



Derby City Council

**Personnel Committee  
12 April 2018**

# ITEM 5

Report of the Interim Strategic Director of  
Corporate Resources

## **Employment Statistics – Bullying, Racism and Sexual Harassment Cases**

### **SUMMARY**

- 1.1 The Chair of Personnel Committee recently requested information to be brought to the Committee on the reported incidents relating to employees of bullying, racism and also sexual harassment.
- 1.2 The data held in HR indicates that from 1 April 2017 to 31 March 2018, there have been nine reported incidents which have been the subject of the Grievance or Disciplinary process. Appendix 2 provides a summary by directorate and allegation type.
- 1.3 Our Annual Equality Employment Statistics report, required under our Public Sector Equality Duty responsibilities, is currently being compiled and will be presented to Chief Officer Group later this month and then on to Cabinet for information.

### **RECOMMENDATION**

- 2.1 To note the information.
- 2.2 To note that the Council takes seriously any allegations of bullying, racism and sexual harassment, and it requires appropriate action to be taken in line with the relevant Council policies.

### **REASONS FOR RECOMMENDATION**

- 3.2 Personnel Committee is able to consider the information requested by the Chair, and can be assured that the Council has robust policies in place which it uses to respond to allegations raised by employees.

## SUPPORTING INFORMATION

- 4.1 The Council takes seriously all allegations from employees about racism, bullying and harassment of any description. There are a number of policies which employees can use to raise their concerns, such as the Grievance Policy and also the Bullying, Harassment, Victimisation and Discrimination Policy Statement. The accompanying guidance for employees and managers on the Council's intranet site, iDerby, confirms the Council will treat every complaint of harassment seriously and deal with it, including if necessary, taking action under the Disciplinary and Dismissals policy.
- 4.2 The Council's Employee Code of Conduct sets out the standards of behaviour expected by all employees. The Code refers to relationships at work and the Council's obligation to protect employees from harassment, as well as the employees' obligation to show courtesy and respect to fellow employees.
- 4.3 In addition, all employees have to carry out mandatory e-learning to read and accept the Bullying, Harassment, Victimisation and Discrimination Policy Statement and also the Employee Code of Conduct. It is also mandatory for all employees to complete the e-learning Diversity, Equality and Discrimination course.
- 4.4 The Council's Lead on Equality and Diversity is reviewing the current Bullying, Harassment, Victimisation and Discrimination Policy Statement as part of the set of policies belonging to the new Equality, Dignity and Respect Policy. The new Policy is Tackling Bullying, Harassment and Discrimination and will be added shortly.
- 4.5 Both the HR service and also the Lead on Equality and Diversity provide advice and guidance to managers on how to respond to any allegations that have been raised. Employees can also raise any concerns to the Lead on Equality and Diversity or the HR service.

## OTHER OPTIONS CONSIDERED

- 5.1 None.

This report has been approved by the following officers:

<b>Legal officer</b>	Olu Idowu, Head of Legal Services
<b>Financial officer</b>	Not applicable
<b>Human Resources officer</b>	Liz Moore, Head of HR
<b>Estates/Property officer</b>	Not applicable
<b>Service Director(s)</b>	
<b>Other(s)</b>	Ann Webster, Lead on Equality and Diversity

  

<b>For more information contact:</b>	Liz Moore 01332 643730 liz.moore@derby.gov.uk
<b>Background papers:</b>	None
<b>List of appendices:</b>	Appendix 1 – Implications

	Appendix 2 – Directorate statistics
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<b>IMPLICATIONS</b>
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**Financial and Value for Money**

- 1.1 None directly arising.

**Legal**

- 2.1 None directly arising.

**Personnel**

- 3.1 All employees are expected to follow the Employee Code of Conduct which sets out the standards of behaviour expected.

**IT**

- 4.1 None directly arising.

**Equalities Impact**

- 5.1 Tackling bullying, harassment and discrimination is taken seriously by the Council and the revised policy will re-inforce this position. Our new Equality Dignity and Respect Policy also strengthens our commitment to preventing and dealing with issues of bullying, harassment and discrimination.

**Health and Safety**

- 6.1 None directly arising.

**Environmental Sustainability**

- 7.1 None directly arising.

**Property and Asset Management**

- 8.1 None directly arising.

**Risk Management and Safeguarding**

- 9.1 None directly arising.

**Corporate objectives and priorities for change**

- 10.1 A skilled and motivated workforce.

## Appendix 2

### Directorate statistics in relation to Bullying, Racism and Sexual Harassment Cases

<b>Disciplinary</b>		
<b>Directorate</b>	<b>Category</b>	<b>Total</b>
People Services		
	Bullying	2

<b>Grievance</b>		
<b>Directorate</b>	<b>Category</b>	<b>Total</b>
Communities and Place		
	Bullying	2
	Harassment	1
Corporate Resources		
	Bullying	2
People Services		
	Harassment and racism	1
	Sexual harassment and racial discrimination	1

**Note:** Six of the grievance cases have concluded and the outcomes are:

- Two not upheld
- Two resolved informally
- Two partially upheld.