



**North
Herts**
Council

Equalities Report

2023

Contents

Recruitment 2023	3
Current Staff 2023	5
Current Staff 2023 – Full Time	7
Current Staff 2023 – Part Time	9
Equalities and Diversity Training	11
Learning and Development	12
Policies 2023	13
Long Term Absence 2023	14
Pregnancy and Maternity 2023	16
Gender Pay Gap	17
Equal Pay	20
Leavers 2023	21
Resignations	23

Recruitment 2023

Protected Characteristics

1. Age
2. Disability
3. Gender Reassignment
4. Marriage and Civil Partnership
5. Pregnancy and Maternity
6. Race
7. Religion
8. Sex
9. Sexual Orientation

Analysis of Recruitment by protected characteristics 1, 2, 6, 7, 8 and 9

Total number of applications	578
Total number shortlisted	243
Total number of appointments	84

Age	Applications %*	Shortlisting %*	Appointments %*
Under 21	14	9	11
21 - 25	18	16	13
26 - 34	20	15	17
35 - 44	23	26	20
45 - 54	15	18	25
55 - 64	9	14	13
65 and over	1	2	1
Not Disclosed	0	0	0
Disability	%*	%*	%*
Disabled	6	7	2
Not-disabled	90	89	93
Not Disclosed	5	4	5
Race**	%*	%*	%*
White	65	79	85
Asian	15	9	4
Black	11	8	5
Mixed	3	2	4
Other	2	2	2

Religion	%*	%*	%*
Christian	34	36	38
Sikh	2	1	0
Muslim	9	5	1
Jewish	0	0	0
Buddhist	1	1	0
Other***	4	1	1
Not disclosed	7	6	6
None	43	49	54
Sex	%*	%*	%*
Male	61	55	51
Female	38	44	46
Non-Binary	1	1	2
Sexual orientation	%*	%*	%*
Gay/Lesbian/Bisexual/Transsexual	5	5	6
Heterosexual/Straight	86	87	87
Prefer not to answer	9	8	7

* Percentages may not always add to 100 due to rounding.

** Race categories defined in accordance with Equalities and Human Rights Commission's Measurement Framework for Equality and Human Rights and the Office for National Statistics (ONS) harmonised categories guidance for ethnicity:

White: White British, White Irish, Other White Background

Asian: Indian, Pakistani, Other Asian Background, Bangladeshi, Chinese

Black: African, Caribbean, Other Black Background

Mixed: White and Black Caribbean, Other Mixed Background, White and Asian

Other: Information not disclosed, Other

*** The other category in religion means other religions not mentioned elsewhere

Current Staff 2023

Protected Characteristics

1. Age
2. Disability
3. Gender Reassignment
4. Marriage and Civil Partnership
5. Pregnancy and Maternity
6. Race
7. Religion
8. Sex
9. Sexual Orientation

Analysis of current staff (as at 31/12/2023) by protected characteristics, 1, 2, 4, 6, 7, 8, and 9.

Total number of staff: 388

Age	%*
Under 21	3
21 - 25	6
26 - 34	15
35 - 44	19
45 - 54	22
55 - 64	30
65 and over	5
Disability	%*
Disabled	4
Not-disabled	67
Not disclosed	29
Marriage and Civil Partnership	%*
Married	42
Single	20
Divorced	5
Civil Partnership	0
Widow	1
Co-habiting	3
Separated	0
Not Disclosed	30

Race**	%*
White	84
Asian	3
Black	2
Mixed	2
Other	9
Religion	
	%*
Christian	38
Sikh	1
Muslim	1
Jewish	0
Buddhist	1
Other***	1
Not disclosed	33
None	26
Sex	
	%*
Male	32
Female	67
Non-Binary	1
Sexual orientation	
	%*
Gay/Lesbian/Bisexual	3
Heterosexual/Straight	74
Prefer not to answer	22

* Percentages may not always add to 100 due to rounding.

