Estyn

Rhagoriaeth i bawb ~ Excellence for all

Arolygiaeth Ei Mawrhydi dros Addysg
a Hyfforddiant yng Nghymru

Her Majesty's Inspectorate
for Education and Training in Wales

Equality Monitoring Report
2010-2011

Iechyd ar Waith
CYRRAEDD Y NOD
THE CORPORATE STANDARD
Health at Work

SAFON AMGYLCHEDDOL Y DDRAIG WERDD
GREEN DRAGON ENVIRONMENTAL STANDARD

POSITIVE ABOUT DISABLED PEOPLE

regulated by
Civil Service Commissioners

INVESTORS IN PEOPLE | Gold

Information sheet

Information box

For further information contact: Human Resources

Date of publication: September 2011

Version control

Document version	Author	Date of issue	Changes made
1.0	Jenny Wagner	September 2011	Original

Any enquiries or comments regarding this policy should be addressed to:

Human Resources
Estyn
Anchor Court
Keen Road
Cardiff
CF24 5JW or by email to HumanResources@estyn.gov.uk

This and other Estyn publications are available on our website: www.estyn.gov.uk

This document has been translated by Trosol (English to Welsh)

Contents	Page

Introduction	**3**
About Estyn	3
Responsibilities under equality legislation	3
Commitment to equality	4
Recruitment statement	4
Permanent employees in post	**5**
Ethnicity	5
Gender	5
Disability	5
Leavers	**7**
Recruitment	**8**
Recruitment activity	8
Training	**11**

Introduction

1 This report presents information about the outcomes of the equality monitoring we have undertaken in respect of Estyn employees during the period 1 April 2010 to31 March 2011.

About Estyn

2 Estyn is the Education and Training Inspectorate for Wales, providing an independent high-quality inspection and advice service to the Welsh Government and the citizens of Wales. We are funded by the Welsh Government (section 104 of the Government of Wales Act 1998) and our main office is in Cardiff where approximately 48 per cent of our employees are based, with the remainder being home based. We have a wide range of statutory inspection and reporting responsibilities, including inspection of all publicly funded education and training across Wales. Further details about our responsibilities and functions can be found on our website: www.estyn.gov.uk.

3 Estyn employed 99 people in total on a permanent basis as at 31 March 2011, of which:

- less than five per cent are from minority ethnic backgrounds;
- 61 per cent are women; and
- five per cent of the total workforce identifies themselves as disabled.

Responsibilities under equality legislation

4 We are required to collect and analyse data about the ethnicity, gender and disability of our employees as follows:

- permanent employees in post;
- people who leave the organisation;
- people applying and being appointed through open recruitment campaigns; and
- training requests received, approved and declined.

5 We have been publishing our equality monitoring data for a number of years in order to meet our responsibilities under the Race Relations (Amendment) Act 2000, Disability Discrimination Act 2005 and the Equalities Act 2006. The Equality Act 2010 brings together and replaces the previous anti-discrimination laws with a single Act and includes a new public sector equality duty, replacing the separate duties on race, disability and gender equality, which came into force on 5 April 2011. Estyn will review the way it presents the results of the employment information presented in this report in future years in line with the requirements of the specific duties in Wales as set out in the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011.

Commitment to equality

6 Estyn is committed to valuing differences, promoting diversity and providing equal opportunities for all employees and applicants, regardless of age, disability, gender, gender identity (transgender), gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, sexual orientation, religion or belief, responsibilities for dependents, working patterns (such as the need, or desire, to work part-time hours), or other irrelevant considerations.

Recruitment statement

7 Permanent recruitment in Estyn is regulated by the Civil Service Commission.

8 Estyn undertakes all its permanent recruitment activity by means of fair and open competition in accordance with the Civil Service Commission's Recruitment Principles. Non-executive appointments to the Board and Audit Committee are also made through open competition. We bring in secondees for limited periods to supplement inspection capacity and temporary agency staff to cover vacant posts or to undertake work where the expertise is not available in Estyn. However, all secondees or temporary agency staff who wish to work for Estyn permanently have to go through an open recruitment competition before they can be appointed on a permanent basis.

9 During 2010-2011, 13 people were seconded to Estyn. The secondments were used to fill a particular skills/expertise gap and increase our inspection capacity.

10 Under the Recruitment Principles there is a maximum limit of two years to secondments, unless otherwise approved by the Civil Service Commission. No secondments exceeded this limit in 2010-2011.

Permanent employees in post

11 During 2010-2011, Estyn employed a total of 104 permanent employees (including eight who left during the year).

Ethnicity

12 As a result of our ongoing efforts to encourage employees to make returns, the response rate to our employee ethnic monitoring survey has risen steadily over the last nine years, from 71 per cent in 2002-2003 to 98 percent between 2008 and 2011.

