

DUNDEE CITY COUNCIL

REPORT TO: Policy and Resources Committee - 28 April 2008

REPORT ON: Employment Equality Monitoring

REPORT BY: Assistant Chief Executive (Management)

REPORT NO.: 237-2008

1 PURPOSE OF REPORT

1.1 The purpose of this report is to advise Committee of the employment equality monitoring statistics for 2008.

2 RECOMMENDATIONS

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

3 FINANCIAL IMPLICATIONS

3.1 None.

4 MAIN TEXT

4.1 The Council's Race Equality and Diversity Scheme 2005-2008, Disability Equality and Diversity Scheme 2007-2010 and Gender Equality and Diversity Scheme 2007 - 2010 set out how the Council plans to meet the requirements of employment legislation and gives a commitment to equality monitoring.

4.2 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 allows us to check that the Council's equality policies are working.

4.3 Dundee City Council is currently transferring from ISIS, payroll/personnel system to Resource Link, new payroll/personnel system. It is anticipated that all employee records will have transferred to Resource Link by April 2008. As part of this process employees are asked to complete a transfer form which included equality monitoring information.

4.4 The statistics detailed in this report have been generated from a number of different and independent information systems. These systems are ISIS (Outgoing Personnel/Payroll System), Resource Link (New Personnel/Payroll System), HR Director (Recruitment System), Organisational Development's Training Database, Information Technology's Training Database and individual departments training records/databases.

- 4.5 All employees have now completed a transfer form which when added to the information gained from the systems referred to in 6.4 has enabled Dundee City Council to fully report the equality details of its employees.
- 4.6 For data protection purposes no record of less than five has been reported in the attached appendices.
- 4.7 From the information detailed in the attached appendices there is still a relatively high incidence of non disclosure of information with 15% of employees failing to enter their ethnic background, 30% failing to enter their religious belief and 19% failing to enter any disability information. Once all employees have been transferred every effort will be made to reduce the level of non disclosure.
- 4.8 In 2007, the Council recruited 625 new employees. Equality monitoring information for successful applicants is detailed in the attached appendices. Non disclosure of equality information is again relatively high and every effort will be made to encourage greater disclosure of information in future.
- 4.9 The Council is continuing to develop corporate systems to enable the Council to report fully on training requested and undertaken by employees. Council Departments have been requested to set up interim systems to ensure more complete information can be reported.
- 4.10 The Equal Opportunities section of the Application for Employment form has been amended to ensure that the authority will be in a position to improve its monitoring information. This has been achieved by inserting a question on whether the applicant is applying for a promoted post; a breakdown of disability into a number of classifications; the addition of a further age band to capture information in relation to applicants/employees aged over 65; and a question covering religious belief.
- 4.11 An analysis of Dundee City Council's 2008 equality monitoring figures has been compared to the 2001 census results for Dundee and Scotland and can be seen at appendix 5. Based on these figures it is difficult to reach any conclusions due to the relatively high rate of non disclosure.

5 FUTURE ACTIONS

- 5.1 The equality monitoring statistics will be analysed by the Race Equality and Diversity Group (REDAG), Gender Equality and Diversity Action Group (GEDAG) and the Disability Action Group (DAG) and, if required, action plans prepared to address any issues. Action plans will be subject to review on an annual basis following the publication of the equality monitoring statistics. It is acknowledged that this analysis will be of a limited nature until all employees' records have transferred to Resourcelink.
- 5.2 The Personnel Department will continue to provide advice and guidance to departmental training co-ordinators in order for them to develop or establish systems where training can be recorded and reported. The system will require to record training requested and undertaken and whether training resulted from the Staff Development Review process.
- 5.3 Employees who did not disclose monitoring information or have an incomplete disclosure of information relating to equalities will be contacted and encouraged to fully disclose the information.

- 5.4 The council is currently reviewing where it advertises vacancies. The purpose of the review will be to ensure that every reasonable step is made to encourage the wider community to apply for council vacancies.

6 **POLICY IMPLICATIONS**

- 6.1 This report has been screened for any policy implications in respect of Sustainability, Strategic Environmental Assessment, Anti Poverty, Equality Impact Assessment and Risk Management. There are no major issues.

7 **CONSULTATION**

- 7.1 The Chief Executive, Depute Chief Executive (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 None.