** Race categories defined in accordance with Equalities and Human Rights Commission's Measurement Framework for Equality and Human Rights and the Office for National Statistics (ONS) harmonised categories guidance for ethnicity:

White: White British, White Irish, Other White Background

Asian: Indian, Pakistani, Other Asian Background, Bangladeshi, Chinese

Black: African, Caribbean, Other Black Background

Mixed: White and Black Caribbean, Other Mixed Background, White and Asian

Other: Information not disclosed, Other

*** The other category in religion means other religions not mentioned elsewhere

Current Staff 2023 – Full Time

Protected Characteristics

1. Age
2. Disability
3. Gender Reassignment
4. Marriage and Civil Partnership
5. Pregnancy and Maternity
6. Race
7. Religion
8. Sex
9. Sexual Orientation

Analysis by protected characteristics 1, 2, 4, 6, 7, 8 and 9

Total number of Full-Time staff: 240 (62% of current staff)

Age	%*
Under 21	3
21 - 25	8
26 - 34	17
35 - 44	18
45 - 54	23
55 - 64	28
65 and over	4
Disability	%*
Disabled	4
Not-disabled	70
Not Disclosed	26
Marriage and Civil Partnership	%*
Married	38
Single	21
Divorced	3
Civil Partnership	0
Widow	1
Co-habiting	5
Separated	0
Not Disclosed	31

Race**	%*
White	86
Asian	3
Black	2
Mixed	3
Other	6
Religion	%*
Christian	40
Sikh	1
Muslim	2
Jewish	0
Buddhist	0
Other	1
Not disclosed	24
None	33
Sex	%*
Male	43
Female	57
Non-binary	<1
Sexual orientation	%*
Gay/Lesbian/Bisexual	5
Heterosexual/Straight	73
Prefer not to answer	22

* Percentages may not always add to 100 due to rounding.

** Race categories defined in accordance with Equalities and Human Rights Commission's Measurement Framework for Equality and Human Rights and the Office for National Statistics (ONS) harmonised categories guidance for ethnicity:

White: White British, White Irish, Other White Background

Asian: Indian, Pakistani, Other Asian Background, Bangladeshi, Chinese

Black: African, Caribbean, Other Black Background

Mixed: White and Black Caribbean, Other Mixed Background, White and Asian

Other: Information not disclosed, Other

*** The other category in religion means other religions not mentioned elsewhere

Current Staff 2023 – Part Time

Protected Characteristics

1. Age
2. Disability
3. Gender Reassignment
4. Marriage and Civil Partnership
5. Pregnancy and Maternity
6. Race
7. Religion
8. Sex
9. Sexual Orientation

Analysis by protected characteristics 1, 2, 4, 6, 7, 8 and 9

Total number of Part Time staff: 148 (38% of current staff)

Age	%*
Under 21	3
21 - 25	3
26 - 34	13
35 - 44	22
45 - 54	20
55 - 64	32
65 and over	6
Disability	%*
Disabled	4
Not-disabled	63
Not Disclosed	33
Marriage and Civil Partnership	%*
Married	48
Single	17
Divorced	7
Civil Partnership	0
Widow	0
Co-habiting	1
Separated	0
Not Disclosed	28

Race**	%*
White	79
Asian	3
Black	2
Mixed	2
Other	14
Religion	%*
Christian	44
Sikh	0
Muslim	1
Jewish	1
Buddhist	1
Other***	2
Not disclosed	27
None	24
Sex	%*
Male	16
Female	84
Non-binary	<1
Sexual orientation	%*
Gay/Lesbian/Bisexual	1
Heterosexual/straight	76
Prefer not to answer	24

* Percentages may not always add to 100 due to rounding.

** Race categories defined in accordance with Equalities and Human Rights Commission's Measurement Framework for Equality and Human Rights and the Office for National Statistics (ONS) harmonised categories guidance for ethnicity:

White: White British, White Irish, Other White Background

Asian: Indian, Pakistani, Other Asian Background, Bangladeshi, Chinese

Black: African, Caribbean, Other Black Background

Mixed: White and Black Caribbean, Other Mixed Background, White and Asian

Other: Information not disclosed, Other

*** The other category in religion means other religions not mentioned elsewhere

Equalities and Diversity Training

Equality and diversity training forms part of the essential learning included in Corporate Induction Training and all new starters receive this training on joining North Herts. In addition to this we have eLearning modules on the Equality Act 2010, Equality in the Workplace and Unconscious Bias, available to staff. Equality and Diversity is reinforced through our values and other development activities for staff and managers and additional support and advice is available to all staff on request. We work closely with our Inclusion Group regarding training which informs staff of our zero tolerance towards discrimination, bullying and harassment and encourages them to come forward if they feel they are being subjected to any unwanted behaviours. This training is regularly reviewed and updated as required.

Learning and Development

Analysis by protected characteristics is not reported as our records show that there were no applications for learning and development opportunities refused during 2023.

Policies 2023

Managing Misconduct

Total number of cases: 7

Analysis by Protected Characteristic not shown as total number of cases is less than 10.

Complaints Resolution

Total number of cases: 1

Analysis by Protected Characteristic not shown as total number of cases is less than 10.

