



Strathclyde Partnership for Transport

Equality and Diversity Monitoring Report 2014/15



Contents Page

	<u>Page No.</u>
1. Introduction	3
2. Purpose of this report	3
3. Staff in post	3
4. Annual Statistics	5
4.1 Age	4
4.1.1 SPT Staff	5
4.1.2 New Starts	5
4.1.3 Leavers	6
4.1.4 Recruitment	7
4.1.5 Corporate Learning and Development	8
5.1 Disability	9
5.1.1 SPT Staff	10
5.1.2 New Starts	10
5.1.3 Leavers	11
5.1.4 Recruitment	11
5.1.5 Corporate Learning and Development	11
6.1 Gender Re-assignment	11
7.1 Marriage & Civil Partnership	11
8.1 Pregnancy & Maternity	12
8.1.1 SPT Staff	12
8.1.2 New Starts	12
8.1.3 Leavers	12
8.1.4 Recruitment	12
8.1.5 Corporate Learning and Development	12
9.1 Race	13
9.1.1 SPT Staff	13
9.1.2 New Starts	14
9.1.3 Leavers	14
9.1.4 Recruitment	15
9.1.5 Corporate Learning and Development	15
10.1 Religion & Belief	16
10.1.1 SPT Staff	16
10.1.2 New Starts	17
10.1.3 Leavers	17
10.1.4 Recruitment	17
10.1.5 Corporate Learning and Development	17
11.1 Sex	18
11.1.1 SPT Staff	19
11.1.2 New Starts	19
11.1.3 Leavers	19
11.1.4 Recruitment	20
11.1.5 Corporate Learning and Development	20
12.1 Sexual Orientation	21-22
12.1.1 SPT Staff	21
12.1.2 New Starts	21
12.1.3 Leavers	22
12.1.4 Recruitment	22
12.1.5 Corporate Learning and Development	23
13.1 Report Recommendations	24

List of Figures

Figure 1	Overall employee profile by age group
Figure 2	Overall employee profile by age group and job grade
Figure 3	New starts profile by age group
Figure 4	Leavers' profile by age group
Figure 5	Leavers' profile by age group and reasons for leaving
Figure 6	Applicants' profile by age group
Figure 7	Corporate learning and development data by age group
Figure 8	Overall profile of employees who have indicated they have an impairment, health condition or learning difference
Figure 9	New Starts who have indicated they have an impairment, health condition or learning difference
Figure 10	Leavers' who have indicated they have an impairment, health condition or learning difference
Figure 11	Corporate learning and development data showing employees who have indicated they have impairment, health condition or learning difference
Figure 12	Proportion of staff returning to work after maternity leave
Figure 13	% of staff returned to work full-time or part-time after maternity
Figure 14	Overall employee profile by race
Figure 15	New starts profile by race
Figure 16	Leavers' profile by race
Figure 17	Applicants' profile by race
Figure 18	Corporate Learning and Development data by Race
Figure 19	Overall employee profile by religion/belief
Figure 20	New starts profile by religion/belief
Figure 21	Leavers' profile by religion/belief
Figure 22	Corporate Learning and Development data by religion/belief
Figure 23	Overall employee profile by sex
Figure 24	Overall employee profile by sex and job grade
Figure 25	New starts profile by sex
Figure 26	Leavers' profile by sex
Figure 27	Applicants' profile by sex
Figure 28	Corporate learning and development data by sex
Figure 29	Overall employee profile by sexual orientation
Figure 30	New starts profile by sexual orientation
Figure 31	Leavers' profile by sexual orientation
Figure 32	Applicants' profile by sexual orientation
Figure 33	Corporate learning and development data by sexual orientation

1.0 Introduction

1.1 Welcome to the 2014/2015 annual Equality and Diversity monitoring report.

The Equality Act 2010 and the subsequent Public Sector Equality Duties have placed a much greater emphasis on providing visible and transparent information to the public. This reflects the Government's focus, where public bodies and departments are expected to make available and publish more information to the wider public. This annual equality and diversity monitoring report will be published on SPT's internet site and compliments SPT's Equality Outcome Report published in April 2015.

1.2 The Public Sector Equality Duties require all public bodies with more than 150 staff members to publish workforce information across equality strands. It is important to state that as this is a recent legal requirement SPT continues to develop its internal reporting processes. For the purposes of providing a complete picture, this report now includes Corporate Learning and Development data.

1.3 The purpose of the workforce diversity report is to provide evidence of progress to achieve the workforce Equality Outcomes.

1.4 In November 2012, an exercise was carried out to gather equality monitoring data for our existing workforce. As this was a voluntary exercise, staff were not compelled to disclose this information and we achieved a 73% response rate. In an effort to ensure we increase our response rate, we ask new employees and job applicants to complete an equality monitoring form. Our aim is to complete a full review of our Equality and Diversity data by 2017.

2.0 Purpose of this report

2.1 The purpose of this report is to set out the results of employment monitoring over the past 12 months, in line with our financial year reporting. Our staff profile statistics are based on staff in post at 31 March 2015.

2.2 The report focuses on the main protected characteristics of sex, age, disability, race, gender re-assignment, marriage and civil partnership, pregnancy and maternity, religion and belief and sexual orientation. It covers current status with regard to overall staff profile and main job categories, recruitment and selection, new starters and leavers and training and development.

2.3 Progress has been made in gathering reliable workforce diversity data to carry out this exercise. However, some work remains to be progressed in particular areas and as a result there is still a relatively high level of 'Not Known' data for recruitment. An E-recruitment system is being considered which will increase response rates.

2.4 We regularly monitor the profile of our staff to meet our legal obligations according to the Equality Act 2010 and in line with good practice. Monitoring and analysis of this information also informs our equality impact assessments. Over and above our legal obligations, carrying out equality monitoring of our staff helps us to identify areas of possible improvement, and also to recognise where we are making progress.

2.5 Corporate Learning and Development data is now available and will continue to be monitored in the future to meet our obligations.

3. Staff in post

- 3.1 SPT had 556 employees as at 31 March 2015. This is a reduction of 2 employees compared to our previous report in 2013. There is little change in terms of contract type, with 1.3% of employees on fixed term contracts and 9.5% of all staff part-time, compared to 1.4% and 8.7% respectively in 2013.

4. ANNUAL STATISTICS

4.1 AGE

4.1.1 Staff Profile

At SPT those within the 35-44 and 45-54 age groups represent 63% of the total workforce compared to 65% in our 2013 report. These statistics are not unexpected as historically SPT has an older workforce population and turnover has remained low.

The age profile of staff at SPT remains in line with our 2013 findings, with a small increase in the youngest age group showing a total of 4% (n = 22) compared to 3% (n = 14) in our previous report. It is noted that 31% (n = 12) of appointments in 2014/2015 were from the lower age group.

Figure 1. Overall employee profile by age group

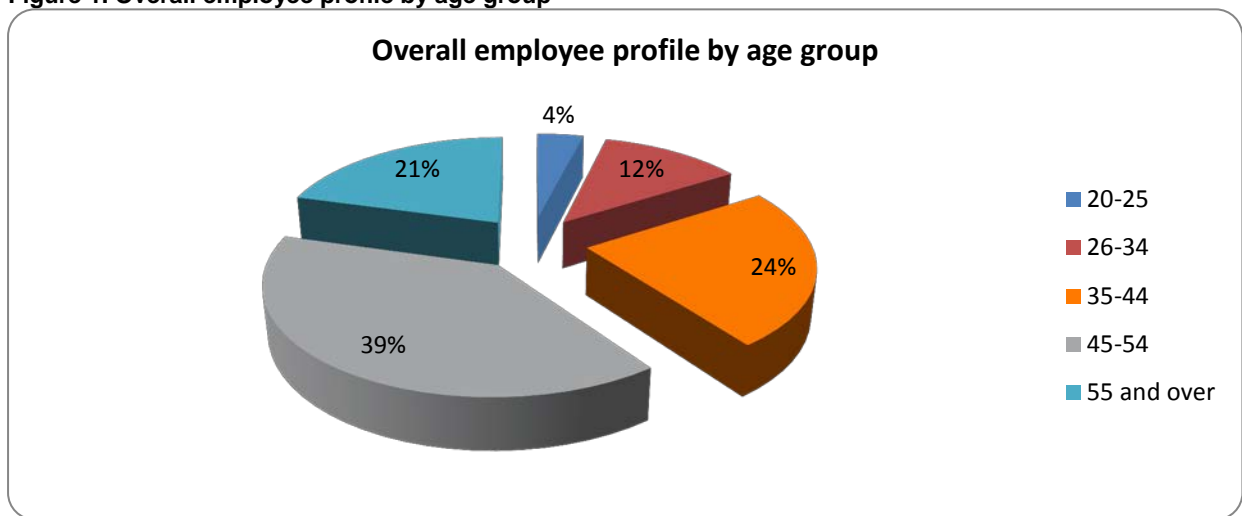
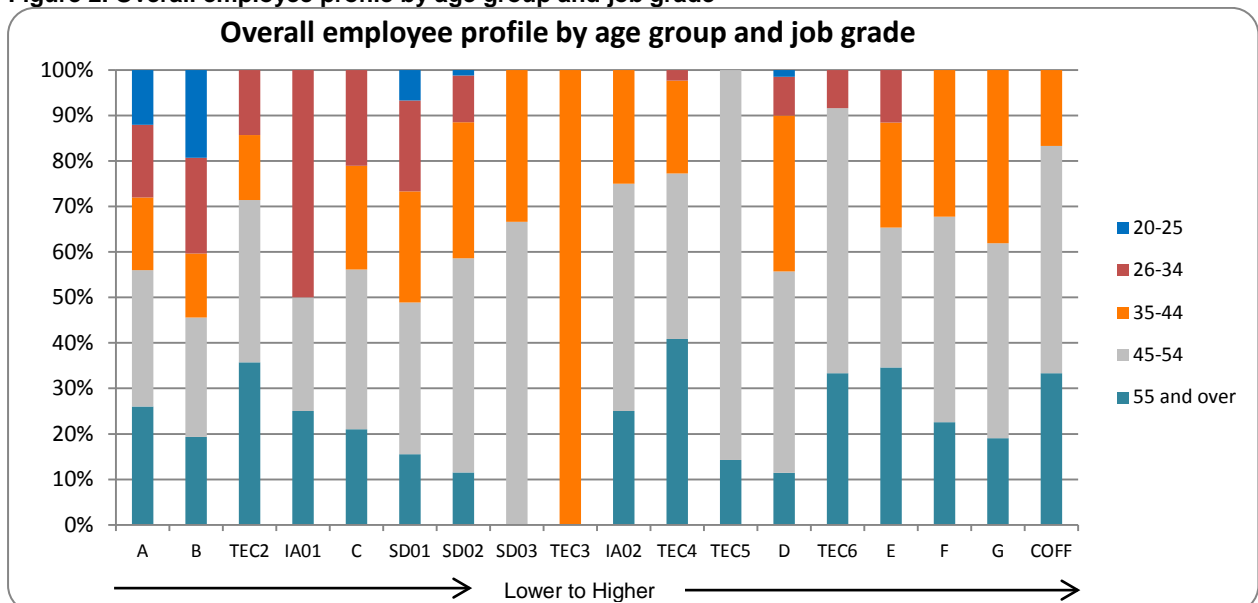


Figure 2 (below) shows that all age groups are generally well represented across all grades which is in line with our 2013 findings.

