



Race Equality Performance and Service Monitoring Report

Dundee City Council

November 2006

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Note:

This report outlines the key findings of the review of the Racial Equality and Diversity Action Plan and of the workforce monitoring statistics.

1 Introduction

- 1.1 This is the Dundee City Council Race Equality Performance and Service Monitoring Report.
- 1.2 The report is the City Council's response to the Race Relations (Amendment) Act 2000 on ethnic monitoring in employment, and is guided by the Commission for Racial Equality's (CRE) new statutory code of practice on racial equality in employment that came into effect in April 2006.

Dundee City Council

- 1.3 Since its inception in 1996, Dundee City Council has demonstrated consistent commitment to the principles and practice of race equality and diversity.
- 1.4 Equal opportunities policies have been reviewed in line with commitment to social inclusion and legislative responsibilities, culminating in the production of the Race Equality Scheme 2002-2005.
- 1.5 Dundee City Council published its second Race Equality and Diversity Action Plan in 2005. The Plan monitors the achievement of equality and diversity objectives and identifies priorities for action.
- 1.6 Prior to the publication of the Race Equality and Diversity Scheme 2005-2008, Dundee City Council undertook wide-ranging Equality Impact Assessments (EQIA) to screen all of its policies for adverse impact on race.
- 1.7 This involved:
 - the development of a toolkit to assist Council officers in the EQIA process;
 - the formation of screening teams across all Council departments;
 - providing all key Council officers involved in policy development and quality assurance with training in the EQIA screening process;
 - screening of Council functions and policies and their relevance to race equality and diversity;
 - identifying areas for action and the need for full equality impact assessments to address any areas of potential or existing adverse impact.

- 1.8 In order to ensure that the EQIA process is fully embedded within the Council the following future priorities have been identified:
- providing council officers with training and support in the full EQIA procedure;
 - monitoring the progress of full equality impact assessments in relation to race;
 - implementing an effective engagement strategy for involving and consulting minority ethnic communities through the Equality and Diversity Partnership;
 - building the capacity of minority ethnic communities to engage in the EQIA process;
 - integrating race equality and diversity objectives into the corporate planning process.
- 1.9 This is a long-term strategy which will ensure that:
- policy-making is fully sensitive to the diverse needs and experience of the different minority ethnic groups in Dundee;
 - suitable changes are made to any structures which contribute towards inequality and discrimination;
 - policies and programmes which may continue or worsen existing inequalities are avoided;
 - a policy review process is in place to specifically focus on equality and diversity outcomes.
- 1.10 Dundee City Council also has a Race Equality and Diversity Action Group (REDAG). This is a corporate review body which monitors overall performance relating to race equality and diversity objectives, including:
- analysis of data produced by the Council Personnel Department to ensure that there are no areas of minority ethnic under-representation in the Council workforce;
 - providing feedback and recommendations to departments regarding areas of positive action that could be taken to increase the racial diversity of the Council workforce;
 - monitoring and providing feedback to Council departments in relation to full impact assessments and race equality action plans;

- analysis of monitoring data produced across all departments and identification of any potential barriers to accessibility from minority ethnic communities;
- assisting with the preparation of race equality and diversity schemes and in the development of generic equality and diversity policy;
- providing input on how the Council responds to consultations on new policy/legislation relating to race.

The Report

1.11 This report provides a review of the progress made towards Dundee City Council's Race Equality and Diversity Action Plan 2005-2008, and an overview of ethnic monitoring of the workforce. The report covers:

- a review of the progress made towards the Race Equality and Diversity Action Plan;
- an overview of the performance of each council department in undertaking the actions identified in the Action Plan;
- an overview of the ethnic monitoring of the Dundee City Council workforce; and
- the monitoring requirements of the Commission for Racial Equality's new statutory code of practice on racial equality in employment.

