

Equalities in Employment Monitoring Report

The Highland Council

2015

Introduction

The Highland Council is committed through policy and action to eliminate discrimination and promote equality. The Council is particularly aware of the duties under the Equality Act 2010 in terms of employment monitoring and is committed to meeting these.

The data contained in this report is relevant for the period April 2014 – December 2014. This report includes the findings of analysis relating to age, disability, ethnic group and gender.

The Council currently holds data on 100% of the workforce in relation to age and gender and 48% of the workforce in relation to disability and ethnic group. Data on other protected characteristics is now being collected for all new starts but is not yet complete enough for meaningful reporting. All employees with computer access will be surveyed in 2015 which will greatly improve the data set and allow meaningful reporting and analysis of data on all protected characteristics.

Analysis of data relating to age distribution shows a high proportion of staff aged between 41 and 60 years of age and a low proportion of staff aged 30 and under. Comparison of the two major groups, teaching staff and Scottish Joint Council (SJC) staff show an even more marked skew in the teaching workforce where the most populated is the 51 to 60 years old group. SJC staff under 30 are found predominantly in the Technical & Practical and Personal Care job families and in the lower grades 1 to 5. Almost all staff who continue to work beyond 71 years of age do so in Technical & Practical jobs.

1.8% of Council employees have reported as being disabled. Of the 48% of the workforce for which the Council holds relevant data, 3.6% have reported as being disabled. Disabled people are under-represented in the workforce and an action plan will be prepared in 2015, in partnership with the trade unions, to address this.

Based on the 48% of the workforce on whom the Council hold data, the make-up of ethnic groups employed by the Council largely reflects the wider Highland population as described in the 2011 census. Given the small number of people from minority ethnic communities living in Highland, and reflected in the Council workforce, it is difficult to draw firm conclusions from the analysis. Despite the small numbers it is hoped that over time monitoring will provide evidence of any trends that need to be analysed and addressed.

Analysis of the data relating to gender shows a predominantly female workforce (73%). There is significant gender segregation with Business Support and Personal Care jobs being largely carried out by female employees. Although Technical & Practical jobs are carried out by similar number of males and females, within this job family community works and craft jobs are almost exclusively carried out by male employees with female employees making up most of the catering and cleaning workforce.

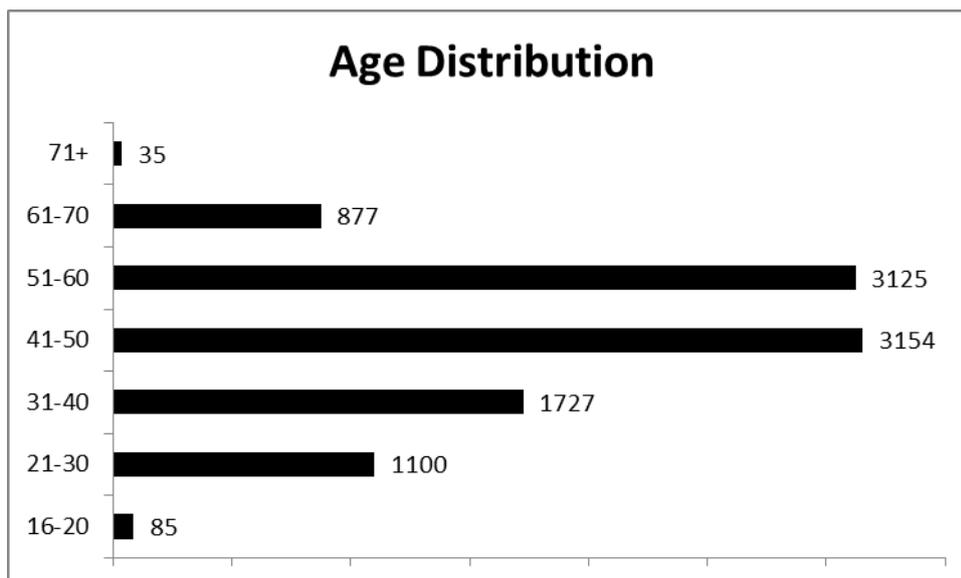
SJC female staff are under-represented in grades 5 and above. This may be due to the availability of part time and part year employment. Part time employment is found predominantly in grades 5 and below. The full time and part time gender pay gaps for local authority and education authority staff are published separately as is the equal pay statement and further details on gender segregation.

