



Annual Equality and Inclusion Report

November 2017

INTRODUCTION

For the first time the Council has chosen to combine annual reports on its workforce composition and compliance with the Equality Act 2010. This step has been taken to enable a holistic view of the Council's Equality and Inclusion agenda, outlining how the diversity of the Council's workforce compares to the town it is working for.

While this document is focussed on data from, and actions undertaken during 2016, during 2016/17 a new group has been established, led by the Director of Adult Social Care and Health Integration, to develop the Equality and Inclusion agenda within the Council. The group has been tasked with developing a work programme that supports the Council to understand and support the needs of its diverse workforce. The vision for the organisation, as articulated in its new People Strategy, is that Middlesbrough Council will be a national employer of choice because of the way it supports employees and celebrates the diversity of its workforce.

At the same time, a multi-agency project has commenced to refresh the current Joint Strategic Needs Assessment. This document pulls together data held by different partners to enable a picture of the different needs in Middlesbrough to be developed. The first part of this project focusses on children and young people and will identify where needs may differ so that the Council and its partners can direct resources at those most in need.

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PURPOSE OF THIS REPORT

1. The purpose of this report is to:
 - set out a picture of the town, using the range of equality and inclusion datasets available to compare it to the composition of the Council;
 - provide information on how the Council complies with the Equality Act 2010; and
 - Outline the steps that have been taken and those that will be taken over the next 12 months to improve equality and inclusion outcomes for the organisation's town and its staff where required.

OVERVIEW OF THE TOWN'S EQUALITY AND INCLUSION KEY STATISTICS

2. The Council provides a wide range of services to people and groups who live, work or visit the town and its actions and decisions affect the lives of all people living in Middlesbrough to some degree. It is also one of the largest employers in the town.
3. Middlesbrough's current population is estimated to be 140,398^[1]. Middlesbrough is statistically the most diverse place in the North East. 11.7%² of the population is estimated to be from the Black and Minority Ethnic (BME) community. 8.2 %^[2] of Middlesbrough's residents were born outside the UK, an increase of 3.9% since 2001. It has now been 6 years since the 2011 Census so this data is now quite old and it is likely that it is no longer an accurate assessment of the size of the BME community in Middlesbrough. Around 20% of school age children in Middlesbrough are from the BME community.¹ Birth data shows that around 20% of all live births in Middlesbrough are to BME mothers, this gives some indication of the likelihood of future diversity trends of school age children.
9. Middlesbrough's population is younger than both the regional and national averages with 20.57%¹ of the population under the age of 15 compared with 18.9%¹ nationally. 50.6%¹ of the local population is female, 49.4%¹ is male. 8,299 or 5.91% of the town's population is in receipt of Disability Living Allowance (DLA), an 11.8% reduction since 2013 (10,620)^[3]. It is more difficult to provide population figures around other characteristics such as sexual orientation and religion or belief. In 2013 the integrated household survey indicated that 1.7% of the national population identifies as being gay, lesbian or bi-sexual, compared to 1.1% in the North East.
4. The 2011 census is the latest source of population level data for religion and was completed six years ago. It found that 63.2% of the local population who answered the question have a religious affiliation to Christianity, 7% of people viewed themselves as Muslim and 22.3% declared that they had no religion.
5. Nationally there is no firm statistical data on the percentage of the population that would view itself as transgender. A number of transgender charities have attempted to estimate the number of people in the United Kingdom that identify as transgender. There is no data available that would provide a suggested Middlesbrough figure at this stage. Estimates of national figures vary based on definition. For example some count only those planning to transition (either with or without surgery) while others take in a wider definition. This is a national data gap that the Office for National Statistics is currently considering addressing by including questions on it in the next Census.
6. The health of people in Middlesbrough is generally worse than the England average. Middlesbrough is one of the 20% most deprived districts/unitary authorities in England and about 33% (9,600) of children live in low income families. Life expectancy for both men and women is lower than the England average. Life expectancy at birth in Middlesbrough is amongst the lowest in England and Wales for both men and women. Within Middlesbrough life

