

SOUTH STAFFORDSHIRE COUNCIL**STANDARDS AND RESOURCES COMMITTEE 9 MARCH 2023****WORKFORCE EMPLOYMENT TRENDS****REPORT OF ASSISTANT DIRECTOR ORGANISATION & PEOPLE DEVELOPMENT****LEAD CABINET MEMBER – COUNCILLOR ROGER LEES, LEADER OF THE COUNCIL****PART A – SUMMARY REPORT****1. SUMMARY**

- 1.1 This report sets out the Council’s employment trends data which informs our actions in respect of workforce planning, equity, diversity, and inclusion.
- 1.2 Appendix one is our data for publication and incorporates the Public Sector Equality Act and Gender Pay Gap (GPG) reporting requirements.
- 1.3 The data set relates to 31 March 2022.

2. RECOMMENDATIONS

- 2.1 For information.

3. SUMMARY IMPACT ASSESSMENT

POLICY/COMMUNITY IMPACT	Do these proposals contribute to Council Plan objectives?	
	Yes	Improving equity, diversity and inclusion supports our communities and our workforce.
	Equality Impact Assessment (EqIA) completed?	
	No	The report is not proposing a new policy or scheme.
SCRUTINY POWERS	No	
KEY DECISION	No	
DECISION ROUTE/ TIME	Yes	Standards and Resources Committee 9 March 2023
TARGET DELIVERY DATE	Yes	31 March 2023
FINANCIAL IMPACT	No	Existing budgetary provision.
LEGAL ISSUES	Yes	The Equality Act 2010 has been considered.
OTHER IMPACTS, RISKS & OPPORTUNITIES	Yes	The data is used to support Resource Planning & Prioritisation (RPP), equity diversity, and inclusion.
IMPACT ON WARDS	NA	

PART B – ADDITIONAL INFORMATION

4. INFORMATION

Workforce size

4.1 On 31 March 2022 the Council employed 323¹ employees.

Where our workforce lives

4.2 53.51% of our workforce (including casual workers) are council residents and live in the district. The other locations where our employees live include Wolverhampton, Cannock Chase, Dudley, Shropshire, Walsall, Telford & Wrekin, and Stafford.

Employee retention

4.3 Our retention rate on 31 March 2022 was 84%.

Age

4.4 Over 69% of the workforce were aged 36+. 18% were aged 25 and under which is almost a 4% improvement compared to the previous year. This improvement includes an increase in the employment of people between the ages of 16-18 by 9. The previous year it was 0.

4.5 During 2021, we increased the investment in our apprentice programme and created 5 additional apprentice posts leading to 8 apprentices studying an apprentice approved programme during 2022. At the time of writing, the Council has 12 apprentices.

4.6 20 colleagues aged 56 and over left the Council. In recognition of our age profile, we ran a preparing for retirement course to assist colleagues with retirement planning.

Gender

4.7 The gender profile of the workforce remained stable with 61.3% of the workforce being female and 38.7% male. We have many jobs which offer part-time and flexible working and more females than males continue to work part-time.

4.8 A summary of our last 3 years gender pay gap is below.

GPG Date	Mean GPG %	Median GPG %
31.03.20	5.2 %	6.6%
31.03.21	8.9%	0.89%
31.03.22	6.53%	9.42%

¹ 323 is the headcount but the full time equivalent (fte) was 238.6. Headcount increases to 394 if it includes casual workers. In 2021 the headcount was 300, fte was 228. Headcount increases to 370 if it includes casual workers.

- 4.9 The mean gender pay gap on 31 March 2022 was 6.53%, a decrease compared to 2021. However, the median figure increased to 9.42%. A major factor was our casual work requirements reduced during 2020/21 due to the closure of the Leisure Centres during periods of the pandemic. Numbers increased in 2022 as we returned to business as usual and this has had an impact on contracts paid in the lowest two pay quartiles and in turn affected the GPG %, particularly the median figure. There was also a higher % of female leavers than males which impacted on the % of females and males, most significantly in the lower two pay quartiles.
- 4.10 Gender distribution across our management tiers includes 24 females and 25 males. There is a slightly higher distribution of females overall in the top 3 tiers.

