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| Committee/Meeting: HR Committee | Date: 28 January 2014 | Classification: Unrestricted | Report No: 3.1 |
| Report of: Corporate Director (Resources) Originating officer(s) Simon Kilbey, Service Head (Human Resources & Workforce Development) | | Title: Quarterly report – new starters Wards Affected: All | |

| | |
|-----------------------------|---|
| Lead Member | Cabinet Member for Resources |
| Community Plan Theme | All |
| Strategic Priority | Work efficiently and effectively as one Council |

1. **SUMMARY**

- 1.1 This is a standing report, provided on a regular basis to HR Committee to report quarterly new starters' information. This report covers the period Quarter 2 2014/15 (July - September 2014).
- 1.2 This report provides quarterly employment information on new starters for the period July - September 2014 as Appendices 1, 2 and 3.
- 1.3 Information relating to pre-apprentices and trainees for the period July – September 2014 is included as Appendix 4.
- 1.4 To enable longer term trends in recruitment to be identified, the equalities information for all periods from April 2012 to September 2014 is given as Appendix 5.

2. **DECISIONS REQUIRED**

HR Committee is recommended to:-

- 2.1 Consider the report, which is provided for information.

3. **REASONS FOR THE DECISIONS**

- 3.1 The report is provided for information.

4. **ALTERNATIVE OPTIONS**

- 4.1 There are no alternative options.

5. **BACKGROUND**

- 5.1 The HR committee held on on 29th February 2012 requested that it receive regular reports providing quarterly details of new starters including a breakdown by equality strands. This report also incorporates additional information requested by subsequent HR Committee meetings.

6. **INFORMATION AND ANALYSIS**

- 6.1 All statistical information provided relates to staff directly employed by the Council, including iTRES workers; it does not include agency workers. The report discusses external appointments only; it does not include information relating to internal appointments/promotions.
- 6.2 Details on the numbers, job titles, directorate and service area of new starters for Q2 2014/15, together with equalities, demographics breakdowns and trend information are attached (Appendices 1, 2 and 3).
- 6.3 There were 119 new starters during the period. The majority of these are front line workers and include Social Workers, Tutors, School Meals staff and Educational Psychologists. (Appendix 1).
- 6.4 All recruitment is subject to formal approval at People Board prior to advertising. People Board are reviewing requests to fill positions with regard to the current Employee Options Programme and the 2014/15 round of restructures across the Council. Therefore, in the main, only front line posts or those requiring specialist skills and need to be filled are currently being recruited to. All requests to fill posts require a business case from the managers to justify recruitment.
- 6.5 Trend information by equalities strands, in both numeric and graphic form is provided as Appendix 5.
- 6.6 The numbers of new starters for the period July 2012 to date are as follows:

| Number of New Starters, Q2 2012/13 – Q2 2014/15 | | | | | | | | |
|--|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Q2, 2012/13 | Q3, 2012/13 | Q4, 2012/13 | Q1, 2013/14 | Q2, 2013/14 | Q3, 2013/14 | Q4, 2013/14 | Q1, 2014/15 | Q2, 2014/15 |
| 91 | 149 | 116 | 125 | 127 | 81 | 87 | 122 | 119 |

- 6.7 The number of new starters in the last 2 quarters may appear somewhat high, given that the current round of organisational change is partially as a result of the need to reduce expenditure. However, the majority of new staff are in areas which traditionally have high turnover and where it is unlikely that suitable internal candidates could be found, either because of the specialist nature of the posts (subject-specific tutors, social workers) or because the part-time/term-time-only nature of the work (kitchen assistants). All London Councils have immense difficulty in recruiting and retaining

sufficient numbers of social workers and joint working on this matter is currently being undertaken.

6.8 The numbers and percentages of new starters to each Directorate during Q4 2013/14 and Q2 2014/15 are as follows:

| | Jan - March 2014 | | Apr - June 2014 | | July - Sept 2014 | |
|--|---------------------|------|--------------------|------|---------------------|-------|
| | Number | % | Number | % | Number | % |
| Communities Localities and Culture | 32 | 36.8 | 44 | 36.1 | 32 | 26.9 |
| Development & Renewal | 6 | 6.9 | 5 | 4.1 | 7 | 5.9 |
| Education, Social Care & Wellbeing | 44 | 50.6 | 51 | 41.8 | 62 | 52.1 |
| Law, Probity & Governance | 2 | 2.3 | 13 | 10.7 | 12 | 10.1 |
| Resources | 3 | 3.4 | 9 | 7.4 | 6 | 5.0 |
| Total | 87 | 100 | 122 | 100 | 119 | 100.0 |

6.9 The pattern across the Directorates reflects both the numbers of employees in each of the Directorates and the number of front line jobs as a percentage of staff numbers. Given the relatively small numbers of new starters in each quarter, the degree of variation is to be expected.

6.10 As part of the WFTRC action plan, the Council has in place various work experience schemes including:

- intern scheme for young adults in the Leaving Care Service,
- Learning Disability Pre-apprenticeships
- Skillsmatch traineeships
- Working Start
- Trainee Placement

These tend to be relatively short term work placements, often agreed through local organisations and offered to local young people. A total of 10 people undertook work experience of this kind during Quarter 2 2014/15 (Appendix 4). As previously agreed at HR Committee, the council will be seeking to increase representation across wider community groups via the Workforce to Reflect the Community Action Plan.

6.11 In addition, the first round of the 2014/15 apprentice scheme has begun, with Skillsmatch providing the first screening stage for 30 apprentices. Interviews are planned for February 2015. The funding and opportunities for a further 20 apprentices is currently being identified.