Since equalities employment data was first reported in this format in 2013 the Council has used analysis of equalities data to:

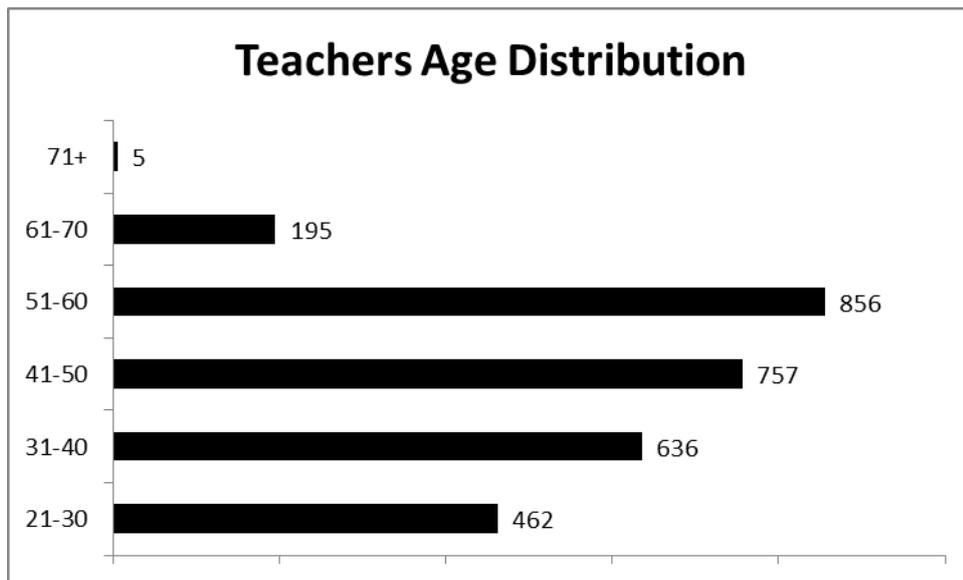
- Inform HR policy making, for example the Council's Guidance on Shared Parental Leave
- Work with Stonewall to promote LGBT equality issues
- Review recruitment advertising to address gender segregation and increase the uptake of part-time working in more senior posts
- Create and support an on-line learning resource for female employees interested in preparing for supervisory and management roles
- Improving the Women into Management programme
- Promote flexible working arrangements that support women to progress their careers
- Assist in the development of appropriate Workforce Plans and Service Learning Plans

Age

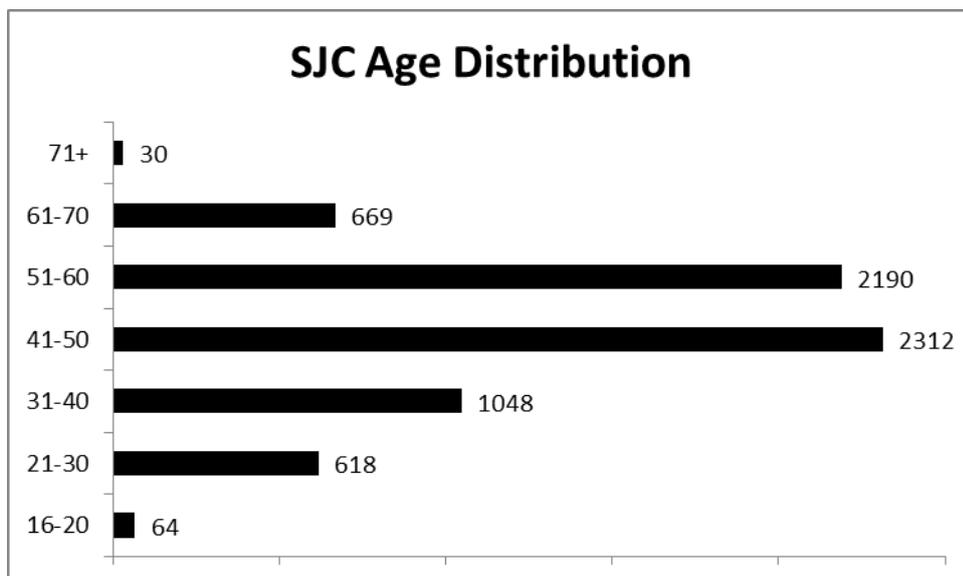
The distribution of all employees by age (Figure 1)



