

Stockton Borough Council

Workforce Equality Information Report

April 2016 – March 2017



INTRODUCTION

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 2017, while the data is for the period 1st April 2016 to 31 March 2017.

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.

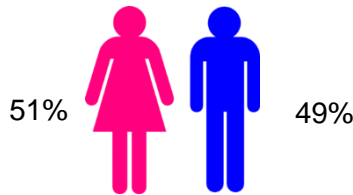
The Council has a legal duty under the Equality Act 2010 to eliminate unlawful discrimination, harassment and victimisation, advance equality of opportunity and promote good relations between people. As part of this Act, the public sector equality duty requires the Council to show how it is meeting its 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.

This workforce information is part of a range of management information about Stockton-on-Tees Borough Council's workforce which is considered by Senior Management Team as well as other relevant stakeholders (e.g. Trade Unions, Councillors, and Human Resources)

Our Workforce Profile compared to the Community we serve

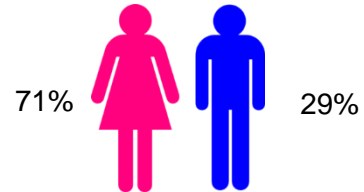
The population of Stockton is **191,610**

What is the **gender breakdown** in Stockton?

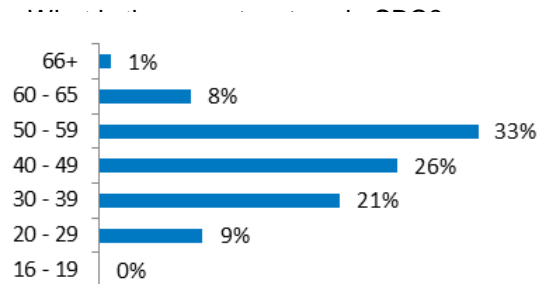
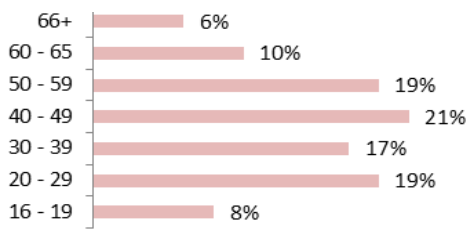


There are **3,301** staff working for SBC

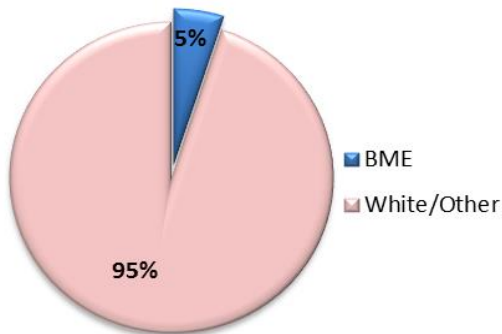
What is the **gender breakdown** in SBC?



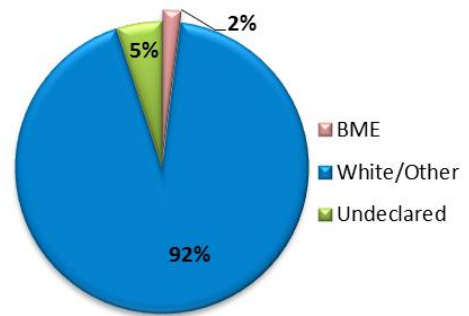
What is the **age structure** in Stockton?



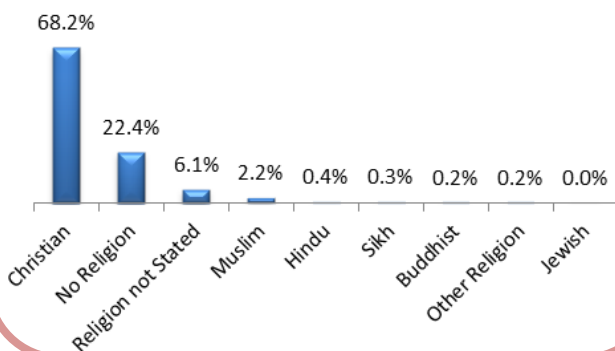
What is the **ethnicity** breakdown in Stockton?



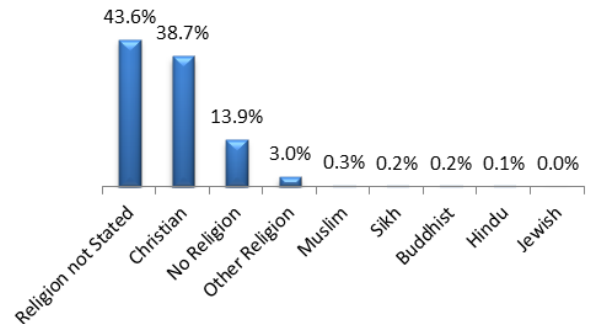
What is the **ethnicity** breakdown in SBC?



