

WORKFORCE EQUALITY DATA 2017
Human Resources and Organisational Development
March 2018



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The Equality Act and Public Sector Equality Duty (PSED) - context

The Equality Act 2010 consolidates and replaces the previous discrimination legislation for England, Scotland and Wales. The Act covers discrimination because of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation. These categories are known as 'protected characteristics'.

The PSED was created by the Equality Act 2010, and replaces the race, disability and gender equality duties. This means that employers have to publish information to show that they have paid due regard to the three aims of the general equality duty, namely to:

- **eliminate unlawful discrimination**, harassment and victimisation and any other conduct prohibited by the Act
- **advance equality of opportunity** between people who share a protected characteristic (see below) and people who do not share it and
- **foster good relations** between people who share a protected characteristic and people who do not share it.

The protected characteristics covered by the equality duty are:

- age
- disability
- gender reassignment
- pregnancy and maternity
- race - this includes ethnic or national origins, colour or nationality
- religion or belief - this includes lack of belief
- sex
- sexual orientation and
- marriage and civil partnership - in respect of eliminating unlawful discrimination only.

Organisations must publish information relating to the:

- people who are affected by their policies and practices who share protected characteristics, for example, their service users, and
- their employees who share protected characteristics.

Legal v Statutory Reporting requirements

Plymouth has a statutory duty to publish workforce equality data, but there is no specific instruction regarding what workforce data should be included. The technical guidance associated with the PSED has a legal force associated to it as it can be relied on in court but is a lower specification to the statutory requirements. Plymouth has published its workforce data on an annual basis since 2011.

Workforce data is published to meet our statutory Equality Duty and is accurate for the previous calendar year.

Workforce and Community Equality Data - source of data

Plymouth workforce data can be extracted from a variety of HR related systems and processes, with staff completing self-service elements of the requested data. This area of the reporting data is owned by the HR&OD team within the Council.

Plymouth community data is sourced through the Policy & Performance team who deal with data relating to our customers, capture information relating to customer satisfaction and experiences, as well as analysing targeted survey information and how the community breakdown compares to the workforce of the Council.

For the purpose of the annual Equality data report and return, data relating to 2017 (and moving forward) will be collated as two separate entities – ‘workforce’ and ‘community’ - and published at the same time to allow correlation of information.

Sources of Workforce Equality Data

Transparency is a key operating principle for Plymouth and we want the information we provide to be fully accessible and easy to understand and use.

As a local authority the majority of Plymouth residents will come into contact with the council and its services. Consequently our customer base is wide and diverse, and we provide another community equality report which concentrates on equality in that area. Plymouth aims to build a workforce which reflects the society we serve and to create an inclusive culture which values and respects diversity.

WORKFORCE DATA

Age

	<u>Total</u>	<u>%</u>	<u>Male</u>	<u>% of Total</u>	<u>Female</u>	<u>% of Total</u>
16-19	17	0.64%	4	23.53%	13	76.47%
20-24	104	3.93%	47	45.19%	57	54.81%
25-29	174	6.58%	80	45.98%	94	54.02%
30-34	178	6.73%	72	40.45%	106	59.55%
35-39	286	10.82%	110	38.46%	176	61.54%
40-44	295	11.16%	117	39.66%	178	60.34%
45-49	406	15.36%	141	34.73%	265	65.27%
50-54	456	17.25%	188	41.23%	268	58.77%
55-59	414	15.66%	150	36.23%	264	63.77%
59-64	256	9.68%	96	37.50%	160	62.50%
65 and over	58	2.19%	18	31.03%	40	68.97%
Total	2644	100.00%	1023		1621	

Gender

	<u>Total</u>	<u>%</u>
Female	1621	61.31%
Male	1023	38.69%
Total	2644	100.00%

Ethnicity

	<u>Total</u>	<u>%</u>	<u>Male</u>	<u>% of Total</u>	<u>Female</u>	<u>% of Total</u>
Any other Asian	3	0.11%	0	0.00%	3	100.00%
Any other black	1	0.04%	0	0.00%	1	100.00%
Any other ethnic	8	0.30%	1	12.50%	7	87.50%
Any other mixed	9	0.34%	1	11.11%	8	88.89%
Any other white	59	2.23%	24	40.68%	35	59.32%
Asian or Asian British						
- Indian	2	0.08%	1	50.00%	1	50.00%
- Pakistani	1	0.04%	1	100.00%	0	0.00%
Black or Black British						
- African	16	0.61%	10	62.50%	6	37.50%
- Caribbean	5	0.19%	3	60.00%	2	40.00%
Chinese	5	0.19%	1	20.00%	4	80.00%
Mixed White and Asian	7	0.26%	2	28.57%	5	71.43%
Mixed White and Black African	2	0.08%	1	50.00%	1	50.00%
Mixed White and Black Caribbean	1	0.04%	0	0.00%	1	100.00%
White British	2235	84.53%	823	36.82%	1412	63.18%

