

Annex 1 Workforce Equality Score Card

Further to the 2014-15 Monitor 2 report presented to Corporate and Scrutiny Management Committee on 12th January 2015, this annex provides a further update on the workforce equality scorecard up until December 2014.

Number of Staff who have completed their Performance Development Review (PDR) as at 7th January 2015

Directorate	Complete			In progress			Not started			Total PDR's		
	Oct 14	8 th Dec 2014	7 th Jan 2015	Oct 14	8 th Dec 2014	7 th Jan 2015	Oct 14	8 th Dec 2014	7 th Jan 2015	Oct 14	8 th Dec 2014	7 th Jan 2015
Children's Services Education & Skills	222	251	265	85	86	74	167	140	136	474	477	475
City & Environmental Services	155	220	229	54	47	42	133	61	54	342	328	325
Communities & Neighbourhoods	152	306	322	136	121	112	406	262	261	694	689	695
Customer & Business Support Services	350	418	415	95	65	66	106	46	44	551	529	525
Health and Wellbeing	239	383	385	22	27	23	338	178	178	599	588	586
Office of the Chief Executive	24	36	37	13	15	14	5	7	6	42	58	57
Total	1142	1614	1653	405	361	331	1155	694	679	2702	2669	2663
% of PDR's complete	42.3%	60.5%	62.1%	15%	13.5%	12.4%	42.7%	26%	25.5%			

N.B. Figures are based on the total workforce population eligible for PDRs, including those without access to the iTrent self-service HR system. Colleagues based in schools, new starters, employees on long-term absence and those whose contracts are on an ad hoc or limited basis are not included in the overall figures. The general downward trend displayed within the total numbers per Directorate reflects the contracting workforce of CYC as a whole.

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Percentage of staff who have not declared their personal sensitive information

Characteristic	Gap as of January 2014	July 2014	September 2014*	December 2014	March 2015
Disability	20%	14.5%	17.8%	15.6%	
Ethnicity	21%	17.2%	20%	17.7%	
Religion and Belief	67%	64.08	67%	64.1%	
Sexual Orientation	57%	52.9%	57.9%	53.2%	
Marital Status and civil partnerships	17.4%	6.4%	8.6%	7.6%	

Overall, the number of staff not disclosing sensitive information has decreased between January 2014 and December 2014 across all the strands listed above. It is unclear why the percentages of staff not disclosing dropped in July 2014 and then rose again in September, but this is likely to be as a result of fluctuations in staffing over this period. A number of campaigns continue to run throughout the year, encouraging staff to disclose their sensitive data which include: articles in Buzz and on the intranet, messaging on payslips and poster campaigns. The development and launch of the recruitment module on iTrent will enable the sensitive data captured at the recruitment stage to be transferred into the HR database which should lead to a greater disclosure rate. The project completion date for the recruitment module on iTrent is the end of April 2015.

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Workforce Statistics (Please note that the council's workforce data is influenced by completion of sensitive information and starters and leavers to the organisation).

Indicator	January 2013	January 2014	September 2014	December 2014	March 2015	Trend
People in post: City of York Council	6,968	6,587	6,200	6,160		Decreasing
% of full time CYC employees	46.9%	44.6%	44.9%	44.5%		Decreasing
% of part time CYC employees	53.1%	55.4%	55.2%	55.5%		Fluctuating
Indicator	January 2013	2013/14	September 2014	December 2014	March 2015	Trend
% of York's Female population of working age		71.7% (Mar-2014)	71.7% (Mar-2014)			
% of females employed with CYC	72.7%	72.6% (Jan 14)	73.2%	73.3%		Increasing
% of York's Male population of working age		75.6% (Mar-2014)	75.6% (Mar-2014)			
% of Males employed with CYC	27.3%	27.4% (Jan 14)	26.9%	26.7%		Decreasing
Indicator	January 2013	January 2014	September 2014	December 2014	March 2015	Trend
% of York's population with long term health problem or disability - Economically Active		6.4% (Census 2011)	6.4% (Census 2011)	6.4% (Census 2011)	6.4% (Census 2011)	
% of CYC staff disabled	2.3%	2.7%	2.3%	2.3%		Fluctuating

