
Devon and Cornwall Police Authority Human Resources Committee
21 November 2007

Open for the purposes of FOI
Report of Chris Haselden, Director of Human Resources

Diversity Monitoring in the Workplace

Recommendation(s):

- (i) **The Committee to receive the report and consider whether any additional diversity monitoring is required.**

Introduction / Summary

1. Diversity information is becoming increasingly more sought after within the Force in order to demonstrate and ensure fairness and equality in the various aspects of how it operates. This report sets out current monitoring undertaken for Human Resources management activities.
 - There is a legal requirement for the Force to undertake and publish monitoring data for gender, ethnicity and disability. There is a growing expectation and good practice within the police service to equally cover the remaining three diversity categories, namely age, religion and sexual orientation. Not all areas are currently covered and plans are being made to expand monitoring data beyond the statutory requirements, that are fully covered.

Background Information

2. Work currently undertaken by Human Resources to monitor key diversity issues concentrates on the following: -
 - **Force Strength** which is published monthly on the Force's Intranet and includes gender and ethnicity of officers, staff and the Special Constabulary together with those recruited during the current financial year. For police officers, there is also a gender profile for the ranks of Constable and Sergeant with the minority ethnic representation easily identifiable from the information collected
 - **Employment Duty Data** which is published on the Force's website annually. This document reports on the diversity profile of the organisation, as at the financial year end, in terms of Strength (by gender, ethnicity, disability and age), Recruitment, Promotions, Training, Grievances/Disciplines, Leavers and Reward Schemes (Bonus Payments, Special Priority Payments and Competence Related Threshold Payments).
 - **Force Equality & Diversity Group** now receives a performance information pack which updates the Group on diversity issues affecting the Force. The Human Resources element of the pack, which is supplied every six months, concentrates on six main topics similar to those contained within the Employment Duty Data (Staff Profile, Recruitment processes, Promotion Boards, Grievances, Resignations and Bonus Payments).
3. Other subject matter that is monitored from a diversity perspective and provided to Force strategic groups when requested, such as the Chief Officers' Group and the HR Strategic Group, is: -
 - **Exit from Employment Questionnaires** compiled every 6 months and includes gender, ethnicity, age, disability, religion and sexual orientation. The last 2 diversity strands are requested within the forms. The information provides a profile of those who have left the

organisation and those who have completed a questionnaire. The responses contained within the questionnaires help to identify good/bad practices within the organisation which can then be fed into policies and procedures. It can also assist in identifying any discriminatory practices that are prevalent.

- **Fairness at Work/Disciplinaries/Employment Tribunals** data is collated every 6 months and includes Gender, Ethnicity, Age and Disability. As with the Exit from Employment data, the information compiled in this section looks at any discriminatory trends within the complaints that are being made. Where any underlying trends are identified these are used to inform policy review and Force Learning.
 - **Flexible Working Applications** data is collated on a 6 monthly basis from the HR Units. The information includes Gender, Ethnicity, Age and Disability with the remaining 2 strands, Religion and Sexual Orientation added to the databases to assist in the collation but as yet not populated. The applications are monitored for fairness in the decision making process as the Force has a duty to accommodate requests wherever it is operationally possible. The information could identify any discriminatory trends although due to the relatively small numbers it is not always possible to draw meaningful conclusions.
 - **30+ Scheme (Police Officers only)** data is again collated every 6 months from the HR Units. From the beginning of October 2007, HR has added an additional Equal Opportunities form for applicants to complete which captures the 6 strands of diversity. Information prior to this date includes Gender, Ethnicity, Age and Disability. The information collected details all applications, whether successful/unsuccessful, and from this it is possible to monitor for any discriminatory practices. Again, as the overall numbers are negligible at this stage, it is difficult to extract any meaningful trends.
 - **Bonus Payments** data is downloaded from FIMS on a quarterly basis and is now in the process of being cascaded to the BCU Commanders and Departmental Heads, as requested by the Chief Officers Group. From a diversity perspective, payments are currently monitored on Gender, Ethnicity, Age and Disability. It is also split between officers and staff and within the officers' profile, it is categorised by rank. This information is supplied to the Chief Officers Group every 6 months for information purposes.
4. Aside from the above, Human Resources receive requests, from both internal and external sources, for diversity related data e.g. female representation in specialist roles, the age profile for the Force, gender and ethnicity within PCSOs.
 5. The FIMS system currently retains data on gender, ethnicity, age and disability. Sexual orientation and religion are not currently recorded within the system but this was identified as a developmental requirement and as a result fields are now available to be populated. In order to capture this information, it was the intention of the FIMS Support Team to undertake a review of personal data by issuing a short questionnaire to all officers and staff, together with a print out of their current personal information held. This review was to be rolled out across the Force once the results of the Police Authority survey had been published, given that diversity issues were also covered in this process. The delay in publishing the results of the staff survey has impacted on the HR data capture exercise.
 6. It should be noted that, in issuing the questionnaire, the Force is, however, still reliant on individuals voluntarily disclosing their personal details. There are currently significant numbers of officers and staff who have not confirmed their ethnicity and the number of employees who have disclosed a disability is very small. It is anticipated that until officers and staff feel comfortable in disclosing their sexual orientation and religion these fields may not become fully completed for a number of years to come. It may require undertaking a data review exercise every year in order to build a level of

trust between the organisation and its employees in demonstrating that this information will only be used discreetly in the monitoring processes. In doing so, the Force will be able to demonstrate that it is doing everything possible to acquire this information and maintain accurate data for monitoring purposes.

7. The collection of sexual orientation and religion information continues to be discussed with representative groups at the Force Equality and Diversity Group where differing views about the appropriateness of monitoring these areas have been given. It will be necessary to resolve these issues before embarking on any process requesting officers and staff to provide such information.

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