

Inclusion and Diversity Workforce Monitoring Report

Purpose of Report

1. The purpose of the report is 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 2022 Wiltshire Council published its [inclusion and diversity employment monitoring report](#) on the Wiltshire Council website.
3. The council is required to publish the updated inclusion and diversity employment monitoring report for 2021/2022 by 31st March 2023. The headcount figures in this report have been based on workforce data as of 1st October 2022 or, where monitoring information is reviewed over a year, the reference period used is 12 months up to 1st October 2022 (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. The Office for National Statistics (ONS) undertook a new national census in 2021 and workforce data on this report has been compared against the census data for Wiltshire which was available at the time when this report was produced. The ONS data summaries that have been used for comparison in the report - except for gender identity, marital status, and sexual orientation - include the whole of the Wiltshire population, and not just the working age population. Further analysis will be undertaken in the future once age-specific datasets are released by the ONS.
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. 12). Where figures are low for 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 8 and 10).
9. As part of our PSED, the council is required to publish equality objectives. The current Equality Objectives 2023-2026 are:
 - Deliver on the vision of the Inclusive Workforce Strategy
 - Achieve an excellent standard of understanding and working with our communities, measured against the Equality Framework for local government.

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. The council collects equalities monitoring and reports on all the protected characteristics in addition to caring responsibilities.
12. The monitoring information set out in this report has been collected from the council's management information system (SAP), our recruitment system (Talentlink), and the completion of an equality monitoring questionnaire which is sent out to staff annually. The council also collects additional information through the employee experience survey.
13. The equalities monitoring questionnaire was supported with clear information about why we were collecting the information and how it would be used. Staff are encouraged to complete as much of the questionnaire as possible but could opt to state 'prefer not to say' if they did not feel comfortable sharing their information.
14. This year's report shows our unstated figures have improved across most areas compared to previous years, however, this remains an area of focus for the council.
15. 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.
16. The report shows an increase in the number of under 25s working for the council, who make up 7.2% of the workforce compared to 6.8% in 2021. However, in relation to recruitment, the percentage of under 25s appointed has decreased compared to last year from 10.5% to 8.4%. We will continue to look at improving this representation through targeted social media campaigns, careers fairs, and increased level of apprenticeship provision and work experience of under 25s.
17. 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.
18. Overall, the council's staff turnover has increased this year to 15.1% from 13.7% and this is reflective of the buoyant job market which has placed an increased demand for talent. The highest turnover rate of 28.6% is in the over 65 age group with the majority leaving for retirement followed by the under 25 age group with a turnover rate of 25.5%. This percentage is significantly higher than the council average turnover and has remained high in the last few years (24.75% in 2021, 24.6% in 2022 and 25.5% this year). Work is underway to see how this can be reduced.
19. The percentage of females in the top salary band (N/O/Hay) has very slightly decreased compared to last year (from 6.5% in 2021 to 6.4% in 2022). 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. The programme has now been rolled out to the rest of the organisation.

21. We have sponsored two female staff members who are in the process of completing the [Bristol Stepping Up 2022 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.
22. Inclusion is at the heart of our vision 'to build stronger communities' and is one of the elements of 'Our Identity'.
23. We have recently appointed Kate Blackburn, Director of Public Health, as our new Council's Inclusion Champion, who chairs the Equality, Diversity, and Inclusion (EDI) steering group and provides strategic oversight for programmes of work relating to EDI. The steering group is made up of an EDI representative from each directorate at Head of Service level and the staff network leads.

Environmental Impact of the Proposal

24. None.

Equalities Impact of the Proposal

25. As set out in the report.

Risk Assessment

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

Options Considered

27. None.

Recommendation

28. 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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Appendix 1 Inclusion and diversity workforce monitoring report