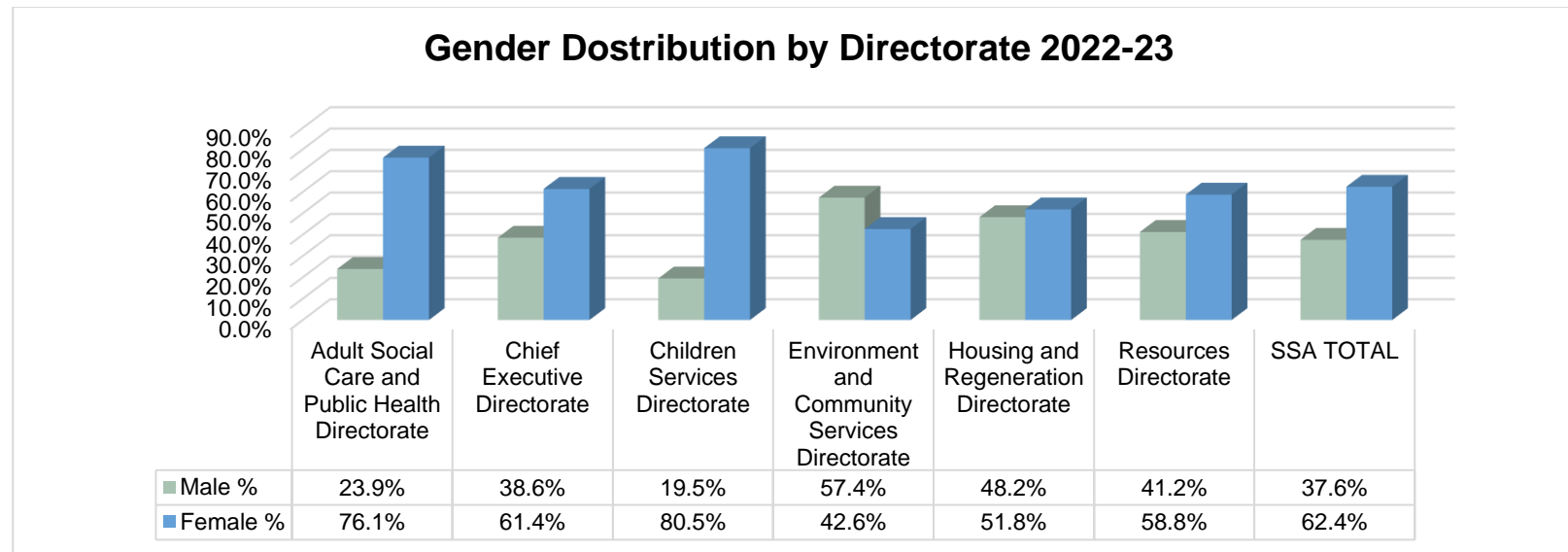
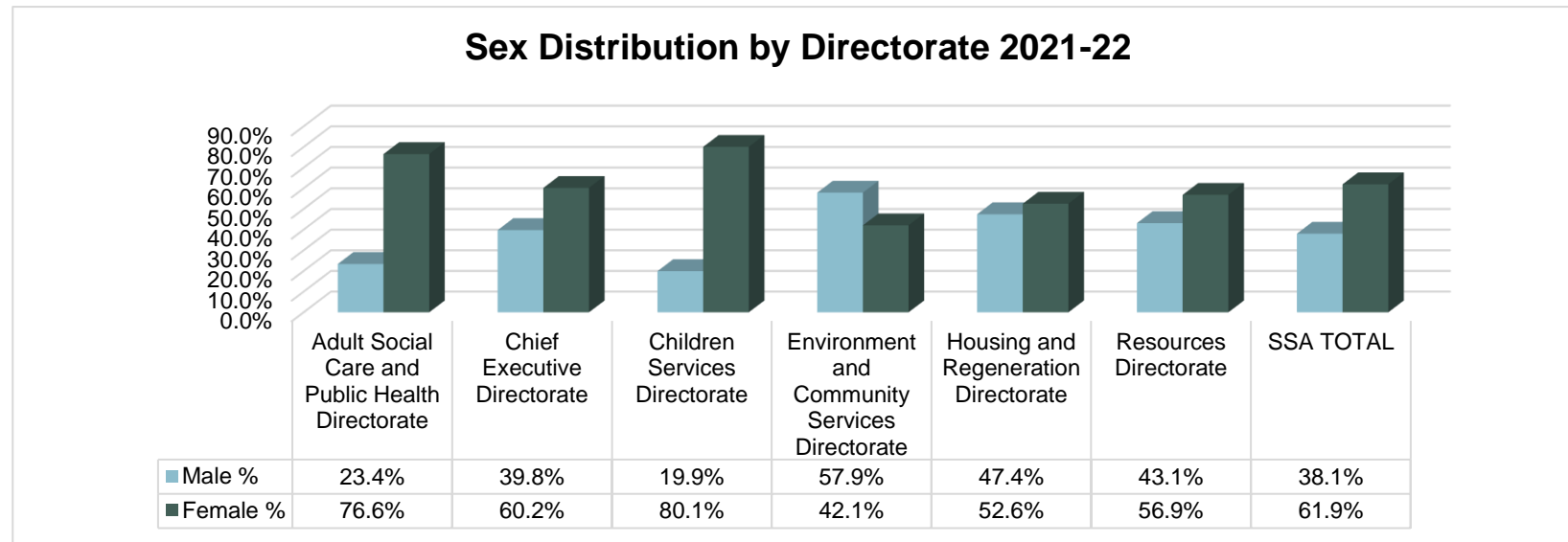
3a. Gender

Gender distribution within the workforce

It can be seen that the sex distribution of staff has stayed broadly consistent between 2021/22 and 2022/23.

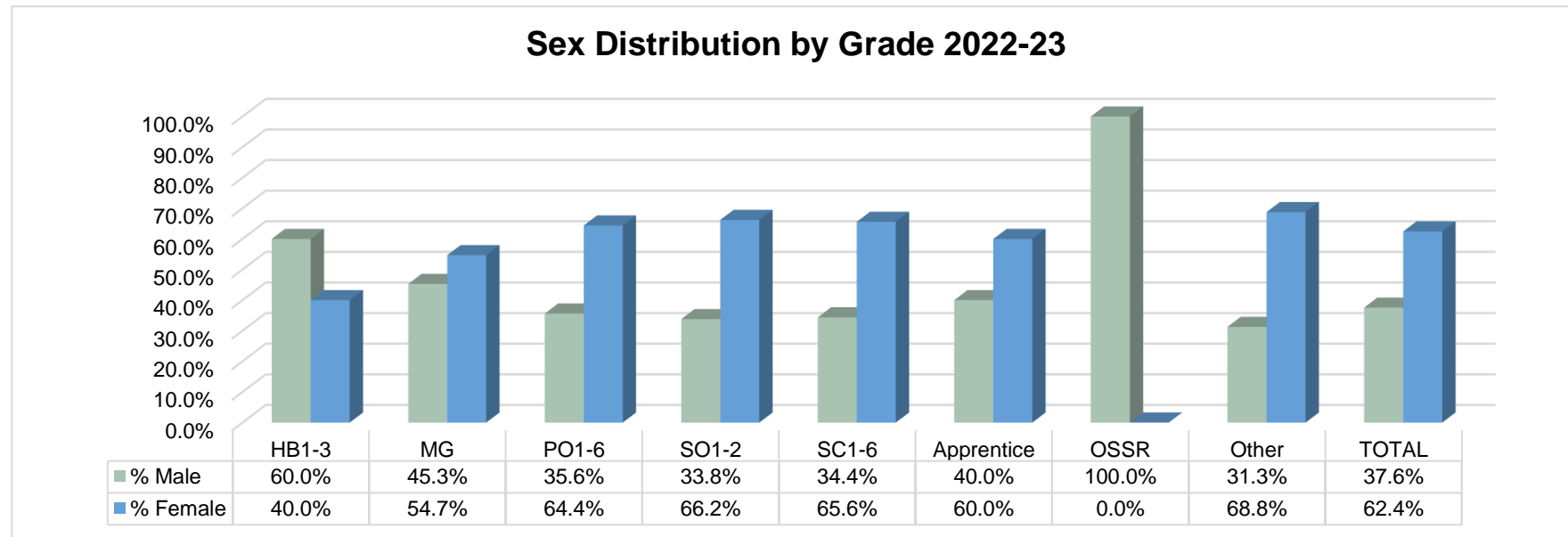
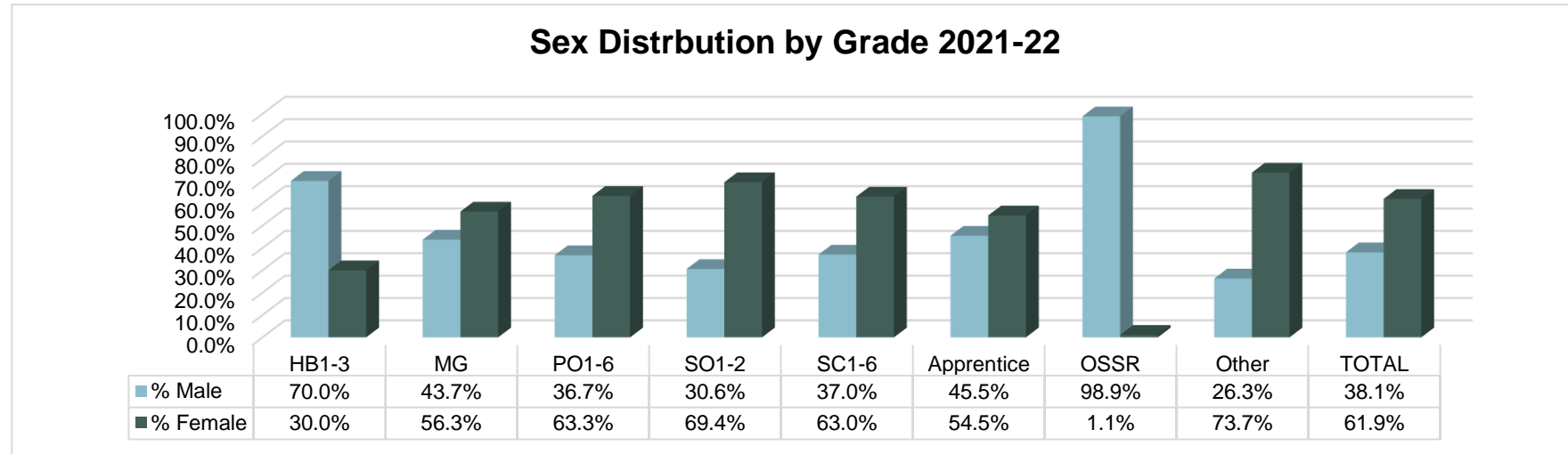


Sex Distribution within Directorates



Grade and Sex

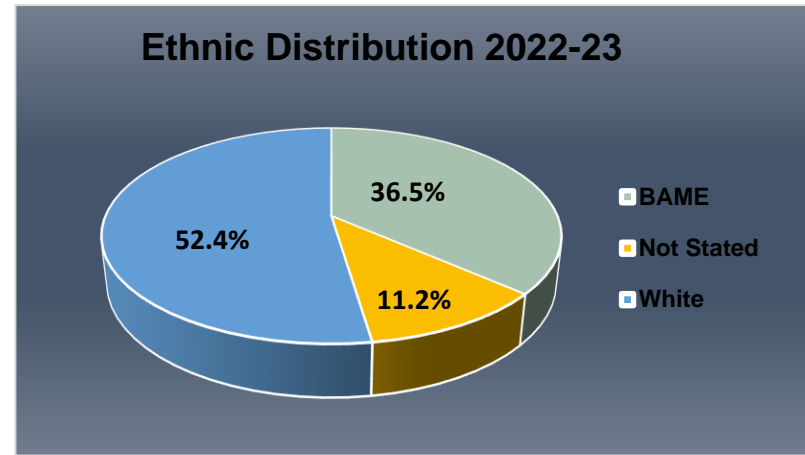
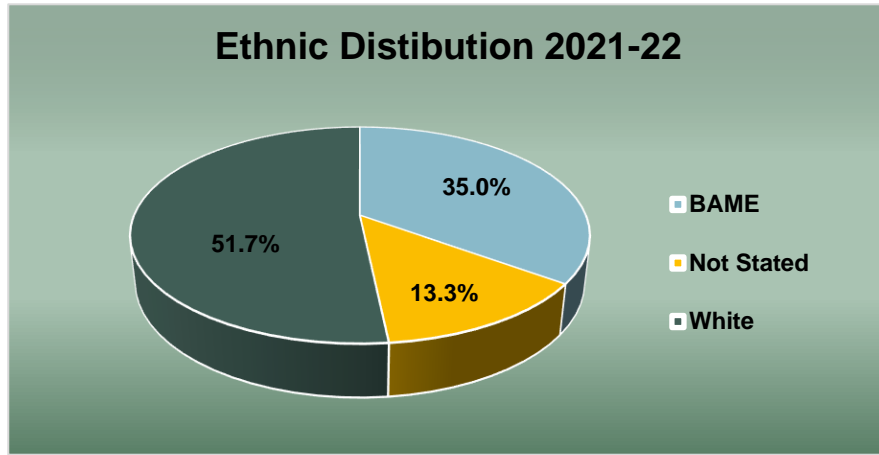
The proportion of women at the majority of grades, including the highest grades, has increased compared to 2021/22.



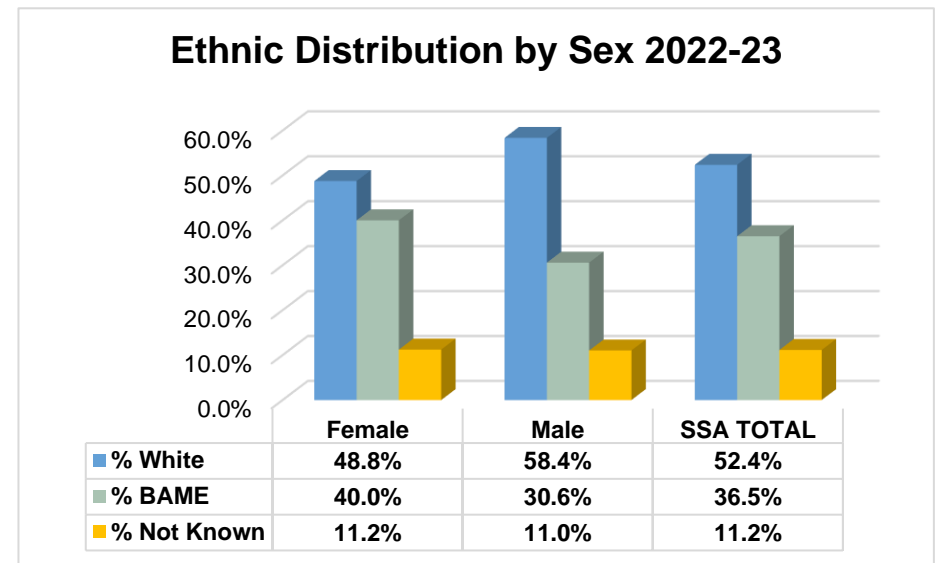
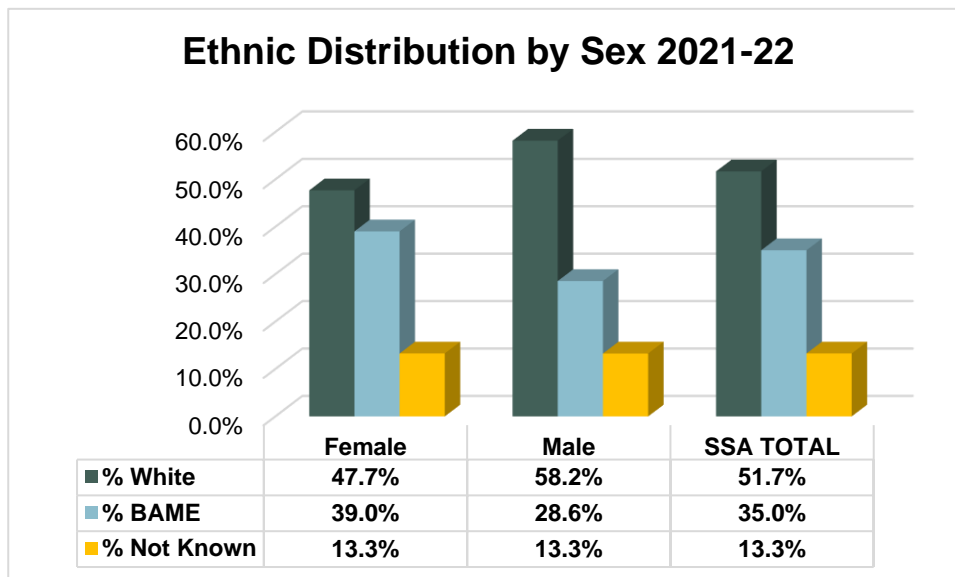
3b. Ethnic Distribution