CLT	Assistant Directors	Team Managers	Assistant Team Managers
Female 3	Female 3	Female 12	Female 6
Male 2	Male 3	Male 8	Male 12

Ethnicity

- 4.11 Our ethnicity classification categories are set out in the table below with a 2021 and 2022 comparison. We will be reviewing our ethnic group descriptors to align with any national data sources e.g, the 2021 Census.

Ethnicity groups	No 2022	% 2022	No 2021	% 2021	Summary
Any other Asian background	1	0.31%	1	0.33%	-
Any other black background	0	0.00%	1	0.33%	<
Any other ethnic group	1	0.31%	2	0.67%	<
Any other white background	1	0.31%	0	0.00%	>
Bangladeshi	1	0.31%	1	0.33%	-
British	306	94.73%	280	93.35%	>
Caribbean	1	0.31%	0	00.0%	>
Indian	8	2.48%	10	3.33%	<
Irish	0	0.00%	1	0.33%	<
Not stated	1	0.31%	0.00%	0	>
Pakistani	2	0.62%	2	0.67%	-
White & Asian	0	0.00%	1	0.33%	<
White & Black Caribbean	1	0.31%	1	0.33%	-
Total	323	100%	300	100%	

Disability

- 4.12 4.33% (14 employees) disclosed that they had a disability. This is an increase on the figure reported the previous year which was 3% (9 employees).

Workforce attendance

- 4.13 The Council's annual absence target is to not exceed more than 6.95 fte average days per employee per year. The Council's performance against this target for 2021/22 was 6.22. This comprised of 2.35 short-term absence and 3.87 long-term absence.
- 4.14 Whilst short and long-term absences have increased compared to 2021. Factors such as lockdown and furlough are likely to have directly and indirectly reduced the reporting and incidents of sickness absenteeism during 2020/21. Appendix one page 21 shows that out of 14 health categories, 12 reported lower absences during 2020/21.
- 4.15 Prior to the pandemic our absence rate was 5.75. If you discount covid absences for 2021/22 our absence rate would be more in line with this.
- 4.16 The stress/anxiety/depression category is slightly higher than pre-pandemic levels. However, we regularly review cases, and it should be noted that bereavement and other personal issues can often be a factor.

How pandemic learning has informed our workforce development strategy.

- 4.17 During 2020/21 the council took forward a range of people strategies and practices including employee engagement, hybrid working, new flexible working models and employee wellbeing to support our transformation, community hub and culture change plans.
- 4.18 This work has been mainstreamed as part of our working practices - and in 2022 the council was privileged to receive an iESE Achievement of Excellence certificate recognising our health and wellbeing strategy and workforce support. This has provided a strong foundation for our 2022 Workforce Development Strategy.

Employee engagement and culture

- 4.19 Our September 2022 employee engagement survey confirmed that 93.5% of respondents would recommend us as a place to work with 81% scoring between 7-10 when asked if they felt valued and part of the council. Many of the comments valued the supportive culture and wellbeing support on offer. In terms of issues raised in the survey, pay and the cost-of-living crisis were referred to.

Our actions during 2021/22

- 4.20 Appendix one provides details of specific actions we have taken in to improve equity diversity and inclusion.

Actions planned for 2022/23

- 4.21 Appendix one details our planned actions for 2022/23 intended to help us recruit and retain a diverse workforce and continually improve our culture. These actions are captured under the following themes:

- Recruitment and retention
- Inclusive leadership strategies and culture
- Learning and development
- Wellbeing
- Capturing more intelligent data including why our employees leave to improve retention of talent from underrepresented groups.

5. IMPACT ASSESSMENT-ADDITIONAL INFORMATION

- 5.1 There are no proposed new policies attached to this report necessitating an impact assessment. Equality impact assessments however will be carried out for any actions arising from the report/workstream that relate to any new or material policies, projects, or schemes.
- 5.2 A summary of our 2022 workforce employment trends will be published on the Council's website. (See appendix one).

6. PREVIOUS MINUTES

- 6.1 N/A.

7. BACKGROUND PAPERS

- 7.1 N/A.

Appendices

- Appendix one - Summary of workforce employment trends for 2022.

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