

Employment Data

Workforce Profile

The Council aims to have a workforce which reflects the community the Council serves. The benefits of having a diverse workforce that is broadly representative of the local population is that the Council is seen as an employer of choice, and an employer who provides fair employment opportunities for all individuals.

Staff in Post																							
2012/13		2013/14		2014/15																			
5966		6068		6087																			
Gender																							
2012/13		2013/14		2014/15																			
<table border="1"> <thead> <tr> <th>Female</th> <th>Male</th> </tr> </thead> <tbody> <tr> <td>71%</td> <td>29%</td> </tr> <tr> <td>4233</td> <td>1733</td> </tr> </tbody> </table>		Female	Male	71%	29%	4233	1733	<table border="1"> <thead> <tr> <th>Female</th> <th>Male</th> </tr> </thead> <tbody> <tr> <td>70%</td> <td>30%</td> </tr> <tr> <td>4238</td> <td>1830</td> </tr> </tbody> </table>		Female	Male	70%	30%	4238	1830	<table border="1"> <thead> <tr> <th>Female</th> <th>Male</th> </tr> </thead> <tbody> <tr> <td>71%</td> <td>29%</td> </tr> <tr> <td>4296</td> <td>1791</td> </tr> </tbody> </table>		Female	Male	71%	29%	4296	1791
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<p>West Dunbartonshire Council's gender profile continues to mirror the Scottish public sector gender profile with a significantly higher percentage of female employees. Over the last 3 years the profile has changed by 1% but returned to the original split.</p>																							

Age

2012/13		2013/14		2014/15	
Age Group (%)		Age Group (%)		Age Group (%)	
16-24	5.41	16-24	6.26	16-24	5.59
25-34	14.93	25-34	15.06	25-34	15.06
35-44	20.48	35-44	20.01	35-44	19.58
45-54	32.79	45-54	31.81	45-54	31.94
55-64	23.58	55-64	23.75	55-64	24.61
65+	2.80	65+	3.11	65+	3.22

The highest percentage of employees over the last 3 years is within the age band 45-54. This is slightly higher the community profile as the average age for men in West Dunbartonshire is 40 and for women it is 43, as detailed in West Dunbartonshire Council's Social and Economic Profile 2014. The age profile does not reflect the recruitment statistics as the highest percentage of applications come from those in the 25-34 age band.

The main reason for application decline in this group is insufficient experience but this is consistent with the reason for application decline across all age bands demonstrating that there are no significant barriers for those in the 25-34 band.

Disability

2012/13			2013/14			2014/15		
Yes (%)	No (%)	Not Known (excluded)	Yes (%)	No (%)	Not Known (excluded)	Yes (%)	No (%)	Not Known (excluded)
1.44	57.58	40.98	1.50	55.82	42.68	1.48	53.62	44.90

A very small percentage of employees have identified as disabled. Although the number of disabled employees has increased over the last 3 years it is still not consistent with the West Dunbartonshire Council population where 23.1% of residents identify as disabled. The Scottish Government's report *Equality Outcomes: Disability Evidence Review* states that disabled people experience lower rates of employment than non-disabled people and this is reflected in the recruitment statistics as approximately 5% of applications come from disabled applicants but only around 1.5 % are successful. The main reason for application decline in this group is education, qualifications and training.

Race								
2012/13			2013/14			2014/15		
BME (%)	White (%)	Not Known (excluded)	BME (%)	White (%)	Not Known (excluded)	BME (%)	White (%)	Not Known (excluded)
0.25	63.63	36.12	0.31	61.62	38.07	0.31	59.36	40.33
<p>A very small percentage of Black Minority Ethnic groups are reflected in the workforce profile. This is no longer consistent with the low representation in the community as the Social and Economic Profile 2014 reports that the BME population has increased from 0.7% in 2001 to 1.5% in 2011.</p>								

Occupational Segregation

Women and men tend to be clustered into different occupations and sectors. There are many factors which underlie this segregation including stereotyping about men and women's capabilities and skills; the culture associated with different types of work; and access to training courses and apprenticeships. Although job segregation restricts choices for men and women, the jobs which are most likely to be done by women are also those that are associated with low pay and limited possibilities for progression. These are sometimes referred to the '5 Cs' – cleaning, catering, cashiering, clerical work and caring.

