

Shropshire Council

Annual Workforce Diversity Report

1 April 2021 – 31 March 2022



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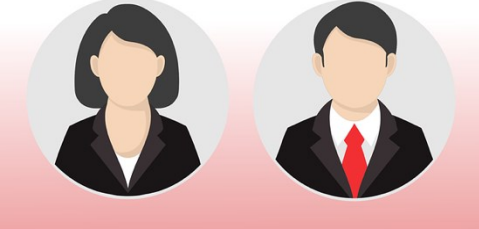
1 April 2021 – 31 March 2022

We are pleased to present our Annual Workforce Diversity Monitoring Report for 2021/22. This report forms an integral part of the Equality Agenda for the Council and provides an overview of our equality and diversity employment data. Produced in conjunction with the Annual Service User Diversity Report we can ensure that equality is continually monitored and remains in focus, not just for Shropshire Council employees, but also for the people of Shropshire.

The data used in this report is based on employee headcount as at 31 March 2022 and is comparable with other workforce reporting such as the ONS (Office for National Statistics) quarterly surveys and HR (Human Resources) balanced scorecards.

A snapshot of our workforce on 31 March 2022

5,776 employees (4,223.74 full-time equivalent)	2,334 full-time	3,442 part-time
	4,691 females	1,085 males
	2,208 school-based employees	3,568 corporate employees

<h1>Gender</h1>	<h2>Our current workforce</h2> Male 18.8% Female 81.2%	<h2>Our local population</h2> Male 49.4% Female 50.6%
<p>We received 6,732 applications for jobs during 2021/22, of which 69.8% were from female applicants. 82% of the successful applicants were female, similar to the previous year and proportionate to the gender make-up of our current workforce.</p>		<p>When analysing the relationships with our workforce there has been an increase in the number of female employees who have been through a disciplinary process – 68.8% in comparison to 44.1% the year before.</p>
<p>62.6% of our most senior earners are female. This is a similar figure to the previous year and continues to show an excellent representation of women in more senior roles.</p>	<p>83.2% of our leavers were female and 16.8% male, similar to previous years and representative of the male/female split of the workforce.</p>	<p>The number of grievances raised during 2021/22 also sees a change in the male/female split, with 88.9% of cases raised by female employees. This is in comparison to the previous year when all grievances raised were from female employees.</p>
<p>Other news...</p> <ul style="list-style-type: none"> • We continue to move in the right direction with regards to our Gender Pay Gap with our mean figure shrinking by a further 1% from last year, resulting in an overall reduction of over 6% since we first started reporting in 2018. • See the full report here (Equality, diversity and social inclusion Shropshire Council). 		

Disability

Our current workforce
1.9% of our workforce have declared a disability

Our local population
21.7%* of the Shropshire population have declared a condition in which their daily activities are limited

**Since the 2001 Census the scope of conditions that fall under the term of disability has broadened. The 2011 Census divides the population with a disability into those whose daily activities are limited a little and those whose daily activities are limited a lot. This figure includes both. The broadening of scope is reflective of the increase in the figure for the Shropshire economically active population with a disability. In 2001 the figure was 6.66%.*

1.1% of our most senior earners have declared a disability. This is an increase in comparison to the previous year, representing 4 employees and is more proportionate of the disability make-up of the workforce.



1.80% of employees who left our organisation during 2021/22 had declared a disability, representing 15 people. This is a slight increase in comparison to the previous year, which was 1.46% (12 employees).

5.2% of recruitment applicants declared a disability, a positive increase from 4.6% the previous year. 2021/22 does see a reduction in disabled successful applicants from 2.04% to 1.3%, however this only represents 1 person. In addition, the number of 'unknowns' has increased from 389 to 538 which negatively impacts on our disability monitoring and will be taken forward as an action for the coming year.

Of the total number of discipline cases no employees declared a disability, a reduction compared to the previous year. 2 employees who had declared a disability raised a grievance in 2021/22, an increase compared to the previous year.

Other news...

