

<b>People Select Committee</b>
<b>Review of Under-representation of BME Communities in the SBC Workforce</b>
<b>Outline Scope</b>

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<b>Which of our strategic corporate objectives does this topic address?</b>	
<p>The review will contribute to the following Council Plan 2018-21 theme and objective:</p> <p><u>Our Council</u></p> <ul style="list-style-type: none"> <li>• Continue to attract, develop and support diverse, capable and resilient employees. <ul style="list-style-type: none"> <li>○ Further enhance the diversity of our workforce through recruitment and retention of under-represented groups.</li> </ul> </li> </ul>	
<b>What are the main issues and overall aim of this review?</b>	
<p>Stockton-on-Tees Borough Council (SBC) has been working for a number of years to increase the representation of the BME community in its workforce. It is a stated aim of the Council's People Strategy that it wants to 'recruit and retain a diverse and talented workforce'. SBC aim to have a workforce that reflects the diversity of its residents, customers and stakeholders, and recognises that promoting equality benefits public services for all.</p> <p>The Council monitors the workforce profile regularly and completes an annual Workforce Equality Information report as part of its work to assess the effectiveness of its actions to increase the diversity of its workforce, and also to meet its duty under the Equality Act 2010. The annual Workforce Equality report forms part of the Council's broader duty to promote equality under the Act, and provides a summary and analysis of SBCs workforce against protected characteristics.</p> <p>The workforce in the annual report is part of a range of management information about SBCs workforce which is considered by the Council's Senior Management Team, as well as other relevant stakeholders (e.g. Trade Unions, Councillors and Human Resources). In the latest report covering the period April 2016 – March 2017, the number of BME employees as at 31<sup>st</sup> March 2017 was 74 (2% of the workforce) – this remains fairly constant compared to 2016 (72 employees; 2% of the workforce). The report also shows that 2% of new starters declared themselves from a BME origin. These statistics show that the SBC workforce is under-represented by the BME community as 5% of the population of Stockton-on-Tees are BME (31<sup>st</sup></p>	

March 2017).

SBC continues to promote vacancies within the BME community through Community Engagement and supports the retention of its BME workforce, particularly through the BME staff forum. However, it is hoped that further progress can be made, with the aim for the diversity of the Council's workforce to be representative of the diversity of the Borough.

**The Committee will undertake the following key lines of enquiry:**

It is proposed that the Committee assess the Council's performance against the 'Roadmap to Success', recommended to organisations in the independent McGregor-Smith Review (2018) – *Race in the workplace* to assist leaders to move positively towards a more diverse workforce:

- 1) Consider our Data
- 2) Take Accountability
- 3) Raise Awareness
- 4) Examine Recruitment
- 5) Change Processes

**Who will the Committee be trying to influence as part of its work?**

Cabinet, Council, BME community, current and potential employees.

**Expected duration of review and key milestones:**

3 months (report to Cabinet in February 2019)

**What information do we need?**

Existing information (background information, existing reports, legislation, central government documents, etc.):

- SBC workforce data
- Race in the workplace - The McGregor-Smith Review (2018)
- The views of current staff of BME origin around the Council's recruitment and retention practices, and what aspects of these could be enhanced
- SBC BME staff forum recruitment and retention Action Plan

Who can provide us with further relevant evidence? (Cabinet Member, officer, service user, general public, expert witness, etc.)

Local Authority

- HR
- Community Engagement
- BME Staff Forum

What specific areas do we want them to cover when they give evidence?

- Current workforce diversity data
- Recruitment policy and process
- Engagement with and promotion of Council employment opportunities to the BME community
- Reported barriers from the BME community
- Details of work already undertaken to

<p>Catalyst Multicultural Forum</p> <p>Big Committee</p> <p>External Organisations</p>	<p>investigate ways of increasing BME representation in the Council's workforce</p> <ul style="list-style-type: none"> <li>• Action Plan</li> <li>• Information on barriers to recruitment from the BME community</li> <li>• Views on barriers to recruitment</li> <li>• Best practice information, campaigns to increase diversity and related recruitment and retention policies</li> </ul>
<p><b>How will this information be gathered? (eg. financial baselining and analysis, benchmarking, site visits, face-to-face questioning, telephone survey, survey)</b></p> <p>Committee meetings, reports, benchmarking against other Local Authorities and external organisations.</p>	
<p><b>How will key partners and the public be involved in the review?</b></p> <p>Committee meetings.</p>	
<p><b>How will the review help the Council meet the Public Sector Equality Duty?</b></p> <p>The Public Sector Equality Duty requires that public bodies have due regard to the need to advance equality of opportunity and foster good relations between different people when carrying out their activities.</p> <p>Failure to act against discrimination and promote equality of opportunity will disadvantage those from the BME community.</p>	
<p><b>How will the review contribute towards the Joint Strategic Needs Assessment, or the implementation of the Health and Wellbeing Strategy?</b></p> <p>The Stockton-on-Tees Joint Health and Wellbeing Strategy 2012-2018 states that, as significant employers in the area, the Public Sector should review the workplace and surrounding environment to ensure it can support and promote health and wellbeing for both the workforce and the client groups we support (<i>Delivering the Strategy</i>) – a Council workforce which more fairly represents its local communities will help in achieving this.</p>	
<p><b>Provide an initial view as to how this review could lead to efficiencies, improvements and/or transformation:</b></p> <p>Improved processes for recruiting and retaining BME employees and a workforce which is more representative of the communities we serve which will support and strengthen the delivery of services.</p>	

## Project Plan

<b>Key Task</b>	<b>Details/Activities</b>	<b>Date</b>	<b>Responsibility</b>
<b>Scoping of Review</b>	Information gathering	<b>October 2018</b>	Scrutiny Officer Link Officer
<b>Tri-Partite Meeting</b>	Meeting to discuss aims and objectives of review	<b>17.10.18</b>	Select Committee Chair and Vice Chair, Cabinet Member(s), Director(s), Scrutiny Officer, Link Officer
<b>Agree Project Plan</b>	Scope and Project Plan agreed by Committee	<b>25.10.18</b>	Select Committee
<b>Publicity of Review</b>	Determine whether Communications Plan needed	<b>TBC</b>	Link Officer, Scrutiny Officer
<b>Obtaining Evidence</b>	Local Authority <ul style="list-style-type: none"> <li>• HR</li> <li>• Community Engagement</li> <li>• BME Staff Forum</li> </ul> External Organisations  Big Committee  Catalyst Multicultural Forum	<b>19.11.18</b>       <b>17.12.18</b>	Select Committee
<b>Members decide recommendations and findings</b>	Review summary of findings and formulate draft recommendations	<b>09.01.19</b>	Select Committee
<b>Circulate Draft Report to Stakeholders</b>	Circulation of Report	<b>January 2019</b>	Scrutiny Officer
<b>Tri-Partite Meeting</b>	Meeting to discuss findings of review and draft recommendations	<b>15.01.19</b>	Select Committee Chair and Vice Chair, Cabinet Member(s), Director(s), Scrutiny Officer, Link Officer
<b>Final Agreement of Report</b>	Approval of final report by Committee	<b>21.01.19</b>	Select Committee, Cabinet Member, Director
<b>Consideration of Report by Executive Scrutiny Committee</b>	Consideration of report	<b>[19.02.19]</b>	Executive Scrutiny Committee
<b>Report to Cabinet/Approving Body</b>	Presentation of final report with recommendations for approval to Cabinet	<b>14.02.19</b>	Cabinet / Approving Body