

## WILTSHIRE COUNCIL

### STAFFING POLICY COMMITTEE

6 March 2019

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## **Diversity and Inclusion monitoring report**

### **Purpose of Report**

1. To present the updated annual diversity and inclusion (previously equality and diversity) employment monitoring report. The council is required to produce this information annually as part of the Public Sector Equality Duty (PSED) in line with the Equality Act 2010.

### **Background**

2. In March 2018 Wiltshire Council published its [equality and diversity employment monitoring report 2016/17](#) on the Wiltshire Council website.
3. The council is required to publish the updated diversity and inclusion employment monitoring report 2017/2018 by the 31 March 2019. This report previously contained some gender pay gap information in line with the requirements of the PSED, but this information is now contained in a separate gender pay gap report which is also being presented to this committee.
4. The headcount figures in this report have been based on workforce data on the 1 October 2018, or where monitoring information is reviewed over a year, the reference period used is the year 2017/2018 (for recruitment, leavers etc).
5. This report also contains headcount information collected from an equalities monitoring exercise which was carried out in 2015, 2016 and 2018 (detailed below). However, as some of the data collected is relatively new and some of the unstated rates are still relatively high, it is not yet reflected in all sections of the report. This will continue to be reviewed and where figures are low care has also been taken to ensure that individual employees cannot be identified.
6. As part of the PSED the council is also required to publish data on people affected by its policies and practices (for example, service users) and this information will continue to be collected by the corporate support team.

### **Data Monitoring**

7. Historically the council has collected, monitored and published data on sex, disability, ethnicity and age in relation to our current workforce, leavers and applicants for employment.
8. In 2015, work took place to extend the data collected on the protected characteristics on SAP and this exercise was repeated in 2016 and 2018 to try and reduce our data gaps. The newer data collected includes: religion and belief, sexual orientation, marriage and civil partnerships, gender reassignment and caring responsibilities. Members of staff were asked to complete an equalities monitoring questionnaire to provide this additional information and update the information currently held. Collecting this additional information has made our data more accurate and robust in terms of meeting the requirements of the PSED and will help to inform the work on

the council's people strategy. Improved data will also assist the council in assessing the impact of its policies and practices on different groups within the workforce and enable the council to identify and take positive steps to address gaps. The improvement of this data forms part of the council's equality objectives.

9. The staff survey in 2016 and 2018 also asked staff for anonymous data on the extended range of protected characteristics. Information from the staff survey 2018 is set out in Appendix A of the report and provides a useful additional source of statistical information on the council's workforce.
10. The report includes an executive summary at the start which sets out the main data findings for ease. In general, the data contained in the report shows a slight increase in the figures for BME staff, under 25's and staff with a disability. The under 25's represent 19.75% of all appointments and as outlined in the report a number of initiatives have been put in place in relation to this group. The repeat of the equalities monitoring survey in 2018 has bought about further improvements to workforce profile data and reductions in the unstated figures. Equalities monitoring exercise will continue to take place periodically to ensure that we continue to improve our data gaps.
11. Two areas which we continue to monitor are BME recruitment and the percentage of females in the top salary band. Both these figures increased slightly this year but remain an area which will be kept under review. Further information about remuneration for females in the top salary band is set out in the gender pay gap report which is presented as a separate report for this committee.
12. Data on recruitment monitoring improved this year and the unstated figure continued to decrease in most areas. This is possibly related to the use of CV's and the introduction of the one page application which makes applying quicker and potentially increases the likelihood of applicants completing the monitoring form.
13. The council continues to focus on developing the positive action listed in the monitoring report including the continued development of the three staff networks.

### **Publishing equality objectives**

14. As part of our PSED, the council is also required to publish equality objectives. The council has identified a number of service and workforce (HR) related equality objectives. The HR equality objectives were initially identified from the workforce data analysis in 2013 and from the outcomes of the staff survey. An additional equality objective was later added relating to implementing improvements identified as part of the Stonewall workplace equality index results.
15. Public consultations were held on the equality objectives, which provided feedback on areas for development. The equality objectives have been subject to review this year and remain broadly similar. The main HR objectives relate to:

- **OBJECTIVE 3:**

Embed an inclusive workplace for all employees, ensuring a skilled and committed workforce that is fit for the future.

16. Actions under objective 3 include:

- Improve workforce profile statistics by increasing the range of data collected on the protected characteristics and decreasing the rates of ‘unknowns’ for BME and disability
  - A reduction in the number of staff with protected characteristics saying that they have been a victim of bullying and/or harassment
  - Continue to promote schemes to employ younger people, working in partnership with other service areas - Increase the number of under 25 year olds within the council’s workforce.
  - LGBT+ staff feel more supported, recognised and the council is seen as an ‘employer of choice’ by the LGBT+ community (this has knock-on beneficial effects for other protected characteristics. This objective is likely to be broadened to include other staff with protected characteristics and will be subject to further review in the light of results of the staff survey 2018 which are pending.
17. This report provides some updated information on the workforce HR equality objectives. Updates are also regularly provided to the council’s corporate diversity and inclusion staff steering group.
18. Full details of the council’s equality objectives and how these link to the Wiltshire Council business plan are set out on the [Wiltshire Council website](#).

**Environmental Impact of the Proposal**

19. None.

**Equalities Impact of the Proposal**

20. As set out in the report.

**Risk Assessment**

21. This is a statutory requirement to comply with the PSED.

**Options Considered**

22. None.

**Recommendation**

23. That the Committee note the contents of this report.

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**The following unpublished documents have been relied on in the preparation of this Report:** None