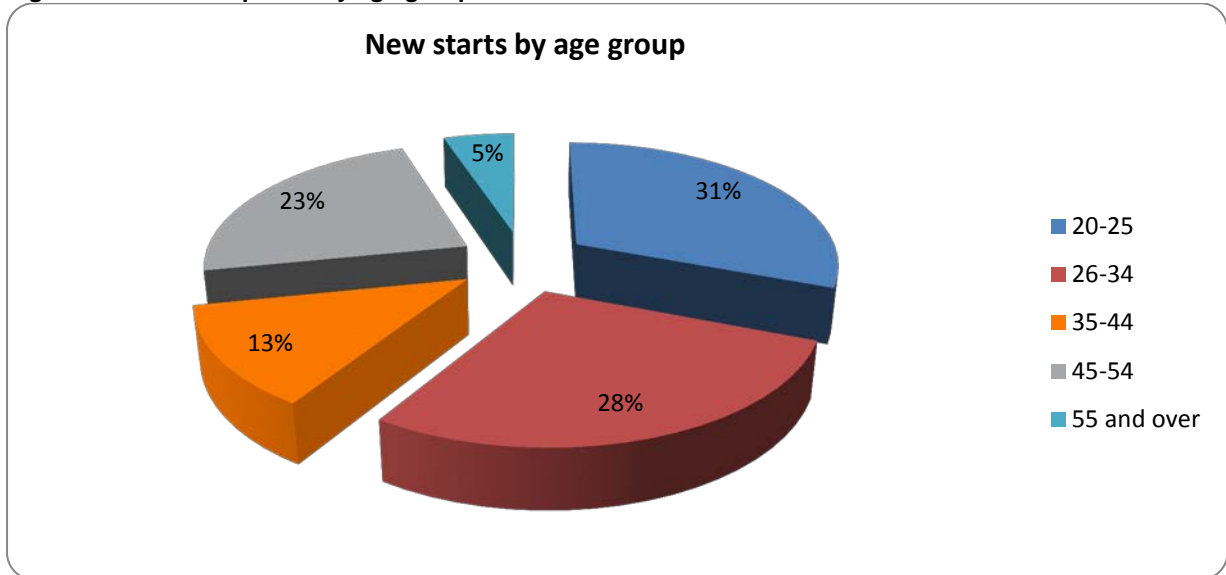
Figure 2. Overall employee profile by age group and job grade



4.1.2 New Starts

SPT welcomed 39 new starts from 1 April 2014 to 31 March 2015. The highest proportion of new starts were aged between 20-34 years (n = 23), similar to the 2013 figure (23). SPT has also introduced a Trainee Programme to continue to attract candidates from all age groups.

Figure 3. New starts profile by age group



4.1.3 Leavers

The 39 leavers were from all age groups. The majority of leavers in 2014/2015 were aged 45 and over representing 54% of the overall figure compared to 72% in our 2013 report. Figures also show that 34% of our 2014/2015 leavers were aged 20-34 compared to only 9% in our 2013 report. This shift appears to reflect the increased buoyancy in the external labour market and is one that will be closely monitored to consider whether SPT needs to create development opportunities whilst turnover remains low in order to retain younger skilled staff.

Figure 4. Leaver profile by age group

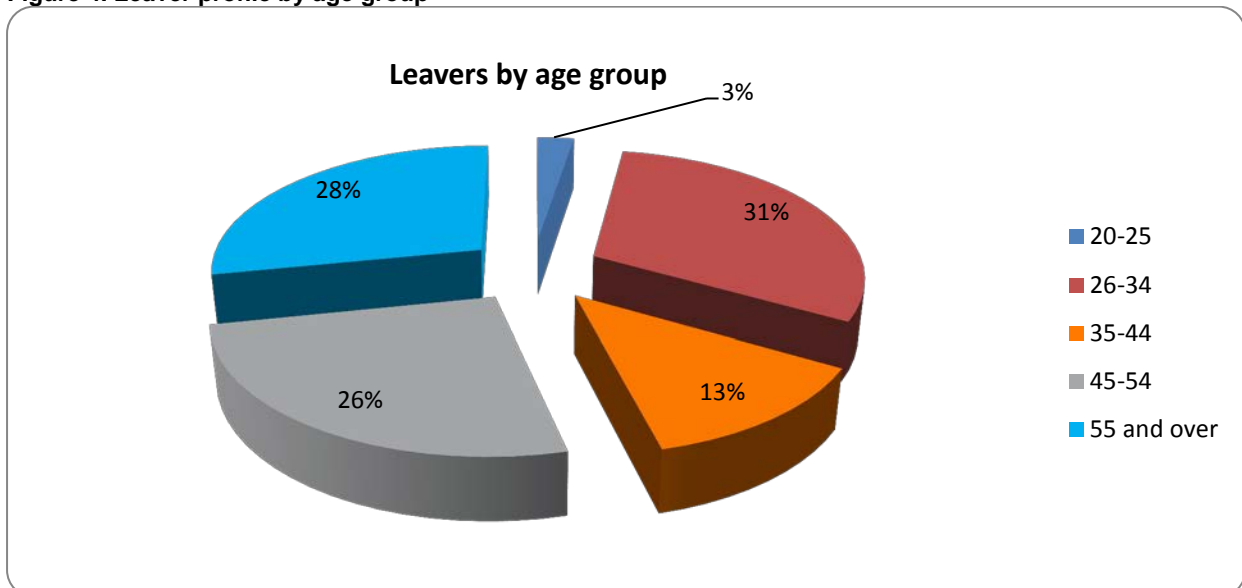
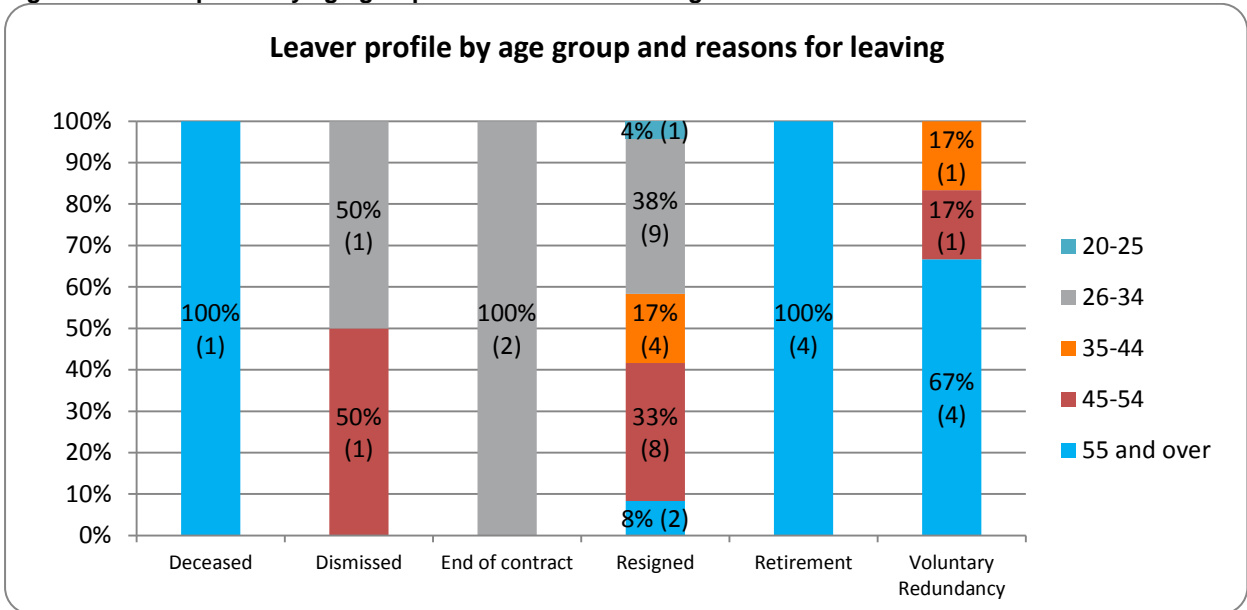


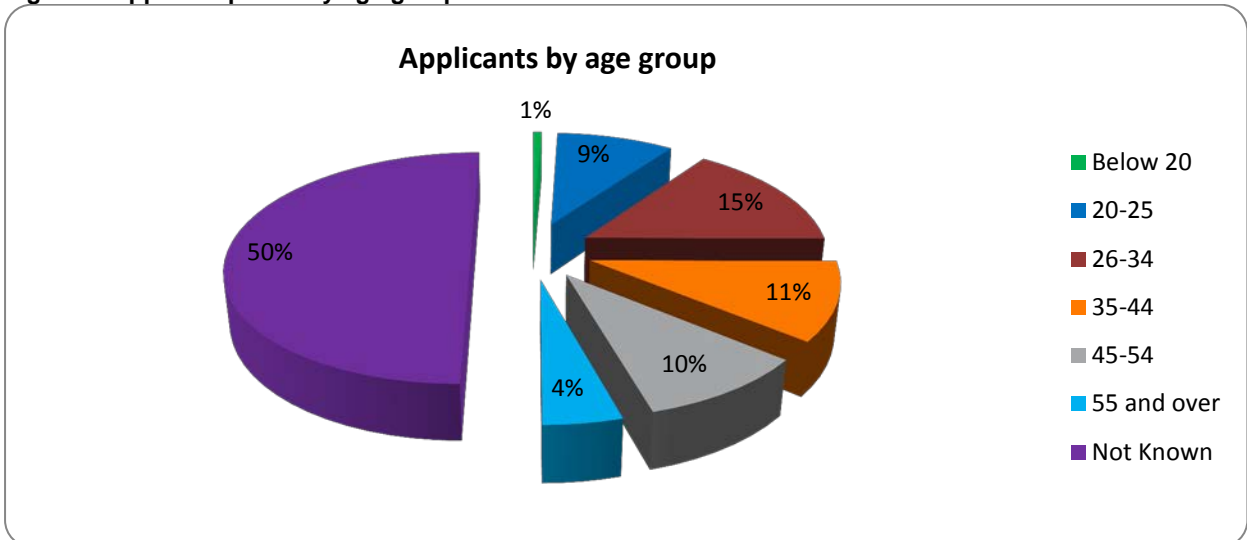
Figure 5. Leaver profile by age group and reasons for leaving



4.1.4 Recruitment

Our 2014/2015 data indicates that although it is part of our recruitment process, the majority of applicants did not confirm their age. Based on the data available, we continue to attract a broad balance of applicants from all age groups. Unfortunately we are not able to compare our findings with 2013 report because 50% of applicants chose not to declare their age.

