

# Annual Workforce Equality Monitoring report 2022-2023

City of Wolverhampton Council

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## Introduction and background

### Equality monitoring at City of Wolverhampton Council

City of Wolverhampton Council (CWC) are committed to continuous monitoring of workforce equality to identify areas for improvement and enhance the diversity of the workforce in a way that benefits all employees and the city it serves. The Council publishes an annual workforce equality monitoring report including details on recruitment, promotions, turnover and reasons for leaving, pay and grading, disciplinary and grievance cases in addition to the overall workforce profile according to protected characteristics.

The Public Sector Equality Duty (2011) requires public authorities to consider the impact of the work CWC undertakes on people including our employees who may have a protected characteristics under the Equality Act 2010, which are;

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race
- Religion or belief
- Sex
- Sexual orientation

Furthermore, as part of our statutory duty to report and publish the gender pay gap each year, CWC also undertakes a full analysis review of the pay gap data, identifying factors influencing this and any existing inter-sectional trends. In addition to the statutory duty, the organisation has committed to publishing non-statutory pay gap reports on ethnicity, disability status and sexual orientation. The ethnicity pay gap report has been published for 2020-2021 and 2021-2022 and the disability and sexual orientation pay gap reports have been published for 2021-2022. These reports detail areas where patterns in the workforce exist relating to pay and highlight the actions taken to address them.

The council closely monitors data related to workforce equality, diversity and inclusion to increase transparency, enhance knowledge on trends and patterns and monitor the impact of any actions taken to resolve them. The council will also monitor the workforce diversity profile compared to that recorded in the city population.

The regular publication of equality reports highlights the commitment by the organisation to transparency when it comes to matters of equality, diversity and inclusion and ensures accountability for taking actions to address issues and inequalities reported. This analysis and reporting can help to focus targeted action on diversity and inclusion and allow for exploration of the opportunities presented and barriers to these opportunities faced by employees from minority groups when it comes to protected characteristics.

## Workforce equality monitoring report 2022-2023 - Summary

The annual workforce equality monitoring report provides a statistical overview of the CWC workforce profile and employee journey as required by the Equality Act 2010 and the Public Sector Equality Duty (2011).

The 2022-2023 Equality in Employment Monitoring report from CWC provides an analysis of workforce data for the period consisting of 1<sup>st</sup> April 2022 – 31<sup>st</sup> March 2023, for all employees excluding school employees. Each section of this report contains details relating to:

- Overall workforce profile
- Representation relating to the local population
- Workforce profile change in recent years
- Recruitment
- New starters
- Leavers and employee turnover
- Reasons for leaving
- Training and opportunities
- Promotions
- Pay and grading
- Disciplinarys
- Grievances
- Dismissals

The 2022-2023 report contains information supplementary to statutory requirements and highlights positive action and steps taken in response to reports from previous years. The Council has made a commitment to regularly review equality related data, utilising a range of tools including HR information system datasets, recruitment system datasets, training completion details, internal progression, wellbeing programmes, completion details and internal employee survey results.

In recent years, some of the impact of actions taken has been illustrated by the changes in the workforce profile, however there is still more work to be done on disclosure rates relating to sexual orientation, religion and marital status, employee turnover specifically regarding those from ethnic minority groups or with a disability, and employee pay.

## **Workforce profile**

The workforce profile at CWC remains similar to previous years, with female employees making up the majority of the workforce at 68.4%, however this percentage has been decreasing gradually in recent years as the number of male employees has been increasing.

The total number of employees from ethnic minority groups has increased by 17.3% (224 employees) over the last 4 financial years, from 1292 to 1516. However, the workforce overall is still less ethnically diverse than the city population, with 32.5% of the workforce being from ethnic minority groups compared to 44.9% of city residents.

There has been a 126% increase in the number of employees reporting a disability since 2016-2017 and the number of employees indicating that they are LGB+ has also been gradually increasing from 1.4% in 2019-2020 to 1.86% of the workforce overall.

The median age of a CWC employee is 48 years, which is higher than the city population median of 38 years, however this is to be expected due to the city population age profiling including those under the age of 16.

## **Recruitment**

The average number of applicants to roles at CWC has increased from previous years, suggesting it was a successful year for recruitment advertising. This may in some part be due to the utilisation of additional local channels to advertise roles and the launch of our career focused website – WVJobs which showcases the careers and vacancies we have on offer and the benefits of working for the Council. There were 715 candidates hired overall across the year.

Recruitment success rates were higher than average for female candidates, white (British) candidates, candidates with a disability, and candidates aged 40 years and above. However, it is also noted that the recruitment success rate of candidates from ethnic minority groups increased from 3.7% in 2020-2021 to 7.1% in 2022-2023.

## **New starters and employee turnover**

There has been a decrease in the proportion of new starters from ethnic minority groups in 2022-2023 from the previous year, however this percentage has remained higher than it had been in 2019-2020. The employee turnover rate was higher amongst all ethnic minority groups with the exception of employees from Asian ethnic groups and white (British) employees, and was also higher than average for employees with a disability and employees who are LGB+.

## **Training and development opportunities**

CWC has implemented a range of mandatory training courses with an equality, diversity and inclusion focus for all employees to complete. These include a general training course “An introduction to equality and diversity” containing information

related to the responsibility of the workforce to address inequalities and promote inclusion. In addition to this, four mandatory training courses were implemented in 2021 with a specific focus on disability, gender and maternity, age and menopause and race. Unconscious bias training is also mandatory for all employees that support recruitment and selection processes.

## **Pay and promotions**

Female employees have made up a slightly higher percentage of those promoted than male employees in the last two financial years, however as most of the workforce as a whole are female, this has translated to a lower proportionate promotions rate for female employees than for male employees for all of the last four years.

Female employees are also proportionately less likely to hold positions at pay grades GR10 and above or equivalent than male employees, making up 61.6% of this group compared to 68.6% of the workforce as a whole.

Employees from ethnic minority groups had a higher than average promotions rate in 2022-2023, which continues the trend observed in the previous two years, however this group is less likely to hold senior positions overall, making up 29.1% of positions at pay grades GR09 and above and no positions at pay grades GR13 and above.

Employees with a disability and employees who are LGB+ had a lower than average promotions rate, however the pay profile of these groups is positive overall, with employees with a disability earning a higher median and mean hourly rate in the previous year than employees without a disability, and LGB+ employees earning a higher overall median hourly rate than heterosexual employees.

## **Disciplinaries, grievances and dismissals**

Ongoing reviews of disciplinary and grievance cases enables CWC to monitor any trends relating to protected characteristic and identify where additional support may be required. Although both disciplinary and grievance cases are monitored internally, there were fewer than 10 grievance cases held in 2022-2023 so for this reason the details provided in this report are limited to avoid identification.

Male employees have consistently been more likely to be part of disciplinary processes than female employees, with 60% of disciplinaries held in 2022-2023 relating to male employees. Male employees have accounted for 61.9% of dismissals since April 2019. Across the last three reporting years, female employees have been more likely to raise grievance cases.

Employees from ethnic minority groups accounted for 42.9% of the disciplinaries held over 2022-2023, which is a higher proportion than ethnic minority employees make up of the full workforce. However, this is not a repeated pattern as in the previous year employees from ethnic minority groups accounted for a similar proportion of disciplinaries held as the full workforce. More than half of the grievances reported across the year were raised by employees from ethnic minority groups. However, the proportion of dismissals relating to employees from ethnic

minority groups was lower than the full workforce profile proportion.

When considering the percentage of the workforce with a disability, the percentage of disciplinary hearings related to employees with a disability was higher than would be expected at 8.6%. The proportion of dismissals relating to employees with a disability was also higher than would be expected at 18.2%, however this relates to only two employees in total.

Due to the high proportion of employees who have not recorded their sexual orientation, more than half of the disciplinaries held related to employees who had not disclosed this. There were no grievances reported by LGB+ employees during 2022-2023, and one dismissal relating to an LGB+ employee, which was the first dismissal of an LGB+ employee since 2019-2020. There were disciplinaries held relating to employees from all age brackets, with the highest number of these relating to those in the 31-40 age bracket. There were dismissals relating to employees from all age groups other than those aged 16-20.

## Sex and Gender Identity

The HR information system used to record employee details at CWC contains questions related to both sex and gender identity. As details of employee sex have been collected over a long period of time, this is one of the only protected characteristics with records available for all existing employees.

In the last year, the 2021 Census data relating to Wolverhampton residents has been released, including responses to updated Census detail questions relating to gender identity.

Record systems used for recruitment and operational monitoring internally have since been updated to match the approach taken in the national census survey. This involved a re-phrasing of the question on 'sex', which had previously included only two answer options of 'male' or 'female'. New employees are now given the option to answer this item with 'gender neutral', or 'prefer not to say'. Currently, this option is available to new employees, but the majority of those included in this report provided this information at the time of joining the workforce, and therefore the following section will report on employee sex, with the addition of responses to the question 'is your gender the same as the sex you were assigned at birth?'.

## Sex and Gender identity profile at City of Wolverhampton Council

The UK public sector employs a majority female workforce, with 74.8% of the workforce in 2021 being female. Historically CWC has followed a similar trend, with 69.8% of the CWC workforce being female in 2019-2020 and 68.3% in 2022-2023. In recent years, the proportion of CWC employees who are male has been gradually increasing, and male employees made up 31.6% of the workforce across the 2022-2023 financial year. This is an increase of 3 percentage points over the last 7 years since 2015-2016 when male employees made up 28.6% of the workforce. In total,



there were an additional 127 employees in the workforce across 2022-2023 compared to 7 years earlier, but the number of male employees over the year increased by 181.

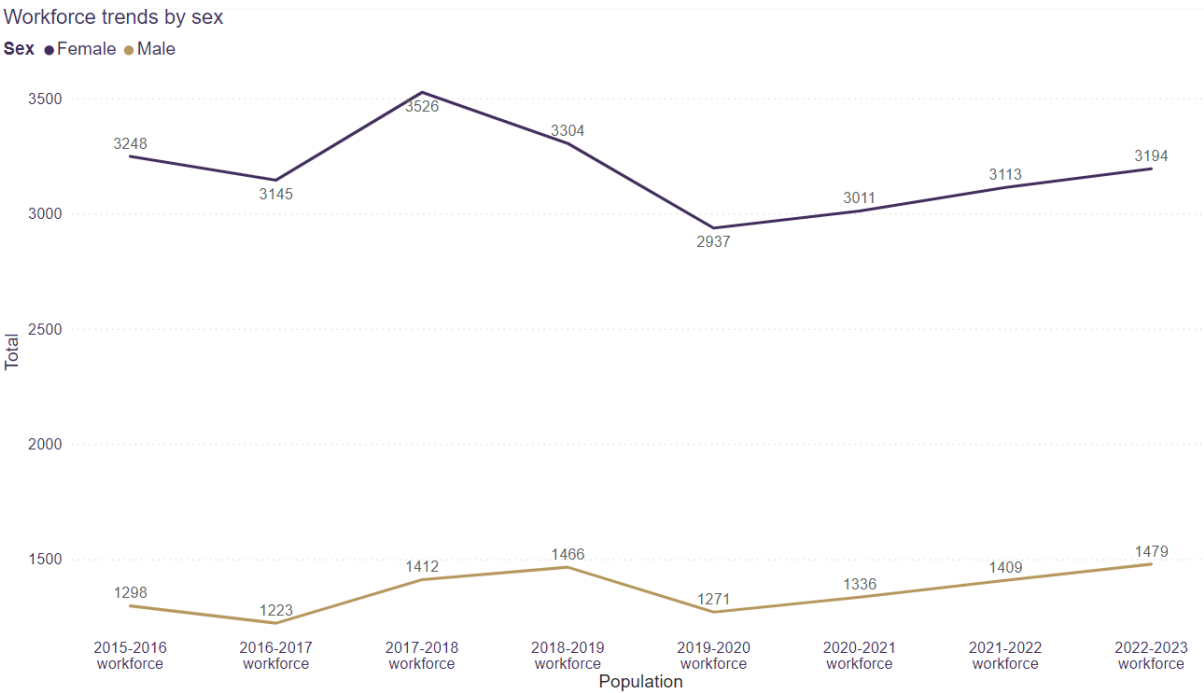


Fig.1 Workforce totals by sex

An increase in the size of the workforce across the financial year can be due to the creation of additional roles, but it can also occur due to fluctuations in employee turnover levels year-on-year, which are partially influenced by national trends. Employee turnover can impact the number of employees across the full year as those who have left the organisation are counted in full year reporting, in addition to those employees who may have filled the vacant post subsequently.

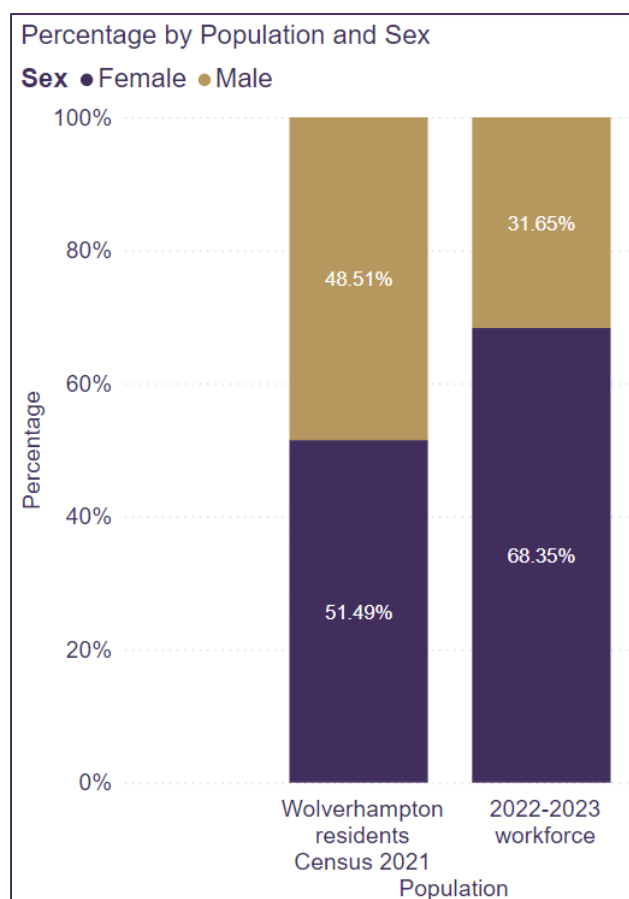


Fig.2 Percentage of employees and city residents by sex

One of the key aims in CWC's Vision 2030 plan is to build a workforce that is representative of the diverse city of Wolverhampton. Recently released information taken from the 2021 Census shows that Wolverhampton is made up of 51.5% female residents and 48.5% male residents. The CWC workforce has a higher proportion of female employees than the city population at 68.4%, however this is lower than 3 years ago and is below the female proportion of the national public sector workforce profile (74.6% ONS Quarterly Public Sector employment survey 2022)

Employees	Workforce 2019-20		Workforce 2020-21		Workforce 2021-22		Workforce 2022-23		Change (% point)
Male	1271	30.2%	1336	30.7%	1409	31.2%	1479	31.6%	+1.4
Female	2937	69.8%	3011	69.3%	3113	68.8%	3194	68.3%	-1.5
Total	4208		4347		4522		4673		

Table.1 Workforce totals by financial year and sex

## Gender same as birth

Employees are also invited to share whether or not their gender is the same as assigned at birth, however only 1720 employees (36.8%) have provided this information. The low response rate on this question could possibly be due to the

question being added to systems later than other protected characteristics, and so employees who began working at CWC several years ago are less likely to have responded. Various measures have been implemented in order to gather enough data to ensure that in future years the information held relating to this characteristic enables us to analyse and monitor workforce equality more effectively. These include an internal drive to encourage existing employees to update their information, and a digital inclusion project aiming to enable employees who have limited access to HR systems on a regular basis equal access to workforce systems, training opportunities, and communications. In addition to this, systems have been updated to enable employees to respond to this question with the answer 'prefer not to say', a measure which is intended to indicate what scope remains to increase reporting in this area.

Of those employees who have provided this information, a total of 11 (0.6 % of employees responded) have stated that their gender is not the same as birth, making up 0.2% of the full workforce. In previous years the number of employees who had stated that their gender was not the same as at birth remained below 10.

