Human Resources Committee Agenda



Date: Thursday, 21 September 2023
Time: 5.00 pm
Venue: The Puerto Morazan Room - City Hall, College
Green, Bristol, BS1 5TR

Distribution:

Councillors: Lesley Alexander, Kerry Bailes, Sarah Classick, Amirah Cole, Richard Eddy, Lorraine Francis, Farah Hussain, Mohamed Makawi, Tim Wye and Fi Hance

Issued by: Amy Rodwell, Democratic Services City Hall, PO Box 3399, Bristol, BS1 9NE E-mail: <u>democratic.services@bristol.gov.uk</u> Date: Wednesday, 13 September 2023



Agenda

1.	Welcome, Introductions and Safety Information

2. Apologies for Absence

3. Declarations of Interest

4. Minutes of the Previous Meeting

To agree the minutes of the last meeting as a correct record.

5. Public Forum

30 minutes is allowed for this item

Any member of the public or councillor may participate in Public Forum. The detailed arrangements for so doing are set out in the Public Information Sheet at the back of this agenda. Please note that the following deadlines will apply in relation to this meeting:

Questions - Written questions must be received 3 clear working days prior to the meeting. For this meeting, this means that your question(s) must be received in this office at the latest by 5 pm on Friday 15th September 2023.

Petitions and Statements - Petitions and statements must be received on the working day prior to the meeting. For this meeting this means that your submission must be received in this office at the latest by 12.00 noon on Wednesday 20th September 2023.

6. Trade Union Forum

A total of **15 minutes** is permitted for Trade Union Forum.

Each Trade Union will be allowed up to 5 minutes to speak to their submitted statements or raise a supplementary question arising from a submitted question. If only one trade union is in attendance a 5-minute time slot will be allowed.

All statements and questions must be in writing and meet the deadlines as set out below



(Pages 4 - 6)

(Pages 7 - 10)

Written questions must be received 3 clear working days prior to the meeting. For this meeting, this means that your question(s) must be received in this office at the latest by 5 pm on Friday 15th September 2023.

Written statements must be received on the working day prior to the meeting. For this meeting this means that your submission must be received in this office at the latest by 12.00 noon on Wednesday 20th September 2023.

7. Work Programme

To note the work programme.

8. Staff Survey Results

9. HR Dashboard - Diversity and Pay Gaps

(Pages 57 - 66)

(Pages 12 - 56)

(Page 11)

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Public Information Sheet

Inspection of Papers - Local Government (Access to Information) Act 1985

You can find papers for all our meetings on our website at <u>www.bristol.gov.uk</u>.

Public meetings

Public meetings including Cabinet, Full Council, regulatory meetings (where planning and licensing decisions are made) and scrutiny will now be held at City Hall.

Members of the press and public who plan to attend City Hall are advised that you may be asked to watch the meeting on a screen in another room should the numbers attending exceed the maximum occupancy of the meeting venue.

COVID-19 Prevention Measures at City Hall (from March 2022)

When attending a meeting at City Hall, the following COVID-19 prevention guidance is advised:

- promotion of good hand hygiene: washing and disinfecting hands frequently
- while face coverings are no longer mandatory, we will continue to recommend their use in venues and workplaces with limited ventilation or large groups of people.
- although legal restrictions have been removed, we should continue to be mindful of others as we navigate this next phase of the pandemic.

COVID-19 Safety Measures for Attendance at Council Meetings (from March 2022)

Government advice remains that anyone testing positive for COVID-19 should self-isolate for 10 days (unless they receive two negative lateral flow tests on consecutive days from day five).

We therefore request that no one attends a Council Meeting if they:

- are suffering from symptoms of COVID-19 or
- have tested positive for COVID-19

Other formats and languages and assistance for those with hearing impairment

You can get committee papers in other formats (e.g. large print, audio tape, braille etc) or in community languages by contacting the Democratic Services Officer. Please give as much notice as possible. We cannot guarantee re-formatting or translation of papers before the date of a particular meeting.

Committee rooms are fitted with induction loops to assist people with hearing impairment. If you require any assistance with this please speak to the Democratic Services Officer.



Public Forum

Members of the public may make a written statement ask a question or present a petition to most meetings. Your statement or question will be sent to the Committee Members and will be published on the Council's website before the meeting. Please send it to <u>democratic.services@bristol.gov.uk.</u>

The following requirements apply:

- The statement is received no later than **12.00 noon on the working day before the meeting** and is about a matter which is the responsibility of the committee concerned.
- The question is received no later than **5pm three clear working days before the meeting**.

Any statement submitted should be no longer than one side of A4 paper. If the statement is longer than this, then for reasons of cost, it may be that only the first sheet will be copied and made available at the meeting. For copyright reasons, we are unable to reproduce or publish newspaper or magazine articles that may be attached to statements.

By participating in public forum business, we will assume that you have consented to your name and the details of your submission being recorded and circulated to the Committee and published within the minutes. Your statement or question will also be made available to the public via publication on the Council's website and may be provided upon request in response to Freedom of Information Act requests in the future.

We will try to remove personal and identifiable information. However, because of time constraints we cannot guarantee this, and you may therefore wish to consider if your statement contains information that you would prefer not to be in the public domain. Other committee papers may be placed on the council's website and information within them may be searchable on the internet.

During the meeting:

- Public Forum is normally one of the first items on the agenda, although statements and petitions that relate to specific items on the agenda may be taken just before the item concerned.
- There will be no debate on statements or petitions.
- The Chair will call each submission in turn. When you are invited to speak, please make sure that your presentation focuses on the key issues that you would like Members to consider. This will have the greatest impact.
- Your time allocation may have to be strictly limited if there are a lot of submissions. This may be as short as one minute.
- If there are a large number of submissions on one matter a representative may be requested to speak on the groups behalf.
- If you do not attend or speak at the meeting at which your public forum submission is being taken your statement will be noted by Members.
- Under our security arrangements, please note that members of the public (and bags) may be searched. This may apply in the interests of helping to ensure a safe meeting environment for all attending.



• As part of the drive to reduce single-use plastics in council-owned buildings, please bring your own water bottle in order to fill up from the water dispenser.

For further information about procedure rules please refer to our Constitution <u>https://www.bristol.gov.uk/how-council-decisions-are-made/constitution</u>

Webcasting/ Recording of meetings

Members of the public attending meetings or taking part in Public forum are advised that all Full Council and Cabinet meetings and some other committee meetings are now filmed for live or subsequent broadcast via the council's <u>webcasting pages</u>. The whole of the meeting is filmed (except where there are confidential or exempt items). If you ask a question or make a representation, then you are likely to be filmed and will be deemed to have given your consent to this. If you do not wish to be filmed you need to make yourself known to the webcasting staff. However, the Openness of Local Government Bodies Regulations 2014 now means that persons attending meetings may take photographs, film and audio record the proceedings and report on the meeting (Oral commentary is not permitted during the meeting as it would be disruptive). Members of the public should therefore be aware that they may be filmed by others attending and that is not within the council's control.

