# Workforce diversity data 2021/2022 and 2023/2023

This report includes monitoring information on the following areas

* The Workforce Profile
* Occupational Segregation
* Recruitment and Selection
* Promotion of the Equality Duties through training and development
* Employees subject to disciplinary investigation
* Employees raising grievances
* Employees leaving the Council

**Sex**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **2021/22** | | | | **2022/23** | | | |
| **Female** | | Male | | Female | | Male | |
| **No.** | % | No. | % | No. | % | No. | **%** |
| 4342 | 73.4 | 1574 | 26.6 | 4324 | 73.7% | 1543 | 26.3 |

The sex profile of the workforce continues to remain predominantly female with a very small change from previous year.

The Council aims to be reflective of the local community and the publication ‘West Dunbartonshire in Numbers 2020’, confirms that, citizens of working age are 52% female and 48% male. This is not reflective of the workforce profile; however, the Council has many roles typically undertaken by women and the occupational segregation profile reflects this. This information is not yet available for 2023 and data from the 2021 Census is unlikely to be released until early 2024. Further information on occupational segregation can be found below.

Table 2 Age Profile

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **2021/22** | | | **2022/23** | | |
| **Age Group** | No. | **%** | Age Group | No. | **%** |
| **16-19** | 32 | 0.5 | 16-19 | 42 | 0.71 |
| **20-24** | 220 | 3.7 | 20-24 | 199 | 3.39 |
| **25-29** | 447 | 7.6 | 25-29 | 425 | 7.24 |
| **30-34** | 576 | 9.7 | 30-34 | 585 | 9.97 |
| **35-39** | 624 | 10.5 | 35-39 | 642 | 10.94 |
| **40-44** | 706 | 11.9 | 40-44 | 734 | 12.51 |
| **45-49** | 609 | 10.3 | 45-49 | 609 | 10.38 |
| **50-54** | 856 | 14.5 | 50-54 | 784 | 13.36 |
| **55-59** | 913 | 15.4 | 55-59 | 924 | 15.75 |
| **60-64** | 681 | 11.5 | 60-64 | 663 | 11.30 |
| **65+** | 252 | 4.3 | 65+ | 233 | 3.97 |

The percentage split across all age groups has remained static across both years. The highest percentage of employees remain clustered in the age groups 50-59.

Over 50% of the workforce have more than 10 years’ service; this suggests that employees are likely to remain with the Council for a considerable time and, given the commitment to local, sustainable employment, this is both expected and welcomed. The workforce planning framework will ensure that appropriate actions continue to be taken to build resilience considering the age profile.

**Disability**

Table 3 Disability Profile

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **21/22** | | | **22/23** | | |
| % Yes | % No | % Not known | % Yes | % No | % Not known |
| 1.38 | 48 | 50.62 | 1.28 | 51 | 47% |

The disability profile has decreased by 1% from the previous year. The proportion of ‘not known’ has increased by 3.62% which suggests that a fewer number of employees are willing to disclose this information.

In West Dunbartonshire, 23.1% of the population reported having long-term activity-limiting health problems or disabilities in the 2011 census. However, this percentage is not limited to those of working age and is therefore not directly comparable to the workforce profile, although useful as context.

The Council is a disability confident employer and aims to build manager knowledge on how best to support candidates at the recruitment stage and throughout the employee lifecycle, to ensure that the workforce profile truly reflects its employees. The Council will continue to follow best practice in this area to enhance the work that has already been undertaken to support disabled people to enter and remain in employment.

**Race**

Table 4 Race Profile

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **2021/22** | | | **2022/23** | | |
| % BME | % White | % Not known | % BME | % White | % Not Known |
| 0.58 | 46.79 | 52.63 | 0.53 | 54.39 | 45.08 |

The BME profile has decreased by 0.05% compared to last year, demonstrating that there are fewer individuals employed with a BME profile. The number of ‘not known’ has decreased by 7.55%, indicating that more employees are actively disclosing their ethnicity.

The Black Asian Ethnic Minority Population of West Dunbartonshire at the 2001 census was 0.7%, increasing to 1.5% at the 2011 Census. This compares to 4% for Scotland. This figure is not broken down to those of working age, but the Council figure remains low in comparison.

The BME profile has been identified as an area of focus for the Council’s equality outcome to ‘attract more diverse talent by reviewing our policies and practices to ensure that there are no barriers to entering employment for these groups’ as set out in the Council’s Mainstreaming Report. The recruitment of BME people remains a challenge nationally and work carried out through the Local Government Benchmarking Framework did not identify any best practice in the recruitment process that the Council have not already adopted. Nevertheless, a group has been formed to carry out work on the Council’s recruitment practices as part of a 5-year plan to review the Employee Lifecycle and identifying actions to attract and recruit more candidates from Back Asian and Minority Ethnic groups is a key part of this work. This will also be a focus of Service Workforce plans.