^[1] Source: 2016 mid-year ONS estimates

^[2] 2011 Census

¹ Autumn 2016 school roll data

^[3] Source: Department for Work and Pensions – May 2016 DLA data

expectancy is 11.7 lower for men and 12 years lower for women in the most deprived areas of the town, compared to the least deprived areas.²

7. The Joint Strategic Needs Assessment contains detailed information on educational attainment of the town’s children, analysing outcomes by gender and ethnicity. This shows that there are significant differences in outcomes achieved by children. At Key Stage four (GCSE and EBacc) boys are being outperformed by girls, BME children are achieving higher than the town wide average grades, children from more privileged backgrounds are much more likely to achieve good grades in English and Maths.
8. The Joint Strategic Needs Assessment for Middlesbrough sets out in great detail the outcomes across a key range of issues for the people of Middlesbrough and where these outcomes differ for people from different backgrounds. This data is used to inform commissioning intentions in line the Public Sector Equality Duty.

ACTIONS BEING TAKEN BY THE COUNCIL TO SUPPORT THE TOWN

9. Health inequalities both within the town and when the town is compared to regional and national averages have been identified as a significant issue. The Council and health partners are committed to refreshing Joint Strategic Needs Assessments for the town to ensure they inequalities are fully understood and commissioned services are put in place which effectively address those needs. As part of this the Council is in the process of merging its Public Health services with Redcar and Cleveland Council. This will bring a number of benefits to the residents of both areas. The Council is also continuing to progress the health and social care integration agenda with partners where this can improve outcomes for residents
10. The Council has committed an additional £2m to support School improvement services over the next three years to address the educational attainment issues identified within this report. This is being done in partnership with schools.
11. The Extra Life initiative will be delivered over the next two years. This initiative will initially be focussed on supporting employees to improve their health and will then widen to families and the wider town.

CURRENT PICTURE OF EQUALITY AND INCLUSION IN THE COUNCIL

Workforce Composition data

12. At the 31st March 2017 the Council employed 3,518 people, making it one of the largest employers in the town. This equates to 2,454 Full Time Equivalents (FTE) and 3380 posts. Town wide employment data shows that there are 46,494 people employed in full or part time work.

	Regular posts	Casual posts
Posts	3380	335
Staff	3189	329
FTE	2454	n/a

Figure 1 Council Employee numbers at 31 March 2017

13. The table below shows the trend data for the number of posts (excluding casuals) within the Council since 2013.

² 2016 Middlesbrough Health Profile

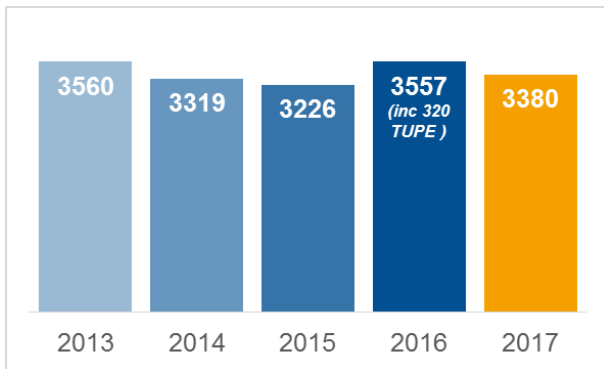


Figure 2 Number of posts in the Council by year

14. The Council has been working to minimise the number of workers on casual and temporary contracts where possible. This is reflected in another year on year increase in the overall proportion of permanent contracts that are in place for employees:

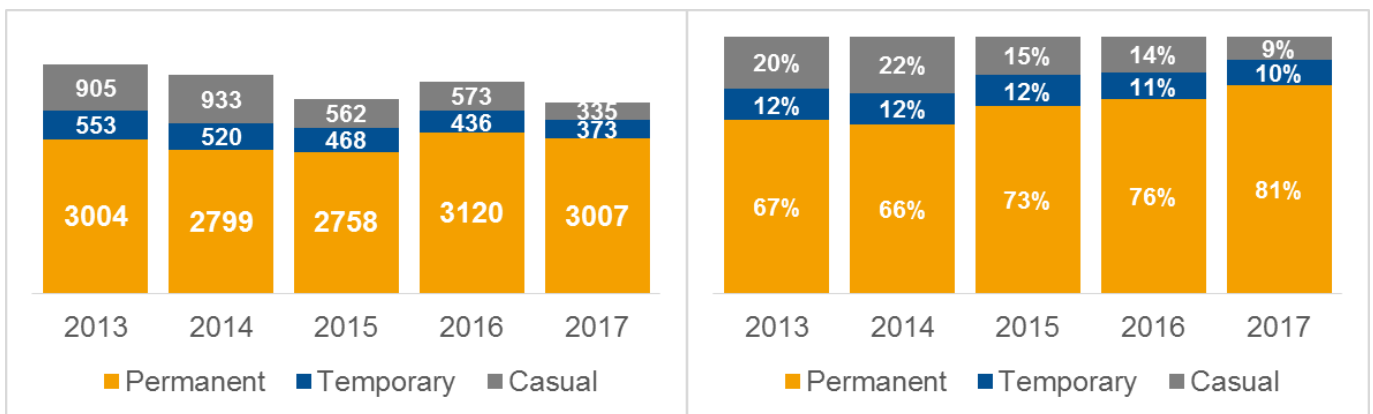


Figure 3 number of staff by contract type

Figure 4 percentage breakdown of contract types

15. The following paragraphs outline the diversity and inclusion statistics for the Council's staff and provide information on the equivalent statistics for the town where possible. Where possible the report sets out what the Council would look like if it comprised of 100 people that were representative of its overall diversity compared to 100 Middlesbrough residents. In Summary:

Diversity	Council 100	Town 100
Gender	70 would be female	47 would be female
Disability	3 would be disabled	6 people would be disabled
Ethnicity	3 would be BME	7 people would be BME
Religion or Belief	57 would be Christian	63 would be Christian
LGBT	2 would be LGBT	5 would be LGBT ³

Gender

16. The gender break down of Council employment figures is 70.57% women and 29.42% men. This is not reflective of the wider labour market figures of 47% and 53% respectively⁴ though it is broadly comparable with the employment levels in other local authorities.

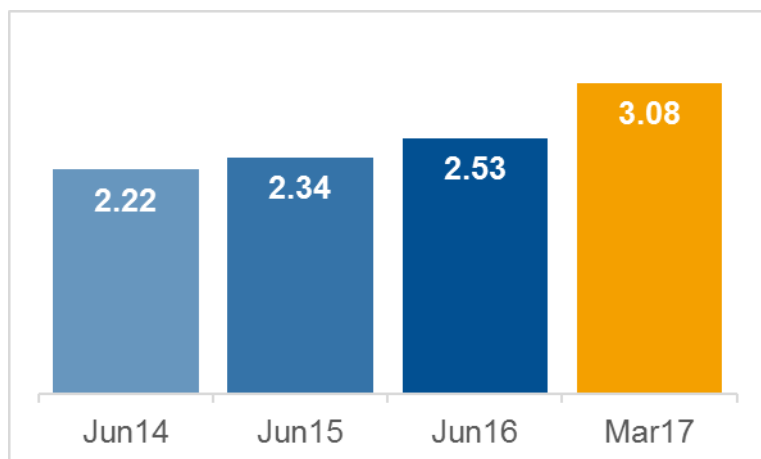
³ If the North East figure was proportionately applied to the town

⁴ NOMIS Local Authority Labour profile 2011

17. The Council is developing a Gender Pay gap dataset that will be included within the next Pay Policy Statement and reference will be made to it in next year's Equality and Inclusion report.

