

DUNDEE CITY COUNCIL

REPORT TO: Policy and Resources Committee - 13 September 2010

REPORT ON: Employment Equality Monitoring

REPORT BY: Head of Personnel

REPORT NO.: 372-2010

1 PURPOSE OF REPORT

1.1 The purpose of this report is to advise Committee of the employment equality monitoring statistics for calendar year 2009.

2 RECOMMENDATIONS

It is recommended that the Committee notes the employment equality monitoring statistics detailed in the attached appendices 1-7.

3 FINANCIAL IMPLICATIONS

3.1 None.

4 MAIN TEXT

4.1 In November 2009 Dundee City Council ceased to use the HR Director Recruitment Management System and began using the National Recruitment Portal. The portal is the national shared recruitment portal for Scotland which has been developed by the Scottish Government for all Scottish Local Authorities. It will help promote local government as an employer and highlight the benefits. It is intended to make it easier for applicants to search for vacancies in local government and refine their search according to vacancy type, salary and location etc., in addition, it will ensure a consistent approach across Scotland for recruitment including applicant equality information.

4.2 The Equality and Human Rights Commission acted in an advisory capacity with regard to categories of equality information to be requested on the national recruitment portal. Dundee City Council will adopt these categories contained in the recruitment portal as best practice and will apply these new categories to all systems including Resource Link (Payroll/Personnel system) to ensure consistent compliance once they have been finalised by COSLA.

4.3 Due to the recent implementation of the National Recruitment Portal it has not yet been possible to obtain equality information from the system. However, employee training has recently been completed and information will be available in the future.

- 4.4 The Corporate Training System currently being developed by the Information Technology Department will be introduced on a phased basis and it is anticipated that it will be fully implemented by the end of 2010. Once in operation the training system will ensure a consistent approach across the Council for the management and recording of training and development and will ensure equality and management information is readily available.
- 4.5 The Personnel Department requires to undertake an extensive manual exercise to obtain information on employees who are subject to disciplinary and grievance procedures. In order to reduce the time taken, the Personnel Department is looking at alternative methods of producing this information.
- 4.6 Equality monitoring allows the Council to highlight possible inequalities, investigate the underlying causes and remove any unfairness or disadvantage in employment and recruitment. Monitoring also checks that the Council's equality policies are working.
- 4.7 The statistics detailed in this report have been generated from a number of different and independent information systems. These systems are, Resource Link (New Personnel/Payroll System), HR Director (Recruitment System) and individual departments training records/databases.
- 4.8 For data protection purposes no record of less than five has been reported in the attached appendices.
- 4.9 From the information detailed in the attached appendices 3.8% of job applicants stated that they had a disability and 1.5% of successful candidates stated that they had a disability. 5.1% of job applicants came from the Black, Minority Ethnic community (BME) with 1.65% of successful candidates coming from the BME community.
- 4.10 In 2009, the Council recruited 543 employees. The non disclosure rates for successful candidates have improved over the previous year with the exception of Gender. However, it should be noted that successful applicant gender will be available once they begin their employment. The table below details the non disclosure rates over the past two years for successful candidates by each of the equality strands. Religious Belief continues to have a highest rate of non disclosure.

	2009	2008
<i>Disability</i>	3.5%	6%
<i>Gender</i>	2.76%	0.5%
<i>Ethnic Origin</i>	2.76%	6%
<i>Religious Belief</i>	15%	36%

- 4.11 An analysis of Dundee City Council's equality monitoring information for calendar year 2009 (2010 return) has been compared to the 2001 census information for Dundee and Scotland and also against the information provided in the three previous Equality Monitoring Reports. This analysis can be seen at appendices 5-6 and shows that the disclosure rate, amount of information reportable and quality of information have generally improved on a year by year basis. No disability information was obtainable from the 2001 census and as such no comparison can be made. The figures detailed in appendix 7 compare the last four years equality information for disability.

- 4.12 The Personnel department is continuing to ensure that the wider community are aware of employment opportunities within the Council and to ensure that every reasonable step is made to encourage the wider community to apply for council vacancies.

