

Ethnicity and Pay

Best Practice Guidance and Suggested
Approach to Publishing Data

Introduction

This document presents local authorities with best practice and suggested approaches to inform the publication of ethnicity and pay data on their websites.

The key objectives of this guidance document are as follows:

- To promote openness and transparency in the way in which ethnicity and pay data is communicated to the public;
- To increase local government accountability by setting a clear expectation of follow-through; and
- To provide assurance, to employees, of local government's commitment to equality and fairness.

It is suggested that local authorities frame their approach to the publishing of their ethnicity and pay data, on their websites, around the following key questions:

What does the data show?

Here the local authority should provide a simple easy to understand presentation of their ethnicity and pay data, with a simple straightforward accompanying description. This section provides the local authority with the opportunity to use infographics or graphic text to help illustrate its story.

What is the data telling us?

Here the local authority should explain in simple terms, what the overall direction of travel is. Is the position better, worse or line with what was expected? Are actions that have been taken in the past year achieving the desired result? If they have not, what are we learning?

What are we doing about it?

Here the local authority should present actions that have been taken or are being taken to make a difference. This section should include examples of specific initiatives with information on actual improvement being made. This section provides the local authority with the opportunity to make the impact visual through the use of infographics or graphic text.

Why should you care about ethnicity and pay data?

Here the local authority should take the opportunity to explain why ethnicity and pay matters. In this section, contextual data may be included, such as the diversity of the population, socio-economic challenges as well as the local authorities own stated commitments and targets to promote equality, fairness and inclusion.

Example 1 – two page summary with infographics and graphic text



Ethnicity and pay

Our annual ethnicity and pay profile shows the steps we're taking to ensure that the Council's workforce reflects the diversity of the borough's communities.

The full Star Borough Council report on ethnicity and pay for 2020-21 can be found [here](#). A summary of key findings from the report are set out below.

What does the data show?



Four in ten or half of Star Borough employees are of an ethnic minority background (the same as last year).



Seven in ten Star Borough employees earning below £50,000 per year are of an ethnic minority background (the same as last year). This compares to three in ten who are White (the same as last year).



Three in ten Star Borough employees earning above £50,000 per year are of an ethnic minority background (the same as last year). This compares to seven in ten who are White (the same as last year).



Star Borough's ethnic minority employees have their highest representation at pay grades £40,001 to 50,000. More than half of all Star Borough employees paid at this grade, are of an ethnic minority background (the same as last year).



