



**Horsham  
District  
Council**

# **Annual Equality Report**

**April 2024 to March 2025**

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## Introduction

Welcome to Horsham District Council's Equality Report.

As in previous reports, this document contains information about our workforce profile, various employee related data and the diversity of job applicants in 2024/25. This data assists in shaping reviews of the council's workforce planning and in assuring fair treatment for all our workers.

The council is an equal opportunities employer and aims to reflect the profile of its residents in its workforce, in line with the latest [Census data 2021](#).

The council's [Equality Objectives](#) and actions are referenced to the current [Council Plan 2023-2027](#), that identifies key priorities under four broad headings, covering our economic, environmental, social and organisational responsibilities.

## The Equality Act 2010

The Equality Act 2010 combined all previous equality legislation. This has made the law surrounding equality issues much easier to understand, reinforcing the rights for those protected by the Act, now referred to as "protected characteristics", set out below:

- Age
- Race
- Disability
- Sex
- Gender reassignment
- Sexual orientation
- Religion or belief (or lack of religion or belief)
- Pregnancy and maternity
- Marital status

## Public Sector Equality Duty Review

The Public Sector Equality Duty (PSED) requires public bodies to have due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations between different people when carrying out their activities.

## Conclusion

We are proud of our commitment around equality and will continue to ensure that all our residents can access all our services, and for our workers from a diverse background to feel they can be themselves and fulfil their potential without barriers.

The following appendices outline the data that Horsham District Council must publish under equality legislation. We have reported on statutorily required statistics around ethnicity, disability, and gender. We have also included data on age for our workforce and for job applicants.

We are not similarly reporting in all detail on sexual orientation, religion or belief and other characteristics, as numbers are either very small or less appropriate for the context of this report.

## Classification of staff

Due to relatively low numbers of people from ethnic minorities or with a mixed ethnic background living in Horsham District and working for Horsham District Council, we have summarised our staff into five groups, shown below.

Group	Ethnicity
White	British, Irish, Any other White Background
Mixed ethnic background	White and Black Caribbean, White and Black African, White and Asian, Any other mixed background
Asian or Asian British	Indian, Pakistani, Bangladeshi, Any other Asian background
Black or Black British	Caribbean, African, Any other black background
Chinese or Other Ethnic Group	Chinese, Any other ethnic group
Not known or stated	Not known or stated

## Appendix A – Staff breakdown by Equality Strands

**Table A1 – Numbers of staff in each ethnic group by salary bands**

	Up to £25k	£25k- £30k	£30k- £35k	£35k- £40k	£40k- £45k	£45k- £50k	£50k- £60k	£60k- £70k	£70k- £80k	£80k- £90k	Over £90k	Total
White		103	107	82	28	37	42	10	2		4	415
Mixed ethnic background		3	3	3	0	0	1	0	0	0	0	10
Asian or Asian British		4	1	2	0	1	1	0	0	0	0	9
Black or Black British		2										2
Chinese or Other Ethnic Group												0
Not known or stated		9	3	2	2	1	1	0	0	1	0	19
<b>Total</b>		<b>121</b>	<b>114</b>	<b>89</b>	<b>30</b>	<b>39</b>	<b>45</b>	<b>10</b>	<b>2</b>	<b>1</b>	<b>4</b>	<b>455</b>

We employ 455 staff, of which 21 classified themselves as people from an ethnic minority background or people with a mixed ethnic background. That figure is too small to draw any meaningful conclusions other than that the Council has a less than proportionate representation (around 4.6%) of staff from an ethnic minority/ mixed ethnic background, compared to the local population (which shows around 6.3% of the population being from an ethnic minority/ mixed ethnic background).

Most employees are paid between £25K and £40K (324 employees = 71%).

**Table A2 – Disabled staff numbers by salary bands**

<b>Salary</b>	<b>Non-Disabled</b>	<b>Disabled</b>	<b>Total</b>
Up to £25k			
£25k-£30k	113	8	<b>121</b>
£30k-£35k	109	5	<b>114</b>
£35k-£40k	82	7	<b>89</b>
£40k-£45k	25	5	<b>30</b>
£45k-£50k	35	4	<b>39</b>
£50k-£60k	40	5	<b>45</b>
£60k-£70k	10		<b>10</b>
£70k-£80k	2		<b>2</b>
£80k-£90k	1		<b>1</b>
Over 90k	4		<b>4</b>
	<b>421</b>	<b>34</b>	<b>455</b>

The number of our staff identifying as disabled are 34, which is 7.5% of the workforce. That is a decrease by 1 percent from last year, where that figure was 39 staff, mainly because some disabled staff retired.

