



Hinckley & Bosworth
Borough Council

A Borough to be proud of

FORWARD TIMETABLE OF CONSULTATION AND DECISION MAKING

SCRUTINY COMMISSION 18 JULY 2019

WARDS AFFECTED: ALL WARDS

EQUALITIES MONITORING – 2017/18

Report of Director of Corporate Services

1. PURPOSE OF REPORT

- 1.1 This report presents workforce data for the period April 2017 to March 2018 (including comparison data for the financial year 2016/17). The data covers an equality analysis of headcount, FTE, occupational segregation, recruitment and selection, leavers and employment relation matters. The report also sets out the mandatory gender pay gap as at 31 March 2018.

2. RECOMMENDATION

- 2.1 That members of the committee:

- Note the equalities monitoring data and the proactive measures taken to address inequalities – particularly the increase in disabled staff members to 6.2% (from 2.5%)
- Note the positive gender pay gap of 4.6% as at 31 March 2018 – which is positive compared to the public sector average of 17.7% and the private sector average of 19.3%

3. BACKGROUND TO THE REPORT

- 3.1 Under the Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017 (SI 2017/353) there are three specific duties:

- to publish equality information;
- to publish equality objectives and
- to publish gender pay gap information.

- 3.2 The public sector equality duty relates to the following nine protected characteristics:

- Age
- Disability

- Gender reassignment
- Marriage and civil partnerships
- Pregnancy and maternity
- Race
- Religion and belief
- Sex and
- Sexual orientation

3.3 In order to meet the specific duty, the Council is also required to publish sufficient information on protected characteristics, occupational segregation, grievance, disciplinary and recruitment in order to demonstrate that it is compliant with the general equality duty.

This report forms part of that evidence and will be published on the council's website.

3.4 The workforce monitoring report in Appendix 1 covers the period from April 2017 to March 2018 including an equality analysis of headcount, FTE, occupational segregation, gender pay gap information, recruitment and selection, leavers and employment relations data. This information will be used to determine if any practices, procedures, policies or work cultures unfairly discriminate against staff based upon the protected characteristics and to take action where inequalities exist.

3.5 **Workforce Profile 2017/18**

Key headline data for 2017/18 is outlined below. For more detailed comparative data for the previous two years please refer to Appendix 1.

- Headcount is **404** and has remained static since 2016/17
- The workforce is split 48% Male and 52% Female
- **75%** of our staff are **full time** of which 58% are male
- **25%** of our staff are **part time** of which 80% are female
- Median Age: **47**
- **13%** of the workforce are formal flexible workers of which 52% are full time and 48% part time. 75% of flexible workers are Grade 8 or below
- **Part time** employees has increased by **5%** since 2016/17 at the same time the number of **full time female** has decreased by **5%**
- **12%** of the workforce are in Grade 2, 77% are male
- **65%** of the workforce are in Grades 3 to 6, 60% are female
- **23%** of the workforce are grade 7 and above 55% are male
- **3.5%** of the workforce is aged 20-24, **12.6%** of the workforce is over 60, **20%** in professional occupations, **25%** in associate/technical, **5%** in skilled trades and **11%** in driving positions

- Disabled employees represent **6.2% of the workforce** - a 3.7% increase since 2016/17. This is less representative than the Hinckley area (7.5 % based on 2011 census) and has increased following a refresh of data collection of equalities information amongst current staff
- Ethnic Minority employees represent **6.2%** this is 2% higher than the ethnic minority population of Hinckley (3.9% according to the 2011 census)
- Religion or belief: **48.3%** employees are of Christian denomination, 25% advise no religion or belief, **1.2% Muslim**, **1.7% Hindu** and 14.9% have not disclosed their religion or belief
- Lesbian, gay, bisexual and trans (LGBT) staff is **2.5%**
- Our return rate from maternity leave for 2016/17 and 2017/18 is **100%**.
- **51** leavers (of which 72.5% due to resignation)

3.6 Occupational Segregation

The detailed analysis set out within Appendix 1 does identify that predominantly male employees sit within lower paid roles at Grade 2. This is due to manual work based at the depot and this type of work is lower paid. The council does however operate a job evaluation scheme that fairly evaluates job roles which covers all diverse job roles, from professional roles to manual work, including assessing factors such as skills, responsibility and physical requirements. At the other end of the spectrum, males are more prevalent within professional and senior roles within the authority.