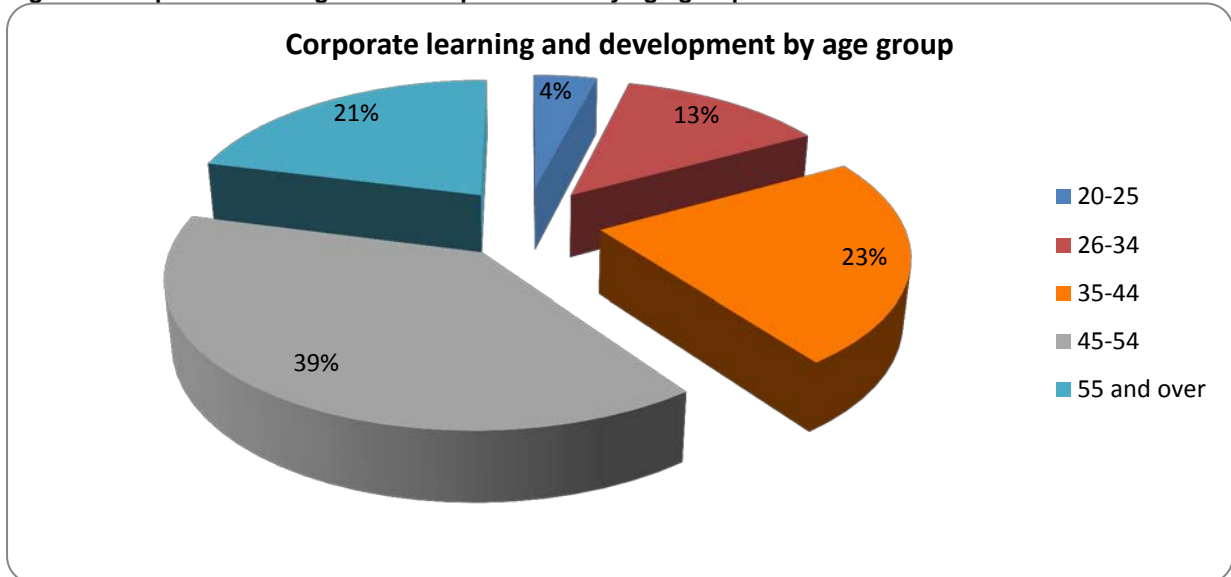
Figure 6. Applicant profile by age group



4.1.5 Corporate Learning and Development

As it is our first year presenting corporate learning and development data, we are unable to provide any trend information. However, we are able to report that 447 employees have received corporate training and that access to training is broadly in line with SPT's staff profile. We can see that 60% of all our corporate training has been delivered to employees aged 45 and over (n = 267). 17% of our training is delivered to employees aged below 35 years old (n = 75), whilst this group make up 17% of staff (see Figure 1.).

Figure 7. Corporate learning and development data by age group



5.1 DISABILITY

5.1.1 Staff Profile

The Equality Act 2010 introduced some changes to the way the definition of disability is applied and to the ways in which disability discrimination can occur. The Act does not simply protect a small number of people with visible disabilities; but it can also protect large numbers of people with invisible disabilities. It may also protect those with temporary, but long-term, injuries or ill health who would not normally think of themselves as having a disability or to be considered by others as such. In order to help us understand the support needs of our staff, we asked them if they had impairment, health condition or learning difference, adopting the view that the health conditions disclosed may be protected under the Act.

We are pleased to report that mental health awareness training was delivered to our managers in 2014 to increase awareness and knowledge within our organisation. The programme will be rolled out to SPT employees by the end of 2015.

Figure 8. Overall profile of employees who have indicated they have an impairment, health condition or learning difference

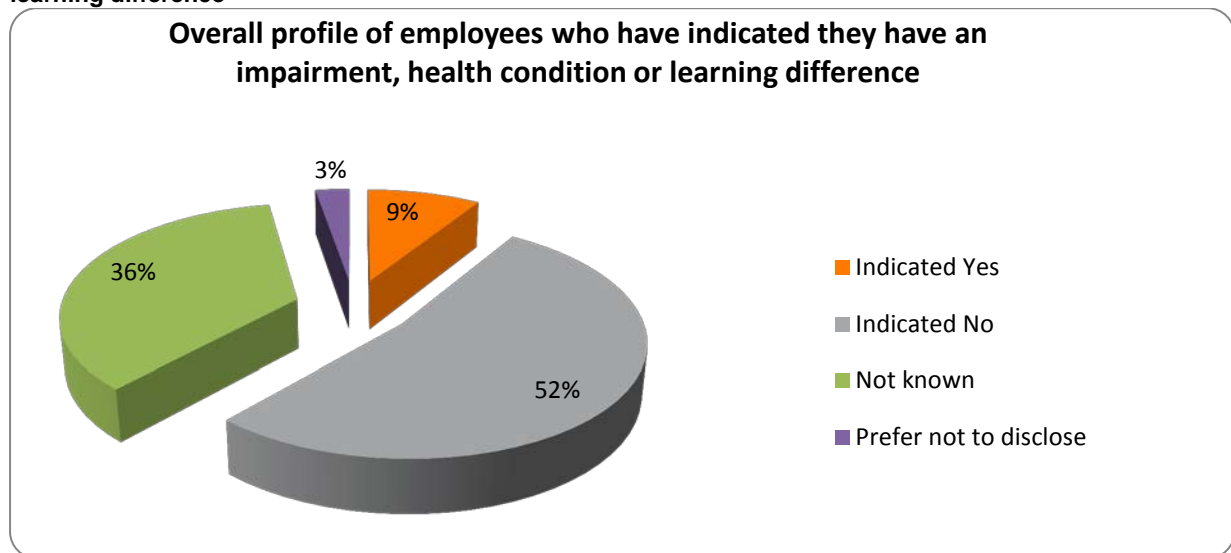


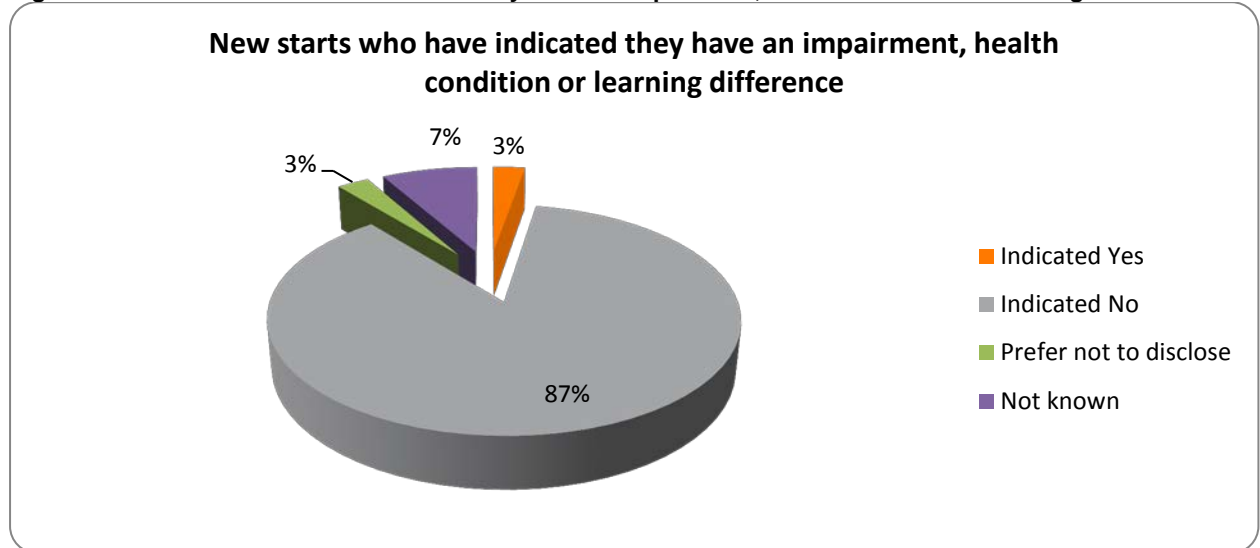
Figure 8 (above) shows that 9% of our current employees have indicated they have an impairment, health condition or learning difference compared to 10% in our 2013 report. Whilst the figure is low compared to Scottish Government figures¹ which estimate 20% of the working population are disabled, we recognise that traditionally many employees have been reluctant to disclose that they consider themselves to be disabled.

¹ <http://www.gov.scot/Topics/People/Equality/Equalities/DataGrid/Disability/DisabPopMig>

5.1.2 New Starts

SPT welcomed 39 new employees in 2014/2015 compared to 43 new starts in 2013. Of these 39, only 1 (3%) of these individuals stated that they have an impairment, health condition or learning difference which is a decrease from 9% (n = 4) in 2013.

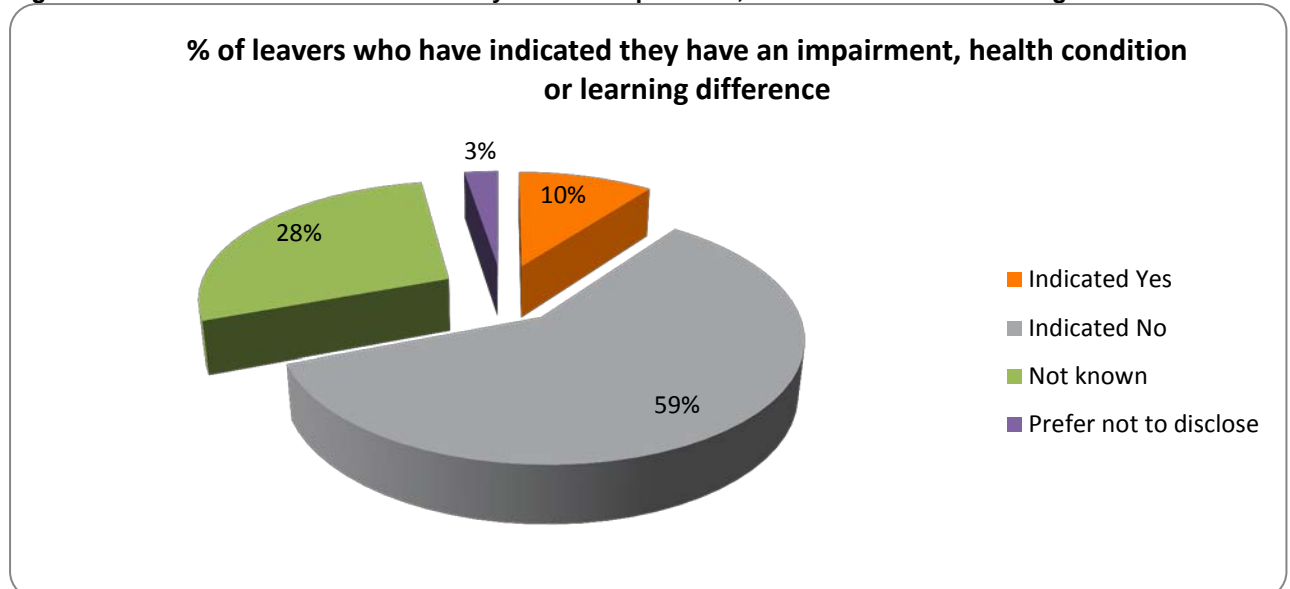
Figure 9. New starts who have indicated they have an impairment, health condition or learning difference



5.1.3 Leavers

Figure 10 shows that 10% (n = 4) of staff who left during 2014/2015 indicated they had an impairment, health condition and/or learning difference compared to 3% (n = 2) staff declared in our 2013 report. We will continue to monitor this to understand this trend and take proactive steps if necessary.

