

## **EMPLOYMENT MONITORING**

### **INTRODUCTION**

1. As part of the Race Relations (Amendment) Act 2000 all public authorities including police authorities have a specific employment monitoring duty. This report outlines the data requirement facing police authorities and provides an update on recent recruitment exercises including magistrate and independent member appointments.

### **BACKGROUND**

2. The Race Relations (Amendment) Act 2000 places a statutory general duty on police authorities to eliminate unlawful discrimination and promote equality of opportunity. To comply with this general duty, police forces and police authorities have a specific duty to carry out and publish relevant employment monitoring data on an annual basis.
3. This specific duty is to confirm that organisations are aware of any trends and patterns within their employment practices and policies that could indicate adverse impact on certain racial groups. The specific duty should enable police authorities to obtain the information they need to make sure their membership and workforce is representative of the communities they serve. This employment monitoring duty is included within the Humberside Police Authority Race Equality Scheme Action Plan.
4. In addition, with affect from December 2006 police authorities will need to have a Disability Equality Scheme and from April 2007 a Gender Equality Scheme. Both of these schemes will include a requirement regarding the authority's arrangements for gathering information in relation to the recruitment, development and retention of disabled employees and women.

### **DATA REQUIREMENT**

5. All police forces and police authorities must monitor by ethnicity, gender (including transsexual staff), disability, sexual orientation, age and where possible, by religion and belief:
  - Staff in post including rank and grade
  - Applicants for employment
  - Applicants for and access to training
  - Applicants for promotion

In addition to the above, all police forces must monitor by ethnicity, gender, disability, sexual orientation, age, and, where possible by religion and belief:

- PDR assessments
- Grievance and disciplinary procedures

- Sexual and sexist harassment; sexual orientation harassment; and racial harassment
- Those who cease employment with the authority

Police forces and authorities should also monitor

- Employment tribunal cases
- Pay – including special priority payments / bonus payments / competency related threshold payments, and overtime.
- Management of flexible and part time working
- Parental and carers' leave
- Pregnancy and maternity leave

Police forces and authorities must publish employment monitoring data in their annual reports of their Equality Schemes.

6. Inspectorates will be monitoring compliance against this requirement. Specifically HMIC will look for evidence that police forces are meeting their specific duties and have adopted best practice.

### **STAFF IN POST**

7. The Police Authority currently employs 11 full time staff and 2 part time staff. Of these 6 are male and 7 are female. Using the 16+1 ethnic classification system 12 are White British and 1 Asian British (Indian). No staff have a recognised disability under the Disability Discrimination Act. In terms of age, 3 are aged between 25-35, 7 between 36 and 45, 2 between 46 and 55 and one over 56.

### **APPLICANTS FOR EMPLOYMENT**

8. The Police Authority recently recruited an additional Office Support Officer, Carol Forth, who has subsequently left to become a Police Community Support Officer (PCSO). There were 20 applications for this post. The employment monitoring data is shown in the table below (this excludes sexual orientation and religion and belief data which is not currently captured by the police authority).

#### ***Applications received (20)***

<b>Gender</b>		<b>Ethnicity</b>		<b>Disability</b>		<b>Age</b>	
Male	8	White British	16	Yes	1	18-24	8
Female	12	Asian/Asian British	3	No	17	25-35	2
		Other White	1	Unknown	2	36-45	5
						46-55	4
						56+	1

Of the 'Asian or Asian British' 1 was Pakistani, 1 Sri Lankan and 1 Bangladeshi. The 'Other White' was American. From these 20 applicants 5 were shortlisted for interview following a competency based paper sifting exercise. All 5 were 'White British' and Female with an age range between 22 and 55.

### **POLICE AUTHORITY MEMBER RECRUITMENT**

9. Lay Justice Member Recruitment – The Police Authority received 10 applications for the lay justice vacancy. The employment monitoring data is shown in the table

below (excluding sexual orientation and religion and belief data which is not currently captured by the police authority).

**Applications received (10)**

Gender		Ethnicity		Disability		Age	
Male	9	White British	9	Yes	0	18-24	0
Female	1	Asian British (Indian)	1	No	10	25-35	0
						36-45	0
						46-55	0
						56+	10

From the original 10, 4 applicants were selected for interview by the Selection Panel. Of these, 3 were male and 1 female. All interviewees were White British. The successful candidate was a White British male without a disability and aged over 56.