13 During 2010-2011, the proportion of permanent employees from minority ethnic backgrounds was less than 5 per cent; therefore we are unable to publish specific data in relation to this protected characteristic. We are able to use the data to monitor our employment policies and practices and the proportion of staff from minority ethnic backgrounds has remained constant over the last three years, and compares positively with 2.1 per cent of general population of Wales in 2001[1] and 2.4 per cent of the Civil Service in Wales in 2010[2].

Gender

14 Our overall workforce gender profile during 2010-2011 shows a strong representation of female employees at 61.5 per cent. This compares with the proportion of women working in the Civil Service in Wales in 2010 at 58.2 per cent[3], and the proportion of females working in the public sector in Wales in 2010 at 64.2 per cent[4].

15 Over the course of the last year there has been a 0.8 percentage point increase in the ratio of female to male employees (see Table 2 below) as a result of joiners and leavers.

Table 2: Gender of employees since April 2008 in percentages

Gender	2008-2009	2009-2010	2010-2011
Female	61.5%	60.7%	61.5%
Male	38.5%	39.3%	38.5%

Source: Equality monitoring returns from Estyn employees

Disability

16 During 2010-2011, 5.5 per cent of the total workforce declared themselves to be disabled, representing no change from 2009-2010.

[1] 2001 Census April (Office for National Statistics)
[2] 2010 Annual Civil Service Employment Survey (Office for National Statistics) as at 31 March 2010
[3] 2010 Annual Civil Service Employment Survey (Office for National Statistics) as at 31 March 2010
[4] 2010 Annual Local Labour Force Survey/Annual Population Survey (Office for National Statistics)

17 The proportion of employees choosing to comment on their disability status has increased from 56 per cent in 2007-2008 to 87.5 per cent in 2010-2011.

18 The information collected about disability during the 2001 Census related to people who were living with long-term illnesses and disabilities which differs from the definition used to collect information about our employees. In order for an effective comparison to be made, the percentage of our permanent employees who considered themselves to have a disability is compared against the percentage of Civil Service employees in Wales in Table 3 below.

Table 3: Declared disability of employees since April 2007 in percentages compared to Civil Service employees in Wales

	Estyn			Wales
Disability	**2008-2009**	**2009-2010**	**2010-2011**	**2010**
Declared DDA disability[5]	5.8%	5.5%	5.5%	**8.4%**

Sources:
'Estyn' figures are from returns from Estyn employees
' Wales' figure is from 2010 Annual Civil Service Employment Survey (Office for National Statistics) as at 31 March 2010

[5] DDA disabled includes those persons whose health problem is covered under the Disability Discrimination Act 1995 and 2005 and the Equality Act 2010

Leavers

19 There were eight leavers from 1 April 2010 to 31 March 2011 inclusive.

20 Of those who declared their ethnicity, all of the employees who left were White or White British.

21 Of the employees who left, 12.5 per cent were male and 87.5 per cent were female. Despite a greater proportion of female staff leaving Estyn, the percentage of female employees has increased in 2010-2011.

22 Of the employees who left, less than five people had declared a disability, therefore we are unable to publish data in relation to this protected characteristic. All leavers declared whether or not they have a disability, therefore we are able to use the data to monitor our employment policies and practices.

Recruitment

23 We have recruitment guidelines and standardised systems in place to ensure that recruitment in Estyn is carried out on the basis of merit, in accordance with the Civil Service Recruitment Principles. For example, our recruitment boards are usually of mixed gender, generally including at least one person from outside of Estyn to safeguard objectivity and ensure non-bias. These recruitment systems are subject to internal check and recruitment is reviewed as part of our programmed internal audit reviews and annually by the Civil Service Commission in line with their recruitment compliance methodology.

24 The recruitment statistics that follow relate to all recruitment activity undertaken by Estyn and completed during 2010-2011. The information includes internal employees who applied for other permanent posts in Estyn by means of open competition, secondees or temporary agency staff who applied for permanent posts, and recruitment undertaken for Non-Executive Directors of Estyn's Board and Audit Committee.

25 We have signed up to the Department for Work and Pensions' Two Ticks symbol 'positive about disabled people' which demonstrates to disabled job seekers and disabled employees that we are committed to the fair recruitment, employment, retention and career development of disabled people. We operate a guaranteed interview scheme for applicants living with a disability who meet the minimum criteria for the post.

26 It should be noted that due to the size of our organisation, we do not undertake large scale recruitment. The applicant sample on which these statistics are based is therefore relatively small and the monitoring data should be viewed in the context that small numbers of people can significantly influence the monitoring results.