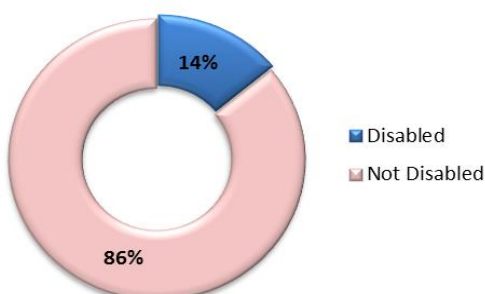
What **religion/beliefs** do



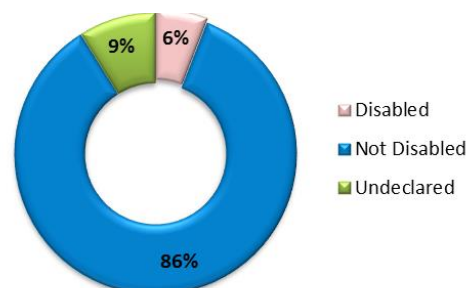
What **religion/beliefs** do



Disability in Stockton



Disability in SBC

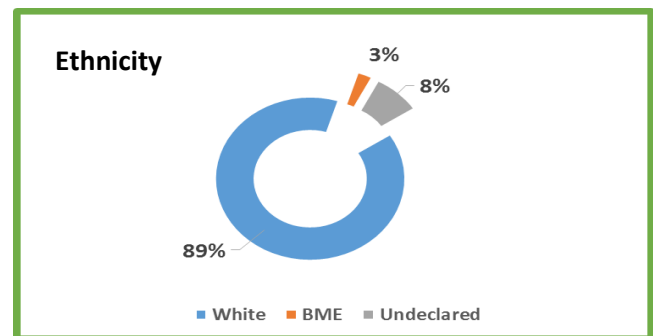
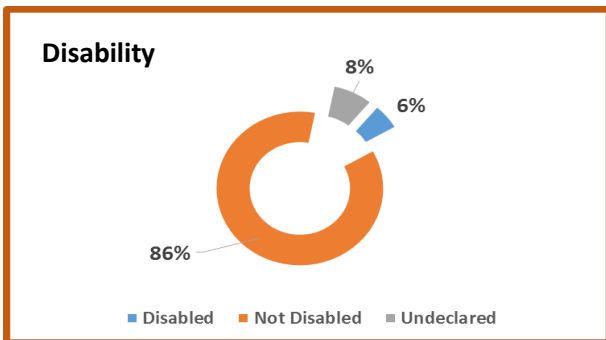
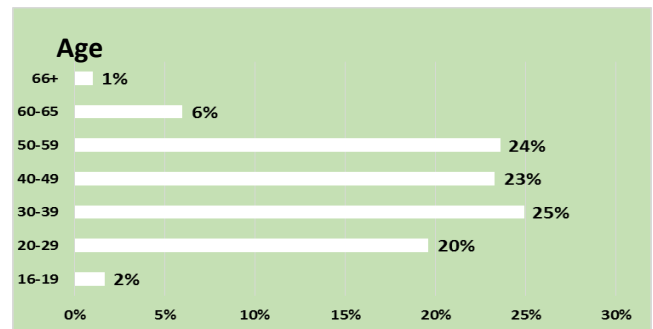
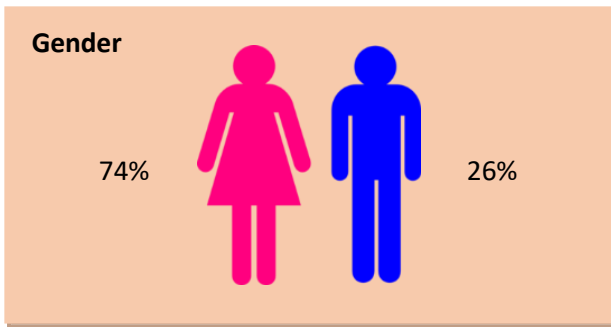