West Dunbartonshire Council's Occupational Segregation Profile

There has been some change to the occupational segregation figures in the last 3 years but only marginally. Occupation Segregation has been included as part of the Equal Pay Audit Action Plan and will remain a focus for the organisation.

Department		2012/13		2013/14		2014/15	
		% Female	% Male	% Female	% Male	% Female	% Male
Community Health and Care Partnership	Community support roles: <ul style="list-style-type: none"> • Addiction Support • Care Homes • Home Carers • Health (Macmillan carers, Occupational Therapists) • Sheltered Housing • Social Work 	84	16	84	16	84	16
Corporate Services	Corporate Roles: <ul style="list-style-type: none"> • Finance • Human Resources • Legal • Compliance 	72	28	71	29	72	28

Educational Services	Corporate and Community Support Roles: <ul style="list-style-type: none"> • Early Education • School Education • Libraries and Museums • Education Support 	84	16	84	16	84	16
Housing Economic and Environmental Development	Corporate and Community Support Roles: <ul style="list-style-type: none"> • Housing • Craft (Electricians, Joiners, Plumbers) • Estates Management • Architects • Facilities Management (Cleaning/Janitorial, Catering) • Crematoriums and Cemeteries • Engineering • Roads • Grounds Maintenance • Waste Services 	45	55	44	56	45	55

Gender Pay Gap

	2012/13	2013/14	2014/15
Pay Gap	2.33%	1.42%	2.19%
Overall numbers	5966	6068	6087
Average hourly male	13.56	13.49	13.80
Average hourly rate female	13.25	13.30	13.49

The gender pay gap has declined over the last 3 years with a significant reduction in 2013/14 where the average hourly rate for female employees was £13.30 in compared to £13.49 for male employees. This is very positive for the organisation as it continues to be significantly less than the gender pay gap of 9.4% as reported in the Annual Survey of Hours and Earnings, 2014 Provisional Results

West Dunbartonshire Education Department Gender Pay Gap

2012/13	2013/14	2014/15
18.79%	19.15%	18.15%

The highest percentage of males and females are clustered at the top of the main grade scale for classroom teachers. However; there is a cluster of males at the top of the Head Teacher & Depute Head Teacher scale and due to the small percentage of males in teaching this has inflated the hourly rate mean. This has had an overall impact on the gender pay gap within education.

Applications for Employment

Gender																												
2012/13	2013/14	2014/15																										
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Unknown	0.27																											
<p>The gender split for applications for employment is consistent with the workforce profile with more female applicants than male.</p>																												

Age

2012/13		2013/14		2014/15	
Age Group (%)		Age Group (%)		Age Group (%)	
16-24	21.28	16-24	19.29	16-24	20.31
25-34	36.09	25-34	32.40	25-34	33.58
35-44	17.17	35-44	18.46	35-44	18.36
45-54	17.12	45-54	19.15	45-54	17.93
55-64	6.21	55-64	8.40	55-64	8.12
65+	0.25	65+	0.10	65+	0.18
				Unknown	1.52

The highest percentages of applications come from those under 34. This is not consistent with the workforce profile and as previously identified and experience continues to be main reason for decline.

Disability

2012/13			2013/14			2014/15		
Yes (%)	No (%)	Not Known (excluded)	Yes (%)	No (%)	Not Known (excluded)	Yes (%)	No (%)	Not Known (excluded)
4.8	90.4	4.61	5.9	90.8	3.05	6.36	91.83	1.82

The number of applications from those who identify as disabled is high in comparison to the workforce profile. The Council continues to support disabled applicants through the positive action of guaranteeing interviews to those who meet the essential criteria. Only 1.82% of disabled applicants were appointed in 2012/13, 1.24% in 2013/14 and 1.41 in 2014/15. This suggests that a high percentage of disabled applicants do not meet the essential criteria for the posts they have applied for.

Race

2012/13			2013/14			2014/15		
BME (%)	White (%)	Not Known (excluded)	BME (%)	White (%)	Not Known (excluded)	BME (%)	White (%)	Not Known (excluded)
2.93	95.27	1.8	2.88	94.42	2.70	2.81	95.54	1.66

The number of applications from those in the BME group is high in comparison to the workforce profile. This illustrates that a relatively high percentage of BME people are seeking employment with West Dunbartonshire Council. In 2012/13 1.77% of BME applicants were successful in being appointed and this increased to 2.22% in 2013/14. In 2015/15 this decreased to 1.85%. The main reasons for application decline are experience and insufficient evidence.

