



## Response to Request for Information

Reference      FOI 121420  
Date            5 January 2015

### *HR Survey and Monitoring*

**Request:**

*“Under the Freedom of Information Act I would kindly request that the attached survey be completed and returned to me at your earliest convenience.”*

[Please find attached your completed Survey as requested.](#)

| Q No  | Question   | Answer   |
|---|--|----------|
| 1   | Does this Council have an Equal Opportunity in Employment Policy?                                  | Yes      |
| 1.1   | The date on which the Equal Opportunity in Employment Policy was adopted by the Council?           | Feb 2013 |
| 1.2   | The date on which the Equal Opportunity in Employment Policy will next be reviewed by the Council? | Feb 2015 |
| Please feel free to make any additional comments: |  |          |

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| 2   | Does the Council undertake Equality Impact Assessments routinely in policy development in education | Yes |
| Please feel free to make any additional comments: |   |     |

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| 3  | Does the council monitor all existing staff by                                      |            |
| 3a   | Disability?   | Yes        |
| 3b   | Ethnic group?   | Yes        |
| 3c   | Gender?   | Yes        |
| 3d   | Religion?   | Yes        |
| 3e   | Sexual orientation?   | Yes        |
| 3f   | Other (please specify) Age  | Yes        |
| 3g   | Other (please specify)  | Yes        |
| 3.1  | Are the outcomes from monitoring in 3 above reported to Council annually?           | No         |
| 3.2  | On what date were the outcomes from monitoring in 3 above last reported to Council? | March 2014 |
| <p>Please feel free to make any additional comments:</p> <p>Annual equality monitoring report produced for the whole organisation but excludes schools based employees. Individual schools are responsible for their own monitoring.</p> <p>The Council has now implemented a new HRMI system which enables employees to record sexual orientation and belief.</p> |   |            |

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| 4  | Does the council monitor all job applications by                                    |             |
| 4a   | Disability?   | Yes         |
| 4b   | Ethnic group?   | Yes         |
| 4c   | Gender?   | Yes         |
| 4d   | Religion?   | Yes         |
| 4e   | Sexual orientation?   | Yes         |
| 4f   | Other (please specify) Age  | Yes         |
| 4g   | Other (please specify)  | Yes or No   |
| 4.1  | Are the outcomes from monitoring in 4 above reported to Council annually?           | Yes         |
| 4.2  | On what date were the outcomes from monitoring in 4 above last reported to Council? | March 2014? |
| <p>Please feel free to make any additional comments:</p> <p>Response relates to the whole organisation excluding schools based employees. Individual schools are responsible for their own monitoring.</p> |   |             |

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| 5  | Does the council monitor all promotions by  |            |
| 5a   | Disability?   | Yes        |
| 5b   | Ethnic group?   | Yes        |
| 5c   | Gender?   | Yes        |
| 5d   | Religion?   | No         |
| 5e   | Sexual orientation?   | No         |
| 5f   | Other (please specify) Age  | yes        |
| 5g   | Other (please specify)  | Yes or No  |
| 5.1  | Are the outcomes from monitoring in 5 above reported to Council annually?           | Yes        |
| 5.2  | On what date were the outcomes from monitoring in 5 above last reported to Council? | March 2014 |
| Please feel free to make any additional comments:                                    |   |            |
| See above comment. Sexual orientation and belief data has not been monitored to date |   |            |

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| 6  | Does the council monitor all professional development by                            |            |
| 6a   | Disability?   | Yes        |
| 6b   | Ethnic group?   | Yes        |
| 6c   | Gender?   | Yes        |
| 6d   | Religion?   | No         |
| 6e   | Sexual orientation? Age   | No         |
| 6f   | Other (please specify)  | yes        |
| 6g   | Other (please specify)  | Yes or No  |
| 6.1  | Are the outcomes from monitoring in 6 above reported to Council annually?           | Yes        |
| 6.2  | On what date were the outcomes from monitoring in 6 above last reported to Council? | March 2014 |
| Please feel free to make any additional comments:                                    |   |            |
| See above comment. Sexual orientation and belief data has not been monitored to date |   |            |

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| 7   | Does the council monitor all staff disciplinary proceedings by                      |            |
| 7a  | Disability?   | Yes        |
| 7b  | Ethnic group?   | Yes        |
| 7c  | Gender?   | Yes        |
| 7d  | Religion?   | No         |
| 7e  | Sexual orientation?   | No         |
| 7f  | Other (please specify)  | yes        |
| 7g  | Other (please specify)  | Yes or No  |
| 7.1   | Are the outcomes from monitoring in 7 above reported to Council annually?           | Yes        |
| 7.2   | On what date were the outcomes from monitoring in 7 above last reported to Council? | March 2014 |
| Please feel free to make any additional comments: |   |            |
| See above comments                                |   |            |

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| 8   | Does the council monitor all competency proceedings by                              |            |
| 8a  | Disability?   | Yes        |
| 8b  | Ethnic group?   | Yes        |
| 8c  | Gender?   | Yes        |
| 8d  | Religion?   | No         |
| 8e  | Sexual orientation?   | No         |
| 8f  | Other (please specify)  | yes        |
| 8g  | Other (please specify)  | Yes or No  |
| 8.1   | Are the outcomes from monitoring in 8 above reported to Council annually?           | Yes        |
| 8.2   | On what date were the outcomes from monitoring in 8 above last reported to Council? | March 2014 |
| Please feel free to make any additional comments: |   |            |
| See above comments                                |   |            |



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| 9  | Does the council monitor all Headteacher appointments in maintained schools by      |    |
| 9a   | Disability?   | no |
| 9b   | Ethnic group?   | no |
| 9c   | Gender?   | no |
| 9d   | Religion?   | no |
| 9e   | Sexual orientation?   | no |
| 9f   | Other (please specify)  | no |
| 9g   | Other (please specify)  | no |
| 9.1  | Are the outcomes from monitoring in 9 above reported to Council annually?           | no |
| 9.2  | On what date were the outcomes from monitoring in 9 above last reported to Council? |    |
| <p>Please feel free to make any additional comments:</p> <p>. Individual schools are responsible for their own monitoring.</p> |   |    |

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| 10   | Does the council monitor all applications for Headship appointments in maintained schools by |       |
| 10a  | Disability?  | no    |
| 10b  | Ethnic group?  | no    |
| 10c  | Gender?  | no    |
| 10d  | Religion?  | no    |
| 10e  | Sexual orientation?  | no    |
| 10f  | Other (please specify)   | no    |
| 10g  | Other (please specify)   | no    |
| 10.1   | Are the outcomes from monitoring in 10 above reported to Council annually?                   | no    |
| 10.2   | On what date were the outcomes from monitoring in 10 above last reported to Council?         | Date? |
| <p>Please feel free to make any additional comments:</p> <p>. Individual schools are responsible for their own monitoring.</p> |  |       |