## Recruitment

The number of applicants to roles at CWC increased from previous years, with 7702 applicants in total, 2514 shortlisted candidates and 715 candidates hired. In recent years the total number of applicants reached 6414 (2021-2022) and 5739 (2020-2021), making 2022-2023 a successful year for recruitment reach. It is possible that some of this is related to extending role advertisements to targeted recruitment channels with the intention of encouraging applications from people with a diverse range of backgrounds. These channels included: Diversity Jobs, Proud Employers, Pink News, Churches for Positive Change, local community radio stations in addition to the launch of the new WV Jobs career website.

There were also more candidates hired in 2022-2023 overall than in previous years, with a total of 715 applicants being offered a position, compared to 540 in the previous year.

As part of the improvements made to the recruitment systems and processes, the available response options for the question on 'gender' were extended towards the end of the 2021-2022 financial year to ensure inclusivity of a range of genders. In the previous year this was apparent in the data received but had not yet been live for the full year. For 2022-2023 the options to respond with 'gender neutral', or 'prefer not to say' was available to all applicants for the full year. A total of 25 applicants stated that they were gender neutral, and 119 responded with 'prefer not to say'.

These changes have meant that 2022-2023, is the first year in which it can be identified that candidates who had disclosed their gender identity as gender neutral were hired. The total number of gender neutral candidates who were hired was below 10 and so for data protection purposes this group will be excluded from further descriptions.

The overall recruitment success rate for 2022-2023 was 9.3%, which was slightly higher than in the previous year (8.4%). Female applicants had the highest success rate with 10.3% of female applicants being hired compared to 7.6% of male applicants. This is a repeat of the pattern seen in the previous two years. Prior to interview, there was a different pattern relating to the shortlisting rates, whereby male applicants were slightly more likely to be shortlisted (shortlisting rate of 31.9%) than female applicants (shortlisting rate of 30.8%).



Fig.3 Recruitment success rates for 2022-2023 by sex

New starters and Employee turnover

There was a total of 585 new starters across the financial year of 2022-2023. This equated to an increase of 75 (14.7%) new employees from the previous year. Overall, new starters across 2022-2023 made up 12.5% of the full workforce for the year. As with previous years, the majority of new starters were female at 65.5% (383), however the profile of new starters varied again from the full workforce profile, with a smaller proportion of new starters who were female than in the existing workforce (68.3%). This is a repeat of the pattern shown in the previous year and is likely to have contributed to the slight increase in the male proportion of the full workforce. The proportion of new starters who were male was lower than in the previous year when it was 37.3% at 34.5% for 2022-2023.

Gender same as birth

There were fewer than 10 new starters who stated that their gender was not the same as at birth.

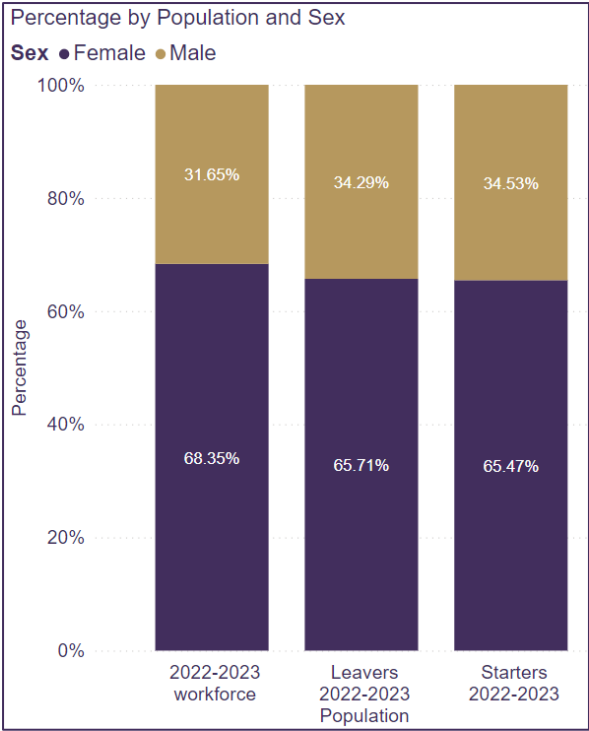


Fig. 4 Percentage of workforce, starters and leavers across 2022-2023 by sex

The profile of employees who left the organisation across the year was very similar to the profile of new starters, with a slightly higher proportion of female leavers at 65.7%. As there were fewer leavers in total than new starters, the percentage of the full workforce who are male has still increased from 2021-2022 due to the impact of new starters.

2020-2021		2021-2022		2022-2023	
Leavers	Turnover	Leavers	Turnover	Leavers	Turnover
334	8.4%	424	10.4%	487	11.6%

Table.2 Total leavers and employee turnover by financial year

The overall annual turnover rate calculated for 2022-2023 was higher than the previous year (10.4%) at 11.6%, a rate that has increased gradually over each of the last 3 financial years.

In contrast to 2020-2021, in the last two years (2021-22 and 2022-23) there have been more new starters joining the CWC workforce than leavers, which has caused the overall workforce numbers to increase to 4187 at year-end.

Over 2022-2023 there was a higher turnover rate for male employees than for female employees, compared to the previous year, when female employees left the organisation at a slightly higher rate than male employees.

Sex	Starters 2022-23	Leavers 2022-23	Year-end headcount	Turnover rate
Female	383	320	2876	11.13%
Male	202	167	1311	12.74%
Total	585	487	4187	11.6%

*Table.3 Starters, leavers, end of year headcount and employee turnover rate in 2022-2023 by sex*

CWC records reasons for leaving the Council, distinguishing between resignations, retirements, redundancies, dismissals, end of fixed term contracts, transfers (TUPE), illness, and death in service. In most years the most common reason for leaving is resignations, and in 2022-2023 this accounted for 62.8% of leaving reasons, and the highest number for both male and female employees. Retirements and redundancies were both recorded at similar rates for male and female employees, with female employees making up a similar proportion of those leaving for these reasons as the full workforce (69% of retirements and 66.7% of redundancies).

## Pay and promotions

When an employee at CWC starts a new position within the organisation, at a higher pay grade than their previous position, this is considered a promotion. In these situations employees will have been through a recruitment process to secure the offer of a new position, with the exception of when an existing job role has been re-evaluated at a higher pay grade in collaboration with unions.

In recent financial years, male employees have consistently been promoted at a higher rate than female employees, however the promotions rates were similar in 2020-2021. There were promotions relating to employees who stated that their gender was not the same as at birth in 2022-2023, however the total number was fewer than 10 and so no further detail will be included.

Sex	2019-2020		2020-2021		2021-2022		2022-2023	
Female	90	3.1%	153	5.1%	163	5.2%	208	6.5%
Male	57	4.5%	70	5.2%	96	6.8%	119	8.0%
Total	147		223		259		327	

*Table.4 Promotions totals and promotion rates by gender and financial year*

Overall, the number of promotions across the whole workforce has been increasing over several years, highlighting the success of commitments to providing development opportunities for the existing workforce and to support employees to progress within the organisation.

As one of the key performance indicators set for equality, diversity and inclusion monitoring, CWC also reports and monitors the diversity of the senior workforce, which includes all employees in positions paid at NJC grade GR10 and above or any equivalent salary. At the end of the 2022-2023 financial year, 61.6% of the GR10+ or equivalent workforce were female, and 38.4% were male. Whilst female employees are in the majority within this section of the workforce, proportionately female employees make up a smaller percentage of the senior workforce than of the full workforce over the same time period.

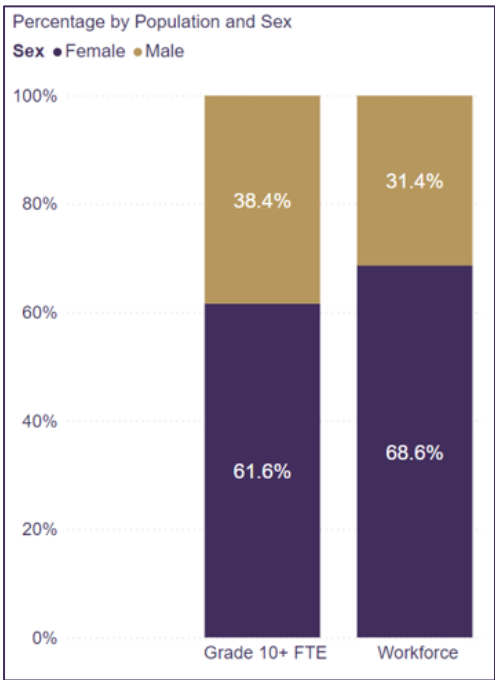


Fig.7 Percentage of employees in positions at pay grades NJC GR10 and above or with equivalent salaries by gender and percentage of full workforce across 2022-2023 by gender

There were no employees who had stated their gender was not the same as at birth amongst the GR10+ or equivalent workforce, however, as this pay group made up less than 3% of the workforce at the time, and employees whose gender is not the same as at birth made up only 0.2% of the full workforce, it is unlikely that this will change in the near future.

Disciplinaries, grievances and dismissals

The majority of disciplinary hearings held have been consistently related to male employees throughout the reporting years. This is a trend that is being monitored

carefully considering that male employees make up only 31.6% of the workforce. This is a pattern which has occurred for the last 5 financial years.

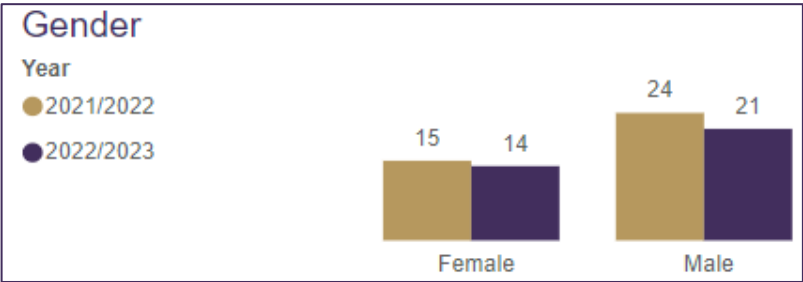


Fig.8 Total of number of disciplinarys held by year and sex

The 2022-2023 financial year was no exception relating to the disciplinary patterns described above, with 60% of all disciplinarys held across the year relating to male employees. There was, however a decrease in the overall number of disciplinarys being held across the year from the previous year, with 35 disciplinarys held in total, compared to 39 in 2021-2022.

There were fewer than 10 grievances made across the year, and there were also fewer than 10 grievances in the previous year. Across the most recent 3 years, female employees have been consistently more likely to raise grievance cases, even when the higher proportion of female employees in the workforce is accounted for. No further details on these cases will be reported in order to minimise the possibility of identifying any individual employee.

There were 11 dismissals in 2022-2023, of which the majority related to male employees. There were 7 dismissals of male employees in total making up 63.6%, repeating the trend reported in previous years. Since April 2019, male employees have made up 61.9% of all dismissals.

### Ethnicity

Using the same methodology as the Local Government Association (LGA) to categorise the workforce ethnicity profile shows CWC has a higher proportion of black, Asian, mixed heritage employees and employees from ‘other’ ethnic groups than the West Midlands local authorities average, as shown in figure 9.

In recent years a number of measures have been taken in order to ensure that the workforce can reflect the population it serves, and that access to opportunities are inclusive. Work is continuing to identify areas of the workforce where particular groups are under-represented and to address the issues contributing to these trends. A data-led approach is being taken to achieve this, with regular monitoring of workforce ethnicity at all pay grades, recruitment information, training completion, promotions and employee turnover. All of these areas are reviewed regularly as part of the Equality, Diversity and Inclusion directorate equality plans, developed alongside the



dedicated EDI team. In addition to this, CWC publishes a voluntary annual ethnicity pay gap report supporting the approach of transparency when it comes to issues of equality. Detailed analysis of the areas influencing this, and the trends shown in the annual workforce equality monitoring report are reviewed with targeted actions taken in response.

The Council has utilised its 'inclusive language' guide to write the annual workforce equality monitoring report, which is based on the UK Government's published guidance in 2021 on preferred style of writing about ethnicity. These guidelines specified that people from white ethnic groups not reported as 'white – British' (i.e., 'white – other') should be included in reporting figures relating to ethnic minority groups unless the excluded groups are stated.

### Ethnicity profile at City of Wolverhampton Council

The ethnicity profile of the workforce has changed in recent years, with an increase by 4.1 percentage points in the proportion of employees from ethnic minority groups (including white minority groups) since the 2019-2020 financial year.

Employees	Workforce 2019-2020		Workforce 2020-2021		Workforce 2021-2022		Workforce 2022-2023		Change (% point)
Ethnic minority groups	1128	24.8%	1110	25.6%	1220	27%	1303	27.9%	+3.1
White (other)	164	3.6%	187	4.3%	217	4.8%	213	4.6%	+1.0
White (British)	2742	60.4%	2581	59.3%	2616	57.9%	2674	57.2%	-3.2
Not recorded*	508	11.2%	469	10.8%	469	10.4%	483	10.3%	-0.9
Total	4542		4347		4522		4673		

Table. 5 Workforce total by ethnicity and percentage of workforce by ethnicity by financial year

According to the Local Government Association (LGA) Earnings and Demographics survey (2019-2020), 18% of the local authority workforce across the West Midlands are from ethnic minority groups, however the LGA did not include white minority groups in this total. The LGA also provided details as a percentage of all employees who had provided the information, rather than the full workforce, which would have otherwise included 11.9% of employees who this information was not available for.

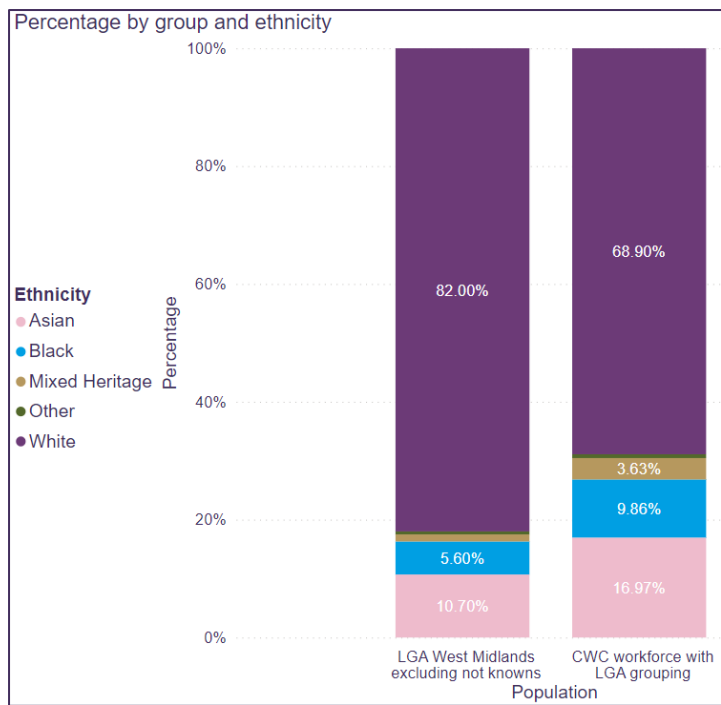


Fig. 9 Percentage of local government employees in the West Midlands by ethnicity and percentage of CWC workforce by ethnicity with unknowns excluded and LGA grouping applied

The latest city data from the Census 2021 release shows a changing diversity profile of the city when it comes to ethnicity, with an increase in the proportion of residents from Asian and black ethnic groups in particular. When excluding employees who have not provided details of their ethnicity or selected ‘prefer not to say’ from the calculations, the workforce at CWC has a higher proportion of black employees and white (British) employees than the city population, with a similar proportion of employees from white (other) ethnic groups to the city residents.

Using this method shows an under-representation of employees from Asian ethnic groups, mixed heritage groups and other ethnic groups. When including employees who have not provided ethnicity details in the calculations, this shows an under-representation of all ethnic groups other than the white (British) group as illustrated in fig 10, with employees from ethnic minority groups (including white minority groups) making up 32.4% of the workforce overall.

Action has commenced to improve the records available, and measures have already been put in place to do this through the digital inclusion project, ensuring employees in non-office based roles have access to update information in HR information systems, and a review of the areas employing high volumes of employees that have not provided this information to target invitations to do so.