Ethnic Distribution in the workforce

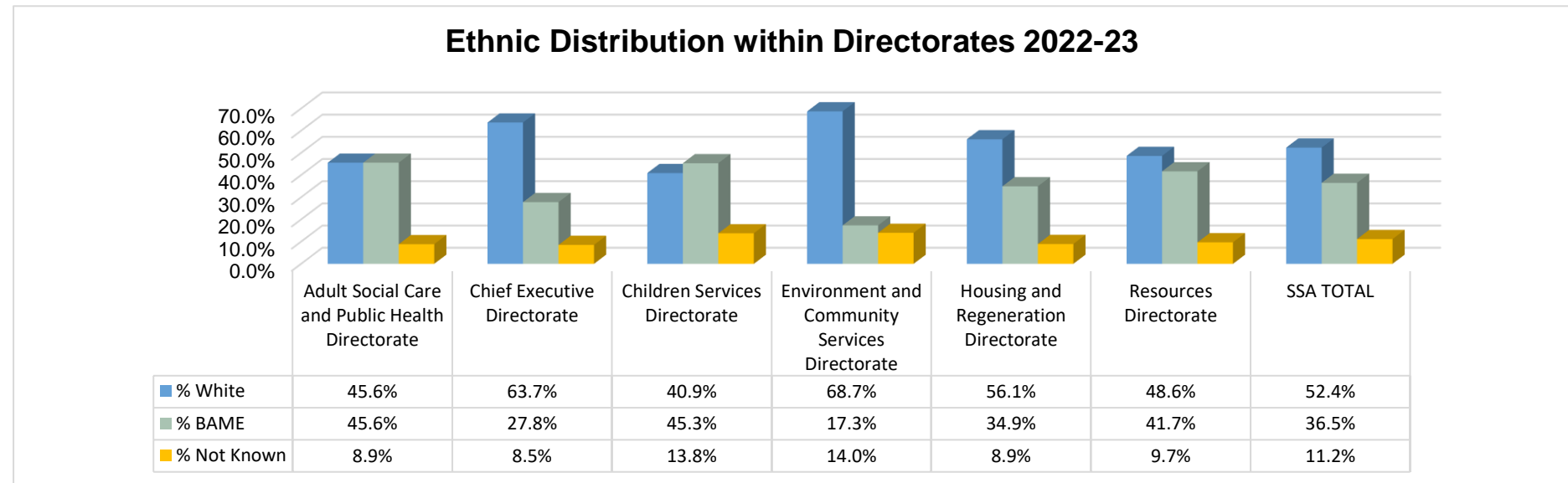
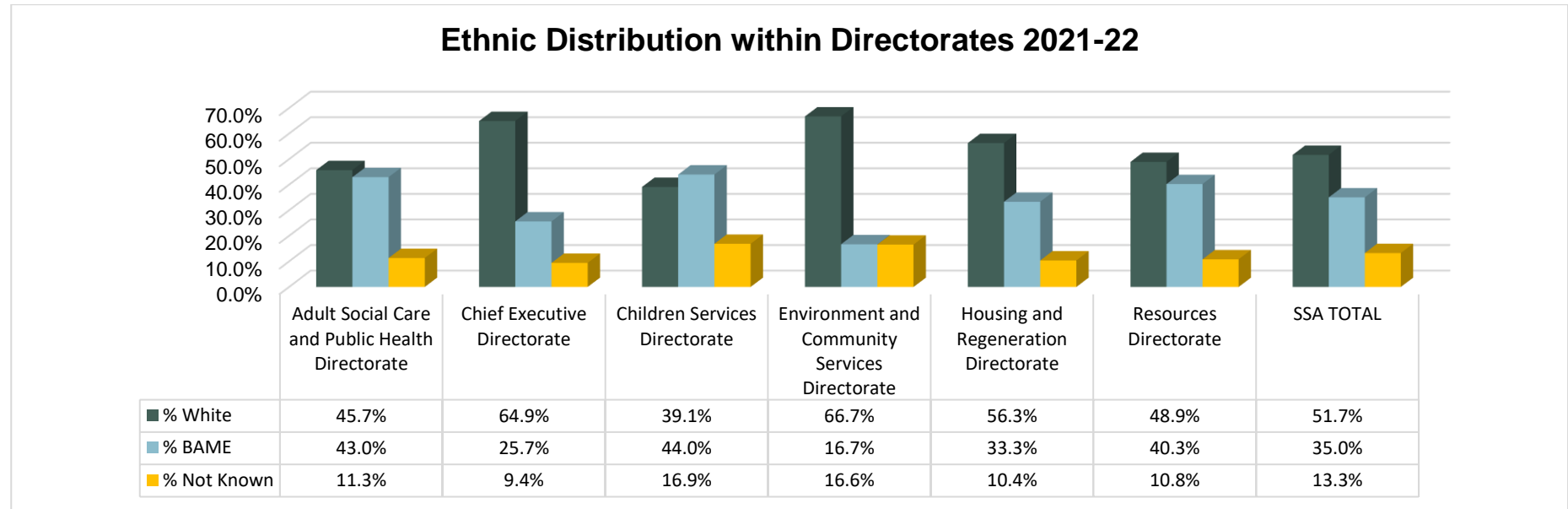
The proportion of Black, Asian and Minority Ethnic staff in the workforce (and in all the Directorates individually) has remained broadly the same since 2021/22. The proportion of staff who have not shared their ethnicity information has decreased 13.3% to 11.2%.



Ethnic Distribution and Gender



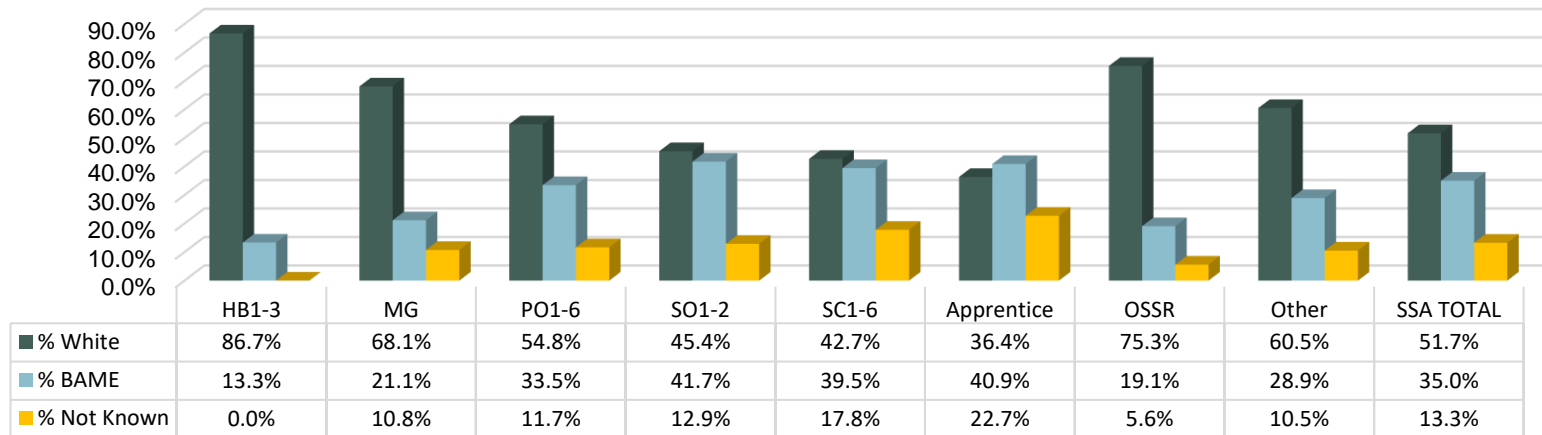
Ethnic Distribution within Directorates



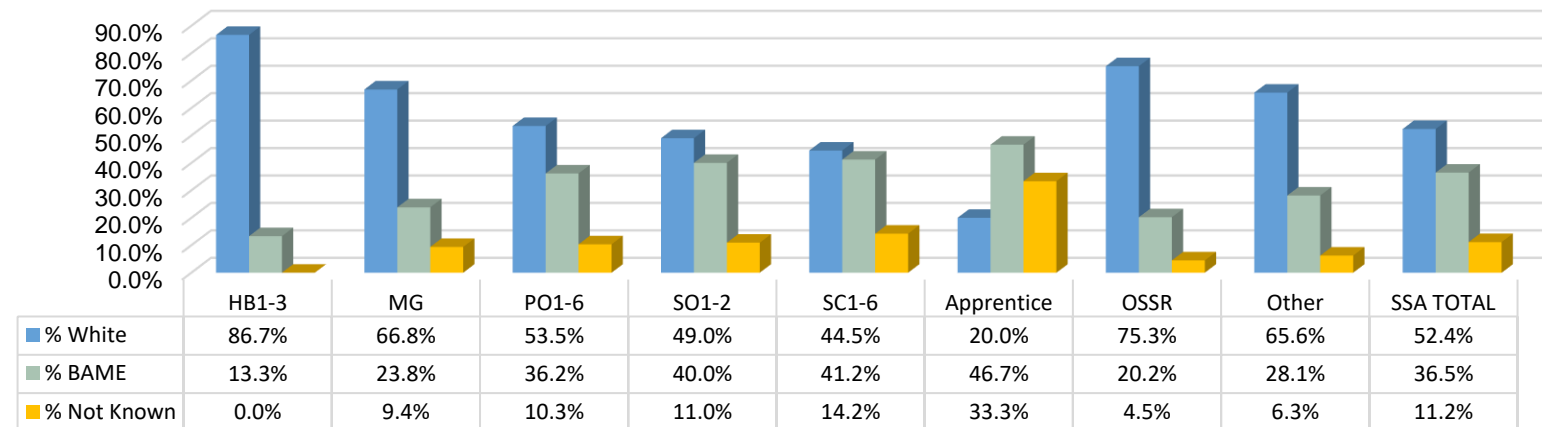
Ethnic Distribution by Grade

Compared to 2021/2 the proportion of Black, Asian and Minority Ethnic staff has slightly increased for most grade groups including the two highest graded groups (HB1-3 and MG). It has increased for apprentices, although the proportion of White staff at this grade dropped significantly. The difference is possibly accounted for by an increase in the proportion not sharing their ethnicity information). There continue to be notable differences between Directorates in the proportion of staff whose ethnicity is unknown, which should be raised with the Directorate ED&I Groups.

Ethnic Distribution by Grade 2021-22



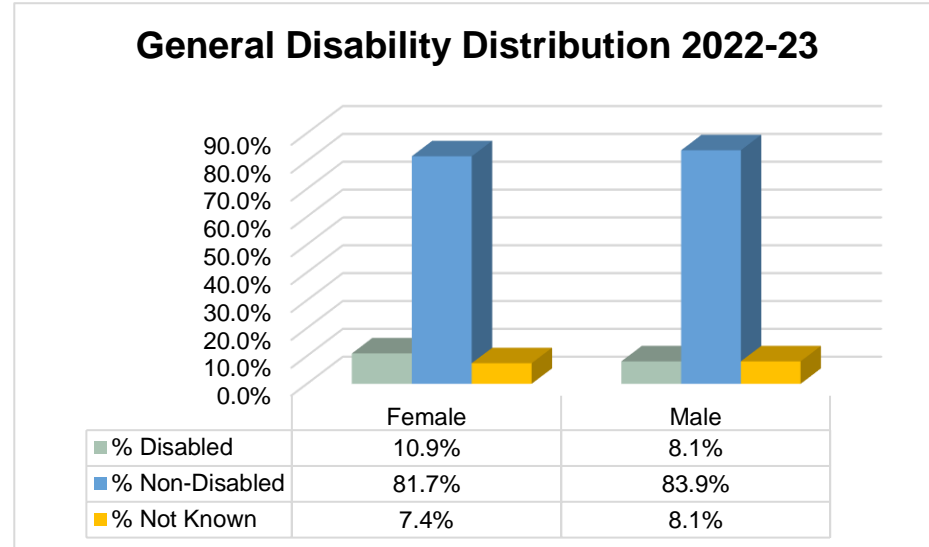
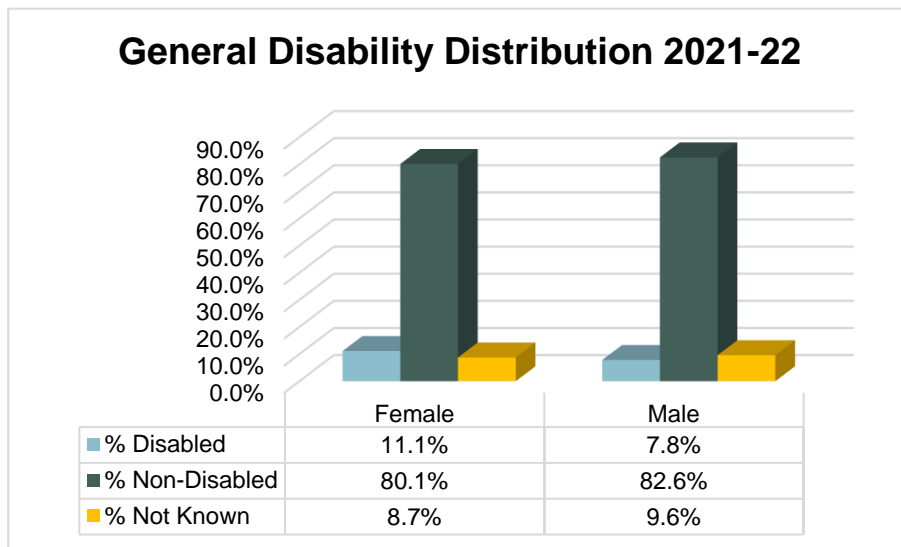
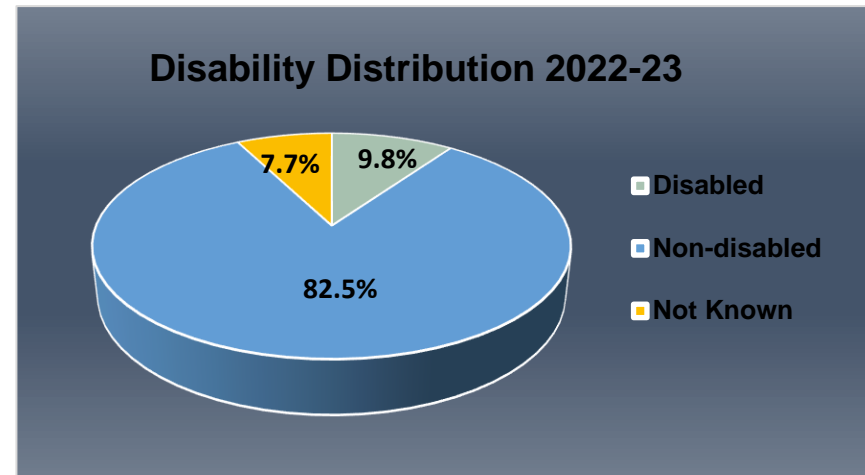
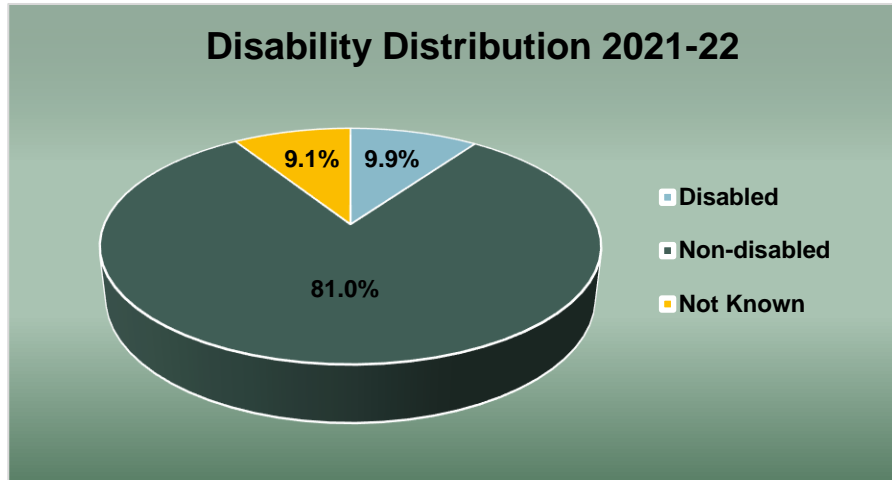
Ethnic Distribution by Grade 2022-23