6.12 The revised recruitment process has five stages:

- Advert and Engagement
- Skillsmatch to carry out initial screening
- Development Centre
- Induction

6.13 To ensure that the widest possible audience is reached the advertising strategy adopted is:

- Advertisement in East End Life and on the Council's website
- Notices in local youth clubs, employment centres and community organisations
- Workforce Development to engage with teams across the Council who have a particular interest in ensuring that 'their young people' know about and apply for the scheme and the advertisement is sent to them to alert them. Examples of teams contacted are:
 - Youth Offending team
 - Leaving Care Team
 - Supporting People Team
 - Connexions
 - Youth Services (working with NEET)

6.14 The Workforce Development team are working with Skillsmatch to ensure that:

- Applicants are supported to apply
- Placement supervisors are involved in the assessment process
- Unsuccessful candidates are signposted to suitable alternative opportunities

6.15 The WFTRC action plan also includes a commitment to recruit two cohorts of pre-apprentices including recruiting 10 adults with learning difficulties. Additionally there is a commitment to support 10 Leaving Care trainees, with 7 suitable candidates beginning in November 2014. A further 3 will be added as and when they are identified.

6.16 For comparison purposes, information from the 2011 census on the ethnic and gender breakdown for the population of Tower Hamlets (all ages and nominal working age) is as follows:

| All Residents | Age 18 to 64 | Age 18 to 64 | All Ages | All Ages |
|---|--------------|--------------|----------|----------|
| All categories: Ethnic group | 183,430 | 100.0% | 254,096 | 100.0% |
| White | 65,499 | 35.7% | 83,269 | 32.8% |
| Other White | 28,978 | 15.8% | 31,550 | 12.4% |
| Mixed/multiple ethnic group | 6,106 | 3.3% | 10,360 | 4.1% |
| Asian/Asian British (excluding Bangladeshi) | 19,719 | 10.8% | 23,124 | 9.1% |
| Bangladeshi | 46,406 | 25.3% | 81,377 | 32.0% |
| Black/African/Caribbean/Black British | 12,137 | 6.6% | 18,629 | 7.3% |
| Other ethnic group | 4,585 | 2.5% | 5,787 | 2.3% |

*Information as at March 2011

| All Residents | Age 18 to 64 | Age 18 to 64 | All Ages | All Ages |
|---------------|--------------|--------------|----------|----------|
| Male | 95,685 | 52.2 | 130,906 | 51.5 |
| Female | 87,745 | 47.8 | 123,190 | 48.5 |
| Total | 183,430 | 100.0 | 254,096 | 100.0 |

*Information as at March 2011

6.17 During the last three quarters, the main ethnicities of new starters were:

| Ethnicity | Jan - Mar 2014 | Apr - Jun 2014 | July - Sept 2014 |
|-------------|----------------|----------------|------------------|
| Bangladeshi | 22% | 30% | 25% |
| Black | 13% | 15% | 15% |
| White | 48% | 47% | 44% |

Within the overall Council workforce the respective percentages are 23% (Bangladeshi), 22% (Black) and 44% (White). There are, however, significant variations in recruitment from quarter to quarter due to the relatively small number of recruitment exercises taking place in each quarter. For example, quarterly White recruitment within the last 2 years has fluctuated between 30% and 52% of the quarterly total, whilst the range in the recruitment of Bangladeshi staff is from 20% to 36% of the quarterly totals.

- 6.18 48% of new starters in Q2 2014/15 were LBTH residents, compared with, 44% and 49% in the preceding quarters. This is lower than during 2013, and appears to have stabilised at just under 1/2 of all new starters.
- 6.19 Non-resident recruitment tended to be for the more specialist, skilled vacancies, for example Social Workers and Education Psychologists.
- 6.20 Over 2/3 of all new starters are aged between 20 and 34, this being consistent for the last 18 months.

6.21 Only 1 person recruited during July – September 2014/15 identified themselves as having a disability – the lowest percentage by some distance since the analysis of new starters was begun.

6.22 While the new starters detailed above have an impact on the Council's Workforce to Reflect the Community targets, this is only one factor; the number of people exiting the organisation will have an equally significant impact.

7. FINANCE COMMENTS

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

8. LEGAL COMMENTS

8.1 Section 112 of the Local Government Act 1972 provides that a local authority must appoint such officers as it thinks necessary for the proper discharge by the authority of its functions.

9. ONE TOWER HAMLETS COMMENTS

9.1 All posts are recruited to on merit.

9.2 New starters have an impact on the Council's targets with regards to achieving a Workforce to Reflect the Community.

10. SUSTAINABLE ACTION FOR A GREENER ENVIRONMENT

10.1 There are no implications.

11. RISK MANAGEMENT IMPLICATIONS

11.1 There are no direct risks as a result of this report.

12. CRIME AND DISORDER REDUCTION IMPLICATIONS

12.1 There are no implications.

13. EFFICIENCY STATEMENT

13.1 No changes to service delivery or the use of resources are proposed.

14. APPENDICES

Appendix 1- New Starters, Quarter 2 2014/15, July – September 2014

Appendix 2 - New starters by equality strands, Quarter 2 2014/15, July – September 2014

Appendix 3 - Demographics of New Starters, Quarter 2 2014/15, July – September 2014

Appendix 4 - Trainees by equality strands, Quarter 2 2014/15, July –
September 2014

Appendix 5 - New starters, trends by percentage, April 2012 – September
2014

Local Government Act, 1972 Section 100D (As amended)
List of “Background Papers” used in the preparation of this report

| Brief description of “background papers” | Name and telephone number of holder and address where open to inspection. |
|--|--|
| None | N/A |