Figure 10. Leavers who have indicated they have an impairment, health condition or learning difference



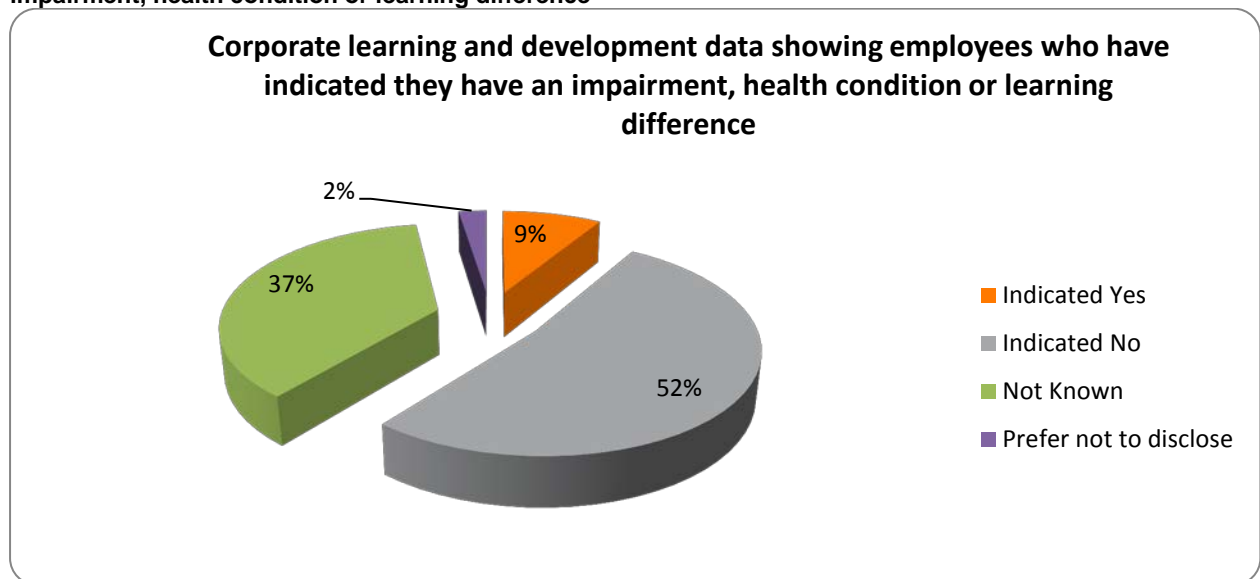
5.1.4 Recruitment

SPT is signed up to the 'two ticks' scheme which guarantees disabled people an interview if they meet the minimum criteria for the job vacancy. The data in this area is currently not available however best practice across the organisation in relation to recruitment activity indicates that individuals with a disability are not unfairly discriminated against within the recruitment and selection process.

5.1.5 Corporate Learning and Development

Figure 11 (below) indicates that 9% (n = 39) of all employees who have received corporate training have indicated they have an impairment, health condition or learning difference which is in proportion with our overall figure.

Figure 11. Corporate learning and development data showing employees who have indicated they have impairment, health condition or learning difference



6.1 Gender Reassignment

None of our existing staff have declared that they have undergone or intend to undergo gender reassignment. We also asked for this information at recruitment. No applicants in 2014/2015 declared that they were transgender. We will continue to request information regarding this protected characteristic and will monitor this data annually.

7.1 Marriage & Civil Partnership

At SPT 58% of our workforce are married, with 41.3% confirming another status such as single, divorced or separated and 0.7% being in a civil partnership. These figures are broadly in line with our 2013 report.

8.1 PREGNANCY & MATERNITY

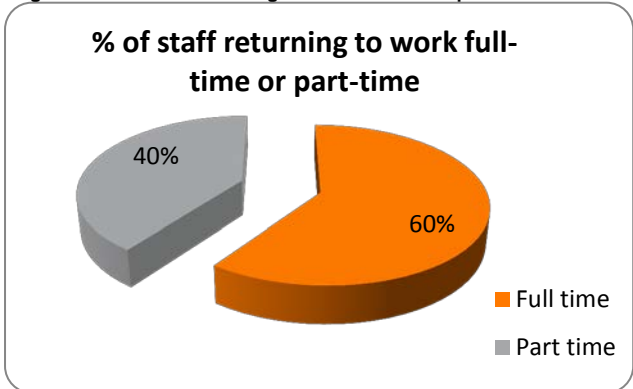
8.1.1 Staff Profile

All 5 members of staff who took maternity leave in 2014/2015 returned to work at SPT. 40% of these staff returned to work on a part-time, flexible basis.

Figure 12. % of staff returning to work after maternity leave



Figure 13. % of staff returning to work full-time or part-time



8.1.2 New Starts

There were no new starts who were pregnant or who went on maternity leave during 2014/2015.

8.1.3 Leavers

There were no 2014/2015 leavers who were pregnant or on maternity leave.

8.1.4 Recruitment

No applicants indicated they were pregnant or on maternity leave in 2014/2015.

8.1.5 Corporate Learning and Development

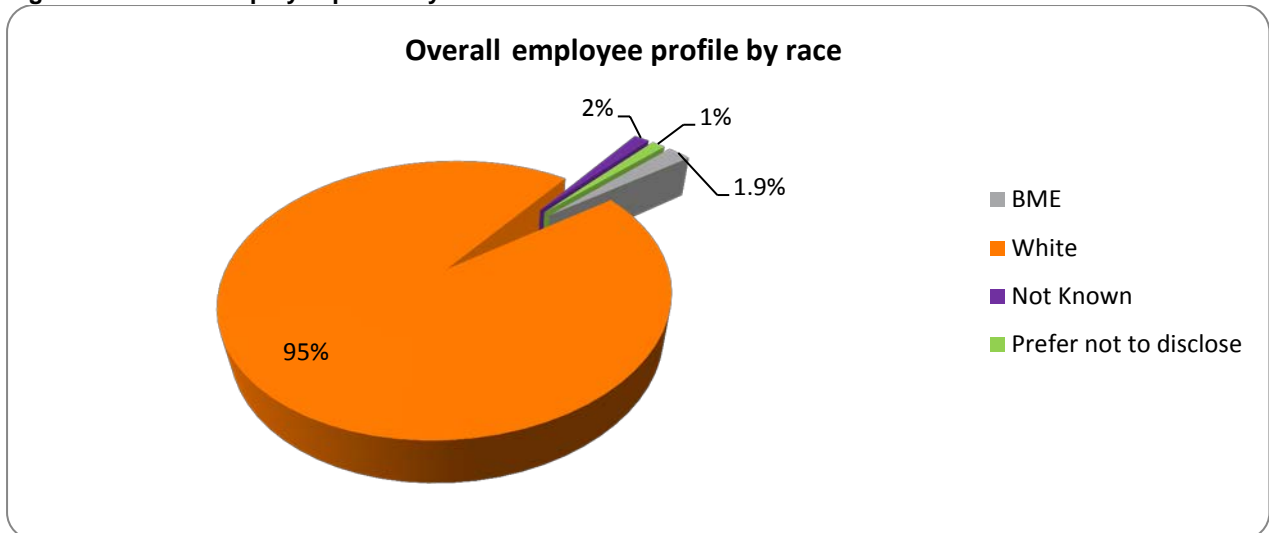
One employee undertook Keeping In Touch Days (KIT) during her maternity leave.

9.1 RACE

9.1.1 Staff Profile

Overall 1.9% (n = 11) of staff who elected to disclose their ethnicity stated they were from a BME group (Black/Minority/Ethnic) which is in line with our findings in our 2013 report (2.3% or 13 people). This can be compared with the Scottish Government national figure of 4%².

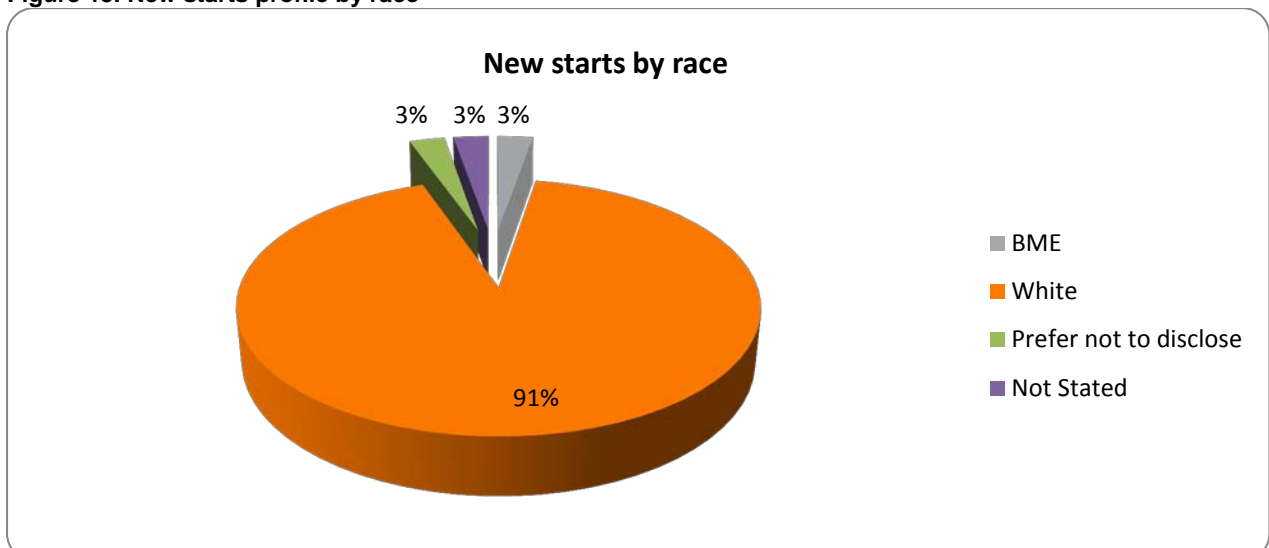
Figure 14. Overall employee profile by race



9.1.2 New Starts

Figure 15 shows that of the 39 new starts only 1 (3%) was from the BME group. This figure is lower than the 5% recorded in 2013 but reflects a reduction of only 1 person. We will continue to monitor this and will consider how to attract a more diverse pool of new starts.

Figure 15. New starts profile by race

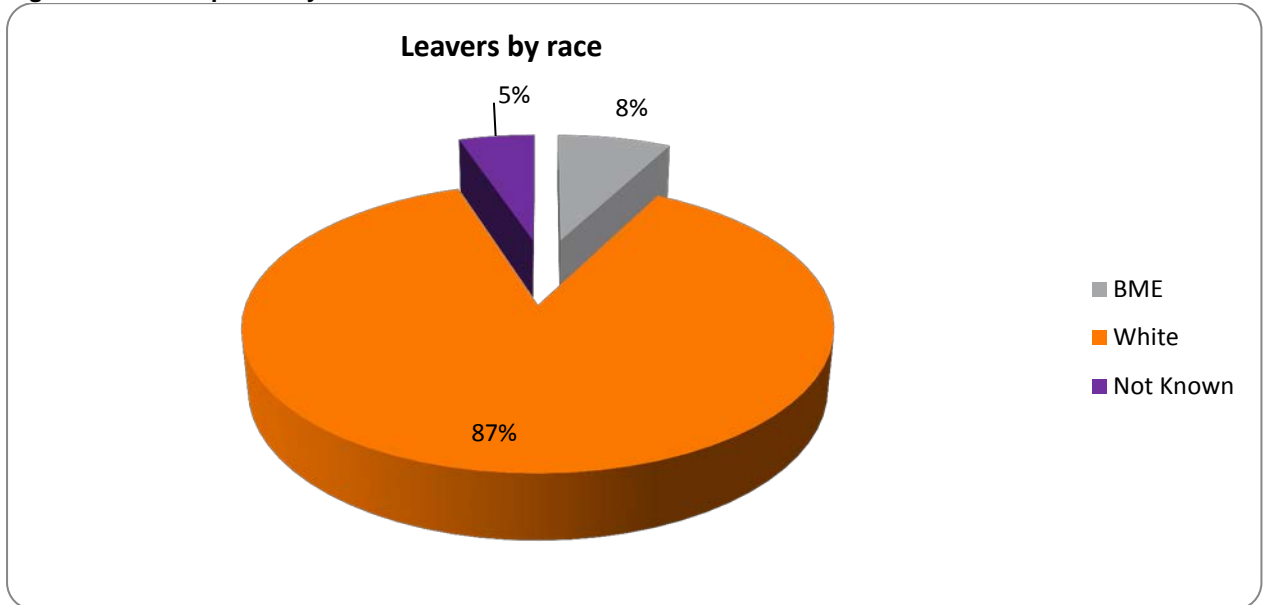


² <http://www.gov.scot/Topics/People/Equality/Equalities/DataGrid/Disability/DisabPopMig>

9.1.3 Leavers

Figure 16 (below) shows that our turnover of BME employees is higher than the overall workforce ethnic composition representing 9% (n = 3) of all leavers; this is an increase of one person compared to 2013. Our analysis shows that BME leavers either resigned (n = 2) or retired (n = 1) and we will continue to monitor this closely.