3c. Disability

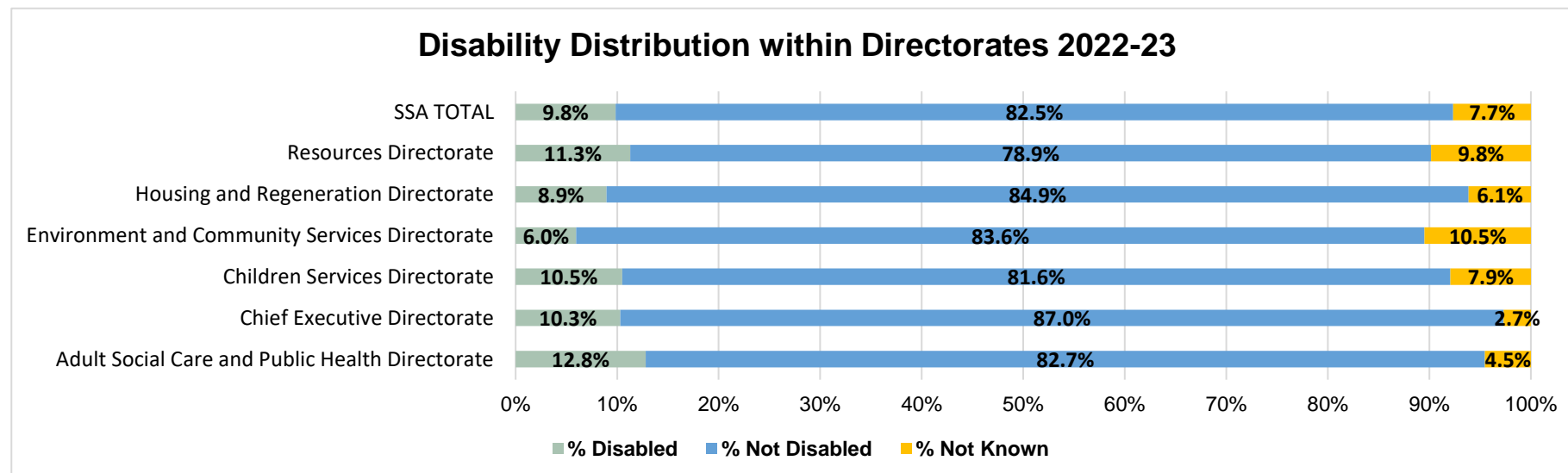
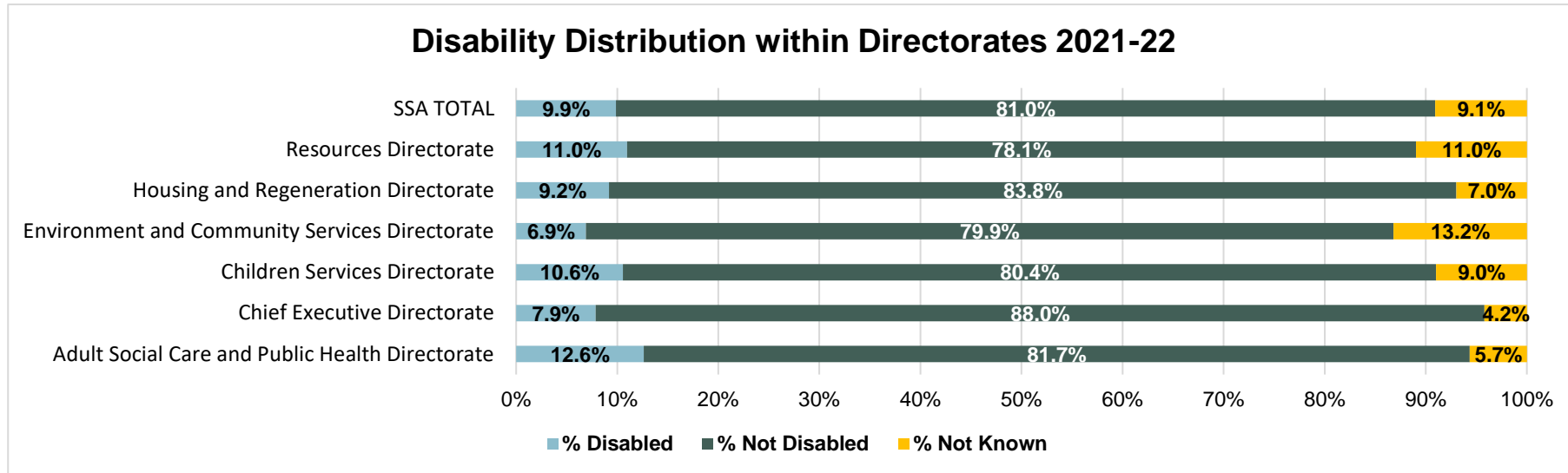
Disability Distribution within the workforce

The proportion of the workforce who have shared that they have a disability remained the same comparing to 2021/22 and the proportion who have shared that they do not have a disability has increased by 1.5 of a percentage point. The difference is accounted for by a reduction in the proportion of staff whose disability status is unknown.



Disability distribution within directorates

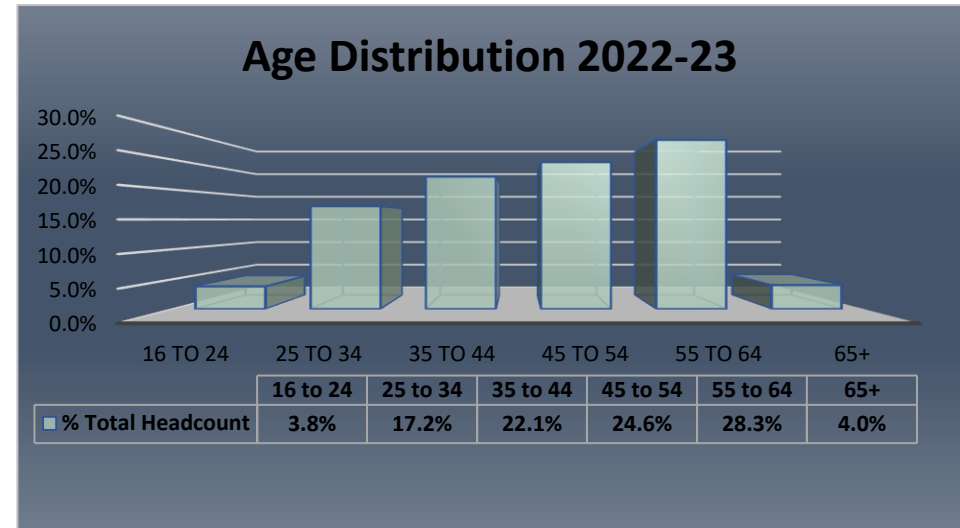
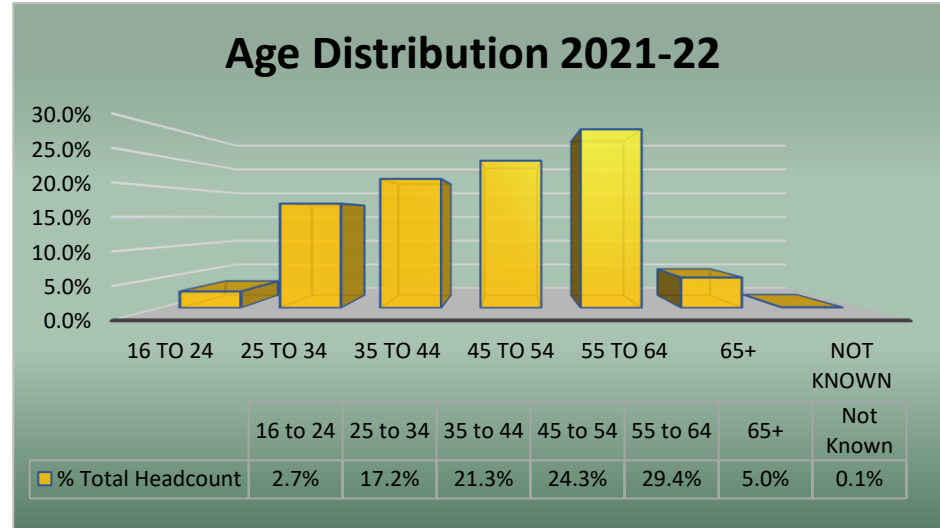
The proportion of staff who have shared that they have a disability remained the same in all Directorates comparing to 2021/22. There continue to be notable differences between Directorates in the proportion of staff whose disability status is unknown (although this number generally decreased), which should be raised with the Directorate ED&I Groups.



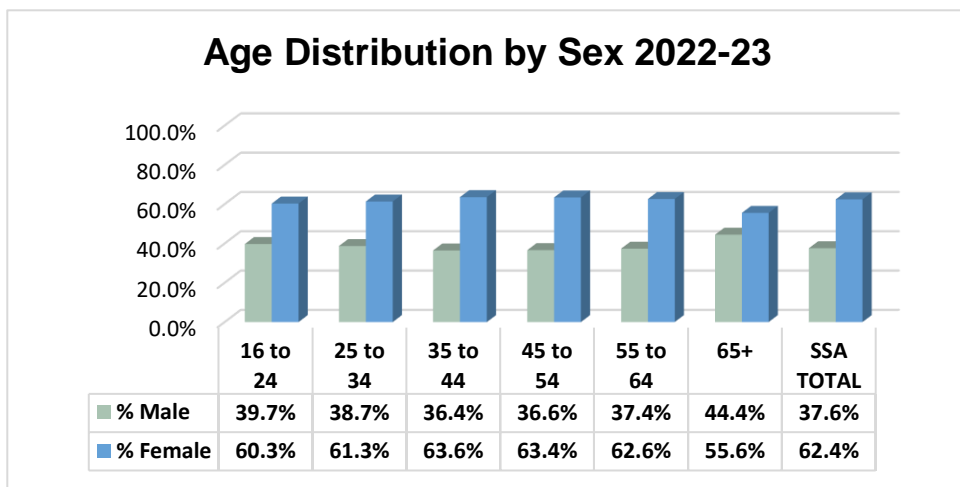
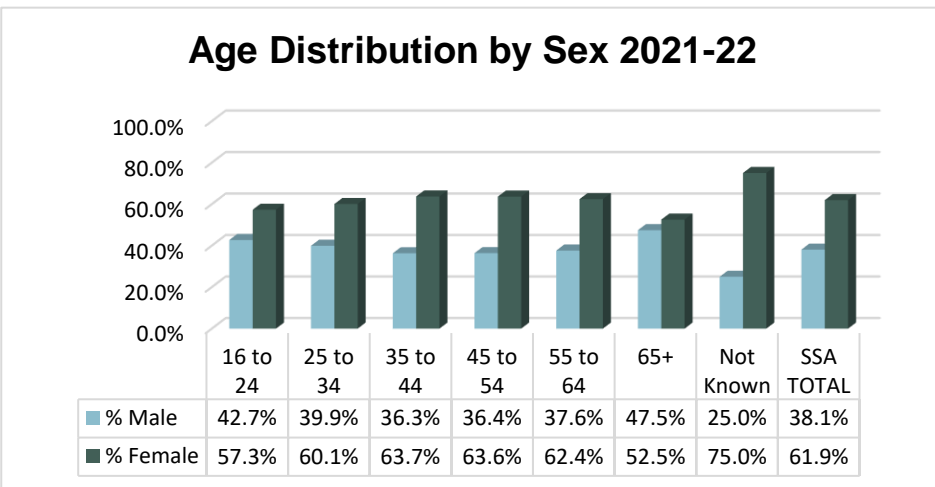
3d. Age

Age distribution within the workforce

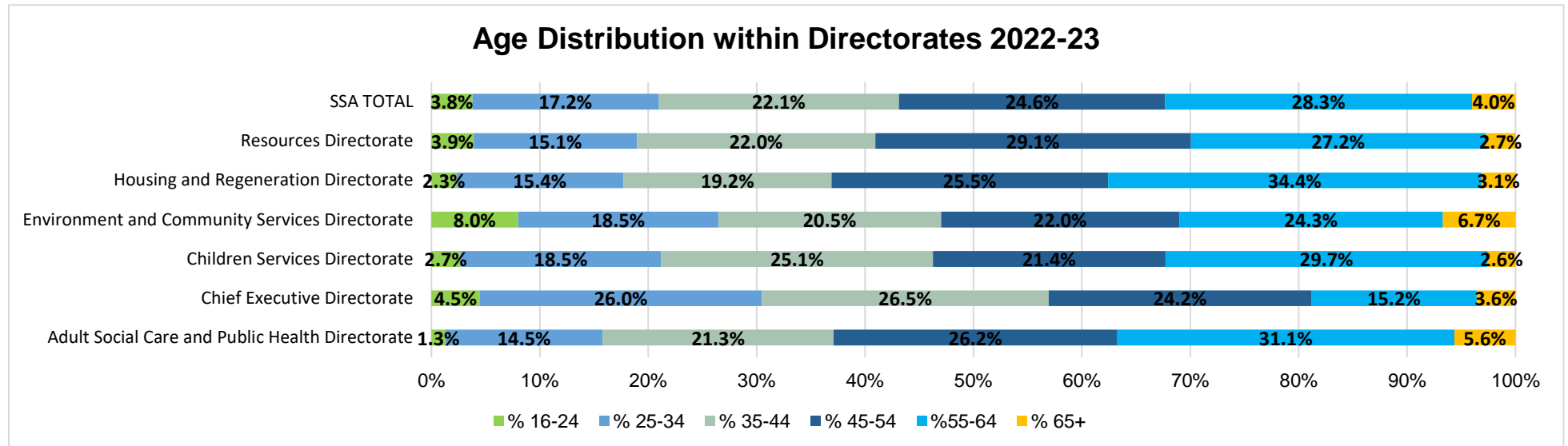
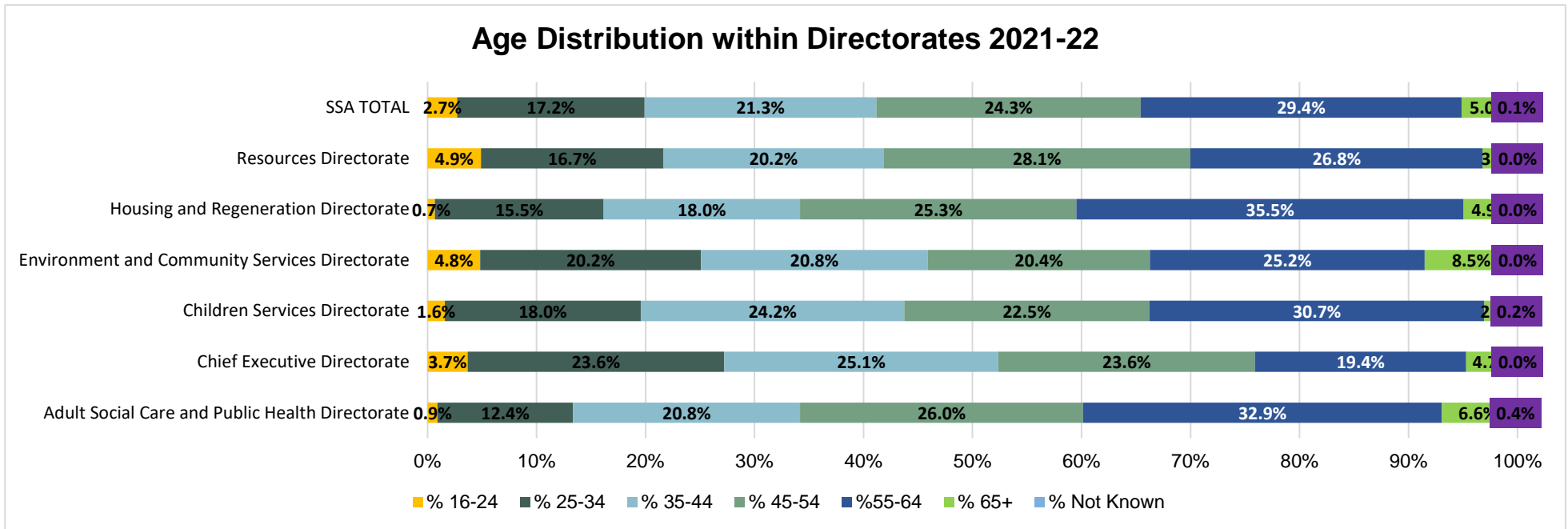
The proportion of the youngest staff in the workforce has slightly increased and this pattern is also seen in most Directorates individually, but generally remains low. This should be addressed to ensure an adequate pipeline of talent for the future.