Appendix 1

New starters, Quarter 2 2014/15, July – September 2014

| Job Title | Start Date | Directorate | Division | Service |
|-------------------------------------|------------|-------------|---------------------------------------|--|
| Community Park Ranger St Georges | 11/08/2014 | CLC | Culture, Learning and Leisure | Arts Parks & Events |
| Parks Outreach Officer | 04/08/2014 | CLC | Culture, Learning and Leisure | Arts Parks & Events |
| First Language Assessor | 14/07/2014 | CLC | Culture, Learning and Leisure | Community Languages |
| First Language Assessor | 05/09/2014 | CLC | Culture, Learning and Leisure | Community Languages |
| First Language Assessor | 08/09/2014 | CLC | Culture, Learning and Leisure | Community Languages |
| Modern Foreign Language Tutor | 01/09/2014 | CLC | Culture, Learning and Leisure | Community Languages |
| Primary Languages Advisory Teacher | 11/08/2014 | CLC | Culture, Learning and Leisure | Community Languages |
| Casual Tutor Numeracy | 15/09/2014 | CLC | Culture, Learning and Leisure | Idea Stores & Lifelong Learning |
| Creative Writing | 06/08/2014 | CLC | Culture, Learning and Leisure | Idea Stores & Lifelong Learning |
| Idea Store Administrator | 28/08/2014 | CLC | Culture, Learning and Leisure | Idea Stores & Lifelong Learning |
| Sessional Cookery Tutor | 19/09/2014 | CLC | Culture, Learning and Leisure | Idea Stores & Lifelong Learning |
| Sessional Language Tutor | 01/09/2014 | CLC | Culture, Learning and Leisure | Idea Stores & Lifelong Learning |
| Sessional Tutor - ESOL | 01/09/2014 | CLC | Culture, Learning and Leisure | Idea Stores & Lifelong Learning |
| Sessional Tutor - ESOL | 03/09/2014 | CLC | Culture, Learning and Leisure | Idea Stores & Lifelong Learning |
| Sessional Tutor - General Cookery | 19/09/2014 | CLC | Culture, Learning and Leisure | Idea Stores & Lifelong Learning |
| Sessional Tutor - Italian | 22/09/2014 | CLC | Culture, Learning and Leisure | Idea Stores & Lifelong Learning |
| Sessional Tutor - Literacy | 05/09/2014 | CLC | Culture, Learning and Leisure | Idea Stores & Lifelong Learning |
| Tutor Spanish | 01/09/2014 | CLC | Culture, Learning and Leisure | Idea Stores & Lifelong Learning |
| Graduate Engineer | 28/07/2014 | CLC | Public Realm | Transportation & Highways |
| School Crossing Patrol Officer | 08/09/2014 | CLC | Public Realm | Transportation & Highways |
| Senior Environmental Health Officer | 11/08/2014 | CLC | Safer Communities | Consumer & Business Regulations |
| THEO (Markets, Non-Accredited) | 08/09/2014 | CLC | Safer Communities | Enforcement, Intervention & Markets |
| Tower Hamlets Enforcement Officers | 14/07/2014 | CLC | Safer Communities | Enforcement, Intervention & Markets |
| Targeted Support Key Worker | 11/08/2014 | CLC | Safer Communities | Youth & Community Services |
| Youth Worker | 07/07/2014 | CLC | Safer Communities | Youth & Community Services |
| Youth Worker | 18/08/2014 | CLC | Safer Communities | Youth & Community Services |
| Youth Worker | 08/09/2014 | CLC | Safer Communities | Youth & Community Services |
| Youth Worker | 08/09/2014 | CLC | Safer Communities | Youth & Community Services |
| Youth Worker | 15/09/2014 | CLC | Safer Communities | Youth & Community Services |
| Youth Worker in Charge | 01/07/2014 | CLC | Safer Communities | Youth & Community Services |
| Youth Worker in Charge | 07/07/2014 | CLC | Safer Communities | Youth & Community Services |
| Support Services Officer | 01/07/2014 | CLC | Strategy, Resources & Olympic Impacts | Str & Bus Dev-Culture, EC & S Planning |
| Administrative Assistant | 08/09/2014 | D&R | Asset Management | Business Support |
| Contact Centre Adviser | 07/07/2014 | D&R | Economic Development | Employment & Skills Team |
| Team Principal - Housing Advice | 14/07/2014 | D&R | Housing Options | Options and Prevention and Assessments |
| Planning Officer | 29/09/2014 | D&R | Planning & Building Control | Development |
| CIL Officer | 29/09/2014 | D&R | Planning & Building Control | Infrastructure Planning Team |
| Deputy Team Leader | 08/09/2014 | D&R | Planning & Building Control | Infrastructure Planning Team |
| Senior Business Analyst | 14/07/2014 | D&R | Resources | Management Systems |
| First Response Officer | 22/07/2014 | ESCW | Adults Social Care Services | First Response & First Respons Hosp Unit |
| Social Worker | 18/08/2014 | ESCW | Children's Social Care | Assessment & Early Intervention |
| Social Worker | 18/08/2014 | ESCW | Children's Social Care | Assessment & Early Intervention |
| Social Worker | 18/08/2014 | ESCW | Children's Social Care | Assessment & Early Intervention |
| Social Worker | 18/08/2014 | ESCW | Children's Social Care | Assessment & Early Intervention |
| Social Worker | 01/07/2014 | ESCW | Children's Social Care | Children's Resources |
| Data Manager Troubled Families | 01/09/2014 | ESCW | Children's Social Care | Family Interventions Service |
| Social Worker | 18/08/2014 | ESCW | Children's Social Care | Family Support & Protection |
| Social Worker | 26/08/2014 | ESCW | Children's Social Care | Family Support & Protection |
| Social Worker | 08/09/2014 | ESCW | Children's Social Care | Family Support & Protection |
| Social Worker | 22/09/2014 | ESCW | Children's Social Care | Family Support & Protection |
| Social Worker | 01/07/2014 | ESCW | Children's Social Care | Family Support & Protection |
| Social Worker | 08/09/2014 | ESCW | Children's Social Care | Family Support & Protection |
| Social Worker | 15/09/2014 | ESCW | Children's Social Care | Family Support & Protection |
| Business Support Officer | 02/09/2014 | ESCW | Commissioning and Health | Strategic Commissioning |
| Administrative Officer (ES) | 01/09/2014 | ESCW | Learning & Achievement | Education Psychology |
| Advisory Teacher | 01/09/2014 | ESCW | Learning & Achievement | Education Psychology |
| Educational Psychologist | 01/09/2014 | ESCW | Learning & Achievement | Education Psychology |
| Educational Psychologist | 01/09/2014 | ESCW | Learning & Achievement | Education Psychology |
| Educational Psychologist | 02/09/2014 | ESCW | Learning & Achievement | Education Psychology |
| Family Support Worker (SE) | 23/07/2014 | ESCW | Learning & Achievement | Learning and Achievement - Birth to 11 |
| FIS Information Officer | 06/08/2014 | ESCW | Learning & Achievement | Learning and Achievement - Birth to 11 |
| Play and Learning Worker (NW) | 23/07/2014 | ESCW | Learning & Achievement | Learning and Achievement - Birth to 11 |
| Thames Tutor A | 01/09/2014 | ESCW | Learning & Achievement | Music Service/Arts Education |