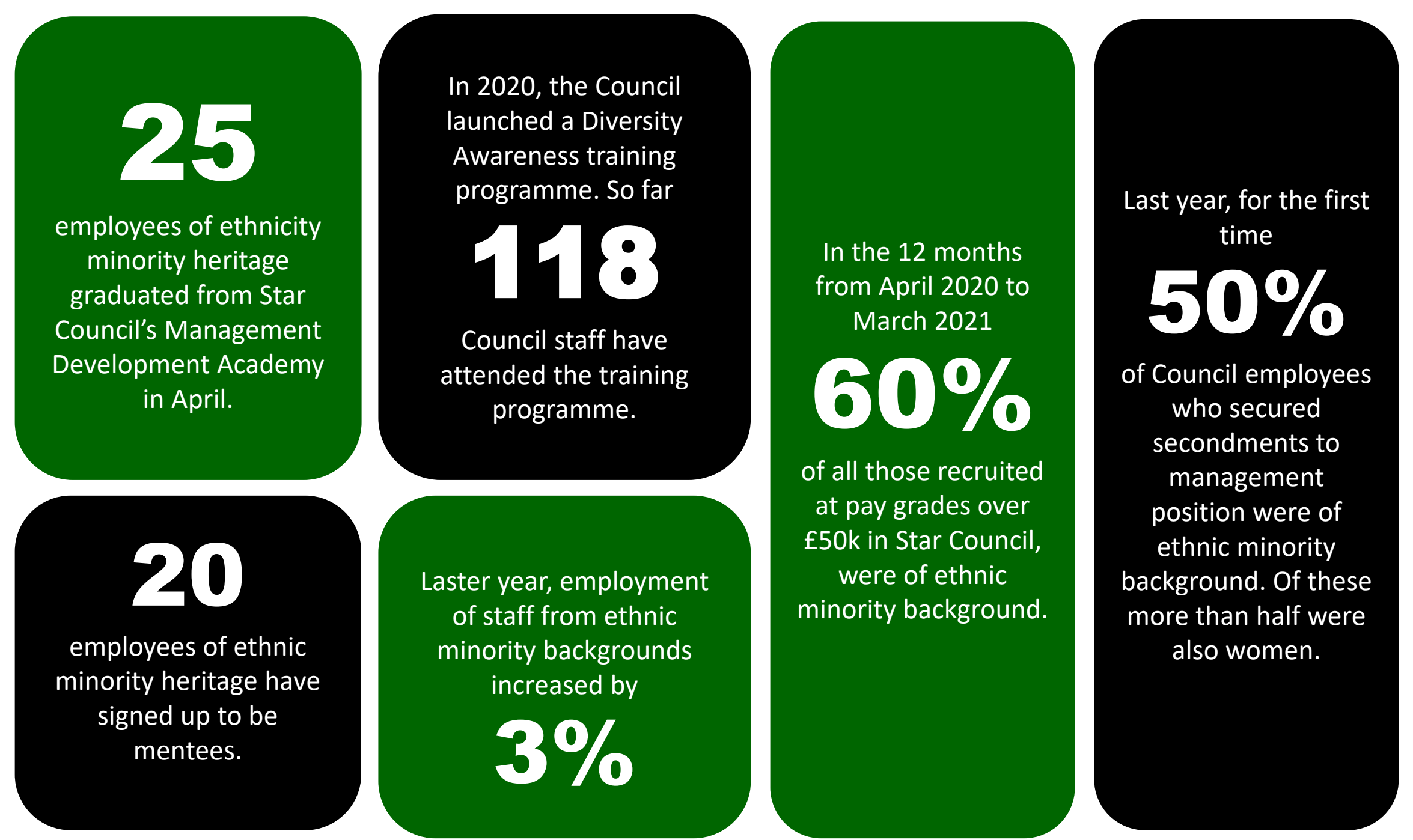
Star Borough's White employees have their highest representation at pay grades £100,000 -£120,000. Eight in ten employees paid at these grades are White compared to just two in ten who are of an ethnic minority background (the same as last year).

What is the data telling us?

The data is telling us that while BAME employees are well represented at pay grades below £50k, there is more that the Council needs to do to increase representation at grades above £50k. Although the overall position is better than it was last year, we are not satisfied.

What are we doing about it?

The Council has already put in place a number of plans to promote opportunities for employees of different backgrounds. Here are some examples of what we have been doing in the past 12 months.



Why should you care about ethnicity and pay data?

One of the most important roles that the Council performs is to promote equality and fairness. Residents, taxpayers, service users and all those who work in the borough should feel confident that the Council is leading by example and doing all it can to build a workforce that fairly reflects diversity and promotes opportunity at all pay grades.

Example 2 – two page summary with graphic text



Ethnicity and pay

Our annual ethnicity and pay profile shows the steps we were taking to ensure that the Council's workforce reflects the diversity of the borough's communities.

The full Star Borough Council report on ethnicity and pay for 2020-21 can be found [here](#). A summary of key findings from the report are set out below.

What does the data show?

60%

of Star Borough employees are White (this is lower than the White population living in the borough)

40%

are from an ethnic minority background (this is higher than the BAME population living in the borough).

70%

of Council employees of an ethnic minority background, are paid under £50k per year.

This compares to

66%

who are White.