The distribution of teaching employees by age (Figure 2)



The distribution of Scottish Joint Council (SJC) employees by age (Figure 3)



The distribution of Scottish Joint Council (SJC) employees by age and Job Family (Figure 4)

Age Range	Business Support	Community	Management	Personal Care	Professional and Specialist	Technical and Practical	Total	%
16-20	17	1	0	18	0	28	64	0.92%
21-30	125	28	0	195	53	217	618	8.92%
31-40	180	75	10	327	144	312	1048	15.12%
41-50	332	126	54	715	264	821	2312	33.36%
51-60	303	121	93	590	214	869	2190	31.60%
61-70	99	35	16	133	62	324	669	9.65%
71+	3	2	0	1	1	23	30	0.43%
Total	1059	388	173	1979	738	2594	6931	n/a

The distribution of Scottish Joint Council (SJC) employees by age and grade (Figure 5)

Grade	16-20	21-30	31-40	41-50	51-60	61-70	71+	Total
HC01	22	55	41	91	117	49	6	381
HC02	19	58	112	268	230	102	13	802
HC03	6	91	143	310	306	112	2	970
HC04	7	134	254	686	635	177	3	1896
HC05	8	160	198	364	336	70	1	1137
HC06	2	53	97	166	154	47	4	523
HC07	0	30	54	127	106	27	0	344
HC08	0	3	21	50	46	16	0	136
HC09	0	32	86	121	88	37	1	365
HC10	0	2	33	64	74	14	0	187
HC11	0	0	6	37	41	11	0	95
HC12	0	0	3	16	26	3	0	48
HC13	0	0	0	6	6	2	0	14
HC14	0	0	0	1	16	1	0	18
HC15	0	0	0	5	9	1	0	15
Total	64	618	1048	2312	2190	669	30	6931

Disability

The distribution of all employees by disability (Figure 6)

Local Authority	Date when data gathered	Total of workforce employed	Workers identifying as disabled		Workers identifying as non-disabled		Disability status of workers unknown	
Highland	Dec-14	10,103	177	1.8%	4,368	43.2%	5,558	55%

The distribution of employees joining and leaving the Council by disability (Figure 7)

	New Starts	Leavers
Disabled	0	17
Not Disclosed	0	10
Not Disabled	0	277
Unknown	1344	1200

Ethnic Group

The distribution of all employees by ethnic group (Figure 8)

Ethnicity	No. of Employees	Highland Council %
Minority Ethnic Groups	5	0.05
Asian, Asian Scottish, or Asian British	8	0.08
Not Disclosed	82	0.81
White – Other White Ethnic Group	152	1.50
White – Other British	647	6.40
White - Scottish	3993	39.52
Unknown	5216	51.63
All Employees	10103	

The distribution of all employees by ethnic group, excluding unknown ethnicity, in comparison with the Highland Population (Figure 9)

Ethnicity	No. of Employees	Highland Council %	2011 Census %
Minority Ethnic Groups	5	0.1	0.7
Asian, Asian Scottish, or Asian British	8	0.2	0.8
Not Disclosed	82	1.7	0.0
White – Other White Ethnic Group	152	3.1	4.0
White – Other British	647	13.2	14.7
White - Scottish	3993	81.7	79.9
Total	4887		

The provision of training by ethnic group (April-December 2014) (Figure 10)

Ethnic Origin	Applied		Received	
	No.	%	No.	%
Minority Ethnic Groups	*	*	*	*
Asian, Asian Scottish, or Asian British	*	*	*	*
Not Disclosed	15	1.0%	15	1.0%
White – Other White Ethnic Group	14	0.9%	14	0.9%
White – Other British	67	4.5%	67	4.5%
White - Scottish	383	25.6%	383	25.6%
Information Not Returned	1011	67.7%	1011	67.7%
Total	1494		1494	

*Where numbers total 5 or less the exact figures will not be reported publicly.