The privacy notice for Democratic Services can be viewed at <u>www.bristol.gov.uk/about-our-</u> website/privacy-and-processing-notices-for-resource-services

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Agenda Item 4

Bristol City Council Minutes of the Human Resources Committee

20 July 2023 at 5.00 pm



Members Present:-

Councillors: Lesley Alexander, Kerry Bailes, Amirah Cole, Richard Eddy, Lorraine Francis, Farah Hussain and Tim Wye

1 Welcome, Introductions and Safety Information

The Chair welcomed everyone to the meeting and the Clerk noted that there were some AGM procedural items to be covered that weren't included in the meeting papers, which were as follows:

The Committee noted that at its meeting on 9th May 2023, Annual Full Council appointed Councillor Lorraine Francis as Chair and Councillor Farah Hussain and Vice-Chair of the Human Resources Committee for the 2023/24 Municipal Year.

The Committee noted the membership of the Human Resources Committee for 2023/24 as set out below: Councillors Lorraine Francis, Lesley Alexander, Richard Eddy, Tim Wye, Farrah Hussain, Kerry Bailes, Amirah Cole, Sarah Classick and Mohamed Makawi.

The Committee agreed that meetings for 2023/24 would be held on the following dates, all commencing

at 5pm:

21 September 202314 December 202315 February 202425 April 2024

2 Apologies for Absence

Apologies for absence were received from Cllrs Sarah Classick and Mohamed Makawi.



3 Declarations of Interest

There was none.

4 Minutes of the Previous Meeting

Resolved; That the minutes of the previous meeting on 27th April 2023 be approved as a correct record.

Matter arising

Minute item no.6 regarding concerns around the transfer of security and cleaning staff to Bristol Waste Company.

Members were concerned that the Council's Constitution did not allow for consideration of matters from staff who have transferred from the Council to other employers (including wholly-owned BCC companies).

The Chair raised the Committee's concerns with the Chair of OSMB and the Committee were advised that this was not within the Terms of Reference for the Human Resources Committee. Any queries relating to this matter could be redirected to the service going forwards. It was noted that this matter was to be discussed at an upcoming informal meeting of OSMB.

5 Public Forum

The Committee received and noted the following Public Forum items:

• One question from Suzanne Audrey regarding the Executive Director of Children and Education. Suzanne was not present at the meeting.

6 Trade Union Forum

There was none.

7 Work Programme

The Head of HR introduced the item and noted that there would be some familiarity in the Work Programme from the last municipal year. The team had incorporated suggestions from the Committee and had amended the programme as appropriate.



It was noted that specifically, the Council's Pay Policy Statement had been brought forwards to December to allow more time for discussion. Cllr Wye raised the need for the inclusion of interims and consultants in the Pay Policy Statements and was advised that this would be covered in this item as well as the 'HR Dashboard – Agency Workers' section of the work programme that was also currently scheduled for the Committee meeting on 14 December.

8 Human Resources Committee Annual Report

The Director for Workforce & Change introduced the item and noted that the annual report was to be approved by the Committee for consideration at the Full Council meeting in September. The team had drafted the report based on the Committee's activity over the last municipal year and welcome comments and feedback from Members. Discussion points were as follows:

- The Head of Human Resources highlighted the key themes over the last year that had been included in the report and noted that the Committee had met informally with the Staff Led Group Chairs where there were some useful discussions around equalities.
- Cllr Eddy thanked officers for their hard work and suggested that this be reflected in the report.
- Cllr Wye raised the Pension Fund discussions around ethical and carbon investment at the last Committee meeting and noted the previous engagement with APF regarding the design of future member surveys. . It was noted that this had been included in the annual report and could be discussed again during this municipal year.

9 Office Accommodation Programme

The Director of Property, Assets and Infrastructure joined the meeting to provide an update on the office accommodation programme as Members had asked for an update on the council's desk booking system at the previous meeting. Key points were as follows:

- The desk booking system was part of a wider piece of work linked to the Property Programme which went to Cabinet for approval in June 2023.
- The programme aims to reduce the number of buildings used for office space as well as looking at the disposal of vacant buildings to create savings.
- A number of staff/teams based at 100 Temple Street were being moved to City Hall in order to explore a commercial let in the North side of the building. To enable the move, the team had reviewed the desk space at City Hall which was only reaching 35/40% capacity previously and as a result, the desk ratio per team had changed.
- Phase one of the move would be taking place throughout July and a new booking system had been put in place.
- There had been lots of engagement with teams prior to the move and there had been no challenges from staff to date, but the system would remain under review.
- There would be no change to the Councillor area.



• It was noted that the Cash Hall was a useful space for 'drop ins' but shouldn't be used for office space; This would continue to be a fluid space which was also not yet at capacity.

Members asked questions and discussion points were as follows:

- Members raised concerns at the last meeting around desk booking that was previously managed by one person in the service on top of their existing workload, but this was not the case, it was the responsibility of managers. It was clarified that under an earlier system, the responsibility for desk booking was with the manager or a nominated deputy, and that this has since been changed so that each employee can book their own desk on a spreadsheet that could be accessed by all colleagues.
- There are a number of unallocated spaces at City Hall so if colleagues need to drop in or come into the office at last minute then they would still be able to find a space to work. The building was not at capacity and there was no plan to change this flexible approach.
- It was confirmed that the Create Centre was still in use, but some teams such as the Sustainability Team had recently moved to City Hall. The next phase of the programme would be locality hubs followed by a review of vacant buildings.

(Cllr Bailes left the meeting at this point)

- There was a discussion around energy efficiency/usage in council buildings and Members were advised that a report on decarbonisation plans would be going to an upcoming Cabinet meeting. For any plans to dispose of a building/asset in future, there would also be a report to Cabinet.
- It was noted that there was no allowance for colleagues working from home and the council had no plans to reintroduce this. Officers advised it would be difficult to confirm the percentage of employees that work from home as different teams have different usage requirements for office space, but it was noted that Tuesday-Thursday were generally the busier days in the office.
- The Director of Property, Assets and Infrastructure would attend future meeting to update members on the progress of the office accommodation programme. **PA Action**.

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10 Exclusion of the Press and Public

Resolved - That under s.100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following item(s) of business on the grounds that it (they) involve(s) the likely disclosure of exempt information as defined in paragraph(s) 1 (respectively) of Part 1 of schedule 12A of the Act.

11 Exempt Personnel Reports

Meeting ended at 6:25pm

CHAIR _____

HR Committee Work programme 2023/24

Forthcoming meetings	Agenda items (subject to confirmation)
20 July (AGM)	 Work Programme Office Accommodation Programme Briefing Annual Report to Full Council
21 September	 Staff Survey Results 2023 Staff Led Groups Annual Report - DEFERRED HR dashboard – Diversity and Pay Gaps
14 December	 Avon Pension Fund annual report Pay Policy Statement HR dashboard – Agency Workers
15 February	 Health Safety & Wellbeing Annual Report Employee Travel Policy – Monitoring Update Office Accommodation Programme Update HR dashboard – Sickness Absence
25 April	 Apprentice Annual Report HR dashboard - Recruitment & Retention

Agenda Item 8

HR Committee 21 September 2023



Report of: Director: Workforce & Change

Title: 2023 Staff Survey

Ward: N/A

Officer Presenting Report: Ben Mosley (Head of Corporate Engagement)

Contact Telephone Number:

(0117) 92 22000

Recommendation

The Committee notes the report.