Age distribution by Sex

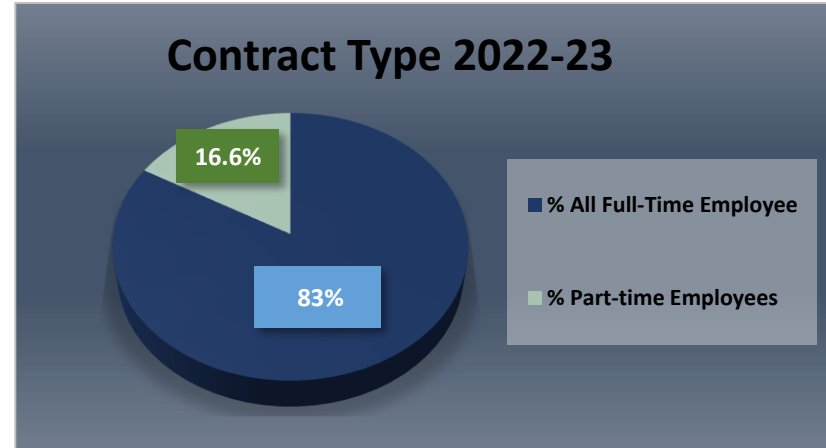
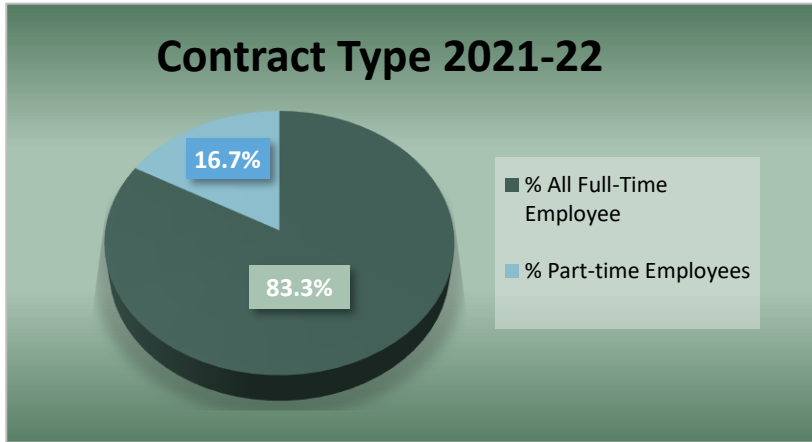


Age distribution within Directorates

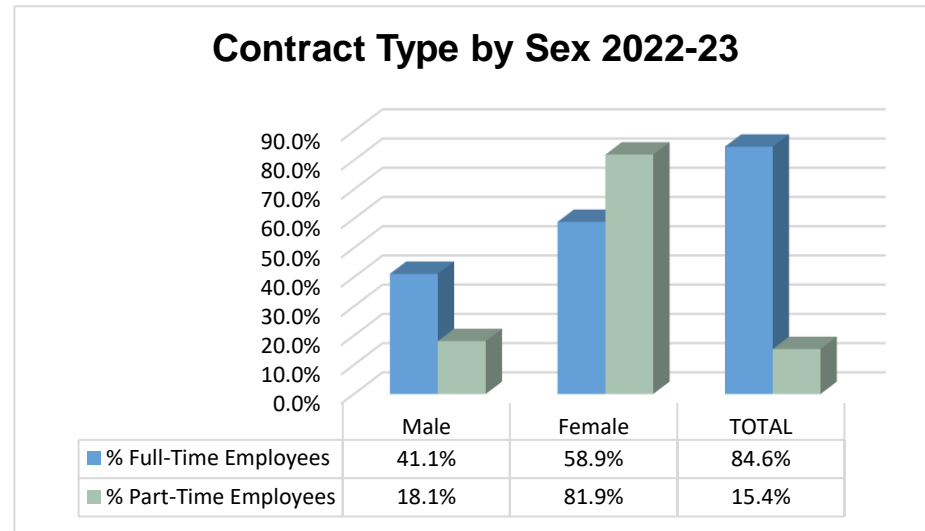
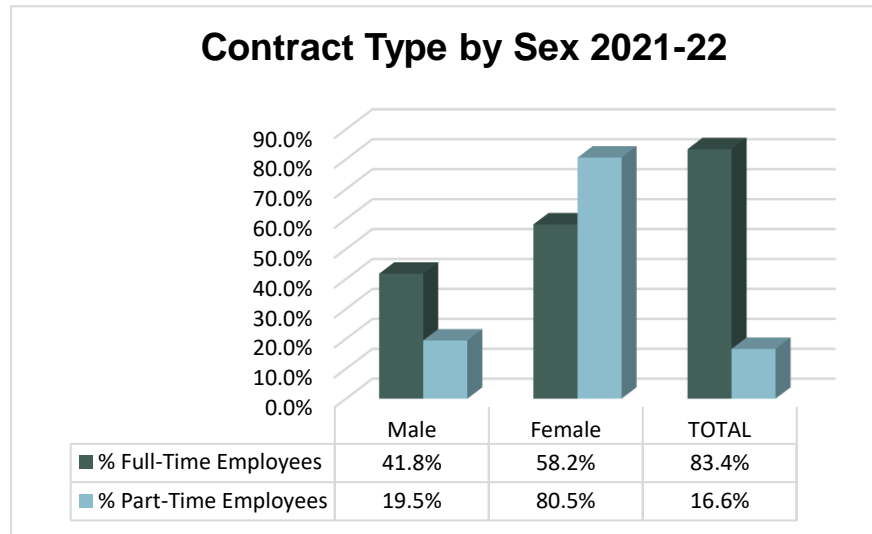


4. Additional Equality and Diversity Information

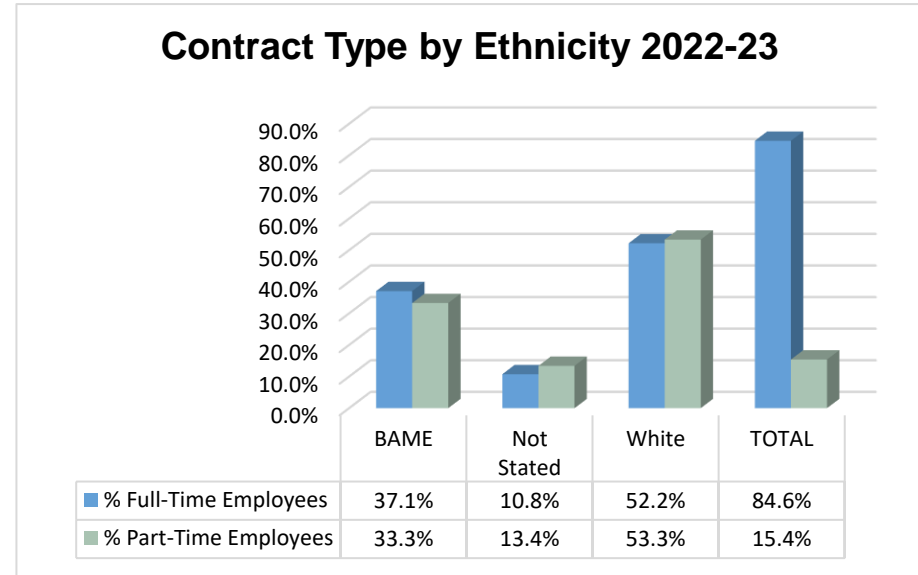
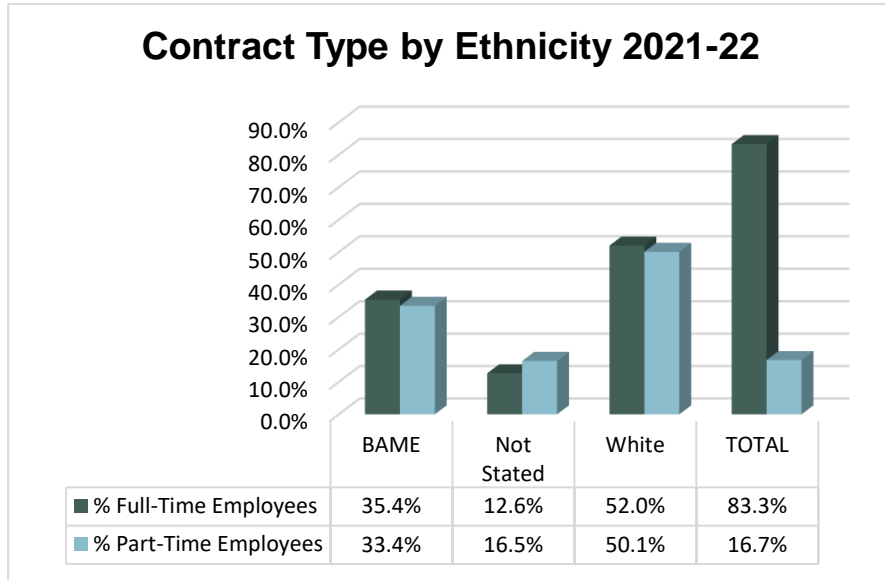
4a. Contract Hours: Full Time and Part Time



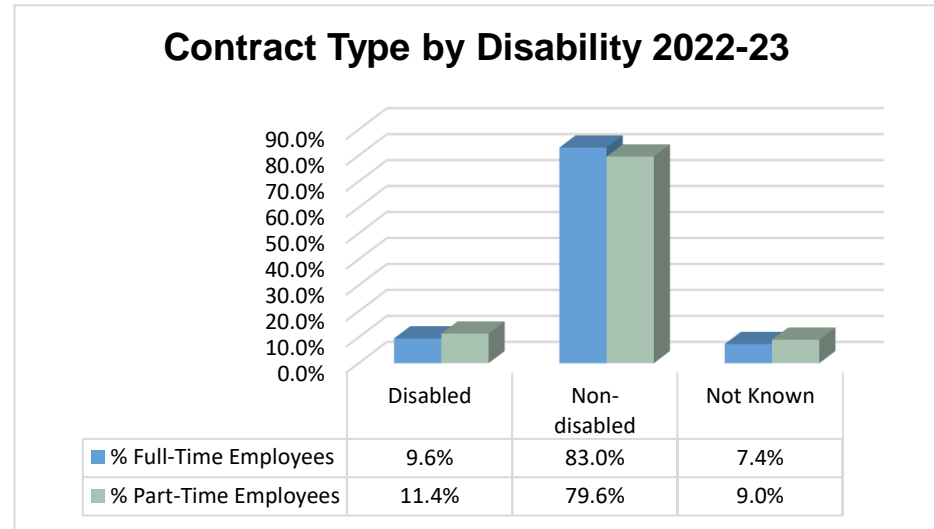
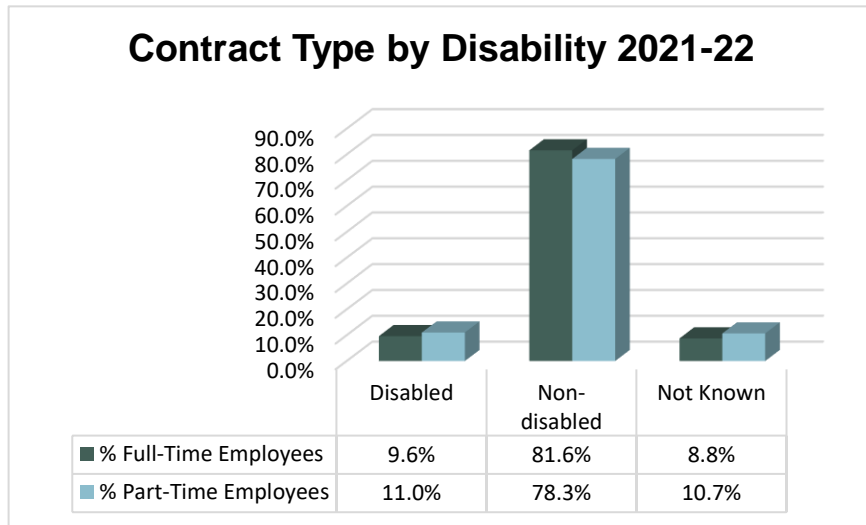
Contract Hours – Sex



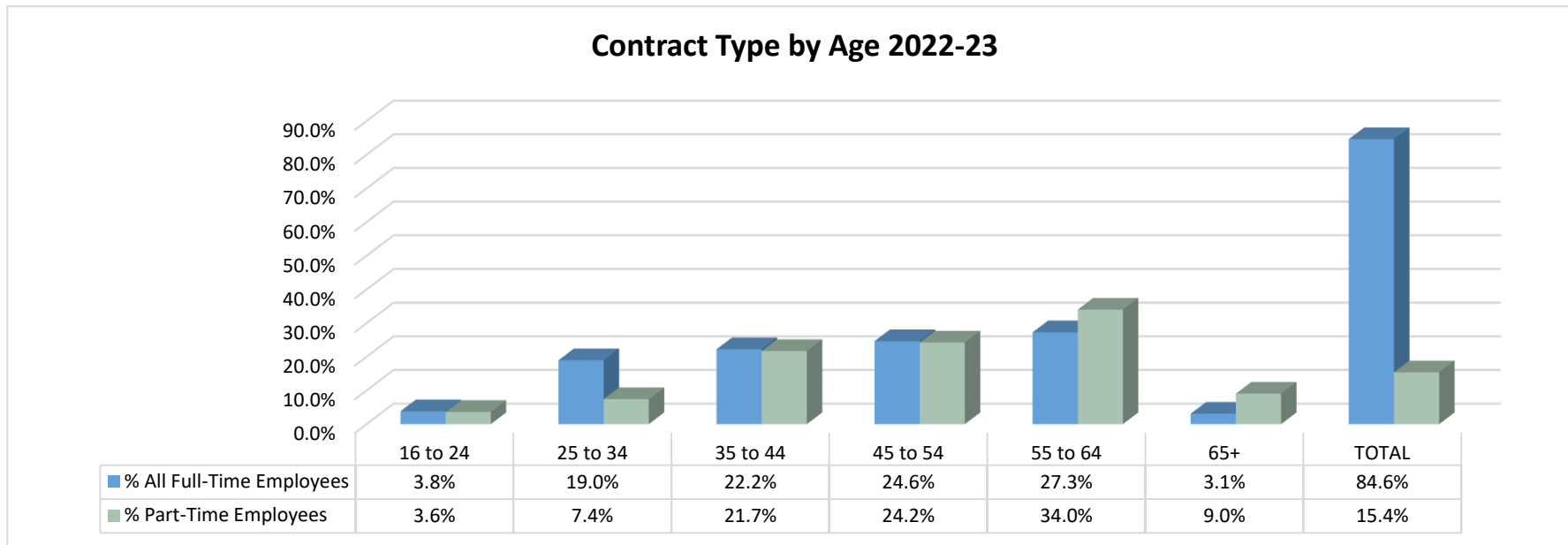
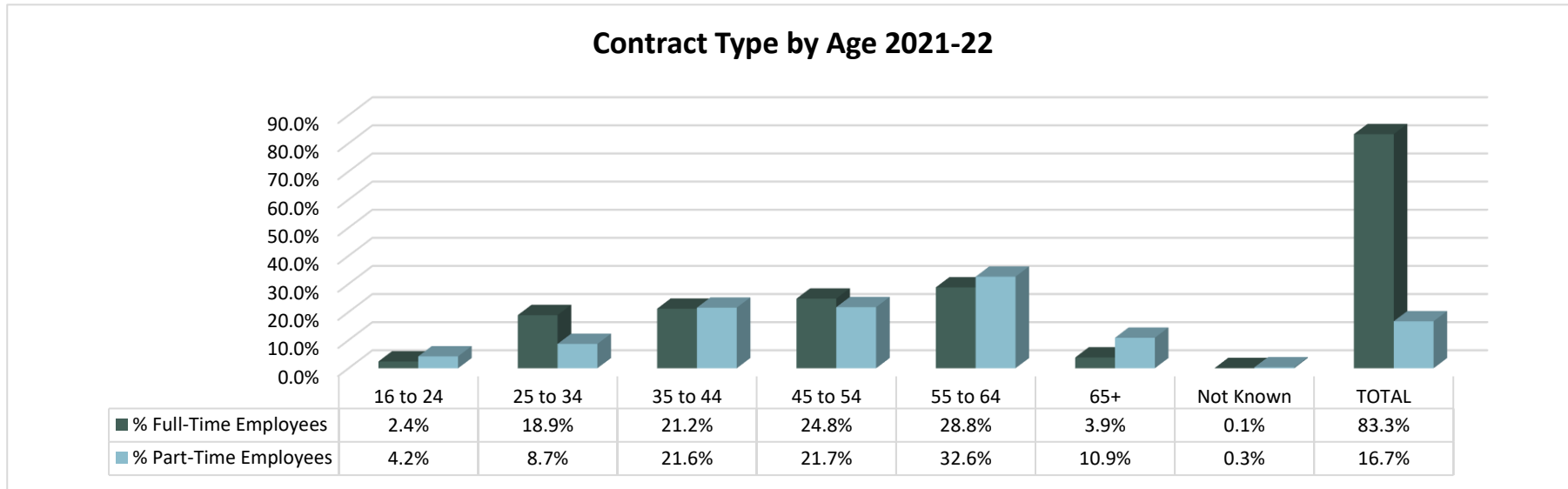
Contract Hours – Ethnicity