2 Review of Race Equality and Diversity Action Plan 2005-2008

- 2.1 Dundee City Council published its second Race Equality and Diversity Action Plan in 2005. The Plan monitors the achievement of equality and diversity objectives and identifies priorities for action.
- 2.2 The plan includes 171 actions to be undertaken across the Council for existing functions and policies during 2005-2008.
- 2.3 The following table shows the Council's progress in undertaking the actions identified in the Action Plan:

Table 2.1 Action Plan Progress

Progress	Actions (n=171)
Completed	16 (9%)
Ahead of Schedule	3 (2%)
On Schedule	140 (82%)
Behind Schedule	5 (3%)
Unlikely to be achieved	2 (1%)
Abandoned	5 (3%)

- 2.4 The majority of actions being undertaken in the Race Equality and Diversity Action Plan are on schedule, ahead of schedule or have been completed (93%).
- 2.5 A small minority of actions are unlikely to be achieved or have been abandoned. These actions were in some cases superseded by another action or have been deemed to be unrealistic.
- 2.6 Each Council department has a responsibility for undertaking and achieving the actions covered by their area of work. The following tables show the progress made by each department.

Table 2.2 Education

Progress	Actions (number)
Completed	3
Ahead of Schedule	1
On Schedule	19
Behind Schedule	0
Unlikely to be achieved	0
Abandoned	3
Total	26

- 2.7 The Department of Education has broadly been successful in undertaking the actions identified in the Action Plan. Three actions have been successfully completed.
- 2.8 Three actions under the responsibility of the Department of Education have been abandoned. Two of these actions have been superseded or included as part of another programme, while the other was based on national level guidance that has not yet been produced.

Table 2.3 Housing

Progress	Actions
Completed	3
Ahead of Schedule	0
On Schedule	28
Behind Schedule	0
Unlikely to be achieved	0
Abandoned	0
Total	31

- 2.9 All actions under the responsibility of the Department of Housing are either completed or are on schedule.

Table 2.4 Social Work

Progress	Actions
Completed	2
Ahead of Schedule	2
On Schedule	31
Behind Schedule	0
Unlikely to be achieved	0
Abandoned	0
Total	35

- 2.10 The actions under the responsibility of the Department of Social Work are all completed, ahead of schedule or on schedule.

Table 2.5 Leisure and Communities

Progress	Actions
Completed	2
Ahead of Schedule	0
On Schedule	35
Behind Schedule	2
Unlikely to be achieved	0
Abandoned	0
Total	39

- 2.11 The Leisure and Communities Department has the highest number of actions to undertake in the Action Plan. The majority are on schedule, and two actions have been completed.
- 2.12 Two actions are currently behind schedule. One action has been postponed due to the absence of the lead officer responsible for the action, while the other will proceed once further training has been given in the near future.

Table 2.6 Planning and Transportation

Progress	Actions
Completed	2
Ahead of Schedule	0
On Schedule	9
Behind Schedule	0
Unlikely to be achieved	2
Abandoned	1
Total	14

2.13 The majority of actions being undertaken through the Planning and Transportation Department are completed or are on schedule.

2.14 Two actions are unlikely to be achieved and one has been abandoned. The action that has been abandoned was due to another development that made the action unnecessary. One action that is unlikely to be achieved is due to other actions not yet being undertaken, while the other is said to be unrealistic and needs revision.

Table 2.7 Other Departments

Progress	Finance	Contract Services	Corporate Services	Waste Management	Environmental Health and Trading Standards	Personnel	Economic Development
Completed				2	1		1
Ahead of Schedule							
On Schedule	2		1		7	5	2
Behind Schedule		2				1	
Unlikely to be achieved							
Abandoned		1					
Total	2	3	1	2	8	6	3



- 2.15 The departments listed in Table 2.7 have a limited number of actions to undertake under the Racial Equality and Diversity Action Plan.
- 2.16 The majority of actions across these departments are on schedule, although the three actions being undertaken by the Contract Services are behind schedule or have been abandoned.