5 FUTURE ACTIONS

- 5.1 The equality monitoring statistics will be discussed by the Equality and Diversity Core Group and should any action be required the Group will remit the appropriate Equality Group to develop actions to address their concerns.
- 5.2 Once the new equality categories have been agreed at national level Resource Link will require to be updated to reflect the changes. The importance of full and accurate equality information will be communicated to all employees to ensure a high rate of disclosure.
- 5.3 Resource Link will be developed to ensure disciplinary and grievance information is recorded to ensure management information can be obtained easily.
- 5.4 The Personnel Department will ensure that employee equality information is taken into account by the Information Technology department during the design and development of the new Training and Development system. The system will require to record whether training resulted from the Staff Development Review process.

6 POLICY IMPLICATIONS

- 5.1 This report has been screened for any policy implications in respect of Sustainability, Strategic Environmental Assessment, Anti Poverty, and Risk Management. An Equality Impact Assessment has been carried out and will be made available on the Council website <http://www.dundee.gov.uk/equanddiv/equimpact/>

There are no major issues.

7 CONSULTATION

- 7.1 The Chief Executive, Director of Finance, Depute Chief Executive (Support Services), Director of Education, Director of Leisure and Communities and the Chairs of the equality groups have been consulted and are in agreement with this report.

8 BACKGROUND PAPERS

- 8.1 Equality Impact Assessment.

I Martin
Head of Personnel

2 September 2010

Job Applicants and Existing Employees broken down by Religious Belief for 2009

Religious Belief	Job Applicants	Successful Applicants	Applicants for Promoted Posts	Employees in Post	Employees Lodging Grievances	Employees Subject to Disciplinary Action	Employees Ceasing Employment	Applications for Training	Instances of Employees Receiving Training	Instances of Training Resulting from PDR*
Buddhist	43		Less than 5	8			Less than 5	Less than 5	17	Less than 5
Church of England				106	Less than 5	Less than 5	11	121	165	92
Church of Scotland	3696	117	115	2125	8	24	177	3442	4314	3085
Hindu	138		Less than 5	12			0	11	21	10
Jewish				Less than 5			0	Less than 5	Less than 5	Less than 5
Muslim	378	5	7	41			7	69	77	63
No Entry	2219	84	23	1488	Less than 5	13	172	4923	5219	4630
No Religion	9487	217	189	1749	10	13	161	1902	2744	1466
Other Christian	702	13	20	528	Less than 5	Less than 5	48	709	929	551
Other Religion	151	Less than 5	Less than 5	165		Less than 5	13	122	254	88
Roman Catholic	2932	103	106	1497	7	13	120	2799	3569	2515
Sikh				8			Less than 5	18	6	Less than 5
Unspecified				1644	8	28	148	1780	2277	1033

* Performance and Development Review

No Entry - No information available or left blank by employee

The Commission for Racial Equality's guidance states that sub-sets of less than 5 should not be published. The guidance also ensures compliance with the Data Protection Act. Sub-sets of less than 5 are reported as "Less than 5" above.

Job Applicants and Existing Employees broken down by Ethnic Origin for 2009

Ethnic Origin	Job Applicants	Successful Applicants	Applicants for Promoted Posts	Employees in Post	Employees Lodging Grievances	Employees Subject to Disciplinary Action	Employees Ceasing Employment	Applications for Training	Instances of Employees Receiving Training	Instances of Training Resulting from PDR*
African	226	Less than 5	Less than 5	Less than 5		Less than 5	Less than 5		Less than 5	
Bangladeshi	41	Less than 5	Less than 5	5			Less than 5	Less than 5	5	Less than 5
British	3845	105	96							
Caribbean	9			Less than 5				Less than 5	Less than 5	Less than 5
Chinese	77			14			Less than 5		Less than 5	
English	362	12	5	323	Less than 5	Less than 5	39	463	571	317
Gypsy										
Indian	205	Less than 5	Less than 5	17			Less than 5	29	25	12
Irish	176	5	Less than 5	75	Less than 5	Less than 5	11	127	193	104
Mixed	63	Less than 5	Less than 5	16			Less than 5	25	36	15
No Entry	562	15	Less than 5	1289	Less than 5	9	139	4828	5008	4542
Other Asian	56		Less than 5	22			Less than 5	74	68	73
Other Black				Less than 5			Less than 5	Less than 5	Less than 5	
Other British	13			98		Less than 5	10	193	253	192
Other Ethnic Background	90		Less than 5	6			Less than 5	10	7	5
Other White	649	7	16	111		Less than 5	17	147	184	96
Pakistani	241	Less than 5	7	17			Less than 5	35	38	24
Scottish	13099	390	326	6625	30	69	544	9405	12434	7959
Unspecified				736	6	13	83	548	744	187
Welsh	32			10		Less than 5		5	16	Less than 5