**Sexual Orientation**

Table 5 Sexual Orientation Profile

|  |  |  |
| --- | --- | --- |
|  | **2021/22** | **2022/23** |
| LGB | 0.81% | 0.9% |
| Heterosexual | 18.26% | 26.7% |
| Not known | 80.41% | 70% |
| Prefer not to say | 0.52% | 2.4% |

The Council measures the percentage of Lesbian, Gay and Bisexual (LGB) employees as part of its performance indicators. This measurement is taken from the information employees complete on their HR21 record or the forms completed as part of the data verification exercise carried out in December 2022 to March 2023, which informs our Workforce Management System. Previously this information was collated via an employee survey. The return from the employee survey in 2020 showed that 2.38% of employees are LGB compared to 0.44% on the workforce management system. This shows that a high percentage of employees are reluctant to disclose this information through HR21 or other data verification methods. Despite this, the disclosure rates are improving and the LGB profile has increased by 0.09% since 2021/22 and not known numbers have decreased by 10.41%. Disclosure rates have not reached the levels recorded on the on the employee survey in 2020 and work needs to be carried out to ascertain the reasons for non-disclosure and actions to improve rates.

**Gender reassignment**

Table 6 Transgender Profile

|  |  |  |
| --- | --- | --- |
|  | **2021/22** | **2022/23** |
| Yes | 0.15% | 0.05% |
| No | 19.01% | 27.87% |
| Not known | 80.71% | 71.86% |
| Prefer not to say | 0.13% | 0.22% |

The percentage of employees answering yes to the question, ‘have you ever identified as transgender?’ has decreased by 0.10% from 2021/22. As part of the People and Technology Equalities plan, transgender guidance and guidance to help managers support employees who are transitioning will be created for managers to help support employees. Transgender is an umbrella term to describe people whose gender is not the same as, or does not sit comfortably with, the sex they were assigned at birth. Transgender people may describe themselves using one or more of a wide variety of terms, including (but not limited to) transgender, non-binary, gender queer. A gender identification policy is also being explored as part of this plan.

**Religion and Belief**

Table 7 Religion and Belief Profile

|  |  |  |
| --- | --- | --- |
|  | **2021/22** | **2022/23** |
| Christian | 1.45% | 6.8% |
| Other | 0.89% | 0.88% |
| None | 8.56% | 13% |
| Not known | 88.50% | 78.35% |
| Prefer not to say | 0.60% | 0.97% |

The percentage of employees disclosing a religion and belief separate from Christian belief has remained fairly static since 2021/22. The numbers declaring their belief as Christian has increased significantly by 5.35% since last year. The 2011 Census shows that Christians make up 65.2% of faiths in West Dunbartonshire, this compares to 54% of the population of Scotland who stated their religion as Christian. The number of not knowns has decreased significantly by 10.15% but remains high, nevertheless. Improved data capture reduce the number of unknowns will allow more meaningful comparison.

**Occupational Segregation**

Occupational segregation refers to the differences in the distribution of women and men, disabled and non-disabled people and people from different racialised minority groups across the Council’s occupational categories and job types. Labour market statistics show that, for example, women and men work in different jobs, predominate in particular sectors and, indeed, are channelled into different jobs as a cause and consequence of a combination of factors, such as stereotyping, discrimination, individual and social and educational expectation, a lack of flexible working, and caring responsibilities.

Occupational segregation was identified as an area of focus for the Council and an equality outcome is in place to reduce occupational segregation. The recruitment audit carried out in 2020 examined the applicant profile of typically gendered roles to consider whether there were any barriers faced by applicants. This revealed that the success rate for female applicants is 1.92% higher than male applicants demonstrating that there are no general barriers for female applicants gaining employment with the Council. Further information on the success rate of applicants can be found in section 4.20.6 of this report.

**Vertical Segregation**

Vertical segregation allows for analysis of where protected groups are clustered in jobs that have been rated as equivalent. Jobs are classed as rated as equivalent when they have been assigned the same grade. The Council operates a robust job evaluation process for Local Government Employees, job sizing for those covered by SNCT and all other grades are agreed nationally for local application.