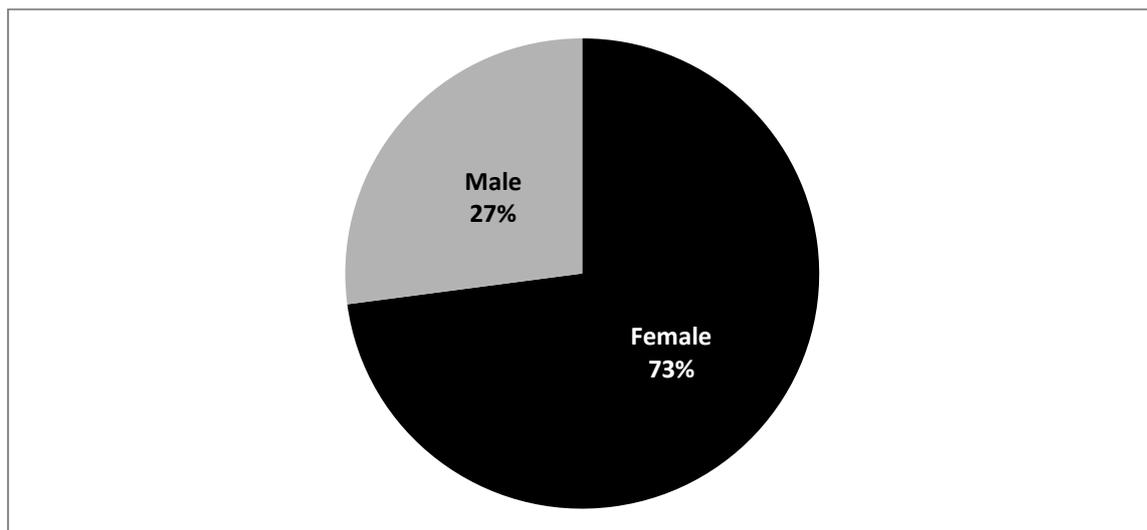
The distribution of employees joining and leaving the Council by ethnic group (Figure 11)

	New Starts	Leavers
Black and Minority Ethnic Groups	0	3
Not Disclosed	0	294
White Groups	0	7
Unknown	1344	1200

Gender

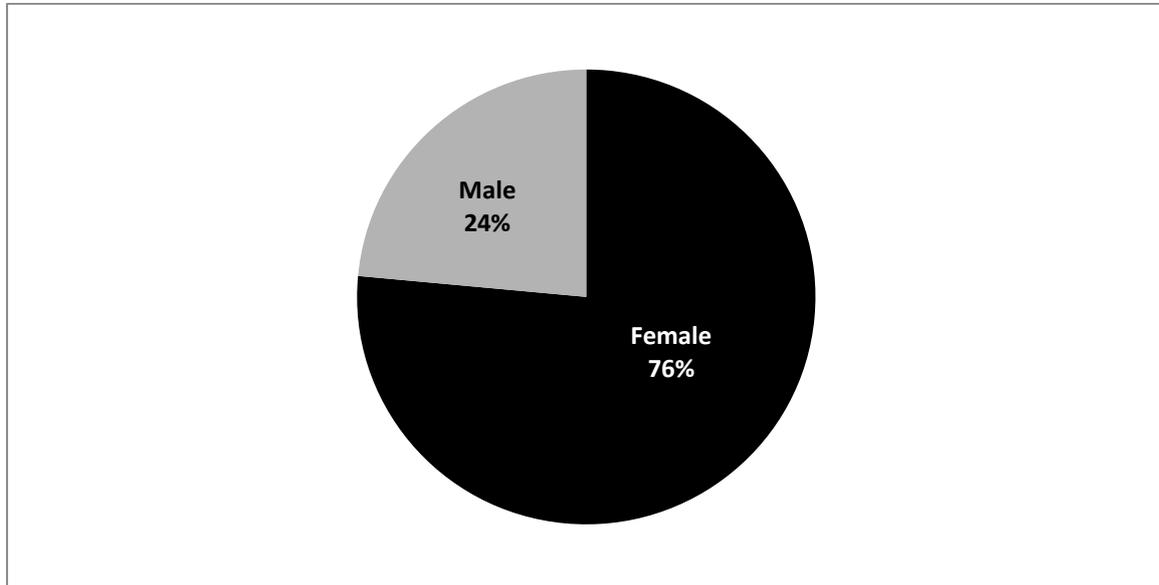
The distribution of all employees by gender (Figure 12)