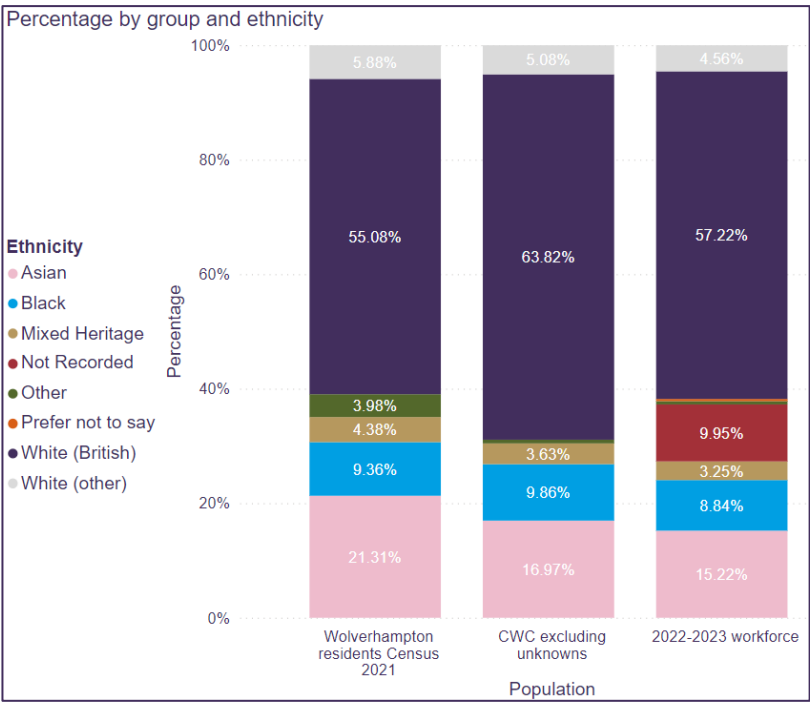


Fig. 10 percentage of Wolverhampton residents, CWC employees with unknowns removed and full CWC workforce including unknowns by ethnicity

In recent years, the proportion of employees that have not provided their ethnicity details has been decreasing gradually. Some of this is due to natural employee turnover as evidence suggests that those who have been in the workforce for a longer period of time are less likely to have reported their protected characteristics. The introduction of data collection has occurred at different times for different protected characteristics and as many employees provide this information upon commencing their employment this shows in the data. Those characteristics which have been monitored more recently such as gender same as birth and sexual orientation have fewer responses available, but this is improving in all areas.

Recruitment

Some of the increase in the diversity of the workforce ethnicity profile can be explained by recruitment data for the last two reporting years. There were 7702 applicants over the year, of whom 3319 (43.1%) were white (British), 50.2% (3869) were from ethnic minority groups, and 6.7% (514) did not record their ethnicity or stated ‘prefer not to say’. There was also an increase in the hiring success rate of candidates from ethnic minority groups from 3.7% (consistent both when including or excluding candidates from white minority groups) in 2020-2021 to 6.7% in 2021-2022 and 7.1% in 2022-2023.

Ethnic group	Hired rates 2020-2021	Hired rates 2021-2022	Hired rates 2022-2023
White (British)	7.1%	10.1%	11.8%
Ethnic minority groups*	3.7%	6.7%	7.1%
Total	5.7%	8.4%	9.3%

Table. 6 recruitment success rates by ethnic group and financial year

Although the success rate of candidates from ethnic minority groups was below the success rate of white (British) candidates, those from ethnic minority groups still made up 38.3% of those hired, which is a higher proportion than in the existing workforce (32.4%). This will have influenced the overall ethnic diversity of the workforce for the year.

This follows the introduction of targeted vacancy advertising to increase the diversity of applicants, including working with local community groups to attract diverse candidates. The WVJobs career website was also launched providing valuable information to those seeking employment on the organisation values and goals and employee benefits. In addition to this, the requirement to ensure that recruitment panels are diverse (through ethnicity and gender as a minimum) was written into council policy in 2021.



Fig.11 recruitment success rates by ethnic group

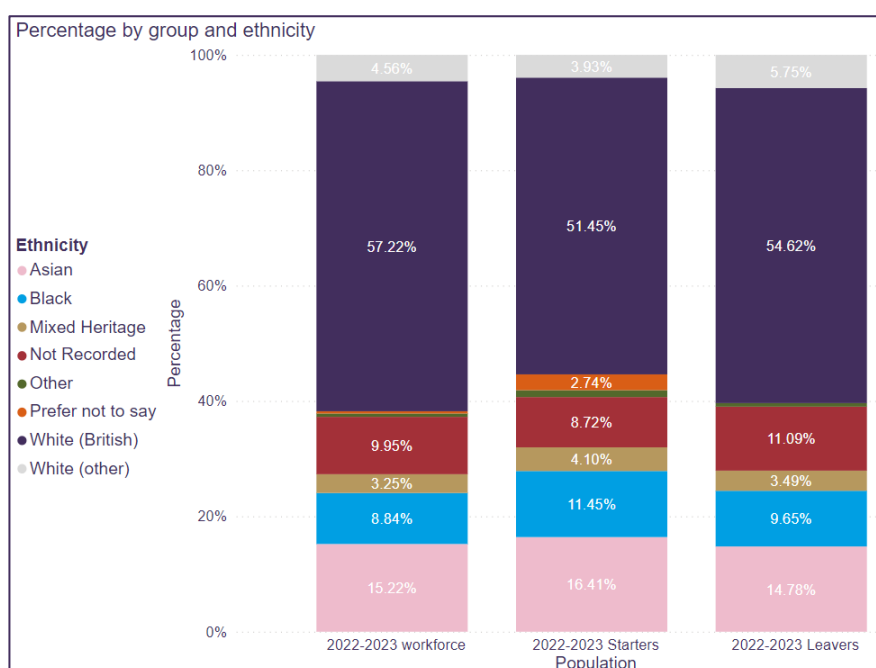
## New starters and employee turnover

Of the 585 new starters in 2022-2023, 301 were white (British) and 217 were from ethnic minority groups. The proportion of new starters from ethnic minority groups has increased by 1.2 percentage points from 35.9% of all new starters in 2019-2020 to 37.1% of all new starters in 2022-2023. In the two years in between, an even higher proportion of new starters were from ethnic minority groups at 45.3% in 2020-2021 and 43.5% in 2021-2022. In all four of the financial years reported, employees from

ethnic minority groups have made up a higher proportion of new starters than of the existing workforce (32.4%), impacting the overall workforce profile.

Ethnic group	2019-2020		2020-2021		2021-2022		2022-2023	
White (British)	202	43.4%	140	45.3%	245	48.0%	301	51.5%
Ethnic minority groups	167	35.9%	140	45.3%	222	43.5%	217	37.1%
Not recorded	96	20.6%	29	9.4%	43	8.4%	67	11.4%
Total	465		309		510		585	

*Table.7 Full workforce new starters by financial year and ethnic group*



*Fig. 12 Percentage of full workforce, new starters and leavers by ethnicity*

The ethnicity profile of those who left the organisation across the year was similar to the full workforce profile, with a slightly higher proportion of leavers from black and mixed heritage ethnic groups, white minority ethnic groups or those who had not reported their ethnicity. For those who had not reported their ethnicity and for leavers from black ethnic groups this is a repeated pattern from the previous two years, where there has been a higher employee turnover rate related to these groups.

Ethnic group	Starters 2022-23	Leavers 2022-23	Year-end headcount	Turnover rate
Asian ethnic groups	96	72	637	11.3%
Black ethnic groups	67	47	368	12.8%
Mixed heritage groups	24	17	136	12.5%
Other ethnic groups	7	3	24	12.5%
White (British)	301	266	2415	11.0%
White (minority groups)	23	28	186	15.1%
Not recorded	67	54	421	12.8%
Total	585	487	4187	11.6%

*Table. 8 New starters, leavers, end of year headcount and employee turnover rate by ethnicity 2022-2023*

The highest employee turnover rates for the year related to employees from white minority groups, followed by those from black ethnic groups and those who had not reported their ethnicity, both of which also had the highest turnover rates in the previous year. For those who had not reported their ethnicity, this is likely due to those employees who have been in the workforce for a longer period of time and are also less likely to have reported protected characteristics at the start of their employment. The repeated pattern of employees from black ethnic groups having a higher turnover rate than other groups is something CWC is exploring through the exit process.

A new exit questionnaire requesting that leavers provide insight into their experience of their employee journey has been introduced with the potential to identify patterns in employee experiences by ethnic groups. This will allow for identification of any issues contributing to this higher turnover rate so that action may be taken in the future to address these.

There were also higher than average turnover rates for employees from mixed heritage and other ethnic groups. There were below average turnover rates recorded for white (British) employees and those from Asian ethnic groups.

Amongst the reasons given for leaving, resignation featured amongst all groups, retirements featured amongst all groups other than mixed heritage groups and 'other' groups.

There were 21 redundancies in total, of which 16 related to white (British) employees (76.2%), 3 related to employees who had not recorded their ethnicity, one related to an Asian employee (4.8%), and one was a black employee (4.8%). There was a higher proportion of TUPE transfers related to employees from Asian ethnic groups (6 Asian employees that were TUPE transferred to another organisation), making up 8.4% of reasons for leaving for Asian employees, and accounting for 15.8% of TUPE transfers. There were 5 leavers from mixed heritage groups who left due to the end

of a fixed term contract, making up 29.4% of leavers from mixed heritage groups and accounting for 33.4% of all those who left due to the end of a fixed term contract.

## Pay and promotions

In 2022-2023 employees from ethnic minority groups made up 35.5% of all those promoted across the year, which is a higher proportion than seen in the workforce overall (32.4%). White (British) employees made up 57.2% of those promoted, and the remaining 7.3% related to employees who did not record their ethnicity. Both white (British) employees and those who did not record their ethnicity made up a smaller proportion of those promoted than of the full workforce, making the promotions rate highest amongst those from ethnic minority groups.

Over the most recent three financial years, employees from ethnic minority groups have consistently been promoted at a higher rate than white (British) employees and those who did not report their ethnicity.

Ethnic group	2020-2021		2021-2022		2022-2023	
Ethnic minority groups	74	5.7%	102	7.1%	116	7.7%
White (British)	132	5.1%	143	5.5%	187	7.0%
Not recorded	17	3.6%	14	3.0%	24	5.0%
Total	223	5.1%	259	5.7%	327	7.0%

*Table.9 Promotions totals and promotion rates by ethnic group and financial year*

As part of the internal equality monitoring which is regularly assessed through key performance indicators, CWC reviews the diversity of senior employees in roles at NJC pay grades GR10 and above, or non-NJC roles with equivalent salaries.

At the final quarter of the 2022-2023 financial year, employees from ethnic minority groups made up 15.2% of employees holding these positions, which has increased by 0.4 percentage points from 14.8% in 2020-2021, and preliminary analysis of 2023-2024 data suggests this is likely to continue to increase. In order to meet the internal targets set by 2030 through ensuring the ethnicity profile of the senior workforce reflects the full workforce profile this will need to increase by around 2% per year.

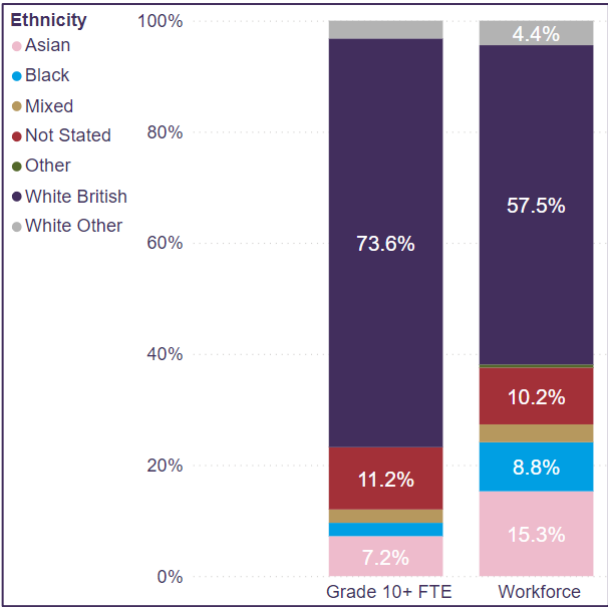


Fig.15 percentage of workforce in positions at pay grades NJC GR10 and above or equivalent salary by ethnic group and full workforce by ethnic group 2022-2023

Disciplinaries, grievances and dismissals

Of the 35 disciplinaries held across the year, 15 (42.9%) related to employees from ethnic minority groups, making up a higher proportion of disciplinaries than of the workforce profile. In the last financial year, employees from ethnic minority groups made up a similar proportion of those with disciplinary hearings held as the full workforce population.

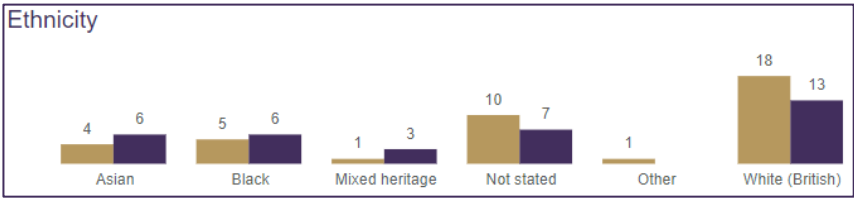


Fig. 16 Total number of disciplinaries held by ethnicity 2022-2023

More than half of the grievances held throughout the year were raised by employees from ethnic minority groups, however as there were fewer than ten grievances across the year no further details will be provided here.

There were 3 dismissals relating to employees from ethnic minority groups, making up 27.3% of the 11 dismissals held overall. As employees from ethnic minority groups make up 32.4% of the workforce as a whole, the proportion of dismissals related to this group is slightly lower.

Disability

City of Wolverhampton Council is a ‘Disability Confident’ employer and takes measures regularly to ensure that there is equality of opportunities for all those employed and for prospective job applicants. In recent years, the pay of those with a



disability has been monitored more closely, with pay gap reports for internal monitoring produced alongside the sexual orientation and ethnicity pay gap reports. This analysis has shown us that on average employees with a disability earn slightly more than those without a disability, however this relates to only a small proportion of the workforce overall. There is still work to be done on improving reporting rates, with employees who have limited access to HR systems on a regular basis being less likely to have provided this information.

Disability profile at City of Wolverhampton Council

In 2022-2023, 3.9% of the workforce (181 employees) reported a disability, with 0.4% responding with 'unsure'. The majority of the workforce reported that they do not have a disability, at 80.9%, with the remaining 14.8% not providing this information. This is a slight increase in the proportion of the workforce with a disability from the previous two years, when 3.6% and 3.4% reported a disability, with an increase of 26 employees in total since 2021-2022.

