



Department for
Communities and
Local Government

Public Sector Equality Duty

DCLG report 2014 to 2015



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Background

As a public body, the Department for Communities and Local Government is subject to a General Equality Duty set out in section 149 of the Equality Act 2010. Public Bodies are also under specific duties to demonstrate their compliance with the General Equality Duty.

Equality Act 2010 – Public Sector Specific Equality Duty

The specific duties are found in the Equality Act 2010 (Specific Duties) Regulations 2011 and place an obligation on the Department to be transparent in its response to the Equality Duty, requiring the Department to publish:

- Information to demonstrate compliance with the General Equality Duty annually, including information relating to its employees, and other persons affected by policies and practices; and
- Equality objectives at least every four years

This report deals with the first of these duties. Detailed information on the specific and general duties can be found at <http://www.homeoffice.gov.uk/publications/equalities/equality-act-publications/equality-act-guidance/equality-duty?view=Binary>

Work going forward

A number of initiatives are now in place to meet the equality objectives of the Department including the People Plan – which will make diversity and inclusion a business focus and ensure that this is a commitment which will run through everything in the Department. The Department has also undertaken a programme of unconscious bias training which has been rolled out and is mandatory for all line managers.

Workforce Profile

Key findings

This report provides a workforce diversity profile of DCLG (Core Department and its Executive Agencies) staff for the period 2014 to 2015. Information on the Executive Agencies is reported separately as annexes at the end of the report.

Please note that in cases where totals reported are less than 5 overall the figures have been hidden to protect the identities of those concerned¹. Similarly, some surrounding totals have been hidden in cases where their inclusion could allow the reader to work out the actual number of those less than five.

Totals for Ethnicity, Disability and Sexual Orientation may vary from others as this information is disclosed by employees on a voluntary basis. The percentage population for these groups is calculated as 'staff in protected group' over 'total staff declared.'

DCLG Workforce data:

Grade	Total	%
AA / AO	94	6%
EO	241	15%
HEO	441	27%
SEO	295	18%
G7	391	24%
G6	110	7%
SCS	78	5%
Total	1650	100%

Gender	Total	%
Female	845	51%
Male	805	49%
Total	1650	100%

Ethnicity	Total	%
White	1097	79%
BAME	288	21%
Total	1385	100%

¹ .. Cases less than 5 overall that have been hidden to protect identifies of those concerned.

Disability	Total	%
Disabled	81	6%
Non Disabled	1316	94%
Total	1397	100%
Sexual Orientation	Total	%
Heterosexual	1245	95%
LGBT	66	5%
Total	1311	100%

- Women accounted for 51% of the workforce (51% was also the reported figure in 13/14). In the Senior Civil Service (SCS) the proportion was 45% which is above the level of cross government SCS diversity representation.
- BAME staff accounted for 21% of the workforce declared (85% declared in total), the same as in 2013/14. In the SCS the representation figure was 8% and the Civil Service BAME figure was 7%.
- Disabled staff accounted for 6% of the workforce declared (85% declared in total) which is the same as reported in 2013/14. A representation figure for the SCS cannot be disclosed as there were less than five people in this category, however this figure was below the cross government representation of 5%.
- LGBT staff accounted for 6% of the workforce. This figure was not recorded in the 2013/14 PSED report.
- Analysis of the age profile shows that 65% of staff were aged over 40. In the SCS 80% of staff were aged over 40 and 41% were aged 50 and over.
- Part time workers, both men and women, comprised 12% of the workforce. For women the figure was 21% and for men it was 3%. The highest proportion of part time workers (16%) was at the G7 level.

Grievances and Disciplinary

Five disciplinary cases were recorded centrally in 2014/15 but as the numbers are so small we are unable to provide any further analysis.

Performance Management Review data (appraisal year 1 April 2014 to 31 March 2015)

The following provides a profile of annual Performance Management Review data for DCLG (Core Department) for the period 2014 to 2015.

Grade	Exceptional		Good		Development Needed		Total	
AO	11	14%	59	76%	8	10%	78	100%
EO	23	12%	141	73%	30	15%	194	100%
HEO	64	17%	279	74%	35	9%	378	100%
SEO	43	16%	211	79%	13	5%	267	100%
G7	69	20%	264	75%	17	5%	350	100%
G6	27	31%	55	63%	6	7%	88	100%
Total	237	17%	1009	74%	109	8%	1355	100%

Gender	Exceptional		Good		Development Needed		Total	
Female	131	19%	520	75%	40	6%	691	100%
Male	106	16%	489	74%	69	10%	664	100%
Total	237	17%	1009	74%	109	8%	1355	100%

Ethnicity	Exceptional		Good		Development Needed		Total	
BAME	31	12%	179	72%	40	16%	250	100%
White	170	19%	681	75%	59	6%	910	100%
Total	201	17%	860	74%	99	9%	1160	100%

Sexual Identity	Exceptional		Good		Development Needed		Total	
LGBT	11	20%	39	71%	5	9%	55	100%
Heterosexual	182	18%	765	74%	86	8%	1033	100%
Total	193	18%	804	74%	91	8%	1088	100%

Disability	Exceptional		Good		Development Needed		Total	
Disabled	5	7%	50	75%	12	18%	67	100%
Non Disabled	200	18%	813	74%	86	8%	1099	100%
Total	205	18%	863	74%	98	8%	1166	100%

Female employees accounted for 55% of all exceptional performance marks (131/237), employees from a BAME background accounted for 15% (31/201), and Disabled employees accounted for 2% (5/205).