**Sex**

Table 8 Vertical Occupational Segregation - Sex

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | 2021/22 | | 2022/23 | |
| Grade | % Female | % Male | % Female | % Male |
| Chief Officer | 54 | 46 | 72.73 | 27.27 |
| Principal Educational Psychologist | 100 | 0 | 100 | 0 |
| Education Support Officer | 87.5 | 12.5 |  |  |
| Educational Psychologist | 83 | 17 | 89 | 11 |
| Head Teacher/Depute Head Teacher | 82 | 18 | 80 | 20 |
| Music Instructor/Development Officer | 32 | 68 | 38 | 62 |
| Senior Educational Psychologist | 67 | 33 | 100 | 0 |
| Principal Teacher | 77 | 23 | 79 | 21 |
| Education Officer | 71 | 29 | 50 | 50 |
| Teacher Main Grade | 79 | 21 | 83.19 | 16.81 |
| Apprentice | 18 | 82 | 23 | 77 |
| Grade 1 | 89 | 11 | 87.5 | 12.44 |
| Grade 2 | 82 | 18 | 71.15 | 28.85 |
| Grade 3 | 83 | 17 | 86.47 | 13.53 |
| Grade 4 | 67 | 33 | 70.50 | 29.50 |
| Grade 5 | 52 | 48 | 55.53 | 44.47 |
| Grade 6 | 63 | 37 | 64.89 | 35.11 |
| Grade 7 | 58 | 42 | 55.91 | 44.09 |
| Grade 8 | 72 | 28 | 74.31 | 25.69 |
| Grade 9 | 55 | 45 | 60.22 | 39.78 |
| Grade 10 | 51 | 49 | 52.78 | 47.22 |
| Grade 11 | 33 | 67 | 20 | 80 |
| Grade 12 | 43 | 57 | 47.62 | 52.38 |

The split by sex across each grade is generally reflective of the workforce profile. Any significant changes are a result of changes to small number of employees in each group. The most significant changes to note are at LGE Grade 11 which shows a decrease of 13% in female employees, at Education Officer there is a decrease of 21% in female employees and at Chief Officer there is an increase 18.73% in female employees. Employees on teaching grades remain predominantly female and those on the lower LGE grades remain predominantly female. This is consistent with national trends. The sex profile of apprentices continues to be predominantly male with a decrease of 3% in 2021/22 in female apprentices. As part of the Council’s commitment to reduce occupational segregation, work continues in schools and through the Working 4U team to encourage young people into all types of roles.

**Race**

Table 9 Vertical Occupational Segregation - Race

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | 2021/22 | | 2022/23 | |
| Grade | % BME | % White | % BME | % White |
| Chief Officer | 0.00 | 53.85 | 0.00 | 63.64 |
| Education Support Officer | 0.00 | 62,50 | 0.00 | 0.00 |
| Educational Psychologist | 0.00 | 0.00 | 0.00 | 33.00 |
| Head Teacher/Depute Head Teacher | 0.00 | 53.70 | 0.00 | 35.00 |
| Music Instructor | 0.00 | 15.79 | 0.00 | 18.75 |
| Senior Educ. Psychologist | 0.00 | 33.33 | 0.00 | 50.00 |
| Principal Teacher | 0.00 | 31.79 | 0.00 | 40.47 |
| Education Officer | 0.00 | 28.57 | 0.00 | 16.50 |
| Teacher Main Grade | 0.78 | 26.63 | 0.75 | 28.64 |
| Apprentice | 0.00 | 36.99 | 0.00 | 83.87 |
| Grade 1 | 0.33 | 46.51 | 0.50 | 55.22 |
| Grade 2 | 0.00 | 49.25 | 0.00 | 53.85 |
| Grade 3 | 0.50 | 52.96 | 0.46 | 60.52 |
| Grade 4 | 0.61 | 51.32 | 0.36 | 55.76 |
| Grade 5 | 0.78 | 43.26 | 0.76 | 47.72 |
| Grade 6 | 0.56 | 56.11 | 0.39 | 63.31 |
| Grade 7 | 0.48 | 72.46 | 0.00 | 71.82 |
| Grade 8 | 0.56 | 62.67 | 1.22 | 69.72 |
| Grade 9 | 1.04 | 65.63 | 0.00 | 75.27 |
| Grade 10 | 0.00 | 82.93 | 0.00 | 83.33 |
| Grade 11 | 0.00 | \* | 0.00 | \* |
| Grade 12 | 4.35 | 65.22 | 4.76 | 61.90 |

\*This figure has not been disclosed as it could lead to individual/s being identified.