Contract Hours – Disability

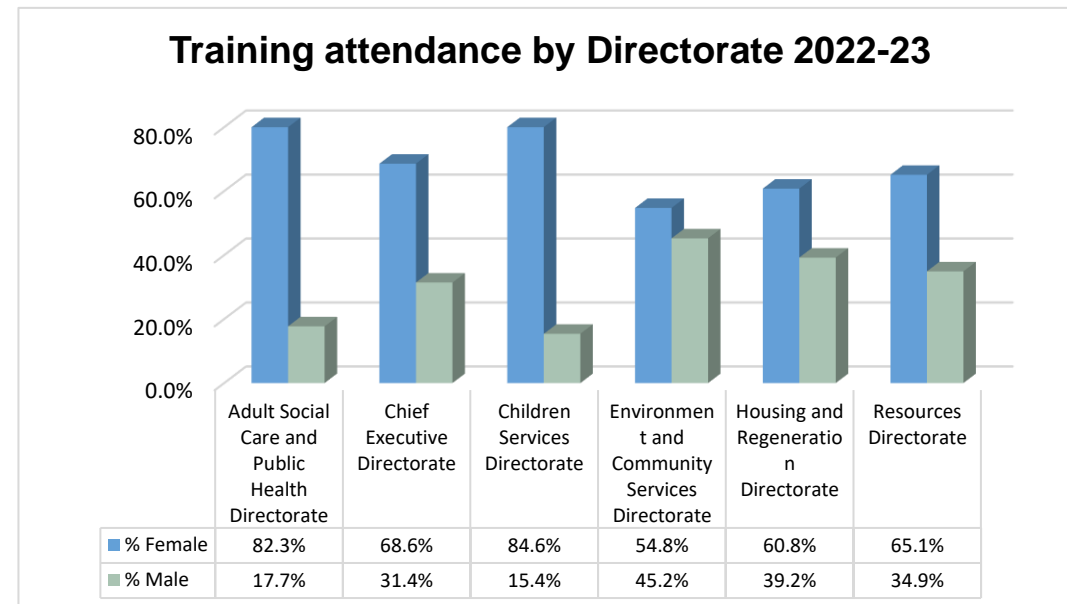
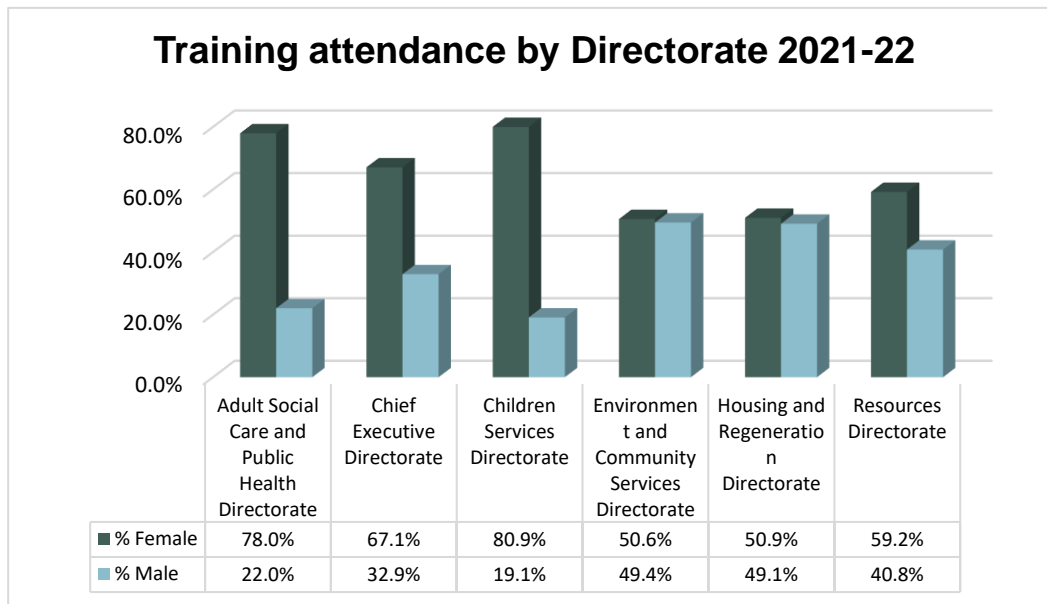
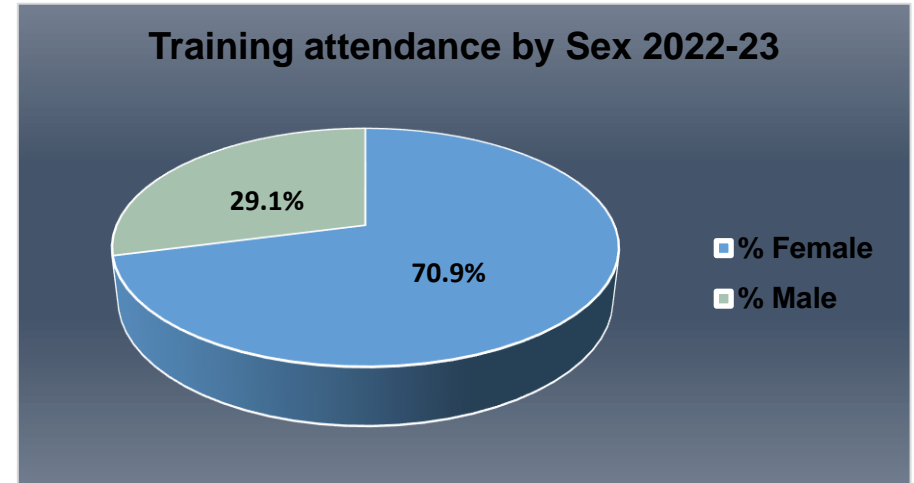
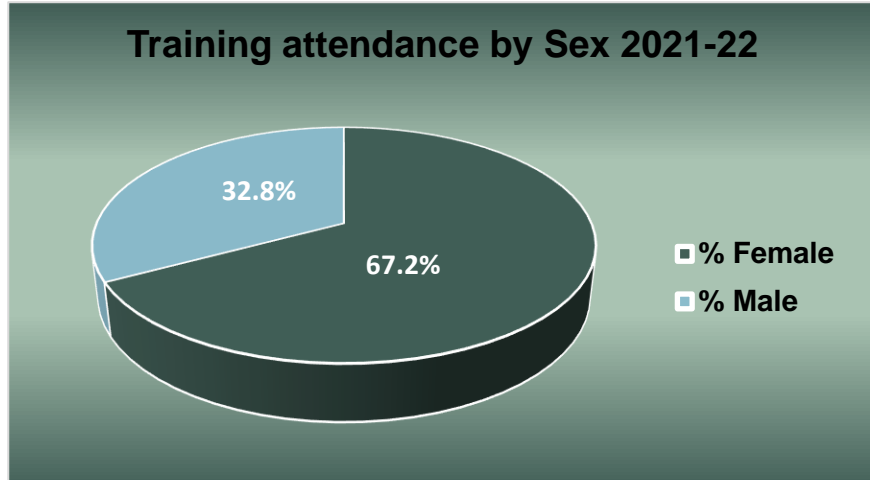


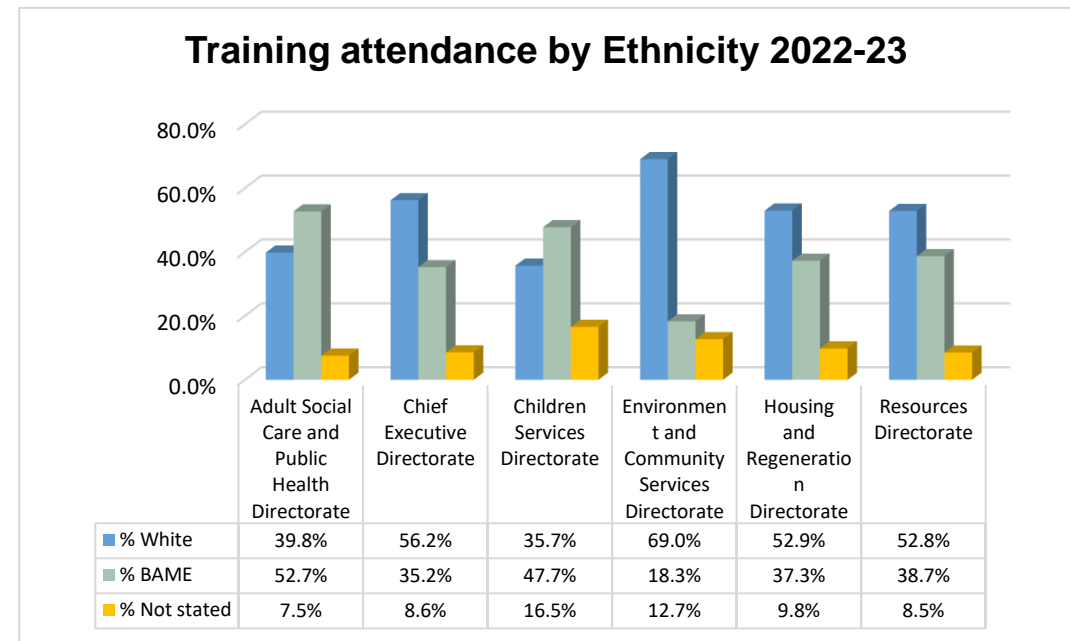
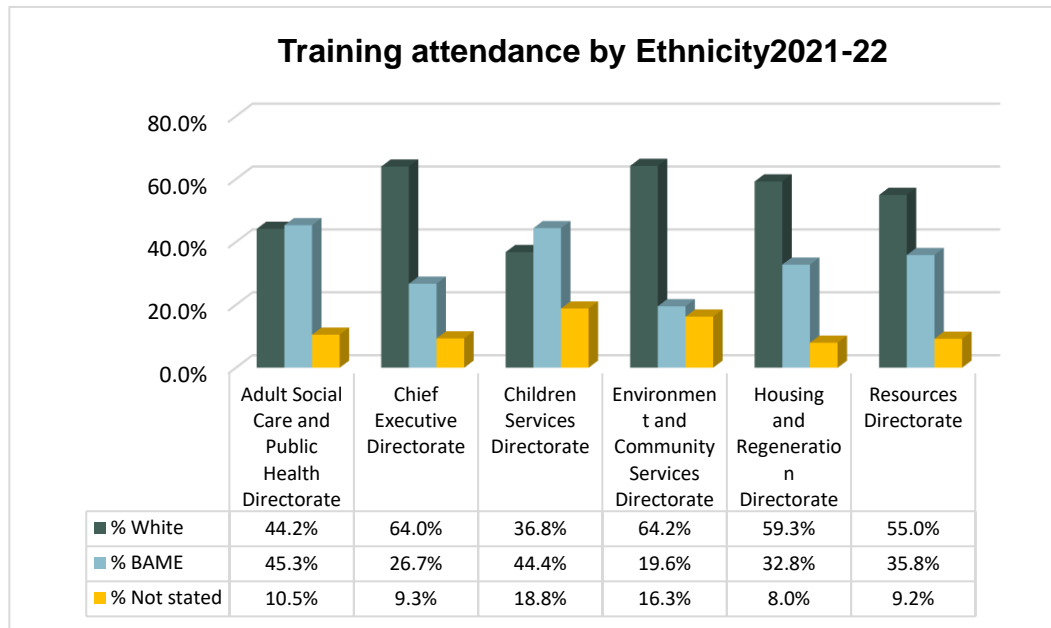
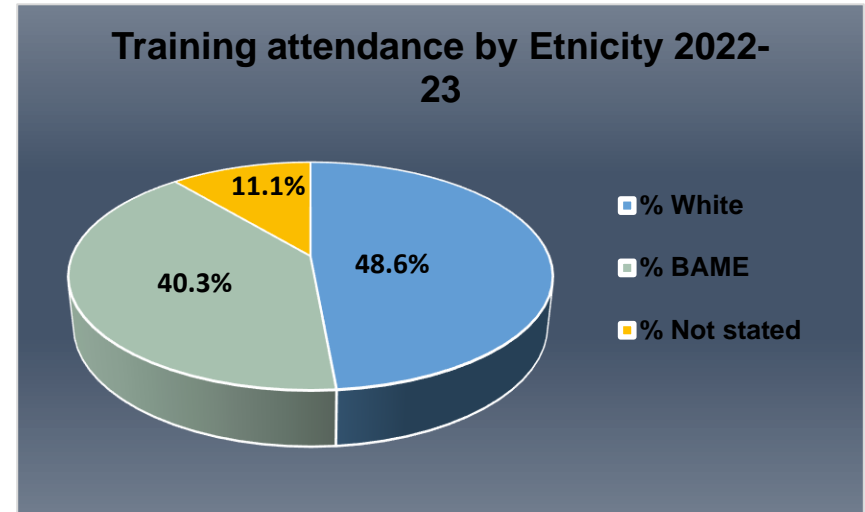
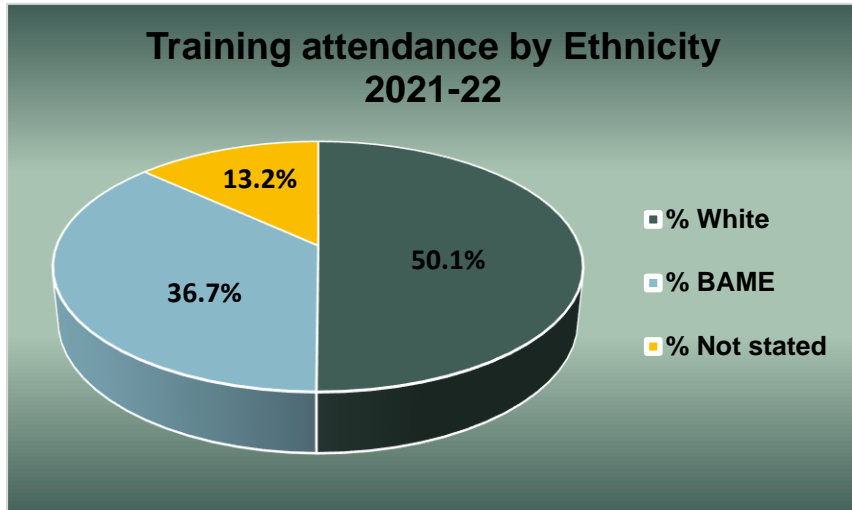
Contract Hours – Age