Workforce Profile Summary

- The total number of SBC Employees has reduced by 3.6% from 2016 to 2017.
- Over the last 6 years there has been a significant reduction in the total number of SBC Employees. It has reduced by over 25%, from 4,260 as at 31 March 2011 to 3,183 as at 31 March 2017.
- The Gender, Age, Ethnicity, Religious and Disability profile has remained consistent compared to 2016
- The data highlights that 59% of the workforce are aged between 40-59 years. 42% of our workforce are over the age of 50. All age groups have generally remained proportionate with previous year's figures. Due to the aging profile of the workforce, work is underway to support succession planning and talent identification as part of the Shaping a Brighter Future Programme.
- Stockton-on-Tees Borough Council has always had a predominately female workforce. As at 31 March 2017, 71% of the workforce was female which has remained unchanged year on year. 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 available across the Council.
- The number of BME employees as at 31 March 2017 was 74 (2%) and remains fairly constant compared to 2016 (72 employees 2% of the workforce).
- The disability profile of our workforce remains consistent with previous years at 6%.

Recruitment & Retention

New Starters:



New Starter Summary

- The Council appointed 301 new employees to temporary or permanent contracts in 2016/17.
- The gender profile of our new starters was 74% female and 26% male, a higher female percentage than our overall workforce profile.
- 24% of our new starters were aged between 20-39, 23% aged between 40-49 & 23% aged between 50-59.



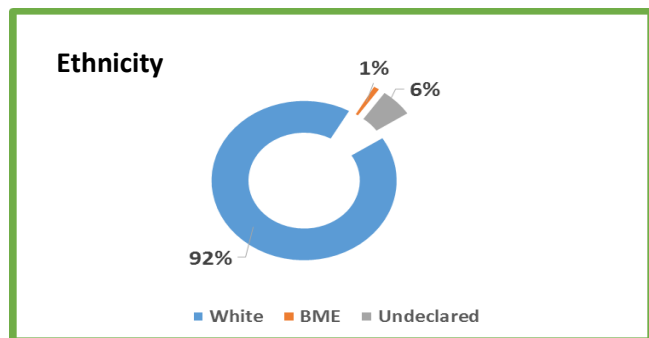
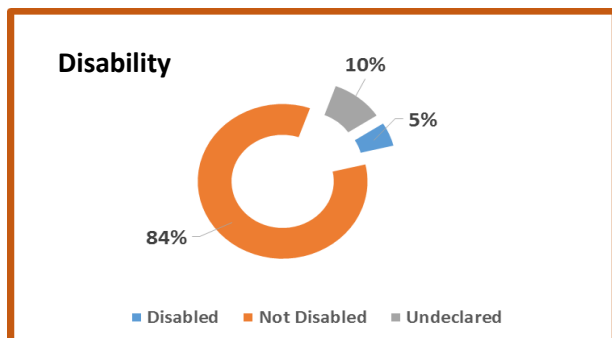
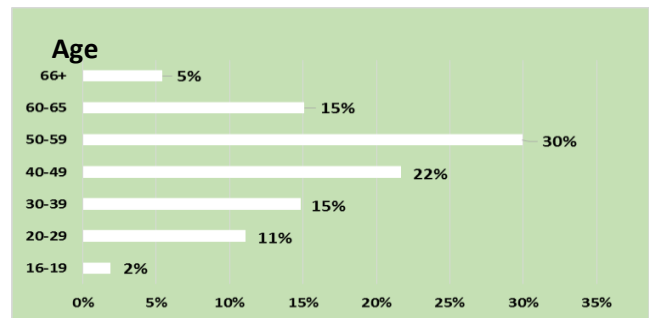
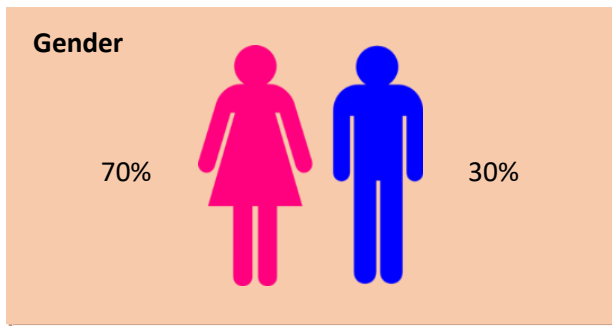
As at 31 March 2017 we employed 0.4% (14) on apprenticeship contracts, with all apprentices under the age of 29.