Disability

18. The Council is committed to being a positive employer for people with a disability. It has been awarded the national 'Disability Confident' employer award. As part of this the Council offers guaranteed interviews to individuals with a disability who meet the essential criteria for all posts advertised. The percentage of Council staff with a declared disability has risen slightly over the last four years to 3.08%. 5.94% of the working age population has some form of work-limiting disability.⁵



Ethnicity

19. While the town is the most diverse area in the North East with 11.7% of the population from the BME community, the percentage of the Council's employees who are from the BME community has remained around the 2% mark. Employment data indicates that 6.96% of those in employment from the town are from the BME community, while 22% of those who are self-employed are from the BME community.⁶

	16/17	17/18
BME total	76	80
Total declared and known	2977	2827
BME %	2.55%	2.83%

Figure 5 BME employee data as at 31 March

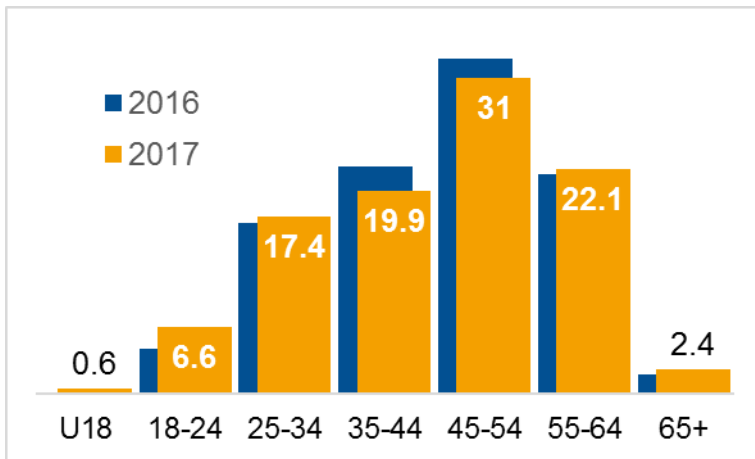
20. The above information indicates that there is a significant gap between the ethnic diversity of the town's workforce and the Council. The Council has put in place the People Strategy recently, one of the aims of this strategy is to ensure that the Council's workforce more closely reflects the diversity of the town.

Age

21. The average age of new employees joining the organisation was 35 during 2016/17.

⁵ ONS Labour Market status of disabled people April 2016 – March 2017

⁶ NOMIS Local Authority Labour profile 2011



Carers

22. Only 40% of staff answered a question on caring responsibilities within the equality monitoring forms used by the Council. This may be because it was added more recently and equality monitoring information for longer serving staff has not been updated. 27% of staff who answered this question declared that they had caring responsibilities.

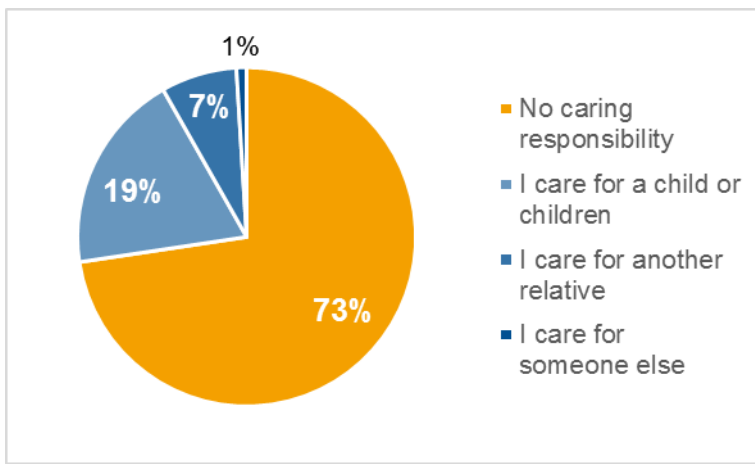


Figure 6 % breakdown of staff carer responses

Religion or belief

23. 57.14% of staff who provided equality monitoring information declared that they were Christian in 2016/17. 37.54% declared no religion or non-religious belief while 5.31% declared other religions. 63.23% of respondents to the 2011 Census stated that they were Christian, 22.25% stated that they had No Religions or a non-religious belief, 7.05% stated they were Muslim and 6.16% did not state their religion.