Bullying and Harassment

Total number of cases: 0

Analysis by Protected Characteristic not shown as total number of cases is less than 10.

Improving Performance

Total number of cases: 0

Analysis by Protected Characteristic not shown as total number of cases is less than 10.

Attendance Procedure

Total number of cases: 8

Analysis by Protected Characteristic not shown as total number of cases is less than 10.

Long Term Absence 2023

Protected Characteristics

1. Age
2. Disability
3. Gender Reassignment
4. Marriage and Civil Partnership
5. Pregnancy and Maternity
6. Race
7. Religion
8. Sex
9. Sexual Orientation

Analysis by protected characteristics 1, 2, 4, 6, 7, 8 and 9

Total number of cases: 40

Age	%*
Under 21	5
21 - 25	5
26 - 34	5
35 - 44	8
45 - 54	30
55 - 64	40
65 and over	8
Disability	%*
Disabled	3
Not-disabled	75
Not Disclosed	23
Marriage and Civil Partnership	%*
Married	43
Single	20
Divorced	8
Civil Partnership	0
Widow	0
Co-habiting	3
Separated	0
Not Disclosed	28

Race**	%*
White	83
Asian	5
Black	5
Mixed	3
Other	5
Religion	%*
Christian	43
Sikh	0
Muslim	0
Jewish	0
Buddhist	0
Other***	8
Not disclosed	28
None	23
Sex	%*
Male	20
Female	80
Non-Binary	0
Sexual orientation	%*
Gay/Lesbian/Bisexual	10
Heterosexual/Straight	68
Prefer not to answer	23

* Percentages may not always add to 100 due to rounding.

** Race categories defined in accordance with Equalities and Human Rights Commission's Measurement Framework for Equality and Human Rights and the Office for National Statistics (ONS) harmonised categories guidance for ethnicity:

White: White British, White Irish, Other White Background

Asian: Indian, Pakistani, Other Asian Background, Bangladeshi, Chinese

Black: African, Caribbean, Other Black Background

Mixed: White and Black Caribbean, Other Mixed Background, White and Asian

Other: Information not disclosed, Other

*** The other category in religion means other religions not mentioned elsewhere

Pregnancy and Maternity 2023

Total number of staff going on Maternity Leave = 4

Total number of staff returning from Maternity Leave = 6

Analysis of employees who started and/or ended their maternity leave by protected characteristics is not given as there are less than 10 cases.

Gender Pay Gap

Background

Requirements

From April 2017 under the Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017, employers with 250 or more employees are required to publish statutory gender pay gap calculations every year. Accordingly, NHDC are required to calculate and publish the following gender pay data:

- Gender pay gap (mean and median averages)
- Gender bonus gap (mean and median averages)
- Proportion of men and women receiving bonuses
- Proportion of men and women in each quartile of the Council's pay structure

Data

The data must be a snapshot of salary data on 31 March each year and the bonus pay gap must be calculated from all bonus payments made in the 12 months up to and including the snapshot date of 31st March each year. This data must be published on the NHDC website and a government website by 30 March each year.

Gender Pay Gap and Equal Pay

The gender pay gap and equal pay are not the same and do not have the same purpose. The Equality and Human Rights Commission defines the difference as follows:

- Equal pay means that men and women in the same employment performing equal work must receive equal pay, as set out in the Equality Act 2010.
- The gender pay gap is a measure of the difference between men's and women's average earnings across an organisation or the labour market. It is expressed as a percentage of men's earnings.

The broad purpose of the equal pay provisions of the Equality Act 2010 is to require equality of treatment in employment as between men and women in respect of pay and other contractual terms. The stated aim of the gender pay gap reporting legislation is to introduce greater levels of pay transparency.

Salaries at NHDC are determined through a grading system which evaluates the job and not the post holder. It makes no reference to gender or any other personal characteristics of existing or potential job holders. Therefore, we are confident that North Herts Council is paying the same salary to roles of equal value and this is checked with regular equal pay reviews. The gender pay gap results from the roles which men and women undertake within the Council and the salaries that these roles attract. The Council outsources most frontline services such as grounds maintenance, refuse, recycling, street cleaning and housing; all areas of work which traditionally attract male employees to jobs on the lower quartiles.

Results

Gender Pay Gap Report 2023

The gender pay reporting figures have been calculated using the standard methodologies outlined in the Equality Act 2010 (Gender Pay Gap Information) Regulations 2017. The highlighted figures are those that have been published.