White Irish	14	0.53%	6	42.86%	8	57.14%
Non declared/Not Known	276	10.44%	149	53.99%	127	46.01%
Total	2644	100%	1023		1621	

Religion

	Total	%	Male	% of Total	Female	% of Total
Buddhist	8	0.30%	6	75.00%	2	25.00%
Christian	707	26.74%	233	32.96%	474	67.04%
Hindu	1	0.04%	0	0.00%	1	100.00%
Jewish	3	0.11%	0	0.00%	3	100.00%
Muslim	1	0.04%	1	100.00%	0	0.00%
Other	35	1.32%	16	45.71%	19	54.29%
Prefer not to say	65	2.46%	29	44.62%	36	55.38%
None	590	22.31%	240	40.68%	350	59.32%
Not recorded	1234	46.67%	498	40.36%	736	59.64%
Total	2644	100.00%	1023		1621	

Disability Status

	Total	%	Male	% of Total	Female	% of Total
Disabled	108	4.08%	49	45.37%	59	54.63%
Not disabled	1053	39.83%	397	37.70%	656	62.30%
Not declared/Prefer not to say	1483	56.09%	577	38.91%	906	61.09%
Total	2644	100.00%	1023		1621	

Sexual orientation

	Number	%
Heterosexual	1188	44.93%
Bisexual	12	0.45%
Gay	21	0.79%
Lesbian	15	0.57%
Declined to Specify	59	2.23%
Not Declared	1349	51.02%
Total	2644	100%

Marital status

	Total	%	Male	% of Total	Female	% of Total
Civil Partnership	10	0.38%	6	60.00%	4	40.00%
Cohabiting	222	8.40%	83	37.39%	139	62.61%
Divorced	131	4.95%	28	21.37%	103	78.63%
Married	850	32.15%	283	33.29%	567	66.71%
Separated	39	1.48%	12	30.77%	27	69.23%
Single	434	16.41%	186	42.86%	248	57.14%
Widow(er)	22	0.83%	2	9.09%	20	90.91%

Not Specified	936	35.40%	423	45.19%	513%	54.81%
Total	2644	100%	1023		1621	

Part time / Full time

	Total	%	Male	% of Total	Female	% of Total
Part time	920	34.80%	164	17.83%	756	82.17%
Full time	1724	65.20%	859	49.83%	865	50.17%
Total	2644	100.00%	1023		1621	

Maternity / Pregnancy

During 2017 Plymouth City Council had 66 employees who were on either maternity, adoption, shared parental or paternity leave. Of these 24 started this type of leave in 2016 continuing into 2017, and 42 commenced leave during the 2017 calendar year.

On 31st December 2017, 0.98% of the Council's workforce (26 employees) were absent from the workplace due to this type of leave.

Gender Reassignment

Plymouth City Council does not record this information. Policies are in place to ensure fair and equal treatment of all its employees.

RECRUITMENT AND SELECTION DATA

For the first time Plymouth City Council are able to report on the equality information of applicants within its recruitment and selection processes. The information contained in this section is collated from our on-line recruitment system - ENGAGE.

The data does *not* include posts which are recruited to via any other external system or process.