That figure is higher than what is reported for the Local Government sector overall, but lower than the local population of just under 15% overall (however, there is no local data on disability just for people of working age, which is likely to be lower). The mid-salary ranges have a higher proportion of disabled staff; the top four tiers have no disabled staff representation, but the overall number of staff in those ranges is too small to draw inferences.

**Table A3 – Illustrating the gender split across salary bands**

	Up to £25k	£25k- £30k	£30k- £35k	£35k- £40k	£40k- £45k	£45k- £50k	£50k- £60k	£60k- £70k	£70k- £80k	£80k- £90k	Over 90k	Total
Male		79	60	38	10	17	22	5	0	0	2	233
Female		42	54	51	20	22	23	5	2	1	2	222
Total		121	114	89	30	39	45	10	2	1	4	455
Male % of salary range		17.36	13.20	8.35	2.20	3.74	4.83	1.10			0.44	51.22
Female % of salary range		9.23	11.87	11.21	4.39	4.83	5.05	1.10	0.44	0.22	0.44	48.78

Men are significantly over-represented at salaries of £30K and below, due to a high number of male operational workers in those salary bands, with the other salary bands being more even. Overall, the council has a mean gender pay gap of 10.9% and a median gender pay gap of 7.9%, both in favour of women, as reported in the council's annual [Gender Pay Gap report](#).

**Table A4 – Age profile of staff across salary bands**

£	Under 20	20-24	25-29	30-34	35-39	40-44	45-49	50-54	55-59	60-64	65+	TOTAL
Up to £25k												
£25k-£30k		4	11	12	9	3	10	17	23	17	15	121
£30k-£35k		7	14	12	11	7	13	15	19	15	1	114
£35k-£40k			6	12	13	9	13	15	12	8	1	89
£40k-£45k				5	6	3	4	4	2	6		30
£45k-£50k			1	2	5	6	5	4	8	4	4	39
£50k-£60k				2	3	4	6	6	11	8	5	45
£60k-£70k							1	3	3	2	1	10
£70k-£80k						1	1					2
£80k-£90k							1					1
Over 90k							2		1	1		4
<b>TOTAL</b>	<b>0</b>	<b>11</b>	<b>32</b>	<b>45</b>	<b>47</b>	<b>33</b>	<b>56</b>	<b>64</b>	<b>79</b>	<b>61</b>	<b>27</b>	<b>455</b>

Just over half of all staff are aged 50 or over, which is broadly like previous years, with around 19% of staff who are at- or over- or will reach their state retirement age within seven years. The under 35 years of age number of staff also stands at around 19%.



## Appendix B – Employee Relations Activity

	Grievances (total 0)	Disciplinaries (total 14)
<b>Gender</b>		
Female	1	0
Male	1	14
Transgender	0	0
<b>Age</b>		
Under 31	0	6
31-40	2	4
41-50	0	2
51-60	0	1
61+	0	1
<b>Ethnicity</b>		
White	2	14
Mixed	0	0
Asian or Asian British	0	0
Black or Black British	0	0
Chinese or Other Ethnic Group	0	0
Not known or stated	0	0
<b>Disability</b>	0	2

As in previous years, the number of formal grievances were low, with only 2 being recorded. 14 Males have been subject to disciplinaries, with the majority to be 40 years of age and under. There were no employee relations matters concerning employees from an ethnic minority background or people with a mixed ethnic background.

## Appendix C – Employee Statistics

### C1 – Analysis of leavers

By Gender	Male	33
	Female	23
By Ethnicity	White	48
	Asian or Asian British	
	Mixed	3
	Black or Black British	
	Not stated	5
Disabled		6

56 staff (12.3%) left the Council's employment, which is in line with long term trends. The gender split of leavers is broadly proportionate with the workforce overall.

#### Table showing the age profiles of leavers

Under 20	20-24	25-29	30-34	35-39	40-44	45-49	50-54	55-59	60-64	65+
	1	5	8	6	5	2	11	4	7	7

Leavers are largely in proportion with the overall age profile of the workforce. Last year, there were less leavers in the 30 to 39 years brackets (4) and in the 50 to 54 brackets (4).

**C2 – Part time workers**

	No. of people	Full time equivalent posts
<b>Total Employees</b>	455	
Part Time Female	67	43.36
Full Time Female	155	155
Part Time Male	19	11.92
Full Time Male	214	214

The number of male and female employees is very broadly the same. The number of female part-time employees is significantly higher than for men, which seems typical in organisations generally.

