# Diversity and Equalities Workforce Profile and Monitoring

# 1 January 2013 – 31 December 2013

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#### Summary

Westminster City Council (the council) is an employer of choice, promoting a culture, which is welcoming and accessible to all and providing a work environment which is free from discrimination, bullying, harassment and victimisation. Workforce monitoring helps the council to meet its statutory equality obligations and more importantly it also allows for the promotion of good practice.

This report sets out the workforce profile (excluding all employees in schools which are subject to a separate report) and the monitoring information for the period 1<sup>st</sup> January 2013 – 31<sup>st</sup> December 2013. The provision of diversity information by employees is voluntary. The council will continue to encourage employees to provide diversity information on ethnicity, sexual orientation, religion and belief and disability in order to report accurate and representative information. The council's Equality in Employment Monitoring form is permanently published on the council's intranet <u>pages</u>, to encourage employees to provide diversity information and update their details as required at anytime during their employment.

Since the previous report (for the period 1<sup>st</sup> January 2012 – 31<sup>st</sup> December 2012) was published, the council's non - schools workforce headcount has increased by 1.7% and the number of unknowns for ethnicity has increased to 4.2%. Both of these increases were partly due to the statutory transfer of public health employees from the local Primary Care Trust into the council in April 2013. Twenty nine of the unknowns (33%) are public health employees and no ethnicity data is recorded for them. Other departments which have employees with unknown ethnicity include Children's Services and Sports and Leisure. We will be working with colleagues from these departments to improve this data.

<u>Section 1</u> of the report provides an overview of the workforce. A more detailed analysis is available in <u>Section 6</u>.

The report also provides data on the gender pay gap in each broad band (<u>Section 2</u>). A gender pay gap is the percentage difference between the average male and female full time equivalent salary, where men and women are engaged in work of "equal value" i.e. two different jobs that have been evaluated at the same grade within a job evaluation scheme. The pay gap percentage is calculated by taking average female pay and comparing it to average male pay.

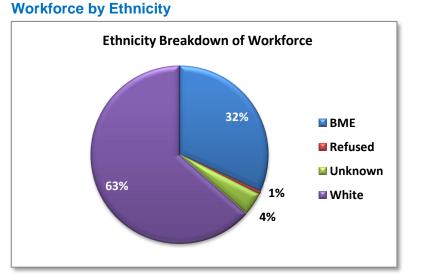
<u>Section 3</u> provides data on both internal recruitment and external recruitment by ethnicity, gender and disability.

Data on employee relations cases, maternity, performance assessment, length of service and training is provided in <u>Section 4</u>.

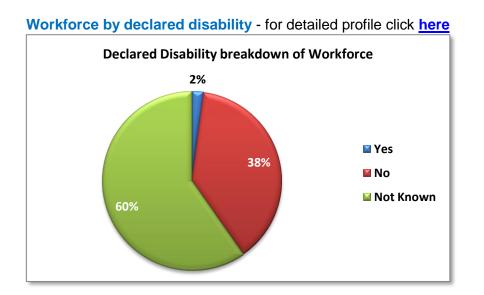
An analysis of employees leaving the council is provided in <u>Section 5</u>.

<u>Section 6</u> contains a detailed profile of the council's non-schools workforce. This also includes comparisons with population data for the characteristics published in the 2011 Census.

### Section 1: Workforce Profile – Overview



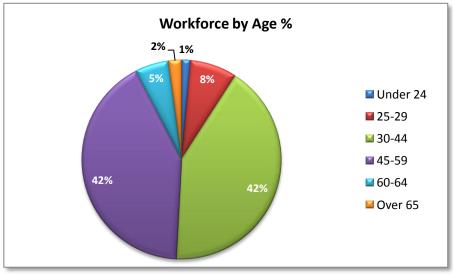
The category BME includes the following groups: Asian or Asian British, Black or Black British, Chinese, Mixed and Other. For detailed profile click <u>here</u>



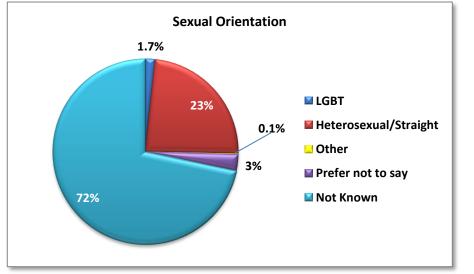


#### Workforce by gender - for detailed profile click here

#### Workforce by age - for detailed profile click here



#### Workforce by Sexual Orientation



#### **Gender Reassignment**

The council's gender reassignment guide sets out its commitment to ensuring that transsexual people are treated with respect. The guide is intended to assist managers to put this commitment into practice and to help transsexual people and other employees to deal with any practical issues which may arise, as well as ensuring that the council's employees do not commit unlawful acts of discrimination. For a detailed profile, click <u>here</u>.

#### Workforce by Religion or Belief

The religion or belief of 72% of the non-schools workforce, (1520 employees) is reported as "unknown" and 3% (72 employees) "preferred not to say". Therefore data on religion and belief is only available for 522 employees, or 24% of the workforce. For a detailed profile, click <u>here</u>.

#### The council's commitment to workforce monitoring and improving unknown data

The council's equality in employment monitoring form is permanently published on the council's intranet <u>pages</u>, to encourage employees to provide diversity information and to enable them to update their details at anytime during their employment.

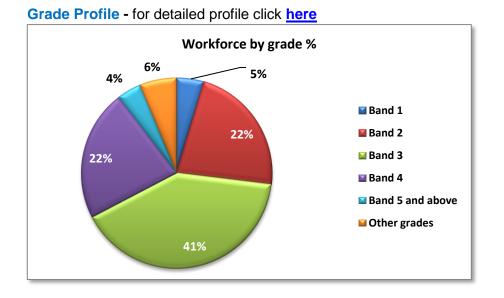
The reporting of unknown data for sexual orientation and religion or belief may be partly because of the sensitive nature of the information and also because sexual orientation has only been collected in recent years. To encourage the declaration of disability, the council uses both the Social Model<sup>1</sup> and Equality Act 2010<sup>2</sup> definitions.

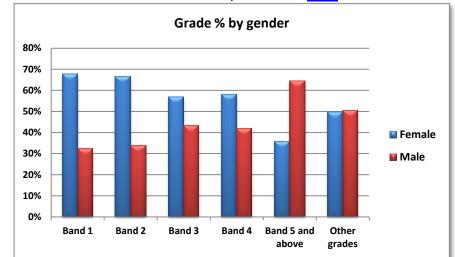
It is anticipated that the introduction of a "self-service" HR administration system during 2014 will result in more employees submitting data about their characteristics, which will hopefully reduce unknown data in the future.