Summary

The purpose of this report is to update Committee on the results of the 2023 staff survey.

The significant issues in the report are:

The Workforce Strategy sets out the actions to create a working environment which helps employees perform at their best. Our annual staff survey is one of the tools we use to measure the impact of these actions and guide the future work programme.

43% (2,640) of colleagues across the organisation responded to the survey.

The 2023 survey results show that colleagues' relationships with their teams and immediate managers continues to be strong and have improved since the 2022 survey. Colleagues' views on senior leadership is lower than last year despite previously increasing year on year. Indicators of employee engagement and being treated fairly have remained positive although there has been a drop in number of colleagues who feel it is a better place to work than last year.

This year's survey takes place in the context of a service restructures and budget restraints which will have caused considerable change to colleagues' working lives and ways of working. The approach to action planning will be inclusive and collaborative and will inform the priorities in the refreshed Workforce Strategy.



Policy

- 1. The Corporate Strategy describes our aspirations for the organisation to be an employer of choice, with an inclusive, high-performing and motivated workforce where colleagues are supported to learn, develop their careers and maximise their wellbeing,
- 2. The Workforce Strategy outlines our commitment to engaging regularly with colleagues to measure the impact of our actions and help shape the future plans. Our staff survey focuses on measuring engagement which will drive performance across the organisation.

Consultation

3. Internal

The results have been shared with Corporate Leadership Board, Mayor and Cabinet, Staff Led Groups, Trade Union reps and all staff.

4. External

Not required because this report is for information only.

Context

5. Survey design

The objective of the annual staff survey is to gauge a clear understanding of:

- The current level of engagement amongst colleagues.
- The barriers and opportunities to engagement.
- Colleagues' awareness and understanding of key council priorities and values.
- Colleagues' views on Bristol City Council as a place to work

Where possible, the questions remain the same each year to enable us to track trends and progress on actions in the Workforce Strategy. One change made this year was to add an additional question about learning and development, to understand the reasons why some people may not have access to learning opportunities.

The survey was available in an online format, paper copies with pre-paid envelopes to return them and alternative formats such as large print, braille and easy-read.

6. Encouraging participation

To ensure maximum participation a comprehensive programme of communication and engagement was undertaken. This included:

- Regular messaging across all internal communication channels in the lead up to and throughout the survey period.
- Briefings for colleagues via their Head of Service or team manager.
- Briefings for staff led groups and trade unions, with materials shared to help them encourage participation amongst their members.
- Posters and hard copies of the survey available in workplaces for those without regular access to a computer.
- Regular reminders and updates on completion rates whilst the survey was live.

7. Results and emerging themes

The survey was open from 5 to 23 May 2023. 43% (2,640) of colleagues across the organisation responded to the survey over three weeks. This is lower than the 55% response rate in 2022 but higher than the 35% rate in 2020.

The analysis of the results is shown in Appendix A. This includes the organisational results, a comparison with previous years' survey results and a summary of the results for equality groups.

The 2023 survey results show that colleagues' relationships with their teams and immediate managers continues to be strong and have improved since the 2022 survey. Colleagues' views on senior leadership is lower than last year despite previously increasing year on year. Indicators of employee engagement and being treated fairly have remained positive although there has been a drop in number of colleagues who feel it is a better place to work than last year.

This year's survey takes place in the context of a service restructures and budget restraints which will have caused considerable change to colleagues' working lives and ways of working.

8. Action planning

The survey results and analysis has been published to all employees and managers, with information on the approach to action planning. To ensure this is as inclusive and as collaborative as possible, managers are working with their teams to review their results and identify local actions.

We will invite colleagues to take part in workshops to review the results and help shape the priority actions for the next refresh of the Workforce Strategy.

Proposal

9. That Committee notes the report.

Other Options Considered

10. None.

Risk Assessment

11. Not required because this report is for information only.

Public Sector Equality Duties

12a) Before making a decision, section 149 Equality Act 2010 requires that each decision-maker considers the need to promote equality for persons with the following "protected characteristics": age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, sexual orientation. Each decision-maker must, therefore, have due regard to the need to:

- i) Eliminate discrimination, harassment, victimisation and any other conduct prohibited under the Equality Act 2010.
- ii) Advance equality of opportunity between persons who share a relevant protected characteristic and those who do not share it. This involves having due regard, in particular, to the need to --
 - remove or minimise disadvantage suffered by persons who share a relevant protected characteristic;
 - take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of people who do not share it (in relation to disabled people, this includes, in particular, steps to take account of disabled persons' disabilities);
 - encourage persons who share a protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.
- iii) Foster good relations between persons who share a relevant protected characteristic and those who do not share it. This involves having due regard, in particular, to the need to
 - tackle prejudice; and
 - promote understanding.
- 12b) Not required because this report is for information only.

Legal and Resource Implications

Legal

Not required because this report is for information only.

Financial

(a) Revenue

Not required because this report is for information only.

Land Not applicable.

Personnel

Not required because this report is for information only.

Appendices:

A – Staff Survey 2023 – results and next steps

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985 Background Papers:

None.



Staff Survey 2023

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Response rates

Overall response rate – 43% (2,640)												
Adults and Communities 39%		Children and Educ 37%	ation	Growth and Regener 42%	ration	Resources 55%						
Adult Social Care	32% (294)	Childrens, Families and Safer Communities	39% (325)	Property, Assets and Infrastructure	47% (74)	Policy Strategy & Digital	53% (215)					
の Magent Manual Stress Magent Magent Mag	89% (112)	Education and Skills	34% (212)	Economy of Place	43% (130)	Finance	60% (164)					
				Housing & Landlord Services	38% (402)	Workforce & Change	93% (150)					
				Management of Place	46% (384)	Legal & Democratic Services	40% (178)					

Response rates

- 2,640 (43%) colleagues responded this year compared to 3,589 (55%) colleagues in 2022 and 2,180 (35%) colleagues responded in 2020. Note in 2021 we did not run a full staff survey instead we ran a series of 'pulse' surveys to support the workforce through the pandemic.
- The lower response rate this year might be explained by the wider context of ongoing organisational changes and restructures.
- Another reason could be partly a decline in positive responses to the question 'I believe meaningful action will be taken across the council following this survey'. (41% in 2020, 33% in 2022, 26% in 2023).