Applicants by Age

	Total	%	Male	% of Total	Female	% of Total	Transgender	Prefer not to say
Under 16	3	0.05%	1	33.33%	2	66.67%	0	0
16 – 18	166	2.88%	51	30.72%	113	68.07%	2	0
19 – 50	4767	82.65%	1968	41.28%	2780	58.32%	5	14
51 – 65	820	14.22%	440	53.66%	378	33.90%	1	1
66 and over	12	0.21%	7	58.33%	5	41.67%	0	0
Total	5768	100%	2467		3278		8	15

Applicants by Gender

	Total	%
Female	3340	57.91%
Male	2405	41.70%
Transgender	8	0.14%
Prefer not to say	15	0.26%
Total	5768	100%

Applicants by Ethnicity

	Total	%	Male	% of Total	Female	% of Total
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Any other Asian	24	0.42%	3	12.5%	21	87.5%
Any other black	8	0.14%	5	62.5%	3	37.5%
Any other ethnic	44	0.76%	26	59.09%	18	40.91%
Any other mixed	19	0.33%	1	5.26%	18	94.74%
Any other white	264	4.58%	103	39.02%	161	60.98%
Asian or Asian British						
- Indian	30	0.52%	9	30%	21	70%
- Pakistani	8	0.14%	6	75%	2	25%
Black or Black British						
- African	81	1.40%	51	62.96%	30	37.04%
- Caribbean	20	0.35%	11	55%	9	45%
Chinese	28	0.49%	4	14.29%	24	85.71%
Mixed White and Asian	26	0.45%	12	46.15%	14	53.85%
Mixed White and Black African	12	0.21%	4	33.33%	8	66.67%
Mixed White and Black Caribbean	22	0.38%	8	36.36%	14	63.54%
White British	5153	89.16%	2166	42.12%	2977	57.88%
White Irish	27	0.47%	10	37.04%	17	62.96%
Non declared/Not Known	12	0.21%	6	50%	6	50%
Total	5768	100%	2425		3343	

Applicants by Religion

	Total	%	Male	% of Total	Female	% of Total	Transgender	Prefer not to say
Buddhist	37	0.64%	16	43.24%	20	54.05%	1	0
Christian	2129	36.91%	864	40.58%	1258	59.09%	2	0
Hindu	9	0.16%	2	22.22%	7	77.78%	0	0
Jewish	7	0.12%	2	28.57%	5	71.43%	0	0
Muslim	45	0.78%	18	40.00%	27	60.00%	0	0
Sikh	1	0.02%	1	100.00%	0	0.00%	0	0
Other	132	2.29%	60	45.45%	72	54.55%	0	0
None	3401	58.96%	1440	42.34%	1946	57.22%	5	0
Not Recorded	7	0.12%	2	28.57%	0	0.00%	0	5
Total	5768	100.00%	2405		3335		8	8

Applicants by Disability Status

	Total	%	Male	% of Total	Female	% of Total	Transgender	Prefer not to say
Disabled	319	5.53%	168	52.66%	150	47.02%	1	0
Not disabled	5449	94.47%	2237	41.05%	3190	58.54%	7	15
Total	5768	100%	2405		3340		8	15

Applicants by Sexual Orientation

	<u>Number</u>	<u>%</u>
Heterosexual	5172	89.67%
Bisexual	124	2.15%
Gay	135	2.34%
Lesbian	77	1.33%
Declined to Specify	260	4.51%
Total	5768	100%

Marital Status and Gender Reassignment

This information is not currently recorded by our online system.

LEAVERS (TURNOVER) DATA

Reason for leaving (EVRS, redundancy, retirement, resignation, dismissal, death in service) by each of the protected characteristics

Leavers by Age

	<u>Total</u>	<u>%</u>	<u>Male</u>	<u>%</u>	<u>Female</u>	<u>%</u>
16-19	8	2.64%	4	50%	4	50.00%
20-24	20	6.60%	4	20%	16	80.00%
25-29	34	11.22%	13	38.24%	21	61.76%
30-34	24	7.92%	8	33.33%	16	66.67%
35-39	34	11.22%	11	32.35%	23	67.65%
40-44	24	7.92%	8	33.33%	13	54.17%
45-49	33	10.89%	9	27.27%	24	72.73%
50-54	36	11.88%	14	38.89%	22	61.11%
55-59	41	13.53%	11	26.83%	30	73.17%
59-64	29	9.57%	15	51.72%	21	72.41%
65 and over	20	6.60%	12	60%	8	40.00%
Total	303	100.00%	109		194	