Table 1 Gender Pay Gap – Hourly Pay

	Mean Hourly Rate	Median Hourly Rate
Female	£17.02	£15.71
Male	£20.13	£18.27
Gender Pay Gap	15.5%	14.0%

Table 2 Gender Bonus* Gap

	Mean Bonus Payment	Median Bonus Payment
Female	£60.53	£25.00
Male	£85.71	£25.00
Gender Bonus Gap	29.4%	0.0%

Table 3 Percentage of Staff Receiving Bonus* Payments

	% of all staff receiving bonus payments
Female	4.9%
Male	1.8%

*Bonus pay refers to welcome payments, service and staff recognition vouchers, as these fall under the gender pay gap definition.

Table 4 Quartile Pay Bands

	Males	Females
Lower Quartile	26.9%	73.1%
Lower Middle Quartile	22.6%	77.4%
Upper Middle Quartile	22.6%	77.4%
Upper Quartile	50.5%	49.5%

Gender Pay Gap Comparisons 2017-2023

Table 1 Gender Pay Gap 2017 – 2023 – Hourly Pay

	Mean Hourly Rate £							Median Hourly Rate £						
	2017	2018	2019	2020	2021	2022	2023	2017	2018	2019	2020	2021	2022	2023
F	13.94	14.19	14.47	15.06	15.64	15.80	17.02	12.05	12.48	13.01	13.32	13.90	13.74	£15.71
M	18.57	18.43	19.13	18.85	18.88	19.63	20.13	18.17	16.85	18.33	15.37	15.86	17.17	£18.27
GPG	25.0%	23.1%	24.4%	20.1%	17.1%	19.5%	15.5%	33.7%	25.9%	29.0%	13.3%	12.4%	19.3%	14.0%

Table 2 Gender Bonus* Gap 2017 – 2023

	Mean Bonus Rate £							Median Bonus Rate £						
	2017	2018	2019	2020	2021	2022	2023	2017	2018	2019	2020	2021	2022	2023
F	73.52	50.00	50.00	96.67	71.88	61.11	60.53	50.00	50.00	50.00	50.00	25.00	50.00	25.00
M	66.67	50.00	50.00	67.86	31.82	35.00	85.71	50.00	50.00	50.00	50.00	25.00	25.00	25.00
GBG	-10.3%	0%	0%	-42.5%	-125.9%	-42.7%	29.4%	0%	0%	0%	0%	0%	-50.0%	0%

*Welcome payments, service and staff recognition vouchers fall under the gender pay gap definition of bonus pay.

Table 3 Percentage of Staff Receiving Bonus Payments 2017 – 2023

	2017	2018	2019	2020	2021	2022	2023
Female	5.2%	0.3%	2.9%	4.0%	4.4%	2.5%	4.9%
Male	1.8%	0.6%	2.4%	1.9%	3%	1.4%	1.8%

Table 4 Quartile Pay Bands 2017 – 2023

	Males							Females						
	2017	2018	2019	2020	2021	2022	2023	2017	2018	2019	2020	2021	2022	2023
Lower Quartile %	22.8	30.9	28.4	31.0	28.7	22.2	26.9	77.2	69.1	71.6	69.0	71.3	77.8	73.1
Lower Middle Quartile %	16.3	17.0	15.9	21.8	25.3	27.8	22.6	83.0	83.0	84.2	78.2	74.7	72.2	77.4
Upper Middle Quartile %	41.8	37.8	27.2	25.6	25.3	24.7	22.6	58.2	62.2	72.8	74.4	74.7	75.3	77.4
Upper Quartile %	58.2	59.8	58.5	51.7	51.2	52.8	50.5	41.8	40.2	41.5	48.3	48.8	47.2	49.5

Equal Pay

Equal Pay Audits

Regular equal pay audits are an important element of ensuring that the pay and reward package is being applied fairly by reviewing the main areas where inequalities are likely to exist. The most recent review of North Herts Council data was undertaken using grade, gender, ethnicity and disability, and comprises analysis of basic pay, allowances and starting pay.

Successive reviews have demonstrated that the figures regarding equal pay at the Council have been very stable for many years, with the workforce profile remaining largely unchanged. The most recent review does not highlight any unexplained significant basic pay inequalities and shows that in a significant number of cases those from minority groups are earning the same or more than their comparator groups.

It is also important to note that whilst the Council is committed to developing the whole workforce and has an excellent track record of supporting staff through mentoring, coaching and training in professional and managerial qualifications, not every member of staff wants such a role. There is a wide range of motivations in attending work including financial, social and personal aspects and all of these must be equally respected.