Appendix 1 (continued)

| Job Title | Start Date | Directorate | Division | Service |
|---|------------|-------------|---|--|
| Advisory Teacher | 01/09/2014 | ESCW | Learning & Achievement | Education Psychology |
| Educational Psychologist | 01/09/2014 | ESCW | Learning & Achievement | Education Psychology |
| Educational Psychologist | 01/09/2014 | ESCW | Learning & Achievement | Education Psychology |
| Educational Psychologist | 02/09/2014 | ESCW | Learning & Achievement | Education Psychology |
| Family Support Worker (SE) | 23/07/2014 | ESCW | Learning & Achievement | Learning and Achievement - Birth to 11 |
| FIS Information Officer | 06/08/2014 | ESCW | Learning & Achievement | Learning and Achievement - Birth to 11 |
| Play and Learning Worker (NW) | 23/07/2014 | ESCW | Learning & Achievement | Learning and Achievement - Birth to 11 |
| Thames Tutor A | 01/09/2014 | ESCW | Learning & Achievement | Music Service/Arts Education |
| Thames Tutor A | 01/09/2014 | ESCW | Learning & Achievement | Music Service/Arts Education |
| Thames Tutor A | 01/09/2014 | ESCW | Learning & Achievement | Music Service/Arts Education |
| Thames Tutor A | 01/09/2014 | ESCW | Learning & Achievement | Music Service/Arts Education |
| Thames Tutor B | 01/09/2014 | ESCW | Learning & Achievement | Music Service/Arts Education |
| Library Assistant (SL) | 01/07/2014 | ESCW | Learning & Achievement | School Improvement Secondary |
| Primary School Librarian | 01/09/2014 | ESCW | Learning & Achievement | School Improvement Secondary |
| Primary School Librarian | 01/09/2014 | ESCW | Learning & Achievement | School Improvement Secondary |
| Caseworker (SEN) | 08/09/2014 | ESCW | Learning & Achievement | Special Educational Needs |
| Business Support Officer | 22/08/2014 | ESCW | Public Health | DPH Team |
| Service Support Officer | 04/08/2014 | ESCW | Resources | Children's Information Systems |
| Kitchen Assistant | 03/09/2014 | ESCW | Resources | Contract Services |
| Cleaner | 01/07/2014 | ESCW | Resources | Contract Services |
| Cleaner | 08/09/2014 | ESCW | Resources | Contract Services |
| Cleaner | 15/09/2014 | ESCW | Resources | Contract Services |
| Kitchen Assistant | 01/09/2014 | ESCW | Resources | Contract Services |
| Float Kitchen Assistant | 02/09/2014 | ESCW | Resources | Contract Services |
| Float Kitchen Assistant | 02/09/2014 | ESCW | Resources | Contract Services |
| Float Kitchen Assistant | 03/09/2014 | ESCW | Resources | Contract Services |
| Float Kitchen Assistant | 03/09/2014 | ESCW | Resources | Contract Services |
| Float Kitchen Assistant | 03/09/2014 | ESCW | Resources | Contract Services |
| Float Kitchen Assistant | 03/09/2014 | ESCW | Resources | Contract Services |
| Float Kitchen Assistant | 03/09/2014 | ESCW | Resources | Contract Services |
| Float Kitchen Assistant | 04/09/2014 | ESCW | Resources | Contract Services |
| Float Kitchen Assistant | 08/09/2014 | ESCW | Resources | Contract Services |
| Float Kitchen Assistant | 08/09/2014 | ESCW | Resources | Contract Services |
| Float Kitchen Assistant | 26/09/2014 | ESCW | Resources | Contract Services |
| Kitchen Assistant | 01/09/2014 | ESCW | Resources | Contract Services |
| Kitchen Assistant | 08/09/2014 | ESCW | Resources | Contract Services |
| Kitchen Assistant | 08/09/2014 | ESCW | Resources | Contract Services |
| Kitchen Assistant | 08/09/2014 | ESCW | Resources | Contract Services |
| Kitchen Assistant | 08/09/2014 | ESCW | Resources | Contract Services |
| Kitchen Assistant | 11/09/2014 | ESCW | Resources | Contract Services |
| Kitchen Assistant | 08/07/2014 | ESCW | Resources | Contract Services |
| Kitchen Assistant | 02/09/2014 | ESCW | Resources | Contract Services |
| Kitchen Assistant | 03/09/2014 | ESCW | Resources | Contract Services |
| Kitchen Assistant | 03/09/2014 | ESCW | Resources | Contract Services |
| Kitchen Assistant | 03/09/2014 | ESCW | Resources | Contract Services |
| Kitchen Assistant | 01/09/2014 | ESCW | Resources | Contract Services |
| Kitchen Assistant | 15/09/2014 | ESCW | Resources | Contract Services |
| Communications Advisor (CLC) | 20/08/2014 | LP&G | Director of Law, Probity & Governance | Communications |
| Communications Advisor (CSF) | 08/09/2014 | LP&G | Director of Law, Probity & Governance | Communications |
| Communications Support Officer | 04/08/2014 | LP&G | Director of Law, Probity & Governance | Communications |
| Generic Reg&Citizenship Off - Sessional | 12/07/2014 | LP&G | Director of Law, Probity & Governance | Democratic Services |
| Generic Reg&Citizenship Off - Sessional | 21/07/2014 | LP&G | Director of Law, Probity & Governance | Democratic Services |
| Political Advisor Conservative Group | 09/07/2014 | LP&G | Director of Law, Probity & Governance | Democratic Services |
| Senior Committee Officer | 21/07/2014 | LP&G | Director of Law, Probity & Governance | Democratic Services |
| Management Support Assistant | 18/08/2014 | LP&G | Director of Law, Probity & Governance | Legal Services |
| Senior Lawyer Enforcement & Litigation | 28/07/2014 | LP&G | Director of Law, Probity & Governance | Legal Services |
| Social Care Team Paralegal | 03/07/2014 | LP&G | Director of Law, Probity & Governance | Legal Services |
| Social Care Team Paralegal | 09/07/2014 | LP&G | Director of Law, Probity & Governance | Legal Services |
| Temporary Enforcement & Litigation Lawyer | 07/07/2014 | LP&G | Director of Law, Probity & Governance | Legal Services |
| Revenues Assistant (Recovery) | 07/08/2014 | Resources | Customer Access & ICT | Revenue Services |
| Trainee Accountant | 01/09/2014 | Resources | Financial Services, Risk & Accountability | Corporate Accounts Trainees |
| Trainee Accountant | 22/09/2014 | Resources | Financial Services, Risk & Accountability | Corporate Accounts Trainees |
| Administrative Assistant | 08/09/2014 | Resources | Human Resources & Workforce Development | Employment Options Project Team |
| Central Services Advisor (WD) | 04/08/2014 | Resources | Human Resources & Workforce Development | Operations |
| Payroll Advisor (Corporate) | 08/09/2014 | Resources | Human Resources & Workforce Development | Operations |