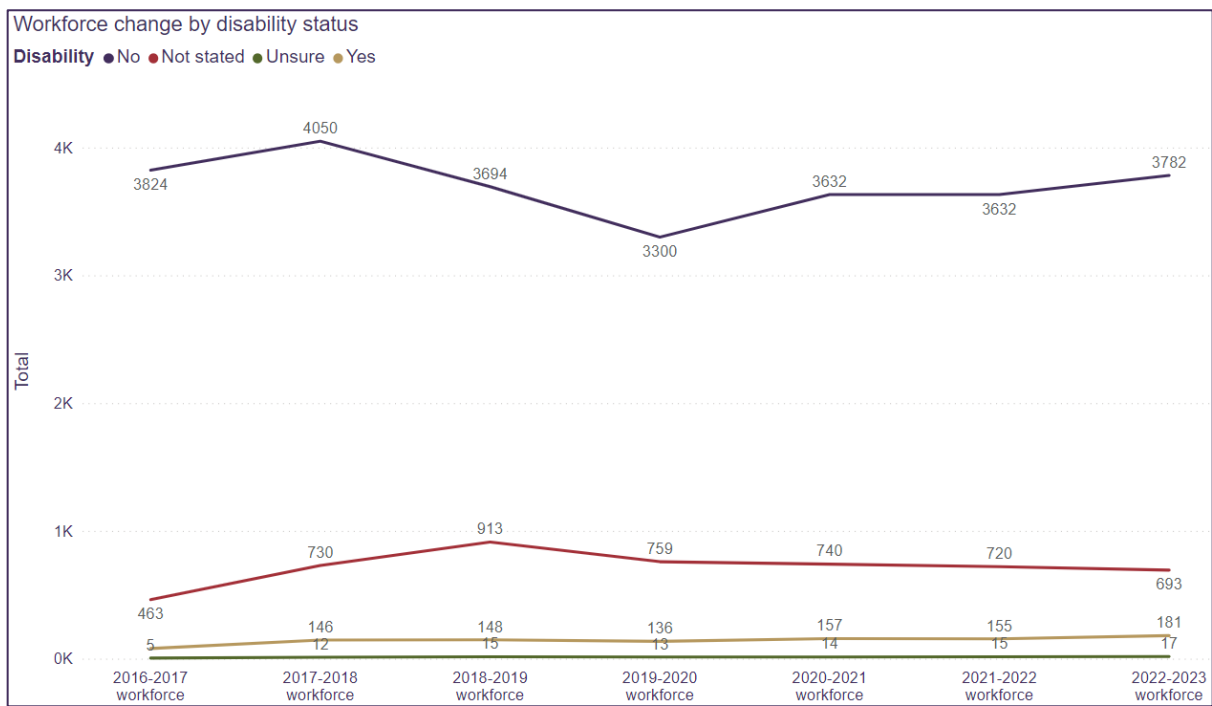


Fig.17 Workforce trends by year and disability status

In the last six years, the number of employees in the workforce with a disability has increased by 126% from 80 to 181, with an increase by 101 employees overall. The most significant increase was recorded between 2016-2017 and 2017-2018. The continuing gradual increase since then is unlikely to be due to increasing records as the number of those who had not provided this information has also increased from 463 in 2016-2017 to 693 in 2022-2023. Various projects are continuing in order to improve reporting levels, with efforts to encourage reporting amongst employees

who have limited access to HR systems on a regular basis, alongside the digital inclusion project improving access to organisation systems and communications for those in non-office-based roles.

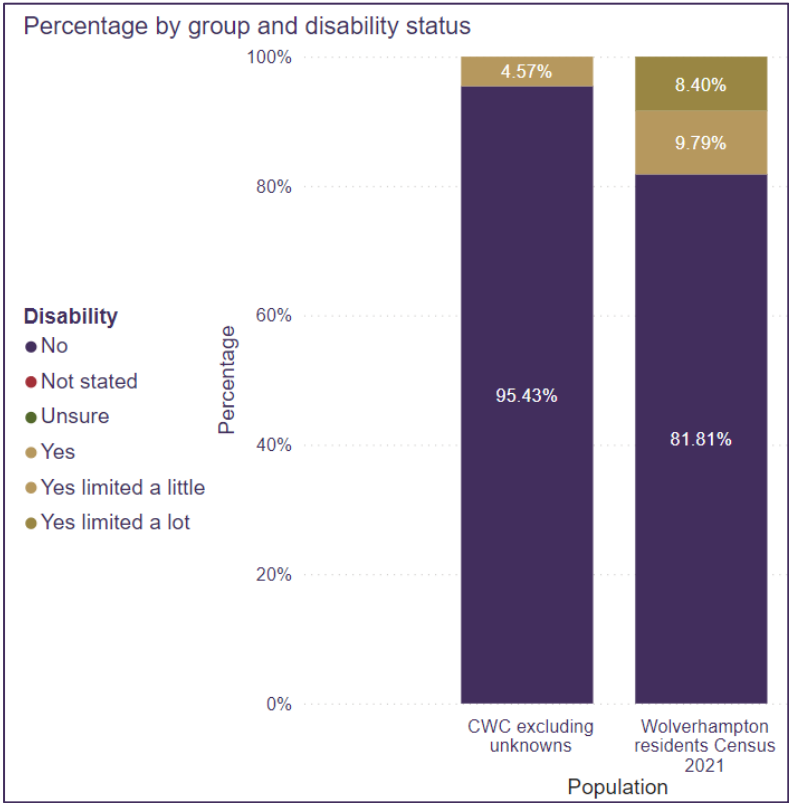


Fig.18 Percentage of workforce and city population by disability status

If excluding employees who have not reported their disability status from the workforce total, those who have reported a disability make up 4.57%. CWC is not currently in a position where the workforce is reflective of the city population, however this may be partially due to some city residents reporting a disability due to being significantly impacted by their disability and so unable to work for this reason. The age profile of CWC workforce is also younger on average than the city population, and as people are more likely to acquire a disability ([Disability, England and Wales - Office for National Statistics \(ons.gov.uk\)](#)) at a later age this could also provide some explanation for the small number of those in the workforce with a disability.

When comparing the workforce to the city population, it may be of more use to compare those in the workforce who have reported a disability to the resident population who reported a disability which impacts their day-to-day life ‘a little’. In the 2021 Census this group made up 9.79% of the population, which is higher than the proportion who reported a disability in the CWC workforce by 5.22 percentage points when excluding those who have not reported.

Recruitment

There was a large increase in the number of applicants to recruitment campaigns from the previous year when there were only 453 candidates with a disability. In 2022-2023, 737 applications were received from candidates with a disability, which is an increase of 62.7%. This follows efforts to expand the advertising reach used in order to attract more diverse candidates.

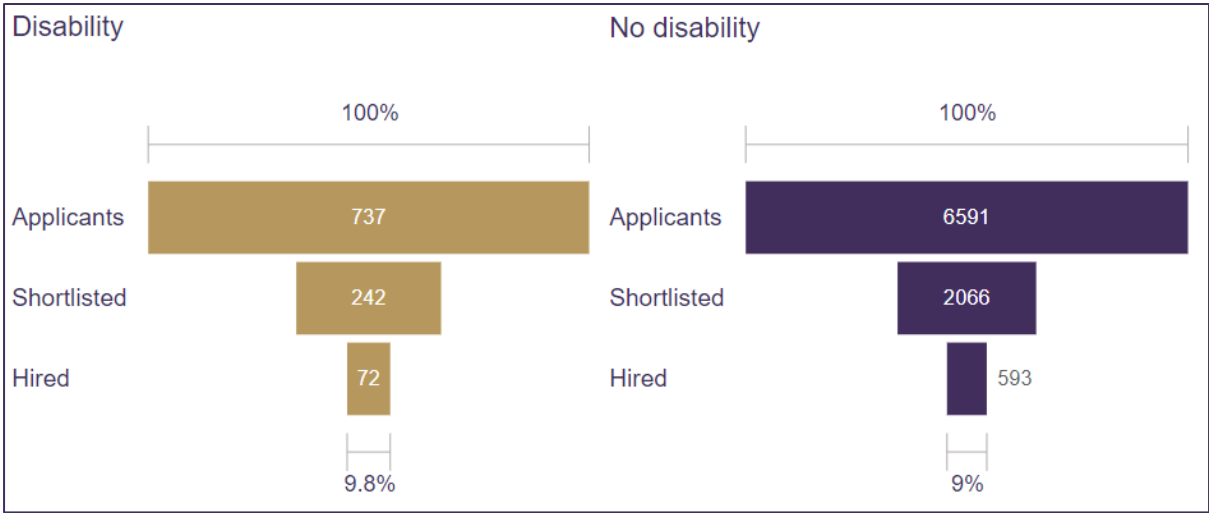
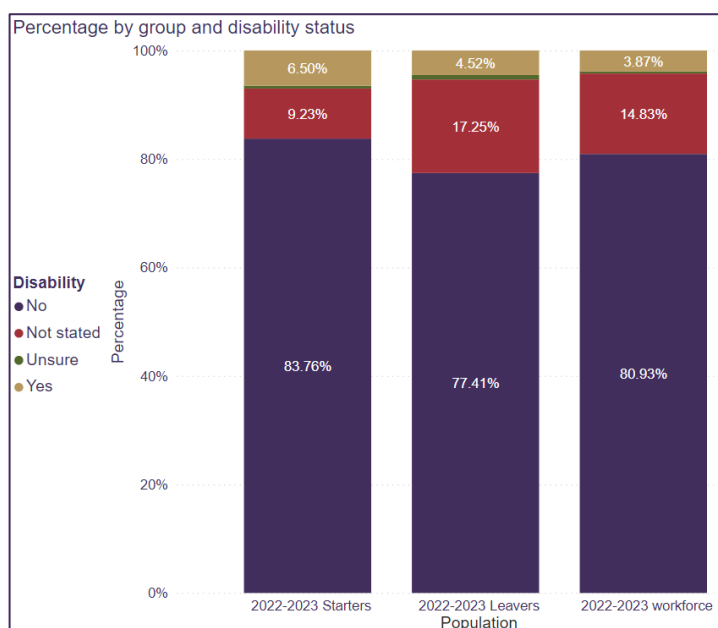


Fig.19 Recruitment success rates by disability status 2022-2023

Overall, the success rates to being hired was higher for candidates with a disability at 9.8% than it was for candidates who stated that they did not have a disability (9%). This group also had a slightly higher shortlisting rate of 32.8% compared to 31.3% for those without a disability. There were 72 candidates hired who had a disability overall, which is higher than in the last 3 financial years combined (24, 18, and 26 respectively).

New starters and employee turnover

The number of new starters over the year who reported a disability is lower than the total number hired at 38. Some of this may be due to those recruited in the later part of the year who have not yet commenced employment. This total also includes some candidates who may have declined the offer of a position following the recruitment process.



*Fig.20 percentage of starters, leavers and full workforce by disability status 2022-2023*

Overall, the proportion of new starters with a disability was higher at 6.5% than the proportion of existing employees with a disability (3.87%), which provides some explanation for the change in the overall workforce profile. In addition to this, there was also a smaller proportion of leavers who had a disability than new starters, although the percentage of leavers with a disability remained higher than the percentage in the remaining workforce, as in previous years.

Employee turnover for those with a disability is higher than it is for employees without a disability at 13.5%, compared to 11.6% for the workforce as a whole. This is a pattern also seen in previous years.

Disability status	Starters	Leavers	End of year headcount	Turnover
Disability	38	22	163	13.5%
No disability	490	377	3411	11.1%
Not recorded or unsure	57	88	613	14.4%
Total	585	487	4187	11.6%

*Table.10 Total, starters and leavers, end of year headcounts and employee turnover rates by disability status*

Turnover of employees with a disability has increased since last year, however this is true of all groups and the employee turnover overall. However, the turnover rate for those with a disability has not increased by as much (at 0.9 percentage points) as the overall employee turnover rate (1.2 percentage points). Employee turnover overall remains lower than it had been in 2019-2020, including for employees with a disability.

Disability status	2019-2020	2020-2021	2021-2022	2022-2023
Disability	16.1%	11%	12.6%	13.5%
No disability	11.8%	8.2%	9.8%	11.1%
Not recorded or unsure	14.7%	8.6%	12.8%	14.4%
Total	12.5%	8.4%	10.4%	11.6%

*Table.11 Employee turnover rates by financial year and disability status*

The most common reason for leaving cited by employees with a disability in 2022-2023 was retirement, with 6 leavers with a disability citing this, and only 4 citing resignation which is the most common reason for leaving amongst other groups. Overall retirement was given as the reason for leaving by 27.3% of leavers with a disability. One leaver with a disability left due to illness and 4 (18.2%) took voluntary redundancy. There were no leavers with a disability who left due to compulsory redundancy or early retirement.

## Pay and promotions

In 2020 CWC introduced a mentoring scheme for employees with a disability and employees from ethnic minority groups in order to improve development opportunities. The success of this scheme has led to it being expanded to all other groups of employees in the workforce.

Over the last 3 years, employees with a disability consistently made up a higher proportion of those promoted than of the full workforce, giving this group a higher than average promotions rate from 2019-2020 to 2021-2022. In 2022-2023 this trend reversed and employees with no disability and those who did not record their disability status had a higher promotions rate than those with a disability.

Disability status	2019-2020		2020-2021		2021-2022		2022-2023	
Disability	9	6.6%	11	7.1%	11	7.1%	11	6.1%
No disability	94	2.8%	170	4.9%	208	5.7%	270	7.1%
Not recorded or unsure	44	5.7%	42	5.6%	40	5.6%	46	6.5%
Total	147		223		259		327	

*Table.12 Total promotions and promotions rate by financial year and disability status*

For positions at NJC pay grades GR09-GR12, 3.8% are held by employees with a disability, which is a similar proportion to the full workforce (3.9%). There are no employees with a disability in positions at pay grades GR13-GR17. As these pay grade groupings include fewer roles than some of the lower pay grade areas, this does not prevent employees with a disability from earning a higher average salary

than those without a disability. This is partly because there are also a small number of employees with a disability at the lowest pay grades of GR01-GR04, where 3.2% of roles are held by an employee with a disability. The pay grade grouping with the highest proportion of positions held by employees with a disability is at pay grades GR05-GR08, where those with a disability hold 4.4% of roles.

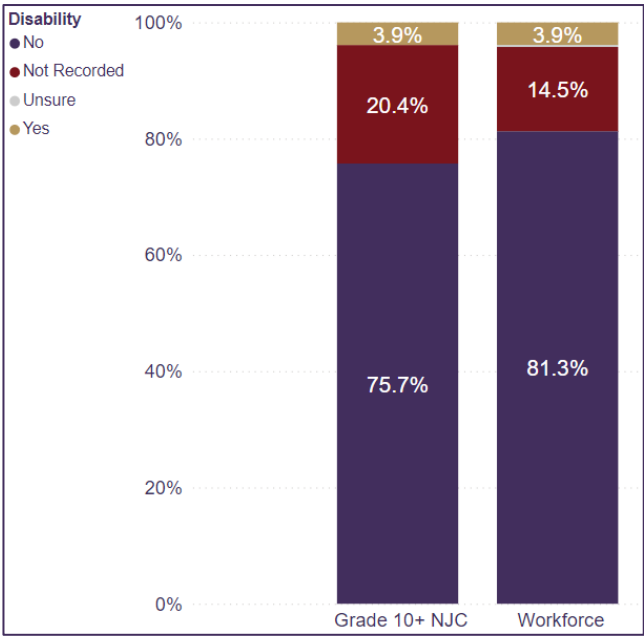


Fig.23 Percentage of workforce employed at grade GR10 and above or equivalent salary and percentage of full workforce 2022-2023 by disability status

In senior positions held at NJC pay grades GR10 and above or those positions with equivalent salaries, employees with a disability make up an identical proportion to the full workforce profile at 3.9%. This is something that will continue to be monitored and reported through key performance indicators on a regular basis.

Disciplinarys, grievances and dismissals

There were 3 disciplinary hearings in 2022-2023 relating to employees with a disability, making up 8.6% of disciplinarys held throughout the year. This is a higher proportion than would be expected considering the small percentage of the workforce with a disability. Before this year there had been no disciplinarys held with employees who had a disability since 2019-2020 so this does not appear to be a trend however it will be monitored closely going forward. None of the individuals who raised grievances across the year had a disability.

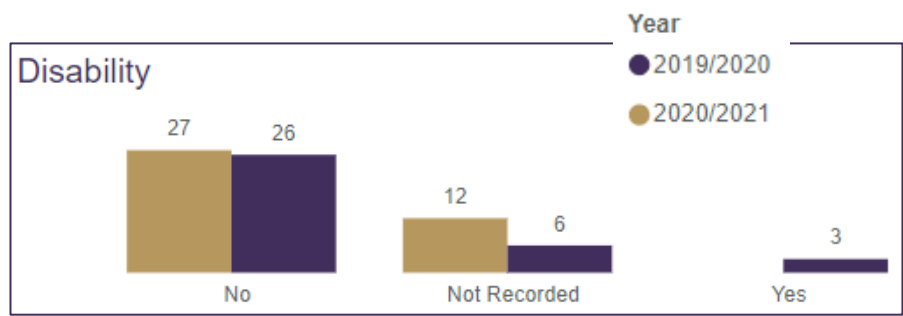


Fig.24 Total number of disciplinarys held in 2021-2022 and 2022-2023 by disability status

There were two dismissals in 2022-2023 of employees who reported a disability. This made up 18.2% of all dismissals throughout the year, and 9.1% of the reasons for leaving amongst employees with a disability. As with the disciplinarys held, this is an high proportion when considering the small number of employees with a disability overall, and that there haven't been any dismissals of those with a disability for several reporting years.

