

AGENDA ITEM

REPORT TO CABINET

19 MAY 2022

**REPORT OF SENIOR
MANAGEMENT TEAM**

CABINET INFORMATION ITEM

Leader of the Council – Councillor Bob Cook

**PUBLIC SECTOR EQUALITY DATA
WORKFORCE EQUALITY INFORMATION REPORT 2020/21**

SUMMARY

The Public Sector Equality Duty (PSED) requires public bodies to consider all individuals when carrying out their day-to-day work – in shaping policy, in delivering services and in relation to their own employees. It also requires that public bodies 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.

The Equality Act 2010 (Specific Duties) Regulations 2011 came into force on 10 September 2011. The specific duties require public bodies to publish relevant, proportionate information relating to:

- employees who share protected characteristics
- people who are affected by the public body's policies and practices who share protected characteristics (for example, service users).

The purpose of this report is to outline the employee information that we propose to publish to meet the first of these requirements.

REASONS FOR PRODUCING THIS REPORT

To update Cabinet on the Council's positive progress in relation to our Public Sector Equality Duty including the impact of the recommendations agreed from the 2018 People Select Scrutiny Review of the under representation of BAME in our workforce.

A copy of the report is attached at Appendix 1.

DETAIL

BACKGROUND

1. The 9 protected characteristics covered by the Equality Duty are:

- Age
- Disability
- Gender reassignment
- Marriage and Civil Partnership (but only in respect of eliminating unlawful discrimination)
- Pregnancy and Maternity
- Race – this includes Ethnic or National Origins, Colour Or Nationality

- Religion or Belief – this includes lack of belief
- Sex
- Sexual orientation

The Council is required to publish information annually which must include information relating to employees who share protected characteristics. It is up to each public body to decide for itself what information it publishes to show its compliance with the Equality Duty. There is no prescribed format. The information produced for the 2020/21 year has been delayed due to the introduction of the new workforce system. Data for the production of the 2021/22 report will be available on a more timely basis.

2. The information we publish must show our compliance with the Equality Duty. This means that the information must show that we had due regard to the need to:

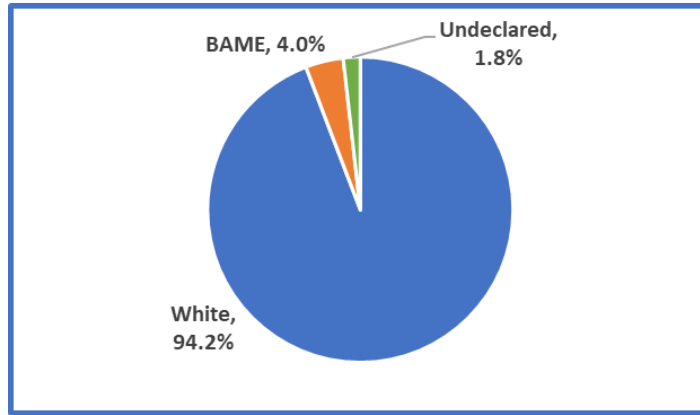
- eliminate unlawful discrimination, harassment and victimisation and any other conduct prohibited by the Act;
- advance equality of opportunity between people who share a protected characteristic and people who do not share it; and
- foster good relations between people who share a protected characteristic and people who do not share it.

3. Appendix 1 outlines the recommended information for the Council to publish relating to employees who share protected characteristics. It shows that consideration has been given to:

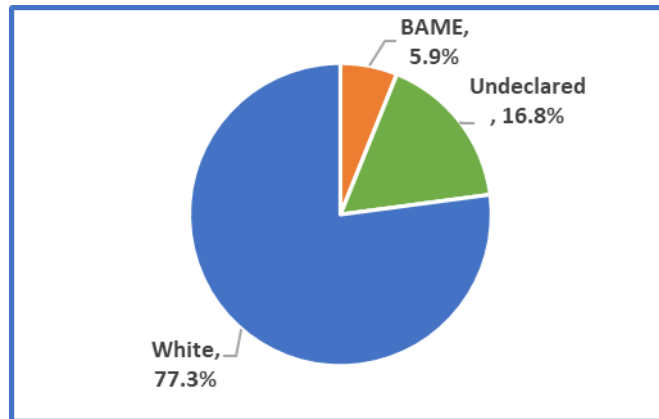
- the Council's workforce profile compared to the community we serve
- the make-up of the overall workforce with regards to Headcount, Gender, Age, Ethnicity, and Disability.
- Recruitment and retention rates for employees, looking at Gender, Age, Disability and Ethnicity
- Employee Engagement
- Employee Survey
- Pay Audit with extracts from the Gender Pay Gap Report
- An Action Plan in relation to Equality for 2021/22.

