

1. Statistical Information

1.1 This report provides general statistical information and monitoring of targets for government standards for employment in relation to ethnic origin, gender and disability. It also contains detailed statistical information required under the Race Relations Act 1976 (Statutory Duties) Order 2001, under the Disability Equality Duty and some additional monitoring information.

2. Equality Best Value Performance Indicators (BVPIs)

2.1 **Best Value Performance Indicators (BVPIs)** provide standardised information on the performance of local authorities in England. The Corporate Health BVPIs in this report cover employment and equality related aspects of service delivery. From 1 April 2008 there will be a new performance framework for local authorities, a single set of 198 national indicators, which will not include workforce data. A local set of indicators is being developed that will focus on the strategic objectives of the Council. Further information on BVPIs is available from the [Audit Commission](#) and information about the new set of indicators from the [Department for Communities and Local Government](#). Benchmark figures are given where possible and are the median results for the results from other County Councils.

2.2 **General equality performance indicators** - BVPI 2a and BVPI 2b assess, at a very broad level, how far the Council has incorporated consideration of equality and diversity into its general policies, practices and procedures.

BVPI 2a – The level of the Equality Standard for Local Government to which the authority conforms.

All county councils (avg)	East Sussex County Council			Future targets	
	2005/06	2006/07	2007/08	2008/09	2009/10
2002/03‡					
1	2	2	2	2	2

‡No current benchmark figures available

What actions are in place to achieve the 2008/09 target?

Recruitment of a new Equalities Policy Manager is underway to provide a corporate lead on equalities. Alongside this, a rolling programme and action plan are being developed to ensure Equality Impact Assessments are undertaken for all employment related policies and functions.

BVPI 2b – The duty to promote race equality – scored against a checklist and expressed as a percentage.

All county councils	East Sussex County Council		
	2005/06	2006/07	2007/08
2006/07			
78%	68.42%	68.42%	68.42%

What actions are in place to achieve the objectives?

The Council has made steady progress in its duty to promote race equality and the findings of the external review of ESCC progress against the Equalities Standard for Local Government further integrate the promotion of race equality with the provisions of the Equality Standard. A new Equalities Policy Manager is currently being recruited to take forward the work plan identified. Targets remain as per the outturn for 2006/07 until appropriate actions have been put in place.

2.3 Council employee indicators - information on employee ethnic origin, gender and whether they are disabled is stored against all employees' records in the Council's personnel information management system (SAP). The information is requested from employees when they join the Council, and is entered on their personal record at that point, unless a person has expressly said that they would prefer to withhold the information.

The Council encourages all employees to provide this information and an Equalities survey is undertaken every two years to ensure records are as up to date as possible. This allows us to update records where employees have become disabled in the interim period or where information was not captured at appointment.

In addition, information will also be gathered through new arrangements to record reasonable adjustments, currently being implemented. This will be supported with a revised set of guidance and promotion to managers about our duty to make reasonable adjustments.

BVPI 11A - Women as a percentage of top 5% of earners.

All county councils	East Sussex County Council			Future targets	
	2005/06	2006/07	2007/08	2008/09	2009/10
2006/07	45.86%	46.17%	46.90%	47.82%	N/A

What actions are in place to achieve the objectives?

Women comprise 79% of all Council employees and the proportion of women in the top 5% has risen steadily over recent years, now giving a result in the top quartile of all authorities in England for East Sussex County Council. This demonstrates the value that the Council places on ensuring that both men and women have access to promotion opportunities and leadership skills courses, to fully develop their potential.

Future targets are no longer being set for this indicator but an improving outturn is the aim, through the ongoing application of Personnel policies and recruitment and selection guidance. Remedial action will be taken should the outturn figure require it.

BVPI 11B - The percentage of the top 5% of earners from Black and Minority Ethnic communities

All county councils	East Sussex County Council			Future targets	
	2005/06	2006/07	2007/08	2008/09	2009/10
2006/07	1.61%	1.61%	2.12%	N/A	N/A

In order to improve the percentage in the top 5% to match the proportion available in the local workforce more closely, the Council has identified minority ethnic publications in which to place adverts to raise the profile of East Sussex. Raising awareness of the range of jobs available in the Council, through attending selected recruitment fairs targeted at the community and minority groups, and ensuring that recruitment processes are fair by emphasising the importance of recruitment training to all those participating in the recruitment process, the image of the Council is promoted to all members of the community.

Future targets are no longer being set for this indicator but an improving outturn is the aim and remedial action will be taken should the outturn figure require it.