3.7 Recruitment Profile 2017/18

- Ethnic Minority: 13.2% of applications from ethnic minority; 11% of applicants interviewed were from ethnic minority; 8.4% of those were appointed.
- Disability: 5.4% of applicants declared a disability, 5.9% of applicants shortlisted had a disability; 3.6% of those appointed.
- Religion or belief: 40% of applications were from Christian denomination; 3.4% Muslim, 3.4% Hindu and 34.3% declared No religion or belief. 47% of those appointed were Christian denomination, 1.2% Hindu. 30% has no Religion or belief.
- Gender: 55% of applicants of applicants were female, 50% of shortlisted applicants were female, 40% of those appointed were female.
- Age: The median age range at all stages of recruitment was 30-44 years
- LGBT made up 3.9% of applications, 3.3% of those selected for interview and 4.8% of those appointed.

3.8 Disciplinary and Grievance 2017/18

There were no disciplinary action against ethnic minority employees; 3% disciplined did have a disability; the average age of those subject to disciplinary action was 50.

There were 3 grievances raised. There was with no identifiable pattern in any service area, occupation or nature of the grievance.

3.9 **Return rate from maternity leave 2017/18**

We had 3 employees on maternity leave last year. During that period 100% have returned to employment after their maternity leave.

3.10 **Training and Development on Equalities**

Employees have completed the online equality and diversity in the workplace e-learning module. The council is currently sourcing training for manual workers and for staff who do not have access to e-learning.

3.11 **Mandatory Gender Pay Gap Reporting**

The Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017 expanded the specific duties within the Equality Act 2010 to introduce the gender pay gap reporting duty for public authorities.

This is a new requirement for employers with more than 250 employees at a snapshot date of 31 March each year. Employers should publish specific figures about their gender pay gap on their own website and on the government's online reporting service, in particular:

- The mean and median gender pay gap
- The mean and median bonus
- The proportion of males and females receiving a bonus payment;
- The proportion of males and females in each quartile pay band; and

As at 31 March 2018 the council's gender pay gap was 4.6%. This is a slight increase compared to 2016/17 which was 4.3%.

The average mean hourly rate for female employees is £12.92 which is lower compared to male employees which is £13.55. This is a difference of 63 pence per hour. The calculation is set out below:

$0.63/£13.55 \times 100 =$ a gap of 4.64% (rounded to 4.6%)

Full details are contained within the gender pay gap report (Appendix 2) which should be published no later than 31 March 2019. The pay gap reported is extremely positive given that it is significantly lower than other public sector employers with a mean pay gap of 17.7% and the private sector which is 19.3% (Office for National Statistics (ONS) 2018).

3.12 **Positive measures**

Disabled employees represent 6.2% of the workforce in 2017/18. This is above the corporate target for 2016/17 (2.99%) and has increased following an equalities audit of all staff in 2016/17.

The council is also a 'Disability Confident Employer' and this scheme is an initiative led by the DWP. By signing up to the scheme the council is showing that it is

committed to increasing the number of disabled staff at the council using various recruitment methods and workplace adjustments.

4. EXEMPTIONS IN ACCORDANCE WITH THE ACCESS TO INFORMATION PROCEDURE RULES

4.1 Report is to be taken in open session.

5. FINANCIAL IMPLICATIONS [DW]

5.1 None.

6. LEGAL IMPLICATIONS [FA]

6.1 Set out within the body of this report.

7. CORPORATE PLAN IMPLICATIONS

7.1 Contributes to all Corporate Aims.

8. CONSULTATION

8.1 Not applicable.

9. RISK IMPLICATIONS

9.1 It is the Council's policy to proactively identify and manage significant risks which may prevent delivery of business objectives.

9.2 It is not possible to eliminate or manage all risks all of the time and risks will remain which have not been identified. However, it is the officer's opinion based on the information available, that the significant risks associated with this decision / project have been identified, assessed and that controls are in place to manage them effectively.

9.3 The following significant risks associated with this report / decisions were identified from this assessment:

None.

10. KNOWING YOUR COMMUNITY – EQUALITY AND RURAL IMPLICATIONS

10.1 Set out within the report, particularly para 3.12.

11. CORPORATE IMPLICATIONS

11.1 By submitting this report, the report author has taken the following into account:

- Community Safety implications
- Environmental implications
- ICT implications
- Asset Management implications
- Procurement implications
- Human Resources implications
- Planning implications

- Data Protection implications
 - Voluntary Sector
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Background papers: None
Contact Officer: Julie Stay, 01455 255688
Executive Member: Councillor SL Bray