16%

of Council employees earning more than £100k per year are of an ethnic minority background.

More than

50%

of Council employees earning £30k-40k per year are of an ethnic minority background. This is the only pay grade in which BAME employees have a higher representation than White employees.

What is the data telling us?

The data is telling us that while BAME employees are well represented at pay grades below £50k, there is more that the Council needs to do to increase representation at grades above £50k. Although the overall position is better than it was last year, we are not satisfied. As a Council, it is important that we do this because we want to ensure that the diverse communities, that make up our workforce, are fairly represented at all pay grades.

What are we doing about it?

The Council has already put in place a number of plans to promote opportunities for employees of different backgrounds. Here are some examples of what we have been doing in the past 12 months.

25

employees of ethnicity minority heritage graduated from Star Council's Management Development Academy in April.

In 2020, the Council launched a Diversity Awareness training programme. So far

118

Council staff have attended the training programme.

In the 12 months from April 2020 to March 2021

60%

of all those recruited at pay grades over £50k in Star Council, were of ethnic minority background.

Last year, for the first time

50%

of Council employees who secured secondments to management position were of ethnic minority background. Of these more than half were also women.

20

employees of ethnic minority heritage have signed up to be mentees.

Last year, employment of staff from ethnic minority backgrounds increased by

3%

Why should you care about ethnicity and pay data?

One of the most important roles that the Council performs is to promote equality and fairness. Residents, taxpayers, service users and all those who work in the borough, should feel confident that the Council is leading by example and doing all it can to build a workforce that fairly reflects diversity and promotes opportunity, at all pay grades.

More than

3 in 10

of the borough's resident population is of ethnic minority heritage.

60%

of Star Borough employees under 30 are of an ethnic minority background.

40%

of women employed by Star Borough Council are women of ethnic minority background.

The turnover rate for employees of ethnic minority background

(1%)

is higher than the 0.5% turnover rate for White employees.

Example 3 – two page summary with infographics,
graphic text and quotes

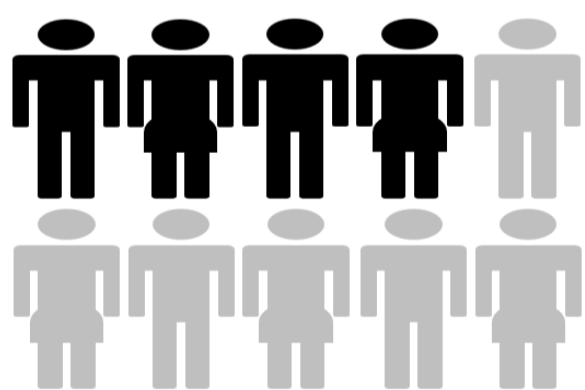


Ethnicity and pay

Our annual ethnicity and pay profile shows the steps we're taking to ensure that the Council's workforce reflects the diversity of the borough's communities.

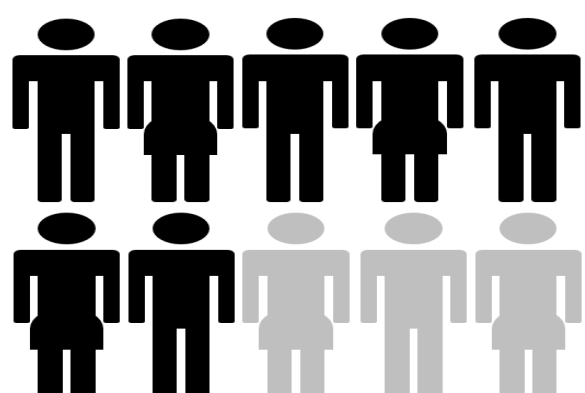
The full Star Borough Council report on ethnicity and pay for 2020-21 can be found [here](#). A summary of key findings from the report are set out below.

What does the data show?