Only 0.53% of the workforce have identified that they are from BME groups. This is up by 0.05% on last year. This low number is evident across the grade groups. 54.39% of the workforce have identified as White, the remainder have either opted as prefer not to say or have come up as not known due to non-disclosure. This profile does not identify any obvious barriers facing BME groups with regards to recruitment or progression to professional level roles as the BME profile is low in all grades. However, improved data capture (with reduction/removal of unknown) will allow more meaningful comparison.

**Disability**

Table 10 Vertical Occupational Segregation - Disability

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | 2021/22 | | 2022/23 | |
| Grade | % Yes | % No | % Yes | % No |
| Chief Officer | 0.00 | 0.00 | 0.00 | 54.55 |
| Education Support Officer | 0.00 | 0.00 | 0.00 | 50.00 |
| Educational Psychologist | 0.00 | 0.00 | 0.00 | 33.33 |
| Head Teacher/Depute Head Teacher | 0.00 | 0.00 | 1.02 | 59.18 |
| Music Instructor | 0.00 | 0.00 | 0.00 | 25.00 |
| Fixed Point | 16.67 | 0.00 | 0.00 | 0.00 |
| Senior Educ. Psychologist | 0.00 | 0.00 | 0.00 | 50.00 |
| Principal Teacher | 0.00 | 0.00 | 0.00 | 31.48 |
| Education Officer | 0.00 | 0.00 | 0.00 | 50.00 |
| Teacher Main Grade | 0.93 | 0.16 | 0.50 | 33.58 |
| Apprentice | 1.37 | 0.00 | 0.00 | 79.03 |
| Grade 1 | 1.00 | 4.32 | 0.50 | 50.25 |
| Grade 2 | 0.00 | 0.00 | 0.00 | 50.00 |
| Grade 3 | 1.51 | 1.51 | 1.50 | 56.42 |
| Grade 4 | 0.81 | 0.81 | 0.36 | 52.70 |
| Grade 5 | 1.34 | 0.89 | 0.87 | 44.69 |
| Grade 6 | 3.15 | 2.22 | 3.35 | 57.59 |
| Grade 7 | 1.45 | 2.90 | 1.82 | 67.27 |
| Grade 8 | 4.18 | 3.06 | 2.14 | 65.44 |
| Grade 9 | 5.21 | 3.13 | 3.23 | 68.82 |
| Grade 10 | 0.00 | 2.44 | 2.78 | 80.56 |
| Grade 11 | 0.00 | 0.00 | 0.00 | \* |
| Grade 12 | 4.35 | 0.00 | 4.76 | 57.14 |

\*This figure has not been disclosed as it could lead to individual/s being identified.

Disclosure of a disability has increased on last year by 0.10%. Disabled people are represented across the majority of grades, and this does not suggest that there are significant barriers to disabled individuals accessing professional level roles. 1.28% of the workforce identified as considering themselves as having a disability. 51% of the workforce said they did not. The remainder is not known and again a reduction in unknown would provide more meaningful data.

**Horizontal Segregation**

Occupational segregation can be ‘horizontal’, where those with certain protected characteristics are clustered into specific job types.

Table 11 Horizontal Occupational Segregation - Sex

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  |  | 2021/22 | | 2022/23 | |
|  | Occupations | F% | M% | F% | M% |
| Strategic Management | Chief Executive  Chief Officers | 55 | 45 | 67 | 33 |
| Chief Execs Office | * Resources * Education (excluding teaching) * Regulatory & Regeneration * People & Technology * Citizen, Culture & Facilities * Supply, distribution & Property * Housing & Employability * Roads & Neighbourhood | 66 | 34 | 66 | 34 |
| Teaching |  | 81 | 19 | 81 | 19 |
| Health and Social Care Partnership | Community support roles:   * Addiction Support * Care Homes * Home Carers * Health (Macmillan carers, Occupational Therapists) * Sheltered Housing * Social Work | 86 | 14 | 87 | 13 |

The sex profile across each strategic area remains fairly static across both years.

The gender split across the occupations is reflective of national trends with females occupying a higher number of teaching, administrative and care roles.

**Ethnicity**

Table 12 Horizontal Occupational Segregation - Race

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | 2021/22 | | 2022/23 | |
|  | BME% | White% | BME % | White % |
| Strategic Management | 0.00 | 61.5 | 0.00 | 67 |
| Chief Execs Office | 0.55 | 53.86 | 0.02 | 58 |
| Teaching | 0.61 | 28.37 | 0.28 | 33 |
| Health and Social Care Partnership | 0.60 | 49.31 | 0.32 | 61 |

There has been a significant reduction in the representation of BME employees across all strategic areas. Representation in the Chief Execs Office appears to be particularly low. Due to the low number of employees, from BME groups, a small change can have a notable impact on data. While this may not suggest that there are any barriers to BME people entering specific areas of the Council, work does need to be carried out to attract and recruit more candidates from BME groups, thereby increasing the diversity of the workforce.