<sup>&</sup>lt;sup>1</sup> The social model states: 'the problems experienced by many disabled people are not because of their impairments or medical conditions, but are due to attitudinal and environmental barriers',

<sup>&</sup>lt;sup>2</sup> The Equality Act 2010 refers to a disability as a physical or mental impairment which has a substantial and long-term adverse effect on that person's ability to carry out normal day-to-day activities

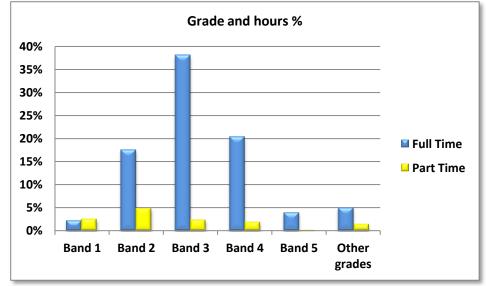
### Section 2: Grade Profile, Gender Pay Gap and Full Time/Part Time Employees



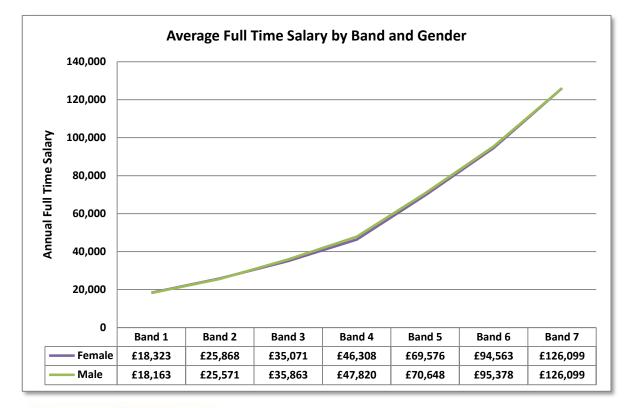


Grade and Gender - for detailed profile click here

#### % of employees with full time and part time working hours by grade - for detailed profile click here



#### **Gender Pay Gap:**



The chart on the left shows the average full time equivalent salaries for all male and female employees from Band 1 – Band 7 i.e. 2000 employees. (Employees on other grades, i.e. working within Sayers Croft, on Soulbury, Youth worker grades and staff who were subject to a TUPE transfer into the council are excluded).

Although support staff in Westminster Adult Education Service (WAES) are on broad bands, they have also been excluded

A gender pay gap is the percentage difference between the average male and female full time equivalent salary, where men and women are engaged in work of "equal value" i.e. two different jobs that have been evaluated at the same grade within a job evaluation scheme. The pay gap percentage is calculated by taking average female pay and comparing it to

Band	% Gender Pay Gap
Band 1	0.9%
Band 2	1.2%
Band 3	-2.2%
Band 4	-3.2%
Band 5	-1.5%
Band 6	-0.9%
Band 7	0%

Equality and Human Rights Commission guidance suggests gaps of **3%** or more should be highlighted and gaps of **5%** or may require further investigation. The table on the left shows there are no gaps of 5% or more within the council for employees on Band 1 – Band 7.

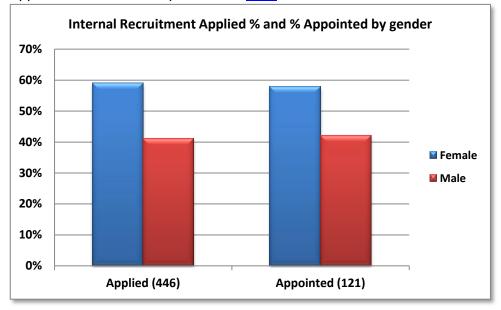
### **Section 3: Recruitment**

The internal and external recruitment monitoring information relates to jobs which reached the final offer of appointment stage in the period 1<sup>st</sup> January 2013 – 31<sup>st</sup> December 2013.

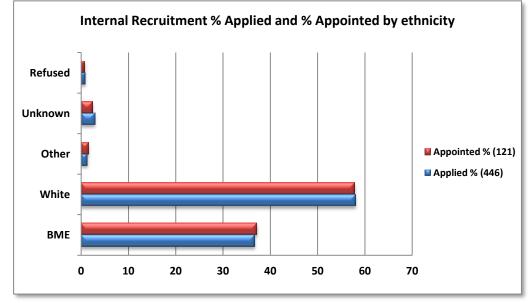
#### Internal Recruitment – (existing employees)

A total of **446** applications were received for internal posts in the period 1<sup>st</sup> January 2013 – 31<sup>st</sup> December 2013. Of those, **121** employees were appointed.

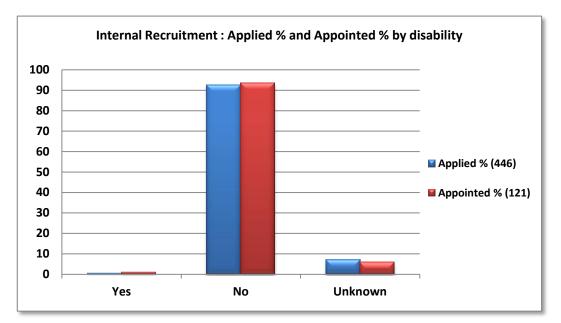
**Gender** – this chart compares the gender breakdown of the applicants with the gender breakdown of the employees who were appointed. For detailed profile click <u>here</u>



**Ethnicity** – this chart compares the ethnic breakdown of the applicants with the ethnic breakdown of the employees who were appointed. For detailed profile click <u>here</u>



#### Internal Recruitment - (existing employees) continued



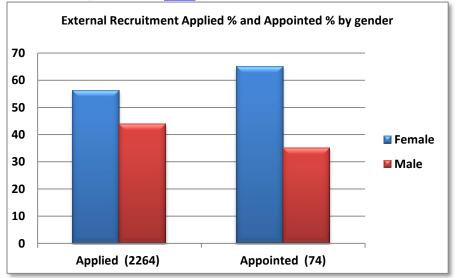
**Declared Disability** – this chart compares the % applicants who declared a disability with the % of the employees appointed who declared a disability. For detailed profile click <u>here</u>

#### External Recruitment (new appointments)

A total of **2264** applications were received for vacancies in the period  $1^{st}$  January 2013 –  $31^{st}$  December 2013. Of those, **74** applicants were appointed (i.e. 3.3% of those who applied for posts were appointed).

