

Committee(s): Establishment Committee	Date: 17 October 2017
Subject: Equality and Inclusion Update	Public
Report of: Director of Human Resources	For Information
Report author: Tracey Jansen, Town Clerk's Department	

Summary

This report provides the Committee with an update on equality and inclusion initiatives since reporting on the annual equalities monitoring report in June 2017. The report includes an update on the work of the Equality and Inclusion Board.

Recommendation

Members are asked to note the report.

Main Report

Background

1. Since reporting in June, work has continued on the delivery of the E&I Action Plan and analysis has been undertaken of an online consultation to gauge staff awareness and understanding of equalities in service delivery and employment. This has been considered by the E&I Board.

Current Position

- Staff Online survey
2. Staff consultation was undertaken through an online staff survey and promoted on Colnet, eleader and through the Equality Representatives in the spring. In total, 202 responses were received from almost all departments.
 3. Following the consultation, a number of actions were added to the E&I Action Plan, which include:
 - Working with Internal Communications to raise awareness of the E&I hub on Colnet and the role of the Equality Representatives
 - The E&I Board to provide more support to increase the Staff Diversity Network membership e.g. an equalities induction leaflet, 60 second interviews with Staff Network Chairs
 - Provide more face-to-face training on completing an Equality Analysis and a broader range of equalities training, including customer insight and stakeholder engagement
 - Scope the possibility of an equality and inclusion staff conference as part of City Learning Live
 - Publish the results of the E&I staff consultation on Colnet and the actions to

take forward

- Develop an Equality Objectives report to highlights key departmental PIs/Equality Measures against the Corporation's Equality Objectives 2016 – 2020 (for internal use and promotion on Colnet)

Lord Mayor's Show

4. DCCS are progressing with the staff networks float. Workshops are being held to develop the theme with members from the networks. The response from other city organisations has been disappointing despite a number of different approaches being made. Information regarding the float and how to get involved has been advertised on the intranet for all employees to generate more interest.

Role of the Network Sponsor

5. Following the review of the Terms of Reference and Roles and Responsibilities Guidance, the role of the Network Sponsor has now been reviewed. The network sponsors and network chairs were consulted as part of the process. Due to the number of changes in network sponsors a workshop for sponsors will be rolled out and we will build in learning and experience from the first cohort of sponsors.

Attracting Talent

6. Work is continuing on the overall project. The anonymised recruitment trials have been completed and have identified in all cases that by removing personal identifiers there is a positive impact on the number of BAME applicants that are shortlisted. A full report on next steps will be reported to the next meeting of the Committee. Other actions that have been progressed or have been put in place are:
 - Changes to recruitment documentation – specifically, job advert template, updated person specification, inclusive wording for job adverts, simple version of application
 - Updates to recruitment and selection course slides
 - Using social media – specifically LinkedIn and Twitter to post all City Corporation jobs and reach a more diverse audience
 - Unconscious Bias training to be rolled out
 - Engaging in jobs fairs and work with schools in the Square Mile to inform students about the variety of work undertaken by the City Corporation.
 - To improve our employer branding, the jobs page on the City Corporation website is being refreshed and updated. Phase 1 includes adding information about the City Corporation, the benefits of working here and information about our values.
 - A Work life balance guide for all employees, accompanied by FAQs have been produced and published on the intranet

Gender Pay Gap

7. The Gender Pay Gap Regulations came into force earlier this year and require the capture of data on a specific date. Employers must publish this data on the government website within 12 months of the data being captured.

8. Whilst there are different Regulations covering the public sector and those companies in the private and voluntary sector with a headcount of 250 employees or more, the Regulations are almost identical. The data capture is the same and the requirement to publish the data is the same.
9. The differences are the requirement to take into account the Public Sector Equality Duty for public sector employers and secondly the calculation date (31 March 2017 for the public sector and 5 April 2017 for the private and voluntary sectors).
10. London Councils have collaborated to agree a consistent reporting format and pay definitions. We are planning to trial reporting before Christmas to identify any issues before reporting by 31 March 2017 to comply with the requirement. We will also publish our data to comply with the private and voluntary sector requirements as we have employees that do not fall within the public sector definition.

Maternity provisions

11. The E&I Board requested a review of the maternity provisions. As part of the research, we have met with WIN (the Women's Inclusive Network) and researched and costed different options. The details of a proposed revised scheme will be reported to the Committee at its next meeting.

Corporate & Strategic Implications

12. Equality and inclusion initiatives in employment and service delivery are captured in the action plan and focus on activities that will deliver the agreed 4 year E&I objectives. The delivery of the plan contributes towards the corporate plan, the education strategy, HR Transformation and other initiatives such as supporting social mobility (reported separately on the agenda), the employability strategy and responsible business strategy.

Conclusion

13. Progress continues to be made to progress the E&I Action Plan. The wider E&I agenda and activities dovetail with a number of other corporate strategies and commitments which have an expectation that we model good employment practice.

Appendices

- None

Background

Equalities and Inclusion Action Plan 2017

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