4. In 2018 there was a People Select Scrutiny Review of under-representation of BAME Communities within our workforce with the aim of increasing the diversity of our workforce. The Select Committee's final report and recommendations were approved by Cabinet on 14th February 2019, It should be noted that the recommendations from this Scrutiny Review have had a positive impact on the representation of BAME employees and in particular:

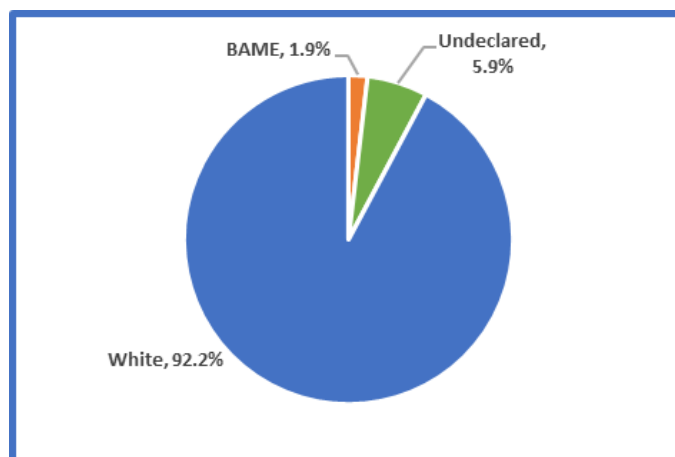
- The number of BAME employees as at 31 March 2021 was 113 (4.0%) which has increased from 2.3% in 2020. 1.8% of our employees have not declared their ethnicity. The percentage of BAME staff in the Council's workforce has increased although it is still below our stated aim for the diversity of our workforce to be representative of the Borough's population (5.4% BME).



- 5.9% of our new starters declared themselves from a BAME origin, this is a large increase from our new starters in 2019/20 (1.3%) and higher than our current workforce as a whole (4.0%).



- 1.9% (5 employees) of our leavers were from a BAME background, a lower proportion than our overall workforce profile (4.0%). 3 were due to voluntary resignations, 1 retirement and 1 end of temporary contract.



5. The Council must ensure that the information we publish is accessible to the public and free of charge. It is proposed that the information is published electronically on the Council's website and can also be requested in print format if required.

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Workforce Equality Information

April 2020 – March 2021



Introduction

We are a Council that is ambitious, effective and proud to serve.

We are an organisation where we all make a positive contribution at work for the whole council. Where we never lose sight of the fact we are here to serve the people of the borough.

Stockton-on-Tees Borough Council is a Unitary Council providing a wide range of services including but not limited to refuse collection, catering, cleaning, highway maintenance, parks, museums, libraries, gardening, community transport, anti-social behaviour, community protection, adult and children's social care, education and support services.

We pride ourselves on being open, honest and fair. On leading by example. On having big plans and the determination to see them through. On delivering genuine value for money. On setting the highest standards of public service. On communicating clearly and regularly with the community we serve.

Stockton-on-Tees Borough Council's aim is to have a workforce that reflects the diversity of our residents, customers and stakeholders and we recognise that promoting equality, benefits public services for all.

This report provides a summary and analysis of Stockton-on-Tees Borough Council's workforce, excluding Local Authority Maintained Schools. The workforce profile is shown as at 31st March 2021, while the data is for the period 1st April 2020 to 31st March 2021.