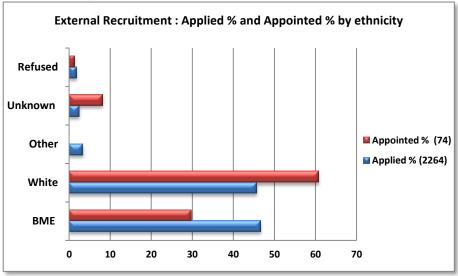
**Gender** – this chart compares the gender breakdown of the applicants with the gender breakdown of those appointed.

For detailed profile click here

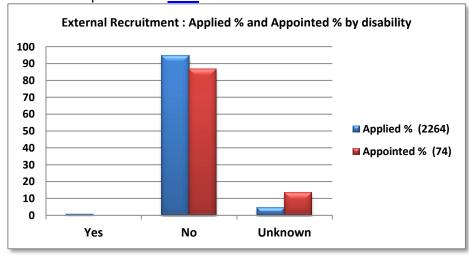


**Ethnicity** – this chart compares the ethnic breakdown of the applicants with the ethnic breakdown of those ns appointed.





**Declared Disability** – this chart compares the % of applicants who declared a disability with the % of those appointed who declared a disability. For detailed profile click **here** 



#### Internal & External Recruitment Detailed Information

#### Internal Recruitment detailed information

The recruitment monitoring information relates to jobs which reached the final offer of appointment stage in the period  $1^{st}$  January 2013 –  $31^{st}$  December 2013. A total of 446 employees applied for internal posts during the period. Of those, 121 people (27.1%) were appointed. A detailed breakdown of the % of appointments made out of the total number of applicants by Ethnicity, Gender and Declared Disability is provided below.

Palasisias	Applied		Shortlisted		Appointed		% of applicants who	Workforce
Ethnicity	No	%	No	%	No	%	were appointed	31.12.2013
Asian or Asian British	49	11%	32	10.5%	16	13.2%	32.7%	7.8%
Black or Black British	102	22.9%	72	23.6%	26	21.5%	25.5%	18.3%
Chinese	1	0.2%	1	0.3%	0	0%	0%	1%
Mixed	12	2.7%	9	3%	3	2.5%	25%	3%
White	259	58.1%	176	57.7%	70	57.9%	27%	63.5%
Other	6	1.3%	4	1.3%	2	1.7%	33.3%	1.8%
Unknown	13	2.9%	9	3%	3	2.5%	23.1%	4.2%
Refused	4	0.9%	2	0.7%	1	0.8%	25%	0.6%
Total	446	100%	305	100%	121	100%		100%

Gender	Applied	G	Shortlisted		Appointed		% of applicants who	Workforce
Gender	No	%	No	%	No	%	were appointed	31.12.2013
Female	263	59%	184	60.3%	70	57.9%	26.6%	58.4%
Male	183	41%	121	39.7%	51	42.1%	27.9%	41.6%
Total	446	100%	305	100%	121	100%		100%

Declared	Applied		Shortlis	ted	Appoint	ed	% of applicants who	Workforce 31.12.2013	
Disability	No	%	No	%	No	%	were appointed		
Yes	2	0.4%	1	0.3%	1	0.8%	50%	2.1%	
No	413	92.6%	283	92.8%	113	93.4%	27%	38.2%	
Unknown	31	7%	21	6.9%	7	5.8%	23%	59.6%	
Total	446	100%	305	100%	121	100%		100%	

#### **External Recruitment: detailed information**

The recruitment monitoring information relates to jobs which reached the final offer of appointment stage in the period  $1^{st}$  January 2013 –  $31^{st}$  December 2013. A total of **2264** applications were received for vacancies in the period  $1^{st}$  January 2013 –  $31^{st}$  December 2013. Of those, **74** applicants were appointed (i.e. 3.3% of those who applied for posts were appointed).

Patro Later	Applied		Shortlisted	Shortlisted			% of applicants who	Workforce
Ethnicity	No	%	No	%	No	%	were appointed	31.12.2013
Asian or Asian British	320	14.1%	298	14.8%	4	5.4%	1.3%	7.8%
Black or Black British	589	26%	520	25.9%	14	18.9%	2.4%	18.3%
Chinese	17	0.8%	16	0.8%	0	0%	0%	1%
Mixed	130	5.7%	115	5.7%	4	5.4%	3.1%	3%
White	1035	45.7%	912	45.4%	45	60.8%	4.3%	63.5%
Other	76	3.4%	69	3.4%	0	0%	0%	1.8%
Unknown	56	2.5%	50	2.5%	6	8.1%	10.7%	4.2%
Refused	41	1.8%	31	1.5%	1	1.4%	2.4%	0.6%
Total	2264	100%	2011	100%	74	100%		100%

Condon	Applied	Applied		Shortlisted		<i></i>	% of applicants who	Workforce	
Gender	No	%	No	%	No	%	were appointed	31.12.2013	
Female	1270	56.1%	1101	54.7%	48	64.9%	3.8%	58.4%	
Male	994	43.9%	910	45.3%	26	35.1%	2.6%	41.6%	
Total	2264	100%	2011	100%	74	100%		100%	

Declared	Applied S		Shortlisted	Shortlisted		_	% of applicants who	Workforce	
Disability	No	%	No	%	No	%	were appointed	31.12.2013	
Yes	15	0.7%	10	0.5%	0	0%	0%	2.1%	
No	2144	94.7%	1915	95.2%	64	86.5%	3%	38.2%	
Unknown	74	3.3%	57	2.8%	10	13.5%	14%	59.6%	
Refused	31	1.4%	29	1.4%	0	0%	0%	-	
Total	2264	100%	2011	100%	74	100%		100%	

### Section 4: Employee Relations (ER) cases

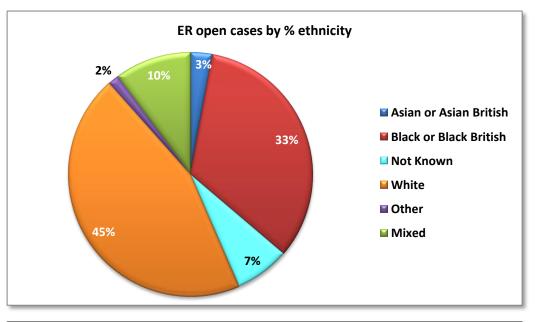
Employee Relations (ER) cases as at 31<sup>st</sup> December 2013