- **Shropshire Council continues to be a 'Disability Confident' organisation; changing behaviour and culture in our workplace and identifying to our customers and other organisations that we are committed to equality in the workplace. [Click here for more information about what it means to be a Disability Confident employer – Disability Confident – Are you disability confident? \(campaign.gov.uk\)](#)**
- **September saw the launch of our brand new Assistance Dogs Policy, ensuring that a person who has the support of an assistance dog can access our buildings and services, or work within our organisation.**

Ethnicity

Our current workforce

White	78.4%
Not Specified	19.9%
Asian	0.7%
Black	0.4%
Mixed	0.5%
Other (inc Chinese)	0.2%
(Total BAME)	1.7%

Our local population

White	98.2%
Not Specified	0.0%
Asian	1.0%
Black	0.2%
Mixed	0.5%
Other (inc Chinese)	0.1%
(Total BAME)	1.8%

There have been no significant changes in the ethnic makeup of our workforce during 2021/22, with our figures remaining comparable with the local Shropshire population. The % of the workforce who have not specified their ethnicity continues to increase and work to redress this will continue into 2022/23.

Of the total number of disciplinary cases dealt with in 2021/22, 87.5% of employees were white, 6.3% not specified and 6.3% (representing 1 employee) of black ethnicity.

2021/22 sees an increase in the number of employees from ethnic minorities leaving the Council, at 2.7% (representing 23 people).

8.6% of recruitment applications received during 2021/22 were from ethnic minorities, an increase in comparison to the previous year. There was however a reduction in the number of successful applicants from ethnic minorities, 3.5% to 2.4%.

Although across different teams, these employees are mostly within Social Care and Shire Services which have seen an overall increase in leavers during 2021/22.

The high number of 'unknowns' within this equality strand presents a challenge when analysing these figures and will continue to be addressed during 2022/23.

The ethnic makeup of our senior earners has increased from 2.4% to 3.4% in 2021/22, a further move in the right direction.

Other news...

Awareness raising activities during the year included articles on Chinese New Year, South Asian Heritage Month, and Black History Month. EDI and HR colleagues worked in partnership with ICS colleagues and with West Midlands local authorities to share materials and free online seminars.

For the national campaign to Show Racism the Red Card, the Council is now into its fourth year of support, with activities ranging from encouraging chats on workplace social media and in team meetings, printing the theme onto all staff payslips, and building up a lock-screen collage over the week leading up to the day of staff wearing something red.

Religion

Our current workforce

Christian	42.99%
Hindu	0.07%
Muslim	0.05%
Sikh	0.12%
Buddhist	0.12%
Jewish	0.02%
Other religion	2.46%
Of no religion	21.09%
Not Specified	33.09%

Our local population

Christian	70.0%
Hindu	0.1%
Muslim	0.3%
Sikh	0.1%
Buddhist	0.3%
Jewish	0.0%
Other religion	0.4%
Of no religion	21.5%
Not Specified	7.2%

Once again there have been no significant changes in the religious makeup of our workforce during 2021/22.

There is little change when considering our senior earners - Christian, Sikh and Jewish are all represented in this group of employees.



The number of new starters for whom we hold no religious data has continued to reduce - 68.5% in 2019/20, 52.0% in 2020/21 and 46.2% in 2021/22– a move in the right direction.

When considering the religious composition of our leavers there is hardly any change in comparison to the previous year.

Other news...

Shropshire Council has continued to highlight the different religious events celebrated throughout the year, providing information to all employees about the diverse religious festivals that take place and how colleagues may be supported during these periods. This included practical advice to help Muslim colleagues fasting during Ramadhan; information about Buddhist, Hindu, Jewish and Sikh religious observations; and swift joint action by staff across the Council to remove antisemitic graffiti found in a public area in Bridgnorth.

Age

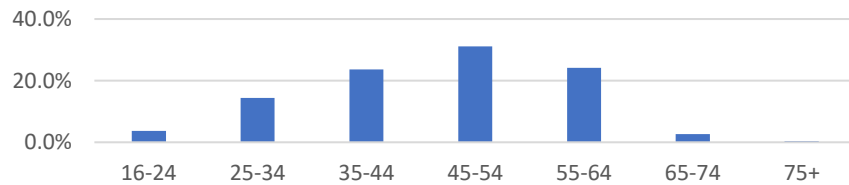
Our current workforce

16 to 24	3.7%
25 to 34	14.4%
35 to 44	23.6%
45 to 54	31.2%
55 to 64	24.2%
65 to 74	2.6%
75 to 84	0.4%
85+	0.0%

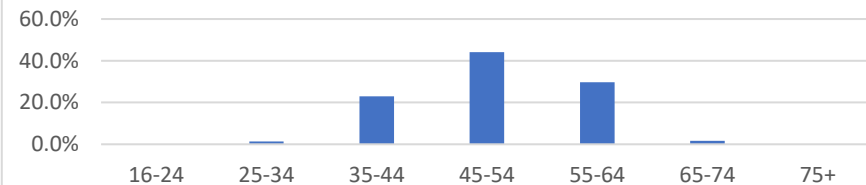
Our local population

16 to 24	14.1%
25 to 34	13.9%
35 to 44	17.8%
45 to 54	19.9%
55 to 64	19.0%
65 to 74	15.2%
75 to 84	n/a
85+	n/a