Appendix 2

New Starters by equality strands, Quarter 2 2014/15, July – September 2014

| Gender | Number | % | Sexuality | Number | % |
|---------------------------|---------------|----------|---------------------------|---------------|----------|
| Female | 75 | 63.0 | Bisexual | 2 | 1.7 |
| Male | 44 | 37.0 | Declined to state/unknown | 12 | 10.1 |
| Total | 119 | 100.0 | Gay | 2 | 1.7 |
| | | | Heterosexual | 103 | 86.6 |
| | | | Total | 119 | 100.0 |
| Ethnicity | Number | % | Age | Number | % |
| Asian | 7 | 5.9 | <=20 | 2 | 1.7 |
| Bangladeshi | 30 | 25.2 | 21 - 24 | 16 | 13.4 |
| Black | 18 | 15.1 | 25 - 34 | 47 | 39.5 |
| Declined to state/unknown | 1 | 0.8 | 35 - 44 | 30 | 25.2 |
| Mixed | 6 | 5.0 | 45 - 49 | 11 | 9.2 |
| Other | 2 | 1.7 | 50 - 54 | 9 | 7.6 |
| Somali | 2 | 1.7 | 55 - 59 | 2 | 1.7 |
| White | 53 | 44.5 | 60 - 62 | 2 | 1.7 |
| Total | 119 | 100.0 | Total | 119 | 100.0 |
| Disability | Number | % | LBTH Resident | Number | % |
| Not Disabled | 108 | 90.8 | Non-Resident | 62 | 52.1 |
| Declined to state/unknown | 10 | 8.4 | Resident | 57 | 47.9 |
| Disabled | 1 | 0.8 | Total | 119 | 100 |
| Total | 119 | 100.0 | | | |
| Religion | Number | % | Salary | Number | % |
| Buddhist | 1 | 0.8 | <=20,000 | 35 | 29.4 |
| Christian | 35 | 29.4 | £20,000 - £29,999 | 28 | 23.5 |
| Declined to state/unknown | 8 | 6.7 | £30,000 - £39,999 | 27 | 22.7 |
| Hindu | 1 | 0.8 | £40,000 - £49,999 | 6 | 5.0 |
| Muslim | 42 | 35.3 | £50,000 - £59,999 | 1 | 0.8 |
| None | 30 | 25.2 | Casual/Hourly Paid | 22 | 18.5 |
| Other | 1 | 0.8 | Total | 119 | 100.0 |
| Sikh | 1 | 0.8 | | | |
| Total | 119 | 100.0 | | | |

Note 1: Categories with 0 returns are excluded from all tables

Note 2: Casual/Hourly Paid are primarily tutors and holiday childcare scheme workers, working for specific periods – e.g. school holidays.

Appendix 3

Demographics of New Starters, Quarter 2 2014/15, July – September 2014

| Sexuality | Bisexual | % | Decline to State | % | Gay | % | Heterosexual | % | Unknown | % | Total | % |
|---------------|----------|-----|------------------|-----|-----|-----|--------------|-----|---------|-----|-------|-----|
| Not LBTH | 1 | 50 | 6 | 55 | 1 | 50 | 54 | 52 | | 0 | 62 | 52 |
| LBTH Resident | 1 | 50 | 5 | 45 | 1 | 50 | 49 | 48 | 1 | 100 | 57 | 48 |
| Total | 2 | 100 | 11 | 100 | 2 | 100 | 103 | 100 | 1 | 100 | 119 | 100 |

| Gender | Female | % | Male | % | Total | % |
|---------------|--------|-----|------|-----|-------|-----|
| Not LBTH | 41 | 55 | 21 | 48 | 62 | 52 |
| LBTH Resident | 34 | 45 | 23 | 52 | 57 | 48 |
| Total | 75 | 100 | 44 | 100 | 119 | 100 |

| Disability | Not Disabled | % | Refused | % | Disabled | % | Total | % |
|---------------|--------------|-----|---------|-----|----------|-----|-------|-----|
| Not LBTH | 56 | 52 | 5 | 50 | 1 | 100 | 62 | 52 |
| LBTH Resident | 52 | 48 | 5 | 50 | 0 | 0 | 57 | 48 |
| Total | 108 | 100 | 10 | 100 | 1 | 100 | 119 | 100 |