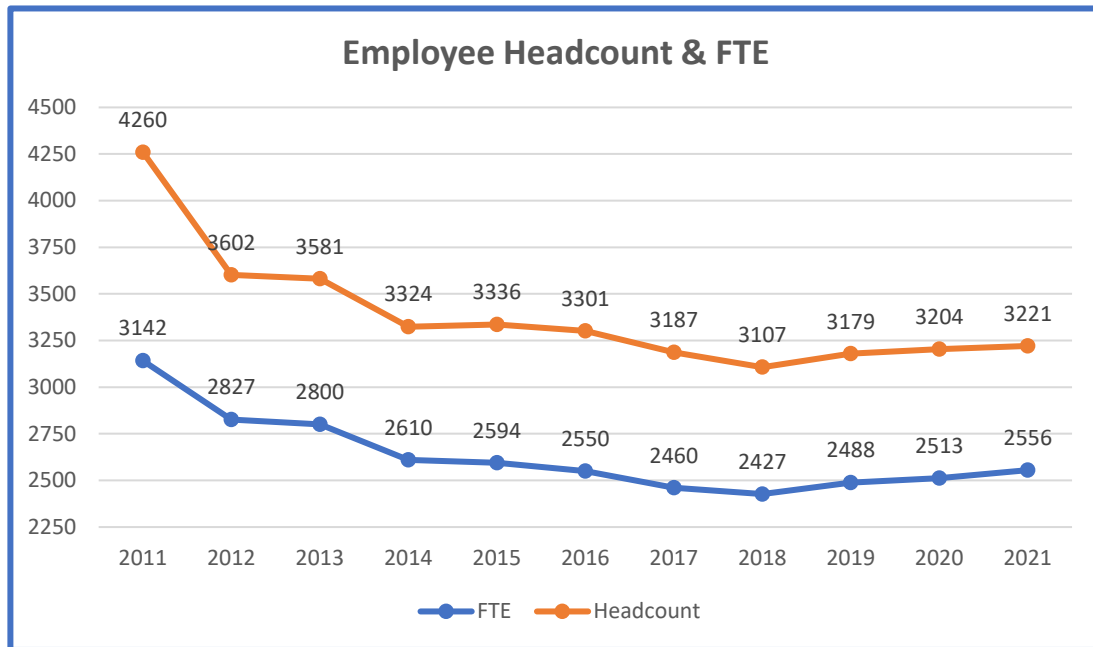
The Council has a legal duty under the Equality Act 2010 to eliminate unlawful discrimination, harassment and victimisation, advance equality of opportunity and promote good relations between people. As part of this Act, the public sector equality duty requires the Council to show how it is meeting its responsibilities as an employer, including a requirement to publish information regarding our workforce. This report forms part of the Council's response to that duty, providing a summary and analysis of Stockton-on-Tees Borough Council's workforce (excluding Local Authority maintained Schools) against protected characteristics.



Workforce Profile

Key facts and figures about the size, shape and characteristics of our Workforce as at 31st March 2021.

Headcount & FTE



Over the last 10 years there has been a significant reduction in our overall employee numbers - Headcount and FTE. The number of employees (headcount) has reduced by 1,039 (24.4%) from 4,260 employees as at 31 March 2011 to 3,221 employees as at 31 March 2021. Total Full Time Equivalent (FTE) employees has reduced by 586 (18.7%) from 3,142 as at 31 March 2011 to 2,556 at 31 March 2021.

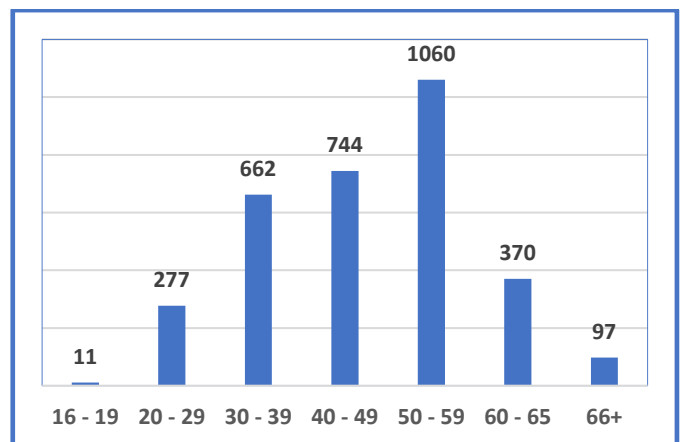
Over a similar period, the headcount of the Borough's residents has increased by approximately 3%, from a population of 191,610 people in 2011 to 197,348 people recorded in 2021.

The Council's workforce equality profile, looking at Gender, Age, Ethnicity and Disability remains consistent when compared to previous years, as outlined below.

Age Profile

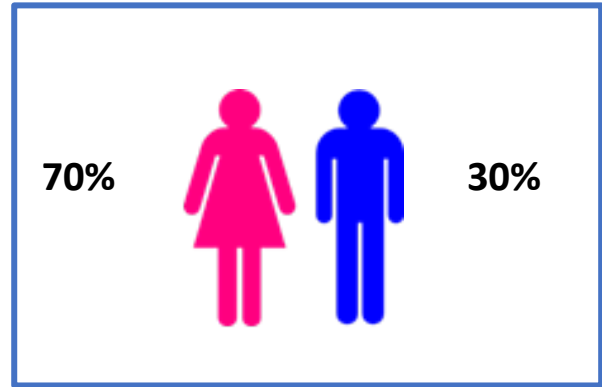
As at 31 March 2021, the data highlights that 56% of the workforce are aged between 40-59 years (1,804 employees). 47% of the corporate workforce are over the age of 50 (1,527 employees). 29% of our workforce are under the age of 40 (950 employees).