BVPI 17a - The percentage of Council BME employees

All county councils	East Sussex County Council			Future targets	
	2005/06	2006/07	2007/08	2008/09	2009/10
2006/07	2.04%	2.2%	2.17%	2.15-2.5%	2.15-2.5%

What actions are in place to achieve the 2008/09 targets?

All managers and supervisors are expected to complete the Council's Recruitment and Selection e-learning training which covers equalities aspects. All vacancies are advertised in ways that ensure that all sectors of the community can apply. Attendance at selected recruitment fairs ensures that a positive image of the Council is promoted to all. We are now monitoring pre-employment equalities statistics relating to shortlisting and interview success for all applicant groups to determine any disadvantage.

A standardised Exit Questionnaire is sent out to all employees leaving Council employment. This can be returned anonymously, if the employee chooses. It asks a series of questions related to the employee's reason for leaving and details of whether they have felt discriminated against at any point in their employment. Analysis of the responses, covering April 2007 to March 2008, showed that none of the respondents had felt discriminated against because of their race or ethnic origin.

The Staff Survey 2007 showed that we have significantly reduced the incidence of staff observing discrimination or harassment.

BVPI 16b - The percentage of economically active disabled people in the County is 13.90%. This information is taken from the 2001 Census.

BVPI 11C - The percentage of top 5% of earners who are disabled

All county councils	East Sussex County Council			Future targets	
	2005/06	2006/07	2007/08	2008/09	2009/10
2006/07	3.44%	3.16%	2.39%	3.16%	3.16%
2.08%					

This indicator is based on small numbers and there has been a gradual decrease in the FTE included through the year. Investigations have been carried out to identify reasons for the changes in the number of disabled employees, in general. Actions are being put in place following the results of this report, including equalities monitoring to update records for existing employees, raising awareness of the Disability forum, and monitoring of pre-employment statistics to ensure that we are attracting equal proportions of the available population.

BVPI 16a - The percentage of Council staff who are disabled

All county councils	East Sussex County Council			Future targets	
	2005/06	2006/07	2007/08	2008/09	2009/10
2006/07	4.24%	3.92%	3.57%	3.92-4.25%	3.92-4.25%
1.53%					

The BVPI calculation method specifies that only records with a known status can be included, the number of records with an "Unknown" status has been reduced to 11.2%. It is recognised that this is a sensitive issue for many people and that the information we currently hold is not complete, but data quality is a high priority for the Council and improvements will continue to be made.

What actions are in place to achieve the 2008/09 targets (for 11C and 16A)?

The Council continues to be in the top quartile for 'All County Councils' for this target. Monitoring of leavers with a disability showed a large proportion of retirements. Actions include equalities monitoring to update existing employee's records, raising awareness of the Council's Disability forum, and monitoring of pre-employment equalities statistics relating to shortlisting and interview success for all applicant groups to determine any disadvantage and to ensure we are attracting representative proportions of the community.

The Disability Equality in Recruitment Policy was revised in 2007 and managers have received awareness training. We have undertaken a range of advertising campaigns in relevant publications that are targeted at disabled people in the community to raise the profile of the Council as an employer of choice. We have also continued to promote the award winning Return to Work Programme that assists members of the community who are in receipt of incapacity benefit back into the workplace.

The Council is in the process of implementing a Reasonable Adjustment recording system which will be supported with a revised set of guidance and promotion to managers about our duty to make reasonable adjustments.

BVPI 174 - The number of racial incidents recorded by the authority per 100,000 population.

All county councils (av*)	East Sussex County Council			Future targets
	2005/06	2006/07	2007/08	
2002/03	2005/06	2006/07	2007/08	2008/09
27.74	12.68	18.08	48.79	TBC

‡No current benchmark figures available

We have a wide range of mechanisms for reporting incidents, including the racist incident reporting form on the ESCC website. Figures are dependent on victims wishing to formally record the incidents. In schools much work has been undertaken to reduce bullying and this includes racist incidents; any incidents reported in schools are followed up by the school with the support of the Children’s Services Department Equalities Advisors.

This links to BVPI 175 which ensures that the systems are in place to investigate the reported incidents and deal with them in a satisfactory manner.

BVPI 175 - The percentage of racial incidents that resulted in further action.

All county councils	East Sussex County Council			Future targets
	2005/06	2006/07	2007/08	
2006/07	2005/06	2006/07	2007/08	2008/09
100%	100%	92.2%	77.33%	100%

What actions are in place to achieve the 2008/09 target?

