



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 2009-10



Information sheet

Information box

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Date of publication: July 2010

Version control

| Document version | Author | Date of issue | Comments |
|------------------|--------------|---------------|----------|
| 1.0 | Jenny Powell | 21 July 2010 | Original |

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

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Introduction

- 1 This report presents information for the period 1 April 2009 – 31 March 2010 about the outcomes of the equality monitoring we have undertaken in respect of employees who, during 2009-10:
 - worked for us on a permanent basis;
 - left Estyn;
 - joined Estyn; and
 - training activity during the year.

About Estyn

- 2 Estyn is the Education and Training Inspectorate for Wales, providing an independent, high-quality inspection and advice service to the Welsh Assembly Government and the citizens of Wales. We are funded by the Welsh Assembly Government (section 104 of the Government of Wales Act 1998), and our main office is in Cardiff where approximately 90 per cent of our employees are based, with another office in Mold. Further details about our responsibilities and functions can be found on our website: www.estyn.gov.uk.
- 3 Estyn employed 98 people in total on a permanent basis as at 31 March 2010, of which:
 - 3% of employees are from minority ethnic backgrounds;
 - 60.7% are women; and
 - 5.5% of the total workforce identify 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 applying and being appointed through open recruitment campaigns; and
 - training requests received, approved and declined.
- 5 The Disability Discrimination Act 2005 (DDA) also requires us to monitor employees who leave Estyn.
- 6 We have been publishing our ethnic monitoring data for a number of years in order to meet our responsibilities under the Race Relations (Amendment) Act 2000. In line with our responsibilities under the Disability Discrimination Act 2005 and the Equalities Act 2006, we began publishing monitoring data for gender and disability in 2008.

Commitment to equality

- 7 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

- 8 Permanent recruitment in Estyn is regulated by the Civil Service Commissioners.
- 9 Estyn undertakes all its permanent recruitment activity by means of fair and open competition in accordance with the Civil Service Commissioners 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 as employees.
- 10 During 2009/10, 19 people were seconded to Estyn. The secondments were used to fill a particular skills/expertise gap and increase our inspection capacity.
- 11 Under the Civil Service Principles there is a maximum limit of two years to secondments, unless otherwise approved by the Civil Service Commissioners. No secondments exceeded this limit in 2009/10.

Ethnicity reporting

- 12 Changes were made to the reporting of ethnicity in 2009 in order to minimise the effect that reporting may have on the identification of individuals.
- 13 Prior to 2008/09 we reported on the percentage of people falling into each minority ethnic categorisation. Although the percentage of people falling into these categories is generally too small to disclose, the disclosure of any reference to a particular minority ethnic group can result in the identification of individuals because of the small number of people involved. Therefore, the numbers for each minority ethnic group are combined for each section of this report to provide a combined percentage for all minority ethnic groups.
- 14 We continue to monitor the breakdown across all minority ethnic groups to ensure we give full consideration to any trends and identify any emerging patterns within the data.

Permanent employees in post

- 15 During 2009/10, Estyn employed a total of 107 permanent employees (including nine who left during the year).

Ethnicity

- 16 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 8 years, from 71 per cent in 2002/03 to 98 per cent in 2008/09 and 2009/10.
- 17 During 2009/10, the proportion of permanent employees from minority ethnic backgrounds was 3 per cent (see Table 1 below). This compares with 2.1 per cent of general population of Wales in 2001¹ and 2.4 per cent of the Civil Service in Wales in 2009².

Table 1: Declared ethnic category of employees since April 2007 in percentages

| Ethnic Categories | 2007/08 | 2008/09 | 2009/10 |
|------------------------|---------|---------|---------|
| White or White British | 97% | 97% | 97% |
| Minority Ethnic | 3% | 3% | 3% |

Source: Returns from Estyn employees

Gender

- 18 Our overall workforce gender profile during 2009/10 shows a strong representation of female employees at 60.7 per cent. This compares with the proportion of women working in the Civil Service in Wales in 2009 at 57.6 per cent³, and the proportion of females working in the public sector in Wales at 68.4 per cent⁴.
- 19 Over the course of the last year there has been a 0.8 percentage point change in the ratio of male to female employment (see Table 2 below).

Table 2: Gender of employees since April 2007 in percentages

| Gender | 2007/08 | 2008/09 | 2009/10 |
|--------|---------|---------|---------|
| Female | 61.8% | 61.5% | 60.7% |
| Male | 38.2% | 38.5% | 39.3% |

Source: Returns from Estyn employees

¹ 2001 Census (Office for National Statistics)

² 2009 Annual Civil Service Employment Survey (Office for National Statistics)

³ 2009 Annual Civil Service Employment Survey (Office for National Statistics)

⁴ 2008 Local Labour Force Survey/Annual Population Survey (Office for National Statistics)

- 20 A large proportion of Estyn employees come from an educational background where there is high proportion of female staff. This is a significant factor in determining our gender profile and helps to explain the difference when compared with the wider Civil Service in Wales.

| |
|-------------------|
| Disability |
|-------------------|

- 21 During 2009/10, 5.5 per cent of the total workforce declared themselves to be disabled, a 0.3 percentage point decrease from 2008/09. The decrease can be attributed to an increase of 18.7 percentage points in the number of employees who declared whether they had a disability or not in 2009/10.
- 22 Since April 2007 Estyn has seen an increase of 0.7 percentage points in the total workforce that consider themselves to be disabled.
- 23 The proportion of employees choosing to comment on their disability status has increased from 56 per cent in 2007/08 and 66.3 per cent in 2008/09 to 85 per cent in 2009/10.
- 24 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

| Disability | Estyn | | | Wales |
|--------------------------------------|---------|---------|---------|-------------|
| | 2007/08 | 2008/09 | 2009/10 | 2009 |
| Declared DDA disability ⁵ | 4.8% | 5.8% | 5.5% | 7.9% |

Sources: Returns from Estyn employees, 2009 Annual Civil Service Employment Survey (Office for National Statistics)

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

Leavers

- 25 There were nine leavers from 1 April 2009 to 31 March 2010 inclusive.
- 26 Of those who declared their ethnicity, all of the employees who left were White or White British.
- 27 Of the employees who left, 55.6 per cent were male and 44.4 per cent were female.
- 28 None of the leavers had declared a disability. Of those employees who responded to the disability monitoring survey, 55.6 per cent of leavers declared that they did not have a disability while the remaining 44.4 per cent did not declare whether or not they have a disability.