All age groups have generally remained proportionate with previous year's figures, however due to the aging profile of the workforce, workforce planning is underway to ensure we plan for succession and loss of skills.

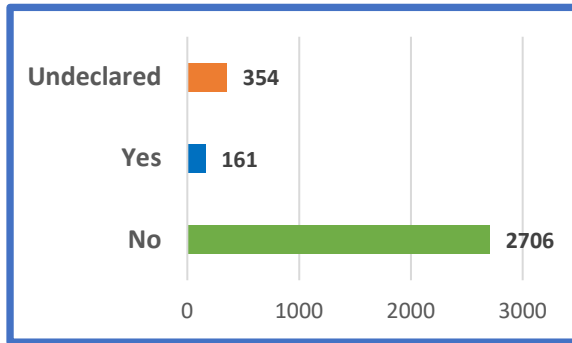


Gender

The Council has always had a predominately female workforce and the gender split has remained unchanged year on year with the number of females continuing to make up most of the SBC workforce (70%). This can in part be attributed to a greater number of female part-time workers across all areas of the Council and the flexible / family friendly working policies that are available.



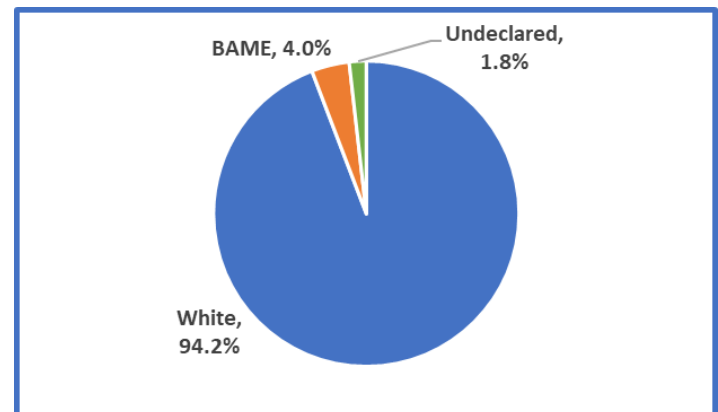
Disability



The percentage of employees who have declared a disability has remained stable at 5% of the workforce, with 11% being undeclared.

The number of BAME employees as at 31 March 2021 was 113 (4.0%) which has increased from 2.3% in 2020. 1.8% of our employees have not declared their ethnicity. The percentage of BAME staff in the Council’s workforce has increased but remains below our stated aim for the diversity of our workforce to be representative of the Borough’s population (5.4% BME).

Ethnicity



Recruitment & Retention

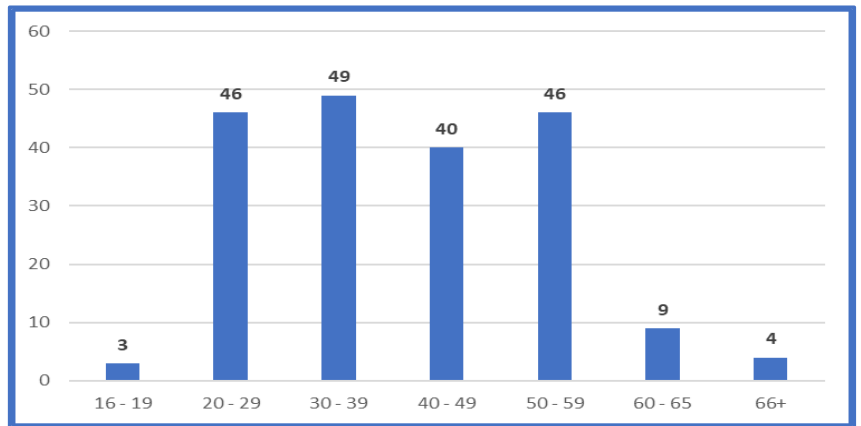
The Council strives to attract, develop and support diverse, capable and resilient employees and we look to enhance the diversity of our workforce through the recruitment and retention of under-represented groups