3 Workforce Equality Monitoring

- 3.1 The Commission for Racial Equality's (CRE) new statutory code of practice on racial equality in employment outlines the general duty of public authorities in monitoring, by racial group, all their workers, and all applicants for jobs, promotion and training. The code of practice ensures that all public authorities with 150 or more full-time equivalent employees must monitor the number of workers from each racial group who:
- receive training;
 - benefit or suffer detriment from performance assessment;
 - are involved in grievances;
 - are subject to disciplinary action; and
 - end employment with the organisations (for whatever reason).
- 3.2 Dundee City Council is currently transferring to a new Personnel/Payroll System in order to meet the monitoring requirements of the code of practice. At present, the Council anticipates that it will be in a position to achieve its full monitoring requirement as of 31 March 2007 once all departments have transferred to the new Personnel/Payroll System.
- 3.3 The statistics detailed in this report have been generated from a number of different and independent information systems. These systems are ISIS (current Personnel/Payroll System), Resource Link (new Personnel/Payroll System), Phoenix (School Database System), XPT (Recruitment System) and Organisational Development's Training Database.
- 3.4 For data protection purposes no record of less than five employees has been reported in the following tables.
- 3.5 The following pages show the Council's monitoring of racial equality on the following topics:
- 1) Dundee City Council employees by racial equality;
 - 2) Recruitment by ethnic origin;
 - 3) Training by ethnic origin;
 - 4) Employees who lodged grievances/are subject to disciplinary action/cease employment;
 - 5) Employees who benefit or suffer from performance assessment.

1) Dundee City Council employees by racial group

Ethnic Origin	Total Employees
White British	4,105 ¹
White Irish	16
Other White	51
Sub total	4,215
Indian	6
Pakistani	Less than 5
Bangladeshi	0
Other (South Asian)	8
Chinese	Less than 5
Caribbean	0
African	Less than 5
Black Scottish or other Black	49
Mixed	6
Other	Less than 5
(Unspecified)	(118)
(No Entry)	(4056)
BME	Between 73-85 Between 2.5–2.9%
Total	7020

42% of ethnic data currently recorded.

- 3.6 Due to the current migration of employees to the new Personnel/Payroll System, only around 42% of employees have their ethnicity currently recorded. The statistics in the table above therefore refer to those employees whose ethnicity is recorded.
- 3.7 For the employee details recorded, the proportion of employees belonging to a Black and Minority Ethnic (BME) group is around 2.5-2.9% of the total workforce.
- 3.8 From the data available, the largest BME group in the Dundee City Council workforce are those who identify themselves as Black Scottish or other Black.

¹ The table is an amalgamation of different monitoring systems and results in an over count of employees with a white ethnicity. This is due to the former monitoring system using different ethnic definitions and placing employees in more than one category.

- 3.9 According to the 2001 Census Dundee has a population of just over 145,000. There were 5,333 BME individuals living in the city at the time of the Census – around 3.7% of the overall population. This was the fourth largest BME population in Scotland, both in terms of size and as a proportion of local population. The estimated proportion of Dundee City Council employees from BME groups is lower than the figure for the local authority population, although it is higher than that of Scotland as a whole. This is shown in the Table 3.1:

Table 3.1 Employees from BME group

	Dundee City Council employees	Dundee City (2001 Census)	Scotland (2001 Census)
BME (%)	2.5 to 2.9	3.3 (working age population)	2.0

2) Recruitment by ethnic origin

Ethnic Origin	Job applicants 2005		Job applicants 2006	
	Total	% of total	Total	% of total
White Scottish	7998	71.3	9293	74.9
Other White British	2358	21.0	1924	15.5
White Irish	102	0.9	131	1.1
Other White	228	2.0	369	3.0
Indian	153	1.4	142	1.1
Pakistani	75	0.7	119	1.0
Bangladeshi	21	0.2	71	0.6
Other Asian	67	0.6	58	0.5
Chinese	51	0.5	80	0.6
Caribbean	9	0.1	12	0.1
African	63	0.6	97	0.8
Other Black other	6.0	0.1	4	0.1
Mixed	40	0.4	38	0.3
Other	53	0.5	69	0.6
(Unspecified)	(40)		0	
(No Entry)	0		0	
BME	532	5.1%	690	5.7%
Total	11,218		12,407	