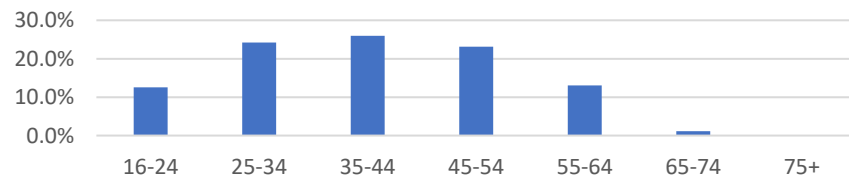
Age profile of our workforce



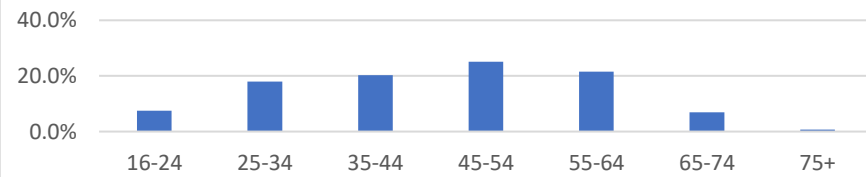
Age profile of our most senior earners



Age profile of our new starters



Age profile of our leavers



Other news...

- Shropshire Council has supported the Department for Work and Pensions Kickstart Scheme, providing placements and bespoke training to eligible young people aged 16-24 years old.
- In supporting diversity Shropshire Council does not apply a compulsory retirement age. Early and flexible retirement is available, and employees have the opportunity to attend a pre-retirement course to better prepare themselves.

Sexual Orientation

Our current workforce

Heterosexual	53.8%
Gay Man	0.2%
Gay Woman/Lesbian	0.3%
Bisexual	0.2%
Not Specified	45.5%

Our local population

Heterosexual	94.2%
Gay Man	1.4%
Gay Woman/Lesbian	
Bisexual	
Not Specified	3.9%

When comparing the sexual orientation of our workforce to the previous year there has been little change in the figures, with 0.7% of the workforce declaring they are gay, lesbian, or bisexual.

The number of senior earners for whom we hold no sexual orientation data has reduced from 48.97% in 2020/21 to 44.5% in 2021/22 - a change in the right direction.



The number of recruitment applications from gay, lesbian, and bisexual candidates remains largely unchanged in comparison to the previous year.

The number of gay, lesbian and bisexual employees leaving the Authority in 2021/22 increased slightly compared to the previous year, from 0.30% to 1.1%

Other news...

- There is still a high level of 'unknown' data in this equality area which makes it increasingly hard to analyse the figures. This will be taken forward as an action for 2022/23.
- Employees were invited to celebrate LGBT+ month in February 2022 with a host of information available – key legislative milestones, exploring allyships and promoting local networks and ways to find support.
- For Pride Month in June, Shropshire Council flew the Rainbow Flag and highlighted community initiatives.

Employee Engagement

Throughout the year the Chief Executive has continued to keep staff informed via his weekly e-mail. From important updates to awards and applause, this communication is also a tool for keeping the workforce updated on any policy changes, equality matters and training and development opportunities.

With the aim of creating a working environment where people feel happy, empowered, supported, proud, valued, and healthy, March 2022 saw the launch of a staff pulse survey. An opportunity for employees to have their say, they were asked what they needed from the executive team, the organisation and their manager to help 'Get it Right' and assist in making the employee experience better.

HR Policies and Guidance

A suite of information is available on the staff intranet, providing guidance on a range of employment matters for employees and managers. We strive to ensure that all our policies are inclusive and are regularly reviewed to ensure they are up to date with any changes in legislation and are relevant to the organisation. Some of the new and updated policies launched by the Human Resources team in 2021/22 include:

- **Homeworking Allowance Policy** – supporting the importance of flexible working environments and clear guidelines for all.
- **Disciplinary Policy** – to ensure fair and effective arrangements for dealing with employee conduct.
- **Assistance Dog Policy** – ensuring that we treat everyone who uses our services or works for our organisation with dignity and respect.
- **Employer Supported Volunteering Scheme** – enabling employees to utilise dedicated working time to undertake volunteering in support of Council priorities.
- **Manager Essentials Handbook** – providing managers with essential information to succeed in their roles, including advice and guidance on equality and diversity and the influence of unconscious bias in decision making.