Results Summary

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Summary of results

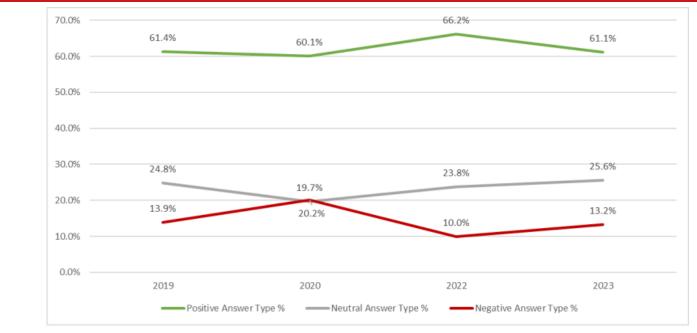
- The 2023 survey results show that colleagues' relationships with their teams and immediate managers continues to be strong and have improved since the 2022 survey. Colleagues' views on senior leadership is lower than last year despite previously increasing year on year. Indicators of employee pengagement and being treated fairly have remained positive although there has been a drop in number of colleagues who feel it is a better place to work than last year.
- These results clearly give us plenty to address and remedy but are not entirely unexpected. This year's survey takes place in the context of a wider organisational restructure and budget restraints which will have caused considerable change to colleagues' working lives and ways of working.

Understanding the results

- The results that follow are at an organisational level only. Further breakdowns by <u>Directorate</u>, <u>Division and Service</u>, as well as <u>a separate report on equality</u> <u>groups</u> are accessible using Power BI to allow directors and Heads of Service to review their own results and develop action plans.
- Jhe findings have been interpreted as follows:
 - $\frac{\omega}{\omega}$ Strongly agree/agree = positive
 - N Neither agree/disagree = neutral
 - Disagree/strong disagree = negative
- In the question breakdown, we have highlighted in **BLUE** where we have achieved a **top quartile rating in 2023** i.e. 75% or above.

Sentiment analysis

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- The graph above shows the overall trends for positive, neutral and negative answers to the survey from 2019 to present.
- You can see the sentiment trend analysis report for each theme on Power BI.

Summary of results

% Answer Type by Theme

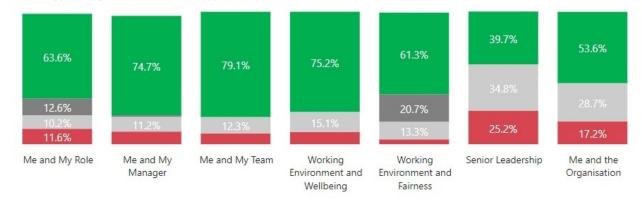
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Answer Type
Negative

Neutral

Not Applicable

Positive



Notice the second second

- The 'me and my team' section had the highest percentage of positive answers at just over 79%. This is an increase on 76.7% in 2022.
- 'Working environment and fairness' saw the most improvement this year from 57.9% in 2022 to 61.3%.
- The 'senior leadership' section had the highest percentage of negative answers at around 25% which is an increase on 21.4% in 2022 but down from 28.5% in 2019.

Positive includes 'agree/strongly agree' or 'yes' answers, whilst negative includes 'disagree/strongly disagree' or 'no'.

Indicators on organisational performance

Our Workforce Strategy details the following questions as key performance indicators for organisational performance:

- 85% of colleagues are clear about what the council is here to do and its priorities (86% in 2022, 83% in 2020, 76% in 2019).
- [™]
 [™]
- 64% of colleagues would recommend Bristol City Council as a good place to work, (70% in 2022, 71% in 2020, 62% in 2019)

Areas of continued strength

Colleagues are clear about what we're here for.

- 85% of colleagues are clear about what the council is here to do and our priorities (KPI).
- 93% of colleagues are aware of our organisational values
- 91% of colleagues know what is expected of them and what they need to achieve
- Colleagues generally feel that their line managers are supportive and helpful.
 - 87% of colleagues feel their line manager is approachable and they are able to talk to them about a range of topics.
 - -Page 78% of colleagues feel their line manager communicates effectively.
 - 79% of colleagues feel their line manager gives them the support they need to do their job well.
 - NG 82% of colleagues feel their line manager shows a sincere interest in them as a person, not just an employee.
 - 77% of colleagues feel their line manager encourages their development.
- Colleagues generally have positive experiences of their team and colleagues.
 - 85% of teams have regular team meetings, with 81% of colleagues feeling able to contribute and that their opinion is valued.
 - 85% of colleagues feel they can count on their team to work in a collaborative and supportive way.
 - 85% of colleagues feel able to be themselves in the workplace.

Areas of significant improvement since 2022

- There were increases in positive answers across the board on questions to do with being treated fairly because of one's identity with the following significant increases:
 - A 7 percentage point increase (53% to 60%) on 2022 for the question 'I am not treated inappropriately or unfairly because I am trans / transgender'.
 - An 8 percentage point increase (60% to 68%) on 2022 for 'I am not treated inappropriately or unfairly because I am
 pregnant or have recently given birth'.
 - A 6 percentage point increase (63% to 69%) on 2022 for 'I am treated inappropriately or unfairly because I am a Disabled person'.
- Working environment and fairness' having the most improvement in overall positive responses this year from 57.9% in 2022 to 61.3%.
- There was a **6 percentage point increase** (71% to 77%) on 2022 in positive responses to the question 'In the last 12 months I have had an annual performance review/appraisal with my line manager'. This is up from 62% in 2019.

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• There was an **8 percentage point increase** (66% to 74%) on 2022 in positive responses to the question 'I feel well-informed about what is happening in my team. This is up from 59% in 2019.

Areas for consideration

- There has been a **12 percentage point** increase in negative responses to the question 'I believe it is now a better place to work than it was 12 months ago'. 33% in 2023, 21% in 2022, 25% in 2019.
- There has been a **6 percentage point decrease** in positive responses to the question 'I would recommend Bristol City Council as a good place to work.' 64% in 2023, 70% in 2022, and 62% in 2019.
- There has been a **5 percentage point increase** in negative responses to the question 'I believe meaningful action will be taken across the council following this survey'. 29% in 2023, 24% in 2022 and 32% in 2019.
- Derive the percentage point decrease in positive responses to the question 'I believe that senior leaders make the effort to communicate clearly and regularly'. 52% in 2023, 56% in 2022 and 42% in 2019. There has been a 5 percentage point increase in negative response between 2023 and 2022.
- There has been a **4 percentage point increase** in negative responses to the question 'In my experience there is good leadership within the council from the Senior Leadership Team' 20% in 2023, 16% in 2022 and 24% in 2019.