## Sexual orientation

### Sexual orientation profile at City of Wolverhampton Council

Sexual orientation of employees has been included in equality monitoring processes for several years, however this is a more recent addition to HR systems than other protected characteristics such as gender and age, and for this reason there are fewer records available for employees. In recent years there have been efforts to encourage disclosure of sexual orientation amongst the workforce, and this is reflected in the decrease in the overall number of employees who have not disclosed this.

Since 2019-2020 there has been a decrease in the number of employees who haven't disclosed by 338, which represents a 17.9% decrease, and has meant that details are now available for 3000 employees (64% of the workforce). This represents a gradual increase in the proportion of records available for analysis from 53.5% in 2019-2020.

Employees have also been provided with the option to select 'prefer not to say' in response to questions on sexual orientation, which will allow further exploration of the potential to increase disclosure.

The number of employees in the workforce who stated that they are LGB+ has been increasing gradually in recent years, from 59 employees in total and 1.4% of the full workforce in 2019-2020, to 87 employees in 2022-2023 and 1.86% of the workforce.

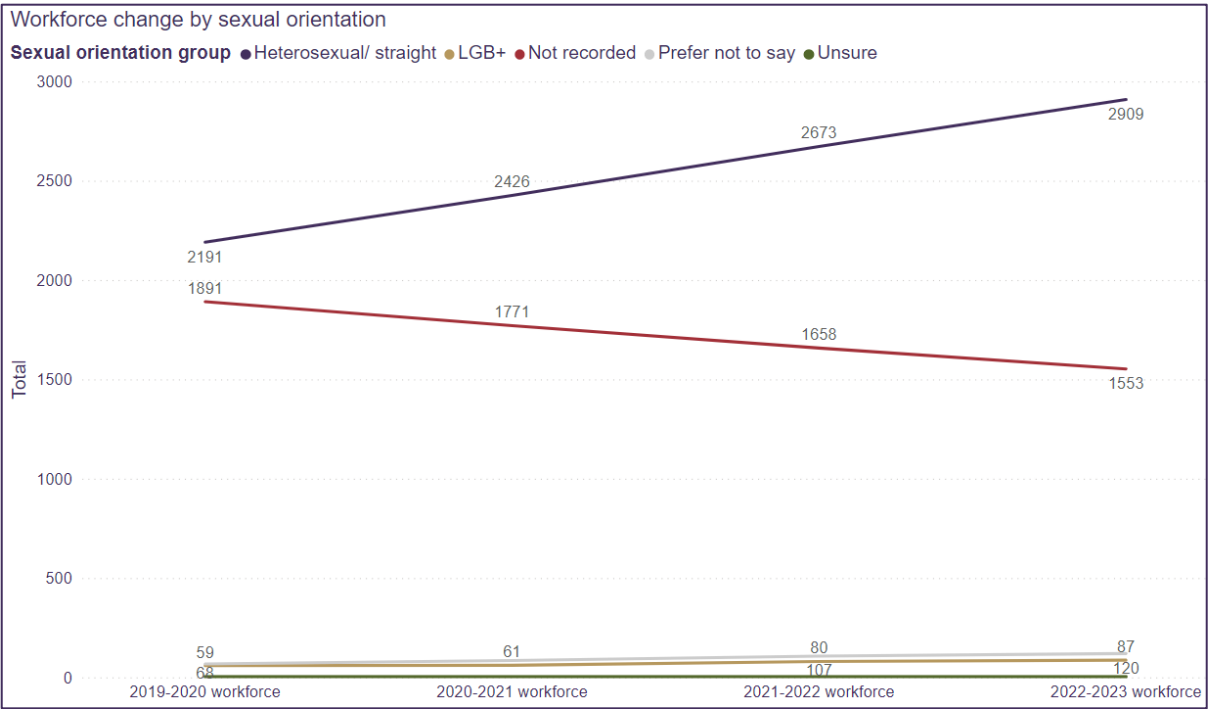


Fig.25 Workforce profile trends by financial year and sexual orientation group

The majority of the workforce are heterosexual at 62.25%, with 87 (1.86%) stating that they are LGB+. This is a smaller proportion than city residents who have stated that they are LGB+ at 2.47%. It is worth noting that only 8.3% of city residents did not disclose their sexual orientation in the 2021 Census, which makes accurate comparisons difficult due to 33.23% of the workforce not providing this information.

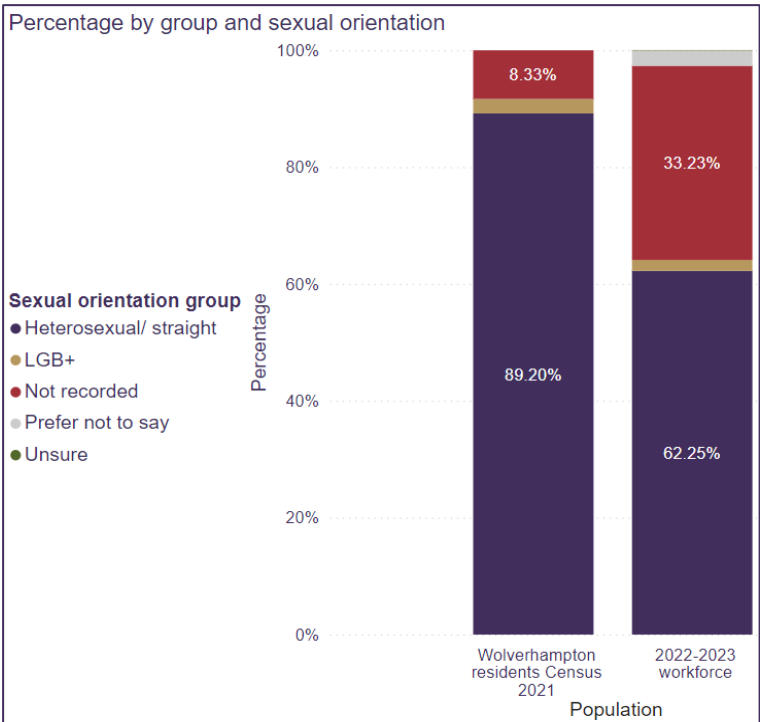


Fig.26 percentage of workforce and percentage of city population by sexual orientation



Recruitment

Disclosure of sexual orientation is higher amongst job applicants and new starters than it is for the existing workforce. In 2022-2023, 668 applicants did not disclose their sexual orientation or selected ‘prefer not to say’ and records were provided by the majority (7034) making up 91.3% of applications when including those who stated ‘unsure’.

There were 337 applications received from candidates who were LGB+ over the year, making up 4.4% of applications overall. This translated to 3.35% of those hired, with an overall recruitment success rate of 7.1%. This is lower success rate than the overall rate of 9.3%, which was also the success rate of heterosexual candidates. This is a change in success rate patterns from previous years as LGB+ candidates had a higher success rate in 2021-2022 (8.9%) than heterosexual candidates (8.2%) despite having been shortlisted at a lower rate than heterosexual candidates.

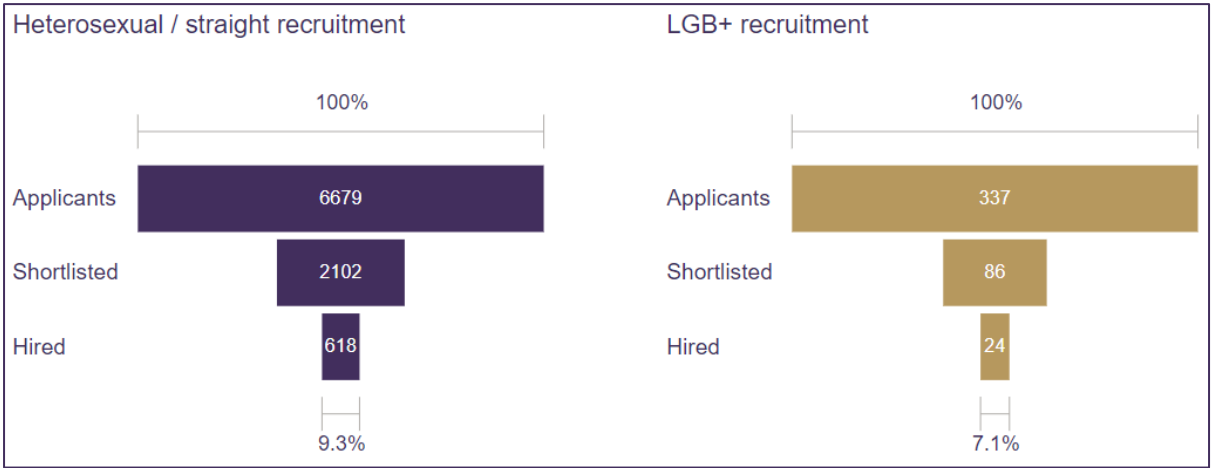


Fig.27 Recruitment success rates 2022-2023 by sexual orientation group

New starters and employee turnover

Records provided by new starters have a higher disclosure rate overall than those provided by the existing workforce, and this is leading to a gradual increase in the number of records available over time.

There were 21 new starters over the year who were LGB+, making up a higher proportion than of the existing workforce at 3.6% of new starters and also contributing to the overall increase in the proportion of employees who are LGB+ in the workforce.

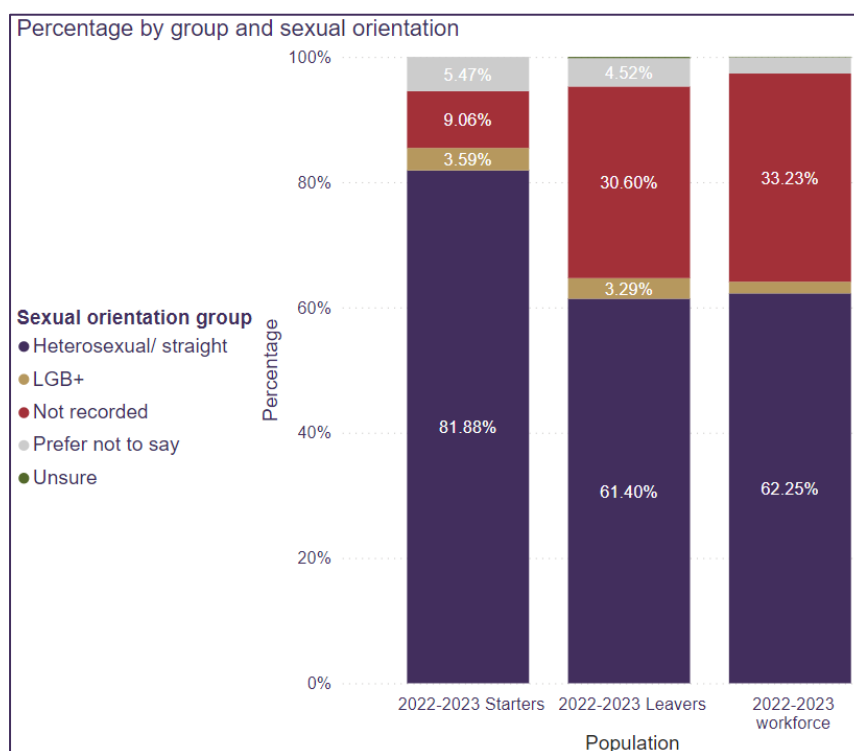


Fig.28 Percentage of starters, leavers and full workforce 2022-2023 by sexual orientation group

Employees who left during the year had a similar disclosure rate to the full workforce, but the proportion of leavers who were LGB+ was higher than the full workforce proportions. This trend will be slowing down the increase in the diversity of the workforce by sexual orientation overall, but not preventing it completely as those who are LGB+ continue to make up a higher proportion of new starters than of leavers. This does highlight that actions take on recruitment measures alone will not be enough to increase the workforce diversity without action also on retention issues. The exit questionnaire presented to those leaving the organisation which was made live this year has been designed to provide some insight on these leaving patterns.

Sexual orientation	Starters 2022-2023	Leavers 2022-2023	End of year headcount	Turnover
Heterosexual	479	299	2622	11.4%
LGB+	21	16	75	21.3%
Not recorded or unsure	85	172	1490	11.5%
Total	585	487	4187	11.6%

Table.13 Total starters, leavers, end of year headcount and employee turnover rate by sexual orientation group

The higher proportion of leavers who are LGB+ translated into a higher than average employee turnover amongst this group of 21.3% in 2022-2023. This is a continuing trend which has also been identified in previous years.

Sexual orientation	2019-2020	2020-2021	2021-2022	2022-2023
Heterosexual	12.6%	7.9%	10.2%	11.4%
LGB+	13%	6.4%	16.7%	21.3%
Not recorded or unsure	12.3%	9.2%	10.4%	11.5%
Total	12.5%	8.4%	10.4%	11.6%

*Table.14 Employee turnover rates by financial year and sexual orientation group*

In response to the repeated pattern of a higher employee turnover amongst those who identify as LGB+ or are from ethnic minority groups, the People Services team have developed an exit interview process for leavers including a questionnaire, designed to help identify workforce journey patterns which may highlight some of the reasons behind this. In addition, the Equality, Diversity and Inclusion team have developed a new annual survey, including questions for all employees related to the inclusivity of the organisation culture and the experiences of all employees. The outcome of this survey should enable identification of any workplace issues, and the repeated nature of the survey should allow for monitoring of the impact of any new processes put in place to address these.

## Pay and promotions

In 2022-2023 the overall promotions rate for employees who identified as LGB+ fell below the promotion rate of heterosexual employees for the first time in 3 years.

However, the promotions rate of LGB+ employees during this time period was similar to the overall promotions rate across the workforce of 7.0%, and was above that reported in the previous year.

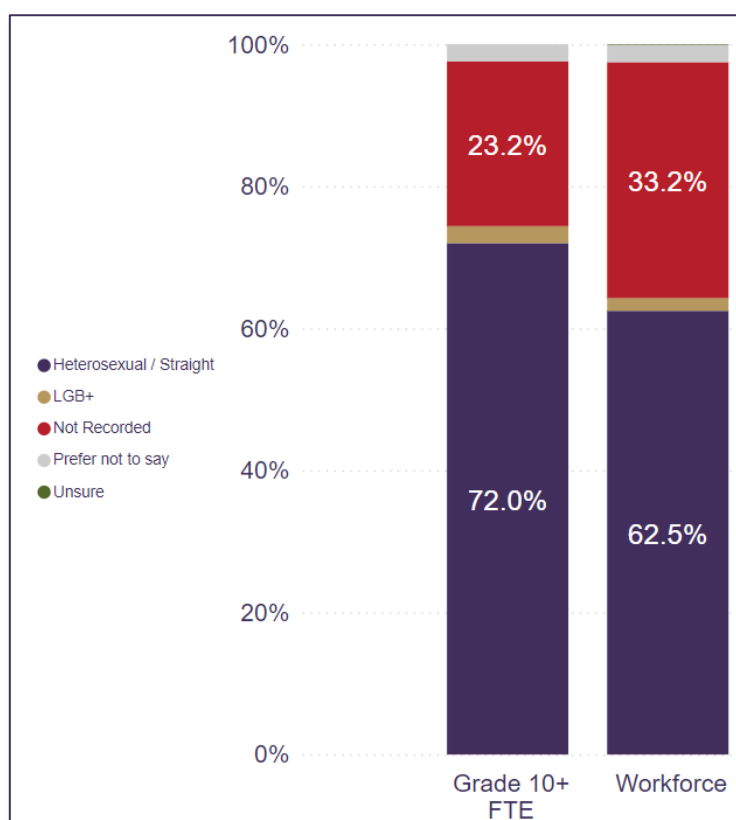
Employees who had not reported their sexual orientation or selected 'prefer not to say' or 'unsure' were promoted at the highest rate over 4 years, which is likely due to the overall number of promotions across the workforce increasing in recent years. It also may be related to the decrease in the overall number of employees who haven't recorded their sexual orientation with the ongoing improvement in records, allowing fewer promotions to translate to a higher promotions rate.