Gender	Female	Male	Total
No. of Employees	7366	2737	10103



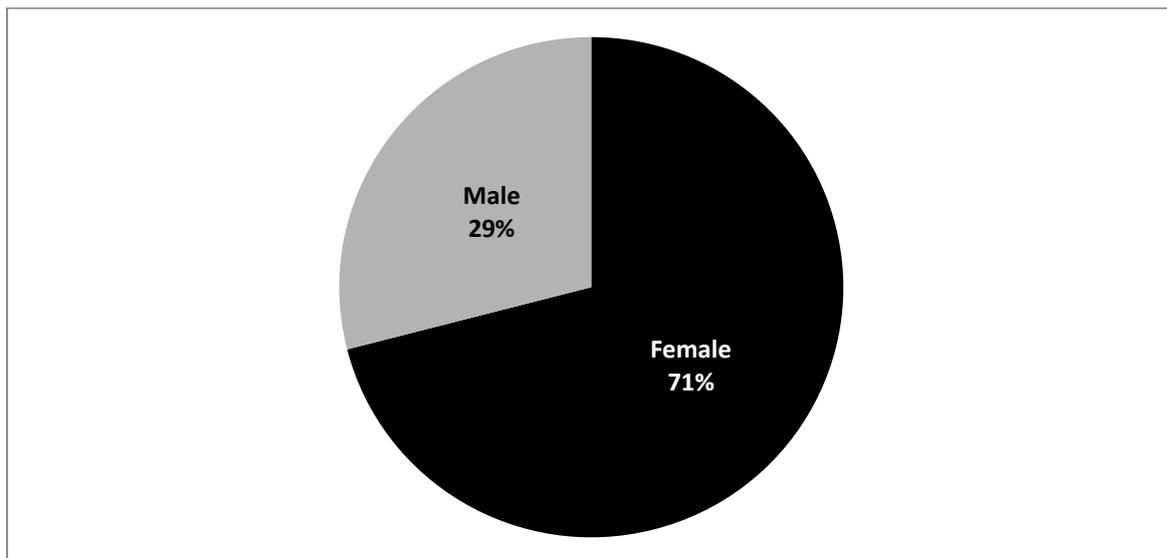
The distribution of teachers by gender (Figure 13)