**C3 – Return to work of women on maternity leave/ shared leave**

Ending maternity in 2024/25	3
Did not return from maternity	
Returned from maternity	
Remained full time	
Was Full Time - returned part time	2
Was Part Time - returned on further reduced hours	
Was Part Time - returned on same hours	1

There were only three maternity leavers, of whom two returned part-time.

**C4 – Staff who changed grades**

	<b>Transfers</b>	<b>Regrade</b>
Number of grade changes		2
Male		2
Female		
Disabled		
BME background (non-white)		

The number of transfers and regrades was very small.

## Appendix D – Recruitment Statistics

The ethnicity, gender and disability status of applicants, people short listed and successful candidates.

**Table D1 – Details of ethnicity for recruitment and selection**

<b>Ethnicity</b>	<b>Applicants</b>	<b>% of Total Applicants</b>	<b>No. of Shortlisted Applicants</b>	<b>% of Total Shortlisted</b>	<b>Appointed</b>	<b>% of Total Appointed</b>	<b>Success Rate (% of Applicants Appointed)</b>
White	497	70.9	182	79.1	55	87.2	11
Asian Background	106	15.1	21	9.1	3	4.8	2.8
Mixed Background	22	3.1	7	3	3	4.8	13.6
Black Background	52	7.5	12	5.2	1	1.6	1.9
Other	3	0.4	2	0.9	0	0	0
Not Specified	21	3	6	2.7	1	1.6	4.7
<b>Total</b>	<b>701</b>	<b>100</b>	<b>230</b>	<b>100</b>	<b>63</b>	<b>100</b>	

The success rate from application to appointment was highest for applicants with a Mixed Ethnic Background, followed by White applicants.

**Table D2 – Details of disability for recruitment and selection**

<b>Disability</b>	<b>Applicants</b>	<b>% of Total Applicants</b>	<b>No. of Shortlisted Applicants</b>	<b>% of Total Shortlisted</b>	<b>Appointed</b>	<b>% of Total Appointed</b>	<b>Success Rate (% of Applicants Appointed)</b>
Yes	65	9.3	39	17	3	4.8	4.6
No	636	90.7	191	83	60	95.2	9.4
<b>Total</b>	<b>701</b>	<b>100</b>	<b>230</b>	<b>100</b>	<b>63</b>	<b>100</b>	

The success rate of disabled applicants being appointed was half that for non-disabled applicants. The council continued to promote that it is a Disability Confident Employer and has submitted its application to becoming a Disability Confident Leader.

**Table D3 – Details of gender for recruitment and selection**

<b>Gender</b>	<b>Applicants</b>	<b>% of Total Applicants</b>	<b>No. of Shortlisted Applicants</b>	<b>% of Total Shortlisted</b>	<b>Appointed</b>	<b>% of Total Appointed</b>	<b>Success Rate (% of Applicants Appointed)</b>
Male	298	42.5	103	44.8	34	54	11.4
Female	387	55.2	119	51.7	28	44.4	7.2
Not Stated	16	2.3	8	3.5	1	1.6	6.2
<b>Total</b>	<b>701</b>	<b>100</b>	<b>230</b>	<b>100</b>	<b>63</b>	<b>100</b>	

More females than males applied for jobs at Horsham District Council, but had a lower success rate of being appointed. That is a reversal from last year, where the female success rate to appointment was 12.0 and for males 7.7.



**Table D4 - Age of applicants for recruitment and selection**

Age	Applicants	% of Total Applicants	No. of Shortlisted Applicants	% of Total Shortlisted	Appointed	% of Total Appointed	Success Rate (% of Applicants Appointed)
Under 20	15	2.1	4	1.7	3	4.7	20
20-24	90	12.8	27	11.7	10	15.8	11.1
25-29	112	16	37	16.1	9	14.2	8
30-34	98	14	26	11.3	10	15.8	10.2
35-39	76	10.8	20	8.7	4	6.3	5.2
40-44	57	8.1	22	9.6	1	1.6	1.7
45-49	71	10.1	35	15.2	8	12.8	11.2
50-54	67	9.6	23	10	8	12.8	11.9
55-59	56	8	19	8.3	8	12.8	14.2
60-64	35	5	10	4.4	1	1.6	2.8
65+	4	0.6	1	0.4	0	0	0
Not Recorded	20	2.9	6	2.6	1	1.6	5
<b>Total</b>	<b>701</b>	<b>100</b>	<b>230</b>	<b>100</b>	<b>63</b>	<b>100</b>	

Very broadly, applicants from all age bands were similarly successful of being appointed in relation to number of applicants, with the age bracket 40-44 being an outlier, as was the age bracket 60-64, which last year was the most successful age range to appointment (19.4%).