Recruitment

- 29 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 Commissioners' in line with their recruitment compliance methodology.
- 30 The recruitment statistics that follow relate to all recruitment activity undertaken by Estyn and completed during 2009/10. 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.
- 31 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.
- 32 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.

Recruitment activity

- 33 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 |
|------------------|-----------------------|-------------------------|------------------------------------|----------------------|
| 24 | 227 | 48 | 28 | 16 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 a successful candidate from a recruitment exercise undertaken in 2008/09 who did not commence their appointment during the 2008/09 reporting period. Ten of the successful candidates in 2009/10 did not commence their employment during the 2009/10 reporting period. These applicants will be included in the 2010/11 Equality Monitoring Report as appointed candidates.

- 34 These figures identify that over 21% of all applicants who applied to work for Estyn received an interview.
- 35 Details of employees appointed by grade between 1 April 2009 and 31 March 2010 are detailed in Table 5 below.

Table 5: Number of employees appointed by grade in 2009/10

| Grade | Number of permanent appointments⁸ |
|--------------------------|---|
| Senior Civil Service | 2 |
| Grade 6 | 12 |
| Grade 7 | None |
| Senior Executive Officer | 1 |
| Higher Executive Officer | None |
| Executive Officer | None |
| Administrative Officer | None |

- 36 Applications received are analysed by ethnicity, gender and declared disability at various stages in the recruitment process as shown in Table 6 on page 11.
- 37 The response rates from applicants completing the monitoring forms in 2009/10 were 96.9 per cent in respect of both ethnicity and disability, and 100 per cent for gender.
- 38 Given the small numbers involved in our recruitment activity, we give due consideration to looking at trends across years in order to identify any emerging patterns.
- 39 In 2009/10 we reviewed our recruitment processes and our equality monitoring data formed part of the evidence base for the review.

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 2007 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 | | |
|-------------------|------------------------|--|---------|---------|--|---------|---------|--|---------|---------|--|---------|---------|
| | | 2007/08 | 2008/09 | 2009/10 | 2007/08 | 2008/09 | 2009/10 | 2007/08 | 2008/09 | 2009/10 | 2007/08 | 2008/09 | 2009/10 |
| Ethnicity | White or White British | 95.5% | 91.3% | 95.2% | 93.4% | 91.9% | 91.7% | 100% | 92% | 92.9% | 100% | 100% | 92% |
| | Minority Ethnic | 2.7% | 3.8% | 1.8% | 4.9% | 2.7% | 4.2% | | | | | | |
| | Did not declare | 1.8% | 4.9% | 3.1% | 1.6% | 5.4% | 4.2% | | 8% | 7.1% | | | 8% |
| Gender | Male | 46.4% | 44.8% | 51.5% | 42.6% | 24.3% | 37.5% | 37.5% | 25% | 46.4% | 33.3% | 10% | 36% |
| | Female | 53.6% | 55.2% | 48.5% | 57.4% | 75.7% | 62.5% | 62.5% | 75% | 53.6% | 66.7% | 90% | 64% |
| Disability | Declared a disability | 3.1% | 2.2% | 1.3% | 1.6% | 2.7% | 2.1% | | | 3.6% | | | 4% |
| | Declared no disability | 90.2% | 90.7% | 95.6% | 95.1% | 94.6% | 91.7% | 100% | 100% | 92.9% | 100% | 100% | 92% |
| | Did not declare | 6.7% | 7.1% | 3.1% | 3.3% | 2.7% | 6.3% | | | 3.6% | | | 4% |

Source: Returns from applicants.

Where a cell is blank, there is a nil return.

Training

- 40 In respect of its permanent employees, Estyn recorded 293 training occurrences in 2009/10.
- 41 The following figures are based on all training requests by our permanent employees between 1 April 2009 and 31 March 2010. This includes training requested by individuals and where Estyn provided training for employees. All requests for training from employees were approved.
- 42 The proportion of training requests between April 2007 and March 2010 are analysed by ethnicity, gender and declared disability in Table 7 below.

Table 7: Training requests from April 2007 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 |
|-------------------|------------------------|--|---------|---------|---|
| | | 2007/08 | 2008/09 | 2009/10 | 2009-10 |
| Ethnicity | White or White British | 94.7% | 95.7% | 96.2% | 95.3% |
| | Minority Ethnic | 2.4% | 1.8% | 2.0% | 2.8% |
| | Ethnicity not known | 2.9% | 2.5% | 1.7% | 1.9% |
| Gender | Male | 39.4% | 35.2% | 38.2% | 39.3% |
| | Female | 60.6% | 64.8% | 61.8% | 60.7% |
| Disability | Declared a Disability | 2.4% | 5.3% | 3.1% | 4.7% |
| | Declared No Disability | 65.2% | 61.2% | 85.3% | 80.4% |
| | Did not declare | 32.5% | 33.0% | 11.6% | 15.0% |

Sources: Returns from Estyn's employees, Human Resources training records