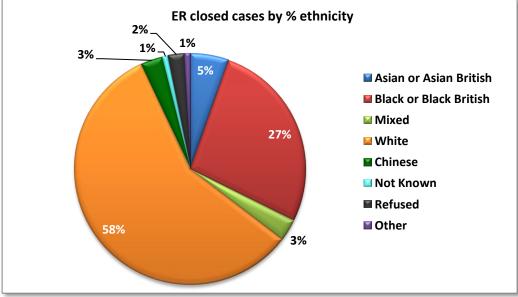
ER Case Type	Closed Cases in the period 1/1/2013 - 31/12/2013	Open Cases as at 31/12/2013
Disciplinary	13	6
Employment Tribunal (ET)	5	3
Grievance (inc. Bullying & Harassment)	11	12
Sickness Absence	94	44
Unsatisfactory Performance (UPP)	3	2
Others*	4	0
Total	130	67

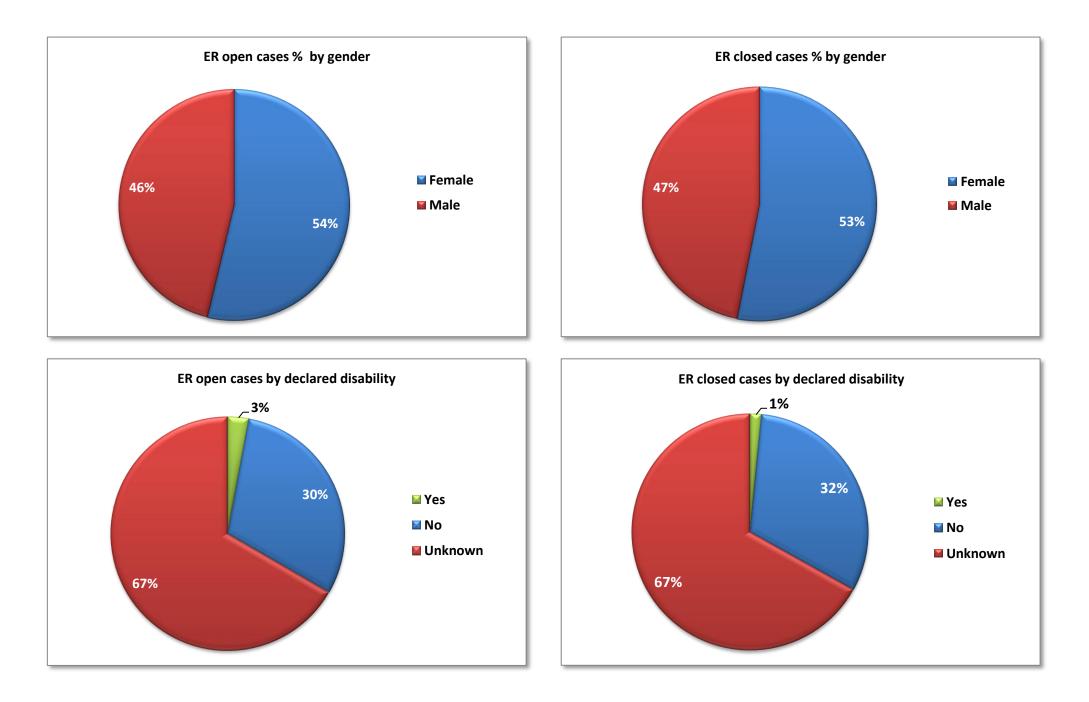
The table above shows the number of ER cases that were closed during the period  $1^{st}$  January 2013 –  $31^{st}$  December 2013 and those that remained open as at  $31^{st}$  December 2013. A diversity profile of open and closes cases is provided below. The outcomes and diversity profile of the following closed cases as at  $31^{st}$  December 2013: Disciplinary, Employment Tribunal, Grievance and Sickness) is also provided.

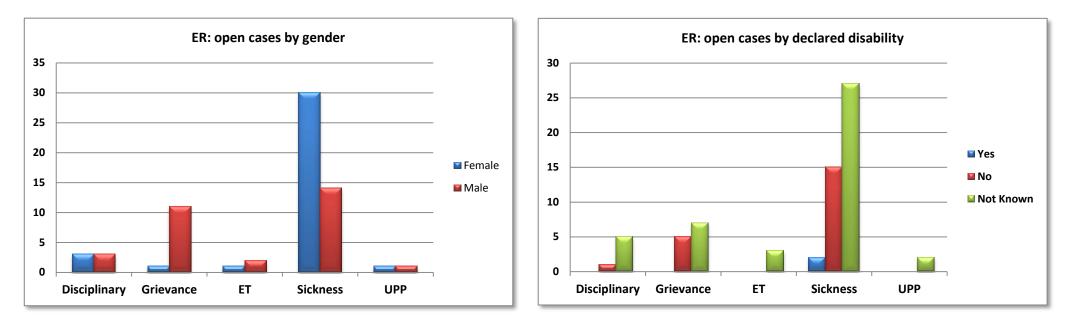
If a diversity category does not appear in any of the following tables no employee has been identified from this group for the reporting period. \*The category "Other" includes the following case types: Probation, Whistleblowing, and Re-organisation. For some case types, the number of cases reported is too low to provide detailed analysis however in the interests of transparency, where possible, the diversity profile of these cases is provided.

### **Employee Relations Open and Closed Cases diversity profile as at 31<sup>st</sup> December 2013**









ER open cases by type, gender and disability as at 31<sup>st</sup> December 2013

#### Disciplinary

3 of the cases are female and 3 of the cases are male. None of the cases declared a disability, one of the cases declared no disability and 5 cases are unknown

#### Grievance

One of the cases is female and 11 are male. None of the cases have declared disability, 5 cases have declared no disabilities and 7 of the cases are unknown.

#### **Unsatisfactory Performance (UPP)**

One of the cases is female and the other is male. For both of the cases declared disabilities is unknown.

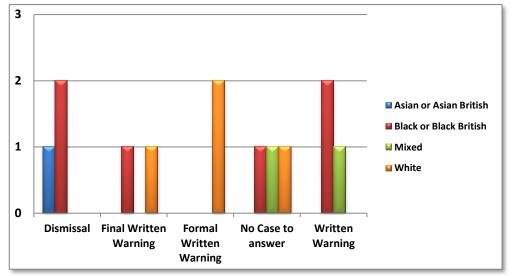
#### **Employment Tribunal (ET)**

One of the cases is female and 2 of the cases are male. For all of the cases, declared disability is unknown.