Sexual orientation	2019-2020		2020-2021		2021-2022		2022-2023	
Heterosexual	104	4.7%	144	5.9%	191	7.1%	221	7.6%
LGB+	3	6.1%	9	14.8%	5	6.3%	6	6.9%
Not recorded or unsure	40	2.0%	70	3.8%	63	3.6%	100	5.9%
Total	147		223		259		327	

*Table.15 Total number of promotions and proportionate promotion rates by financial year and sexual orientation*

As part of the pay gap reporting produced for the 2021-2022 year, a full analysis on the sexual orientation pay gap was produced.

The key performance indicators produced at the end of the financial year showed that LGB+ employees also make up a higher proportion of the workforce in positions at pay grades GR10+ or equivalent salaries than of the workforce as a whole. This group made up 2.4% of the workforce in this pay group than of the full workforce (1.8%) at the end of the year.



*Fig.31 Percentage of workforce at pay grade GR10 and above or salary equivalent and percentage of full workforce 2022-2023 by sexual orientation group*

Disciplinaries, grievances and dismissals

The group with the highest number of disciplinaries across the year was those who had not provided details of their sexual orientation or stated ‘unsure’. This group accounted for 54.3% of the disciplinaries recorded over the year in total, which is a higher proportion than the proportion of the workforce who had not provided sexual orientation details (35.9%). The same pattern was reported in the last financial year, when 66.7% of disciplinaries held were related to employees who had not provided details of their sexual orientation or stated ‘prefer not to say’. Prior to the reporting year, there had been no disciplinaries relating to LGB+ employees since 2019-2020.

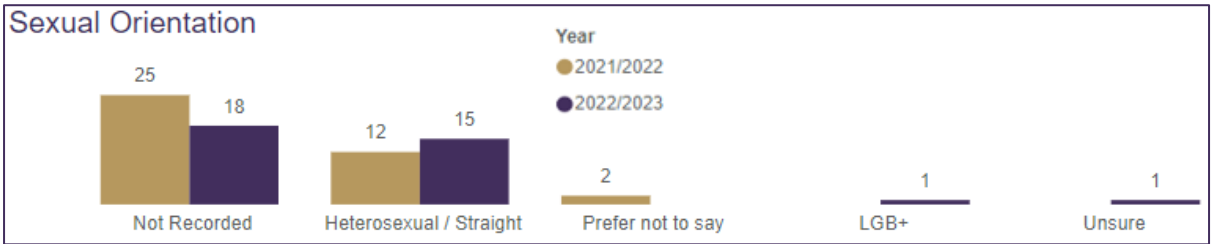


Fig.32 Total number of disciplinaries held by financial year and sexual orientation

There were no grievances reported by LGB+ employees in 2022-2023.

There was 1 dismissal related to an employee who was LGB+ in 2022-2023, which is the first dismissal of an LGB+ employee since 2019-2020.

## Age

### Age profile at City of Wolverhampton Council

In recent years CWC has invested in multiple projects to help support young people looking for employment. This includes the Wolves at Work 18-24 project, the Youth Opportunities programme, Connexions Wolverhampton and the delivery of the Black Country Impact programme. In addition to this the organisation has committed to hiring and developing young employees through its apprenticeship programmes, and ongoing employee mentoring programmes, training and support delivered through the organisational development services. The number of apprentices employed by CWC has more than doubled in the last 3 years, from 28 employed during 2019-2020 to 76 in the financial year of 2022-2023 with the majority of apprentices being aged under 30.

The result of this and other initiatives is that the proportion of employees in the youngest two age groups (those aged 16-20 or 21-30) has increased since 2019-2020. The only other age group with an increase in workforce representation over this time period is those aged 61+, with the proportion of the workforce made up of those aged 31-60 decreasing in this time.

Age group	Workforce 2019-20		Workforce 2020-21		Workforce 2021-22		Workforce 2022-23		Change (% point)
16-20	31	0.7%	25	0.6%	36	0.8%	44	0.9%	+0.2
21-30	422	10.0%	476	11.0%	550	12.2%	544	11.6%	+1.6
31-40	823	19.6%	814	18.7%	837	18.5%	854	18.3%	-1.3
41-50	1032	24.5%	997	22.9%	997	22.0%	1051	22.5%	-2.0
51-60	1388	33.0%	1433	33.0%	1443	31.9%	1474	31.5%	-1.5
61+	512	12.2%	602	13.8%	659	14.6%	706	15.1%	+2.9
Total	4208		4347		4522		4673		

*Table.16 Workforce profile by age group and financial year*

Although the age groups of 31-40, 41-50 and 51-60 make up the largest number of the workforce overall, the total number of employees in these groups is decreasing.

However, due to the high number of employees in these age groups to begin with the median age of a City of Wolverhampton Council employee has remained the same at 48 years of age for the last three years. There has been some fluctuation in the mean age of employees in this time, however not by a significant amount.

The mean age has not varied greatly over this time despite the decrease in overall numbers of employees in this age group because both the youngest and oldest age

groups have seen an increase in the number of employees, allowing the mean age to remain stable.

	2020-2021	2021-2022	2022-2023
Median age	48	48	48
Mean age	46.71	46.81	46.72

*Table.17 Median and Mean age of City of Wolverhampton Council employees by financial year*

As the median age of a CWC employee has remained above the mean age, this shows that the overall mean is being skewed towards the lower end by some of the youngest employees. This scenario is likely to remain if the median age stays at 48 years, because there is a larger range of age groups in the workforce below the age of 48 than above it.

The population of Wolverhampton city is younger than the national average, with a median age of 38 years, compared to the UK and England median of 40 years. The largest adult age group in the city is those aged 61+, which is to be expected due to the larger range of ages this group could include. The second largest (adult) age group in the city is those aged 31-40 years. The workforce at CWC varies from this, mostly due to the smallest two age groups at either end of the employee age ranges including individuals in age groups that are less likely to be in the workforce. Those aged 16-20 are less likely to be in the workforce as between the ages of 16-18 young people should still be in education, for this reason the only employees in the Council workforce from this age group are apprentices. The largest age group in the Council workforce is those aged 51-60 years, making up 31.54% of the workforce overall with 1474 employees in this group. The proportion of the workforce then decreases with each decrease in 10-year age banding, a pattern which has remained consistent across the last four financial years.

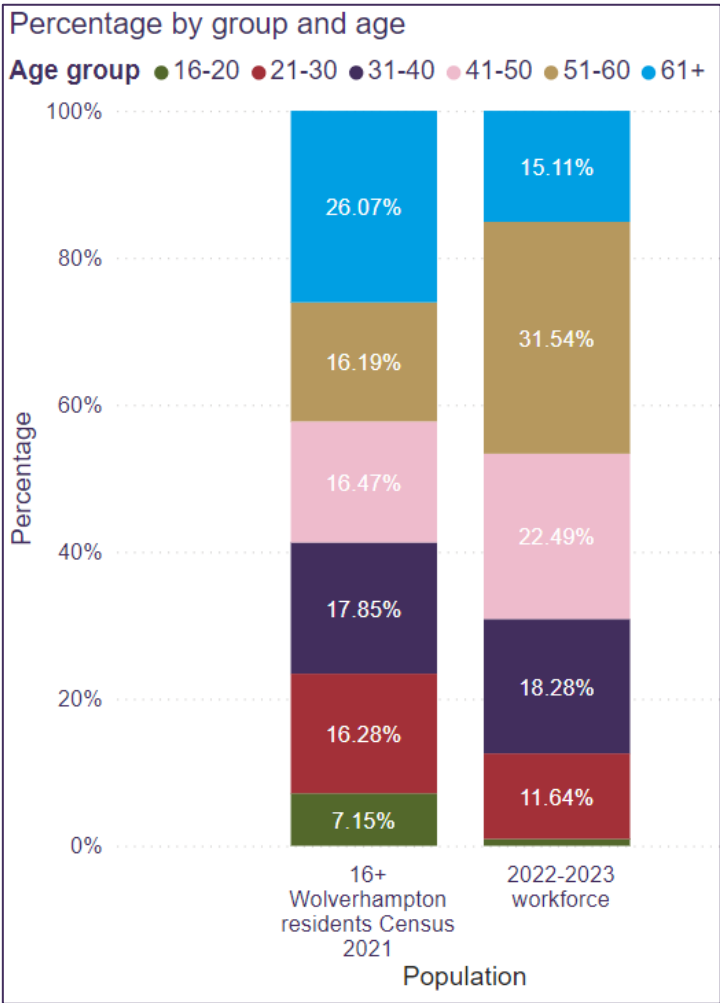


Fig.33 Percentage of workforce and percentage of aged 16+ city population by age group

Recruitment

The recruitment success rates recording across 2022-2023 vary significantly by age group. The group with the highest overall recruitment success rates was the 50-59 age group, with a hiring rate for this group of 14.4%. followed by those ages 60+, with a hiring rate of 12.4%. As with the overall workforce profile, the hiring success rate of candidates decreased with every 10-year decrease in age banding below those aged 50. All age groups above 40 years had a hiring success rate which was higher than the average of 9.3%. All three age groups below the age of 40 had a hiring success rate lower than the average.





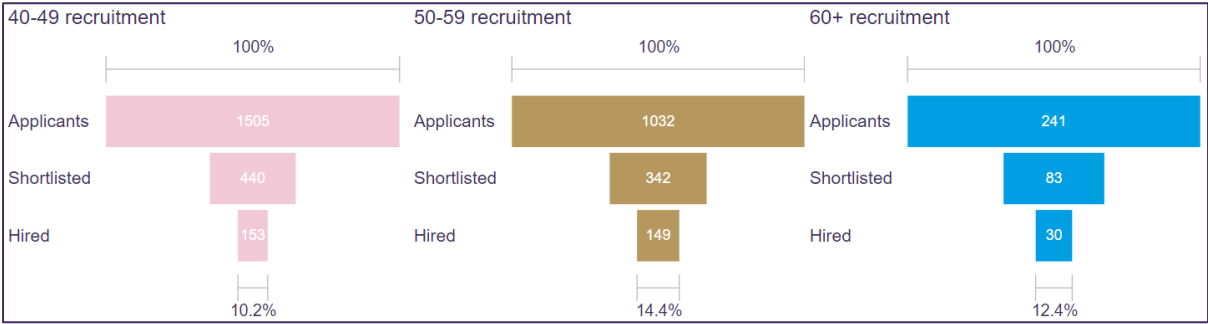


Fig.34 Recruitment success rates 2022-2023 by age group

New starters and employee turnover

Whilst the average age of a City of Wolverhampton Council employee has remained stable in recent years, patterns on new starters and leavers suggest that this may begin to change over time. The highest proportion of new starters in 2022-2023 were from the 31-40 age group, who also made up one of the lowest proportions of leavers across the year. One of the highest proportions of leavers across the year were in the 61+ age group, which is to be expected due to the state pension age being within this age group, however they also made up one of the smallest groups of new starters after those aged 16-20. While those aged 51-60 make up the highest proportion of the existing workforce, they made up fewer new starters than those in the younger groups at 18.6% of all new starters, and the highest proportion of leavers at 23%, so this group may decrease in size in the future. Starter and leaver information for those aged 41-50 suggest that this age group may increase in numbers in the following years due to making up a higher amount of new starters than the existing workforce, and a higher proportion of the existing workforce than of leavers. A similar pattern exists for those age 31-40, whilst those aged 21-30 make up a higher proportion of new starters and of leavers than of the existing workforce.

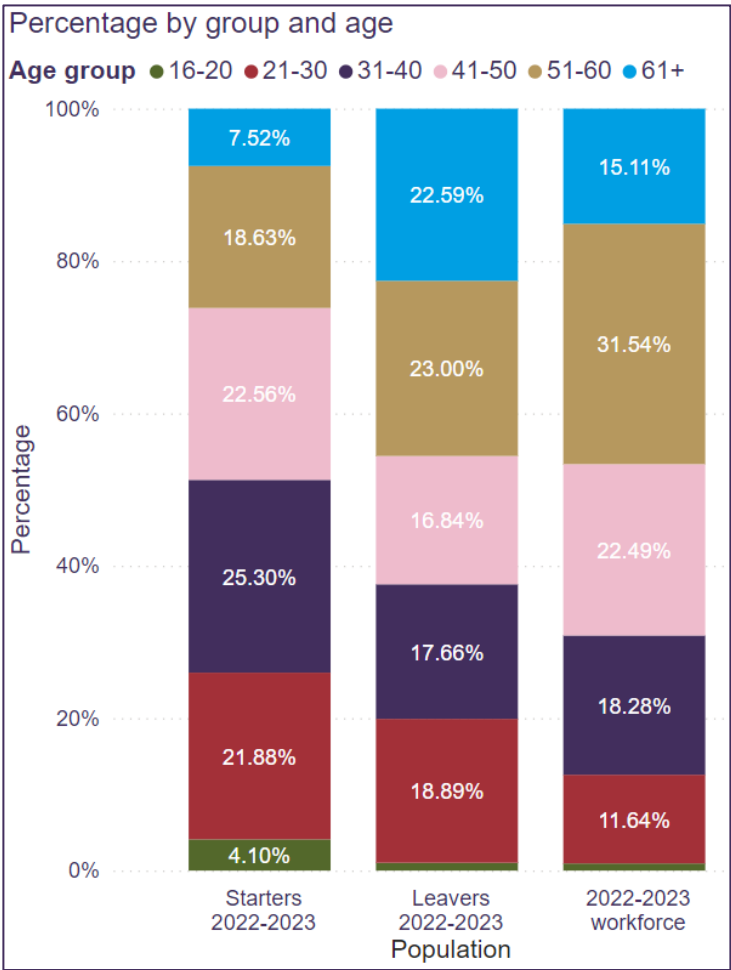


Fig.35 Percentage of starters, leavers and full workforce 2022-2023 by age group

Employee turnover is second highest amongst those aged 61+, which is to be expected due to this group being the most likely to retire. The group with the highest turnover rate is those aged 21-30, who make up only 11.6% of the existing workforce. This may be partially due to this age group being likely to change jobs for career development and progression opportunities. In the previous year, employees in this age group also had a higher-than-average turnover rate, however this was lower than the most recent year at around 15%. Those aged 31-40, 41-50 and 51-60 all had lower-than-average turnover rates over the year, with the lowest turnover rate being reported for those aged 51-60 years. This is consistent with the pattern shown in the previous two years.

Age group	Starters 2022-23	Leavers 2022-23	Year-end headcount	Turnover rate
16-20	24	5	35	14.3%
21-30	128	92	421	21.9%
31-40	148	86	758	11.3%
41-50	132	82	966	8.5%
51-60	109	112	1365	8.2%
61+	44	110	642	17.1%
Total	585	487	4187	11.6%

*Table.18 Total starters, leavers, end of year headcount and employee turnover 2022-2023 by age group*

Employees aged 61+ or 51-60 were the most likely to leave due to retirement over the year, making up 98.6% of all retirements over the year. The only redundancies over the year (both compulsory and voluntary) involved employees aged 41 years or above, with 14.3% involving employees aged 41-50, 38.1% involving those aged 51-60, and 47.6% involving those aged 61+.

Resignation was the most common reason for leaving in all groups, with proportionately those aged 21-30 most likely to leave stating resignation, which applied to 80.4% of leavers in this age group. Employees who left due to illness were all aged 41 or above.

## Pay and promotions

Over the last three financial years, employees in the 21-30 age bracket have consistently had a higher promotions rate than all other age groups, with those aged 31-40 consistently having the second highest rate of promotions. The promotion rate of those in the 41-50 age bracket has increased in recent years, from having a below-average rate of promotions in 2020-2021 to a higher-than average rate of promotions in both 2021-2022 and 2022-2023. The promotions rate for those in the youngest (16-20) and oldest (51-60 and 61+) age brackets remained below the average in all three years.

Age group	2020-2021		2021-2022		2022-2023	
16-20	1	4%	1	2.8%	1	2.3%
21-30	52	10.9%	60	10.9%	71	13.1%
31-40	75	9.2%	84	10.0%	93	10.9%
41-50	48	4.8%	68	6.8%	76	7.2%
51-60	40	2.8%	40	2.8%	70	4.7%
61+	7	1.2%	6	0.9%	16	2.3%
Total	223	5.1%	259	5.7%	327	7.0%

Table.19 Total promotions and proportionate promotions rate by age group and financial year

Some of the lower-than average promotions rate amongst those in the 51-60 age group can be explained by the pay data relating to all existing employees. This group is the most likely of all age brackets to be represented in the most senior roles with the highest pay, holding more than a third of these roles and therefore less likely to have opportunities for progression. Those in the 51-60 age bracket held 35.9% of positions at pay grades GR09-GR12 and 37.5% of roles at pay grades GR13 and above.