Question Breakdown

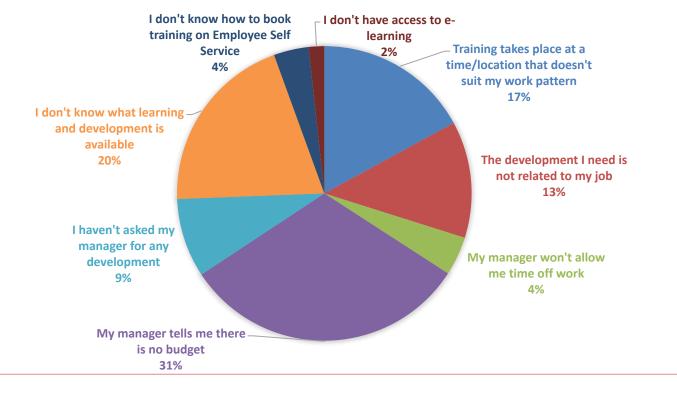
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Me & my role

2019		2020		2022		2023	
Total	Total	Total	Total	Total	Total	Total	Total
positive	negative	positive	negative	positive	negative	positive	negative
88%	6%	90%	5%	91%	4%	91%	4%
57%	21%	66%	15%	72%	12%	70%	12%
71%	15%	74%	13%	71%	12%	69%	13%
62%	24%	63%	22%	70%	17%	72%	15%
55%	22%	67%	14%	65%	14%	67%	14%
53%	28%	78%	22%	78%	22%	78%	22%
	Total positive 88% 57% 71% 62% 55%	Total Total positive negative 88% 6% 57% 21% 71% 15% 62% 24% 55% 22% 6 24%	Total Total Total positive negative positive 88% 6% 90% 57% 21% 66% 71% 15% 74% 62% 24% 63% 55% 22% 67% 62% 24% 63%	Total positive Total negative Total positive Total negative 88% 6% 90% 5% 57% 21% 66% 15% 71% 15% 74% 13% 62% 24% 63% 22% 55% 22% 67% 14% 55% 22% 67% 14%	Total positiveTotal negativeTotal positiveTotal positive88%6%90%5%91%57%21%66%15%72%71%15%74%13%71%62%24%63%22%70%55%22%667%14%65%615%14%65%14%	Total positiveTotal negativeTotal positiveTotal negativeTotal negative88%6%90%5%91%4%57%21%66%115%72%12%71%115%74%13%71%12%62%24%63%22%70%14%55%22%667%14%65%14%62%24%63%21%65%14%65%22%667%14%65%14%	Total positiveTotal positiveTotal positiveTotal

Me & my role - continued

Of the 14% of respondents who said they were not able to access the right learning and development opportunities, the reasons are broken down as follows:



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Me & my role - continued

Top Responses

As was the case in 2022, **91%** of colleagues know what is expected of them and what they need to achieve.

72% of colleagues felt they had the equipment to do their job effectively, this continues the positive trend since 2020.

After falling in 2022, positive responses to "I am able to access the right learning and development opportunities when I need to" have returned to 67% - the level they were at in 2020.

Areas for Improvement

Positive responses dropped slightly to the questions "I feel I am listened to and my opinions count" and "I feel I can do my best every day."

Me & my manager

		2019		020	2022		20)23
Me and My Manager	Total	Total						
	positive	negative	positive	negative	positive	negative	positive	negative
I feel my line manager is approachable and I am able to talk to them about								
a range of topics	84%	8%	86%	6%	87%	5%	87%	6%
I meet regularly with my line manager to discuss my work and priorities	71%	16%	80%	10%	77%	12%	79%	11%
In the last 12 months I have had an annual performance review/appraisal								
with my une manager	62%	25%	79%	21%	71%	29%	77%	23%
If you conswered yes to the previous question, do you agree or disagree								
with the following: My performance review/appraisal was helpful, giving								
me cleacoriorities and feedback on my performance and development								
(this was a new question in 2020)	N/A	N/A	65%	10%	67%	10%	66%	9%
My line manager gives me the support I need to do my job well	72%	11%	76%	9%	79%	7%	79%	7%
My line manager/supervisor shows a sincere interest in me as a person,								
not just as an employee	72%	11%	77%	9%	80%	7%	82%	7%
I believe my line manager encourages my development	65%	13%	71%	9%	77%	7%	77%	7%
I believe that my line manager communicates effectively	73%	13%	77%	11%	78%	9%	78%	10%

Me & my manager

Overall Observations

There was a slight increase in answers with a positive sentiment – up from 74.4% in 2022 to 74.7% this year.

Top Responses

There was significant improvement in responses to "In the last 12 months I have had an annual performance review/appraisal with my line manager." Positive responses increased by **6 percentage points** on last year (71% in 2022) to 77% this year) while negative responses fell by **6 percentage points** on last year (29% in 2022 to 23% this war).

Positive responses are now at an all-time high for the question "My line manager/supervisor shows a sincere interest in me as a person, not just as an employee". This has gone from 72% in 2020 to 82% this year.

Areas for Improvement

While there was a significant improvement in colleagues saying they have had an annual performance review in the last 12 months, responses to whether they have been helpful have been fairly static since 2020. This may suggest there is scope for improving how reviews are structured and how subsequent appraisals are conducted.

Me & my team

Me and My Team - establish how an employee feels about		019		2020		2022		023
the team in which they work and their working relationship	Total							
with team members	positive	negative	positive	negative	positive	negative	positive	negative
I am involved in the development of my team's plans	61%	19%	63%	16%	62%	16%	62%	17%
I can count on colleagues to work in a collaborative and								
suppontive way	79%	7%	83%	5%	84%	5%	85%	5%
I feel to contribute to my team meetings and my opinion								
is value	73%	10%	76%	8%	80%	6%	81%	6%
I feel part of my team	77%	8%	82%	7%	81%	7%	85%	6%
I feel well-informed about what is happening in my team	59%	20%	66%	17%	66%	15%	74%	12%
I understand what my team needs to achieve	86%	5%	88%	5%	84%	5%	85%	5%
We have regular meetings as a team	77%	13%	82%	10%	84%	9%	85%	8%

Me & my team

Overall Observations

The results for this theme are very encouraging. Positive sentiment has increased for all questions in this theme, except for 'I am involved in the development of my team's plans' which has stayed at 62% from last year.

Top Responses

There was a significant improvement in positive responses to the question "I feel well-informed about what is happening in my team" with an **8 percentage point increase** in positive responses and a 3 percentage point decrease in negative responses.

ယ္ Areas for Improvement

There was a slight increase in negative responses (1% point from 2022) to "I am involved in the development of my team's plans".

Working environment and wellbeing

Working environment and wellbeing - gain understanding of employees'	20	2019		2020		2022)23
view of their working environment in relation to their wellbeing	Total	Total	Total	Total	Total	Total	Total	Total
	positive	negative	positive	negative	positive	negative	positive	negative
I am able to achieve a good work-life balance due to the flexible working								
options available to me	73%	14%	77%	11%	77%	11%	79%	11%
I am treated with dignity and respect	73%	10%	78%	9 %	85%	6%	85%	6%
I believe health and safety concerns are taken seriously	70%	12%	72%	13%	80%	7%	81%	7%
I feel a bl e to be myself in the workplace	73%	10%	77%	8%	83%	4%	85%	5%
I feel 🙊 e to challenge inappropriate or unfair behaviour	63%	16%	67%	13%	74%	8%	75%	9%
I feel confident that I can raise issues about poor behaviour or practices								
and it 에 be responded to effectively	52%	22%	56%	20%	64%	13%	64%	14%
I am aware of our whistleblowing procedures	NA	NA	NA	NA	82%	8%	83%	7%
I feel confident that I can use our whistleblowing procedures, without risk								
of detrimental treatment, if I suspect wrongdoing within the council	NA	NA	49%	15%	58%	13%	56%	14%
I feel this is a workplace which supports good mental health and wellbeing	50%	25%	57%	20%	65%	14%	62%	17%
I have good working relationships with colleagues (outside of my								
immediate team)	86%	3%	87%	3%	82%	3%	85%	3%

Working environment and wellbeing

Overall Observations

There were increases in positive sentiment for most of the questions in this section while other results stayed the same as 2022.