**Disability**

Table 13 Horizontal Occupational Segregation - Disability

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | 2021/22 | | 2022/23 | |
|  | Yes% | No% | Yes% | No% |
| Strategic Management | 0.00 | 0.00 | 0 | 67 |
| Chief Execs Office | 1.87 | 1.90 | 1.74 | 54 |
| Teaching | 0.83 | 0.83 | 0.47 | 33 |
| Health and Social Care Partnership | 1.54 | 1.30 | 1.44 | 77 |

Employees identifying as disabled are represented across all Strategic Areas with the exception of Strategic Management. However, the disability status is unrecorded for 33% of the group and, as with all employee groups, unknowns could denote that employees have disabilities that they have chosen not to disclose. The disability profile remains low within Teaching, and the numbers have further decreased in 22/23.

As part of the Employee Wellbeing Group, practical guidance was developed to support managers to understand their responsibilities to support disabled people to enter and remain in employment.

**Recruitment and Selection**

The table below shows recruitment equal opportunities monitoring for the

period compared to the same period the previous year. It shows the number of applicants identified by their protected characteristic and the number of those applicants who were appointed. The information is based upon equalities monitoring questionnaires voluntarily completed by applicants. Applicants who did not disclose information are excluded from any analysis.

In order to provide meaningful comparisons for each selected protected characteristic, the success rates for each under-represented group has been measured against the success rate of its comparator. A success rate measures the percentage of the group that were successful in gaining employment and is a more accurate way to establish potential barriers to employment.

Table 14 Recruitment and Success Rates

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Protected Characteristic | 2021/22 | | | 2022/23 | | |
| No of applicants in group\* | No of applicants successful in gaining employment in group | Success Rate of group | No of applicants in group | No of applicants successful in gaining employment in group | Success Rate of group (%) |
| Female | 5369 | 540 | 10.05 | 6381 | 594 | 9.3 |
| Male | 1351 | 135 | 9.99 | 1866 | 174 | 9.34 |
|  | | | | | | |
| BME | 382 | 16 | 4.18 | 696 | 8 | 1.14 |
| White | 6237 | 614 | 9.84 | 7278 | 748 | 10.2 |
|  | | | | | | |
| LGB | 293 | 26 | 8.87 | 329 | 28 | 8.5 |
| Heterosexual | 6160 | 584 | 4.61 | 7704 | 727 | 9.4 |
|  | | | | | | |
| Disability | 354 | 29 | 8.19 | 227 | 16 | 7.0 |
| No disability | 6279 | 593 | 9.44 | 7961 | 747 | 9.3 |
|  | | | | | | |
| Other | 340 | 11 | 3.23 | 163 | 4 | 2.45 |
| Christian | 4273 | 294 | 6.88 | 3389 | 314 | 9.2 |

Success rates between male and female candidates are level, in relation to gaining employment. In 2019/20 there was a difference of around 2% but that gap has been eliminated in 2022/23. The council receives more applications from female candidates, and this is reflective of the workforce profile. Females are more likely to take on a primary caring role and the Council’s commitment to being a family friendly employer removes several barriers for females entering, returning to, and continuing employment, this is evidenced by the flexibility works award the Council received in 2021 for Top 10 Flexible Organisations in Scotland. As reported to this forum in recent months, we are continuing to work on our working flexibly offer to improve it even further.

The number of BME applicants has increased by 82% from 2021/22 however, the success rate has decreased by 3.04% (only 8 candidates out of 696 applicants who identified their ethnicity as BME, were successful in gaining employment. 234 candidates did not meet the screening requirements or were not invited to interview. The council continues to be committed to increasing representation within racialised minority groups. The Councils special leave policy includes the ability to take annual leave or unpaid leave for religious holidays. We are aware that some Councils in England are exploring the implementation of variable Bank Holidays. Most Bank Holidays are centred on Christian festivals. Allowing employees to take their Bank Holiday entitlement, rather than annual leave, around a religious festival, of their choice, could be a fairer approach. We are following the progress on this.

The number of applicants identifying as LGB individuals increased by 36 compared to 2022/23 and the success rate remains static. The LGB workforce profile demonstrates that LGB people are represented in the workforce. The Council is committed to promoting the organisation as an inclusive employer by reinstating the marking of events, such as the raising of the LGBT flag which ceased through the pandemic and celebrating Pride.