Religions and Belief					
2013/13		2013/14		2014/15	
	%		%		%
Buddhist	0.22	Buddhist	0.23	Buddhist	0.38
Church of Scotland	20.25	Church of Scotland	18.31	Church of Scotland	18.07
Hindu	0.14	Hindu	0.19	Hindu	0.23
Humanist	0.36	Humanist	0.31	Humanist	0.40
Jewish	0.07	Jewish	0.06	Jewish	0.03
Muslim	0.68	Muslim	0.92	Muslim	0.73
None	30.26	None	34.16	None	36.07
Other Christian	6.07	Other Christian	4.95	Other Christian	5.75
Other Religion or Belief	1.32	Other Religion or Belief	1.46	Other Religion or Belief	1.11
Pagan	0.13	Pagan	0.25	Pagan	0.06
Prefer not to answer	7.76	Prefer not to answer	7.17	Prefer not to answer	6.63
Roman Catholic	27.92	Roman Catholic	27.28	Roman Catholic	28.06
Sikh	0.27	Sikh	0.10	Sikh	0.19
Unknown	4.54	Unknown	4.60	Unknown	2.29

The highest percentages of applications are from those with Christian beliefs. This is consistent with the local population where 65.2% report as Christian.

Sexual Orientation

2013/13

	%
Bisexual	0.37
Gay	0.65
Heterosexual/Straight	92.92
Lesbian	0.53
Other	0.09
Prefer not to answer	2.98
unknown	1.89

2013/14

	%
Bisexual	0.56
Gay	0.50
Heterosexual/Straight	92.50
Lesbian	0.48
Other	0.15
Prefer not to answer	3.14
unknown	2.68

2014/15

	%
Bisexual	0.72
Gay	0.95
Heterosexual/Straight	92.85
Lesbian	0.57
Other	0.33
Prefer not to answer	3.18
unknown	0.98

There is no local data on the workforce or community to compare these figures to but the Council is currently gathering data in relation to this protected characteristic to enable analysis going forward. The highest percentage of applicants identify as heterosexual which is consistent with a UK survey carried out by the Office of National Statistics reporting that 95% of people in the UK are heterosexual.

Leavers

Gender					
2012/13		2013/14		2014/15	
Female (%)	Male (%)	Female (%)	Male (%)	Female (%)	Male (%)
67	33	61	39	63	37
<p>More female employees leave the organisation than men but this has not affected the gender split of the organisation as more females are recruited than males.</p>					

Age					
2012/13		2013/14		2014/15	
Age Group (%)		Age Group (%)		Age Group (%)	
16-24	19.30	16-24	25.62	16-24	16.74
25-34	12.34	25-34	15.02	25-34	15.81
35-44	9.81	35-44	10.59	35-44	13.02
45-54	14.40	45-54	11.58	45-54	15.35
55-64	34.18	55-64	25.62	55-64	27.67
65+	9.97	65+	11.58	65+	11.40
<p>The highest percentage of leavers is in the age group 55-64 which would be consistent with normal career pathways.</p>					

Disability		
2012/13	2013/14	2014/15
0.47%	0.74%	1.16%
The percentage of those leavers identifying as disabled is increasing year on year but this is not having a detrimental effect on the workforce profile.		
Race		
2012/13	2013/14	2014/15
0%	0%	0.46%
No BME employees left the organisation in 2012/13 and 2013/14 and despite the increase in 2014/15 this has not affected the workforce profile.		

Employees involved in Discipline, Grievance and Dignity at Work Procedures

Gender																	
2012/13		2013/14		2014/15													
Dignity at Work																	
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Female (%)	Male (%)																
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0	100																
There is no visible pattern across the last 3 years. This is due to the small number of Dignity at Work concerns being raised.																	
Discipline																	
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Female (%)	Male (%)																
27	73																
Female (%)	Male (%)																
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Female (%)	Male (%)																
56	44																
The statistics for the last 3 years illustrate that more male employees are involved in disciplinary procedures than female employees.																	
Grievance																	
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76	24																
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93	7																
Female (%)	Male (%)																
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More female employees were involved in grievance procedures over 2012/13 and 2014/15. This would be expected due to 2 nd wave equal pay claims. The increase in 2014/15 from male employees would also be expected due to the legal decision that overtime should be included in the calculation for holiday pay.																	

