



Equality and Diversity Monitoring Report

Committee Personnel

Date of meeting 30 April 2021

Date of report 14 April 2021

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 2021 published in March 2021.

2. Background

Following consideration and approval by the Partnership at the meeting on 12 March 2021, SPT published the '*Advancing Equality 2021*' report. The report included reporting on equality and diversity matters relevant to our staff and members and can be accessed at <https://bit.ly/3c9O0Zb>

3. Current position

The analysis of employee information attached at Appendix 1 is based on data for the year to 31 December 2020, 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 our employees.

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 2020 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 2023. 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. In line with our equality outcomes, SPT will seek to reflect the demographics of the communities across the SPT area.

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>SPT will continue to promote equality of opportunity in all recruitment campaigns and continually monitor the diversity of its workforce.</i>
Risk consequences	<i>None directly.</i>

Name	Valerie Davidson	Name	Gordon Maclennan
Title	Assistant Chief Executive	Title	Chief Executive

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

APPENDIX 1

Extract from the Advancing Equality 2021 Report

Gathering and using employee information

SPT employed 474 staff as at 31 December 2020. SPT's headcount has remained steady despite staff turnover and implementation of structural changes. 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 2020; 66% chose to do so, an increase of 6% since our last report. 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 over time.

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 2019 report. Over a quarter of our workforce (28%) are aged 55 and above, an increase of 2% since our last report. The proportion of staff in the 35-44 and 45-54 age groups has reduced slightly to 55% and the proportion of our workforce aged 20-25 has remained the same at 3%.

In terms of recruitment, 10% of our new starts are aged 20-25. This is reflective of the number of candidates who applied for vacancies from this age group during this period (8%).

Caring Responsibilities

SPT gathered data on caring responsibilities in 2018 and found that 23% 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 2020 to 26%.

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 8% to 4%, 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 10% at December 2020.

Gender Reassignment

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

Marriage and Civil Partnership

55% of staff confirmed that they are married and the proportion of staff confirming that they are in a civil partnership has remained at 2%. 25% of staff confirmed they are single.

Pregnancy and Maternity

2 members of staff took maternity leave during 2020. One member of staff has returned to work and reduced their working hours or changed their working pattern on their return to work. No staff left SPT following maternity leave and one person is yet to return to work from extended maternity leave.

Race

Since our last report in 2019 the race profile in SPT has changed with the number of staff declaring that they are from a BME (Black/Minority/Ethnic) group at 3%. This remains lower than the latest Scottish Government statistics which show that BME people make up 3.7% of the population. 6% of our new starts in 2020 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 2020 although 7% still 'prefer not to say'. There has been a decrease in our unknown down from 6% to 4%. The data continues to show a broad range of beliefs amongst our staff. Christianity remains the most represented religion however, this has decreased slightly from 49% to 47%; a further 4% are Muslim, Hindu, Sikh or 'other' and 38% of staff state they have no religion.

Sex

SPT's male to female ratio is 66:34. There is generally a good balance of men and women across many corporate job grades although it is evident that females are under-represented at senior levels in grades F, G and Chief Official.

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 88% of all staff. In terms of the proportion of staff identifying themselves as from the LGBTQ community; this has remained static at 4% since our report in 2019.

The full Equality and Diversity Monitoring Report 2021 can be accessed at <https://bit.ly/3tHaNBq>