NEW STARTERS – EQUALITY PROFILE

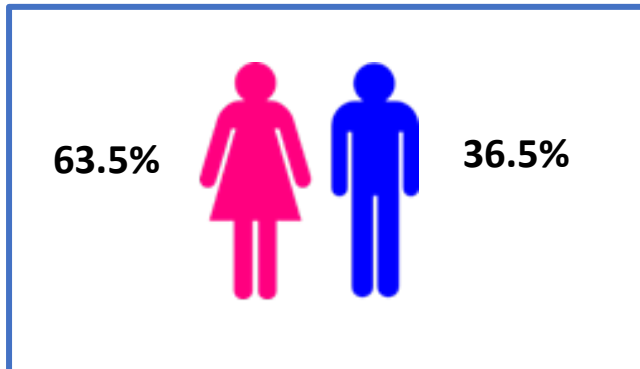
Between 1st April 2020 – 31st March 2021, the Council appointed 197 new employees to either permanent or temporary contracts. The Equality profile of our new starters is highlighted below.

Age Profile:

Over 50% of our new starters were aged 40+ although the highest number of new recruits were aged between 30-39 (49).



Gender:

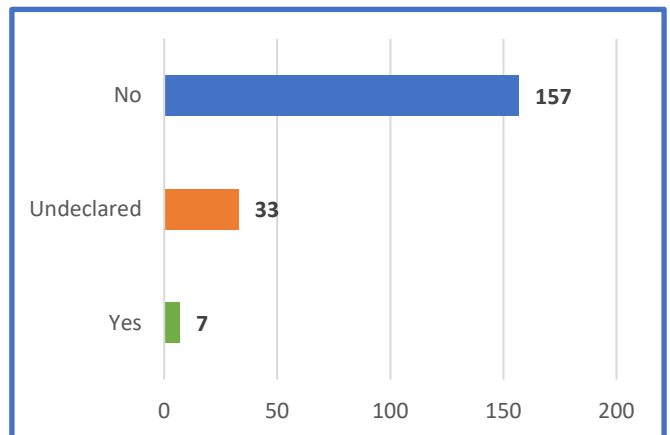


The gender profile of the new starters had a higher male percentage (36.5%) than our overall male workforce profile (30%).

Disability:

Only 7 of our new starters (3.5%) declared a disability, slightly lower than the current percentage of our workforce. 33 (17%) did not declare or did not wish to declare a disability.

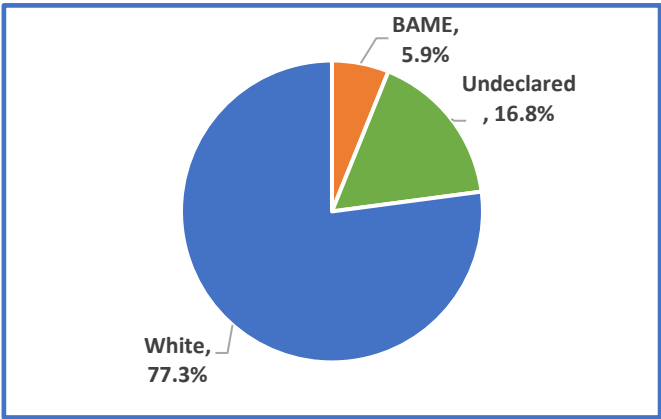
The Council achieved Disability Leader accreditation in 2019. The Disability Confident scheme aims to support employers make the most of the opportunities provided by employing disabled people.



Ethnicity:

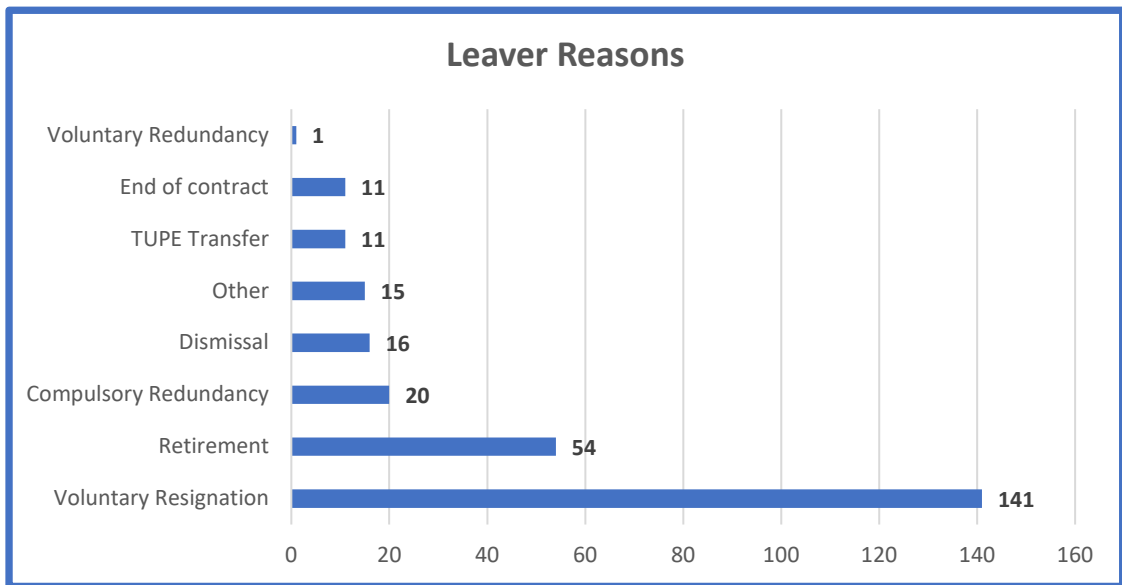
5.9% of our new starters declared themselves from a BAME origin, this is a large increase from our new starters in 2019/20 (1.3%) and higher than our current workforce as a whole (4.0%).

16.8% were undeclared which is considerably higher than the current workforce (1.8%).



LEAVERS – EQUALITY PROFILE

Between 1st April 2020 – 31st March 2021, 269 Employees left the Council for a variety of reasons, primarily due to Voluntary Resignations.



The Council’s overall Employee Turnover rate for 2020/21 is 8.4% which is lower than 2019/20 (9%) and 2018/19 (8.7%) and huge reduction when compared to 2017/18 (12.1%). Our turnover is also below national levels; the most recent Local Government Workforce Survey 2017/18 (produced in June 2019) reports that the median average turnover for Councils in 2017/18 was 13.4%

The Council's employee turnover is calculated as follows:

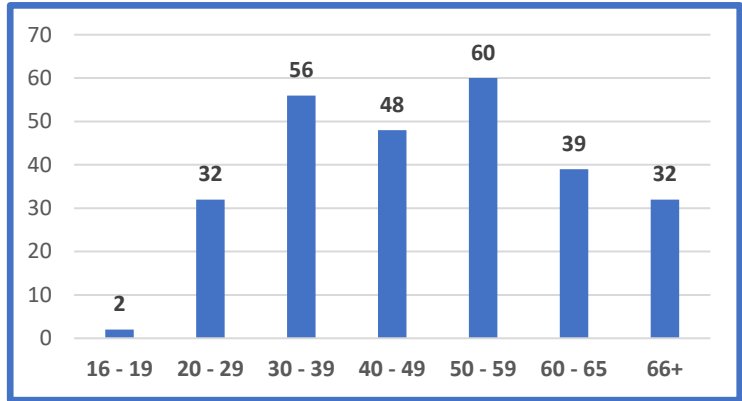
$$\frac{\text{No. of leavers in period}}{\text{Headcount of employees at the end of period}}$$

The Equality Profile of our leavers is highlighted below.

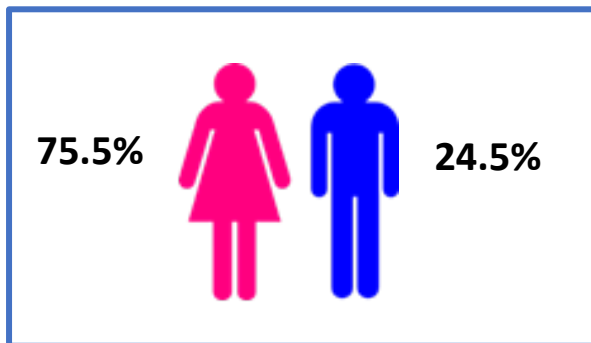
Age Profile:

49% of leavers were over the age of 50 which is only slightly higher proportion than that of our overall workforce. 54 Employees took Early Retirement (Age 55+) which accounts for 51% of the leavers in this age category.

56% of Voluntary Resignations were from employees under the age of 40, which increases to 78% under the age of 50.