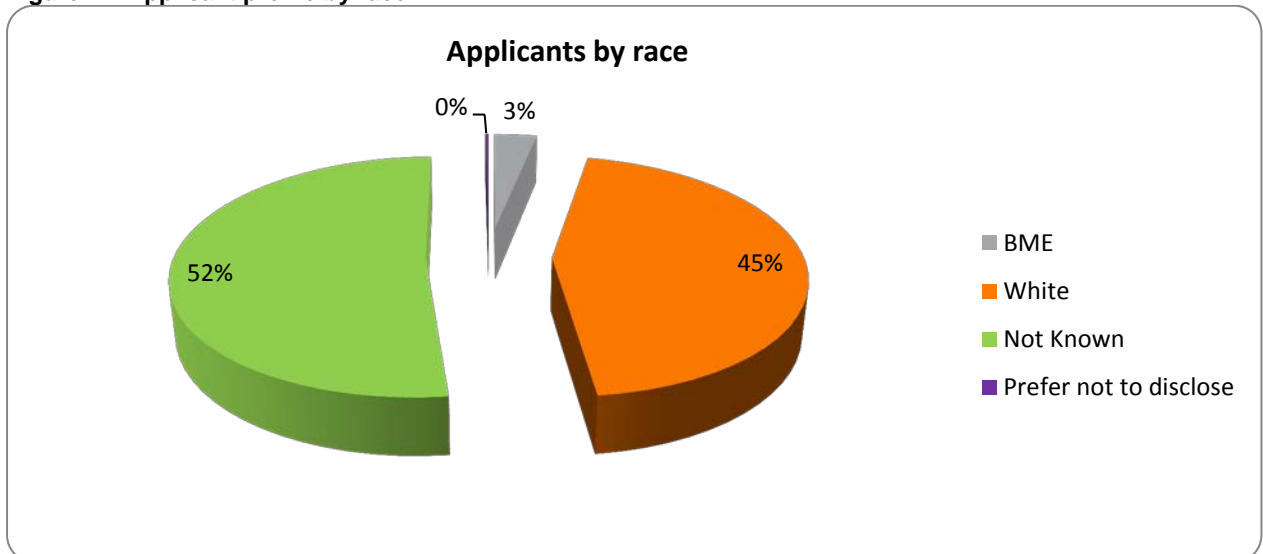
Figure 16. Leaver profile by race



9.1.4 Recruitment

The data below shows that 3% of candidates applying for vacancies within SPT came from the BME group compared to 4% in our 2013 report. This figure correlates with 3% (n = 1) of new starts appointed coming from a BME background. We will continue to monitor this trend and take appropriate action to bring our workforce in line with the Scottish Government national figure of 4%.

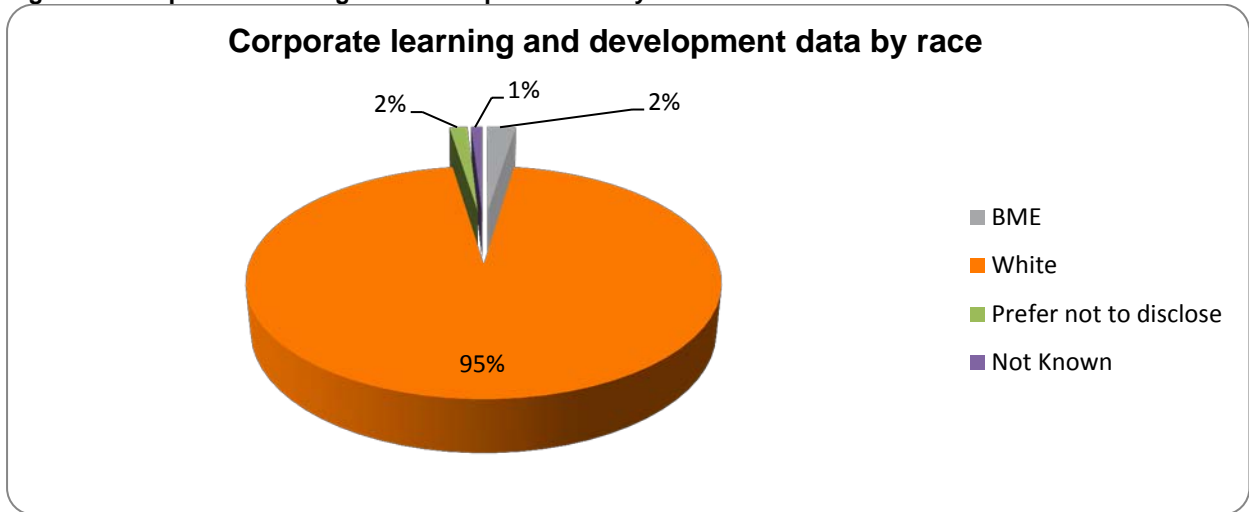
Figure 17. Applicant profile by race



9.1.5 Corporate Learning and Development

Data shows that 2% (n = 10) of all corporate training has been delivered to employees belonging to the BME group who represent 1.9% of overall staffing profile.

Figure 18. Corporate Learning and Development data by race



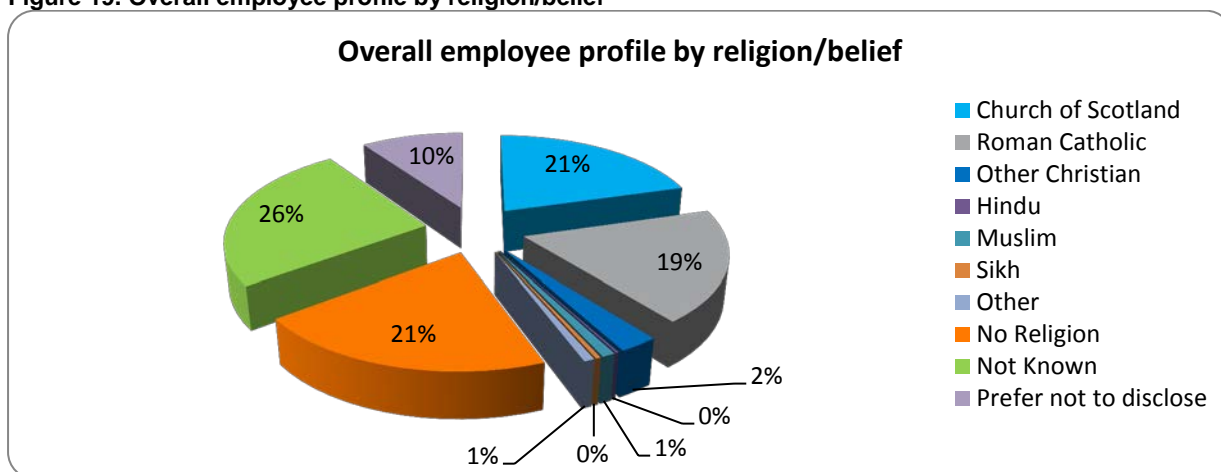
10.1 RELIGION/ BELIEF

The Equality Act defines 'religion' as 'any religion', and 'belief' as 'any religion or religious or philosophical belief'. This includes all major religions, as well as less widely practised ones. The term 'religion' and 'belief' in the context of the act also applies if no religion or belief is followed.

10.1.1 Staff Profile

The data shows a broad range of beliefs amongst staff. Christianity remains the most represented religion with 42% of staff declaring that they are Church of Scotland, Roman Catholic, or Other Christian compared to 39% in our 2013 report. 1% of staff declared that they are Sikh, Muslim or Hindu compared to 2% in our 2013 report. For over 36% of staff, religion or belief remains undefined making comparisons more difficult. Our data is broadly in line with Scotland's national profile with the most represented religion being Christianity of 54%, and 2% as Sikh, Muslim or Hindu³.

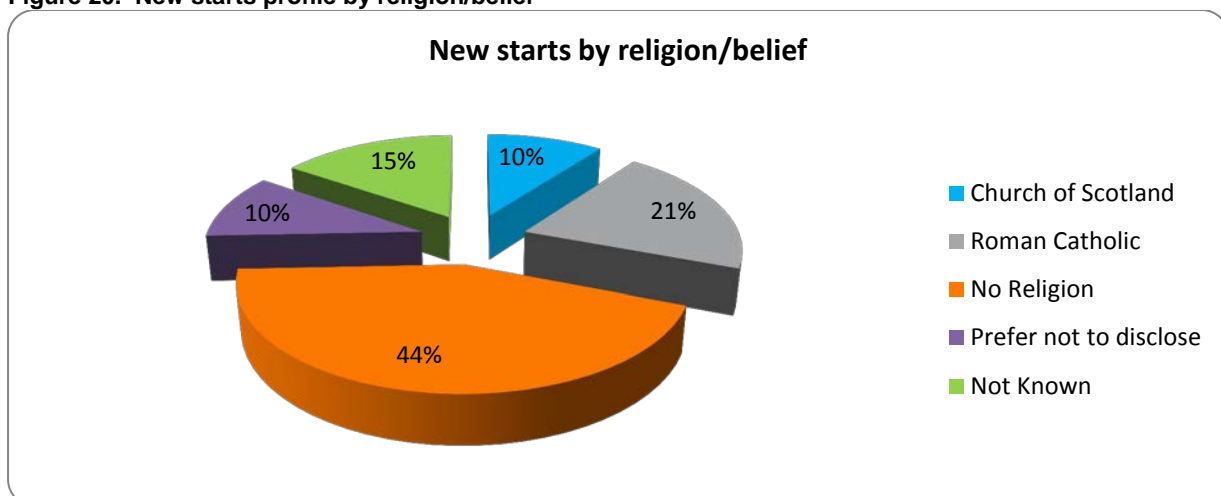
Figure 19. Overall employee profile by religion/belief



10.1.2 New Starts

Of the 39 new starts, 44% (n = 17) have declared they are not following any particular religion and 10% (n = 4) preferred not to disclose their religion/belief.