Sexual Orientation

24. 98% of those who provided equality monitoring information on sexual orientation stated they were heterosexual In the 2014 national Integrated Household Survey, 95% of respondents from the North East stated that they were Heterosexual, 1.3% stated they were Gay, Lesbian or Bisexual. The remaining 3.6% selected Other, Don't Know/Refuse or were non-responders to the question.

Apprenticeships

25. The Council is committed to providing a range of apprenticeship opportunities for young people to support the economic regeneration of the town and to improve the economic wellbeing and job opportunities for young

people. From August 2016 to June 2017 50 new Apprentices commenced their work within the Council and 24 progressed on to their second year. The achievement rate for this period was 92%. 90% of the apprentices who completed their apprenticeships went straight into employment and 2% went into Higher Education.

26. Diversity data analysis on apprentices on the payroll currently who completed equality monitoring information shows that the current cohort is:

- 6.25% have a BME background;
- Of those who responded and stated a preference 60% stated that they had No Religion and 22% declared a Christian faith; and
- 71% are Female.

27. Data on disability and caring responsibilities is too low to publish without individuals being identifiable.

Volunteers

28. The Council recognises the significant and valuable role that volunteers can play in helping it to fulfil its responsibilities to the local community and in providing opportunities to local residents to improve their job prospects, raise aspirations and potentially increase the diversity of the Council's workforce.

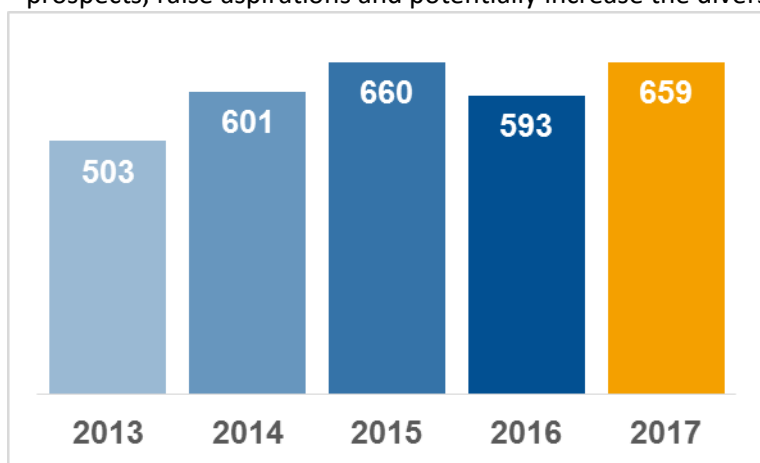


Figure 7 volunteer numbers by year

29. Analysis of the diversity characteristics shows that volunteer diversity characteristics differ from staff statistics, volunteers are more likely to have a disability, less likely to have caring responsibilities and ethnicity percentage splits align with the wider population of the town.

Sickness

30. The average number of sick days per employee continues to be around the nine day mark. During 2017 the Council is benchmarking its policies with other organisations, carrying out a major review of its related policies and initiatives. This will include identifying opportunities to reduce sickness absence by enabling staff to improve their fitness with the provision of Back Care Programme to address muscular skeletal problems and Mindfulness sessions to promote positive mental wellbeing. A new programme of lunchtime activities to include Pilates, Tai Chi, Walking Group will begin in September 2017 and is designed to encourage employees to participate in physical exercise. Cookery classes are also planned from October to promote health eating and food preparation.