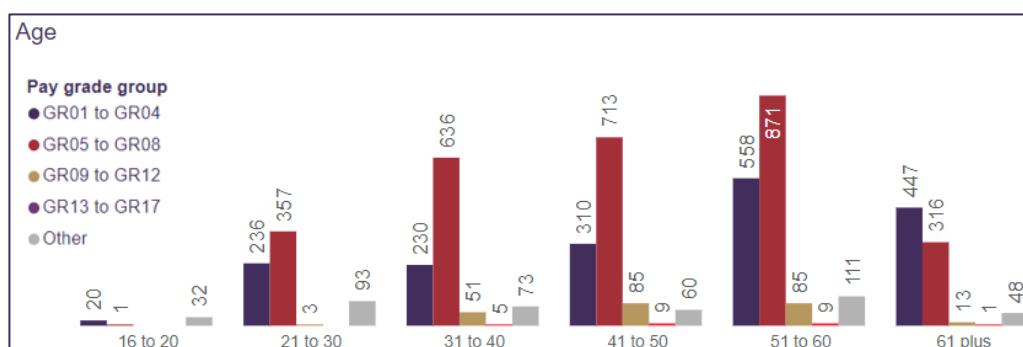


Fig.36 Total number of positions by pay grade banding and position holder age group

Those in positions at the highest pay grade bracket of GR13-GR17 represent all age brackets from 31-40 and above, with 20.8% of these roles held by employees aged 31-40. Those aged 61+ were most likely to hold positions at the lowest pay grades GR01-GR04, holding 24.8% of these roles, even though this group makes up only 15% of the full workforce. Those aged 16-20 were also likely to be in positions at the lower paid end of the pay scale, with 37.7% of this age group holding positions in this pay range. This is not due to the age of CWC apprentices, as apprentice pay grades are included in the 'other' pay grade group.

## Disciplinarys, grievances and dismissals

Across the year there were disciplinarys held relating to employees in all age group brackets. Of the 35 disciplinarys held across the year, the highest proportion of these (38.6%) were held in relation to employees in the 31-40 age bracket. This is a

change from the previous two years when the highest proportion of disciplinarys held related consistently to those in the 51-60 age bracket. There have been a similar total number of disciplinarys held relating to those in the 21-30 or 41-50 age brackets across the last three financial years, with the number of disciplinarys held with employees aged 61+ increasing from 1 in 2020-2021 to 8 in both 2021-2022 and 2022-2023.

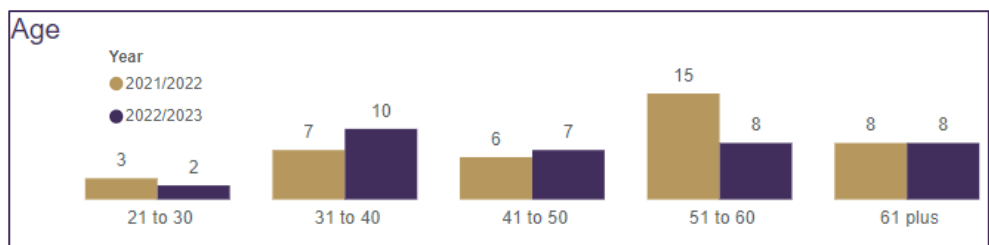


Fig.37 Total number of disciplinarys 2021-2022 and 2022-2023 by employee age group

Out of all the grievances held in 2022-2023 (fewer than 10), only employees in the 21-30, 41-50, 51-60 and 61+ age groups raised them. There were no grievances raised by employees aged 16-20 or 31-40.

Of the 11 dismissals recorded during the year, all age groups except for the youngest age group of those aged 16-20 were represented. The highest proportion of dismissals related to employees in the 21-30 age bracket making up 36.4% of all dismissals, although this group makes up only 11.6% of the workforce overall.

## Religion

### Religion profile at City of Wolverhampton Council

The information available on employee religion is limited by the high number of employees who have not provided this information. For this reason, the actions taken to date consist mainly of encouraging employees to provide these details. Since 2017-2018 there has been some success in increasing the reporting rates for religion, with the percentage of employees not recording this information being reduced from 50.9% to 35.1% in 2022-2023.

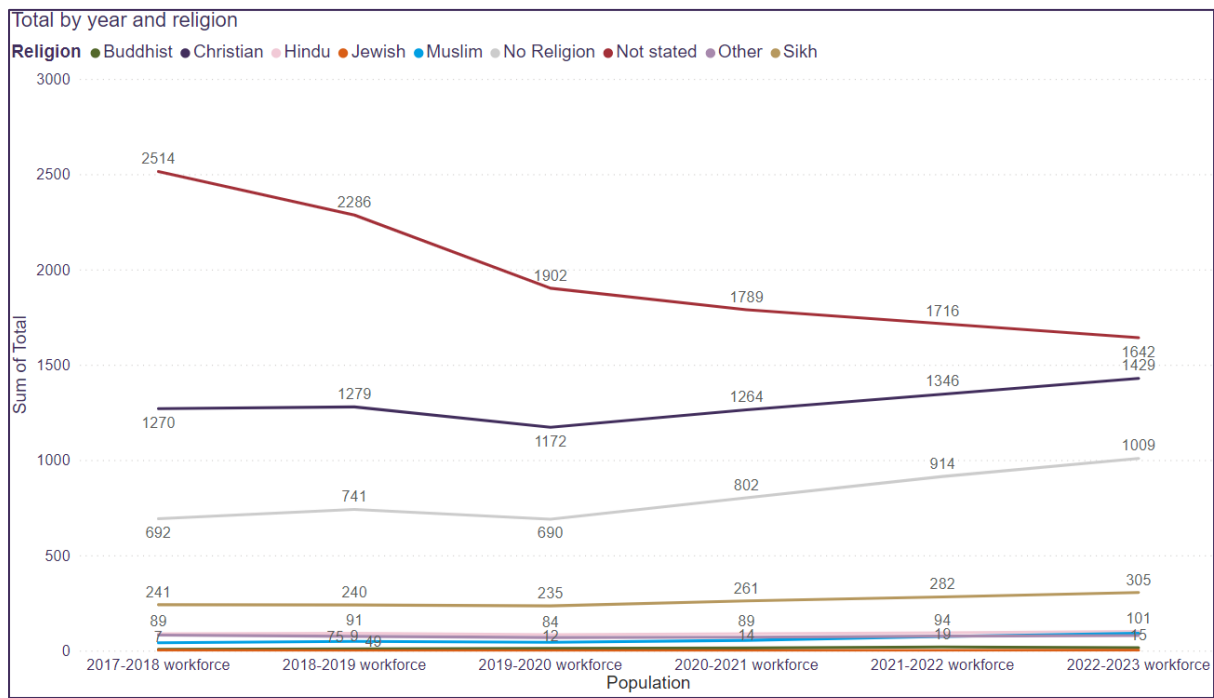


Fig.38 Workforce profile trends by financial year and employee religion

The overall workforce profile of those employees who have provided details of their religion remains similar to previous years, with the highest proportion at 30.6% stating that they are Christian, followed by those who stated that they had no religion at 21.6%, then Sikh employees at 6.5%. Jewish employees make up the smallest percentage of the workforce of all the religions listed, which is a similar picture to the city population profile, where only 0.9% of the population are Jewish. Muslim and Hindu employees make up smaller percentages of the workforce profile than of the city population at 2.0% and 2.2% of the workforce respectively.

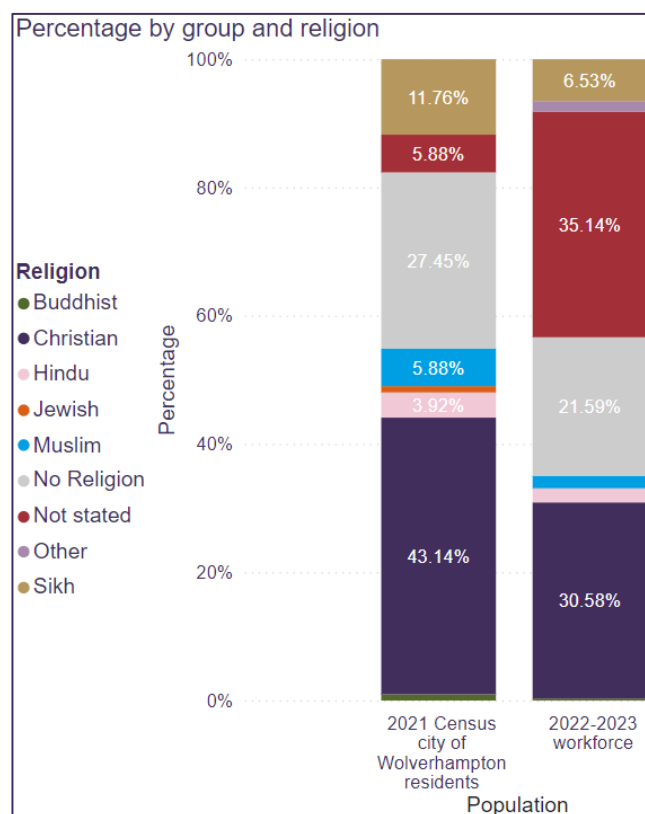


Fig.39 Percentage of Wolverhampton residents and percentage of workforce 2022-2023 by religion

The most significant change in the workforce religion profile in recent years has been the decrease in the number of employees who have not stated their religion. This has decreased by 10.1 percentage points since 2019-2020. As a direct result of this, the proportion of employees in each other religion group other than Buddhist employees has increased over the same timeframe. The group of employees who stated that they are of no religion increased the most with a 5.2 percentage point increase in the proportion of the workforce overall, followed by Christian employees, with an increase by 2.7 percentage points.

Employees	Workforce 2019-20		Workforce 2020-21		Workforce 2021-22		Workforce 2022-23		Change (% point)
Buddhist	12	0.3%	13	0.3%	19	0.4%	15	0.3%	0.0
Christian	1172	27.9%	1265	29.1%	1346	29.8%	1429	30.6%	+2.7
Hindu	84	2.0%	88	2.0%	94	2.1%	101	2.2%	+0.2
Jewish	0	0.0%	0	0.0%	1	0.02%	2	0.04%	+0.04
Muslim	44	1.0%	54	1.2%	74	1.6%	91	1.95%	+0.95
No religion	690	16.4%	801	18.4%	914	20.2%	1009	21.6%	+5.2
Not stated	1902	45.2%	1794	41.3%	1716	37.9%	1642	35.1%	-10.1
Other	69	1.6%	71	1.6%	76	16.8%	79	1.7%	+0.1
Sikh	235	5.6%	261	6.0%	282	6.2%	305	6.5%	+0.9
Total	4208		4347		4522		4673		

Table.20 Total number of employees and percentage of full workforce by religion and financial year

## Recruitment

Applicants in 2022-2023 were more likely to have stated their religion than the existing workforce, with only 3.6% not responding and 6.3% answering with 'Prefer not to say'. The option to respond to this with 'prefer not to say' has been introduced back into recruitment and HR systems in order to support analysts in identifying the scope remaining to increase records.

Overall, the proportionate hiring success rate was highest amongst candidates who stated that they had no religion, followed by those who stated 'any other religion', those who did not state their religion and Christian candidates.

Religion	Applicants	Shortlisted	Hired	Hired success rate
Buddhist	42	5	1	2.4%
Christian	2765	841	266	9.6%
Hindu	338	105	20	5.9%
Jewish	24	3	0	0.0%
Muslim	551	179	29	5.3%
No religion	2325	763	256	11.0%
Not stated	764	334	73	9.6%
Other	92	32	9	9.8%
Sikh	801	252	61	7.6%
Total				

Table.21 Recruitment success rates 2022-2023 by religion

The hiring success rate was above the average hiring success rate for all of those groups. The hiring success rate was below the average success rate for candidates who were Buddhist, Hindu, Muslim, Sikh or Jewish.



New starters and employee turnover

The religion of new starters over the year varied from the existing workforce, with 30.9% stating that they are of no religion, compared to 21.6% of the existing workforce. The new starter information also provides some explanation for the continued increase in available records with only 15.7% of new starters not providing details of their religion, which is a much lower percentage than those in the existing workforce (35.1% not stated) and of leavers during the year (33.7% not stated). This represents progress in religion records over time and provides some confidence that the improvement on records for religion is likely to continue over time.

A higher percentage of the new starters were Muslim than both the existing workforce and leavers over the year, also explaining the small increase in the Muslim percentage of the workforce, and the same statement applies to Jewish and Sikh employees and those of any other religion.

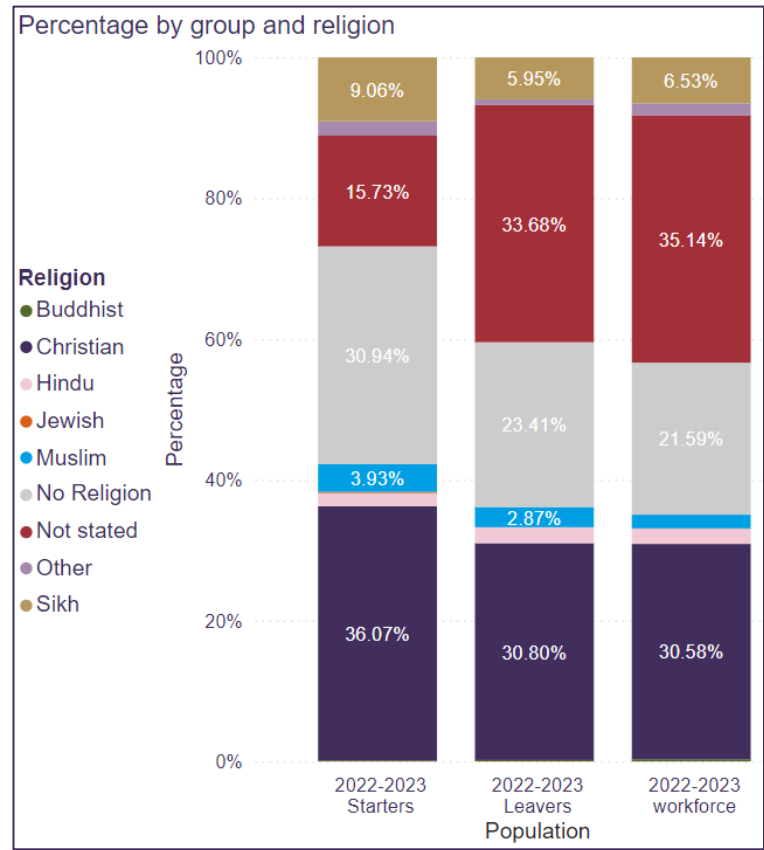


Fig.40 Percentage of new starters, leavers and full workforce 2022-2023 by religion

There were some notable patterns in employee turnover by religion over the year, as with employee turnover relating to other protected characteristics. Turnover was highest amongst Muslim employees, followed by those who stated they are of no religion and Hindu employees. Christian employees had an identical turnover rate to the workforce average, and Buddhist employees, Sikh employees and those of any other religion had a lower than average turnover rate.

Religion	Starters 2022-23	Leavers 2022-23	Year-end headcount	Turnover rate
Buddhist	1	1	14	7.1%
Christian	211	150	1295	11.6%
Hindu	11	11	90	12.2%
Jewish	1	0	2	0.0%
Muslim	23	14	76	18.4%
No religion	181	114	896	12.7%
Not stated	92	164	1459	11.2%
Other	12	4	79	5.1%
Sikh	53	29	276	10.5%
Total	585	487	4187	11.6%

*Table.22 Total starters, leavers, end of year headcount and employee turnover by religion*

## Pay and promotions

The highest promotion rate for employees by religion was calculated for Muslim employees, with an 11% proportionate promotions rate compared to the workforce average promotion rate of 7% over the year. The promotion rate for Muslim employees was also highest in 2021-2022 and was higher than the average promotions rate in both of the previous two years.

There was also an above average promotions rate relating to employees who were of no religion or Sikh. The promotions rate for Christian employees was slightly below the average at 6.4%, with the proportionate rate for Buddhist, Hindu, Jewish employees and those of any other religion or who had not stated their religion also being below the average.

