



# Equality Data 2017

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| <b>Document Owner</b>   | Alastair Ramsay, Head of People and Customer Development |
| <b>Author</b>           | Debbie Biglowe                                           |
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## Merseytravel Equality Data



### Why Do We Collect Data on Protected Characteristics?

Merseytravel collects equality data relating to our employees to help us to ensure that employees are not at any disadvantage either prior to, during or after their employment with Merseytravel. We also use the data to identify any areas where we may be able to advance equality of opportunity for those employees or potential employees who are from protected characteristic groups.

### How We Collect the Data

Employees submit their details anonymously either electronically or using paper forms if either they do not have regular access to a PC or if they find it difficult to use a computer for any other reason. We communicated extensively with our employees prior to collecting this data to explain the reasons for collecting the data and what it would (and wouldn't!) be used for. The trade unions have always been supportive of the rationale and the approach we have taken. We check that the data we hold on employees is correct on an annual basis.



To give context to the data below, Merseytravel is an Organisation with low staff turnover rates and due to the current economic climate and public sector spending cuts, the majority of vacancies are currently filled internally.

The percentage of employees for whom we hold data varies between the different protected characteristics. It is therefore not possible to give an overall definitive figure in relation to employee equality data held.

### Gender Make-Up

|                   |       |
|-------------------|-------|
| Male              | 62.5% |
| Female            | 36.7% |
| Prefer not to say | 0.7%  |

Of the 752 employees, 62.5% are male and 36.7% are female. The male/female split is out of line with the Liverpool City Region population where the split for those in the “working age” bracket of 16-64 is 49.2% male and 50.8% female.<sup>1</sup>

<sup>1</sup> ONS Mid 2015 Population Estimates published 23<sup>rd</sup> June 2016

It is important that we have a workforce which is representative of the population we serve. For this reason we will be making further investigations into:

- (a) Applications and success rates – Where a vacancy is advertised externally, do we have more males applying than females? Where there are female applicants for a vacancy, at what stage in the selection process are they unsuccessful, eg at shortlisting, testing or interview. Once we have this additional data we can investigate whether there is a reason for either less female applicants or a lower success rate and take steps to remedy this situation.
- (b) Any occupational segregation – are there any areas within the Organisation which are male or female dominated and if so, what is the reason for this?
- (c) Gender pay gaps – what percentage of female employees do we have in senior positions within the Organisation? Are there any aspects of our policies which limit the potential of women within the Organisation?

### **Gender Pay Reporting**

As a public body, Merseytravel is required by the Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017 to publish information relating to the pay of its male and female employees. This will demonstrate whether there is a gap between male and female pay and Merseytravel will provide an explanation of the figures and any actions to be taken to address issues arising from the findings.

Merseytravel took a “snapshot” of payroll data as at 31 March 2017 and is required to publish the findings by 30 March 2018. This information will be published on the Merseytravel website and will be reported to government online using the gender pay reporting service.

### **Disability**

|                                                               |       |
|---------------------------------------------------------------|-------|
| Declared as having a disability                               | 3%    |
| Declared as not having a disability or not made a declaration | 96.9% |

We asked employees to state whether they considered themselves to have a disability and gave some guidance as to what this meant. We did this to ensure that employees understood that there wasn't a particular category they had to fit into or allowance or benefit they had to be in receipt of in order to be considered as having a disability. It was also to recognise the fact that although an individual may have a condition or physical or mental feature which others may class as a disability, it was entirely their individual choice to determine whether or not they felt that this impaired them in any way.

Of those who responded, 3% said that they did consider themselves to have a disability. According to the Annual Population Survey conducted by NOMIS, this figure is low in relation to the Liverpool City Region population where 17.6% of those of working age have a long term limiting illness.

As with the figures for gender, further investigation is necessary to determine any implications of these seemingly low figures.

### Disability Breakdown

Of the employees who declared that they had a disability, the breakdown is as follows:-

| Type of Disability | Percentage |
|--------------------|------------|
| Physical           | 30.4       |
| Mental             | 4.3        |
| Hearing            | 8.6        |
| Sight              | 4.3        |
| Learning           | 8.6        |
| Other              | 17.3       |
| Did not declare    | 26         |

### Ethnic Make-Up

467 employees declared their ethnic origin (60.9% of the workforce).

|                                        |       |
|----------------------------------------|-------|
| White                                  | 97.1% |
| White & Black Caribbean                | 0.8%  |
| White and Black African                | 0%    |
| African                                | 0.4%  |
| Indian                                 | 0.2%  |
| Other mixed/multiple ethnic background | 0.6%  |
| Other                                  | 0.4%  |

Of those who declared themselves as White, the breakdown is as follows:-

|                |        |
|----------------|--------|
| English        | 94.97% |
| Irish          | 0.4%   |
| Northern Irish | 1.0%   |
| Scottish       | 0.2%   |
| Welsh          | 0.4%   |
| Other White    | 0.4%   |

97.1% of all Merseytravel employees are of White ethnic background, with the majority classifying themselves as White English. 2.4% of our employees are from ethnic backgrounds other than white which is an increase from the previous reporting period (1.8%). We do not hold this data for 39.1% of our workforce. All new starters are required to complete the monitoring form as part of their application form which will assist with data collection.