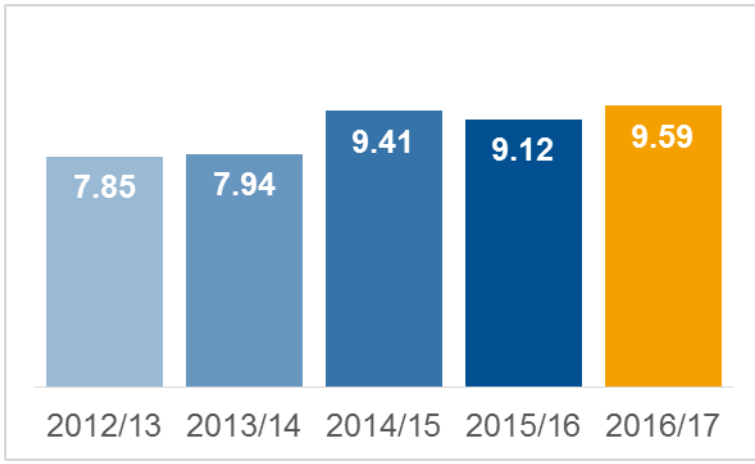


Figure 8 average number of sickness absence per employee by year

Grievance and dismissal

- 31. During 2016/17 centrally held records show that there were two formal grievances: one was partially upheld and the other was not upheld. There were eight disciplinary investigations and/or hearings, four of which resulted in dismissal.
- 32. Of those involved in investigations for whom information is known: all were White British, 70% were female; and ages ranged from 27 – 62. This was in line with the overall gender profile of the organisation.

Starters and leavers including recruitment and selection and redundancy

- 33. As one of the largest employers in the town, the Council has a significant number of employees who will join and leave the organisation each year. It has been consistently committed to minimising the numbers of staff who are made compulsory redundant, this is reflected in the figures below. In 2016, 61% of those who left the organisation as a result of voluntary or compulsory redundancy identified as female. This is lower than the overall gender split of the organisation. Of those who provided equality monitoring data for their personnel files, none identified as being members of the BME community.