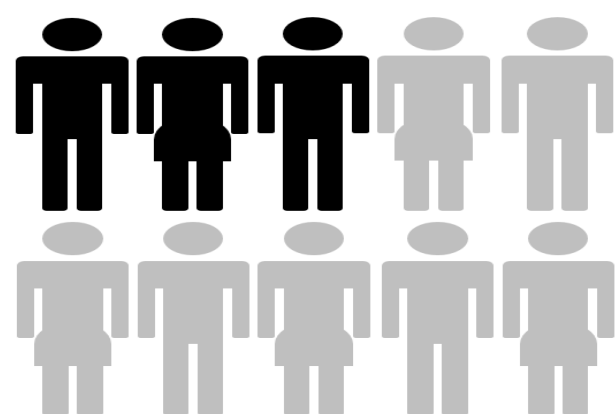
4 in 10 Star Borough employees are from an ethnic minority background. Compared to the London average, Star Borough employs a high number of ethnic minority employees.

“Star Borough’s BAME employees have their highest representation at pay grades £40,001 to 50,000. More than half of all Star Borough employees paid at this grade are of an ethnic minority background.”

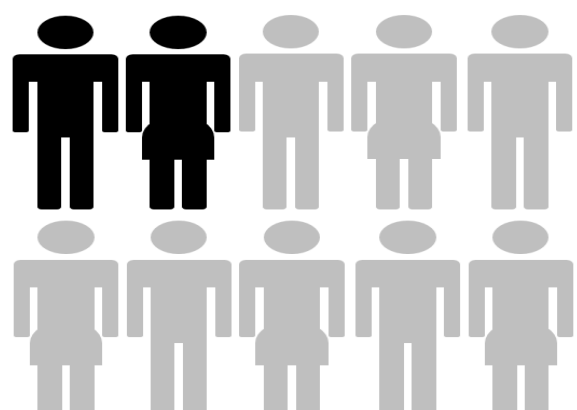


7 in 10 Star Borough employees earning below £50,000 per year are from an ethnic minority background. This compares to three in ten who are White.

“Star Borough’s White employees have their highest representation at pay grades £100,000 -£120,000. Eight in ten employees paid at these grades are White compared to just two in ten who are of an ethnic minority background.”



3 in 10 Star Borough employees earning above £50,000 per year are of an ethnic minority background. This compares to seven in ten who are White.



