

BRIDGEND COUNTY BOROUGH COUNCIL
CYNGOR BWRDEISTREF SIROL PEN-Y-BONT AR OGWR
REPORT TO EQUALITIES COMMITTEE
REPORT OF THE EXECUTIVE DIRECTOR - RESOURCES

7th February 2008

Report on Equalities in the Bridgend County Borough Council Workforce

1. Purpose

1.1 The purpose of this report is to provide the Equalities Committee with workforce data as at 31st December 2007 on the equality strands identified in the Council's equality plan and schemes, namely:-

- Total headcount of employees;
- Full and part time employees;
- Gender;
- Ethnicity;
- Disability;
- Age;
- Welsh speakers; and
- Unpaid carers.

1.2 The regular reporting of reliable management information on the equality dimensions of the workforce will assist the Equalities Committee in reviewing the Council's performance in meeting its statutory duties.

2. Connection to Corporate Improvement Plan & other Corporate Priorities

2.1 The information set out in this report will help mitigate the risk of failure to meet the Council's statutory duties in respect of equalities as identified in the Corporate Improvement Plan. This information will support all of the Council's corporate priorities, especially supporting our disadvantaged communities.

3. Background

3.1 Reliable workforce data is essential to meet the Council's statutory duties under the Welsh Language, Race Relations, Disability Discrimination and Equality Acts. It is also a crucial part of achieving the Equality Standard for Local Government in Wales which forms part of the Council's Welsh Assembly Government Policy Agreement (local measure 15).

3.2 Additionally, the Wales Programme for Improvement requires the Council to report annually on ethnicity and disability rates which makes up its workforce.

4. Current status and proposal

4.1 Data Coverage and Availability

The data included in this report provides a statistical overview of the current workforce within the Council as at 31st December 2007 and is found at Appendix 1. Further analysis is found at Appendix 2 which captures data for the Council *as a whole*, while Appendix 3 captures data for the Council *excluding schools*.

All data captured has been validated by officers in the Corporate Human Resources and Information Technology departments of the Resources Directorate.

A significant amount of data used for analysis is generated by the Trent integrated HR/Payroll system. New starter forms have been amended to record information at the start of employment and reports continue to be developed to aid the capture of equalities data. However, further data fields would need to be created and populated to provide meaningful analysis in certain areas such as sexual orientation, and religion and belief. Ongoing work between the Human Resources Officer and Equalities Co-ordinator will consider these matters and other information gathering issues.

The data captured places employees into one of the following four categories:-

- **Full Time** - Any employee with a position that has a FTE = 1, the employee may also have additional casual or part time posts.
Example: A full time System Technician with Resources who also has a part position of ICT Coordinator with Adult Education.
- **Part Time** - Any employee with one position that has a FTE of greater than zero but less than 1.
Example: A Learning Support Officer at a school.
- **Multi Part Time** - Any employee who has more than one part time position.
Example: A Supervisory Assistant and a Cleaner at a school.
- **Casual/Relief** - Any employee who has one or more casual position(s) and no other part time or full time position
Example: A supply teacher, relief homecare worker, casual coach, etc.

4.2 This data provides the Council with an opportunity to carry out further analysis to look at how representative the workforce is of the wider community, to identify opportunities to promote equality and will assist in ensuring the workforce meets the changing needs of the community we serve. Among those areas to be further analysed include the:-

- Gender balance at horizontal and vertical levels with the Council;
- Age profile of the workforce;
- Relatively low levels of self-declaration on ethnicity and disability;
- Relatively low levels of Welsh language skills among the workforce;
- Relatively low levels of representation for disabled employees; and
- Comparative analysis with national and local population profiles.

5. Effect on Policy Framework and Procedure Rules

5.1 The report has no direct effect upon the policy framework or procedure rules but is required to effectively implement the Council's statutory duties in relation to equalities and human rights.

6. Legal implications

6.1 The proposal contained within this report will help to ensure the effective implementation of relevant equality and human rights legislation.

7. Financial implications

7.1 The proposal contained within this report will ensure the efficient use of corporate resources and budgets and help to mitigate any potential legal claims.

8. Recommendations

It is recommended that workforce data is produced at the end of each quarter (March; June; September; December) to facilitate comparative analysis within the Council's workforce and as a means of developing and improving the data held for equalities reporting through effective recording within the Trent HR/Payroll system.

It is also recommended that Human Resources Officers continue to work with the Equalities Co-ordinator to look at potential areas for development, these include:

- a) identifying certain groups who are under/over represented within our workforce against local and national comparators; and
- b) analysing whether there are policy implications resulting from the data revealed.