Religion	2020-2021		2021-2022		2022-2023	
Buddhist	2	15.4%	0	0.0%	0	0.0%
Christian	63	5.0%	81	6.0%	91	6.4%
Hindu	4	4.5%	7	7.4%	3	3.0%
Jewish	0	0.0%	0	0.0%	0	0.0%
Muslim	5	9.3%	8	10.8%	10	11.0%

No religion	61	7.6%	73	8.0%	99	9.8%
Not stated	66	3.7%	63	3.7%	94	5.7%
Other	4	5.6%	5	6.6%	4	5.1%
Sikh	18	6.9%	22	7.8%	26	8.5%
Total	223	5.1%	259	5.7%	327	7.0%

Table.23 Total number of promotions and proportionate promotion rate by religion and financial year

All of the employees in positions at the most senior pay grades of GR13-GR17 were Christian, of no religion or had not recorded their religion. At pay grades GR09-GR12; 35.4% were Christian, 24.9% were of no religion, 27.8% had not stated their religion, 6.3% were Sikh, 2.1% were Muslim, 2.1% were Hindu and the remaining 1.3% were of any other religion.

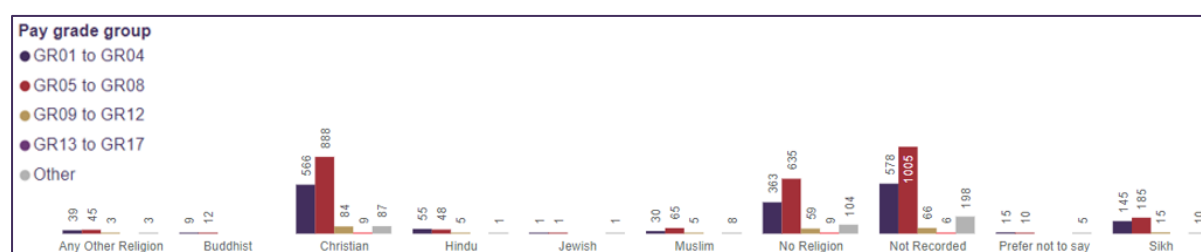


Fig.41 Pay grade grouping by religion 2022-2023

## Disciplinarys, grievances and dismissals

Out of the 35 disciplinarys held across the 2022-2023 financial year, the majority (51.4%) related to employees who had not stated their religion. The remaining disciplinarys held related to 8 employees of no religion, 5 Christian employees, 2 relating to Muslim employees, 1 relating to a Sikh employee and 1 to an employee of any other religion. In the previous year, there had been no disciplinarys held relating to Sikh employees or employees from the group who stated they were of "any other religion".

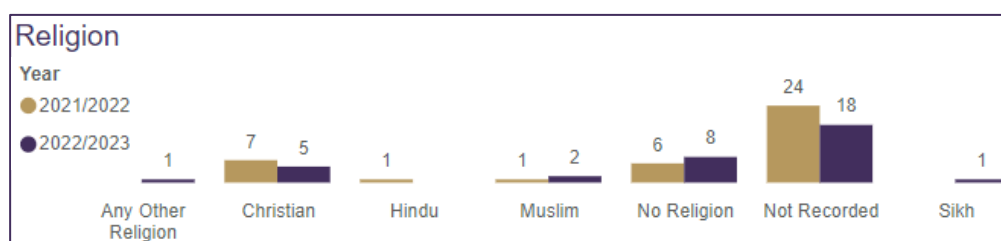


Fig.42 Total number of disciplinarys held by financial year and religion

## Marital status

### Marital status profile at City of Wolverhampton Council

Marital status remains one of the least reported protected characteristics in the CWC workforce, and this creates difficulties in assessing workforce trends. There were marital status details available for 41% of the 2022-2023 workforce, which has decreased by 5.6 percentage points since 2019-2020.

Marital status	Workforce 2019-2020		Workforce 2020-2021		Workforce 2021-2022		Workforce 2022-2023		Change (% point)
Civil partnership	40	1.0%	37	0.9%	35	0.8%	35	0.7%	-0.3
Divorced	130	3.1%	130	3.0%	127	2.8%	137	2.9%	-0.2
Married	1151	27.4%	1118	25.7%	1070	23.7%	1091	23.3%	-4.1
Not recorded	2246	53.4%	2439	56.1%	2705	59.8%	2730	58.4%	+5.0
Prefer not to say	0	0.0%	0	0.0%	0	0.0%	25	0.5%	+0.5
Separated	39	0.9%	36	0.8%	37	0.8%	43	0.9%	=0.0
Single	568	13.5%	556	12.8%	519	11.5%	583	12.5%	-1.0
Widowed	35	0.8%	31	0.7%	29	0.6%	29	0.6%	-0.2
Total	4208		4347		4522		4673		

Table.24 Total workforce numbers and percentage of workforce by marital status 2022-2023

### New starters and employee turnover

There were more marital status records available for new starters over the year than there were for the existing workforce or for those who left in 2022-2023. There was also a smaller percentage of new starters who were married, divorced or in a civil partnerships than in the existing workforce profile.

Single employees, separated employees and those who stated 'prefer not to say' made up a larger percentage of new starters than of the existing workforce.

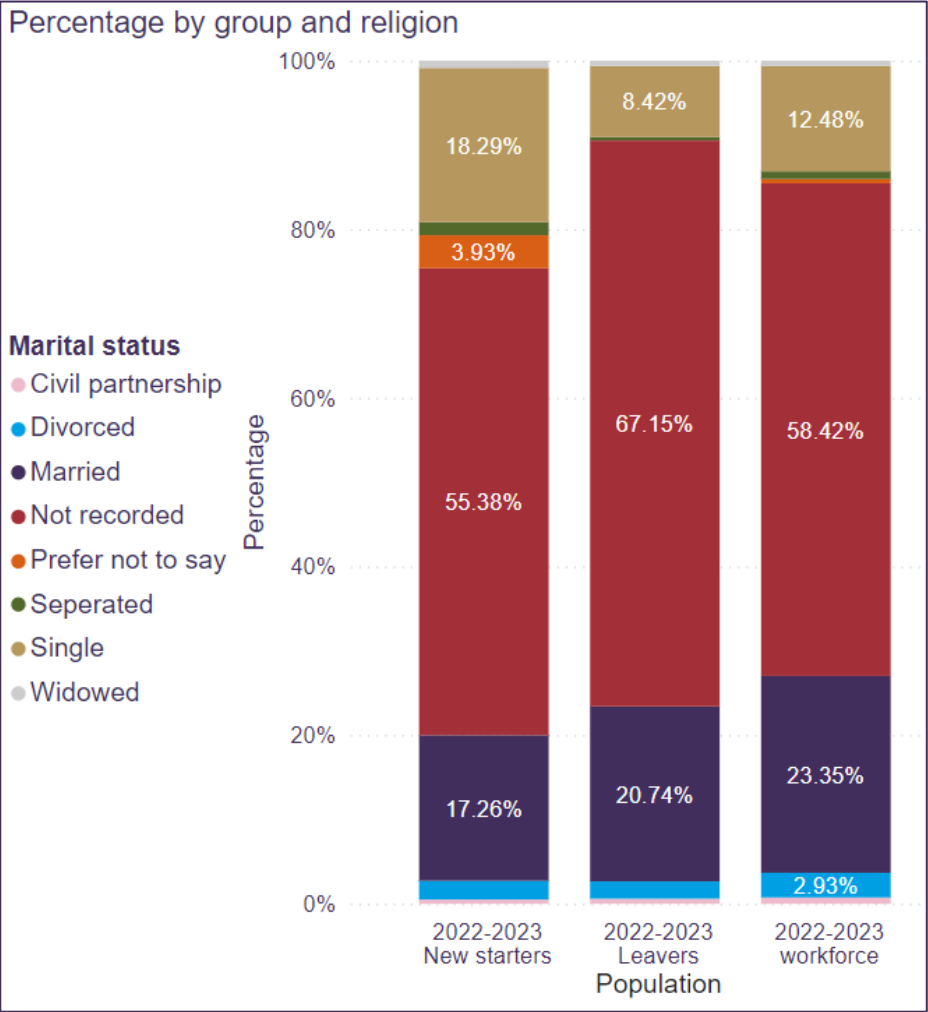


Fig.43 Marital status by percentage of new starters, leavers and full workforce

Employees who left the organisation during 2022-2023 were more likely to have not provided their marital status details than those in the remaining workforce or new starters. This is a similar pattern to what has been observed with those employees who have not provided details of other protected characteristics, and may be in part due to those who have been in the workforce for a longer period of time making up more leavers than newer employees. This group are also less likely to have provided their marital status details when they began employment than newer employees as it is likely many of the leavers started employment in the organisation prior to the implementation of new HR systems and changes made to improve reporting.

Pay and promotions

Those promoted during 2022-2023 were less likely to have provided their marital status details than existing employees. Employees who were single were proportionately more likely to have been promoted during the year than other groups, whilst the remaining marital status groups made up a smaller percentage of those promoted than of the existing workforce.

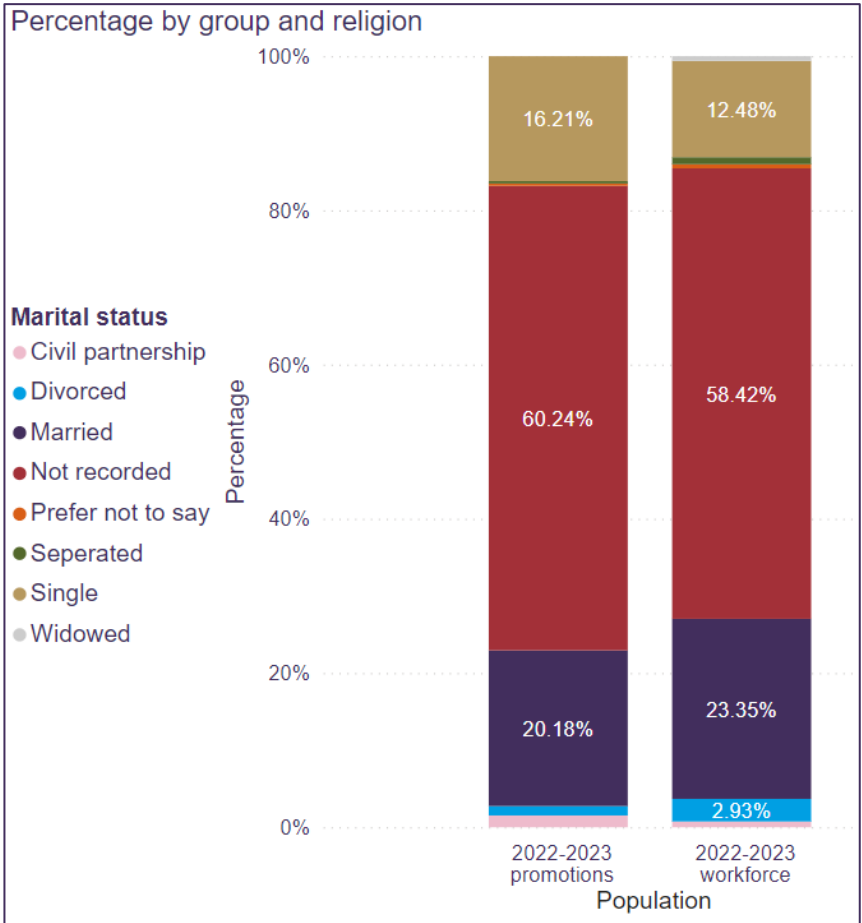


Fig.44 Marital status by percentage of promotions and full workforce

## Equality, Diversity and Inclusion action at City of Wolverhampton Council

### Our Actions to date

The continued focus on data-driven action, transparency of findings and workforce inclusion has enabled CWC to identify and deliver targeted action on issues of equality and diversity in recent years. Through collaboration between People Services, the Equality, Diversity and Inclusion team, the People Development and Experience team, and the Data and Analytics team, processes have been developed to ensure improved reporting of evidence-based decision making on policies and processes. Some of the actions taken in response to data trends in recent years include:

- Requirement for HR panels to be gender and ethnically diverse as a minimum council policy
- Updated training for panel members on recruitment and selection, in addition to continuing mandatory unconscious bias training for all panel members
- Launch of annual employee equality, diversity and inclusion experience survey to enhance the understanding of the issues faced by employees and any patterns in the overall experience by protected characteristics. The regular analysis of this survey should allow not only for the identification of patterns but also for the regular monitoring of the impact of any measures taken in response.
- Exploration of female employee experience through the women's health survey in early 2023
- Gender Equality Action plan implemented included male-oriented actions
- Menopause workplace pledge and review of menopause guide
- Development of four new equality-related training courses which are mandatory for all employees. These are "No Offence: Race", "No Offence: Gender and maternity", "No offence: Age and Menopause", "No Offence: Disability"
- Implementation of new progression programmes for employees including mentoring schemes, wrap-around-support, aspire into management, interview skills, additional internal apprenticeships and 'Breaking Through' programme
- Implementation of new wellbeing related programmes including Mental Health awareness, Mental Health First aid training, Handling stress at work – a manager's guide, Workplace stress and stress risk assessments, Suicide prevention safety planning workshops, and the supporting yourself and others programme
- A new leavers exit interview process has also been implemented in response to employee turnover trends acknowledged in recent years. This

process should allow for identification of varying experiences of the workforce journey and allow for appropriate measures to be identified, implemented and regularly evaluated to ensure employees all receive equal opportunities, support and outcomes across the workforce

- Launched the new WVJobs career website
- Utilisation of targeted advertising channels for recruitment purposes
- New process introduced for leavers allowing the opportunity for an exit interview. Data will be analysed in the future to provide insight on reasons for leaving and employee journey patterns by protected characteristic
- Launch of the Autism Awareness guide
- Digital Inclusion project to ensure community-facing employees have the opportunity to access online workplace benefits, communications, training opportunities and also to record their protected characteristics
- Care leavers provided the opportunity to apply for apprenticeship vacancies at the internal stage of CWC recruitment process if they meet the essential criteria.
- Collaborative working with Wolves at Work 18-24 programme with a focus on supporting young people to find employment at CWC
- Continued focus on 'developing our own' through training and progression opportunities to help support employees to progress in the workplace over time
- Updated forms for diversity details with more inclusive options for gender identity, and the addition of a 'prefer not to say' option
- CWC submission for Stonewall Workplace Equality Index 2024 renewal application
- Worked closely with Jewish colleagues to co- lead CWC's and Interfaith Wolverhampton's Holocaust Memorial Day event
- Commence internal self - assessment for Disability Confident Level 3 accreditation
- Implement People Services actions in relation to the Race Code Action plan
- EDI Survey has been launched
- New ways of working guidance launched in October 2023; Agile working guide, Revision to Working Hours Policy and Dress Code Policy



## Our next steps

CWC is committed to continuously improving our workforce profile and to ensuring inclusivity and diversity is driven by our collaborative working across the Council. There is still work to be done to help us continue on our journey to ensure we support our people;

- People Transformation Programme including the Our People Strategy refresh – engagement to continue with key stakeholders
- Build on partnerships with community groups to promote job advertisements where representation can be increased
- Continue to develop People Services engagement initiatives to ensure all employees have an opportunity to engage and feedback on policies/projects
- Continue to review recruitment strategies and roll out of new applicant tracking system Tribepad (April 2024)
- Engage the organisation on the Our People transformation programme
- Continue development of People Services dashboards - diversity data fields
- Launch of 'wellbeing passports' – supportive document designed to enable specific discussions to support employees in the workplace with reasonable adjustments they may need
- Collaborative work towards supporting the council's drive towards becoming a Disability Confident Leader accreditation
- Continue collaborative working as part of the pilot of West Midlands employers programme looking at recruitment from an inclusion lens. Will support CWC to ensure our recruitment practices are inclusive
- Launch reviewed menopause guide
- Work towards Menopause Employer Friendly accreditation
- Continue to work on improving reporting of protected characteristics in conjunction with EDI initiatives such as 'Coming out' Day
- Commence work on actions from the Womens Health Survey
- Second Neurodiversity employee panel to be held during Neurodiversity week – March 2024