

**Report for: Employees' Consultative Forum**

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<b>Date of Meeting:</b>	12 January 2022
<b>Subject:</b>	Annual Workforce Equality Report 2020-21
<b>Key Decision:</b>	No
<b>Responsible Officer:</b>	Tracey Connage, Director of HROD
<b>Portfolio Holder:</b>	Councillor Krishna Suresh, Portfolio Holder for Equalities and Public Health
<b>Exempt:</b>	No
<b>Decision subject to Call-in:</b>	No
<b>Wards affected:</b>	None
<b>Enclosures:</b>	Appendix A – Annual Workforce Equality Report 2020-21

## **Section 1 – Summary and Recommendations**

The Annual Workforce Equality report gives a detailed breakdown of the council's workforce from April 2020-March 2021 (see Appendix A). This report contains a current snapshot of our workforce, broken down into each of the protected characteristics where data is held, providing an overview of the diversity profile of the council's workforce and how this compares with the population of Harrow and the London average.

The data in this report will help to inform the council's workforce planning and decision-making processes in relation to levelling up the council's offer for under-represented groups. The report will help shape the development of workforce initiatives to further improve the representation of minority groups within the Council, and to ensure more inclusive processes and practices across the organisation.

**Recommendations:**

ECF is requested to: Note the council's Annual Workforce Equality Report.

## **Section 2 – Report**

### **Introductory paragraph**

Harrow's Workforce Equality Report covers the period between April 2020 to March 2021. The report contains a current snapshot of our workforce, broken down into each of the protected characteristics where data is held, which include:

- Age
- Disability
- Race (Ethnicity)
- Sex
- Religion or belief
- LGBTQIA+ (Gender reassignment and sexual orientation)
- Pregnancy and Maternity.

The report provides an overview of the diversity profile of the council's workforce and how this compares with the population of Harrow and the London average. The data in this report will help to inform the council's workforce planning and decision-making processes in relation to levelling up the council's offer for under-represented groups. The report will help shape the development of workforce initiatives to further improve the representation of minority groups within the Council, to ensure more inclusive processes and practices across the organisation.

### **Background**

As one of the most ethnically and religiously diverse boroughs in the country with a many people from a vast range of diverse backgrounds living side by side, Harrow is committed to developing a workforce that is thriving, fair, diverse, and representative of the residents within our local community.

Over the last year, the council has demonstrated a renewed commitment to equality and diversity, through our work on race equality. This has seen the organisation embark on new journey to become a fully accessible and inclusive employer, which welcomes a broad range of skills, experiences, and perspectives that are representative of Harrow's vibrant community, and considers the rights of all staff.

The total number in Harrow's Workforce as of 31<sup>st</sup> March 2021 is 2071. Data used in this report has been drawn from the following:

- SAP ERP system as at 31 March 2021
- Staff completion of SAP data
- Harrow Council Scorecard 2021
- Maternity returners 2018-19.

The reports cover most of the protected characteristics but not Marriage and Civil Partnership, or Pregnancy.

Benchmarking data has been drawn from a range of sources including The Human Capital Metrics Survey 2020 – 2021, the Office of National Statistics, the Greater London Authority and the Government Equalities Office.

The report relates to Harrow's non-schools' workforce. It excludes contracted services that are monitored by other sources.

## **Current situation**

Under the Public Sector Equality Duty 2011 (PSED) all public authorities must take steps to advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it.

Employees are able to choose whether or not to provide information on their equality characteristics, except for certain information which is paramount for payroll processing and pension administration (e.g., age and gender). The data that follows is based on the number of employees that have chosen to provide their equalities information. The report contains data relies on the completion of data on SAP, which was 34.3% in 2020-21.

The Annual Workforce Equality Report provides the council with a detailed analysis of our workforce, which will contribute to shaping our future corporate objectives on equality, diversity and inclusion.

## **Ward Councillors' comments**

This report does not affect any ward councillors, therefore their comments were not sought,

## **Performance Issues**

This report will help shape the council's forthcoming corporate objectives on equality, diversity and inclusion, which will set out clearly our ambitions to create a fair and equitable workplace for all employees.

## **Environmental Implications**

There are no environmental implications.

## **Data Protection Implications**

There are no data protection implications.

## **Risk Management Implications**

There are no risk implications.

Risks included on corporate or directorate risk register? **No**

Separate risk register in place? **No**

## **Legal Implications**

The nine protected characteristics are set out in the Equality Act 2010 and Section 149 which sets out the public sector equality duty (PSED). The duty is detailed below in the equality section.

Obligations to publish information and set out objectives are contained in the Equality Act 2010 (Specific Duties and Public Authorities) Regulations SI 2017/353. The Council is required to publish information to demonstrate its compliance with the PSED. The information must include information relating to persons who share a protected characteristic, who are its employees, or who are affected by the council's policies or practices. This includes gender pay gap information. Publication is required annually. The requirements are to publish the information in a manner that is accessible to the public.

## **Financial Implications**

There are no financial implications as a result of this report.

## **Equalities implications / Public Sector Equality Duty**

Decision makers should have due regard to the public sector equality duty in making their decisions. The equalities duties are continuing duties they are not duties to secure a particular outcome. The equalities impact will be revisited on each of the proposals as they are developed. Consideration of the duties should precede the decision. It is important that Cabinet has regard to the statutory grounds in the light of all available material such as consultation responses from staff. The statutory grounds of the public sector equality duty are found at section 149 of the Equality Act 2010 and are as follows:

A public authority must, in the exercise of its functions, have due regard to the need to:

- (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;
- (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
- (c) Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

Having due regard to the need to advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it involves having due regard, in particular, to the need to:

- (a) remove or minimise disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic;
- (b) take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it;
- (c) Encourage persons who share a relevant protected characteristic to participate in public life or in any other activity in which participation by

such persons is disproportionately low.

The steps involved in meeting the needs of disabled persons that are different from the needs of persons who are not disabled include, in particular, steps to take account of disabled persons' disabilities.

Having due regard to the need to foster good relations between persons who share a relevant protected characteristic and persons who do not share it involves having due regard, in particular, to the need to:

(a) Tackle prejudice, and

(b) Promote understanding.

Compliance with the duties in this section may involve treating some persons more favourably than others; but that is not to be taken as permitting conduct that would otherwise be prohibited by or under this Act.

The relevant protected characteristics are:

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

The Annual Workforce Equality Report will have a positive impact on the council's renewed focus to tackle inequality in the workplace and to address the issue of under-representation across the council.

## **Council Priorities**

1. **Tackling poverty and inequality**

## **Section 3 - Statutory Officer Clearance**

**Statutory Officer: Dawn Calvert**

Signed by the Chief Financial Officer

**Date: 16/12/21**

**Statutory Officer: Jessica Farmer**

**Date: 14/12/21**

**Chief Officer: Tracey Connage**

Director of HROD

**Date: 14/12/21**

**Head of Procurement: Nimesh Mehta**  
by the Head of Procurement

**Date: 15/12/21**

## **Mandatory Checks**

**Ward Councillors notified: No**

**EqlA carried out: No**

## **Section 4 - Contact Details and Background Papers**

**Contact:** Shumaila Dar, Head of Equality, Diversity and Inclusion,  
[shumaila.dar@harrow.gov.uk](mailto:shumaila.dar@harrow.gov.uk)

Tel: 07874891502

### **Background Papers:**

None.