This information was not released in the 2013/14 PSED report.

Leavers

The following provides a profile of all employees that left the Department permanently following a period of permanent, fixed term or paid loan/secondment employment.

Grade	Total	%
AA / AO	33	17%
EO	19	10%
HEO	63	33%
SEO	10	5%
G7	21	11%
G6	35	18%
SCS	9	5%
Total	190	100%

Gender	Total	%
Female	98	52%
Male	92	48%
Total	190	100%

Ethnicity	Total	%
Asian	13	9%
Black	10	7%
Chinese
Mixed
Other
White	109	78%
Total	140	100%

Disability	Total	%
Disabled	18	12%
Non Disabled	128	88%
Total	146	100%

Sexual Orientation	Total	%
Heterosexual	130	95%
LGBT	7	5%
Total	137	100%

Exceptional Performance Awards

The following information provides a breakdown of employees who were in receipt of an exceptional performance scheme bonus during 2014-15. The aim of the scheme is to reward employees who exceed the normal expectations for their role and grade. The totals in these tables are based on awards paid via the payroll.

Grade	Total	%
AO	20	4%
HEO	131	24%
EO	83	15%
SEO	94	17%
G7	180	33%
G6	45	8%
Total	553	100%

Gender	Total	%
Female	276	50%
Male	277	50%
Total	553	100%

Ethnicity	Total	%
White	374	83%
BAME	79	17%
Total	453	100%

Disability	Total	%
Disabled	24	5%
Non Disabled	436	95%
Total	460	100%

Sexual Orientation	Total	%
Heterosexual	422	95%
LGBT	22	5%
Total	444	100%

People Survey data

The overall employee engagement index score in the 2014 Civil Service People Survey increased to 53% which is an increase of 4% from 2013 - 77% of staff responded to the survey.

Staff were also asked to provide diversity information, but this was not mandatory. Of the 77% who completed the survey in 2014 not everyone supplied their diversity information and from the 1246 returns received, a further diversity breakdown revealed the following:

- 10% of the returns were from part time staff.
- 90% declared their ethnicity
- 10 % of the returns were from disabled staff
- 50% of the returns were completed by female staff.

Annex A: Queen Elizabeth Conference Centre

Workforce Data

Grade	Total	Women	%	BAME	%	Disabled	%	LGBT	%
AA / AO	3	0	0%	0	0%	N/A	N/A
EO	13	N/A	N/A
HEO	18	8	44%	0	0%	N/A	N/A
SEO	3	0	0%	0	0%	0	0%	N/A	N/A
G7	1	0	0%	N/A	N/A
G6	4	0	0%	0	0%	N/A	N/A
SCS	1	0	0%	0	0%	N/A	N/A
TOTAL									

PMR Data

This data is not available

Leavers

Staff Category	Total	Women	%	BAME	%	Disabled	%	LGBT	%
Leavers	7	0	0%	N/A	N/A

Grievances

Information relating to grievances is too small to be disclosed and would risk the potential to identify those concerned.

Annex B: The Planning Inspectorate

Workforce Data

Grade	Total	Women	%	BAME	%	Disabled	%	LGBT	%
AA / AO	216	130	60%	13	7%	26	19%	5	6%
EO	120	58	48%
HEO	75	38	51%
SEO	33	12	36%	0	0%
G7	102	48	47%	7	29%	5	9%
G6	201	61	30%
SCS	6	0	0%	0	0%	0	0%
TOTAL									

Performance Management Review Data

Grade	Exceptional		Good		Development Needed	
		%		%		%
AA / AO	35	19%	135	71%	19	10%
EO	26	22%	87	74%	5	4%
HEO	22	31%	49	68%	..	1%
SEO	12	39%	19	61%		0%
G7	11	13%	64	76%	9	11%
G6	41	24%	129	76%		0%
SCS		0%
Total	148	22%	487	73%	34	5%

Gender	Exceptional		Good		Development Needed	
		%		%		%
Female	66	22%	223	73%	15	5%
Male	82	22%	264	72%	19	5%

Ethnicity	Exceptional		Good		Development Needed	
		%		%		%
BAME	..	5%	18	90%	..	5%
White	136	24%	400	71%	29	5%

Disability	Exceptional		Good		Development Needed	
		%		%		%
Disabled	6	16%	25	68%	6	16%
Non Disabled	97	27%	246	69%	14	4%

Sexual Identity	Exceptional		Good		Development Needed	
LGBT	..	21%	13	68%	..	11%
Heterosexual	51	22%	171	74%	8	3%

Leavers

Staff Category	Total	Women	%	BAME	%	Disabled	%	LGBT	%
Leavers	92	29	32%	0	0%

Grievances

Staff Category	Total	Women	%	BAME	%	Disabled	%	LGBT	%
Grievances	5