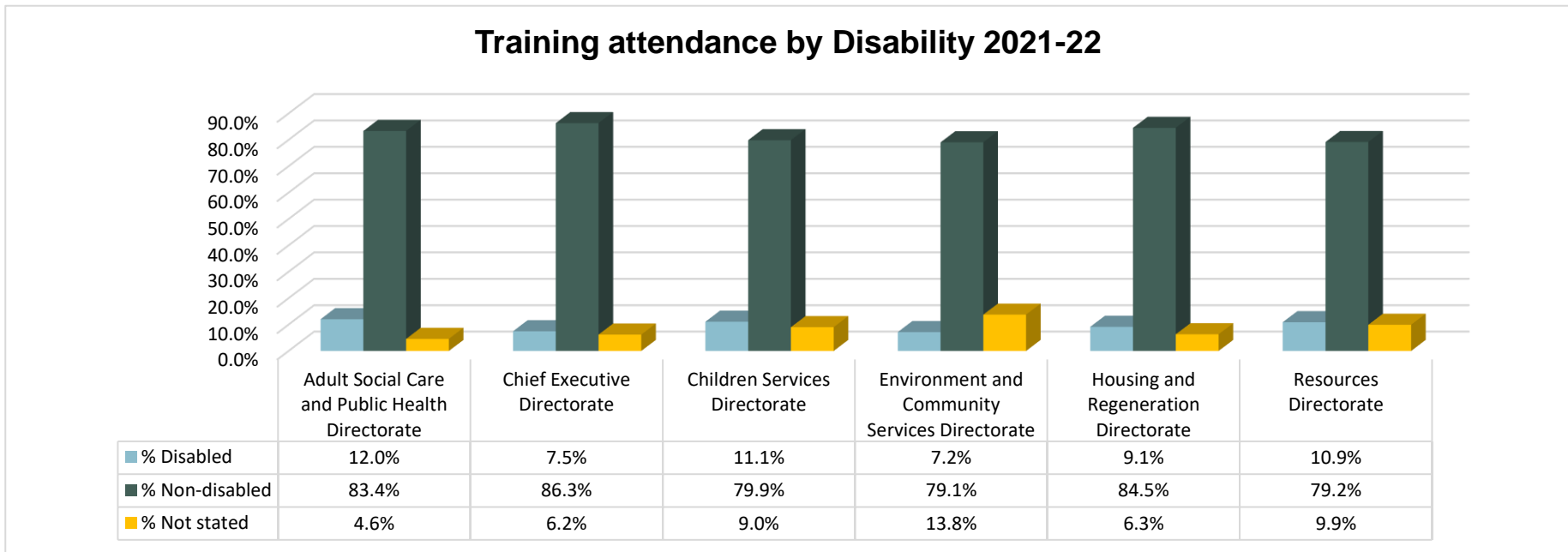
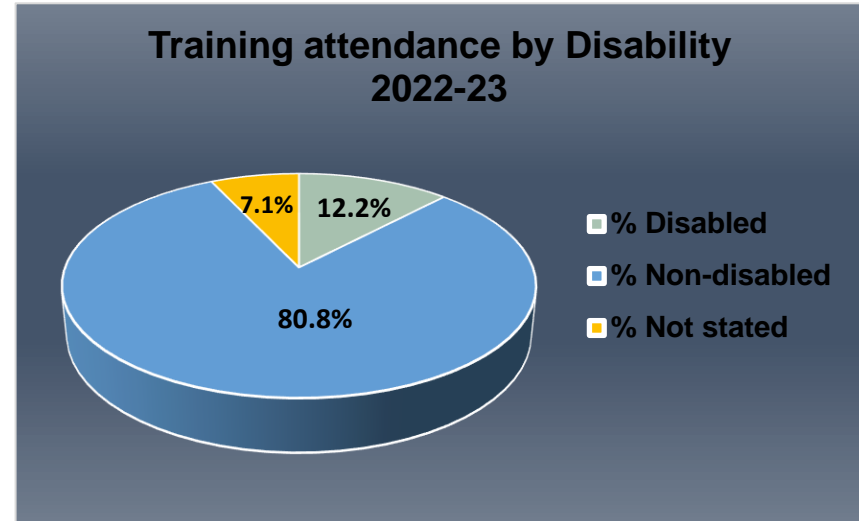
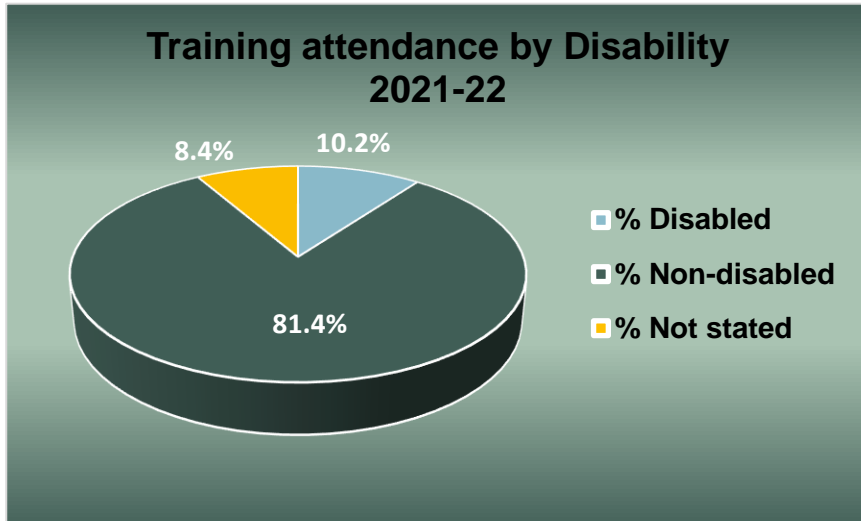


4b. Learning and Development

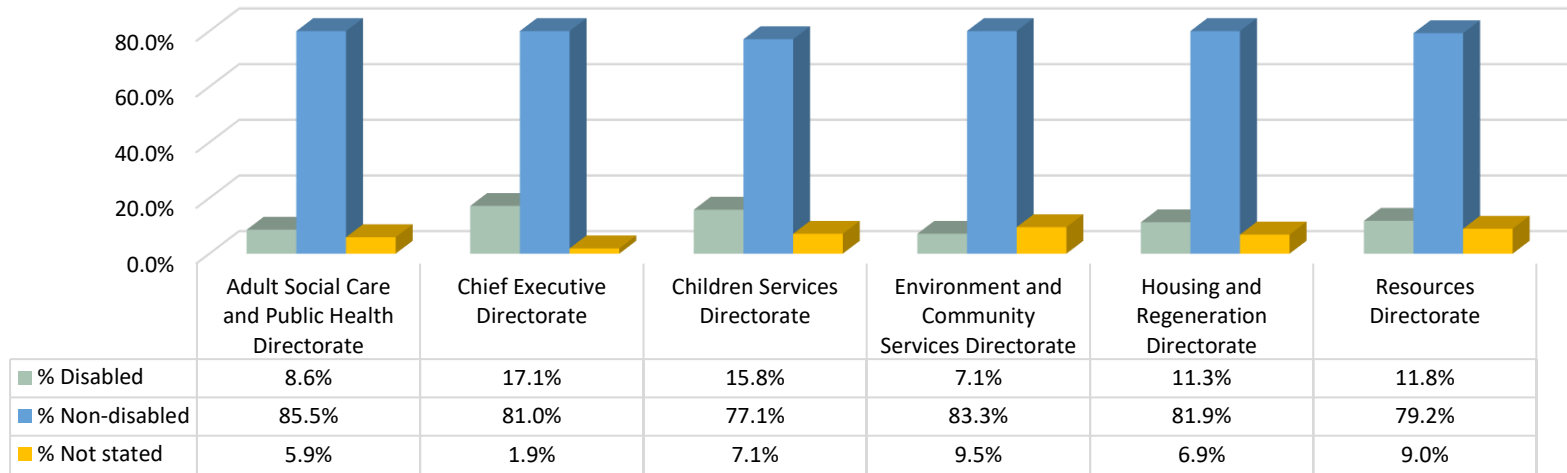
There have been slight increases in the proportion of training attendances being by women, Black, Asian and Minority Ethnic staff and staff with disabilities compared to 2021/22. In all cases, the figure is higher than the representation of these groups in the workforce.



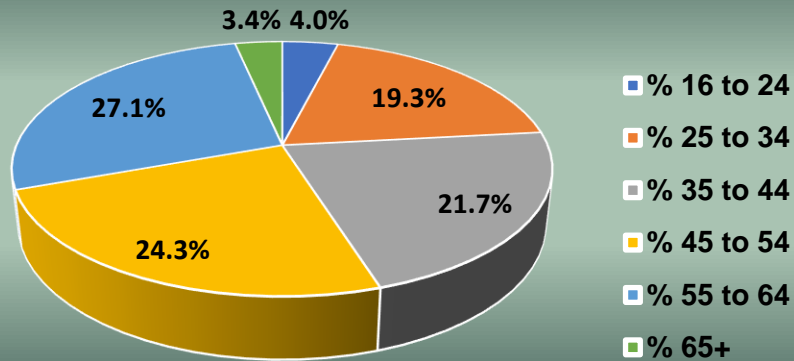




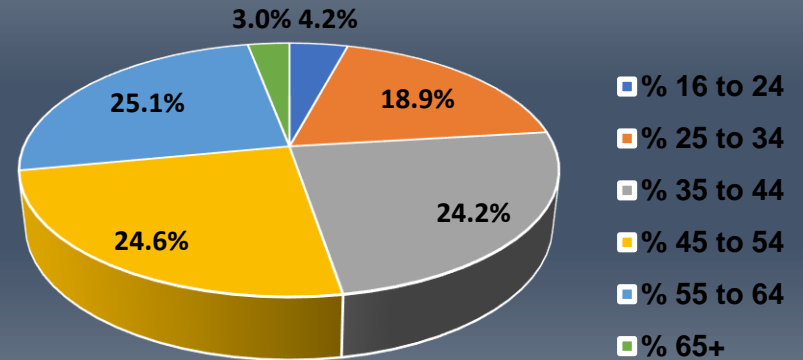
Training attendance by Disability 2022-23



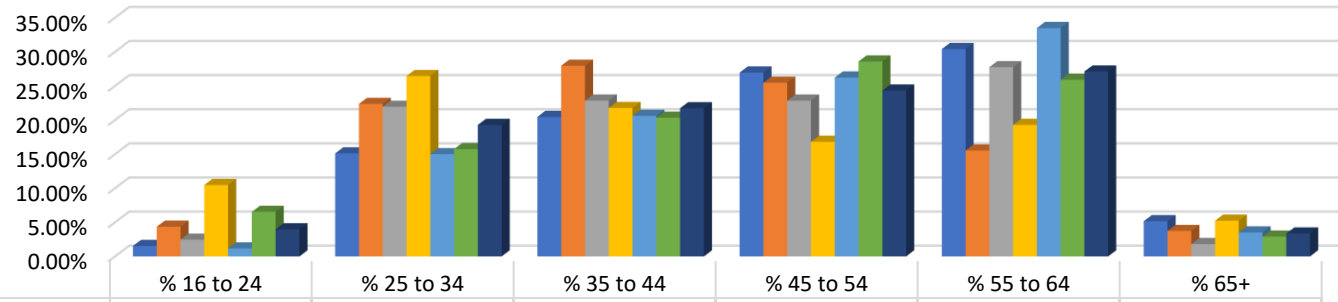
Training attendance by Age 2021-22



Training attendance by Age 2022-23

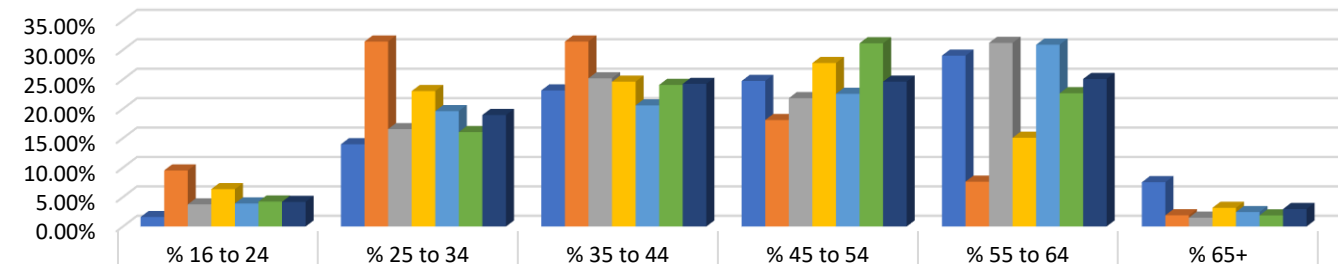


Training attendance by Age and Directorate 2021-22



	% 16 to 24	% 25 to 34	% 35 to 44	% 45 to 54	% 55 to 64	% 65+
Adult Social Care and Public Health Directorate	1.5%	15.1%	20.5%	27.0%	30.4%	5.2%
Chief Executive Directorate	4.3%	22.4%	28.0%	25.5%	15.5%	3.7%
Children Services Directorate	2.5%	21.9%	22.8%	22.8%	27.7%	1.8%
Environment and Community Services Directorate	10.5%	26.4%	21.8%	16.8%	19.3%	5.2%
Housing and Regeneration Directorate	1.2%	15.0%	20.6%	26.2%	33.5%	3.5%
Resources Directorate	6.5%	15.7%	20.3%	28.6%	25.9%	2.9%
TOTAL	4.0%	19.3%	21.7%	24.3%	27.1%	3.4%

Training attendance by Age and Directorate 2022-23



	% 16 to 24	% 25 to 34	% 35 to 44	% 45 to 54	% 55 to 64	% 65+
Adult Social Care and Public Health Directorate	1.6%	14.0%	23.1%	24.7%	29.0%	7.5%
Chief Executive Directorate	9.5%	31.4%	31.4%	18.1%	7.6%	1.9%
Children Services Directorate	3.8%	16.5%	25.2%	21.8%	31.2%	1.5%
Environment and Community Services Directorate	6.3%	23.0%	24.6%	27.8%	15.1%	3.2%
Housing and Regeneration Directorate	3.9%	19.6%	20.6%	22.5%	30.9%	2.5%
Resources Directorate	4.2%	16.0%	24.1%	31.1%	22.6%	1.9%
TOTAL	4.2%	18.9%	24.2%	24.6%	25.1%	3.0%

5. Retention and Employee Relations Cases

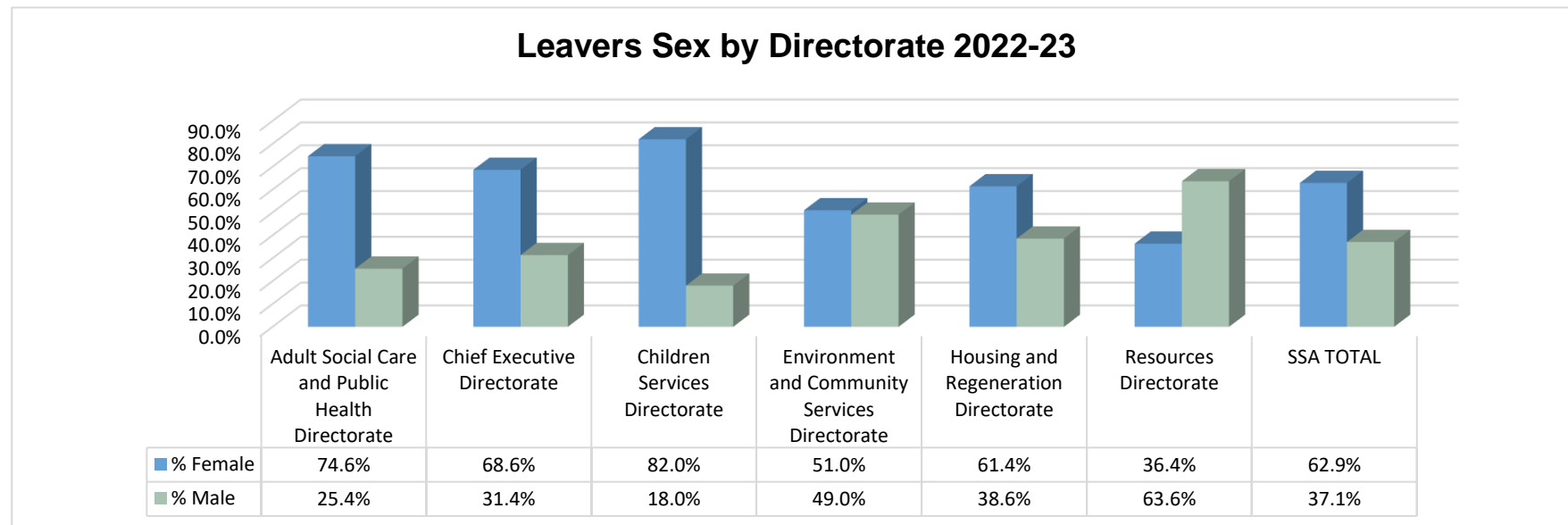
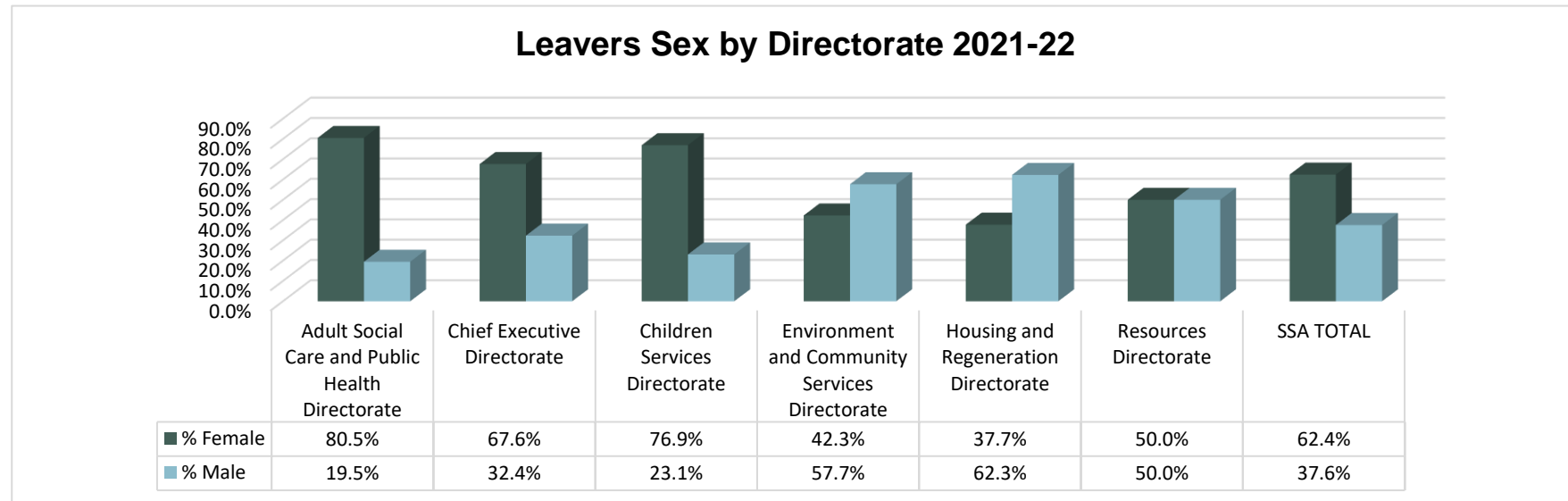
This section analyses data taken for the period 1 April 2022 to 31 March 2023 and compares with the data from the previous year. These figures include permanent and fixed term staff within the Shared Staffing Arrangement and how they were distributed by gender, race, disability and age by pay grade and directorate.