Gareth Moss
Executive Director – Resources
30th January 2008

Contact officers: Linda Hutton
Employee Resourcing Manager

Paul Miles
Pay & Reward Officer

Email: Linda.Hutton@bridgend.gov.uk

Paul.Miles@bridgend.gov.uk

Telephone: 643209

643208

Background papers and legislation:

- Wales Programme of Improvement Guidance for Local Authorities 2005 (Circular 28/2005)
- Equal Pay Act 1970 and 1983
- Sex Discrimination Act 1975 and 1986
- Race Relations Act 1976 and 2000 and 2003
- Welsh Language Act 1993
- Disability Discrimination Act 1995 and 2005
- Employment Rights Act 1996
- Government of Wales Act 1998

- Crime and Disorder Act 1998
- Human Rights Act 1998
- Employment Equality (Religion or Belief) Regulations 2003
- Employment Equality (Sexual Orientation) Regulations 2003
- Gender Recognition Act 2004
- Carers (Equal Opportunities) Act 2004
- Civil Partnership Act 2005
- Equality Act 2006
- Employment Equality (Age) Regulations 2006
- Equality Act (Sexual Orientation) Regulations 2007
- EU Constitutional Treaties as amended

DATA ANALYSIS

Below is a summary of employee data held on Trent as at 31st December 2007. More detailed analysis is appended.

TOTAL HEADCOUNT	BCBC	BCBC EX SCHOOLS
	7931	4704

% FULL TIME	BCBC	BCBC EX SCHOOLS
	3307 41.70%	1895 40.28%
% PART TIME		
	2610 32.91%	1707 36.29%
% MULTI PART TIME		
	419 5.28%	87 1.85%
% CASUAL/RELIEF		
	1595 20.11%	1015 21.58%

% GENDER SPLIT	BCBC	BCBC EX SCHOOLS
Male	1921 24.22%	1346 28.61%
Female	6010 75.78%	3358 71.39%

% ETHNICITY	BCBC	BCBC EX SCHOOLS
Ethnic white	5805 73.20%	3701 78.68%
Not Stated	2063 26.01%	959 20.39%
Ethnic minority	63 0.79%	44 0.93%

% DISABILITY	BCBC	BCBC EX SCHOOLS
	80 1.01%	65 1.38%

% AGE PROFILE	BCBC	BCBC EX SCHOOLS
16 - 25	822 10.36%	554 11.78%
26 - 35	1686 21.26%	879 18.69%
36 - 45	2187 27.58%	1255 26.68%
46 - 55	2056 25.92%	1270 27.00%
56 - 65	1123 14.16%	718 15.26%
65+	57 0.72%	28 0.59%

% WELSH SPEAKERS	BCBC	BCBC EX SCHOOLS
	212 2.67%	74 1.57%

% WELSH READER	BCBC	BCBC EX SCHOOLS
	299 3.77%	109 2.32%

% WELSH WRITER	BCBC	BCBC EX SCHOOLS
	232 2.93%	84 1.76%

% UNPAID CARERS	BCBC	BCBC EX SCHOOLS
	304 3.83%	230 4.89%

Bridgend CBC
Age/Gender Split

AGE/GENDER GROUPING								
		16 - 25	26 - 35	36 - 45	46 - 55	56 - 65	65+	SUM
Male	Full Time	50	254	334	427	252	0	1317
	Part Time	28	28	26	25	41	5	153
	Multi Part Time	3	8	5	1	0	0	17
	Casual/Relief	136	80	69	63	68	18	434
	SUB TOTAL	217	370	434	516	361	23	1921
Female	Full Time	140	515	539	566	229	1	1990
	Part Time	132	459	818	690	347	11	2457
	Multi Part Time	21	68	152	112	47	2	402
	Casual/Relief	312	274	244	172	139	20	1161
	SUB TOTAL	605	1316	1753	1540	762	34	6010
SUM		822	1686	2187	2056	1123	57	7931

Ethnicity

ETHNICITY								
		Other Ethnic Origin	Asian or Asian British	Black or Black British	Mixed	Not Stated	White	SUM
Male	Full Time	0	1	4	3	261	1048	1317
	Part Time	0	2	0	1	49	101	153
	Multi Part Time	0	0	0	0	10	7	17
	Casual/Relief	0	0	0	2	255	177	434
	SUB TOTAL	0	3	4	6	575	1333	1921
Female	Full Time	2	3	2	4	304	1675	1990
	Part Time	7	8	3	6	476	1957	2457
	Multi Part Time	1	3	1	0	115	282	402
	Casual/Relief	1	5	2	2	593	558	1161
	SUB TOTAL	11	19	8	12	1488	4472	6010
SUM		11	22	12	18	2063	5805	7931

