



Equality and Diversity Monitoring Report

Committee Personnel

Date of meeting 23 August 2019

Date of report 7 August 2019

Report by Assistant Chief Executive

1. Object of report

To provide the Committee with an update on the employee-related information contained within SPT's Equality and Diversity Monitoring Report 2019 published in April 2019.

2. Background

SPT published '*Advancing Equality Progress Report 2017-19*' in April 2019 which included reporting on Equality and diversity matters relevant to our staff and members. This report can be found in full at <https://bit.ly/2JAELBG>

3. Current position

The analysis of employee information attached at Appendix 1 is based on data for the year to 31 December 2018, thus ensuring it is consistent with SPT's bi-annual cycle of reporting. In line with the Equality and Human Rights Commission (EHRC) guidance, the analysis focuses on:

- i. the composition of SPT's employees;
- ii. the recruitment, development and retention of persons as employees; and
- iii. the number and relevant protected characteristics of such persons.

The Regulations require SPT to analyse and publish data relevant to the protected characteristics (age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, sexual orientation).

All SPT staff were invited to complete an equal opportunities monitoring form in the autumn of 2018 which increased the amount of equalities information held. This data forms the basis of the analysis. However, as some staff chose to respond 'prefer not to say' and others did not provide any data at all, some of the sample sizes in the analysis are small and represent a subset of SPT's overall headcount. It should be noted that while the information is requested, employees do not need to provide the information.

Looking ahead, detailed equality and diversity monitoring will be completed in line with the bi-annual reporting cycle, the next being due by April 2021. In the meantime, SPT will focus on developing and delivering against its equality action plan which includes measures to improve the quality of equalities data held, through regular requests to staff to complete equal opportunities monitoring, and considering specific actions on how it can attract a more

diverse range of candidates for positions in all occupations and at all levels in the organisation.

4. Recommendation

The Committee is asked to note the attached summary from the “Equality and Diversity Report” at Appendix 1.

5. Consequences

Policy consequences	<i>None directly.</i>
Legal consequences	<i>None directly.</i>
Financial consequences	<i>None directly.</i>
Personnel consequences	<i>None directly.</i>
Equalities consequences	<i>None directly.</i>
Risk consequences	<i>None directly.</i>

Name Valerie Davidson

Title **Assistant Chief Executive**

Name Gordon MacLennan

Title **Chief Executive**

For further information, please contact *Valerie Davidson, Assistant Chief Executive, on 0141-333 3298.*

Extract from the Equality and Diversity Monitoring Report – April 2019

Gathering and using employee information

SPT employed 476 as at 31 December 2018. This is a 12% reduction compared to our previous report in 2017. SPT's eRecruitment system embeds the requirement for applicants to complete equality monitoring information. SPT asked all staff to complete an equality monitoring survey in November 2018; 60% chose to do so. SPT intends to undertake this exercise on a regular basis in order to refresh the data held and to build a more complete picture of our workforce.

Summary of analysis for each relevant protected characteristic

Age

Staff turnover remains low at SPT and as a result the overall workforce profile has not changed significantly since our 2017 report. Over a quarter of our workforce (26%) are aged 55 and above, an increase of 3% since our last report. The proportion of staff in the 35-44 and 45-54 age groups has reduced slightly to 58% and the proportion of our workforce aged 20-25 has reduced slightly to 3%.

In terms of recruitment, 13% of our new starts are aged between 20-25, reflective of the number of candidates who applied for vacancies from this age group during 2018 (12%).

Caring Responsibilities

SPT gathered data on caring responsibilities for the first time in 2016 and found that 21% of staff had caring responsibilities. SPT did not distinguish between caring for elderly dependents, children/grandchildren or, for example, caring for a spouse or partner at this stage. The percentage of staff with caring responsibilities has slightly increased in 2018 to 23%.

Disability

A higher proportion of staff than ever before have shared their personal data with us regarding disability reducing the gap, in our workforce data set, from 13% to 8%, demonstrating an increased confidence in how SPT uses this personal sensitive data. The proportion of staff declaring that they have a disability which includes an impairment, health condition or learning difference has remained static at 11% at December 2018.

Gender Reassignment

None of our staff have declared they have or intend to undergo gender reassignment. However, two job applicants declared they have undergone gender reassignment. SPT will continue to request information and will monitor this data regularly.

Marriage and Civil Partnership

56% of staff confirmed that they are married and the proportion of staff confirming that they are in a civil partnership has remained at to 2%. 25% of staff confirmed they are single. 17% of staff confirmed they fall within other categories including divorced, partner and other.

Pregnancy and Maternity

4 staff took maternity leave in 2018. One person reduced their working hours or changed their working pattern on their return to work. No staff left SPT following maternity leave.

Race

Since our last report in 2017 the race profile in SPT has not changed with the number of staff declaring that they are from a BME (Black/Minority/Ethnic) group remaining at a constant 2%. This remains lower than the latest Scottish Government statistics which show that BME people make up 3.7% of the population. None of our new starts in 2018 declared they were from a BME group.

Religion or Belief

More staff than previously shared information relating to religion or belief when completing the equality monitoring survey in November 2018 although 7% still 'prefer not to say' and 6% remain unknown. The data continues to show a broad range of beliefs amongst our staff. Christianity remains the most represented religion staying static at 49%; a further 5% are Muslim, Hindu, Sikh or 'other' and 33% of staff have no religion.

Gender Balance

SPT's male to female ratio is 62:38. There is generally a good balance of men and women across all corporate job grades, although it remains evident that there are significantly higher number of females in the lowest job grade A and under representation at senior levels in F, G and Chief Official grades.

By contrast, SPT's technical grades, which are typically found in Subway Engineering and Maintenance are predominantly male. This is a pattern evidenced in Scotland generally.

Sexual Orientation

Heterosexuals make up the single biggest group in SPT in terms of sexual orientation at 85% of all staff. There has been a slight increase in terms of the proportion of staff identifying themselves as from the LGBT community; this has increased from 3% to 4% since our report in 2017.

The full Equality and Diversity Monitoring Report is available at <http://www.spt.co.uk/corporate/about/standards-responsibility/equality/>