5a. Leavers by Directorate

Directorate	Total Headcount		Number of Leavers		Turnover Directorate	
	2021-22	2022-23	2021-22	2022-23	2021-22	2022-23
Adult Social Services	547	531	77	59	14.1%	11.1%
Chief Executive	191	223	34	51	17.8%	22.9%
Children Services	823	858	143	111	17.4%	12.9%
Environment and Community Services	682	687	78	104	11.4%	15.1%
Housing and Regeneration	588	604	53	70	9.0%	11.6%
Resources	693	691	62	66	7.5%	9.6%
SSA TOTAL	3524	3594	447	461	12.7%	12.8%

Leavers by Sex and Directorate

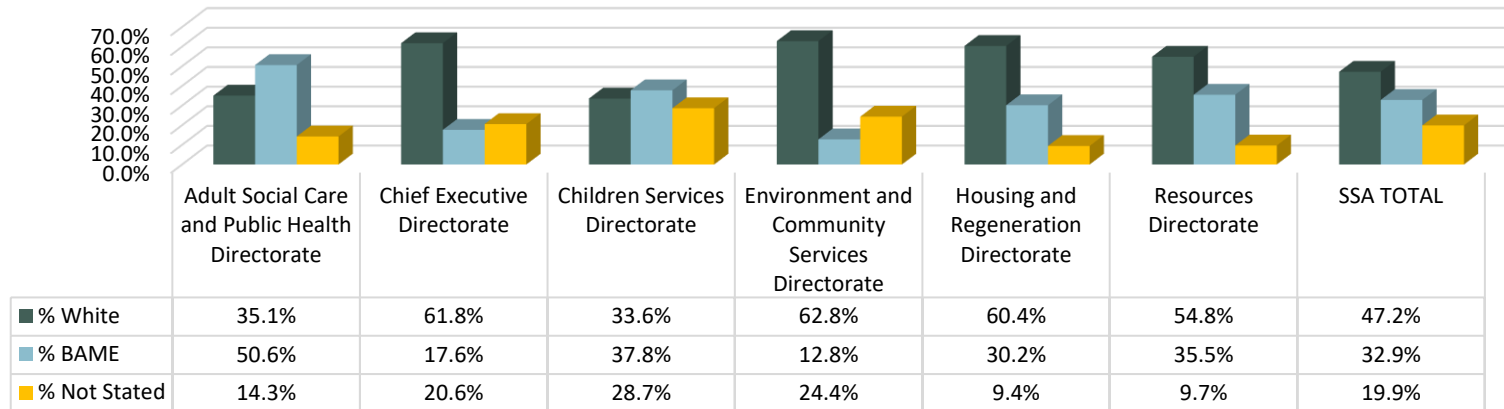
The proportion of leavers who are women has remained the same compared with 2021/22 and is now only very slightly higher than the proportion of women in the workforce overall. Women are overrepresented among leavers in three of the Directorates (Adult Social Care and Public Health, Children Services and slightly, in Chief Exec's).



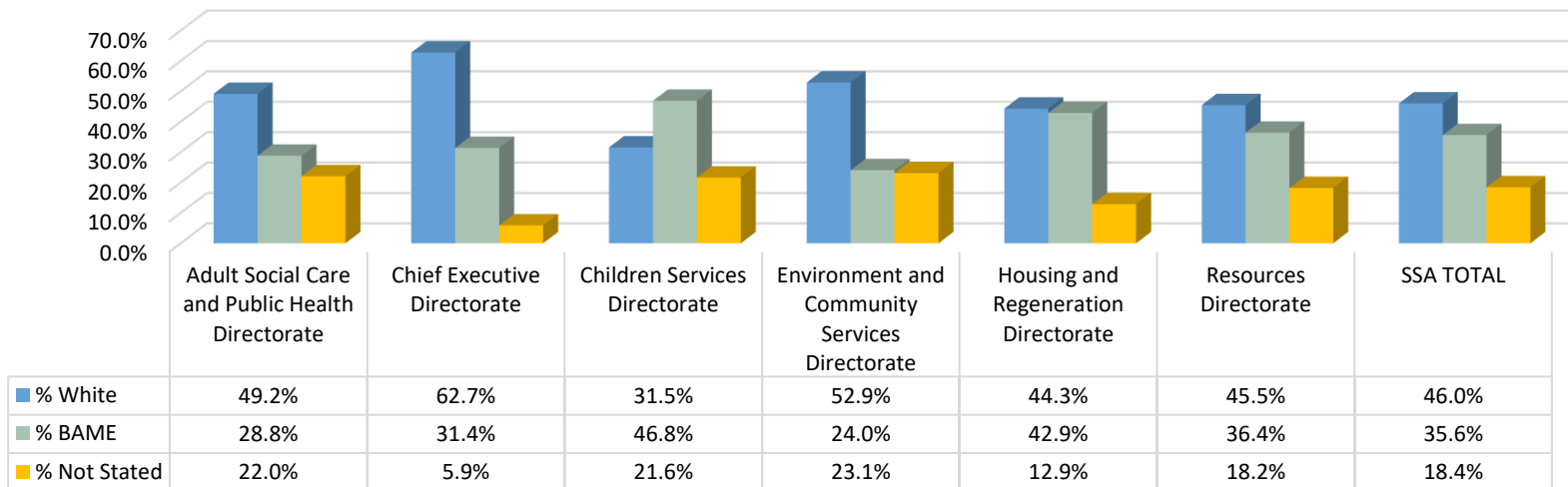
Leavers by Ethnicity and Directorate

The proportion of leavers who are Black, Asian or Minority Ethnic is slightly lower than this figure for the SSA workforce overall. However, there is an overrepresentation of Black, Asian or Minority Ethnic leavers in Children Services (with a significant increase compared to 2021/22) and Housing and Regeneration. This should be raised with the Directorate ED&I group.

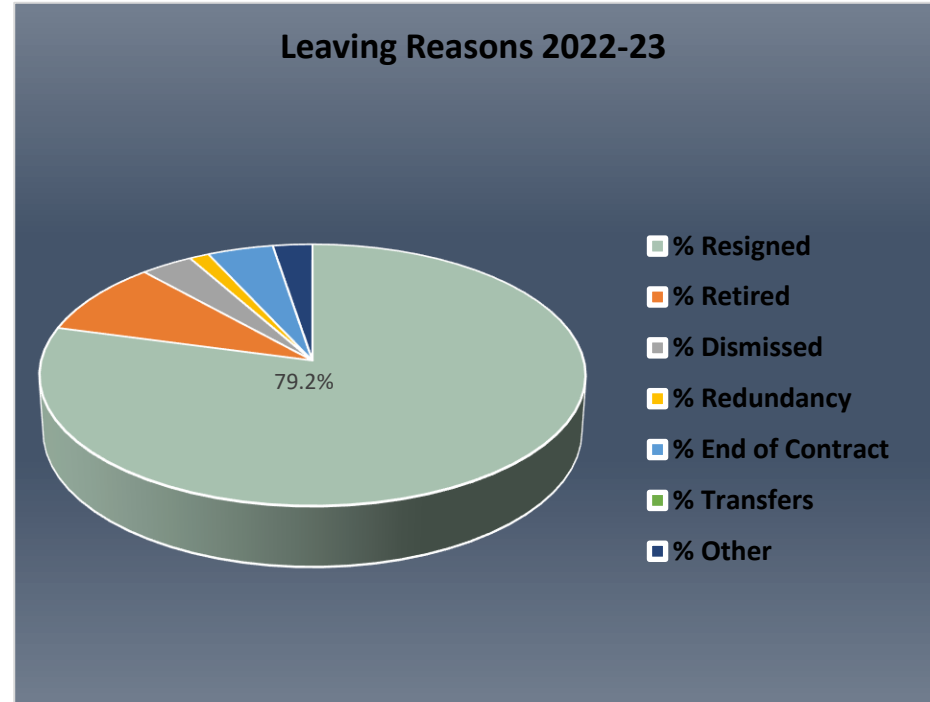
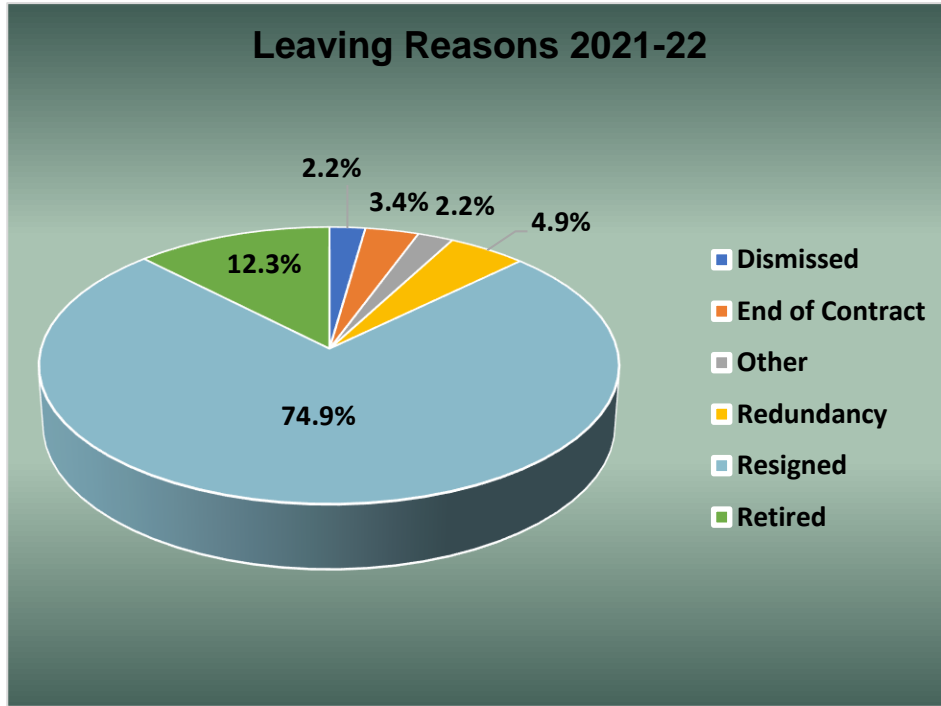
Leavers Ethnicity by Directorate 2021-22



Leavers Ethnicity by Directorate 2022-23



5b. Reasons for Leaving



Please note that the above reasons for leaving are defined as:

Resignation includes voluntary resignation from the post and retirement (voluntary and ill-health retirement);

Transfer includes: TUPE transfers; Redundancy includes voluntary and compulsory redundancy;

End of Contract includes end of contract for fixed term staff;

Dismissed – this category includes dismissals due to absence, probation and disciplinary;

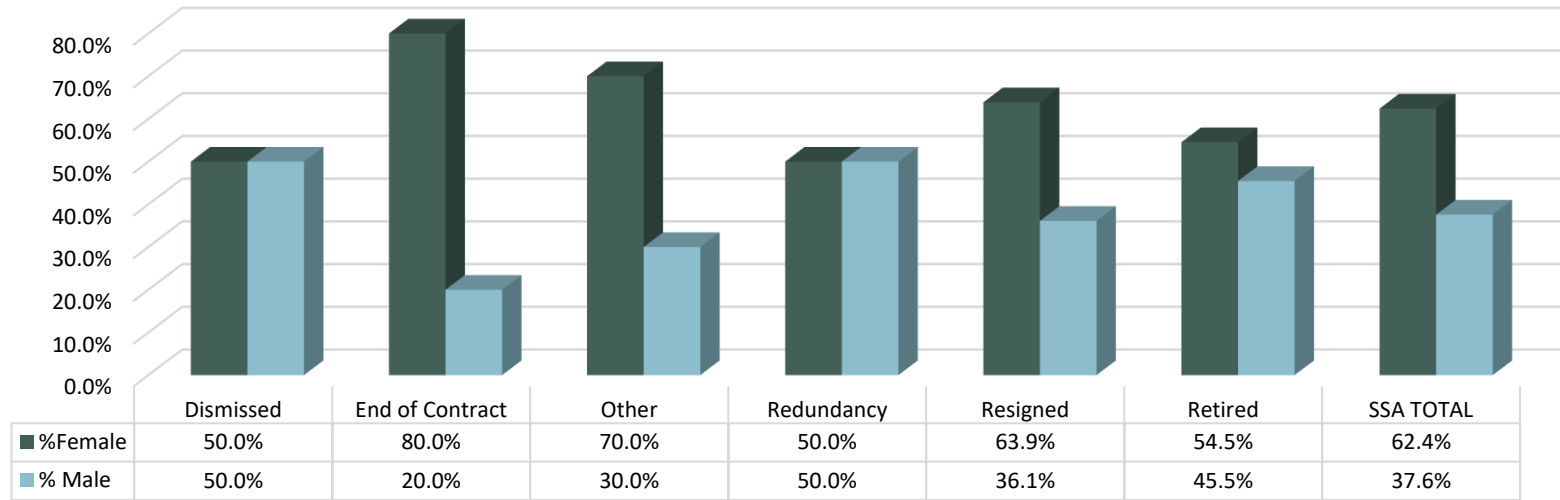
Other - includes casual terminations for permanent staff with additional casual post, non-starters, death in service and settlement agreements

Reasons for Leaving – Sex

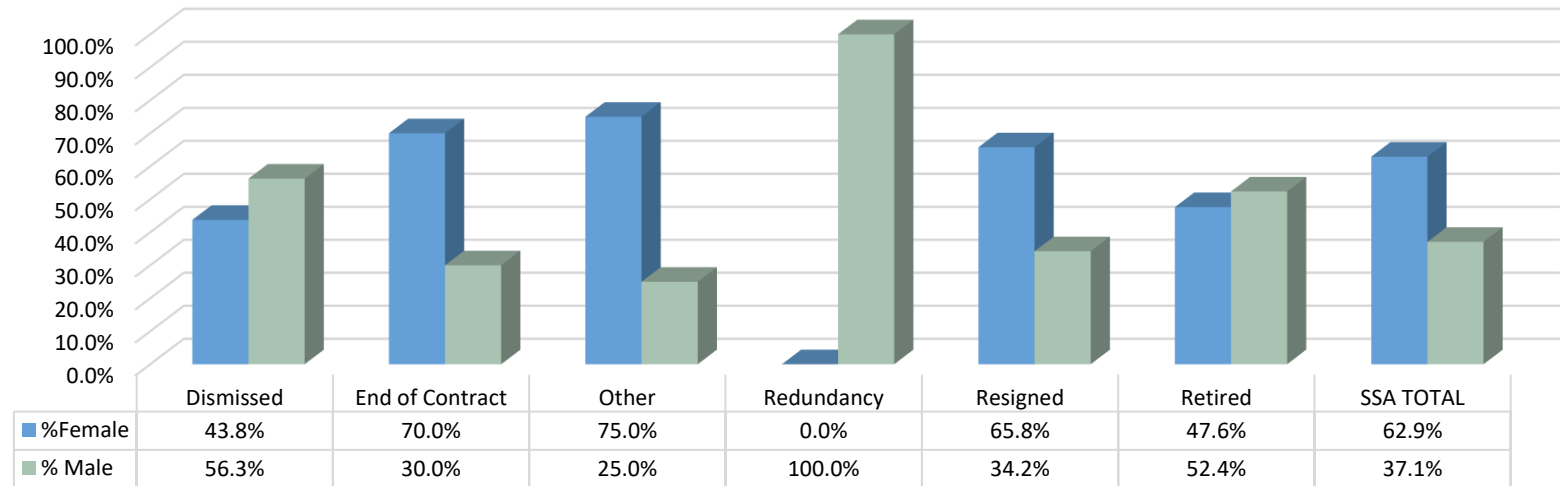
While the proportions of males and females leaving the SSA are in line with proportions in the workforce, women are overrepresented in leaving due to ‘end of contract’ and ‘other’, while men are overrepresented in leaving due to dismissals, redundancy and retirement. However, it should be noted that the numbers are small in many of these groups. The most common reason for leaving was resignation, where men and women were proportionately represented.