J C Petrie
Assistant Chief Executive (Management)

21 April 2008

| Religious Belief | Job Applicant | Successful Applicants | Employees in Post | Employees who have lodged Grievances | Employees Subject to Disciplinary Action | Employees Who Cease Employment | Employees Applying for Training | Employees Receiving Training |
|--------------------|---------------|-----------------------|-------------------|--------------------------------------|--|--------------------------------|---------------------------------|------------------------------|
| Other Christian | 46 | 18 | 450 | | Less than 5 | 26 | 495 | 533 |
| Church of Scotland | 223 | 65 | 1763 | 5 | 12 | 109 | 2096 | 2054 |
| Church of England | | Less than 5 | 92 | | Less than 5 | 10 | 98 | 145 |
| Hindu | 6 | | 9 | | | | 7 | 13 |
| Muslim | 19 | Less than 5 | 24 | | | Less than 5 | 21 | 42 |
| Sikh | | Less than 5 | 6 | | | | | 1 |
| Roman Catholic | 156 | 52 | 1222 | 8 | 21 | 62 | 2444 | 1868 |
| Buddhist | Less than 5 | Less than 5 | 12 | | | Less than 5 | 14 | 13 |
| Jewish | | | Less than 5 | | | | | |
| Other Religion | 13 | 13 | 148 | Less than 5 | Less than 5 | 9 | 251 | 217 |
| No Religion | 373 | 74 | 1388 | 5 | 6 | 80 | 1776 | 1539 |
| Unitarian | | | 5 | | | | 8 | 23 |
| No Entry | | 349 | 2730 | 6 | 32 | 389 | 5088 | 3572 |
| Unspecified | | 45 | 1145 | Less than 5 | 12 | 58 | 1497 | 1244 |

*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.

| Ethnic Origin | Job Applicant | Successful Applicants | Employees in Post | Employees who have lodged Grievances | Employees Subject to Disciplinary Action | Employees Who Cease Employment | Employees Applying for Training | Employees Receiving Training |
|-------------------------|---------------|-----------------------|-------------------|--------------------------------------|--|--------------------------------|---------------------------------|------------------------------|
| Scottish | 17514 | 263 | 6483 | 18 | 43 | 301 | 9525 | 7968 |
| English | 1132 | 12 | 329 | Less than 5 | Less than 5 | 23 | 434 | 391 |
| Welsh | 89 | Less than 5 | 19 | Less than 5 | Less than 5 | Less than 5 | 41 | 30 |
| Other British | 638 | Less than 5 | 96 | | 8 | 82 | 92 | 112 |
| Irish | 199 | Less than 5 | 68 | | | Less than 5 | 106 | 84 |
| Other White | 658 | 9 | 107 | Less than 5 | 5 | 12 | 119 | 82 |
| Mixed | 87 | Less than 5 | 15 | | Less than 5 | Less than 5 | 13 | 10 |
| Indian | 246 | Less than 5 | 12 | | | | Less than 5 | 11 |
| Bangladeshi | 27 | | 5 | | | | | |
| Pakistani | 188 | Less than 5 | 11 | | | Less than 5 | 14 | 16 |
| Chinese | 120 | 5 | 11 | | | | | Less than 5 |
| Other Asian | 47 | Less than 5 | 17 | | Less than 5 | Less than 5 | 14 | 22 |
| Caribbean | 20 | Less than 5 | Less than 5 | | | | | |
| African | 255 | | Less than 5 | Less than 5 | | Less than 5 | | |
| Other Black | 9 | | Less than 5 | | Less than 5 | Less than 5 | | 9 |
| Other Ethnic Background | 138 | | 51 | | | | 5 | 16 |
| No Entry | | 309 | 1345 | Less than 5 | 17 | 281 | 2905 | 2085 |
| Unspecified | | 15 | 420 | 5 | 7 | 34 | 523 | 426 |

*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.

| Disability | Job Applicant | Successful Applicants | Employees in Post | Employees who have lodged Grievances | Employees Subject to Disciplinary Action | Employees Who Cease Employment | Employees Applying for Training | Employees Receiving Training |
|---------------------------------------|---------------|-----------------------|-------------------|--------------------------------------|--|--------------------------------|---------------------------------|------------------------------|
| Yes | 611 | Less than 5 | 145 | | Less than 5 | 7 | 199 | 179 |
| Physical or Motor Impairment | 7 | | Less than 5 | | | | | |
| Mental Health Problem | 6 | | Less than 5 | | Less than 5 | | | |
| Learning Difficulties/Disabilities | Less than 5 | | Less than 5 | | | | | |
| Hearing Impairment - Full/Partial | 7 | | Less than 5 | | Less than 5 | | | |
| Visual Impairment - Full/Partial | 7 | | Less than 5 | | | | | |
| Multiple Disabilities | Less than 5 | | | | | | | |
| Other Chronic Condition or Disability | 13 | | 5 | | | | | |
| No | 20478 | 262 | 7085 | 23 | 50 | 340 | 10229 | 8614 |
| No Entry | | 361 | 1748 | 6 | 35 | 401 | 3367 | 2471 |