| Ethnicity | Asian | % | Bangladeshi | % | Black | % | Declined to state | % | Mixed | % | Other | % | Somali | % | White | % | Total | % |
|---------------|-------|-----|-------------|-----|-------|-----|-------------------|-----|-------|-----|-------|-----|--------|-----|-------|-----|-------|-----|
| Not LBTH | 4 | 57 | 5 | 17 | 11 | 61 | 0 | 0 | 5 | 83 | 1 | 50 | 1 | 50 | 35 | 66 | 62 | 52 |
| LBTH Resident | 3 | 43 | 25 | 83 | 7 | 39 | 1 | 100 | 1 | 17 | 1 | 50 | 1 | 50 | 18 | 34 | 57 | 48 |
| Total | 7 | 100 | 30 | 100 | 18 | 100 | 1 | 100 | 6 | 100 | 2 | 100 | 2 | 100 | 53 | 100 | 119 | 100 |

| Salary | <=20,000 | % | £20,000 - £29,999 | % | £30,000 - £39,999 | % | £40,000 - £49,999 | % | £50,000 - £59,999 | % | Casual/ Hourly Paid | % | Total | % |
|---------------|----------|-----|-------------------|-----|-------------------|-----|-------------------|-----|-------------------|-----|---------------------|-----|-------|-----|
| Not LBTH | 6 | 17 | 12 | 43 | 22 | 81 | 5 | 83 | 1 | 100 | 16 | 73 | 62 | 52 |
| LBTH Resident | 29 | 83 | 16 | 57 | 5 | 19 | 1 | 17 | 0 | 0 | 6 | 27 | 57 | 48 |
| Total | 35 | 100 | 28 | 100 | 27 | 100 | 6 | 100 | 1 | 100 | 22 | 100 | 119 | 100 |

| Age | <=20 | % | 21 - 24 | % | 25 - 34 | % | 35 - 44 | % | 45 - 49 | % | 50 - 54 | % | 55 - 59 | % | 60 - 62 | % | Total | % |
|---------------|------|-----|---------|-----|---------|-----|---------|-----|---------|-----|---------|-----|---------|-----|---------|-----|-------|-----|
| Not LBTH | 0 | 0 | 7 | 44 | 25 | 53 | 18 | 60 | 6 | 55 | 4 | 44 | 1 | 50 | 1 | 50 | 62 | 52 |
| LBTH Resident | 2 | 100 | 9 | 56 | 22 | 47 | 12 | 40 | 5 | 45 | 5 | 56 | 1 | 50 | 1 | 50 | 57 | 48 |
| Total | 2 | 100 | 16 | 100 | 47 | 100 | 30 | 100 | 11 | 100 | 9 | 100 | 2 | 100 | 2 | 100 | 119 | 100 |

| Religion | Buddhist | % | Christian | % | Declined to state | % | Hindu | % | Muslim | % | None | % | Other | % | Sikh | % | Unknown | % | Total | % |
|---------------|----------|-----|-----------|-----|-------------------|-----|-------|-----|--------|-----|------|-----|-------|-----|------|-----|---------|-----|-------|-----|
| Not LBTH | 0 | 0 | 24 | 69 | 4 | 57 | 0 | 0 | 12 | 29 | 22 | 73 | 0 | 0 | 0 | 0 | 0 | 0 | 62 | 52 |
| LBTH Resident | 1 | 100 | 11 | 31 | 3 | 43 | 1 | 100 | 30 | 71 | 8 | 27 | 1 | 100 | 1 | 100 | 1 | 100 | 57 | 48 |
| Total | 1 | 100 | 35 | 100 | 7 | 100 | 1 | 100 | 42 | 100 | 30 | 100 | 1 | 100 | 1 | 100 | 1 | 100 | 119 | 100 |

Appendix 4

Pre-Apprentices/Trainees, Quarter 2, July – Sept 2014

| Gender | Number | % |
|---------------|---------------|----------|
| Female | 3 | 30.0 |
| Male | 7 | 70.0 |
| Grand Total | 10 | 100.0 |

| Ethnicity | Number | % |
|---------------------------|---------------|----------|
| Asian | 1 | 10.0 |
| Bangladeshi | 7 | 70.0 |
| Black | 1 | 10.0 |
| Declined to state/unknown | 1 | 10.0 |
| Grand Total | 10 | 100.0 |

| Age | Number | % |
|-------------|---------------|----------|
| <=20 | 1 | 10.0 |
| 21 - 24 | 7 | 70.0 |
| 25 - 34 | 2 | 20.0 |
| Grand Total | 10 | 100.0 |

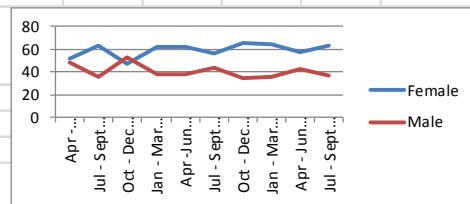
| LBTH Resident | Number | % |
|----------------------|---------------|----------|
| Non-Resident | 1 | 10.0 |
| Resident | 9 | 90.0 |
| Grand Total | 10 | 100.0 |

Note 1: Categories with 0 returns are excluded from all tables

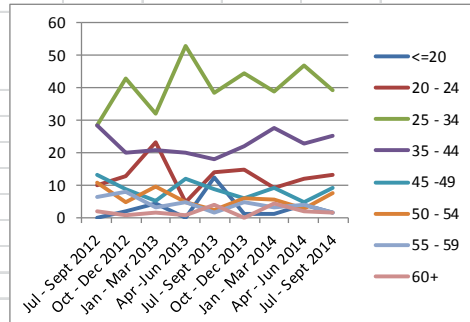
Note 2: Information on Sexuality, Religion, and Disability not supplied for very short-term workers