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Indicator	January 2013	January 2014	September 2014	December 2014	March 2015	Trend
% of York's BaME population Economically active		9.0% (Census 2011)	(Census 2011)	(Census 2011)	(Census 2011)	
% Of BaME CYC employees	3.5%	3.8%	3.7%*	3.7%*		Fluctuating
Indicator	January 2013	January 2014	September 2014	December 2014	March 2015	Trend
% of York's LGBT population of working age	Not Known	Not Known	Not Known	Not Known		
% of CYC staff LGBT	1.50%	1.7%	1.7%*	1.9%*		Increasing
Young People						
% of 16-24 York's Population Economically Active		15.50% (Census 2011)	15.50% (Census 2011)	15.50% (Census 2011)	15.50% (Census 2011)	
Indicator	January 2013	January 2014	September 2014	December 2014	March 2015	Trend
% CYC 16-24 employed	4.5%	4.3%	4.9%	4.9%		Increasing

*percentage of where this is known

Further detailed analysis is available in the annual workforce monitoring report.

http://www.york.gov.uk/downloads/200484/equality_and_diversity

Flexible working

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The authority doesn't capture data on flexible working requests as these are managed locally. However the authority provides a number of opportunities for employees to work more flexibly, subject to the needs of the service. Employees can request to self roster or request to work compressed hours, flexi time, job share, part time, and or term time.

The number of part time staff currently employed within City of York Council is 55.5%

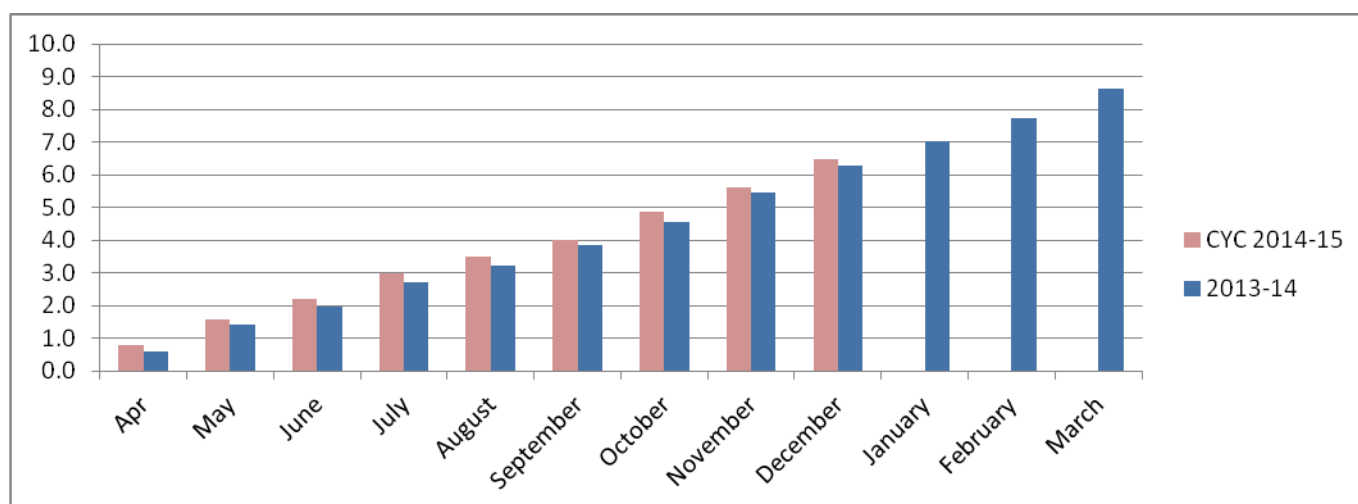
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SICKNESS ABSENCE TREND INFORMATION

The table below give the cumulative sickness figures for City of York Council employees for Quarter 1 to Quarter 3 (2013/14) as average days lost per Full Time Equivalent (FTE).

	April 2014	May 2014	June 2014	July 2014	Aug 2014	Sept 2014	Oct 2014	Nov 2014	Dec 2014
City of York Council	0.8	1.6	2.2	3	3.5	4	4.9	5.6	6.5

The chart below indicates that 2014/15 shows an increase each month in the number of average days lost per FTE when compared to 2013/14.



The table below gives the monthly sickness figures for CYC for quarters 1, 2 and 3 as average days lost per FTE.

	Quarter 1 Average	Quarter 2 Average	October 2014	November 2014	December 2014	Q3 Average
CYC	0.77	0.6	0.75	0.74	0.76	0.75

Top Five Reasons for Absence within City of York Council:

Quarter 3 Absence Reasons	%
Stress Depression Mental Health & Fatigue syndromes	23.43%
Muscular-skeletal problems	15.18%
Infections	11.27%
Stomach, Liver, Kidney & Digestion	10.51%
Chest & Respiratory	7.72%