Age		
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2012/13	2013/14	2014/15
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Dignity at Work		
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Age Group (%)	Age Group (%)	Age Group (%)			
16-24	0	16-24	0	16-24	0
25-34	0	25-34	23	25-34	0
35-44	67	35-44	15	35-44	0
45-54	33	45-54	23	45-54	50
55-64	0	55-64	38	55-64	50
65+	0	65+	0	65+	0

Discipline		
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Age Group (%)	Age Group (%)	Age Group (%)			
16-24	0	16-24	2	16-24	13
25-34	0	25-34	16	25-34	6
35-44	0	35-44	16	35-44	31
45-54	45	45-54	29	45-54	31
55-64	36	55-64	31	55-64	16
65+	18	65+	5	65+	3

Grievance					
Age Group (%)		Age Group (%)		Age Group (%)	
16-24	3	16-24	1	16-24	2
25-34	9	25-34	10	25-34	11
35-44	14	35-44	21	35-44	19
45-54	25	45-54	74	45-54	40
55-64	40	55-64	75	55-64	24
65+	9	65+	20	65+	4
<p>The age profile of those involved in dignity at work, discipline and grievance procedures is generally reflective of the workforce and does not illustrate any significant concerns.</p>					

Disability		
2012/13	2013/14	2014/15
Dignity at Work		
0%	0%	0%
Discipline		
18%	2%	0%
Grievance		
2%	2%	1.1%
<p>No employees who have identified as disabled were involved in Dignity at Work procedures in the last 3 years and a very small percentage were involved in disciplinary and grievance procedures with the exception of disciplinary in 2012/13. This high percentage is a result of very small numbers increasing by 1.</p>		

BME		
2012/13	2013/14	2014/15
Dignity at Work		
0%	0%	0%
Discipline		
0%	0%	0%
Grievance		
0.26%	0%	0%
BME employees have not been involved in dignity at work, discipline and grievance procedures in over the last 3 years with the exception of a very small percentage involved in grievance procedures in 2012/13		

Training

West Dunbartonshire Council has enhanced the focus for online training through the e-learn platform. E-learn includes a range of topics in the spirit of encouraging Life Long Learning. It includes a host of different resources on a variety of subjects which employees can access through a computer. These resources can be accessed from either their place of work or from their computer at home. The resource is available 24/7 which means that training is available at a time and place that suits employees with no need for an application or approval.

Gender					
2012/13		2013/14		2014/15	
Female (%)	Male (%)	Female (%)	Male (%)	Female (%)	Male (%)
75	25	72	28	72	28
More female than male employees are using e-learning but the statistics are reflective of the workforce profile each year.					
Age					
2012/13		2013/14		2014/15	
Age Group (%)		Age Group (%)		Age Group (%)	
16-24	3.11	16-24	3.32	16-24	6.67
25-34	14.51	25-34	12.19	25-34	15.20
35-44	23.83	35-44	24.10	35-44	22.75
45-54	36.79	45-54	38.78	45-54	36.47
55-64	20.21	55-64	19.67	55-64	18.04
65+	1.55	65+	1.94	65+	0.88
The highest percentage of employees accessing e-learn are in the age group 45-54 which is consistent with the workforce profile.					

Disability								
2012/13			2013/14			2014/15		
Yes (%)	No (%)	Not Known (excluded)	Yes (%)	No (%)	Not Known (excluded)	Yes (%)	No (%)	Not Known (excluded)
2.07	65.28	32.64	2.77	76.45	20.78	2.55	68.24	29.22
In relation to the workforce profile a large percentage of disabled employees are accessing e-learn.								
Race								
2012/13			2013/14			2014/15		
BME (%)	White (%)	Not Known (excluded)	BME (%)	White (%)	Not Known (excluded)	BME (%)	White (%)	Not Known (excluded)
0	70.47	29.53	0.28	80.61	19.11	0.49	73.14	26.37
Year on year more BME employees are accessing e-learn.								

All PDPs include a discussion on development needs and this would include a discussion around training needs. In 2013/14 71% of employees had a PDP in place and this increased to 90% in 2014/15. A project is underway to record every employees training record on the Workforce Management System which will allow further analysis of equalities information in this area.

In 2012/13 770 employees accessed face to face training. This increased to 1024 in 2013/14 and reduced to 725 2014/15.

Specific Equalities Training

The number of employees who accessed specific equalities training in each year was;-

2012/2013	165	2013/2014	334	2014/2015	242
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