Appendix 5 New starters, trends by percentage, April 2012 – Sept 2014

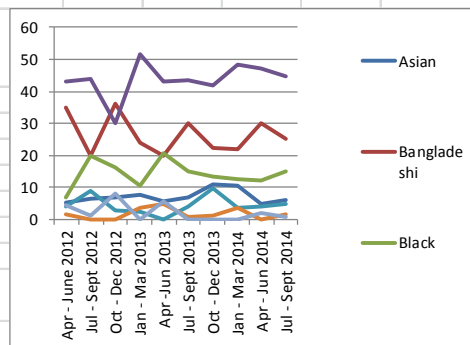
| Gender | Apr - June 2012 | Jul - Sept 2012 | Oct - Dec 2012 | Jan - Mar 2013 | Apr - Jun 2013 | Jul - Sept 2013 | Oct - Dec 2013 | Jan - Mar 2014 | Apr - Jun 2014 | Jul - Sept 2014 |
|--------|-----------------|-----------------|----------------|----------------|----------------|-----------------|----------------|----------------|----------------|-----------------|
| Female | 51 | 64 | 48 | 62 | 62 | 56 | 65 | 64 | 58 | 63 |
| Male | 49 | 36 | 52 | 38 | 38 | 44 | 35 | 36 | 42 | 37 |
| Total | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 |



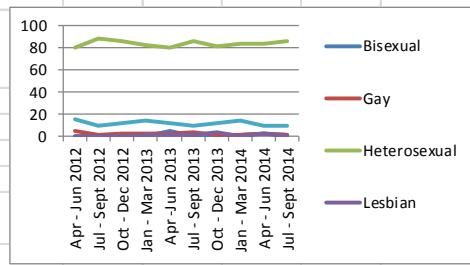
| Age | Jul - Sept 2012 | Oct - Dec 2012 | Jan - Mar 2013 | Apr - Jun 2013 | Jul - Sept 2013 | Oct - Dec 2013 | Jan - Mar 2014 | Apr - Jun 2014 | Jul - Sept 2014 |
|---------|-----------------|----------------|----------------|----------------|-----------------|----------------|----------------|----------------|-----------------|
| <=20 | 0 | 2 | 4 | 0 | 13 | 1 | 1 | 4 | 2 |
| 20 - 24 | 10 | 13 | 23 | 5 | 14 | 15 | 9 | 12 | 13 |
| 25 - 34 | 29 | 43 | 32 | 53 | 39 | 44 | 39 | 47 | 39 |
| 35 - 44 | 29 | 20 | 21 | 20 | 18 | 22 | 28 | 23 | 25 |
| 45 - 49 | 13 | 9 | 5 | 12 | 9 | 6 | 9 | 5 | 9 |
| 50 - 54 | 11 | 5 | 9 | 5 | 2 | 6 | 6 | 3 | 8 |
| 55 - 59 | 7 | 8 | 3 | 5 | 2 | 5 | 3 | 4 | 2 |
| 60+ | 2 | 1 | 2 | 1 | 4 | 0 | 5 | 2 | 2 |
| Total | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 |



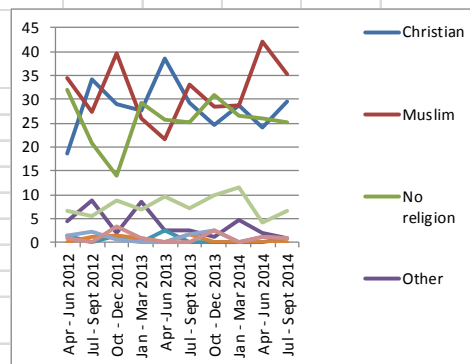
| Ethnicity | Apr - June 2012 | Jul - Sept 2012 | Oct - Dec 2012 | Jan - Mar 2013 | Apr - Jun 2013 | Jul - Sept 2013 | Oct - Dec 2013 | Jan - Mar 2014 | Apr - Jun 2014 | Jul - Sept 2014 |
|---------------------------|-----------------|-----------------|----------------|----------------|----------------|-----------------|----------------|----------------|----------------|-----------------|
| Asian | 5 | 7 | 7 | 8 | 6 | 7 | 11 | 10 | 5 | 6 |
| Bangladeshi | 35 | 20 | 36 | 24 | 20 | 30 | 22 | 22 | 30 | 25 |
| Black | 7 | 20 | 16 | 10 | 21 | 15 | 14 | 13 | 12 | 15 |
| White | 43 | 44 | 30 | 52 | 43 | 43 | 42 | 48 | 47 | 45 |
| Mixed | 4 | 9 | 3 | 3 | 0 | 4 | 10 | 3 | 4 | 5 |
| Other | 1 | 0 | 0 | 3 | 5 | 1 | 1 | 3 | 0 | 2 |
| Somali | | | | | | | | | | 2 |
| Declined to State/Missing | 4 | 1 | 8 | 0 | 6 | 0 | 0 | 0 | 2 | 1 |
| Total | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 |



| Sexual orientation | Apr - Jun 2012 | Jul - Sept 2012 | Oct - Dec 2012 | Jan - Mar 2013 | Apr - Jun 2013 | Jul - Sept 2013 | Oct - Dec 2013 | Jan - Mar 2014 | Apr - Jun 2014 | Jul - Sept 2014 |
|--------------------------|----------------|-----------------|----------------|----------------|----------------|-----------------|----------------|----------------|----------------|-----------------|
| Bisexual | 0 | 0 | 0 | 0 | 5 | 0 | 1 | 1 | 2 | 2 |
| Gay | 5 | 1 | 2 | 3 | 2 | 3 | 1 | 1 | 2 | 2 |
| Heterosexual | 80 | 89 | 87 | 83 | 80 | 87 | 81 | 84 | 84 | 87 |
| Lesbian | 0 | 0 | 0 | 1 | 1 | 1 | 4 | 0 | 2 | 0 |
| Decline to State/Missing | 15 | 10 | 11 | 14 | 12 | 9 | 12 | 14 | 10 | 10 |
| Total | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 |