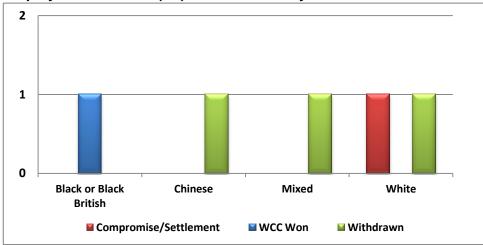
#### **Sickness Absence**

30 of the cases are female and 14 of the cases are male. 2 of the cases have declared a disability, 15 cases have declared no disabilities and 27 cases are unknown.

#### **Disciplinary Closed Cases by Outcome**



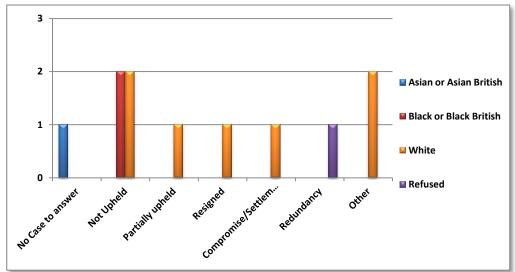
2 of the above cases were female and 11 were male. There were no declared disabilities; one individual declared no disability and 12 cases were unknown.



#### Employment Tribunal (ET) Closed Cases by Outcome

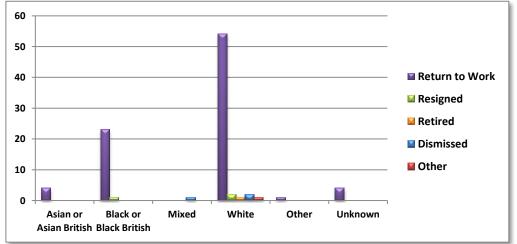
2 of the above cases were female and 3 were male. One of the cases declared a disability, one of the cases declared they did not have a disability and 2 cases were unknown.

#### **Grievance Closed Cases by Outcome**



9 of the above were female and 2 were male. 3 cases declared no disability but 8 cases were unknown.

#### Sickness Absence Closed Cases by Outcome



53 of the above cases were female and 41 were male. One employee declared a disability, 30 did not have a disability and 63 cases were unknown.

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### **Broad Bands**

There are 7 Broad Bands with 7 steps in each band. Within each band there are three salary zones: **Target**, **Premium / Advanced** and **Above Premium / Leading Light** with corresponding performance standards which are relevant to the level of the post. These are detailed below on the left:

**ABOVE PREMIUM /** 

MAXIMUM TARGET

MINIMUM TARGET

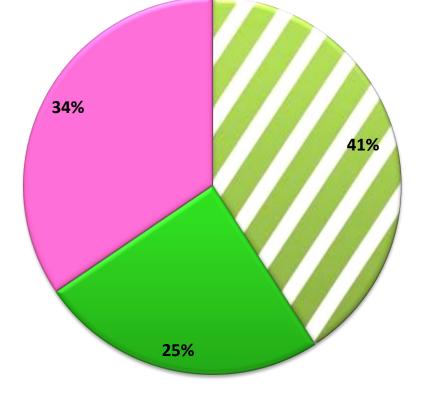
LEADING LIGHT

#### Salary Zones and performance standards

- CAPABLE OF HIGHER LEVEL ROLE, READY FOR AND SEEKING NEXT CAREER MOVE
- SURPASSED THE LEVEL OF THE ROLE IN EXPERIENCE, KNOWLEDGE & SKILLS, CONSISTENTLY DELIVERING ABOVE THE LEVEL OF THE ROLE, CONSISTENTLY ACHIEVING ALL OBJECTIVES TO AN EXCEPTIONAL STANDARD AND ONGOING SUSTAINED CONTRIBUTION TO THE TEAM / SERVICE BEYOND THE USUAL SCOPE OF THE ROLE
- SIGNIFICANT CONTRIBUTION IN A HIGH PROFILE AREA OR WITH MAJOR IMPACT ON COUNCIL İ.E. COSTS, SERVICE IMPROVEMENTS
- MODEL MENTOR FOR THE ROLE
- Highly experienced in the role, with the skills to PERFORM BEYOND THE LEVEL OF THE ROLE, CONSISTENTLY ACHIEVING ALL OBJECTIVES TO AN EXCEPTIONAL STANDARD AND ONGOING SUSTAINED CONTRIBUTION TO TEAM / SERVICE BEYOND THE USUAL SCOPE OF THE ROLE
- **CHALLENGING** IN THE ROLE, INCREASED KNOWLEDGE, SKILLS, RESPONSIBILITY & HIGHLY COMPETENT IN ALL ASPECTS OF THE ROLE, CONSISTENTLY ACHIEVING ALL OBJECTIVES TO A HIGH STANDARD
- CONSISTENTLY ACHIEVING MOST OBJECTIVES TO A SATISFACTORY STANDARD, WITH SOME TO A HIGH STANDARD
- DEVELOPING IN THE ROLE, ACHIEVING OBJECTIVES TO A SATISFACTORY STANDARD

The chart below shows the workforce profile of staff at the council (as at October 2013) by salary zone i.e. within the target salary zone, at the maximum of the target salary zone and premium and above salary zones.

#### Workforce by All Bands, All Departments as at October 2013

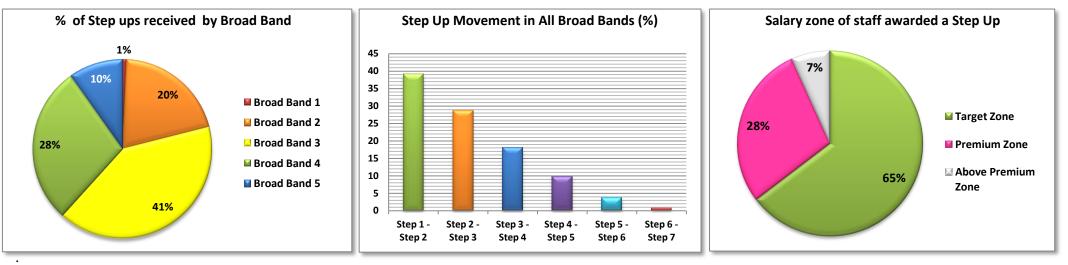


💹 In Target 🖿 Max Target 📁 Premium or Above

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### **Detailed Analysis of Step Ups**

The performance assessment year runs from 1<sup>st</sup> April – 31<sup>st</sup> March. In order to be considered for a step increase in salary, individuals must demonstrate exceptional performance. For the performance year 1<sup>st</sup> April 2012 to 31<sup>st</sup> March 2013, 133 employees received a step increase. A detailed breakdown of the employees who received a step increase is provided below.