Data

Previous Equal Pay reviews have highlighted an increase in the number of staff for whom the Council held no information on certain protected criteria. Our payroll system gives the facility for staff to confidentially record their equalities information. A full picture of its equalities profile enables the Council to better promote its diversity and inclusion agenda in an informed way, so the monthly staff e-newsletter and other communications have been used on a to encourage recording of personal data through employee self-service. The work to explain how data sharing can ensure everyone is being paid fairly and in line with their skills, experience and value, together with how employees can add this to their personal records, will be continued to increase the information currently held. It is of significance that the lack of equalities information is prevalent in those with short service at the Council. Consequently, the automatic population of the payroll system with the equalities data collected during the recruitment process has been introduced to enhance the data available on the Council's workforce.

Leavers 2023

Protected Characteristics

1. Age
2. Disability
3. Gender Reassignment
4. Marriage and Civil Partnership
5. Pregnancy and Maternity
6. Race
7. Religion
8. Sex
9. Sexual Orientation

Analysis by protected characteristics 1, 2, 4, 6, 7, 8 and 9

Total number of leavers: 66

Age	%*
Under 21	8
21 - 25	20
26 - 34	15
35 - 44	21
45 - 54	20
55 - 64	8
65 and over	9
Disability	%*
Disabled	5
Not disabled	64
Not Disclosed	32
Marriage and Civil Partnership	%*
Married	26
Single	20
Divorced	3
Civil Partnership	0
Widow	5
Co-habiting	2
Separated	0
Not Disclosed	45
Race**	%*
White	70
Asian	9
Black	3
Mixed	0
Other	18

Religion	%*
Christian	29
Sikh	6
Muslim	2
Jewish	0
Buddhist	0
Other***	2
Not disclosed	33
None	29
Sex	%*
Male	38
Female	62
Non-binary	0
Sexual orientation	%*
Gay/Lesbian/Bisexual	2
Heterosexual/Straight	71
Prefer not to answer	27
Reason for leaving	%*
Early Severance	0
Resignation	61
Redundancy	2
Retirement	6
Dismissal	5
End of Contract	15
Other	12
Death in Service	0

* Percentages may not always add to 100 due to rounding.

** Race categories defined in accordance with Equalities and Human Rights Commission's Measurement Framework for Equality and Human Rights and the Office for National Statistics (ONS) harmonised categories guidance for ethnicity:

White: White British, White Irish, Other White Background

Asian: Indian, Pakistani, Other Asian Background, Bangladeshi, Chinese

Black: African, Caribbean, Other Black Background

Mixed: White and Black Caribbean, Other Mixed Background, White and Asian

Other: Information not disclosed, Other

*** The other category in religion means other religions not mentioned elsewhere

Analysis by Protected Characteristic of the reasons for leaving is not shown where the reason for leaving is other than resignation as total number of cases in each category is less than 10.

Resignations 2023

Protected Characteristics

1. Age
2. Disability
3. Gender Reassignment
4. Marriage and Civil Partnership
5. Pregnancy and Maternity
6. Race
7. Religion
8. Sex
9. Sexual Orientation

Analysis by protected characteristics 1, 2, 4, 6, 7, 8 and 9

Total number of resignations: 39

Age	%*
Under 21	5
21 - 25	15
26 - 34	18
35 - 44	33
45 - 54	20
55 - 64	5
65 and over	5
Disability	%*
Disabled	5
Not-disabled	68
Not Disclosed	28
Marriage and Civil Partnership	%*
Married	28
Single	20
Divorced	3
Civil Partnership	0
Widow	3
Co-habiting	3
Separated	0
Not Disclosed	45
Race**	%*
White	80
Asian	5
Black	3
Mixed	0
Other	13

Religion	%*
Christian	28
Sikh	3
Muslim	3
Jewish	0
Buddhist	0
Other***	0
Not disclosed	35
None	33
Sex	%*
Male	38
Female	63
Non-Binary	0
Sexual orientation	%*
Gay/Lesbian/Bisexual	0
Heterosexual/Straight	75
Prefer not to answer	25

* Percentages may not always add to 100 due to rounding.

** Race categories defined in accordance with Equalities and Human Rights Commission's Measurement Framework for Equality and Human Rights and the Office for National Statistics (ONS) harmonised categories guidance for ethnicity:

White: White British, White Irish, Other White Background

Asian: Indian, Pakistani, Other Asian Background, Bangladeshi, Chinese

Black: African, Caribbean, Other Black Background

Mixed: White and Black Caribbean, Other Mixed Background, White and Asian

Other: Information not disclosed, Other

*** The other category in religion means other religions not mentioned elsewhere