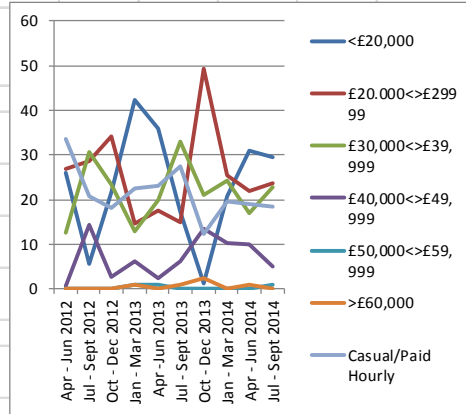


| Religion | Apr - Jun 2012 | Jul - Sept 2012 | Oct - Dec 2012 | Jan - Mar 2013 | Apr - Jun 2013 | Jul - Sept 2013 | Oct - Dec 2013 | Jan - Mar 2014 | Apr - Jun 2014 | Jul - Sept 2014 |
|---------------------------|----------------|-----------------|----------------|----------------|----------------|-----------------|----------------|----------------|----------------|-----------------|
| Christian | 19 | 34 | 29 | 28 | 38 | 29 | 25 | 29 | 24 | 29 |
| Muslim | 34 | 27 | 40 | 26 | 22 | 33 | 28 | 29 | 42 | 35 |
| No religion | 32 | 21 | 14 | 29 | 26 | 25 | 31 | 26 | 26 | 25 |
| Other | 4 | 9 | 2 | 9 | 2 | 2 | 1 | 5 | 2 | 1 |
| Sikh | 1 | 0 | 1 | 0 | 2 | 0 | 0 | 0 | 0 | 1 |
| Jewish | 0 | 1 | 1 | 1 | 0 | 2 | 0 | 0 | 0 | 0 |
| Buddhist | 1 | 2 | 1 | 0 | 0 | 2 | 2 | 0 | 1 | 1 |
| Hindu | 1 | 0 | 3 | 1 | 0 | 0 | 2 | 0 | 1 | 1 |
| Declined to State/Missing | 7 | 5 | 9 | 7 | 10 | 7 | 10 | 11 | 4 | 7 |
| Total | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 |

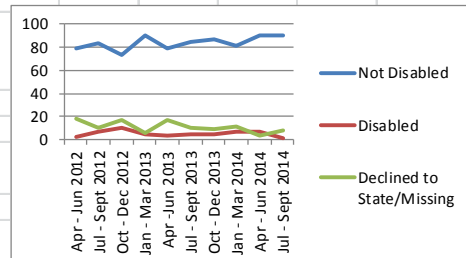


Appendix 5 (continued)

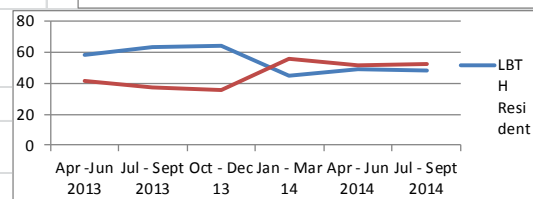
| Salary | Apr - Jun 2012 | Jul - Sept 2012 | Oct - Dec 2012 | Jan - Mar 2013 | Apr - Jun 2013 | Jul - Sept 2013 | Oct - Dec 2013 | Jan - Mar 2014 | Apr - Jun 2014 | Jul - Sept 2014 |
|--------------------|----------------|-----------------|----------------|----------------|----------------|-----------------|----------------|----------------|----------------|-----------------|
| <£20,000 | 26 | 5 | 21 | 42 | 36 | 17 | 1 | 21 | 31 | 30 |
| £20,000<=>£299,999 | 27 | 29 | 34 | 15 | 18 | 15 | 49 | 25 | 22 | 24 |
| £30,000<=>£39,999 | 13 | 31 | 23 | 13 | 20 | 33 | 21 | 24 | 17 | 23 |
| £40,000<=>£49,999 | 1 | 14 | 3 | 6 | 2 | 6 | 14 | 10 | 10 | 5 |
| £50,000<=>£59,999 | 0 | 0 | 0 | 1 | 1 | 0 | 0 | 0 | 0 | 1 |
| >£60,000 | 0 | 0 | 0 | 1 | 0 | 1 | 2 | 0 | 1 | 0 |
| Casual/Paid Hourly | 34 | 21 | 18 | 22 | 23 | 28 | 12 | 20 | 19 | 18 |
| Total | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 |



| Disability | Apr - Jun 2012 | Jul - Sept 2012 | Oct - Dec 2012 | Jan - Mar 2013 | Apr - Jun 2013 | Jul - Sept 2013 | Oct - Dec 2013 | Jan - Mar 2014 | Apr - Jun 2014 | Jul - Sept 2014 |
|---------------------------|----------------|-----------------|----------------|----------------|----------------|-----------------|----------------|----------------|----------------|-----------------|
| Not Disabled | 79 | 84 | 73 | 90 | 79 | 85 | 86 | 82 | 90 | 91 |
| Disabled | 2 | 7 | 10 | 4 | 4 | 5 | 5 | 7 | 7 | 1 |
| Declined to State/Missing | 19 | 10 | 17 | 6 | 17 | 10 | 9 | 11 | 3 | 8 |
| Total | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 |



| Local Resident | Apr - Jun 2013 | Jul - Sept 2013 | Oct - Dec 2013 | Jan - Mar 2014 | Apr - Jun 2014 | Jul - Sept 2014 |
|-------------------|----------------|-----------------|----------------|----------------|----------------|-----------------|
| LBTH Resident | 58 | 63 | 64 | 45 | 49 | 48 |
| Not LBTH Resident | 42 | 37 | 36 | 55 | 51 | 52 |
| Total | 100 | 100 | 100 | 100 | 100 | 100 |



Note 1: Age statistics were not collected prior to July 2012

Note 2: Residential Status statistics were not collected prior to April 2013