Top Responses

The positive trend continued for "I feel able to be myself in the workplace" which has now **increased by 12 percentage points** since 2019 (73% in 2019 to 85% in 2023).

"I feed able to challenge inappropriate or unfair behaviour" **an increase of 8 percentage points** 75% positive response in 2023 Compared to 63% in 2019

Areas for Improvement

There was a small decrease in positive responses and increase in negative responses to the questions "I feel confident that I can use our whistleblowing procedures without risk..." and "I feel this is a workplace which supports good mental health and wellbeing."

Working environment and fairness

	2019		2020		2022		20	23
	Total	Total	Total	Total	Total	Total	Total	Total
Working environment and fairness	positive	negative	positive	negative	positive	negative	positive	negative
I am aware of staff led employee groups and their purpose	65%	15%	72%	12%	76%	8%	74%	10%
I am not treated inappropriately or unfairly because of my age	84%	5%	85%	4%	86%	4%	87%	4%
I am not treated inappropriately or unfairly because of my ethnicity	82%	4%	84%	3%	77%	3%	79%	3%
I am not treated inappropriately or unfairly because of my religion or beliefs	80%	3%	82%	2%	67%	3%	69%	4%
I am n <u>ot</u> treated inappropriately or unfairly because of my sex	84%	5%	86%	3%	77%	5%	79%	4%
I am not treated inappropriately or unfairly because of my sexual								
orien 🙀 ion	84%	2%	85%	2%	77%	2%	78%	2%
I believe the council is committed to creating a diverse and inclusive								
envircoment	72%	7%	79%	5%	81%	5%	79%	5%
Overall I feel I am treated fairly as an employee of Bristol City Council	76%	9%	81%	7%	84%	5%	82%	7%
2022 and 2023 percentages for the following questions are calculated exclude	ling those	who ans	wered N	A. The no	ot applica	ble option	n was add	ded in
2022.								
I am not treated inappropriately or unfairly because I am a Disabled person	64%	8%	69%	8%	63%	7%	69%	9%
I am not treated inappropriately or unfairly because I am trans /								
transgender	65%	2%	65%	2%	53%	3%	60%	3%
I am not treated inappropriately or unfairly because of my marriage or civil								
partnership	79%	2%	81%	1%	81%	2%	84%	2%
I am not treated inappropriately or unfairly because I am pregnant or have								
recently given birth (Changed from 'I am not treated inappropriately or								
unfairly because of my pregnancy and maternity')	59%	4%	64%	3%	60%	4%	68%	6%

Working environment and fairness

Overall Observations

There were improvements in positive sentiment in the majority of the questions in this section in 2023, this follows a significant decrease in positive sentiment between 2020 and 2022. While the improvement is an encouraging sign, the figures show that on questions of religion, ethnicity, sex and sexual orientation there is still more work to do to return to 2020 levels of positive sentiment.

Top-Responses

The was a **6 percentage point increase in positive responses** for "I am treated inappropriately or unfairly because I am a Disabled person". (63% in 2022 to 69% in 2023)

There was a **7 percentage point increase in positive responses** for the question "I am not treated inappropriately or unfairly because I am trans / transgender" (53% in 2022 to 60% in 2023)

There was also an **8 percentage point increase in positive responses** for "I am not treated inappropriately or unfairly because I am pregnant or have recently given birth". (60% in 2022 to 68% in 2023, up from 59% in 2019)

Working environment and fairness

Areas for Improvement

There was a small drop in positive sentiment for the questions "I believe the council is committed to creating a diverse and inclusive environment" 79% in 2023 against 81% in 2022, although this up from 72% in 2019.

There is also a small drop in positive sentiment for "Overall I feel I am treated fairly as an employee of Briscol City Council" from 84% in 2022 to 82% in 2023, although this is up from 76% in 2019.

Senior Leadership - understand levels of trust,	2019		2020		2022		2023	
confidence and 'connectedness' employees have	Total							
in leaders	positive	negative	positive	negative	positive	negative	positive	negative
I believe senior leaders make the effort to								
communicate clearly and regularly	42%	26%	50%	20%	56%	17%	52%	22%
I believe that senior leaders within the council are								
trust🕁 rthy and act with integrity	35%	18%	45%	12%	49%	10%	45%	15%
I feel that senior leaders understand the								
challenges of my day to day work	20%	46%	28%	39%	26%	41%	25%	45%
In my experience there is good leadership within								
the council from the Senior Leadership Team	34%	24%	45%	17%	42%	16%	38%	20%

Senior leadership

Overall Observations

This section has seen a drop on last year's performance, and a return to the sentiment levels seen in 2020. However, the results in 2023 are significantly improved on 2019 results.

There was a drop in overall positive sentiment to questions in this section from 43% in 2022 to 40% this year. Similarly, negative sentiment rose from 21% in 2022 to 25% this year. This theme had the highest number of neutral responses of 35% in 2023, which is consistent with last year.

Areas for Improvement

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There was a **4 percentage point decrease** in positive sentiment to the questions "I believe senior leaders make the effort to communicate clearly and regularly" (52% in 2023 and 56% in 2022) and "In my experience there is good leadership within the council from the senior leadership team" (42% in 2023 and 38% in 2022).

We can see the trend has returned to pre-Covid results, and we need a further look at how senior leaders currently engage with colleagues and how this could be strengthened.

Me and the organisation

Me and the Organisation - gain an overall understanding on how employees feel about the organisation	2019		2020		2022		2023	
	Total							
	positive	negative	positive	negative	positive	negative	positive	negative
I am aware of our organisational values	84%	4%	89%	3%	93%	2%	93%	2%
I am clear about what the council is here to do and its								
priorities	76%	7%	83%	5%	86%	3%	85%	4%
I believe it is now a better place to work than it was 12								
mortens ago	23%	25%	28%	19%	24%	21%	18%	33%
I be taken across the council								
following this survey	27%	32%	41%	23%	33%	24%	26%	29%
I be we ve that we celebrate successes and good work	43%	22%	58%	15%	57%	14%	59%	14%
I believe the council's vision and values guide my day to day								
work and interactions	N/A	N/A	55%	14%	57%	11%	55%	12%
I feel that the reasons for changes which take place are well								
explained	30%	34%	40%	25%	40%	26%	39%	29%
I feel well informed about what is happening across the								
council	42%	23%	54%	16%	49%	19%	47%	22%
I would recommend Bristol City Council as a good place to								
work	62%	11%	71%	8%	70%	8%	64%	11%

Me & the organisation

Overall Observations

Overall positive responses to the questions in this section have dropped slightly from 56% in 2022 to 54%. At the same time, negative responses have increased from 14% to 17% in the same period.