Figure 20. New starts profile by religion/belief

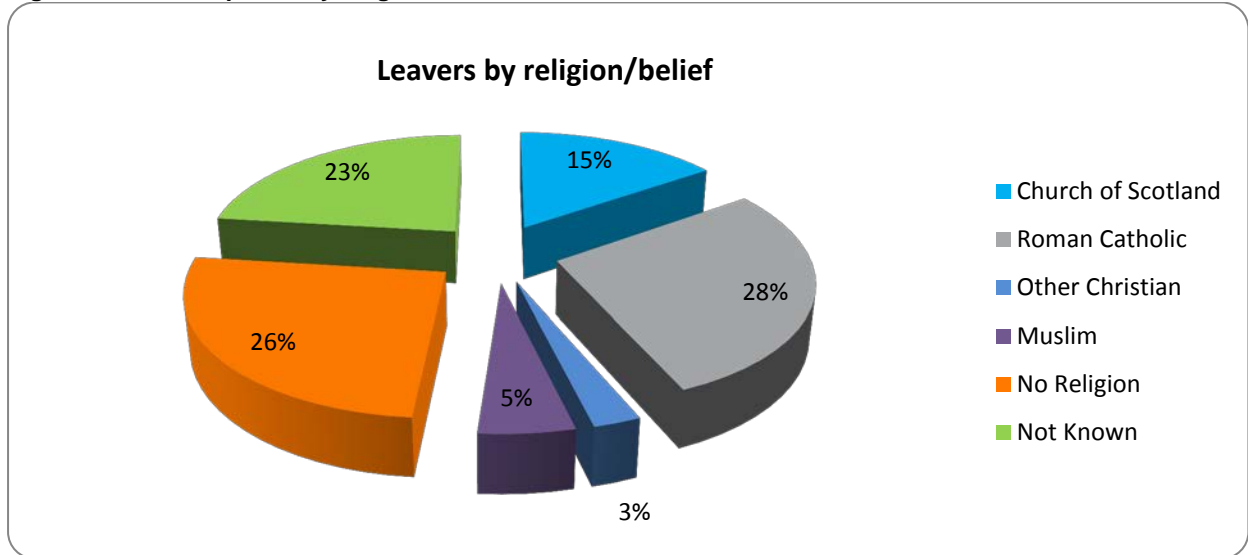


³ <http://www.gov.scot/Topics/People/Equality/Equalities/DataGrid/Religion/RelPopMig>

10.1.3 Leavers

Figure 21 (below) shows that of the 39 leavers in 2014/2015, 5% (n = 2) were from a Muslim background. There is no data collected for this indicator for 2013 to make a comparison because most of the leavers had left prior to collecting this information.

Figure 21. Leavers profile by religion/belief



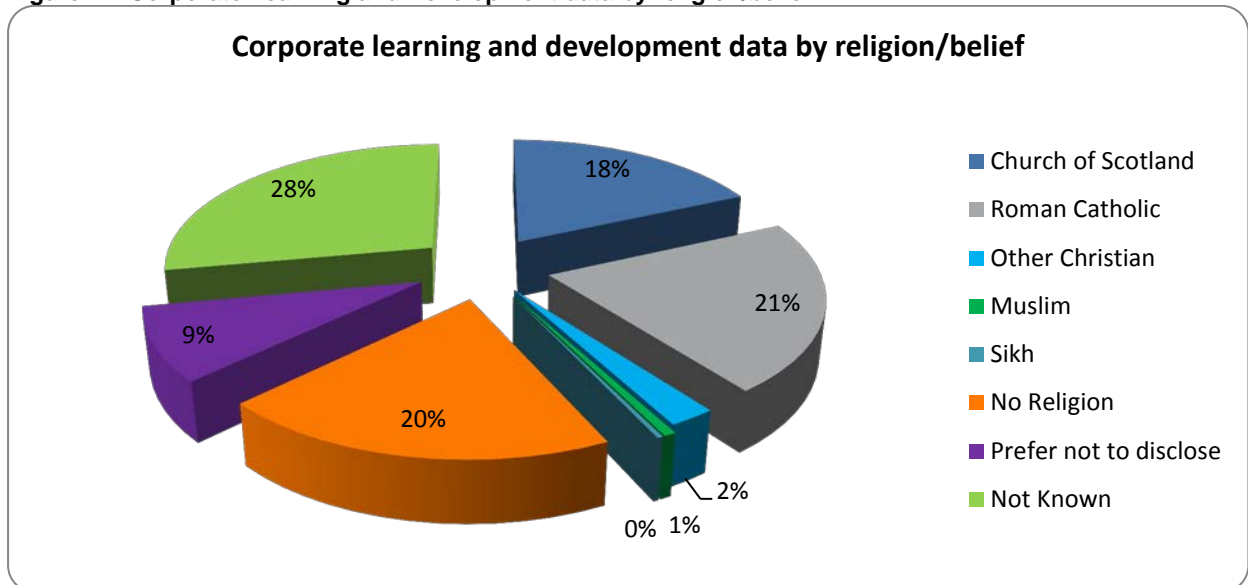
10.1.4 Recruitment

78% of applicants chose not to disclose this information therefore the data is not meaningful.

10.1.5 Corporate Learning and Development

Figure 22 (below) shows that 1.3% (n = 4) of all employees who received corporate training are Muslim, Hindu or Sikh. This figure is in line with our staff population and will continue to be monitored.

Figure 22. Corporate Learning and Development data by religion/belief

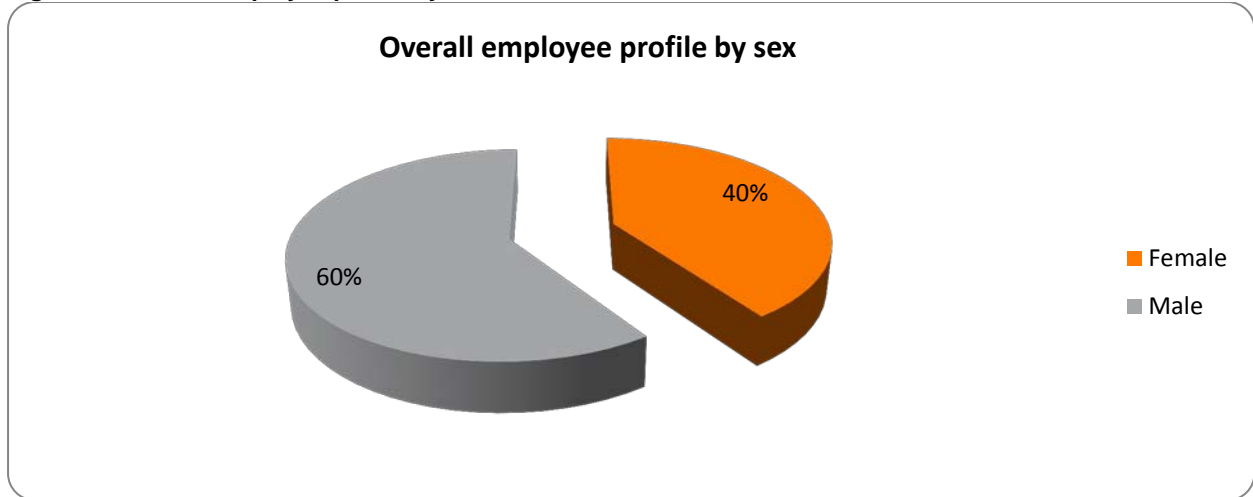


11.1 SEX (formerly referred to as gender)

11.1.1 Staff Profile

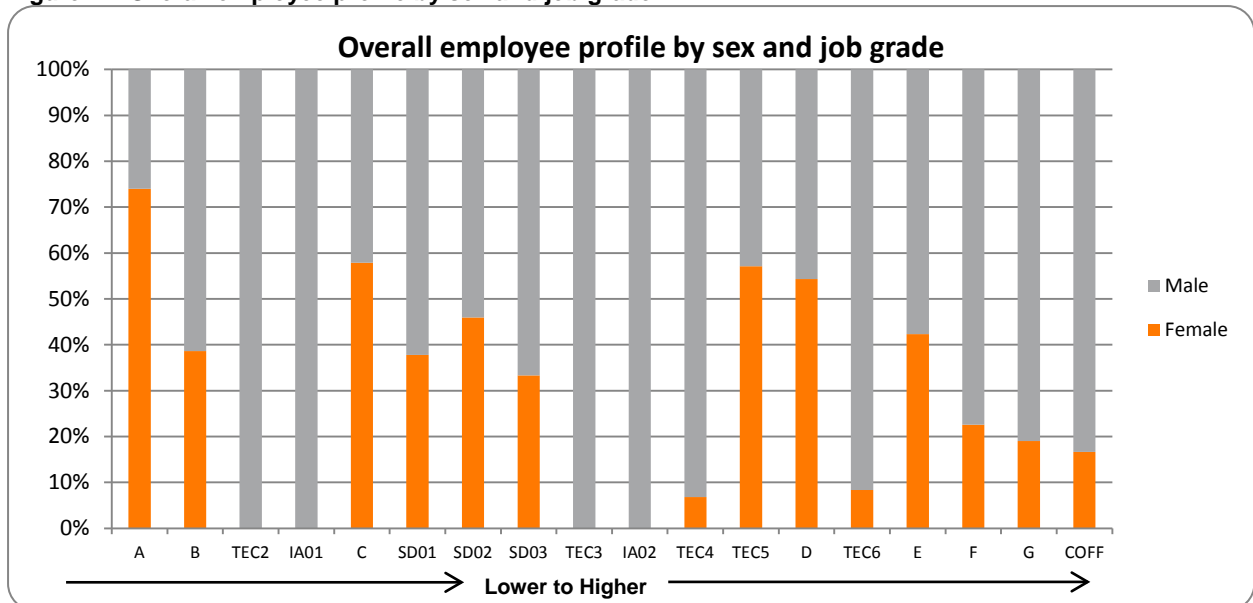
In SPT the male to female ratio is 60:40 which is more balanced for the sector compared to Scottish Government statistics for the Transport, Storage and Communication Industry at 76% males⁴.

Figure 23. Overall employee profile by sex



There is generally a good balance of male/females across all corporate job grades. Although it is evident that there are significantly higher number of females in the lower job grade A and under representation at senior levels i.e. grades F, G, COFF. It is also evident that there are significantly more males undertaking technical roles. This is a reflection of the national occupational segregation with more females occupying roles within administrative, health, social work and education, while men are the majority of employees in construction, transport, manufacturing, machine operatives and skilled trades. (Scottish Government Equality Outcomes, Gender Review, April 2013)⁵. We will continue to monitor this trend and take appropriate action.

Figure 24. Overall employee profile by sex and job grade



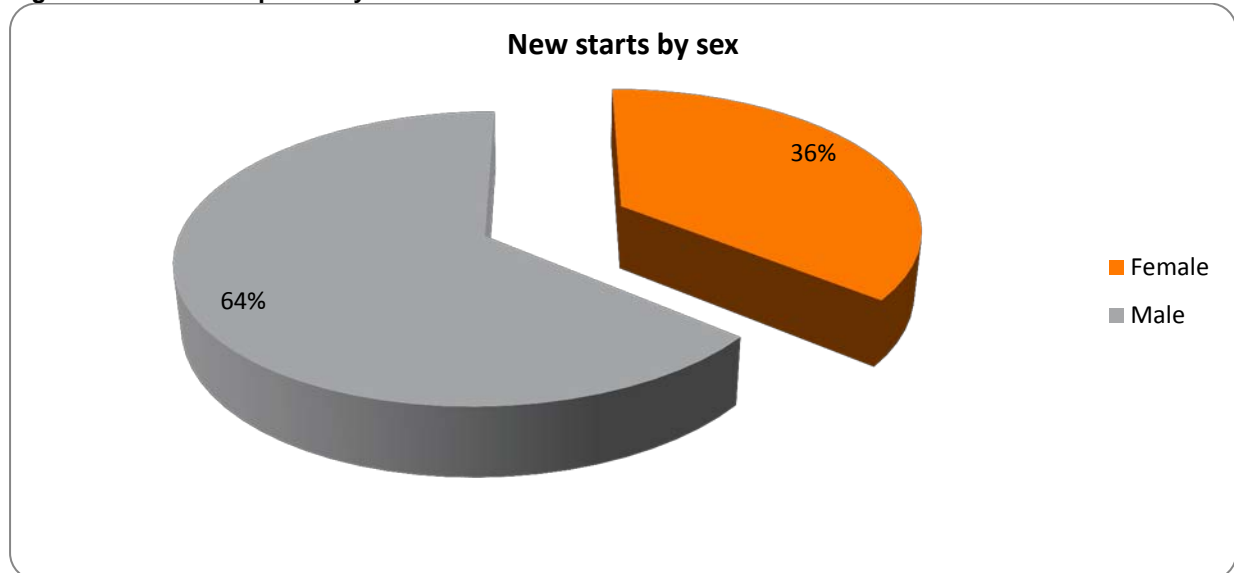
⁴ <http://www.gov.scot/Publications/2013/04/8765/5>

⁵ <http://www.gov.scot/Publications/2013/04/8765/5>

11.1.2 New Starts

Of the 39 new starts, 64% were male. This has a direct correlation with a higher % of male candidates applying for posts. We are committed to attracting staff from all backgrounds and our recruitment campaigns reflect this.