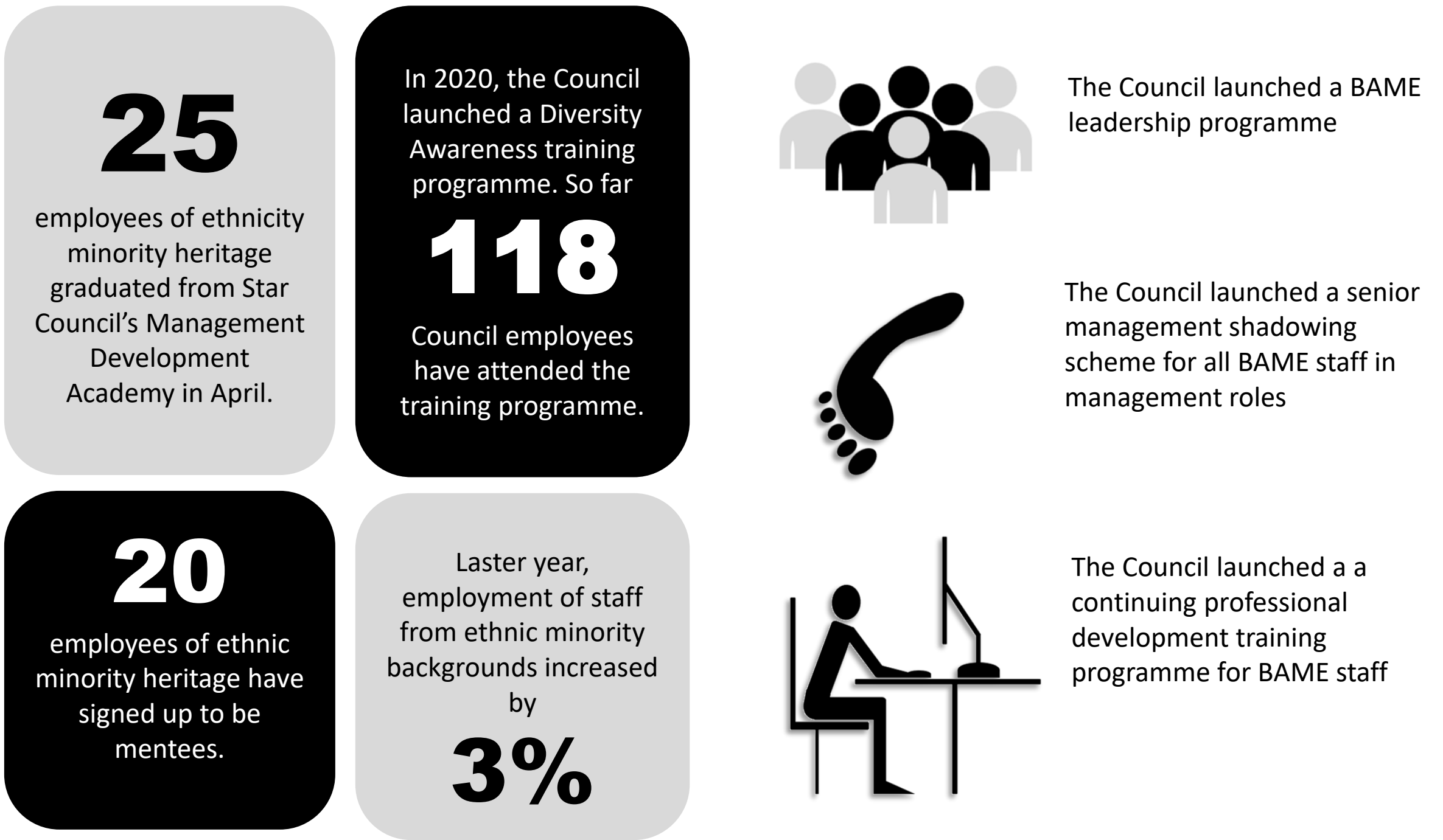
2 in 10 Star Borough employees of ethnic minority background earn between £100,000 - £120,000 per year.

What is the data telling us?

The data is telling us that while BAME employees are well represented at pay grades below £50k, there is more that the Council needs to do to increase representation at grades above £50k. Although the overall position is better than it was last year, we are not satisfied. As a Council, it is important that we do this because we want to ensure that the diverse communities, that make up our workforce, are fairly represented at all pay grades.

What are we doing about it?

The Council has already put in place a number of plans to promote opportunities for employees of different backgrounds. Here are some examples of what we have been doing over the past 12 months.



Why should you care about ethnicity and pay data?

One of the most important roles that the Council performs is to promote equality and fairness. Residents, taxpayers, service users and all those who work in the borough should feel confident that the Council is leading by example and doing all it can to build a workforce that fairly reflects diversity and promotes opportunity at all pay grades.

Guidance notes

Set out below are seven key tips for publishing ethnicity and pay data on a Council website:

1. Ensure that the accessible and once your data has been refreshed, be sure to include a notification to that on the website
2. Explain why the data that is being presented is important to the reader – why does it matter and why should they care?
3. Explain what the data shows in a way that is as easy to understand as possible
4. Give both context and insight – don't just describe what the data says, explain what it means
5. Describe what action is being taken to address the issues that you have identified as well as progress that is being made. This is important in demonstrating follow-through
6. Use infographics or visually accessible formats to present and summarise your data
7. If there is a more detailed report that you have prepared, you may also want to include a link to that as part of the webpage summary
8. Aim to publish your ethnicity and pay data annually.