The number of applications from candidates who identify as having a disability remains low and has decreased by 227 on the 2021/22 year. The Council continues to support disabled applicants into employment through its commitment to guarantee interviews for disabled applicants who meet the essential criteria and the use of reasonable adjustments. The Council’s commitment to flexible working also removes some barriers for applicants who are disabled. The Council is a ‘Disability Confident Employer’ and this is highlighted in job adverts.

The number of applications from those with other religious beliefs remains low and the number of applicants is significantly lower than 2021/22.

**Employees Participating in Equalities Training**

Table 15 – Equalities Training

|  |  |  |
| --- | --- | --- |
| Number of Employee Participating in Equalities Training | | |
| Course | No of Employees 2021/22 | No of Employees 2022/23 |
| Equality, Diversity and Human Rights Awareness – E-learn | 473 | 305 |
| Equality & Diversity Awareness – face to face (webinar) | 53 | 0 |

\*At present delivery of the face-to-face session is not taking place with new starters.

**4.21.1** The Council supports the Equality Duty by providing training to employees on the key equality principles. This is provided through the e-learning platform and also face to face sessions competed via Webinars 64 people carried out Equalities Impact Assessment (EIA) training via e-learning, this is 54 fewer than last year. 35 completed the face-to-face session via webinar and this is 16 less than last year. 223 people attended the LGBT Awareness e-learning. 2 new modules, Together for Gender Equality and Understanding Domestic Abuse were launched in June 2023, with a view to making these mandatory training in April 2024. One of the work streams from the People and Technology 4-year plan for Equalities is to carry out work to ascertain if there are any barriers to training for BME and Disabled employees. This work will commence in 2024.

Aside from the dedicated equalities training, HR policy training is also carried out with managers. This more focused approach puts equalities in context and aims to increase practical knowledge and consideration.

**Discipline**

The following figures relate to individuals who were involved in an investigation process relating to conduct in each year. Not all cases will have proceeded to a disciplinary hearing resulting in a sanction being issued. HR were involved in all disciplinary procedures to ensure fair application of the policy and ensure appropriate reasonable adjustments are in place.

**Sex**

Table 16 Employees Subject to Disciplinary - Sex

|  |  |  |  |
| --- | --- | --- | --- |
| **2021/22** | | **2022/23** | |
| **% Female** | **% Male** | **% Female** | **% Male** |
| 54 | 46 | 48 | 52 |

There had been an increase in the number of males involved in disciplinary procedures in 2022/23. HR are involved in all disciplinary procedures and monitor any trends that arise to ensure fair application of the policy.

**Race**

Table 17 Employees Subject to Disciplinary - Race

|  |  |  |  |
| --- | --- | --- | --- |
| **2021/22** | | **2022/23** | |
| **% BME** | **% White** | **% BME** | **% White** |
| 0 | 20 | 0 | 31 |

No employees who have declared their ethnicity as BME were involved in disciplinary procedures in 2022/23.

Disability

Table 18 Employees Subject to Disciplinary - Disability

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **2021/22** | | | | **2022/23** | | | |
| **% Yes** | **% No** | | **% Yes** | | **% No** | |
| 2 | | 27 | | 2 | | 35 | |

There were a small number of employees who identify as disabled involved in disciplinary procedures in 2021/22.

**Grievance**

The following figures relate to individuals who raised a grievance within the

period. HR are involved in all grievance procedures to ensure fair application of the policy and monitor any unusual trends.

**Sex**

Table 19 Employees who raised a Grievance - Sex

|  |  |  |  |
| --- | --- | --- | --- |
| **2021/22** | | **2022/23** | |
| **% Female** | **%Male** | **% Female** | **% Male** |
| 55 | 45 | 32 | 68 |

The sex profile of those employees who raised a grievance in 2022/23 has increased significantly for males.

**Race**

Table 20 Employees who raised a Grievance - Race

|  |  |  |  |
| --- | --- | --- | --- |
| **2021/22** | | **2022/23** | |
| **% BME** | **% White** | **% BME** | **% White** |
| 0 | 50 | 0 | 9 |

No BME employees raised a grievance in 2022/23. However, for 86% of all

those employees who raised a grievance, their ethnicity is not known.

**Disability**

Table 21 Employees who raised a Grievance – Disability

|  |  |  |  |
| --- | --- | --- | --- |
| **2021/22** | | **2022/23** | |
| **% Yes** | **% No** | **% Yes** | **% No** |
| 0 | 45 | 0 | 23 |

There has been a decrease of 18% from the last financial year of employees being involved in grievance procedures that identify as not having a disability. For 80% of all those employees who raised a grievance, information in regard to a disability is unknown.