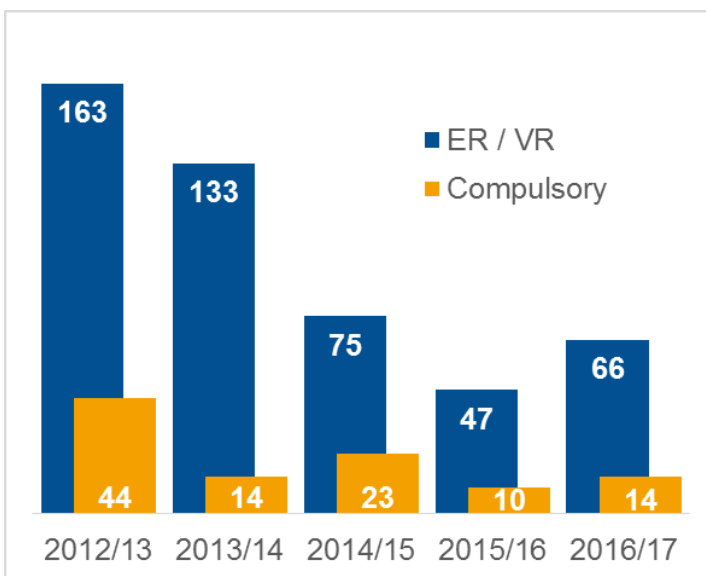


Figure 9 Number of voluntary and compulsory redundancies by year

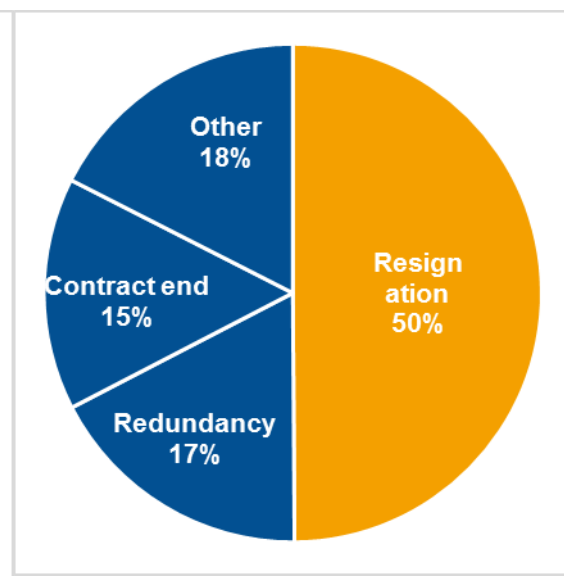
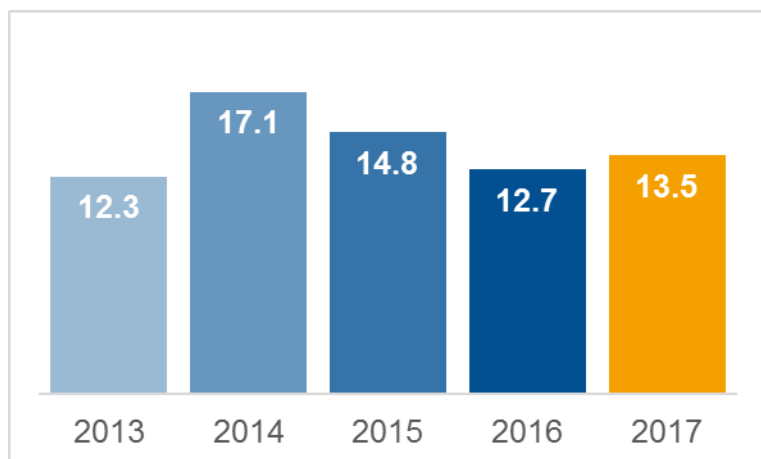


Figure 10 overall breakdown of method of departure

- 34. During 2016/17 449 people joined the organisation. The average age of these starters was 35; down from 37 from the previous year. 457 people left the Council which is only marginally different to the previous year. Their average age was 45; up from 41 from the previous year. 72% of the new starters were female as were

35. 67% of the leavers. 95% of the new starters, who completed equality monitoring forms were White; as were 97% of the leavers. While these numbers will have a positive impact on work to ensure the workforce more closely reflects the diversity of the town, they also give an indication of the scale of the challenge.
36. The percentage of staff turnover in 2017 was 13.5%. The graph below sets out turnover rates for the last previous four years as well



ACTIONS BEING TAKEN BY THE COUNCIL TO SUPPORT THE EQUALITY AND INCLUSION AGENDA WITHIN THE COUNCIL

37. During 2017 the Council will be undertaking a range of internally focussed actions to make improvements to processes and procedures that impact on staff. Planned actions include:
- Introduction of an ‘employee Health and Wellbeing passport’ that will information on adaptations and other needs to be recorded, reducing the need for employees to re-state needs as they move from post to post within the organisation
 - Carer and bereavement leave policies will be revised to better support the employees of the organisation
 - Achievement of carer friendly organisation accreditation from ‘Carers Together’.
38. The renewed People Strategy will be implemented over the next two years. As part of this the Council has recently launched a promotion of it’s corporate values, which outline the expected behaviours staff will display.
39. The newly created Equality and Inclusion working group will drive the equality and inclusion agenda forward through delivery of its work programme. While this will be internally focussed on the workforce, there are likely to be wider positive impacts on the town as a result of this work.

EQUALITY AND INCLUSION GOVERNANCE AND OVERSIGHT

40. The following key measures are in place to support fair decision-making within the organisation:
- Equality objectives are embedded within the Mayor’s vision for the town and within business planning processes of the organisation;
 - the People Strategy is in place;
 - Equality duty is embedded within HR policies; and
 - publication of equalities data.

Mayor’s 2025 vision and the Strategic Plan

41. The Council has a duty to have one or more equality objectives in place. These objectives have been embedded within the Mayor's vision for the town, 'Fairer, Safer, Stronger'. Progress against delivery of this vision, and the equality related objectives within it are reported through monitoring of the Strategic Plan which sets out the Council's contribution to the Mayor's vision for the town. Progress against the Strategic Plan is monitored through the Council's Performance Management Framework.