The figure for following up racist incidents is lower in the past year as the contract for follow up with an external BME service provider has been ended. The service is being expanded to incorporate all hate crime incidents not just racist incidents. Some reports are not followed up as the victims do not wish to take any further action or they are foreign students on a visit who have returned to their home country.

It may be more appropriate to reduce the target or clarify that further action is counted only when it is requested by the victim.

BVPI 156 - The percentage of authority buildings open to the public in which all public areas are suitable for and accessible to disabled people.

All county councils	East Sussex County Council			Future targets	
	2005/06	2006/07	2007/08	2008/09	2009/10
66.94	51.22%	55.26%	61.33%	60%	60%

‡No current benchmark figures available

What actions are in place to achieve the 2008/09 target?

The Council has conducted an extensive survey of Council (public) properties and agreed a 5 year rolling plan of improvements, which is ongoing. This initiative only includes those buildings that have public access and due to the on-going review and changing portfolio, this target will reach a maximum level. The decisions on which buildings are selected are based on consultation with Service departments and linked to existing plans to ensure that the best use is made of available budgets. Future targets are based on budget restrictions and the greater challenges of buildings that are more difficult to update.

BVPI 165 - The percentage of pedestrian crossing with facilities for disabled people.

All county councils	East Sussex County Council			Future targets	
	2004/05	2005/06	2006/07	2007/08	2008/09
90%	80.1%	86.4%	78.6%	94.4%	97.4%

What actions are in place to achieve the 2008/09 target?

A rolling programme of work was instigated to adjust the height of dropped kerbs and install tactile rotating cones at those sites which do not meet the criteria.

3. Statutory annual race monitoring, extended to gender and disability

3.1 The information in this section meets the reporting requirements of the Race Relations Act 1976 (Statutory Duties) Order 2001. It has been extended, where that information exists, to cover gender and disability. The information on disabled people will, in particular, be used to support the Council's commitments to the Positive about Disabled People scheme ("2 ticks") and the requirements of the Disability Equality Duty.

Table 3.1a – Ethnic origin information for East Sussex County Council Workforce – 2007/08

Department	Ethnic Minority Groups												White			Total BME	Total White	Total Excluding Unknown	Unknown		Total	%BME (as % of total employees excluding unknown and withheld)	
	AN Other Asian Background	AN Other Black Background	AN Other Mixed Background	Bangladeshi	Black, African	Black, Caribbean	Chinese	Indian	Other Ethnic Group	Pakistani	White & Asian	White & Black African	White & Black Caribbean	White, British	White, Irish				AN Other White Background	Withheld			Unknown
Adult Social Care	3	4	6	0	9	5	2	6	13	4	10	1	4	1499	46	56	67	1601	1668	35	23	1740	4.02
Chief Executive's	1	0	0	0	0	0	1	2	1	0	3	0	2	622	10	31	10	663	673	14	17	711	1.49
Children's Services	4	1	7	4	6	6	3	3	5	2	9	3	5	1354	27	60	58	1441	1499	16	72	1614	3.87
Corporate Resources Directorate	0	0	0	0	1	0	2	0	0	0	0	0	0	211	3	10	3	224	227	4	4	237	1.32
Schools	8	2	30	1	9	15	6	29	20	4	20	12	18	9629	107	284	174	10020	10194	94	352	10613	1.71
Transport and Environment	0	1	0	0	0	1	0	2	1	0	1	0	1	402	6	8	7	416	423	10	10	444	1.65
Grand Total	16	8	43	5	25	27	14	42	40	10	43	16	30	13717	199	449	319	14365	14684	173	478	15359	2.17

The table shows that there are proportionately greater numbers of ethnic minority employees in Adult Social Care and Children's Services.

Table 3.1b – Gender composition of ESCC employees – 2007/08

Department	Female	Male	Total	% Women
Adult Social Care	1432	308	1740	82.3
Chief Executive's	551	160	711	77.5
Children's Services	1291	323	1614	80.0
Corporate Resources Directorate	80	157	237	33.8
Schools	8667	1946	10613	81.7
Transport and Environment	186	258	444	41.9
Grand Total	12207	3152	15359	79.5

While the overall proportion of women employees is high, at nearly 80% of the workforce, there are significant variations across the Council. It can be seen that the operational departments of Adult Social Care, Children's Services and Schools have similar percentages to the overall workforce. The proportions of women in our Corporate Resources Directorate - covering property, audit, ICT and finance - and our Transport and Environment Departments are, however, relatively low in comparison.