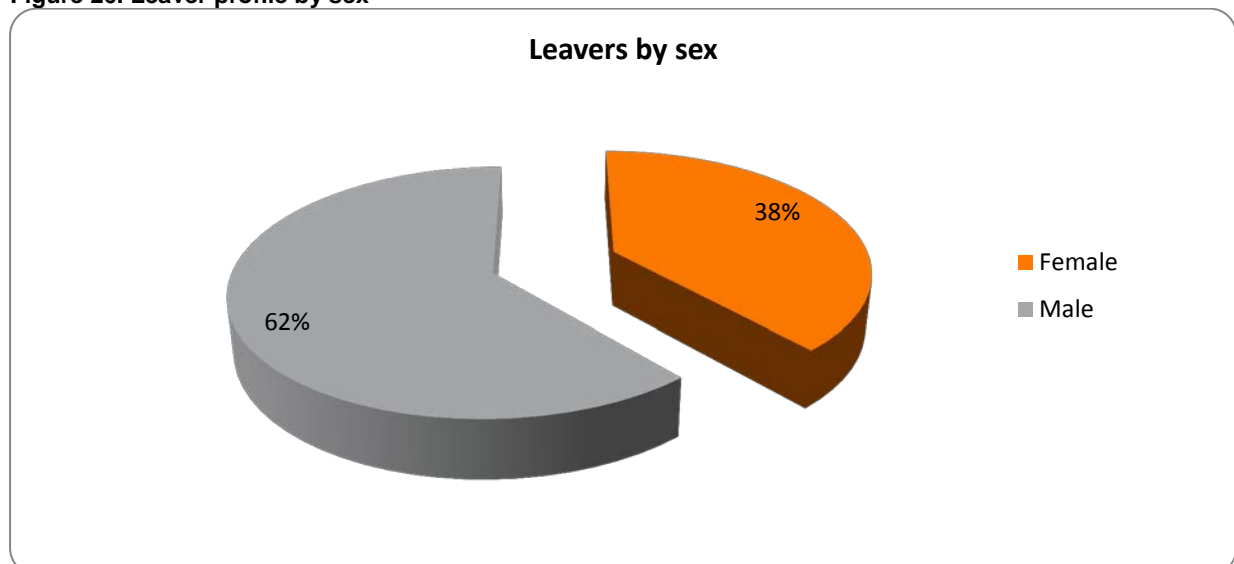
Figure 25. New starts profile by sex



11.1.3 Leavers

Figure 26 (below) shows that the sex split in our 39 leavers is in line with SPT's overall staff population with a 62%/38% split between male and female compared to 73%/27% in our 2013 report.

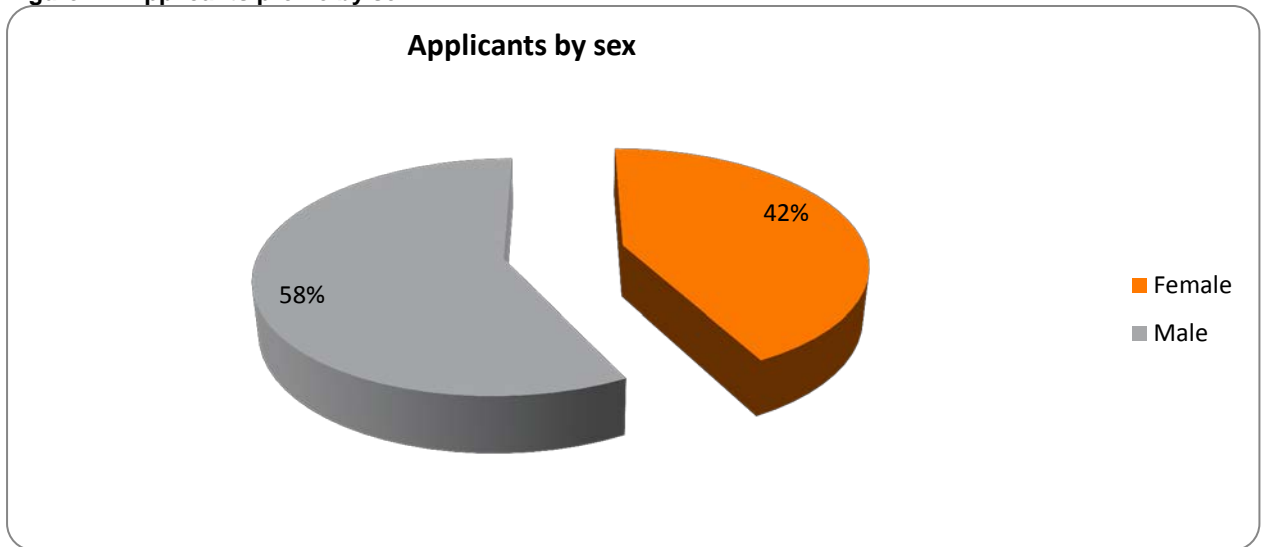
Figure 26. Leaver profile by sex



11.1.4 Recruitment

The ratio of male and female applicants mirrors the current sex distribution of SPT.

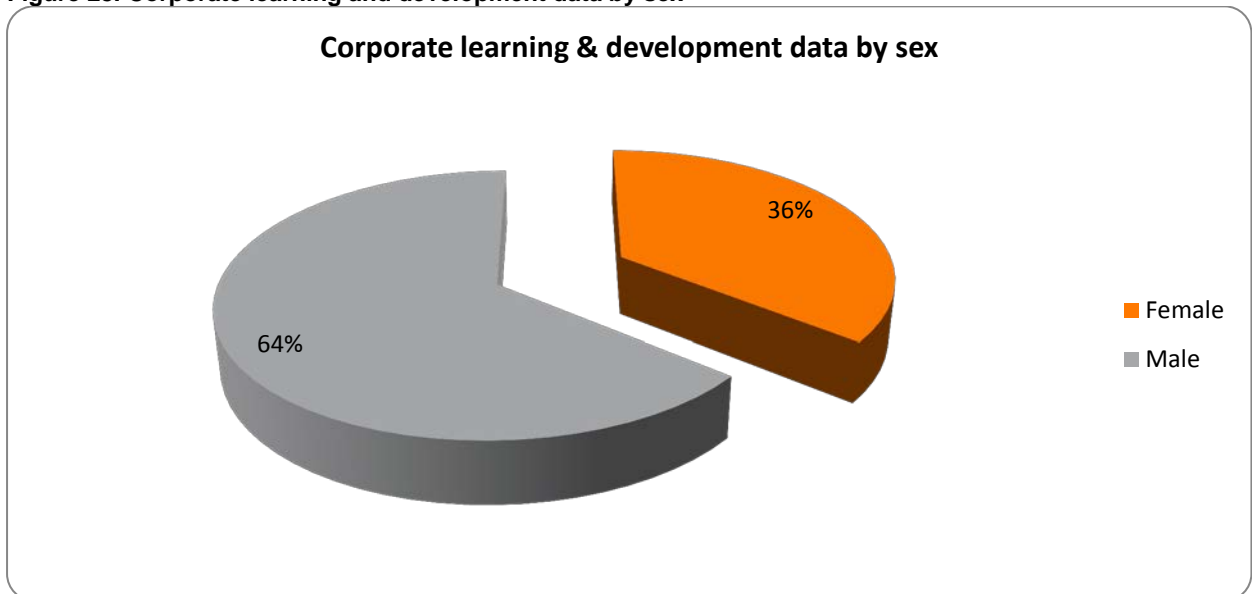
Figure 27. Applicants profile by sex



11.1.5 Corporate Learning and Development

Once again, the ratio of male and female included in our Corporate Learning and Development programme is broadly in line with the overall sex distribution of SPT.

Figure 28. Corporate learning and development data by sex



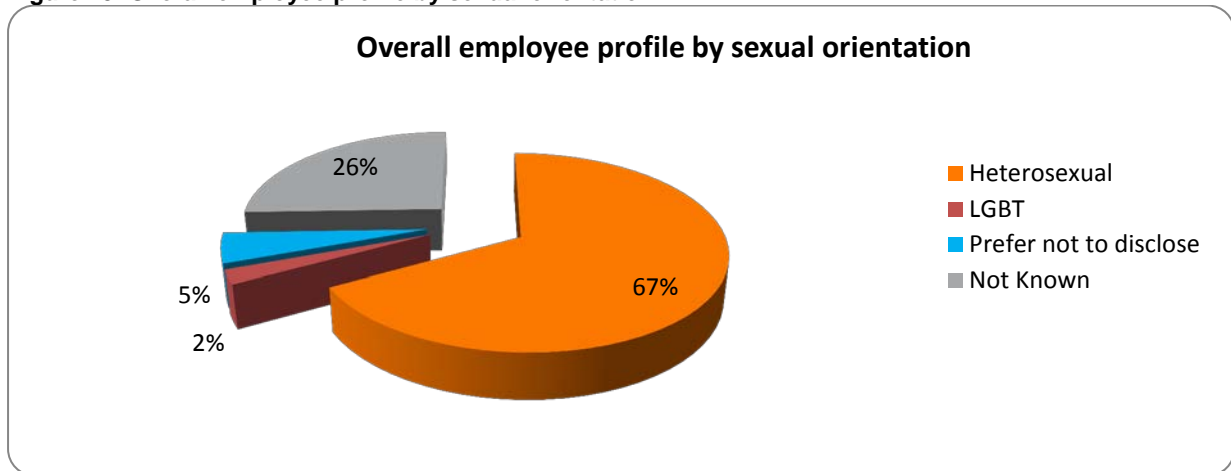
12.1 SEXUAL ORIENTATION

12.1.1 Staff Profile

Our 2013 report showed that 62% of our staff identified themselves as heterosexual. 2% (n = 13) of staff disclosed that they are Lesbian, Gay, Bisexual or Transgender (LGBT). The remaining 36% did not respond or preferred not to disclose. Scottish Government statistics indicate (December 2013) that the number of people who self-identified as LGBT in Scotland was 1.3% - comparable to the figure for the United Kingdom (1.6%)⁶.

In the last two years, more staff have declared their sexual orientation. In 2014/2015, 67% of our staff identified themselves as heterosexual and 2% (n = 10) of staff disclosed that they are LGBT. The remaining 31% did not respond or preferred not to disclose.