**Table D5 – Details of religion and beliefs of applicants for recruitment and selection**

<b>Religion</b>	<b>Applicants</b>	<b>% of Total Applicants</b>	<b>Shortlisted</b>	<b>% of Total Shortlisted</b>	<b>Appointed</b>	<b>% of Total Appointed</b>	<b>Success Rate (% of Applicants Appointed)</b>
Christian	230	32.8	80	34.8	19	30.2	8.2
Buddhist	9	1.3	1	0.5	0	0	0
Hindu	31	4.4	5	2.2	0	0	0
Jewish	0	0	0	0	0	0	0
Muslim	32	4.6	9	3.9	2	3.2	6.2
Sikh	1	0.1	0	0	0	0	0
None	317	45.2	108	46.9	33	52.4	10.4
Prefer not to say	40	5.7	16	6.9	4	6.3	10
No Religion Stated	41	5.9	11	4.8	5	7.9	12.1
<b>Total</b>	<b>701</b>	<b>100</b>	<b>230</b>	<b>100</b>	<b>63</b>	<b>100</b>	

The religion and belief profile of applicants seems like the national profile of a large number of Christians and non-believers and much smaller numbers of applicants of other faiths.

**Table D6 – Details of sexual orientation of applicants for recruitment and selection**

<b>Sexual Orientation</b>	<b>Applicants</b>	<b>% of Total Applicants</b>	<b>Shortlisted</b>	<b>% of Total Shortlisted</b>	<b>Appointed</b>	<b>% of Total Appointed</b>	<b>Success Rate (% of Applicants Appointed)</b>
Bisexual	32	4.7	11	4.8	3	4.8	9.3
Gay	13	1.8	5	2.2	2	3.2	15.3
Heterosexual	589	84	190	82.6	55	87.2	9.3
Lesbian	6	0.9	1	0.4	1	1.6	16.6
Prefer not to say	41	5.8	16	7	1	1.6	2.4
Not Stated	20	2.8	7	3	1	1.6	5
<b>Total</b>	<b>701</b>	<b>100</b>	<b>230</b>	<b>100</b>	<b>63</b>	<b>100</b>	

The number of applicants who have not identified as heterosexual is too small to draw any inference. However, the two most successful applicant categories related to those applicants that classified their sexual orientation as Gay and Lesbian.

## Appendix E – Training Statistics

The ethnicity and disability / ability status of workers who attended training:

### E1 – Details of BME groups attending training

Training data in Appendix E refers to qualification courses only. With a low number of BME staff it is not reliable to draw a conclusion here for this category. Generally, all workers have had very similar number of training hours via the council's e-learning suite, as set for their roles, and have had the same opportunities and obligations to access such training. E-learning is the council's main method of delivering training.

### E2 – Details of gender distribution of staff attending training

Gender	Number of staff	% of staff in each gender group	Staff attending qualification courses	Number of Training Days	% of staff from each category attending training
Female	222	48.8	13	390	62%
Male	233	51.2	8	240	38%
<b>Total</b>	<b>455</b>	<b>100</b>	<b>21</b>	<b>660</b>	<b>100</b>

Workers from both genders have received the same qualification training opportunities, with females taking up about two-thirds the number of qualification courses and had disproportionately more training days than male workers. This is due to more male workers being in roles that does not require qualification training.

### **Religion and belief data**

We hold incomplete data for staff on religion and belief, although staff had the opportunity in 20\*\*/\*\* to classify themselves through the HR self-service system.

### **Sexual orientation data**

We are not analysing data on sexual orientation, other than as set out in Table D6 – Details of sexual orientation of applicants for recruitment and selection.

### **Gender reassignment data**

None of our staff underwent gender reassignment since 2016. We were aware and worked closely with two trans members of staff in earlier years.

Publications from the Government have indicated that data around religion and belief and sexual orientation should only be collected if the data will be used to make positive changes related to these protected characteristics, rather than collecting for the sake of quoting “compliance” with the Equality Act. At the current time we do not feel it is relevant and proportionate to do this and there are no indications from employee relations data that staff received unequal treatment related to their religion or sexual orientation. We work closely with the recognised trade unions and, relevant here in particular, with the Union Equality Officer.