Gender:



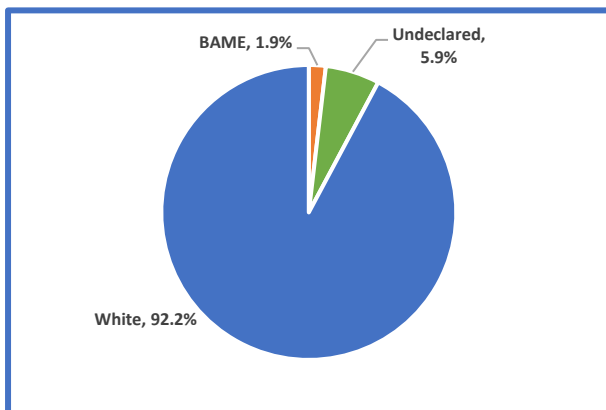
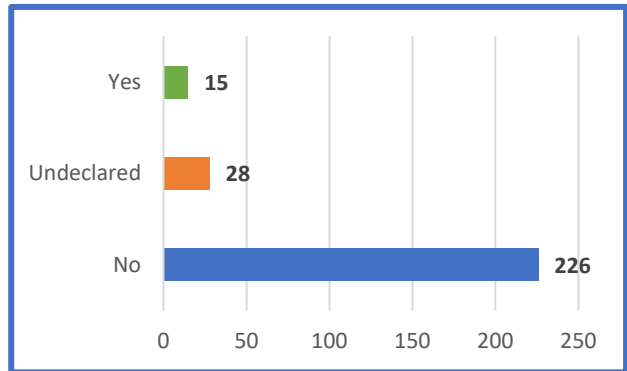
The Gender split of our leavers is slightly disproportionate to our Workforce Gender Split with 75.5% of leavers female, compared to 70% of our female workforce.

11 employees (4% of leavers) TUPE transferred to external organisations, all of which were female, this is one of the main reasons for the Gender difference in leavers.

Disability:

5.6% of our Leavers (15) had a declared disability which is proportionate to our employees with a disability. The reasons for leaving vary but in the main are due to voluntary resignations (9).

Overall, the Disability profile of the Council remains static at 5%.



Ethnicity:

1.9% (5 employees) of our leavers were from a BAME background, a lower proportion than our overall workforce profile (4.0%). 3 were due to voluntary resignations, 1 retirement and 1 end of temporary contract.

Employee Engagement

SBC Culture Statement

Stockton-On-Tees Borough Council is an organisation where all staff are trusted, supported and valued to make a positive contribution at work. Where we never lose sight of the fact that we are here to serve the people of the borough. This means we want this to be a place where:

- Everyone's views and opinions are encouraged, heard and properly considered.
- We share responsibility for our own learning and development and are encouraged and supported to do so by others.
- We work hard and feel comfortable to suggest new ideas, ways of working and to take managed risks.
- We feel a strong sense of belonging to the whole Council and our skills, knowledge and experience are used to benefit the organisation as a whole.

This is a place where...

- We are valued, trusted and supported.
- We are heard.
- We take responsibility for our own development.
- We work hard
- We are not afraid to try something new
- We belong

Staff Forums

The Council continues to promote and support the use of our Equality Staff Forums which represent:



- Black and Minority Ethnic (BME)
- Disability
- Lesbian, Gay, Bisexual & Transgender
- Young Staff Forum
- Carers Staff Forum

The forums are led by employees and provide an environment for discussing appropriate issues of mutual interest, allow consultation & scrutiny with the Council on a range of matters, and raise awareness and celebrate diversity.

Employee Survey 2018

An Employee Survey takes place every 2 years and it is an opportunity for employees to share their thoughts about working for the Council and their job role. Due to the pandemic, the most recent employee survey was completed in October 2018 and achieved a 59% response rate. Below are some of the headline results!

I understand how my work contributes to the success of the organisation



I am able to strike the right balance between my work and home life



I am treated with fairness and respect in this organisation



My immediate manager/supervisor treats me with respect as an individual



Consultation with Trade Unions & Councillors

The Council works in partnership with the Trade Unions and meets regularly with representatives to discuss issues affecting the Council and its workforce – including any matters in relation to Equality. The Trade Unions can also provide a range of support to their members on individual workplace or personal issues.