**Leavers**

Reviewing the leavers profile enables the Council to monitor the reasons individuals are leaving employment to identify any unusual patterns and address any potential risks of discrimination.

As part of the termination process, employees are asked to complete an exit questionnaire to enable the Council to better understand the reasons why employees choose to leave and identify areas for improvement. 29% of employees, who left the Council in 2022/23 completed the survey. 57% of the total leavers in the last financial year were due to voluntary resignations. 71% of leavers who completed the survey in confirmed the Council was a good place to work. The reasons for those who voluntarily resign is not currently collated on the exit questionnaire. This will be collated going forward to help the Council target appropriate actions. In the 2021/22 year 38% of those who completed the survey identified promotion or improved job opportunities as their reason for leaving. Recording and collating these responses allows services to identify areas of improvement and address these as appropriate in their service delivery and workforce plans.

**Sex**

Table 22 Leavers - Sex

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **2021/22** | | | | **2022/23** | | | |
| **Female** | | **Male** | | **Female** | | **Male** | |
| **No.** | % | No. | % | No. | % | No. | % |
| 584 | 74 | 209 | 26 | 497 | 73 | 182 | 27 |

The sex profile of employees leaving the Council in 2021/22 and 2022/23 is reflective of the workforce profile and does not highlight any concerns.

**Age**

Table 23 Leavers - Age

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **2021/22** | | | **2022/23** | | |
| **Age Group** | No. | % | **Age Group** | No. | **%** |
| **16-19** | 13 | 2 | **16-19** | 13 | 2 |
| **20-24** | 80 | 10 | **20-24** | 53 | 8 |
| **25-29** | 88 | 11 | **25-29** | 81 | 12 |
| **30-34** | 94 | 12 | **30-34** | 62 | 9 |
| **35-39** | 76 | 10 | **35-39** | 52 | 8 |
| **40-44** | 74 | 9 | **40-44** | 59 | 9 |
| **45-49** | 46 | 6 | **45-49** | 39 | 6 |
| **50-54** | 50 | 6 | **50-54** | 53 | 8 |
| **55-59** | 91 | 12 | **55-59** | 72 | 11 |
| **60-64** | 83 | 10 | **60-64** | 89 | 13 |
| **65+** | 96 | 12 | **65+** | 99 | 15 |

The highest percentage of employees leaving the Council was in the age groups 60 to 64 and 65+. This pattern would be expected as employees normally exit employment from age from 55 to 60 onwards.

**Disability**

Table 24 Leavers - Disability

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **2021/22** | | | **2022/23** | | |
| **% Yes** | **% No** | **% Not known** | **% Yes** | **% No** | **% Not Known** |
| 2.52 | 41.74 | 55.74 | 0.6 | 38 | 31.4 |

The number of employees who identified as disabled leaving the Council has

decreased by 1.92% since the previous year. The Council has several policies and support in place to help employees with a disability to remain in employment including, Occupational Health, flexible working and SWITCH. Information provided for 2022/23 is a percentage of all leavers, while the information provided for 2021/22 relates to voluntary resignations only as the information collated has changed.

**Race**

Table 25 Leavers - Race

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **2021/22** | | | **2022/23** | | |
| **% BME** | **% White** | **% Not known** | **% BME** | **% White** | **% Not known** |
| 0.63 | 45.02 | 54.35 | 0.7 | 39 | 60.3 |

The number of BME employees leaving the Council has remained static on 2021/22. When compared to the workforce profile this does not raise any concerns. The information provided for 2022/23 is a percentage of all leavers, while the information provided for 2021/22 relates to voluntary resignations only.

**Sexual Orientation**

Table 26 Leavers – Sexual Orientation

|  |  |  |
| --- | --- | --- |
|  | **2021/22** | **2022/23** |
| **LGB** | 1.64 | 0.72 |
| **Heterosexual** | 23.33 | 23.2 |
| **Not known** | 75.03 | 45 |

The percentage of LGB people leaving the Council has decreased by 0.92% since 2022/23. The data provided for 2022/23 is for voluntary resignations only. When compared to the workforce profile this does not raise any concerns as the percentage of LGB employees has increased slightly. The information provided for 2022/23 is a percentage of all leavers, while the information provided for 2021/22 relates to voluntary resignations only

**Gender reassignment**

Table 27 Leavers - Transgender

|  |  |  |
| --- | --- | --- |
|  | **2021/22** | **2022/23** |
| **Yes** | 0.13 | 0.6 |
| **No** | 24.59 | 34.4 |
| **Not known** | 75.28 | 65 |

Of those employees who have identified as transgender, 1 has left the employment of the Council over the last 2 years. The information provided for 2022/23 is a percentage of all leavers, while the information provided for 2021/22 relates to voluntary resignations only.