People Strategy

42. The Council is committed to being an excellent employer. This ambition is articulated in the updated People Strategy that has been agreed this year to deliver the vision that Middlesbrough Council will be a place where:

'Every member of staff will be proud to work for Middlesbrough Council, will be the best they can possibly be and deliver the best service they can. There is a shared ambition and aspiration to individually contribute to the Mayor's vision and improve opportunities for all that live and work here'.

43. Over the next two years a range of actions will be delivered by the People Strategy to achieve this vision. The Strategy will ensure Middlesbrough Council has:

- a diverse workforce who are proud to work for Middlesbrough Council;
- staff are high performing with a customer centric ethos;
- leaders who are leading by example;
- demonstrating the right behaviours; and
- a strong talent agenda & pipeline.

44. One of the aims within the Strategy is that the Council will have a workforce that more closely represents the diversity of the local population, progress on that element of the strategy will be monitored through this report.

45. As previously outlined, the Council has put in place an Equality and Inclusion group, led by a member of the Leadership Management Team to shape work to ensure the Council understands the needs of its diverse workforce. Actions identified within this report will be embedded within the work programme for that group

Equality and diversity and HR policies

46. The Council has a suite of policies and procedures, which outline best practice on dealing with key issues including:

- Equality Policy
- Equality Monitoring Policy
- Dignity at Work Policy
- Impact Assessment Policy
- Monitoring of Hate Incidents Policy
- Recruitment and Selection Policy.

47. These policies are regularly reviewed to ensure the Council continues to comply with legal requirements and best practice. See Appendix 2 for more detail on the content of these Policies.

Appendices

Appendix 1

STATUTORY REQUIREMENTS

Equality Act 2010

The Equality Act 2010 imposes a Public Sector Equality Duty (PSED) on the Council and is supported by specific equality regulations that the Council must also comply with. The PSED requires that when taking decisions the Council must have due regard to the need to:

- eliminate discrimination, harassment and victimisation
- advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it
- foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

Furthermore, the Act states that compliance with this duty may involve:

- removing or minimising disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic
- taking steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it
- encouraging persons who share a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.

The PSED states consideration should also be given to the steps involved in meeting the needs of disabled persons where they are different from the needs of people who are not disabled including, in particular, steps to take account of disabled persons' disabilities.

The protected characteristics set out in the Equality Act 2010 are:

- age
- disability
- gender reassignment
- pregnancy and maternity
- race
- religion or belief
- sex
- sexual orientation.

The Act is supported by specific regulations, which place additional duties upon the Council. It is required to publish information / data to demonstrate compliance with the PSED. The Council must also prepare and publish one or more specific and measurable objectives it thinks it should achieve to enable it to meet the general equality duty.

Appendix 2

Policy detail

Equality Policy

The Equality policy sets out how the Council will ensure customers, employees and job applicants are treated fairly and in line with legislation that sets out protections for characteristics set out within the Equality Act 2010 (age, sex, disability, gender reassignment, pregnancy and maternity, race, religion or belief and sexual orientation).

Equality Monitoring Policy

The Council has a duty to ensure it understands the impact of its decisions. This policy was developed to ensure a consistent approach is undertaken within the Council on equality monitoring.

Dignity and Respect at Work Policy

This policy sets out the expectation that all employees will be treated with respect and dignity in the workplace and outlines expected behaviours.

Impact Assessment Policy

The Impact Assessment (IA) policy sets out the process to be followed to ensure officers developing decision recommendations fully understand and weigh the consequences of possible and actual interventions and articulate these to decision-makers. The policy ensures appropriate consideration is given to the PSED.

Monitoring of Hate Incidents Policy

This policy sets out how the Council will collate details of incidents either witnessed by its staff or reported to them. Hate crimes should also be reported to the Police.

Recruitment and Selection Policy

This policy is in place to ensure that the Council's recruitment and selection practices are fair and consistent.