At the end of 2017 HRD will conduct an exercise to update a range of information relating to employees and this will include ethnic origin.

Although the figure for those from a White background may appear high, it is in line with the ethnic make-up of the Merseyside region. The 2011 Census showed that 94.7% of people living in Merseyside are of White background, with the next highest percentage being Chinese at 0.8%, Black African at 0.7% and Indian at 0.5%.

## Age

|       |       |
|-------|-------|
| 16-25 | 3.8%  |
| 26-40 | 24.8% |
| 41-55 | 49.2% |
| 56-64 | 20%   |
| 65+   | 1.9%  |

Just under half of Merseytravel employees (49.2%) are in the age bracket 41-55. The lowest number of employees are in the 65+ age bracket (1.9%). Merseytravel has relatively low numbers of employees in the 16-25 age bracket (3.8%).

Merseytravel has recruited a number of apprentices over the last 18 months and a number of Service areas are recruiting graduate/trainee placements. The apprenticeships have been placed in areas where we have identified that we have an ageing workforce. This is essential for succession planning in those areas.

## Religion or Religious Belief

|                   |       |
|-------------------|-------|
| Christian         | 68.2% |
| Buddhist          | 0.4%  |
| Hindu             | 0.2%  |
| Jewish            | 0.2%  |
| Muslim            | 0.6%  |
| Sikh              | 0.0%  |
| None              | 23.5% |
| Other             | 0.6%  |
| Prefer not to say | 6.0%  |

Over half of Merseytravel employees who declared their religion are of Christian religion which is slightly lower than the figure for the Merseyside region where 74.1% declared their religion or belief as being Christian. It is in-line with Merseyside in terms of it being the highest proportion of people. The next highest percentage for both Merseytravel and the Merseyside region was “No Religion” at 23.5% and 17.4% respectively. Merseytravel’s figures were low in relation to other religions or beliefs which is also the case across the Merseyside region.

## Sexual Orientation

Although data was collected on sexual orientation, the figures returned are such that it may be possible to identify individuals therefore a decision has been taken not to publish this data.

## Marriage and Civil Partnership

Merseytravel has not historically collected data in relation to marriage and civil partnership. Our view is that employees would be reluctant to share this data as they would question the value that could be gained from it and may see it as a potential way of discriminating against them, rather than a positive measure. We have, however, reviewed our policies in relation to marriage and civil partnership to ensure that there is no bias. For example, allowing benefits of employment to be available to partners and civil partners as well as spouses and ensuring that there is no discrimination within our pension scheme. It is our intention to ask for opinions from our staff regarding the collection of data on marriage and civil partnership and will take any further action accordingly.

## Working Patterns

|           |                       |
|-----------|-----------------------|
| Full Time | 640 employees (85.1%) |
| Part Time | 112 employees (14.9%) |

The data held on working patterns applies to the whole workforce as it is based on employment records, rather than employees completing a monitoring questionnaire which is voluntary. 14.9% of Merseytravel employees work part time. Part time is classed as anything less than 35 hours. Part time covers a variety of working patterns which include job share (2 people working opposite ends of the week), reducing the number of days worked, eg working a 4-day week and compressed hours, ie working for more than the standard 7 hour day but working less days.

## Equality in Employment

We have an Equality in Employment Policy which sets out our overarching commitment to ensuring that equality is built into all of our employment practices. All employment policies have been assessed for equality implications and amendments have been made accordingly, including specific requirements to make equality considerations where appropriate.

## Dignity at Work

Merseytravel is committed to ensuring that all employees have dignity at work and are not subjected to an environment or behaviours where they are subject to any kinds of bullying, harassment or discrimination. A Dignity at Work Policy and support mechanisms have been in place for several years. Following consultation with employees and trade unions, in 2012 enhancements were made to this programme. These included the recruitment and extensive training of Dignity at Work Contacts and Mediators from across the Organisation, along with the re-launch of the Policy and the production of a range of information for employees on the subject of bullying, harassment and dignity at work.