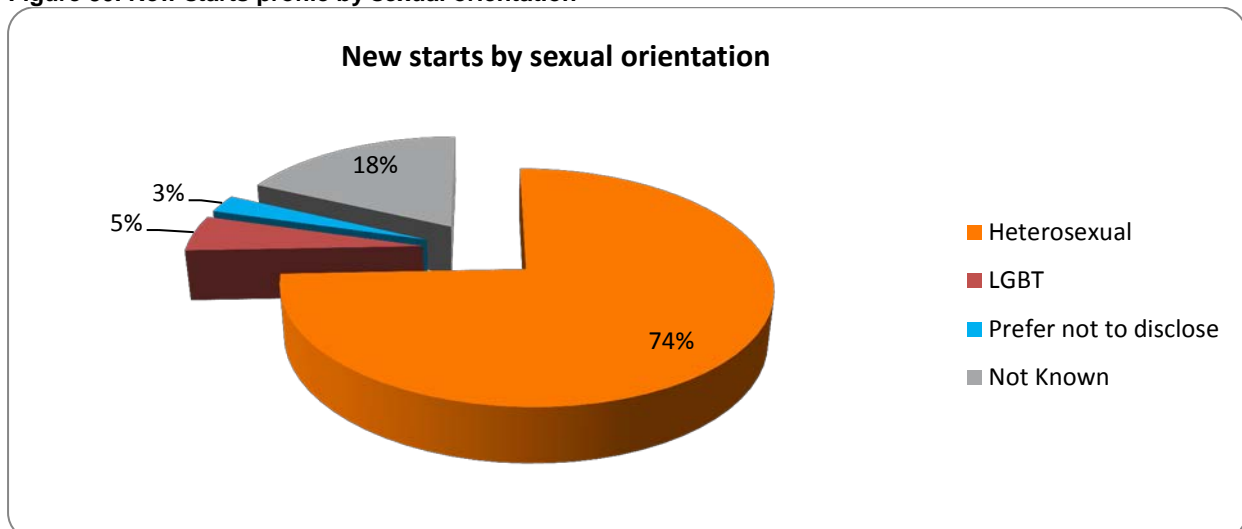
Figure 29. Overall employee profile by sexual orientation



12.1.2 New Starts

Of the 39 new starts in 2014/2015, 5% (n = 2) declared they were LGBT. Although this is lower than the 7% (n = 3) reported in 2013, it is a difference of only 1 person and is still in line with the general population. We will continue to monitor this trend and take appropriate corrective action if required.

Figure 30. New starts profile by sexual orientation

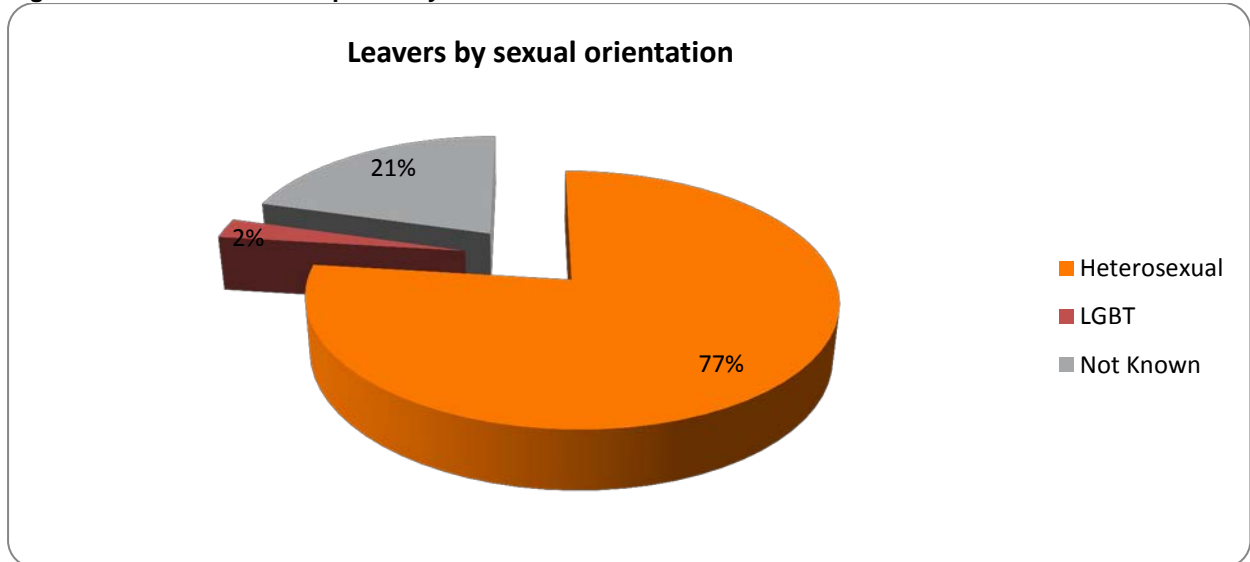


⁶ <http://www.gov.scot/Topics/People/Equality/Equalities/DataGrid/SexualOrientation/SOrientPopMig>

12.1.3 Leavers

Figure 31 (below) shows that most of the 39 employees who chose to leave the organisation in 2014/2015 were Heterosexual. A further 2% (n = 1) of all leavers are listed as LGBT which is broadly in line with our overall figures.

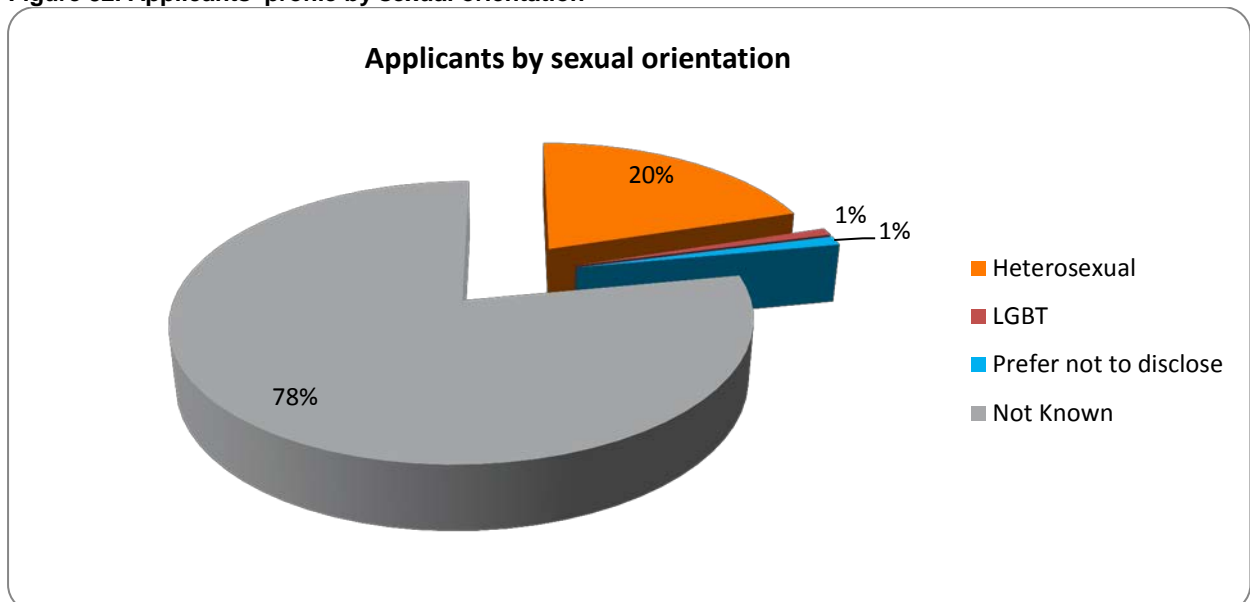
Figure 31. 2014/2015 Leaver profile by sexual orientation



12.1.4 Recruitment

The table below shows that 80% of all applicants do not disclose their sexual orientation at application stage which makes our data analysis difficult. Only 1% of applicants have chosen to declare their sexual orientation as LGBT.

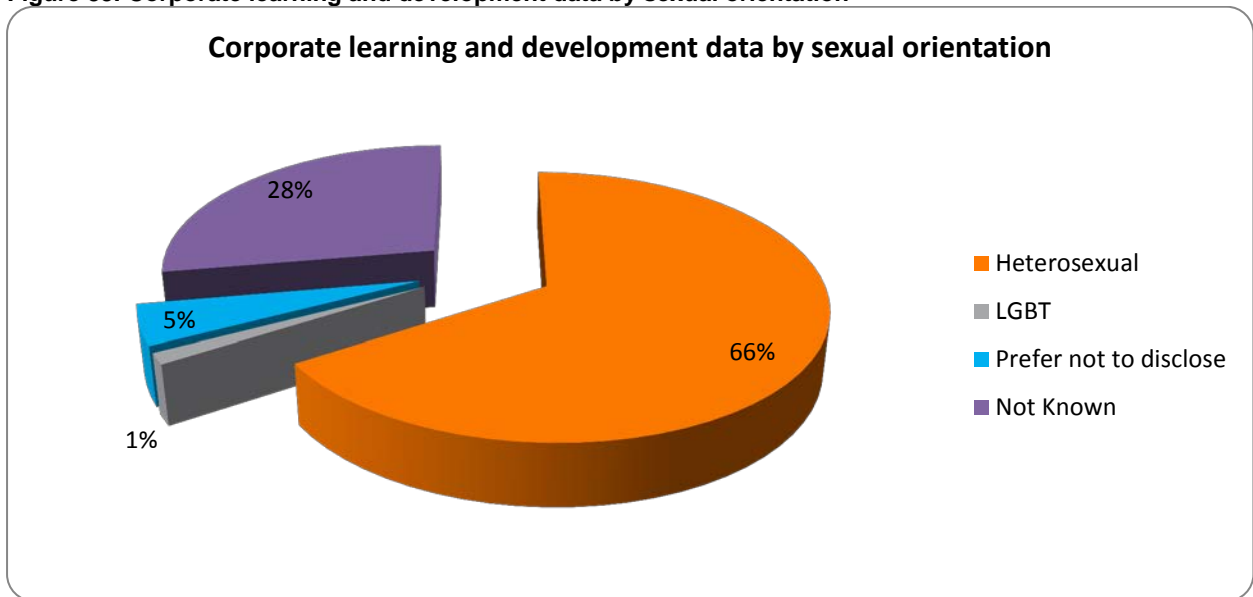
Figure 32. Applicants' profile by sexual orientation



12.1.5 Corporate Learning and Development

Figure 33 (below) shows that we are consistent in our delivery of Corporate Learning and Development opportunity throughout the organisation.

Figure 33. Corporate learning and development data by sexual orientation



13.1 REPORT RECOMMENDATIONS

SPT exceeds the legislative requirements in relation to equality monitoring for staff and is committed to further developments to build on good practice as set out below:-

- A group exists to consider progress generally in relation to equality monitoring, and to discuss the key findings from this year's report and develop an action plan where appropriate.
- Continue to maintain and improve the quality of the data for all protected characteristics.
- Work will continue to collate and analyse data for recruitment, and Corporate Learning and Development activity.
- Further explore the implementation of an e-recruit system to increase level of responses from applicants regarding protected characteristics included in the Equality Act 2010.
- We are committed to looking at future recruitment processes and campaigns in order to continue to attract a more diverse range of applicants reflective of the communities we serve.