Leaving Reason	Number of Leavers		% of Total		Number of Females		% Female		Number of Males		% Male	
	2021-22	2022-23	2021-22	2022-23	2021-22	2022-23	2021-22	2022-23	2021-22	2022-23	2021-22	2022-23
Resigned	335	365	74.9%	79.2%	214	240	63.9%	65.8%	121	125	36.1%	34.2%
Retired	55	42	12.3%	9.1%	30	20	54.5%	47.6%	25	22	45.5%	52.4%
Dismissed	10	16	2.2%	3.5%	5	7	50%	43.8%	5	9	50%	56.3%
Redundancy	22	6	4.9%	1.3%	11	0	50%	0%	11	6	50%	100%
End of Contract	15	20	3.4%	4.3%	12	14	80%	70%	3	6	20%	30%
Transfers	0	0	0%	0%	0	0	0%	0%	0	0	0%	0%
Other	10	12	2.2%	2.6%	7	9	70%	75%	3	3	30%	25%
SSA TOTAL	447	461	100%	100%	279	290	62.4%	100%	168	171	37.6%	100%

Leaving Reasons by Sex 2021-22



Leaving Reasons by Sex 2022-23



Reasons for Leaving – Ethnicity

White staff were underrepresented in all reasons for leaving other than retirement and redundancy. Black, Asian and Minority Ethnic staff were overrepresented in resignations, dismissals and leaving for ‘other’ reasons which is similar compared to 2021/22.

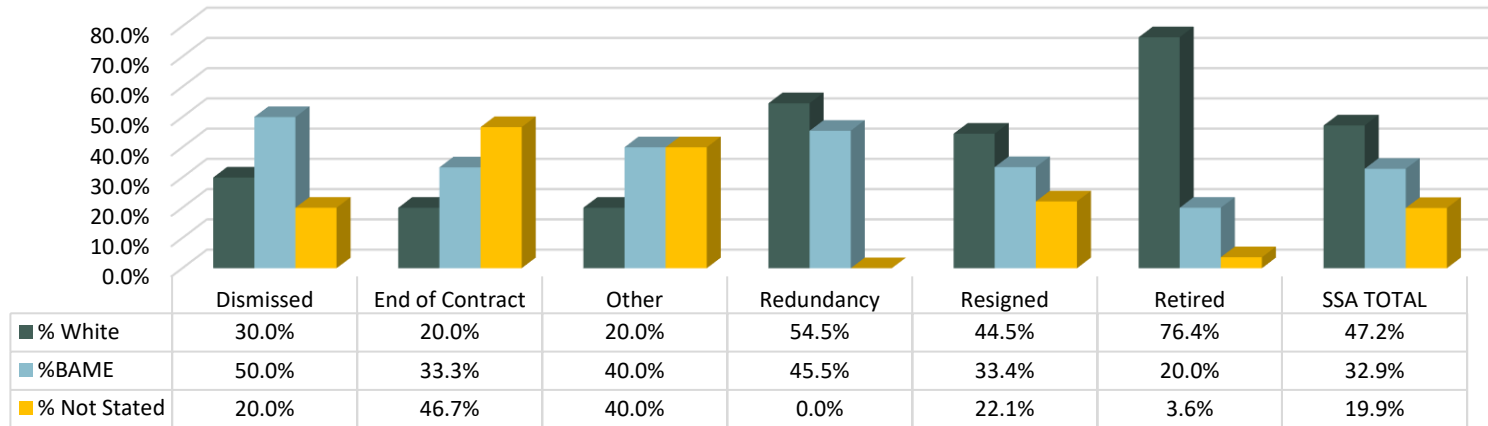
2021-22

Leaving Reason	Number of Leavers	% of Total	Total Number White	% White	Total Number BAME	% BAME	Total Number Not Stated	% Not Stated
Resigned	335	74.9%	149	44.5%	112	33.4%	74	22.1%
Retired	55	12.3%	42	76.4%	11	20.0%	2	3.6%
Dismissed	10	2.2%	3	30.0%	5	50.0%	2	20.0%
Redundancy	22	4.9%	12	54.5%	10	45.5%	0	0.0%
End of Contract	15	3.4%	3	20.0%	5	33.3%	7	46.7%
Transfers	0	0%	0	0%	0	0%	0	0%
Other	10	2.2%	2	20.0%	4	40.0%	4	40.0%
TOTAL	447	100.0%	211	47.2%	147	32.9%	89	19.9%

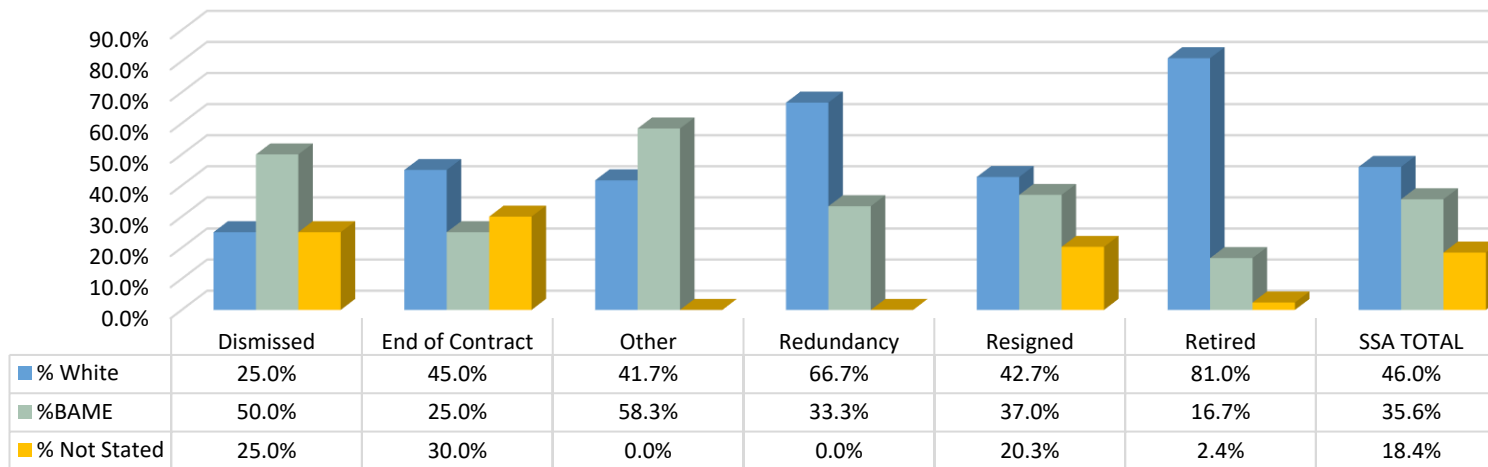
2022-23

Leaving Reason	Number of Leavers	% of Total	Total Number White	% White	Total Number BAME	% BAME	Total Number Not Stated	% Not Stated
Resigned	365	79.2%	156	42.7%	135	37.0%	74	20.3%
Retired	42	9.1%	34	81.0%	7	16.7%	1	2.4%
Dismissed	16	3.5%	4	25.0%	8	50.0%	4	25.0%
Redundancy	6	1.3%	4	66.7%	2	33.3%	0	0%
End of Contract	20	4.3%	9	45.0%	5	25.0%	6	30.0%
Transfers	0	0%	0	0%	0	0%	0	0%
Other	12	2.6%	5	41.7%	7	58.3%	0	0%
TOTAL	461	100%	212	46.0%	164	35.6%	85	18.4%

Leaving Reasons by Ethnicity 2021-22



Leaving Reasons by Ethnicity 2022-23



Reasons for leaving – Disability

Staff with a disability were overrepresented among leavers in almost all leave categories compared to the workforce as a whole. However, the numbers in some of these groups were low.

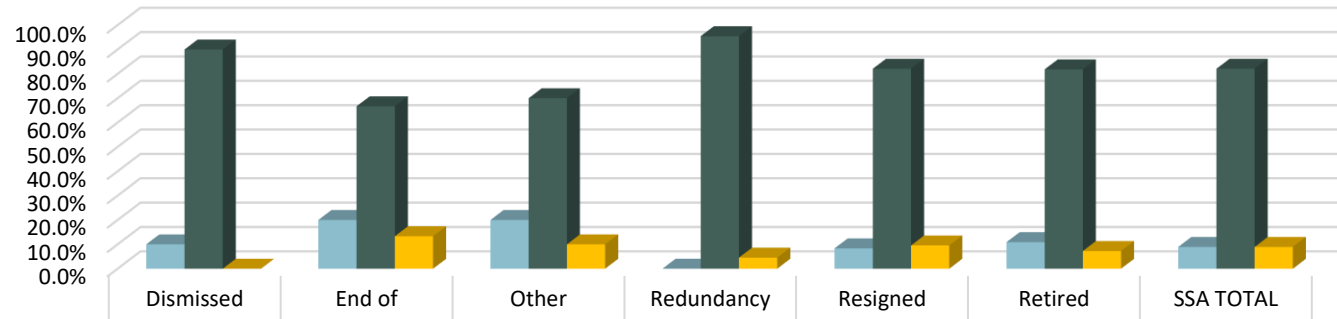
2021-22

Leaving Reason	Number of Leavers	% of Total	Number of Disabled	% Disabled	Number of Non-disabled	% Non Disabled	Number Disability - Status Unknown	% Disability - Status Unknown
Resigned	335	74.9%	28	8.4%	275	82.1%	32	9.6%
Retired	55	12.3%	6	10.9%	45	81.8%	4	7.3%
Dismissed	10	2.2%	1	10.0%	9	90.0%	0	0.0%
Redundancy	22	4.9%	0	0.0%	21	95.5%	1	4.5%
End of Contract	15	3.4%	3	20.0%	10	66.7%	2	13.3%
Transfers	0	0%	0	0%	0	0%	0	0%
Other	10	2.2%	2	20.0%	7	70.0%	1	10.0%
TOTAL	447	100.0%	40	8.9%	367	82.1%	40	8.9%

2022-23

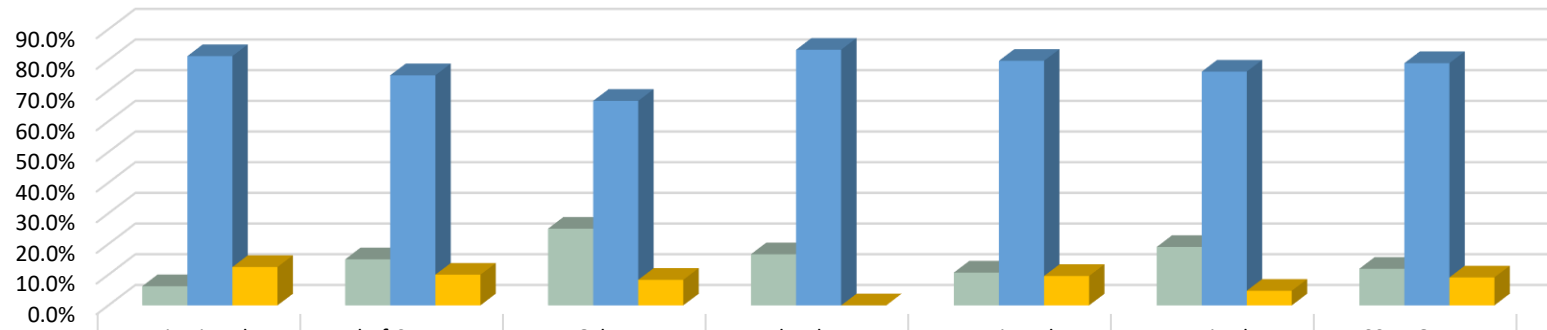
Leaving Reason	Number of Leavers	% of Total	Number of Disabled	% Disabled	Number of Non-disabled	% Non Disabled	Number Disability - Status Unknown	% Disability - Status Unknown
Resigned	365	79.2%	39	10.7%	291	79.7%	35	9.6%
Retired	42	9.1%	8	19.0%	32.0	76.2%	2	4.8%
Dismissed	16	3.5%	1	6.3%	13	81.3%	2	12.5%
Redundancy	6	1.3%	1	16.7%	5	83.3%	0	0%
End of Contract	20	4.3%	3	15.0%	15.0	75.0%	2	10.0%
Transfers	0	0%	0	0%	0	0%	0	0%
Other	12	2.6%	3	25.0%	8	66.7%	1	8.3%
TOTAL	461	100%	55	11.9%	364	79.0%	42	9.1%

Leaving Reasons by Disability 2021-22



	Dismissed	End of Contract	Other	Redundancy	Resigned	Retired	SSA TOTAL
% Disabled	10.0%	20.0%	20.0%	0.0%	8.4%	10.9%	8.9%
% Non Disabled	90.0%	66.7%	70.0%	95.5%	82.1%	81.8%	82.1%
% Disability - Status Unknown	0.0%	13.3%	10.0%	4.5%	9.6%	7.3%	8.9%

Leaving Reasons by Disability 2022-23



	Dismissed	End of Contract	Other	Redundancy	Resigned	Retired	SSA TOTAL
% Disabled	6.3%	15.0%	25.0%	16.7%	10.7%	19.0%	11.9%
% Non Disabled	81.3%	75.0%	66.7%	83.3%	79.7%	76.2%	79.0%
% Not Known	12.5%	10.0%	8.3%	0.0%	9.6%	4.8%	9.1%

6. Employee Relation Cases

6a. Grievances

During the period April 2022 - March 2023 there were 18 new grievances raised. A disproportionate percentage of cases (75%) were raised by women which is the same as in 2021/22, 10.7 percentage points drop comparing to 2020/21 (87.7%) and similar to 2019/20 when 75% of cases were raised by women. Note that women make up 62.9% of the overall workforce. This pattern over four years of a disproportionate number of grievances being raised by women should be investigated further, with initial work to look at the reasons for the grievances.

In terms of ethnicity, there was the same number of grievances raised by White and Black, Asian and Minority Ethnic employees and this figure dropped by 8.3% points compared to 2021/22 (58.3%). It is also slightly lower than proportion of White staff in the workforce (52.4%). The proportion of grievance cases raised by the Black, Asian and Minority Ethnic employees is also slightly lower than the proportion of BAME staff in the workforce (36.5%).

In terms of disability, 31.25% of grievances were raised by staff with disabilities which constitutes 14.55 percentage increase comparing to 2021/22 (16.7%) and 16.95 percentage points increase comparing to 2020/21 (14.3%). This is also significantly higher than a proportion of disabled staff in the workforce (9.8%). Again, this should be investigated further.

		Grievance Opened in Period by Gender							
Year	Number of cases opened	Gender		Disability			Ethnicity		
		% Female	% Male	% Disabled	% Not Disabled	% Not Known	% White	% BAME	% Not Known
2021-22	12	75.0%	25.0%	16.7%	66.6%	16.7%	58.3%	33.3%	8.3%
2022-23	18	75%	25%	31.25%	50.0%	18.75%	50.0%	50.0%	0%

6b. Employee relation cases

There were 581 new employee relations cases opened during the period April 2022 – March 2023 which is significantly more than in 2021-22 (347 cases) and 2020-21 (280 cases). 86.9% cases related to sickness absence. There have been twice as many Tribunal cases and 67% increase in disciplinary cases compared to 2021/22.

Black, Asian and Minority Ethnic staff continue to be overrepresented in employee relations cases, accounting for 40.4% of all cases. This is less than in 2021/22 (44.4% of cases) and similar to 2020/21 (40.4% cases). Note that Black, Asian and Minority Ethnic staff made up 36.5% of the workforce in 2022/23. This must be investigated further and relevant action taken.

2021-22

Case Type	No of Cases	% All Cases	% Female	% Male	% BAME	% White	% Declared Disability	% No Disability
Accepted Allegation	4	1.15%	25.00%	75.00%	25.0%	50.0%	0.00%	75.00%
Capability	8	2.31%	75.00%	25.00%	12.5%	87.5%	25.00%	62.50%
Disciplinary	15	4.32%	66.67%	33.33%	66.7%	26.7%	14.29%	71.43%
New Employee	14	4.03%	57.14%	42.86%	42.9%	42.9%	21.43%	78.57%
Sickness	301	86.74%	68.44%	31.56%	44.2%	42.5%	16.28%	74.75%
Tribunal	5	1.44%	80.00%	20.00%	60.0%	20.0%	0.00%	80.00%
Grand Total	347	100.00%	67.72%	32.28%	44.4%	42.7%	16.43%	74.64%

2022_23

Case Type	No of Cases	% All Cases	% Female	% Male	% BAME	% White	% Declared Disability	% No Disability
Accepted Allegation	1	0.2%	0.0%	100.0%	0.0%	100.0%	100.0%	0.0%
Capability	9	1.5%	77.8%	22.2%	44.4%	0.0%	22.2%	55.6%
Disciplinary	25	4.3%	52.0%	48.0%	32.0%	48.0%	12.0%	80.0%
New Employee	31	5.3%	54.8%	45.2%	54.8%	29.0%	12.9%	87.1%
Sickness	505	86.9%	67.3%	32.7%	39.4%	45.9%	15.6%	73.1%
Tribunal	10	1.7%	60.0%	40.0%	70.0%	20.0%	0.0%	60.0%
Grand Total	581	100.00%	65.9%	34.1%	40.4%	44.1%	15.3%	73.5%