*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.

| Gender | Job Applicant | Successful Applicants | Employees in Post | Employees who have lodged Grievances | Employees Subject to Disciplinary Action | Employees Who Cease Employment | Employees Applying for Training | Employees Receiving Training |
|----------|---------------|-----------------------|-------------------|--------------------------------------|--|--------------------------------|---------------------------------|------------------------------|
| Male | 8378 | 184 | 3073 | 12 | 48 | 299 | 1979 | 2832 |
| Female | 12989 | 441 | 5922 | 17 | 40 | 449 | 11651 | 8432 |
| No Entry | | | | | | | 165 | |

*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.

| Religion | Scotland | % | Dundee | % | Dundee City Council | % |
|--------------------|-----------|--------------|---------|-------------|---------------------|-------------|
| No Religion | 1,394,460 | 27.55 | 42,192 | 29.0 | 1,388 | 15.4 |
| Church of Scotland | 2,146,251 | 42.40 | 50,787 | 34.9 | 1,763 | 19.6 |
| Roman Catholic | 803,732 | 15.88 | 29,328 | 20.1 | 1,222 | 13.6 |
| Other Christian | 344,562 | 6.81 | 9,637 | 6.6 | 542 | 6.0 |
| Buddhist | 6,830 | 0.13 | 240 | 0.2 | 12 | 0.1 |
| Hindu | 5,564 | 0.11 | 380 | 0.3 | 9 | 0.1 |
| Jewish | 6,448 | 0.13 | 60 | 0.0 | 1 | 0.0 |
| Muslim | 42,557 | 0.84 | 2,859 | 2.0 | 24 | 0.3 |
| Sikh | 6,572 | 0.13 | 206 | 0.1 | 6 | 0.1 |
| Another Religion | 26,974 | 0.53 | 940 | 0.6 | 153 | 1.7 |
| Not Answered | 278,061 | 5.49 | 9,034 | 6.2 | 2,730 | 30.4 |
| Unspecified | - | - | - | - | 1,145 | 12.7 |
| Totals | 5,062,011 | | 145,663 | | 8,995 | |

| Gender | Scotland | % | Dundee | % | Dundee City Council | % |
|--------|-----------|--------------|---------|-------------|---------------------|-------------|
| Male | 2,432,494 | 48.05 | 69,140 | 47.5 | 3,073 | 34.2 |
| Female | 2,629,517 | 51.95 | 76,523 | 52.5 | 5,922 | 65.8 |
| Totals | 5,062,011 | | 145,663 | | 8,995 | |

| Ethnic Group | Scotland | % | Dundee | % | Dundee City Council | % |
|--------------------|-----------|--------------|---------|-------------|---------------------|-------------|
| White | 4,960,334 | 97.99 | 140,330 | 96.3 | 7,102 | 79.0 |
| Indian | 15,037 | 0.30 | 1,023 | 0.7 | 12 | 0.1 |
| Pakistani | 31,793 | 0.63 | 1,723 | 1.2 | 11 | 0.1 |
| Bangladeshi | 1,981 | 0.04 | 233 | 0.2 | 5 | 0.1 |
| Other South Asian | 6,196 | 0.12 | 416 | 0.3 | 17 | 0.2 |
| Chinese | 16,310 | 0.32 | 699 | 0.5 | 11 | 0.1 |
| Black | 8,025 | 0.16 | 383 | 0.3 | 6 | 0.1 |
| Any Mixed Religion | 12,764 | 0.25 | 395 | 0.3 | 15 | 0.2 |
| Other Ethnic Group | 9,571 | 0.19 | 461 | 0.3 | 51 | 0.6 |
| No Data Available | 0 | 0.00 | 0 | 0.0 | 1,345 | 15.0 |
| Unspecified | - | - | - | - | 420 | 4.7 |
| Totals | 5,062,011 | | 145,663 | | 8,995 | |

Source: 2001 Census
2008 DCC Equality Monitoring Figures