	Performance Assessment 2013 (Step Ups)	Workforce No. (%) 31.12.2013		
Gender	61.7% were Female	No. of Female – 58.4%		
Gender	38.3% were Male	No. of Male – 41.6%		
	27.8% were BME	No. of BME – 31.8%		
Ethnicity	71.4% were White	No. of White – 63.5%		
	0.8% was Unknown	No. of Unknown – 4.2%		
	2.2% had declared a disability	Declared disability – 2.1%		
Declared Disability	51.9% did not declare a disability	No declared disability – 38.2%		
	45.9% were not known	Declared disability not known - 59.6%		

The outcomes of the current performance year (1<sup>st</sup> April 2013 – 31<sup>st</sup> March 2014) will be reported in the next monitoring report.

## Training

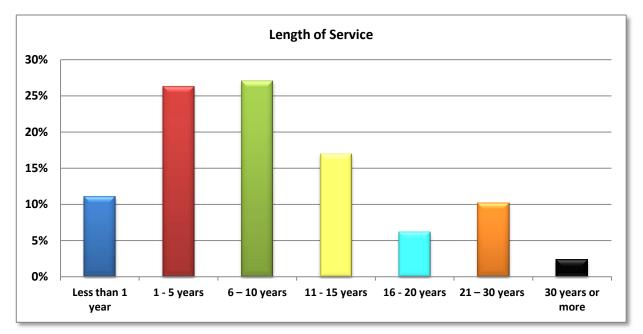
Employees who applied for and attended corporate training courses in the period 1<sup>st</sup> January 2013 – 31<sup>st</sup> December 2013:

Ethnicity	Applied		Offered		Attended		Workforce 31.12.2013	
Send Marcoll, C. & Alam M. S.	No	%	No	%	No	%	No	%
Asian or Asian British	51	8.6%	51	8.6%	41	9.3%	164	7.8%
Black or Black British	113	19.1%	113	19.2%	89	20.3%	387	18.3%
Chinese	3	0.5%	3	0.5%	3	0.7%	21	1%
Mixed	19	3.2%	19	3.2%	13	3%	63	3%
White	371	62.8%	371	62.9%	263	59.9%	1342	63.5%
Other	8	1.4%	8	1.4%	7	1.6%	37	1.8%
Unknown	20	3.4%	19	3.2%	18	4.1%	88	4.2%
Refused	6	1%	6	1%	5	1.1%	12	0.6%
Total	591	100%	590	100%	439	100%	2114	100%

Gender	Applied		Offered		Attended		Workforce 31.12.2013	
	No	%	No	%	No	%	No	%
Female	373	63.1%	372	63.1%	275	62.6%	1235	58.4%
Male	218	36.9%	218	36.9%	164	37.4%	879	41.6%
Total	591	100%	590	100%	439	100%	2114	100%

Declared	Applied		Offered		Attended		Workforce 31.12.2013	
Disability	No	%	No	%	No	%	No	%
Yes	9	1.5%	9	1.5%	3	0.7%	45	2.1%
No	35	5.9%	35	5.9%	27	6.2%	808	38.2%
Unknown	547	92.6%	546	92.5%	409	93.2%	1261	59.6%
Total	591	100%	590	100%	439	100%	2114	100%

### Length of Service % by years of service



This table shows the length of service of all employees as at  $31^{st}$  December 2013. Most have between 1 – 5 years service or 6 – 10 years service with the council.

### **Employees on Maternity leave**

The total number of non schools employees on maternity leave for period 1<sup>st</sup> January 2013 to 31<sup>st</sup> December 2013 was 125. Following leave, 9 of these employees resigned and 116 returned to work.

Ethnicity	No	%	Workforce 31.12.2013	
Ethnicity	NO	70	No	%
Asian or Asian British	19	7.60%	164	7.8%
Black or Black British	35	14%	387	18.3%
Chinese	0	0%	21	1%
Mixed	9	3.6%	63	3%
White	167	66.8%	1342	63.5%
Other	3	1.2%	37	1.8%
Unknown	8	3.2%	88	4.2%
Refused	9	3.6%	12	0.6%
Total	250	100%	2114	100%

All Leavers -	including resignations and redundancies

Candar	No	9/	Workfor	ce 31.12.2013
Gender	NO	%	No	%
Female	140	56%	<mark>1235</mark>	58.4%
Male	110	44%	879	41.6%
Total	250	100%	2114	100%

Declared No	No	%	Workforce 31.12.2013		
Disability	NO	70	No	%	
Yes	3	1.2%	45	2.1%	
No	130	52%	808	38.2%	
Unknown	117	46.8%	1261	59.6%	
Total	250	100%	2114	100%	

A.c.o.	No	%	Workforce 31.12.201	
Age	NO	70	No	%
15-19	0	0%	1	0.05%
20-24	13	5%	29	1.4%
25-29	44	18%	162	7.7%
30-44	109	44%	884	41.8%
45-59	65	26%	879	41.6%
60-64	13	5%	114	5.4%
65-74	6	2%	42	2%
Over 74	0	0%	3	0.1%
Total	250	100%	2114	100%

Length of Service	No	%	Workforce 31.12.2013	
Length of Service	NO	70	No	%
Less than 1 year	60	24%	234	11.1%
1 - 5 years	99	40%	556	26.3%
6 – 10 years	56	22%	572	27%
11 - 15 years	17	7%	358	17%
16 - 20 years	9	4%	129	6.1%
21 – 30 years	8	3%	215	10.2%
30 years or more	1	0%	50	2.4%
Total	250	100%	2114	100%

## Resignations

Ethnicity	No	%	Workforce 31.12.2013	
Ethnicity	NO	70	No	%
Asian or Asian British	19	10.4%	164	7.8%
Black or Black British	22	12.1%	387	18.3%
Chinese	0	0%	21	1%
Mixed	7	3.8%	63	3%
White	123	67.6%	1342	63.5%
Other	4	2.2%	37	1.8%
Unknown	5	2.7%	88	4.2%
Refused	2	1.1%	12	0.6%
Total	182	100%	2114	100%

Condor	No	%	Workford	Workforce 31.12.2013		
Gender	NO	70	No	%		
Female	108	59.3%	1235	58.4%		
Male	74	40.7%	879	41.6%		
Total	182	100%	2114	100%		