Disability

DISABLED					
		Yes	No	Not Stated	SUM
Male	Full Time	28	827	462	1317
	Part Time	4	72	77	153
	Multi Part Time	0	6	11	17
	Casual/Relief	3	112	319	434
	SUB TOTAL	35	1017	869	1921
Female	Full Time	25	1351	614	1990
	Part Time	14	1591	852	2457
	Multi Part Time	3	220	179	402
	Casual/Relief	3	357	801	1161
	SUB TOTAL	45	3519	2446	6010
SUM		80	4536	3315	7931

Welsh Speakers

WELSH SPEAKER					
	Full Time	Part Time	Multi Part Time	Casual/Relief	SUM
Male	40	2	0	5	47
Female	100	29	10	26	165
SUM	140	31	10	31	212

Welsh Writer

WELSH WRITER					
	Full Time	Part Time	Multi Part Time	Casual/Relief	SUM
Male	43	2	0	8	53
Female	107	35	11	26	179
SUM	150	37	11	34	232

Welsh Reader

WELSH READER					
	Full Time	Part Time	Multi Part Time	Casual/Relief	SUM
Male	56	4	0	11	71
Female	130	45	12	41	228
SUM	186	49	12	52	299

Unpaid Carers

UNPAID CARERS					
	Full Time	Part Time	Multi Part Time	Casual/Relief	SUM
Male	55	2	0	6	63
Female	109	104	14	14	241
SUM	164	106	14	20	304

Bridgend CBC excluding Schools

Age/Gender Split

AGE/GENDER GROUPING								
		16 - 25	26 - 35	36 - 45	46 - 55	56 - 65	65+	SUM
Male	Full Time	41	141	231	293	183	0	889
	Part Time	15	19	18	23	32	5	112
	Multi Part Time	1	5	2	1	1	0	10
	Casual/Relief	112	72	59	50	33	9	335
	SUB TOTAL	169	237	310	367	249	14	1346
Female	Full Time	77	217	282	280	150	0	1006
	Part Time	66	262	509	491	262	5	1595
	Multi Part Time	6	9	24	29	9	0	77
	Casual/Relief	236	154	130	103	48	9	680
	SUB TOTAL	385	642	945	903	469	14	3358
SUM		554	879	1255	1270	718	28	4704

Ethnicity

ETHNICITY								
		Other Ethnic Origin	Asian or Asian British	Black or Black British	Mixed	Not Stated	White	SUM
Male	Full Time	0	1	2	3	139	744	889
	Part Time	0	2	0	0	28	82	112
	Multi Part Time	0	0	0	0	4	6	10
	Casual/Relief	0	0	0	1	196	138	335
	SUB TOTAL	0	3	2	4	367	970	1346
Female	Full Time	0	3	2	2	49	950	1006
	Part Time	5	6	3	3	171	1407	1595
	Multi Part Time	1	2	1	0	22	51	77
	Casual/Relief	0	4	1	2	350	323	680
	SUB TOTAL	6	15	7	7	592	2731	3358
SUM		6	18	9	11	959	3701	4704

Disability

DISABLED					
		Yes	No	Not Stated	SUM
Male	Full Time	28	585	276	889
	Part Time	3	67	42	112
	Multi Part Time	0	6	4	10
	Casual/Relief	1	90	244	335
	SUB TOTAL	32	748	566	1346
Female	Full Time	18	804	184	1006
	Part Time	12	1184	399	1595
	Multi Part Time	1	41	35	77
	Casual/Relief	2	237	441	680
	SUB TOTAL	33	2266	1059	3358
SUM		65	3014	1625	4704

Welsh Speakers

WELSH SPEAKER					
	Full Time	Part Time	Multi Part Time	Casual/Relief	SUM
Male	15	2	0	3	20
Female	25	20	1	8	54
SUM	40	22	1	11	74

Welsh Writer

WELSH WRITER					
	Full Time	Part Time	Multi Part Time	Casual/Relief	SUM
Male	17	2	0	3	22
Female	27	26	1	8	62
SUM	44	28	1	11	84

Welsh Reader

WELSH READER					
	Full Time	Part Time	Multi Part Time	Casual/Relief	SUM
Male	24	4	0	6	34
Female	36	27	1	11	75
SUM	60	31	1	17	109

Unpaid Carers

UNPAID CARERS					
	Full Time	Part Time	Multi Part Time	Casual/Relief	SUM
Male	45	1	0	5	51
Female	79	89	3	8	179
SUM	124	90	3	13	230