* Performance and Development Review

No Entry - No information available or left blank by employee

The Commission for Racial Equality's guidance states that sub-sets of less than 5 should not be published. The guidance also ensures compliance with the Data Protection Act. Sub-sets of less than 5 are reported as "Less than 5" above.

Job Applicants and Existing Employees broken down by Disability for 2009

Disability	Job Applicants	Successful Applicants	Applicants for Promoted Posts	Employees in Post	Employees Lodging Grievances	Employees Subject to Disciplinary Action	Employees Ceasing Employment	Applications for Training	Instances of Employees Receiving Training	Instances of Training Resulting from PDR*
Yes	743	8	18	156		Less than 5	21	117	160	72
Hearing Impairment (Full/Partial)	74	Less than 5	Less than 5	14			Less than 5	20	22	19
Learning Difficulties/Disabilities				9		Less than 5		18	17	12
Mental Health Problem	109	Less than 5	Less than 5	Less than 5			Less than 5	5	Less than 5	
Multiple Disabilities	27			5			Less than 5	8	13	7
Other Chronic Illness/Disability	143		Less than 5	27			Less than 5	30	28	23
Physical or Motor Impairment	130	Less than 5		15		Less than 5	Less than 5	20	14	6
Unspecified				23			Less than 5	6	16	
Visual Impairment (Full/Partial)	50		Less than 5	7			7		Less than 5	
Yes - No Entry	210	Less than 5	10	53				10	42	5
No	18423	516	444	7323	37	79	624	10395	13750	8757
No Entry	580	19	Less than 5	1893	Less than 5	16	215	5386	5683	4708

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Job Applicants and Existing Employees broken down by Gender for 2009

Gender	Job Applicants	Successful Applicants	Applicants for Promoted Posts	Employees in Post	Employees Lodging Grievances	Employees Subject to Disciplinary Action	Employees Ceasing Employment	Applications for Training	Instances of Employees Receiving Training	Instances of Training Resulting from PDR*
Male	8748	164	171	3278	20	59	295	2264	3489	1494
Female	10374	364	289	6095	20	39	565	12066	14693	10667
No Entry	624	15	6					1568	1411	1376

* Performance and Development Review

No Entry - No information available or left blank by employee

The Commission for Racial Equality's guidance states that sub-sets of less than 5 should not be published.

The guidance also ensures compliance with the Data Protection Act. Sub-sets of less than 5 are reported as "Less than 5" above.

Dundee City Council Employees broken down by Religious Belief compared to Census

Religious Belief	Census Information				Dundee City Council Employees							
	Scotland	%	Dundee	%	2006		2007		2008		2009	
					Dundee City Council	%	Dundee City Council	%	Dundee City Council	%	Dundee City Council	%
No Religion	1,394,460	27.5	42,192	29.0	1,363	15.7	1,388	15.4	1,638	17.0	1,749	18.7
Church of Scotland	2,146,251	42.4	50,787	34.9	2,053	23.6	1,763	19.6	2,185	22.7	2,125	22.7
Roman Catholic	803,732	15.9	29,328	20.1	1,390	16.0	1,222	13.6	1,498	15.6	1,497	16.0
Other Christian	344,562	6.8	9,637	6.6	728	8.4	542	6.0	667	6.9	634	6.8
Buddhist	6,830	0.1	240	0.2	9	0.1	12	0.1	11	0.1	8	0.1
Hindu	5,564	0.1	380	0.3	9	0.1	9	0.1	11	0.1	12	0.1
Jewish	6,448	0.1	60	0.0	Less than 5	0.0	Less than 5	0.0	Less than 5	0.0	Less than 5	0.0
Muslim	42,557	0.8	2,859	2.0	22	0.3	24	0.3	30	0.3	41	0.4
Sikh	6,572	0.1	206	0.1	7	0.1	6	0.1	6	0.1	8	0.1
Another Religion	26,974	0.5	940	0.6	128	1.5	153	1.7	161	1.7	165	1.8
No Entry	278,061	5.5	9,034	6.2	1,968	22.6	2,730	30.4	1,578	16.4	1,488	15.9
Unspecified	-	-	-	-	1,021	11.7	1,145	12.7	1,826	19.0	1,644	17.5