Declared	No	%	Workforce 31.12.2013	
Disability	NO	70	No	%
Yes	2	1.1%	45	2.1%
No	100	54.9%	808	38.2%
Unknown	80	44%	1261	59.6%
Total	182	100%	2114	100%

1.00	No	%	Workforce	31.12.2013
Age	NO	70	No	%
15-19	0	0%	1	0.05%
20-24	9	5%	29	1.4%
25-29	41	23%	162	7.7%
30-44	91	50%	884	41.8%
45-59	41	23%	879	41.6%
60-64	0	0%	114	5.4%
65-74	0	0%	42	2%
Over 74	0	0%	3	0.1%
Total	182	100%	2114	100%

Length of Service	No	%	Workforce 31.12.2013	
Length of Service		70	No	%
Less than 1 year	45	25%	234	11.1%
1 - 5 years	82	45%	556	26.3%
6-10 years	38	21%	572	27%
11 - 15 years	14	8%	358	17%
16 - 20 years	1	1%	129	6.1%
21 – 30 years	2	1%	215	10.2%
30 years or more	0	0%	50	2.4%
Total	182	100%	2114	100%

### Redundancies

Ethnicity	No	%	Workforce	31.12.2013
Ethnicity	NO	70	%	
Asian or Asian British	0	0.0%	164	7.8%
Black or Black British	1	6.7%	387	18.3%
Chinese	0	0.0%	21	1%
Mixed	0	0.0%	63	3%
White	13	86.7%	1342	63.5%
Other	0	0%	37	1.8%
Unknown	0	0%	88	4.2%
Refused	1	6.7%	12	0.6%
Total	15	100%	2114	100%

6			Workford	ce 31.12.2013
Gender	No	%	No	%
Female	9	60%	1235	58.4%
Male	6	40%	879	41.6%
Total	15	100%	2114	100%

Declared	No	%	Workforce	31.12.2013
Disability	NO	70	No	%
Yes	1	6.7%	45	2.1%
No	7	46.7%	808	38.2%
Unknown	7	46.7%	1261	59.6%
Total	15	100%	2114	100%

1.00	No	%	Workford	ce 31.12.2013
Age	NO	/0	No	%
15-19	0	0%	1	0.05%
20-24	0	0%	29	1.4%
25-29	0	0%	162	7.7%
30-44	2	13%	884	41.8%
45-59	10	67%	879	41.6%
60-64	3	20%	114	5.4%
65-74	0	0%	42	2%
Over 74	0	0%	3	0.1%
Total	15	100%	2114	100%

Longth of Convice	No	07	Workfor	rce 31.12.2013
Length of Service	INO	%	No	%
Less than 1 year	0	0%	234	11.1%
1 - 5 years	5	33%	556	26.3%
6 – 10 years	6	40%	572	27%
11 - 15 years	0	0%	358	17%
16 - 20 years	2	13%	129	6.1%
21 – 30 years	2	13%	215	10.2%
30 years or more	0	0%	50	2.4%
Total	15	100%	2114	100%

# Section 6: Detailed Workforce Profile as at 31<sup>st</sup> December 2013

Extended Ethnicity Profile (excluding casual, claims and tutors) as at 31 December 2013

		Census 2011 Westminster population by Ethnicity % and Inner and Outer London comparison					
Ethnicity	WCC Workforce	Westminster Total	Inner London Total	Outer London Total			
Total % in all categories	2114	219,396	3,231,901	4,942,040			
Asian or Asian British	WCC Workforce Total %	Westminster %	Inner London %	Outer London %			
Indian	3.7%	3.3%	3.4%	8.6%			
Pakistani	0.9%	1.1%	1.9%	3.3%			
Bangladeshi	1.6%	2.9%	5.1%	1.2%			
Chinese	1%	2.7%	2%	1.2%			
Other Asian	1.6%	4.6%	3.6%	5.7%			
Total	8.8%	11.9%	15.9%	20%			
Black or Black British	WCC Workforce Total %	Westminster %	Inner London %	Outer London %			
Caribbean	8.4%	2.0%	5.4%	3.5%			
African	7.2%	4.2%	8.6%	6%			
Other Black	2.6%	1.3%	2.8%	1.6%			
Total	18.3%	7.5%	16.7%	11.1%			
Chinese	WCC Workforce Total %	Westminster %	Inner London %	Outer London 9			
Chinese	1%	2.7%	2%	1.2%			
Total	1%	2.7%	2%	1.2%			
Mixed	WCC Workforce Total %	Westminster %	Inner London %	Outer London %			
White & Black Caribbean	1%	0.9%	1.8%	1.3%			
White & Black African	0.6%	0.9%	1%	0.7%			
White & Asian	0.4%	1.6%	1.3%	1.2%			
Other Mixed	0.9%	1.8%	1.8%	1.2%			
Total	3%	5.2%	5.9%	4.4%			
White	WCC Workforce Total %	Westminster %	Inner London %	Outer London %			
British	52.2%	35.2%	38.4%	49.2%			
Irish	3.5%	2.3%	2.3%	2%			
Other White	7.8%	24.1%	16.7%	10.2%			
Total	63.5%	61.6%	57.3%	61.4%			
Other Ethnic Group	WCC Workforce Total %	Westminster %	Inner London %	Outer London 9			
Other Ethnic Group	1.8%	11.1%	4.1%	3%			
Not Known	WCC Workforce Total %	N/A	N/A	N/A			
	4.2%						
Refused	WCC Workforce Total %	N/A	N/A	N/A			
	0.6%						

Gender No	w	orkforce	2011 Census			
	No	%	Westminster Population % Gen			
Female	1235	58.4%	49%			
Male	879	41.6%	51%			
Total	2114	100%	100%			

Disability*		Workforce	2011 Census
	No	%	Westminster %
Yes	45	2.1%	14%
No	808	38.2%	
Not Known	1261	59.6%	
Total	2114	100%	

\* In the Census 2011 this is defined as a long term health problem or disability that limits a person's day to day activities and has lasted or is expected to last at least 12 months. This includes problems that are related to old age. 14% of residents reported that their day to day activities were limited.