Leavers by Gender

	<u>Number</u>	<u>%</u>
Female	194	64.03%
Male	109	35.97%
Total	303	100%

Leavers by Ethnicity

	<u>Total</u>	<u>%</u>	<u>Male</u>	<u>%</u>	<u>Female</u>	<u>%</u>
Any other Asian	1	0.33%	0	0.00%	1	100.00%
Any other black	0	0.00%	0	0.00%	0	0.00%
Any other ethnic	1	0.33%	0	0.00%	1	100.00%
Any other mixed	0	0.00%	0	0.00%	0	0.00%

Any other white	3	0.99%	1	33.33%	2	66.67%
Asian or Asian British						
- Indian	0	0.00%	0	0.00%	0	0.00%
- Pakistani	0	0.00%	0	0.00%	0	0.00%
Black or Black British						
- African	0	0.00%	0	0.00%	0	0.00%
- Caribbean	0	0.00%	0	0.00%	0	0.00%
Chinese	0	0.00%	0	0.00%	0	0.00%
Mixed White and Asian	1	0.33%	1	100.00%	0	0.00%
Mixed White and Black African	1	0.33%	1	100.00%	0	0.00%
Mixed White and Black Caribbean	1	0.33%	0	0.00%	1	100.00%
White British	254	83.83%	90	35.43%	164	64.57%
White Irish	2	0.66%	0	0.00%	2	100.00%
Non declared/Not Known	39	12.87%	16	41.03%	23	58.97%
Total	303	100%	109		196	

Leavers by Religion

	<u>Total</u>	<u>%</u>	<u>Male</u>	<u>%</u>	<u>Female</u>	<u>%</u>
Buddhist	0	0%	0	0%	0	0%
Christian	68	22.44%	24	35.29%	44	64.71%
Hindu	0	0%	0	0%	0	0%
Jewish	0	0%	0	0%	0	0%
Muslim	1	0.33%	0	0%	1	100%
Other	7	2.31%	3	42.86%	4	57.14%
Prefer not to say	9	2.97%	3	33.33%	6	66.67%
None	93	30.69%	37	39.78%	56	60.22%
Not recorded	125	41.25%	42	33.60%	83	66.40%
Total	303	100%	109		194	

Leavers by Disability Status

	<u>Total</u>	<u>%</u>	<u>Male</u>	<u>%</u>	<u>Female</u>	<u>%</u>
Disabled	20	6.60%	10	50%	10	50%
Not disabled	133	43.89%	49	36.84%	84	63.16%
Not declared/Prefer not to say	150	49.50%	50	33.33%	100	66.67%
Total	303	100%	109		194	

Leavers by Sexual Orientation

	<u>Number</u>	<u>%</u>
Heterosexual	140	46.20%
Bisexual	1	0.33%
Gay	9	2.97%

Lesbian	2	0.66%
Declined to Specify	151	49.83%
Total	303	100.00%

Gender Reassignment

This information is not currently recorded by our online systems.

PROMOTION DATA

Plymouth City Council does not collect data relating to promotion within the organisation. This is due to the equal opportunities recruitment and selection processes that exist where roles are advertised in the same way and the same process followed.

SUMMARY

The equal treatment of all employees is a fundamental value and vision for Plymouth City Council. Our People Strategy seeks to create 'a motivated, engaged and skilled workforce focused on meeting the needs of the citizens of Plymouth' which is underpinned by our corporate values. We are committed to understanding our workforce better, and to protecting (and enhancing) the diversity and equality of our workforce. We have recently renewed our ratification as a Disability Confident Employer, undertaking an assessment to demonstrate that we are undertaking the core actions to be a Disability Confident Employer. Our next review is due in October 2019.

New initiatives have been launched throughout the organisation – including the identification and training of voluntary Wellbeing Champions, an action designed to tackle stigma and help support employees through our employer pledge 'Time to Change' which encourages open discussions to help break the silence on mental health.

Our Gender Pay Gap demonstrates that as an employer we believe in equal pay and we continue to adopt a gender neutral job evaluation scheme that recognises the work done without consideration to gender.

Employees have access to learning and development opportunities to help them continue to grow and develop, opening up new opportunities for career progression and growth.

Our equality monitoring campaign was launched as part of the commitment to being an inclusive environment for all of our employees by identifying and removing barriers in our work practices. This campaign encouraged employees to share with us the information we need to help us better communicate and improve our facilities for all of our employees.

Looking to the future, Plymouth City Council aim to continue to add further workforce equality information to this report specifically relating to:

- Plymouth Disciplinary and Grievance Data
- Plymouth Training Data