Dundee City Council Employees broken down by Gender compared to Census

Gender	Census Information				Dundee City Council Employees							
	Scotland	%	Dundee	%	2006		2007		2008		2009	
					Dundee City Council	%	Dundee City Council	%	Dundee City Council	%	Dundee City Council	%
Male	2,432,494	48.1	69,140	47.5	3,063	35.2	3,073	34.2	3,452	35.9	3,278	35.0
Female	2,629,517	51.9	76,523	52.5	5,637	64.8	5,922	65.8	6,161	64.1	6,095	65.0

Dundee City Council Employees broken down by Ethnic Origin compared to Census

Ethnic Origin	Census Information				Dundee City Council Employees											
	2006		2007		2008		2009		2006		2007		2008		2009	
	Scotland	%	Dundee	%	Dundee City Council	%	Dundee City Council	%	Dundee City Council	%	Dundee City Council	%	Dundee City Council	%	Dundee City Council	%
White	4,960,334	98.0	140,330	96.3	5,370	61.7	7,102	79.0	7,246	75.4	7,242	77.3				
Indian	15,037	0.3	1,023	0.7	11	0.1	12	0.1	13	0.1	17	0.2				
Pakistani	31,793	0.6	1,723	1.2	5	0.1	11	0.1	15	0.2	17	0.2				
Bangladeshi	1,981	0.0	233	0.2	Less than 5	0.0	5	0.1	Less than 5	0.0	5	0.1				
Other Asian	6,196	0.1	416	0.3	10	0.1	17	0.2	16	0.2	22	0.2				
Chinese	16,310	0.3	699	0.5	Less than 5	0.0	11	0.1	13	0.1	14	0.1				
Black	8,025	0.2	383	0.3	16	0.2	6	0.1	8	0.1	8	0.1				
Any Mixed Background	12,764	0.3	395	0.3	9	0.1	15	0.2	13	0.1	16	0.2				
Other Ethnic Group	9,571	0.2	461	0.3	84	1.0	51	0.6	6	0.1	6	0.1				
No Entry	0	0.0	0	0.0	2,965	34.1	1,345	15.0	1,373	14.3	1,289	13.8				
Unspecified	-	-	-	-	224	2.6	420	4.7	907	9.4	736	7.9				
Totals	5,062,011		145,663		8,700		8,995		9,613		9,372					

Dundee City Council Employees broken down by Disability

Disability	2006		2007		2008		2009	
	Dundee City Council	%						
Yes	107	1.2	145	1.6	162	1.7	156	1.7
Physical or Motor Impairment	9	0.1	4	0.0	17	0.2	15	0.2
Mental Health Problem	2	0.0	1	0.0	4	0.0	4	0.0
Learning Difficulties/Disabilities	2	0.0	2	0.0	5	0.1	9	0.1
Hearing Impairment - Full/Partial	11	0.1	3	0.0	20	0.2	14	0.1
Visual Impairment - Full/Partial	3	0.0	2	0.0	8	0.1	7	0.1
Multiple Disabilities	1	0.0		0.0	4	0.0	5	0.1
Other Chronic Condition or Disability	18	0.2	5	0.1	29	0.3	27	0.3
Unspecified	108	1.2		0.0	4	0.0	23	0.2
Yes - No Entry		0.0		0.0	71	0.7	53	0.6
No	6454	74.2	7085	78.8	5643	58.7	7323	78.1
No Entry	1,985	22.8	1,748	19.4	3808	39.6	1893	20.2

2006, 2007, 2008, 2009, DCC Equality Monitoring Figures