Pay

Equal Pay

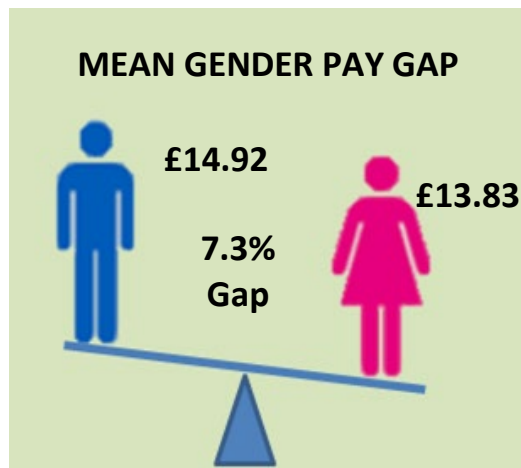
Equal Pay legislation requires for men and women to receive equal pay for; the same or broadly similar work, work rated as equivalent under a job evaluation scheme, or work of equal value. In line with this we have established pay and grading structures, founded on evaluation of job roles using job evaluation, which ensures a fair and transparent approach to pay and the same grading of jobs which are rated as equivalent work, regardless of any protected characteristic.

Gender Pay Gap Report – 2021

Stockton-On-Tees Borough Council as a Public Sector organisation with over 250 employees is required by Gender Pay Gap legislation introduced in April 2017, to publish statutory calculations every year showing how large the pay gap is between their male and female employees. Details of the full report are available on our Internet.



Mean Gender Pay Gap:



The difference between the mean hourly rate of pay of male full-pay relevant employees and that of female full-pay relevant employees is 7.3%. The Council's positive percentage pay gap means that women employed by the Council, on average receive a lower hourly pay rate than men employed by the Council. Although we have a gap of 7.3% this has reduced from 7.4% in 2020, 9.3% in 2019 and 11.7% in March 2018.

We are confident that our gender pay gap does not stem from paying men and women differently for the same or equivalent work. Rather it is as a result of the type of roles in which men and women undertake within the organisation and the salaries that these roles attract.

Apprenticeship rates of pay:

Since 1st April 2016 the salaries attributable to apprentices within the Council are paid at the National Minimum Wage relating to age instead of the National Apprenticeship Wage. The different rates of hourly pay are outlined below:

Year	23 and over	21 to 23	25 and over	21 to 24	18 to 20	Under 18	Apprentice
April 2021 to March 2022	£8.91	£8.36	-	-	£6.56	£4.62	£4.30
April 2020 to March 2021			£8.72	£8.20	£6.45	£4.55	£4.15
April 2019 to March 2020			£8.21	£7.70	£6.15	£4.35	£3.90

Action Plan 2021-22

Stockton-on-Tees Borough Council's aim is to have a workforce that reflects the diversity of our residents, customers and stakeholders and we recognise that promoting equality, benefits public services for all. In order to achieve this aim, we have developed the following action points:

- Produce annual workforce data for the Council and Directorates to identify trends and areas of concern to assist in workforce planning decisions. To be shared with Corporate Management Team, Councillors and Trade Unions.
- To fully implement the Action Plan from the People Select Scrutiny Review of under-representation of BME Communities within our workforce with the aim of increasing the diversity of our workforce.
- Maintain Disability Confident Leader status and act as a champion for Disability Confident within our local and business communities and support others with achievement of the award.
- Continue to promote and recruit to Apprenticeship opportunities, ensuring opportunities are open to all and promoted within diverse communities across the borough.
- To liaise with other services to develop a policy for the use and recruitment of Volunteers across Council services and actively promote volunteering opportunities through Catalyst <https://www.catalyststockton.org/>
- To remain an "Employer of Choice" ensuring a workforce culture and environment that support employee well-being and attracts and retains employees with the right values and behaviours to service the people of the borough.
- Actively promote recruitment opportunities to minority groups within our communities, promoting the Council as an Employer of Choice.
- Continue to review our HR Policies to ensure they are fit for purpose and ensure all are equality impact assessed.
- Continue to provide Equality & Diversity training to our workforce.
- The Council has recently been awarded the Armed Forces Covenant Gold Award which acknowledges those organisations that stand out as a champion and advocates for the Defence Community.
- Support the Disability, BME, LGBT, Young Staff and Carers forums. Arrange a showcasing event for the Equality Staff forums to encourage engagement and new memberships through inductions, training & KYIT articles.
- The Council have recruited Domestic abuse Champions across the organisation who are available to signpost employees to local resources and support. The Champions are supported by the Council's Human Resources Team.
- The Council have recruited Better Health at Work & Well-Being Champions by Human Resources to implement and support a range of health and well-being activities across the organisation. They will raise awareness of services and activities, promote lifestyles and positive mental health, whilst also supporting the Better Health at Work (BHAW) programme.