**Religion and Belief**

Table 28 Leavers – Religion and Belief

|  |  |  |
| --- | --- | --- |
|  | **2021/22** | **2022/23** |
| **Christian** | 9.08 | 4.86 |
| **Other** | 1.01 | 1.14 |
| **Not known** | 76.80 | 78 |
| **None** | 13.11 | 16 |

The percentage of employees leaving the Council who have identified as Christian or another faith is lower than the workforce profile for this group. The information provided for 2022/23 is a percentage of all leavers, while the information provided for 2021/22 relates to voluntary resignations only.

**Pay Gaps**

West Dunbartonshire Council is committed to ensuring that that employees should receive equal pay for the same or broadly similar work, for work rated as equivalent and for work of equal value. A pay gap within an organisation may signal unlawful discrimination regarding employment and the Council has an obligation to determine whether a pay gap exists and the reasons for it. This work is carried out through equal pay audits and the Council’s last equal pay audit was presented to the Joint Consultative Forum (JCF) on the 11th of June 2020. The next audit is due to be presented to the JCF in December 2023.

Pay gaps are measured using both the mean and the median. The public sector equality duty requires public sector employers to publish a headline gender pay gap figure. However, according to Equally Safe at Work, this single figure cannot fully capture the complexities of the gender pay gap and the differing experiences of women in the labour market. Publishing a range of measures enhances analysis of gender pay gaps which enables us to develop more targeted actions to address the causes of the council’s pay gap. The UK Government Equalities Office uses the median hourly rate while the Equality and Human Rights Commission (EHRC) uses mean hourly earnings. The Office for National Statistics (ONS) reports on both mean and median but gives prominence to the median. This is because the median, from a robust statistical perspective, is a more accurate measure as it is not skewed by very low hourly pay or very high hourly pay. Generally, as men account for the majority of those with very high rates of pay, and women account for the majority of those with very low rates of pay, the median figure can obscure some gendered differences. There is no consensus on which is the best measure, and instead it can be helpful to publish both, giving preference to the mean, which will give a deeper understanding of any pay gaps. This is also recommended by [Audit Scotland](https://www.audit-scotland.gov.uk/publications/public-sector-gender-pay-gap-reporting). Therefore, going forward the Council’s Equal Pay Audit will publish both figures. For the purposes of this report, only the mean hourly pay gaps have been calculated based on the average hourly rate. Negative percentages show a pay gap in favour of the relevant protected characteristic. Enhanced rates of pay for overtime worked beyond the notional normal working week and therefore not included in the headline figure, was an identified area of inequality discussed with the Trade Unions in December 2018 and again in 2022. A review of the terms associated with unequal enhancements is underway.

**Sex**

Table 29 Pay Gap - Sex

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **2021/22** | | | **2022/23** | | |
| Female Hourly rate | Male Hourly Rate | Pay Gap % | Female Hourly rate | Male Hourly Rate | Pay Gap % |
| £16.26 | £16.61 | 2.10 | £17.63 | £17.94 | 1.75 |

The gender pay gap has decreased by 0.35% from 2021/22.

**Race**

Table 30 Pay Gap - Race

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **2021/2022** | | | **2022/23** | | |
| BME Hourly rate | White Hourly Rate | Pay Gap % | BME Hourly rate | White Hourly Rate | Pay Gap % |
| £16.81 | £16.19 | - 3.82 | £16.08 | £17.08 | 5.83 |

The BME pay gap has decreased significantly by 9.65%. The increase in disclosure rates of equalities monitoring information will have influenced this figure as it is subject to significant change if there are small changes to numbers in this group.

**Disability**

Table 31 Pay Gap - Disability

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **2021/22** | | | **2022/23** | | |
| Identified as disabled Hourly rate | Identified as not disabled Hourly Rate | Pay Gap % | Identified as disabled Hourly rate | Identified as not disabled Hourly Rate | Pay Gap % |
| £15.74 | £14.84 | +6.06 | £17.38 | £17.14 | -1.4 |

The disability pay gap has moved from a positive to a negative. Disabled people are represented across the majority of grades. Only 1.28% of employees disclosed a disability and the number of not knowns has increased by 1%. The increase in disclosure rates of equalities monitoring information will have influenced this figure as it is subject to significant change if there are small changes to numbers in this group.

**End of document**