Table 3.1c – Disabled / non disabled composition of ESCC employees – 2007/08

Department	Disabled	Non-Disabled	Total excluding unknown	Unknown	Total	% Disabled (as % of total excluding unknown)
Adult Social Care	111	1535	1646	94	1740	6.74
Chief Executive's	27	617	644	67	711	4.19
Children's Services	73	1363	1436	178	1614	5.08
Corporate Resources Directorate	9	215	224	13	237	4.02
Schools	239	8944	9183	1430	10613	2.60
Transport and Environment	24	388	412	32	444	5.83
Grand Total	483	13062	13545	1814	15359	3.53

The proportions of employees with a disability varies across the Council's departments and are particularly high in Adult Social Care and Transport and Environment.

3.2 Recruitment

Applicants for employment and new employees

Reporting on the recruitment module of the SAP information system was developed in 2007/08 and has allowed an overview of the application process. However, these figures do not include Schools recruitment as details for this are not held centrally.

Table 3.2a - Applicants

Ethnic Group	Total	Disability	Total	Gender	Total
Asian or Asian British	108	Yes	208	Female	4260
Black or Black British	125	No	6421	Male	2385
Chinese or Other Ethnic Group	54	Unknown	181	Unknown	165
Mixed	116				
White	5063				
Unknown	1344				
Total	6810	Total	6810	Total	6810
Total from an Ethnic Minority	403	Total with a disability	208	Total Female	4260
% Applicants from an Ethnic Minority	5.9%	% Applicants with a disability	3.05%	% Applicants who are female	63%

As this is the first full year of statistics available it is difficult to determine trends, as there are no comparative figures. However, it can be seen that the number of applicants from ethnic minorities is higher than the proportion available in the local area, as at the 2001 Census, at nearly 6%. The percentage of disabled applicants is much lower and is below the number currently in the workforce. The number of female applicants is also lower than the proportion currently in the workforce.

Further monitoring of this area will allow a more detailed picture to be analysed.

Table 3.2b – Successful Applicants

Ethnic Group	Total	Disability	Total	Gender	Total
Asian or Asian British	23	Yes	52	Female	2225
Black or Black British	18	No	2527	Male	634
Chinese or Other Ethnic Group	17	Unknown	280		
Mixed	40				
White	2614				
Unknown	147				
Total	2859	Total	2859	Total	2859
Total from an Ethnic Minority	98	Total with a disability	52	Total Female	2225
% New Starters from an Ethnic Minority	3.4%	% New Starters with a disability	1.8%	% New Starters who are female	78%

It is important to note that overall numbers from ethnic minorities are low and very small changes in the actual numbers of people can have a relatively large impact on the percentage. However, the proportion of employees appointed from an ethnic

minority is higher than that available in the local labour market (2.5%), according to the 2001 Census data.

The proportion of employees with a disability, however, is below the percentage of economically active disabled people in the community and only reflects 87% of the workforce as 11.8% have not declared their disability status. This reinforces the importance of regular monitoring and review of disability status, where an individual's status may change, to ensure records are kept up to date.

The figures regarding gender show that we are still recruiting similar numbers of women into the workforce but further analysis is necessary to see whether these are within the same range of roles and to identify how both women and men can be encouraged to apply for positions across the Council.

3.3 – Promotion

Promotion statistics are difficult to quantify due to the complexity of recording on the HR system, so have been identified as all “internal transfers” where an employee has moved to a higher grade.

Table 3.3a – Promotions by Group

Ethnic Group	Total	Disability	Total	Gender	Total
Asian or Asian British	1	Yes	11	Female	398
Black or Black British	2	No	447	Male	106
Chinese or Other Ethnic Group	0	Unknown	46		
Mixed	4				
White	471				
Unknown	26				
Total	504	Total	504	Total	504
Total BME	7	Total with a disability	11	Total Female	398
% promotions Ethnic Minority	1.4%	% promotions with a disability	2.2%	% female promotions	79.0%

The proportion of promotions for employees from an ethnic minority is 1.4%, which is lower than the proportions in the workforce. A similar difference can be seen for the group with a disability, although the promotion rate is higher at 2.2%.

The percentage of female promotions reflects the percentage in the workforce in general. The proportions of male and female employees within the workforce being promoted is similar, at just over 3% of the gender. The BVPI for the number of women in the top 5% of earners has been improving over the last few years and this should continue, with the implementation of Leadership training opportunities and adherence to best practice guidelines in recruitment and selection.

These areas will be closely monitored. All staff undertaking job interviews are fully trained, according to Council policies, and a new on line Recruitment and Selection training module has been developed in order to improve access to Recruitment and Selection training. Guidance on Recruitment and Selection policies, processes and good practice are promoted to staff via the Council’s Intranet information system.