- 6% of our new starters within 2016/17 declared a disability, consistent with our workforce profile. The Council is signed up to the Disability Confident Scheme. The Disability Confident scheme aims to help employers make the most of the opportunities provided by employing disabled people. The Council is a Level 2 Disability Confident Employer and we aim to step up to Level 3 and become a Disability Confident Leader in 2017/18, and act as a champion within our local and business communities.
- 2% of our new starters declared themselves from a BME origin. SBC continues to promote vacancies within the BME community through Community Engagement and we continue to aim for the diversity of our workforce to be representative of the diversity of the borough. Although there has been a slight increase in BME employees we recognise that we are still below the demographic of the borough.



Recruitment & Retention

Leavers



Leavers Summary

- For the period 1st April 2016 to 31st March 2017 the Council's turnover rate was 13.4%. This is a 0.5% increase from the previous year. 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 number of leavers in 2016/17 was 424, 78 of which were due to redundancy, with the majority of leavers due to voluntary resignations and retirements (212). There was an increase in TUPE transfers (70) due to a loss of contracts to external organisations.
- The gender split our leavers equates to 70% female and 30% male, which is reflective of our workforce profile.
- 50% of leavers were aged over 50.
- 5% of our leavers had a disability, which is a decrease from 8% who left the Council with a declared disability in 2015/16. Overall the Disability profile of the Council remains static at 6%.
- 1.4% of all leavers were from a BME background

EMPLOYEE ENGAGEMENT

Shaping a Brighter Future (SBF)

The SBF programme is looking across the whole Council at 'who we are and how we do things', and our values and behaviours. Particularly important areas include staff support and development, team work and talent identification. The SBF programme involves employees from across the organisation and there are opportunities for everyone to get involved whether they have been in the organisation for a long or short time.



Staff Forums



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

- Black and Minority Ethnic (BME)
- Disability
- Lesbian, Gay, Bisexual and Transgender (LGBT)
- Young Staff Forum (16-29 year olds)

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

Employee Survey 2016

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. The survey was last completed in October 2016 and achieved a 63% response rate. Below are some of the headline results!



How much do we feel valued, trusted and supported



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



At work, someone other than my manager/supervisor seems to care about me as a person



I am treated with fairness and respect in this organisation

Hive

Hive gives employees the opportunity to let the council know what they think on a range of current issues, through weekly anonymous micro-surveys. By using Hive employees can share feedback, provide ideas and voice concerns, safe in the knowledge that all of the comments are completely anonymous. Employees are updated with the results of the surveys each week too.



Consultation with Trade Unions

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 AUDIT

- In 2016 the Council conducted an Equal Pay Audit which involved comparing the pay of protected groups who are doing equal work in the organisation for National Joint Council, Chief Officer and Soulbury terms and conditions.
- The gender pay gap for all employee contracts is 14.8% in favour of men compared to the national average (from the Office of National Statistics) of 19.1% in favour of men.
- The Council's continued move towards the Living Wage will have helped in closing the gender pay gap as a higher proportion of our lower graded staff are female.
- The race pay gap for all employee contracts is 7.7% in favour of BME employees.
- The disability pay gap for all employees is 4.6% in favour of employees who have not declared a disability.
- In April 2016, the Council also increased its apprenticeship rate of pay from the national minimum apprenticeship rate, to the national wage for age.
- Gender pay reporting legislation requires employers with 250 or more employees to publish statutory calculations every year showing how large the pay gap is between their male and female employees. The new regulations were introduced in March 2017 and the Council will publish our Gender Pay Gap information on the Council's website in 2017/18



ACTION PLAN FOR 2017-18

- Continue to support and promote the Council's "Shaping a Brighter Future" programme including the launch of the new Talent Network in 2017 and Leadership programme.
- Continue to produce workforce data reports – to be shared with the Council's Corporate Management Team, Trade Unions, and Council Members.
- Conduct an annual Equal Pay Audit and Gender Pay Audit
- Increase the number of apprenticeship opportunities within the Council. As a large employer, the Council are required to pay 0.5% of its pay bill into the Apprenticeship Levy, which we can use to pay for apprenticeship training to support new Apprenticeship positions within the Council, and to develop the skills of our existing workforce to support recruitment and retention.
- Continue to review HR Policies to ensure they are fit for purpose
- Use HIVE to consult with our employees and take affirmative action where appropriate
- Provide Equality & Diversity training to our workforce. The Council's Equality & Diversity training programme was revised in 2017 and there is a requirement for all new starters to attend this course within 12 months of joining, and for existing staff to attend a course every 5 years.
- Continue to provide Autism training to customer facing employees (recommendation of Health Scrutiny Committee)
- Support the Age, LGBT, Disability and BME staff forums. Arrange a showcasing event for the Equality Staff forums in 2017 to promote the work of the forums, encourage engagement and new memberships