Teachers	Female	Male	Total
Total	2226	685	2911

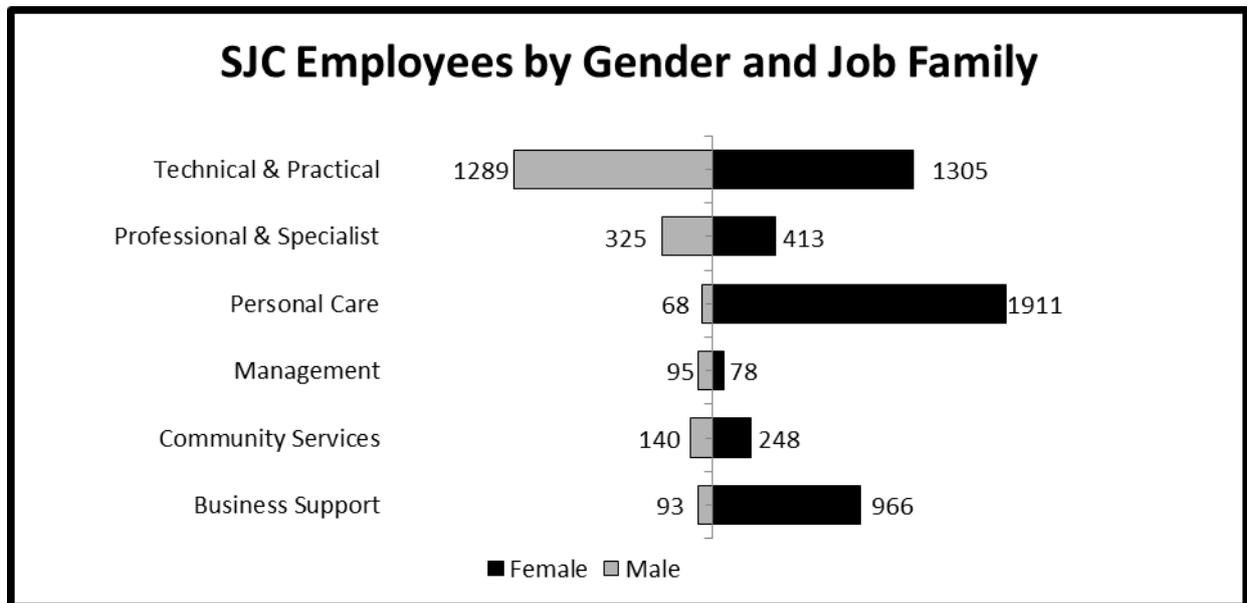


The distribution of Scottish Joint Council (SJC) employees by gender (Figure 14)

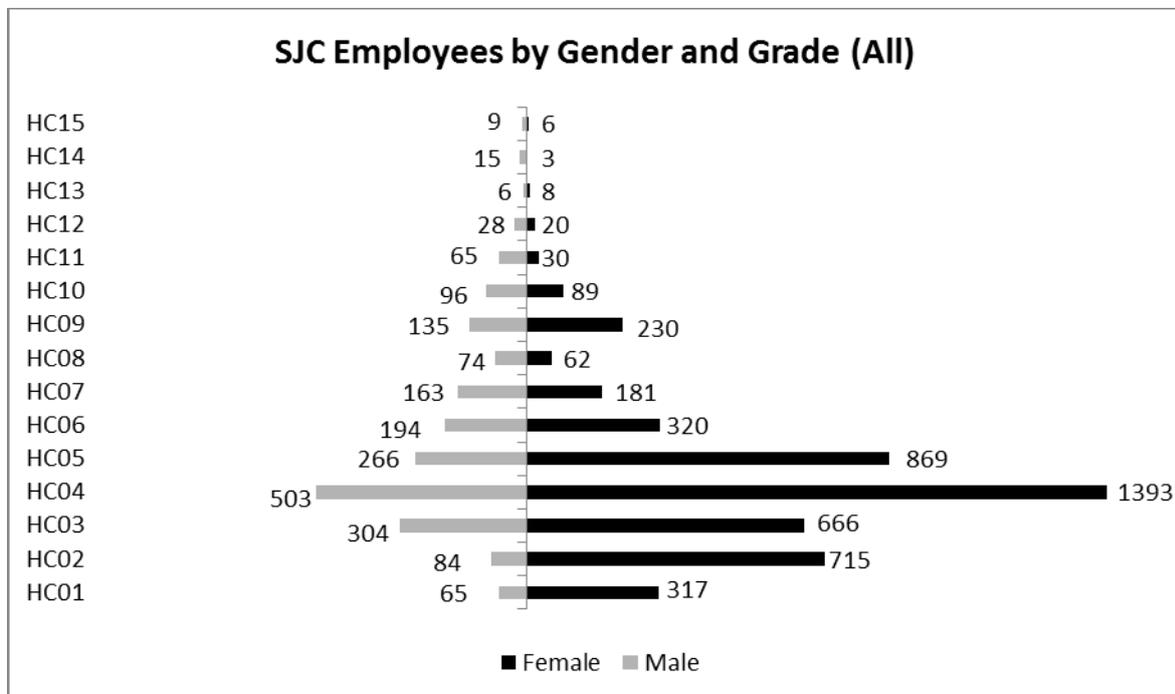
Gender	Female	Male	Grand Total
No. of SJC Employees	4921	2010	6931



The distribution of Scottish Joint Council (SJC) employees by gender and job family (Figure 15)



The distribution of Scottish Joint Council (SJC) employees by gender and grade (Figure 16)



The distribution of Scottish Joint Council (SJC) part time employment (Figure 17)

