

Inclusion and Diversity Monitoring Report

Purpose of Report

1. To present the updated annual inclusion 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 2021 Wiltshire Council published its [inclusion and diversity employment monitoring report 2018/19](#) on the Wiltshire Council website.
3. The council is required to publish the updated inclusion and diversity employment monitoring report for 2020/2021 by the 31 March 2022. The headcount figures in this report have been based on workforce data as at 1 October 2021 or, where monitoring information is reviewed over a year, the reference period used is 12 months up to 1 October 2021 (for recruitment, leavers etc). There is no set reference date for the collection of workforce data as there is for the gender pay gap.
4. Although the national census was undertaken in 2021 the data is not yet available to use in this year's report, so this report compares data with the 2011 census for Wiltshire which may not accurately reflect the current profile of the Wiltshire population of 2021. We will compare our data with the 2021 census data once it become available and we will adjust our objectives where necessary depending upon what the data is showing us.
5. The report contains non-school council workforce data and then a breakdown of this information by each of the protected characteristics where information is available.
6. The headcount figures in this report are collected from the equality monitoring exercises which have been carried out annually over the last few years (detailed below in para. 11). Where figures are low for particular groups, the data has not been included where this might lead to individual staff being able to be identified and where possible, has been aggregated to protect individual confidentiality.
7. Information on gender pay gap in line with the requirements of the PSED is contained in a separate gender pay gap report which is also being presented to this committee.
8. Following on from last year's report the council has produced figures for the ethnicity and disability pay gap and these are included in this report (pages 9 and 11). The government is currently undertaking a public consultation on whether to make it mandatory for employers with 250 or more staff to report on disability, including a disability pay gap. We are still waiting for the government's decision on the potential requirement for organisations to produce ethnicity pay gap figures.
9. As part of our PSED, the council is required to publish equality objectives. The council has identified several service and workforce (HR) related equality objectives, and these have been subject to public consultation and are regularly reviewed. The equality objectives are monitored by the Equality, Diversity, and Inclusion (EDI) steering group. 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](#).

10. As part of our PSED the council is required to publish data on service users. This information will continue to be collected and published by the executive office support team. These are available on the [Wiltshire Council website](#).

Data Monitoring

11. 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. The council now collects equalities monitoring and reports on all the protected characteristics - this includes religion and belief; sexual orientation; marriage and civil partnerships; and gender reassignment and also collects data on caring responsibilities.
12. Collecting this additional information ensures we are better able to assess if we are meeting the requirements of our PSED and has provided insight and evidence to support the development of the council's inclusion strategy. Data collection also assists the council in assessing the impact of its policies and practices on different groups within the workforce and enables the council to identify and take positive steps to address gaps. Members of staff are asked to complete an equalities monitoring questionnaire to enable the collection of this data. Improving data collection forms part of the council's equality objectives.
13. This year's report shows an increase in the unstated figures compared to previous years. The unstated figure is inflated due to the TUPE in of leisure staff who make up 7% of the workforce. Their previous employer was only able to provide data on their ethnicity, sex, and age and not any other protected characteristics or their caring responsibilities. This group of staff commenced employment with us on the 1 October 2021 and so were not included in our annual equality survey which is sent out in late summer.
14. We will continue to undertake equalities monitoring exercises periodically, and our work on building an inclusive culture where staff and applicants feel confident to share their equalities data, thereby improving our data and insight in these areas.
15. The report shows an increase in the number of under 25's working for the council, with 10.5% of appointees from Under 25's this year compared to 8.8% last year. The under 25's represent 6.8% of the workforce, an increase from 5.54% in the last report. We will continue to look at improving this representation through targeted social media campaigns and increased level of apprenticeship provision and work experience of under 25s.
16. We are a [Cornerstone employer](#), enabling us to work with schools and colleges to improve careers education, making sure key skills for working with us are understood by teachers and education leaders, inspiring students, and giving us a direct route to employ young people living locally. We will support services where representation of young people, ethnic minorities and females is low to engage with schools and deliver talks and assemblies on their careers.
17. Overall, the council's staff turnover has increased this year to 13.7% from 11.96%. The highest turnover rate of 36.8% is in the over 65 age group with the majority leaving for retirement. This percentage is significantly higher than the council average turnover and an increase of 13% for this age group on last year's figures.
18. The turnover rate for the under 25's at 24.6% is also higher than the council average but has remained similar year on year. The turnover of 17% for male staff is above the whole council average and the closing of our City Hall where most staff were male will have contributed to this figure.

19. Two areas which we continue to monitor are BME recruitment and the percentage of females in the top salary band. The percentage of BME applicants has remained almost the same this year compared to the last report with a slight reduction of 0.4% and appointments remain unchanged at 5.1%. The percentage of females in the top salary band has very slightly increased (+0.1%). 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.
20. We have completed a successful reverse mentoring pilot programme which includes pairing senior male leaders with more junior female staff to support our male leaders to understand the experiences and challenges of female staff. We are in the process of rolling out the programme fully and more widely across the organisation.
21. We have also selected two female staff members to attend the [Bristol Stepping Up 2021 diversity leadership programme](#). The programme aims to unlock potential and develop talent while ensuring a fair representation of BAME, disabled people and women in positions of leadership and has achieved remarkable outcomes in the acceleration of career development and enhancing civic leadership.
22. Inclusion is at the heart of our vision 'to build stronger communities' and is one of the elements of 'Our Identity' set out by our Chief Executive in 2020. In the Our Identity survey in April 2021, staff rated 'being an inclusive workforce' as one of the elements where we are performing most highly.
23. In October 2020, we appointed a new Inclusion and Diversity Consultant, who leads on the delivery of our new Inclusive Workforce Strategy which launched in March 2021, with our key message that inclusion is about everyone.
24. We appointed a Director as our senior EDI Champion, who has been visibly and proactively championing the EDI agenda with regular attendance at events, sponsoring and promoting communication and awareness activities and ensuring there is two-way communication across all levels of the organisation in this area.
25. We also launched an EDI steering group with a senior level sponsor and chair to provide strategic oversight for programmes of work relating to EDI. Each directorate now has a nominated representative on the steering group at Head of Service level.

Environmental Impact of the Proposal

26. None.

Equalities Impact of the Proposal

27. As set out in the report.

Risk Assessment

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

Options Considered

29. None.

Recommendation

30. That the Committee note the contents of this report and that this information will be fed into the action plan linked to the new Inclusion strategy

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