Census 2011		Workforce	2011 Census
Age Ranges	No	%	Westminster % *
15-19	1	0.05%	4.6%
20-24	29	1.4%	8%
25-29	162	7.7%	12.5%
30-44	884	41.8%	29.2%
45-59	879	41.6%	16.2%
60-64	114	5.4%	4.2%
65-74	42	2%	6%
Over 74	3	0.1%	5.2%
Total	2114	100%	85.9% *

Notes: \* The 2011 Census reported that 74% of residents are working age adults (aged 16-64), significantly higher than the London proportion of 69%. The remainder of the population are aged below 15 years.

C10-!+!	Workforce				
Sexual Orientation	No	%			
Bisexual	7	0.3%			
Gay man	19	0.9%			
Gay woman/Lesbian	10	0.5%			
Heterosexual/Straight	499	23.6%			
Other	3	0.1%			
Prefer not to say	60	2.8%			
Unknown	1516	71.7%			
Total	2114	100%			

- II	1	Workforce
Religion or Belief	No	%
Bahai	0	0%
Buddhism	3	0.1%
Christianity	260	12.3%
Hinduism	16	0.8%
Humanism	2	0.1%
Islam	25	1.2%
Jain -ism	0	0%
Judaism	9	0.4%
Secularism	0	0%
Sikhism	7	0.3%
Zoroastrianism	1	0.05%
No religion or belief	173	8.2%
Other religion or belief	26	1.2%
Prefer not to say	72	3.4%
Not Known	1520	72%
Total	2114	100%

### Detailed Grade Analysis as at 31<sup>st</sup> December 2013

#### Grade and Ethnicity

Ethnicity	Band 1		Band 2	Band 2 Ba		and 3 Band 4		Band 4 B		Band 5 and above		Other Grades	
Eunificity	No	%	No	%	No	%	No	%	No	%	No	%	
Asian or Asian British	8	0.4%	38	1.8%	75	3.5%	39	1.8%	2	0.1%	2	0.09%	
Black or Black British	50	2.4%	133	6.3%	145	6.9%	51	2.4%	3	0.1%	5	0.24%	
Chinese	0	0%	8	0.4%	12	0.6%	1	0.05%	0	0%	0	0%	
Mixed	6	0.3%	26	1.2%	23	1.1%	6	0.3%	1	0.05%	1	0.05%	
Other	2	0.1%	11	0.5%	16	0.8%	8	0.4%	0	0%	0	0%	
White	31	1.5%	247	11.7%	557	26.3%	351	16.6%	97	4.6%	59	2.79%	
Unknown	2	0.1%	8	0.4%	16	0.8%	12	0.6%	4	0.2%	46	2.18%	
Refused	0	0%	2	0.1%	6	0.3%	2	0.1%	1	0.05%	1	0.05%	
Total	99	4.7%	473	22.4%	850	40.2%	470	22.2%	108	5.1%	114	5.4%	

#### Grade and Gender

Canadan	Band 1	241	Band 2		Band 3	24	Band 4		Band 5 a	nd above	Other Gr	ades
Gender	No	%	No	%	No	%	No	%	No	%	No	%
Female	67	3.2%	313	14.8%	484	22.9%	273	12.9%	35	1.7%	63	3%
Male	32	1.5%	160	7.6%	366	17.3%	197	9.3%	73	3.5%	51	2.4%
Total	99	4.7%	473	22.4%	850	40.2%	470	22.2%	108	5.1%	114	5.4%

### Grade and Disability

Dissbilling	Band 1		Band 2		Band 3		Band 4		Band 5 and above		Other Grades	
Disability	No	%	No	%	No	%	No	%	No	%	No	%
Yes	5	0.2%	14	0.7%	14	0.7%	8	0.4%	2	0.09%	2	0.09%
No	55	2.6%	165	7.8%	359	17%	175	8.3%	33	1.6%	38	1.8%
Notknown	39	1.8%	294	13.9%	477	22.6%	287	13.6%	73	3.5%	74	3.5%
Total	99	4.7%	473	22.4%	850	40.2%	470	22.2%	108	5.1%	114	5.4%

#### **Grade and Hours**

Heure	Band 1	7.	Band 2		Band 3		Band 4		Band 5 an	d above	Other Gra	des
Hours	No	%	No	%	No	%	No	%	No	%	No	%
Fulltime	49	2.3%	373	17.6%	802	37.9%	431	20.4%	105	5%	85	4%
Part time	50	2.4%	100	4.7%	48	2.3%	39	1.8%	3	0.1%	29	1.4%
Total	99	4.7%	473	22.4%	850	40.2%	470	22.2%	108	5.1%	114	5.4%

### Section 7: Westminster Adult Education Service (WAES) Casuals & Claims

Workforce

No

106

56

162

%

65.4%

34.6%

100%

Gender

Female

Male

Total

Ethnicity	No	%
Asian or Asian British	2	1.1%
Black or Black British	1	0.5%
Chinese	0	0%
Mixed	0	0%
White	22	11.7%
Other	2	1.1%
Unknown	160	85.1%
Refused	1	0.5%
Total	188	100%

Gender	No	No		%		
Female	130		69	.2%		
Male	58		30	.6%		
Total	188		10	0%		
Declared Dis	sability	No		%		
	sability	<b>No</b> 0		<b>%</b> 0%		
<b>Declared Di</b> s Yes No	sability					
Yes	sability	0		0%		

Age	No	%
15-19	3	1.6%
20-24	5	2.7%
25-29	9	4.8%
30-44	67	35.6%
45-59	84	44.7%
60-64	10	5.3%
65-74	9	4.8%
Over 74	1	0.5%
Total	188	100%

2011 Census

49%

51%

100%

Westminster%

#### Casuals and Claims Workforce Profile for employees claiming in December 2013

#### WAES Workforce Profile as at 31<sup>st</sup> December 2013 (excluding casuals and claims)

Pale of the		Workforce	2011 Census	
Ethnicity	No	%	Westminster 11.9%	
Asian or Asian British	10	6.2%		
Black or Black British	25	15.4%	7.5%	
Chinese	1	0.6%	2.7%	
Mixed	1	0.6%	5.2%	
White	77	47.5%	11.1%	
Other	4	2.5%	61.6%	
Unknown	44	27.2%	N/A	
Refused	0	0%	N/A	
Total	162	100%	100%	

Dischiller	Wo	rkforce	2011 Census		
Disability	No	%	Westminster %		
Yes	2	1.2%	14%		
No	110	67.9%			
Not Known	50	30.9%			
Total	162	100%			

\* In the Census 2011 this is defined as a long term health problem or disability that limits a person's day to day activities and has lasted or is expected to last at least 12 months. This includes problems that are related to old age. 14% of residents reported that their day to day activities were limited.