- 3.10 Job applications to Dundee City Council show that a relatively high proportion of individuals from BME groups are applying to work at the Council. This figure has increased from 5.1% in 2005 to 5.7% in 2006. This figure is higher than the proportion of BME individuals within Dundee City Council workforce.
- 3.11 The ethnic identity of individuals applying from BME ethnic groups differs from the ethnic background of current employees. Relatively few applicants identify themselves as being from the Black Scottish ethnic group compared to the overall number of employees from this ethnic group.
- 3.12 However, the number of applicants identifying themselves as being from an Asian ethnic group is increasing both in absolute terms and relative to current numbers of employees, suggesting that the number of Asian employees identifying themselves by these ethnic categories may increase in the future. However, more data on successful job applicants is needed to fully support this trend.

3) Training by ethnic origin

Ethnic Origin	Number of employees	Employees receiving training
White British	4,105 ²	314
White Irish	16	6
Other White	51	0
Indian	6	Less than 5
Pakistani	Less than 5	Less than 5
Bangladeshi	0	0
Other (South Asian)	8	Less than 5
Chinese	Less than 5	0
Caribbean	0	0
African	Less than 5	Less than 5
Black Scottish or other Black	49	0
Mixed	6	0
Other	Less than 5	0
(Unspecified)	(118)	(19)
(No Entry)	(4056)	(684)
BME	Between 73-85 2.5-2.9%	Between 4-16
Total	7020	1027-1039

3.13 Full monitoring statistics for employees receiving training by ethnic origin will be available as of 31 March 2007 once all departments have transferred to the new Personnel/Payroll System.

² The table is an amalgamation of different monitoring systems and results in an over count of employees with a white ethnicity.

4) Grievances/disciplinary action/ceasing employment by ethnic origin

Ethnic Origin	Employees who have lodged grievances	Employees subject to disciplinary action	Employees who cease employment
White British	7	29	161
White Irish	0	0	Less than 5
Other White	0	0	0
Indian	0	0	Less than 5
Pakistani	0	0	0
Bangladeshi	0	0	0
Other (South Asian)	0	Less than 5	Less than 5
Chinese	0	0	0
Caribbean	0	0	0
African	0	0	0
Black Scottish or other Black	Less than 5	0	Less than 5
Mixed	0	0	Less than 5
Other	0	0	0
Unspecified	0	Less than 5	11
No Entry	17	0	381
BME	Less than 5	Less than 5	Between 4 and 16
Total			

3.14 Full monitoring statistics for employees by ethnic origin will be available as of 31 March 2007 once all departments have transferred to the new Personnel/Payroll System. The Council's application form has now been changed to include a question on whether the applicant is an existing employee applying for a promoted post.



5) Employees who benefit or suffer from performance assessment

- 3.15 Dundee City Council operates a Staff Development Review scheme. This allows managers and employees to agree objectives for the coming year, address any training requirements and to discuss positive and negative issues for the year past. These are not currently recorded on any computer system at present, although it is planned that they will be available under the new Personnel/Payroll System.

Key Findings

Table 3.6

% BME	2005	2006	Comments
Total Workforce			
Applications	5.1%	5.7%	
Training			
Grievances			
Disciplinary action			
Cease employment			

- 3.16 Dundee City Council is currently changing to a new Personnel/Payroll roll system in order to fully meet the monitoring requirements of the code of practice.
- 3.17 It is estimated that around 2.5-2.9% of the Dundee City Council workforce are BME employees. This is lower than the BME figure for the population of the local authority area, although it is higher than that of Scotland as a whole.
- 3.18 Job applications to Dundee City Council show that a relatively high proportion of individuals from BME groups are applying to work at the Council. This figure has increased from 5.1% in 2005 to 5.7% in 2006. This is higher than the BME figure for the population of the local authority area.
- 3.19 The proportion of different ethnic groups within Dundee City Council workforce may change in the future. Currently, the largest BME group of employees are those identifying themselves as from the Black Scottish or other Black category. However, the trend from the applications to the Council from the last two years suggests that individuals identified in the Asian ethnic categories may make up a higher proportion of employees in the future.