Top Responses

- For the second year running, **93% of colleagues** said they were aware of our values
- **85% of colleagues** said they were clear about what the council is here to do and its priorities
- Refere was an increase in positive responses to the question "I believe that we celebrate successes and good work" (59% in 2023, 57% in 2022 and 43% in 2019)

Areas for Improvement

- There has been a large increase in negative responses to the question "I believe it is now a better place to work than it was 12 months ago" from 21% in 2022 to 33% in 2023.
- There was a 6 percentage point decrease (70% in 2023, 64% in 2023) in positive responses to the question "I would recommend Bristol City Council as a good place to work".

Under the free text question "If you could name one thing about working for Bristol City Council that is working well what would it be?" colleagues said:



Main themes for "If you could name one thing about working for Bristol City Council that is working well what would it be?"

Support from and good relationships with colleagues' immediate teams and line managers:

- "My team manager and my team colleagues who are supportive and understanding and work well despite being continuously understaffed and under pressure. Pa
- "My team is very supportive and makes working in the difficult environment a lot easier." Supportive manager and team, working well in our team and with colleagues."
- "We have a dedicated team of workers that go above and beyond to support the community of Bristol. We are constantly losing staff and having cutbacks and the staff in post continue to work diligently and tirelessly to get the job done."
- "Working in a great team (professional, hard working, supportive and fun) with a very able and supportive line manager who does not feel the need to micro-manage the team."

Main themes for "If you could name one thing about working for Bristol City Council that is working well what would it be?"

"Flexible working", "working from home" and "work-life balance" were mentioned frequently:

- "Work life balance and flexible working approach enables a majority of it's work force to have the choice to work more effectively."
- Work life balance flexibility in my current role."
- Flexible working arrangements post covid are continuing to support employees, particularly those with caring responsibilities and to promote work/life balance and improve health and wellbeing. "
- Flexible working and home working work well. As a carer it makes the difference between being able to work and not.

Under the free text question 'If you could improve one thing about working for Bristol City Council what would it be?" colleagues said:



Main themes for 'If you could improve one thing about working for Bristol City Council what would it be?"

One theme in this section was about senior leadership and communication

- "Wish for senior leaders to properly understand the role and function of the service I work in."
- "There is not enough diversity in the senior leadership space."
- "Challenge the Senior Leadership team to properly understand what their employees actually do and the relationships they have spent years cultivating."
- Interaction from senior leaders at a Director level, frequent communication and face to face meetings with staff."
- "Senior leadership, particularly in relation to communication, justification for decision-making and empathy for the workforce following the recruitment freeze and removal or reduction of key services."
- "Senior managers need to learn to communicate with people, communication isn't just talking to people it is listening and responding in a dialogue of openness. We need to move away for the concept of consultation as telling staff what is happening and move to a model of genuine listening."

Summarising the experience of different groups

• The following slides show a summary of the overall number of positive and negative answers for each theme for colleagues who completed the optional equalities monitoring section of the survey, identifying as a member of a minoritised staff group.

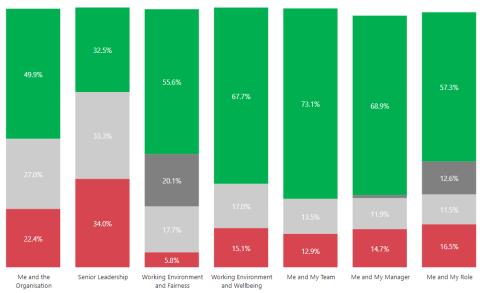
• These slides aim to provide an overview of the results of different groups for high level comparison.

• A more detailed breakdown of answers to each question, that can be filtered further by each equalities characteristic, is available via Power BI.

Disabled colleagues

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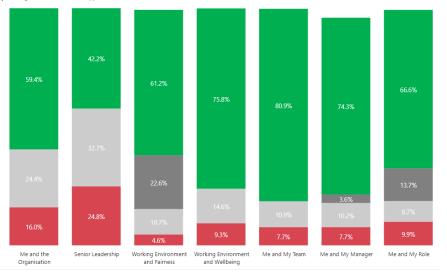




The results from colleagues who identified as Disabled has seen slight decreases in positive responses across all themes, with the most significant being 'Me and my role' with around a 10 percentage point decrease.

 Negative responses have all increased, most of which are within a 4 percentage point but for 'senior leadership' there is almost an 8 percentage point increase.

Young colleagues

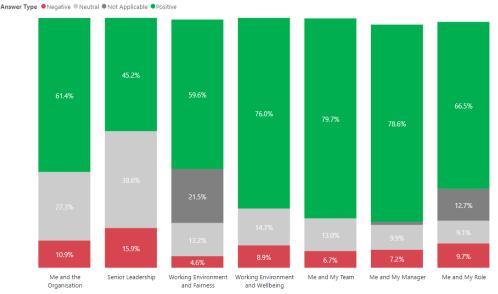


Answer Type

Negative
Neutral
Not Applicable
Positive

- Responses from colleagues who indicated they were ages 16-29 in the equalities monitoring form saw slight decreases
- Negative responses increased across all themes, with the exception of 'me and my manager'. The most notable changes being for 'me and my organisation' and 'senior leadership'.
- The overall trends in themes broadly mirror that seen at the organisation-wide level.

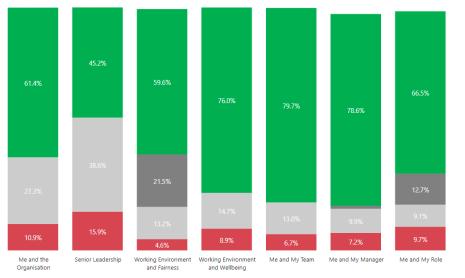
Colleagues who identified their sexual orientation as Lesbian, Gay, Bisexual or other



 The answers from colleagues who identified their sexual orientation as Lesbian, Gay, Bisexual or other in the equalities monitoring form, shows an encouraging response with increased positive responses and decreased negative responses. The biggest increase in positive responses was approximately 5 percentage point for 'me and the organisation' and 6 percentage point increase for 'senior leadership'.

Black, Asian and minoritised ethnic colleagues





 Looking at the answers from colleagues who identified as Black, Asian, Mixed or Multi-ethnic or other minoritised ethnicities in the equalities monitoring form, positive responses increased, with the exception of 'senior leadership' and 'me and the organisation' which had small decreases. Negative responses decreased apart from for 'senior leadership', again reflective of the overall trends at the organisation-wide level.



Next Steps

Further analysis and action planning

- Directors and Heads of Service are asked to work with their teams to review their service level data with their teams and identify local actions for inclusion in Service Plans and Workforce Plans as part of the annual service planning cycle.
- Senior leader workshops to review the results for the Senior Leadership theme and _____jdentify actions to address the feedback.
- We will invite colleagues to take part in workshops to review the results and help shape ghe priority actions for the next refresh of the Workforce Strategy.