3.4 Access to training opportunities

Information for internal training is now held on the SAP information system. This shows that 4463 employees received training through internally run courses in 2007/08. An analysis of the attendees reveals that, of this group, 131 employees (2.9% compared to 2.2% in the workforce) were from an ethnic minority and 190 (4.2% compared to 3.57% in the workforce) were people with a disability. The proportion of employees receiving training within these categories, therefore slightly exceed their proportions in the workforce.

The 4463 employees who received training accounted for a total of 12272 course places, spread across 1299 courses that were run over the year. The 131 employees from an ethnic minority took up 381 course places, an average of 3 courses each. The remaining 4142 employees with known ethnicity took up 11427 course places, an average of 3 courses each.

The 190 employees with a disability took up 517 course places, an average of 3 courses each and the remaining employees with a known disability status took up 10889 course places, an average of 3 courses each.

This report also shows that a slightly higher proportion of men received training compared to the proportion in the workforce in general, at 24% compared to 20% in the workforce. However, males attended fewer courses on average at 2 courses each, compared to 3 courses for females.

3.5 Employees who benefit or suffer from performance appraisal

During the period 1 April 2007 - 31 March 2008, all employees benefited from their performance appraisal by receiving an annual increase in salary, unless already at the top of their grade.

3.6 Employees who are the subject of disciplinary procedures

Table 3.6 – Employees involved in disciplinary procedures (1 April 07– 31 March 08)

Ethnic Group	% Total	Disability	% Total	Gender	% Total
BME	5	Yes	4	Female	61
White	88	No	79	Male	39
Unknown	9	Unknown	18		
Total	100	Total	100	Total	100

3.7 Employees involved in grievance procedures

Table 3.7 – All Departments - number of employees (1 April 06 – 31 March 07)

Ethnic Group	% Total	Disability	% Total	Gender	% Total
BME	5	Yes	11	Female	79
White	86	No	79	Male	21
Unknown	9	Unknown	11		
Total	100	Total	100	Total	100

5% of employees involved in grievance or dignity at work procedures were from one of the minority groups identified. The gender proportions more closely match the overall workforce profile.

3.8 Cease employment - Attrition rates

Employees leave employment with the Council for many reasons including resignations, retirement and dismissal. Attrition rates of employees are based on the number of employees from particular groups who leave the Council against the average number of employees over the year.

Table 3.8a - Attrition of Council employees by Ethnicity for 2007/08

Ethnic Group	BME												White			Grand Total	Total BME	Total White		
	Bangladeshi	Black, African	Black, Caribbean	Chinese	Indian	AN Other Asian Background	AN Other Black Background	Other Ethnic Group	AN Other Mixed Background	AN Other White Background	Pakistani	White & Asian	White & Black African	White & Black Caribbean	White, British				White, Irish	Unknown
Average no employees	4	25	29	13	43	15	8	38	42	439	10	41	15	33	13549	197	668	15165	313	14185
Leavers	1	7	4	2	11	2	0	8	10	87	0	5	4	12	1891	16	132	2192	66	1994
Attrition %	25	29	14	15	26	13	0	21	24	20	0	12	28	36	14	8	20	14	21	14

It is important to note that the overall numbers of employees from single ethnic groups in particular, is low, so relatively small changes in absolute numbers may have a significant effect on the turnover rate. However, the attrition rate for BME employees generally is higher than the rate for white employees.

Initiatives are in place to encourage recruitment from minority groups and ongoing implementation and development of policy should ensure that we are recruiting to all levels and a wider range of roles, so this pattern should begin to change but the levels of attrition from this area will continue to be monitored.

Table 3.8b – Turnover of Council Employees with a Disability for 2007/08

Disability Status	Disabled	Non Disabled	Unknown	Total
Average no employees	498	12816	1851	15165
Leavers	67	1789	336	2192
Attrition %	13.5	13.9	18.2	14.5

The percentage of employees with a disability leaving employment is slightly lower than the overall turnover for the Council

However, this group is complicated by the high level of employees that have not declared their status, the majority of whom, from experience, are likely to be non disabled, thus lowering the overall rate if included. Approximately 15% of leavers did not have a recorded disability status.

Table 3.8c - Turnover of Council Employees by Gender 2007/08

Gender	Female	Male	Total
Average no employees	12055	3111	15165
Leavers	1734	458	2192
Attrition %	14.4	14.7	14.5

The turnover levels for gender are very similar to the overall turnover figures, with male turnover fractionally higher.