27 There was limited recruitment activity in 2010-11 due to the general recruitment freeze within the Civil Service and Estyn's efficiency programme.

Recruitment activity

28 The numbers of applicants at each stage of the recruitment process are detailed in Table 4 below.

Table 4: Number of posts advertised and applicants at each stage of the recruitment process

Posts advertised	Applications received	Candidates short-listed	Successful candidates[6]	Appointed candidates
5	29	8	5	15[7]

Sources: Estyn Human Resources Team recruitment data, Returns from applicants.

[6] Successful candidates are those that reached the required standard during the recruitment exercises following interview. Those applicants who reached the expected standard but were not appointed will have been put on reserve lists for future vacancies.

[7] Figure includes 11 successful candidates from recruitment exercises undertaken in 2009-2010 with the appointee commencing employment with Estyn during the 2010-11 reporting period.

29 These figures identify that over 27 per cent of all applicants who applied to work for Estyn received an interview.

30 Details of employees appointed by grade between 1 April 2010 and 31 March 2011 are provided in Table 5 below.

Table 5: Number of employees appointed by grade in 2010-2011

Grade	Number of permanent appointments[8]
Senior Civil Service	None
Grade 6	8
Grade 7	None
Senior Executive Officer	None
Higher Executive Officer	None
Executive Officer	7
Administrative Officer	None

31 Applications received in 2010-2011 are analysed by ethnicity, gender and declared disability at various stages in the recruitment process as shown in Table 6 on page 11.

32 All applicants returned completed equality monitoring forms in 2010-2011.

[8] These figures do not include Non-Executive Director appointments. Non-Executive Directors are not permanently employed by Estyn.

Table 6: Recruitment activity since April 2008 in percentages by ethnicity, gender and declared disability

		Applications received as a percentage of all applications received			Short-listed candidates as a percentage of all short-listed candidates			Successful applicants as a percentage of all successful applicants			Candidates appointed as a percentage of all candidates appointed		
		2008 - 2009	2009-2010	2010-2011	2008 - 2009	2009-2010	2010-2011	2008 - 2009	2009-2010	2010-2011	2008 - 2009	2009-2010	2010-2011
Ethnicity	White or White British	91.3%	95.2%	100%	91.9%	91.7%	100%	92%	92.9%	100%	100%	92%	100%
	Minority Ethnic	3.8%	1.8%		2.7%	4.2%							
	Did not declare	4.9%	3.1%		5.4%	4.2%		8%	7.1%			8%	
Gender	Male	44.8%	51.5%	69%	24.3%	37.5%	50%	25%	46.4%	40%	10%	36%	25%
	Female	55.2%	48.5%	31%	75.7%	62.5%	50%	75%	53.6%	60%	90%	64%	75%
Disability	Declared a disability	2.2%	1.3%	6.9%	2.7%	2.1%			3.6%			4%	
	Declared no disability	90.7%	95.6%	93.1%	94.6%	91.7%	100%	100%	92.9%	100%	100%	92%	100%
	Did not declare	7.1%	3.1%		2.7%	6.3%			3.6%			4%	

Source: Returns from applicants.
Where a cell is blank, there is a nil return.

Training

33 In respect of its permanent employees, Estyn recorded 346 training occurrences in 2010-2011.

34 The following figures are based on training requests received from our permanent employees between 1 April 2010 and 31 March 2011. This includes training requested by individuals and where Estyn provided training for employees, but excludes corporate training activities. All training requests in 2010-2011 were approved.

35 The proportion of training requests between April 2008 and March 2011 are analysed by ethnicity, gender and declared disability in Table 7 below.

36 As the proportion of permanent employees from minority ethnic backgrounds and staff who declared a disability was less than 5 percent we are unable to publish specific data.

Table 7: Annual training requests from April 2008 in percentages by ethnicity, gender and declared disability

		Number of requests for training as a percentage of all requests received			Employee demographic as a proportion of all employees
		2008-2009	2009-2010	2010-2011	2010-2011
Ethnicity	White or White British	95.7%	96.2%	93.1%	95.2%
	Minority Ethnic	--%	--%	--%	--%
	Ethnicity not known	--%	--%	--%	--%
Gender	Male	35.2%	38.2%	34.7%	38.5%
	Female	64.8%	61.8%	65.3%	61.5%
Disability	Declared a Disability	5.3%	--%	6.6%	--%
	Declared No Disability	61.2%	85.3%	81.2%	82.7%
	Did not declare	33.0%	11.6%	12.1%	12.5%

Sources: Returns from Estyn's employees, Human Resources training records
Notes: Percentages of less than 5 per cent are denoted by "--"