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Item

HR Dashboard Diversity and Pay Gaps

Pay Gap - Key Indicators



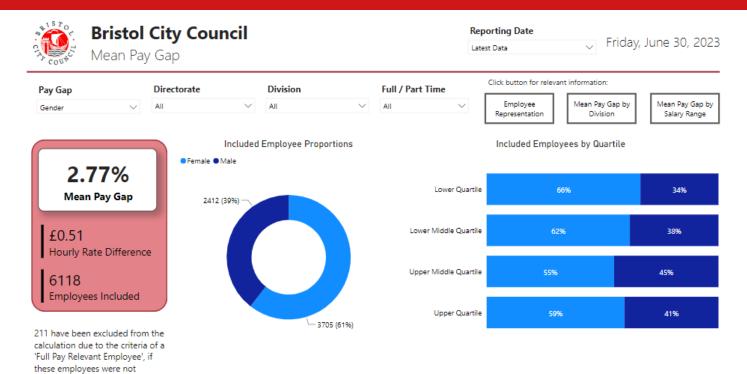


We want to recruit, retain and engage the talent that the Council needs to succeed. Being an inclusive organisation is an essential part of that, where individuals feel confident that they can progress regardless of their gender, ethnicity, disability or sexual orientation.

Data as at June 2023

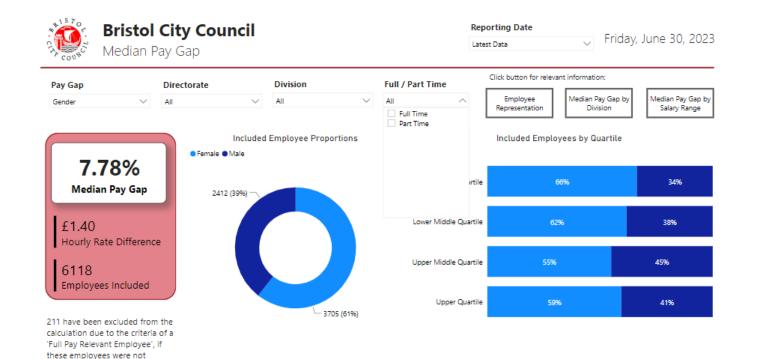
Mean Pay Gap

excluded the Mean Pay Gap would be 2.66%.



Median Pay Gap

excluded the Mean Pay Gap would be 7.78%.



Pay Gap Trend



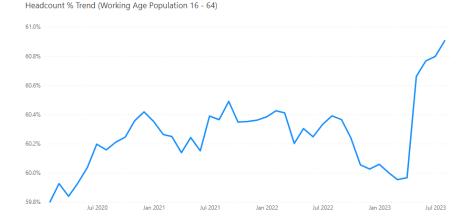
What does the Gender Pay Gap tell us?

 Our Gender Pay Gap shows a mixed picture. We've been able to decrease the mean pay gap over the last 12 months to 2.77% (-1.54%), mainly through success in hiring and promoting women into senior roles. Women now account for 59% of our senior roles (upper quartile).

• We have also seen a decrease in the median \$ pay gap to 7.78% (-0.46%).

• The recruitment, retention and advancement of women continues to be a focus. We are taking targeted actions through our work with the Bristol Women in Business Charter, which aims to grow representation of women at all levels.

Female Representation - Trend

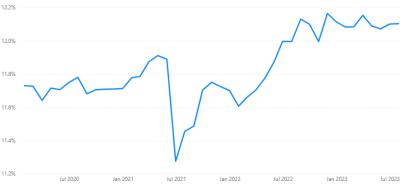


What does the Ethnicity Pay Gap tell us?

- Our Ethnicity Pay Gap shows a mixed picture. We've been able to decrease the mean pay gap over the last 12 months to 5.87% (-0.76%), mainly through success in hiring and promoting racially minoritised people, who now account for 28% of our middle quartiles, up 2% in the last 12 months.
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- Wever, we've seen the median pay gap grow to 13.17%
 (£1.67%), which has been driven by an increase in the framework of racially minoritised colleagues who have chosen to work part time.
- The recruitment, retention and advancement of racially minoritised people will be a strong focus in our workforce strategy. We have set ourselves the ambition of having 16% (+/- 10%) racially minoritised people in senior roles during 23/24.

Minority Ethnic Representation - Trend

Headcount % Trend (Working Age Population 16 - 64)



What does the Disabled Pay Gap tell us?

We have seen a small increase in the mean pay gap over the last 12 months to 2.98% (+0.35%), which reflects a small increase in the number of Disabled colleagues joining entry level roles (lower quartile) and a reduction of representation in the middle quartiles.

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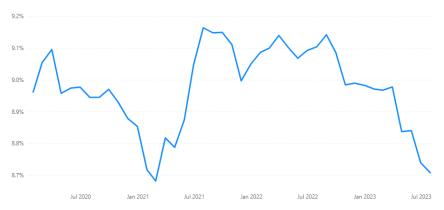
Nevertheless, we have however seen a

decrease in the median Disabled pay gap to 5.48% (-0.5%).

• However the representation of Disabled colleagues has fallen over the last 12 months from 9.1% to 8.7%.

Disabled Representation - Trend

Headcount % Trend (Working Age Population 16 - 64)



What does the Lesbian/Gay/Bisexual Pay Gap tell us?

 We have seen a small increase in the mean pay gap over the last 12 months to 2.85% (+0.06%), which relates to a modest rise in the number of Lesbian/Gay/Bisexual colleagues joining entry level roles (lower quartile).

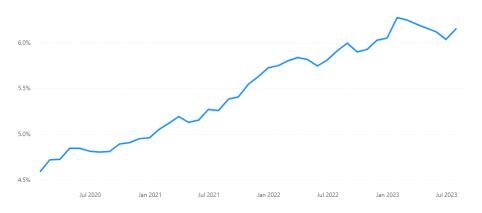
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We have also seen an increase in the median Lesbian/Gay/Bisexual pay gap to 7.76% (+2.12%).

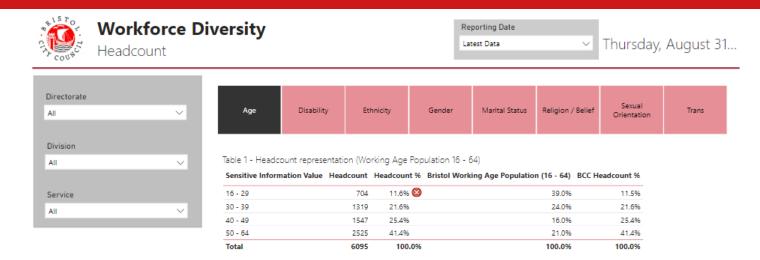
 Both mean and median Lesbian/Gay/Bisexual pay gaps reflect a tendency for Lesbian/Gay/Bisexual colleagues to work at entry level or lower/middle quartile.

Lesbian/Gap/Bisexual Representation - Trend

Headcount % Trend (Working Age Population 16 - 64)



Live update of Diversity Dashboard



Note

1) Services with headcount less than 50 are not included in filters.

2) Headcount % is compared to Bristol Working Age Population (16 - 64).

 The Bristol Working Age Population (ONS Census) currently excludes employees aged 65 or above, of which there are currently 220.