Independent Member Recruitment – The Police Authority received 73 applications for the 3 independent member vacancies. The employment monitoring data is shown in the table below (excluding sexual orientation and religion / belief data which is not currently captured by the police authority).

**Applications received (73)**

Gender		Ethnicity		Disability		Age	
Male	53	White British	62	Yes	10	18-24	1
Female	20	White Irish	2	No	63	25-35	4
		White Other	2			36-45	12
		Black British	1			46-55	15
		Asian / Asian British	5			56+	41
		Chinese	1				

From this it can be seen that 76% of all applicants were male and 56% of all applicants were aged 56 or above. 14% of applicants had a known disability and 12% were from an ethnic group other than 'White British'. Approximately 1.8% of the population of the Humberside Police area are categorised as BME (Black Minority Ethnic).

The Independent Member Selection Panel decided to interview 17 candidates to determine the 12 that should be sent to the Home Office. This again was a competency based selection process that yielded the following results.

**Longlist (17)**

Gender		Ethnicity		Disability		Age	
Male	10	White British	12	Yes	3	18-24	0
Female	7	White Irish	2	No	14	25-35	1
		White Other	1			36-45	2
		Asian / Asian British	2			46-55	5
						56+	9

59% of candidates on the long list were male and 53% aged 56 or above. 18% of long listed candidates had a known disability and almost 30% from an ethnic group other than 'White British'.

From this long list 12 candidates were forwarded to the Home Secretary to halve. The final 6 were interviewed by the Police Authority's Independent Member Appointments Panel.

Of the 12 sent to the Home Office, 8 (67%) were male and 4 female (33%), 2 (17%) had a known disability and 3 (25%) were from an ethnic group other than White British. Following the final interview 3 Independent Members were appointed, 2 female (67%) and 1 male (33%), all are White British and 1 has a known disability.

10. The Police Authority now has a full complement of 17 members. It can be argued however that there is an under representation of female members and younger members. The Police Authority will have four further vacancies with effect from 1 March 2007 (2 magistrate and 2 independent) and every reasonable effort will be made to attract candidates from under represented groups (positive action) although the actual selection process will be competency based and the successful candidate appointed on merit. Within Humberside Police minority ethnic and female officers remain under represented in the ranks above sergeant, although the last two years has seen an upward trend.
11. It is important to monitor each stage of the recruitment process to find out what happens to disabled or gay applicants, for instance, and to ensure that there is no adverse impact at the different stages. It is important for the Police Authority to monitor diversity data from the Force to help identify any barriers at each stage of the recruitment and selection process.
12. The ultimate outcome from monitoring employment data is to improve the success rate from under represented groups to ensure the police service is representative of the communities it serves. We would also want the police service to be seen as a fair employer, thus increasing its potential to attract good recruits from all communities and improving trust, confidence and co-operation from communities.
13. The Police Authority should use both qualitative and quantitative data from other sources to validate the results of monitoring. When the monitoring analyses show significant differences between different groups, the authority should:
  - Look for reasons for the differences and take / request action to remove any barriers or tackle procedural or policy failure.
  - Make sure its policies and procedures are working as they should; that they do not discriminate directly or indirectly against any group; and that they promote equal opportunities for all. The authority should also take positive action to tackle under-representation of some groups in certain areas of work.
  - Set targets and use other performance measures to assess progress.
  - Evaluate progress against targets
  - Regularly review and revise targets in the light of fresh monitoring results.
14. The Police Authority does set targets in relation to certain personnel functions and an outturn report was presented at the last Personnel Committee meeting and the Authority is improving its overall monitoring of diversity and personnel data in accordance with the APA 'People Matters' document.

## **RECOMMENDATIONS**

15. The following recommendations are made for members to advise:
- a) That this report is noted and comments made regarding the current 'representativeness' of the Police Authority and how this might be improved.
  - b) That the Police Authority or Independent Advisory Group receives results of employment monitoring data from the Force and Authority on a six monthly basis.
  - c) That the Police Authority commence collecting data on sexual orientation and religion (the two diversity strands not currently captured) for members and staff whilst safeguarding Data Protection Act restrictions.
  - d) To ensure the community access the results of employment monitoring data this should be publicised on the Authority's website, as a minimum.

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Background Papers: PNDDT Employment Monitoring Duty Guidance