Employee Development

Shropshire Council has continued to promote the development of employees through its on-line learning management system (Leap into Learning), making learning accessible and flexible to all and ensuring that the content of the learning reflects current equality and diversity practices.

We have and will continue to work with our colleagues in the NHS to progress relevant training and other actions to tackle issues such as ageism and sexism, and discrimination on grounds of religion and belief, as well as experiences of racism amongst the workforce, including from those who use our services.

Working with Wolverhampton and Telford & Wrekin Councils, there was significant success in providing education around Black History Month and on the safeguarding of black children. The ongoing 'Getting Leadership Right' programme is also supporting the Council's agenda with an ED&I thread running through the content.

The Council's Leadership Development Framework supports career development by offering the opportunity to gain new skills, knowledge and experience, with equality and diversity also being one of several threads running through the programme.

Apprenticeships and Kickstart

Shropshire Council continues to work with both national and local Apprenticeship Training Providers to offer a wide range of apprenticeships including Higher, Advanced and Degree level qualifications. We work closely with training providers to ensure that they are able to offer flexible training to meet the needs of the organisation as our services follow a remote first policy. Shropshire Council continues to work with these providers to develop apprenticeships for the future, providing greater flexibility to all employees in accessing apprenticeships.

Shropshire Council has championed an Apprenticeship First approach, ensuring that apprenticeship training is considered for all training needs in the first instance for both professional development and new recruits. Enabling an increase in recruited apprenticeships will endeavour to increase social mobility and diversity of the workforce,

creating opportunities and entry-level access to roles within the organisation and allowing new recruits to develop and enhance their skills and knowledge whilst in paid employment.

In addition, Care Leavers and Children Looked After (CLA) are supported through an internal apprenticeship scheme, offering our care leavers the opportunity to work in a paid role for Shropshire Council whilst completing an apprenticeship, gaining skills and confidence within the workplace and demonstrating our continued commitment to our corporate parenting role.

Throughout 2022, Shropshire Council has led on a working group across various partners to create further opportunities for our Care Leavers and CLA included access to a Traineeship programme.

Between September 2020 and March 2022 Shropshire Council supported the DWP Kickstart Scheme. The scheme was open to unemployed young people, aged 16-24 years old, claiming Universal Credit and at risk of long-term unemployment. Throughout the scheme, Shropshire Council employed 35 eligible candidates under the 6 month placement; 6 have carried on into an apprenticeship with the Council, 6 into non-apprenticeship posts too. We provided bespoke training to enhance skills, confidence and encourage positive development for future career opportunities.

The Council is a member of the National Apprenticeship Diversity Champions Network which commits to making a change to the diversity and inclusion of apprenticeships both internally and externally, improving social mobility while building a skilled, diverse workforce.

Shropshire Council are currently part of an Apprenticeship Trailblazer group looking at the creation of a Level 2 Business Administration apprenticeship route; the level 2

apprenticeship will enable a large number of apprentices who require an “inclusive apprenticeship” to participate in an apprenticeship. If the Institute of Apprenticeships agree to the creation of this standard, it would create an opportunity for young people with an Education, Health and Care Plan (EHCP), Special Educational or Additional Needs to access employment through an apprenticeship opportunity.

Summary and next steps

Through our diversity monitoring we continue to demonstrate our commitment to understanding, valuing, and incorporating difference to ensure a fair and inclusive workplace for all.

November 2022 will see the launch of the Shropshire Plan – the Council’s vision for Shropshire and how we will work together to continue to make a positive difference to people’s lives.

We will continue to improve the quality of our workforce diversity data. The Equality, Diversity and Inclusion (ED&I) project group have created an action plan of activities to highlight the importance of having quality data to understand the full profile of our workforce. This includes strengthening communications with our staff to highlight what the data is used for, reviewing the ED&I categories currently held in the HR/Payroll system to bring them in line with the recent census and ensuring staff have the ability to self-serve and input and maintain their own information in the system.

Exit interviews will be reviewed to ensure thoughtful feedback and insight of what works and doesn't work in the organisation – improving the quality of our data and information.

Work will take place to analyse the data from the 2021 Census for the Shropshire area as and when the information becomes available to us. We look forward to these results being reflected in next year's Workforce Diversity Report.