

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

6th October 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 30th June 2008 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 '*improving authority*' status the Equality Improvement Framework in Welsh Local Government.

3.2 Additionally, the Wales Programme for Improvement requires the Council to report annually on ethnicity and disability rates of 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 30th June 2008 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.

It should however be noted that the collation is dependent on employee's providing this detail, which is not mandatory.

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

- **Full Time** - Any employee with a position that has a Full Time Equivalent (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.

The data captured is only for Bridgend County Borough Council employees and does not include any agency staff.

5. Effect on Policy Framework and Procedure Rules

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

- 8.1 It is recommended that the quarterly workforce data reports produced (March; June; September; December) be used to carry out comparative analysis of the Council's workforce at the year end and as a means of developing and improving the data held for equalities reporting through effective recording within the Trent HR/Payroll system.

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25th September 2008

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Background papers:

- Wales Programme of Improvement Guidance for Local Authorities 2005 (Circular 28/2005)

Appendix 1

DATA ANALYSIS

Below is a summary of employee data held on Trent as at 30th June 2008. More detailed analysis is appended.

TOTAL HEADCOUNT	BCBC	BCBC EX SCHOOLS
	7950	4704

% FULL TIME	BCBC	BCBC EX SCHOOLS
	3369 42.38%	1962 41.72%
% PART TIME		
	2574 32.28%	1664 35.37%
% MULTI PART TIME		
	383 4.82%	66 1.40%
% CASUAL/RELIEF		
	1624 20.42%	1012 21.51%

% GENDER SPLIT	BCBC	BCBC EX SCHOOLS
Male	1956 24.60%	1380 29.34%
Female	5994 75.40%	3324 70.66%

% ETHNICITY	BCBC	BCBC EX SCHOOLS
Ethnic white	5815 73.14%	3674 78.10%
Not Stated	2073 26.08%	985 20.94%
Ethnic minority	62 0.78%	45 0.96%

% DISABILITY	BCBC	BCBC EX SCHOOLS
	81 1.02%	65 1.38%

% AGE PROFILE	BCBC	BCBC EX SCHOOLS
16 - 25	762 9.58%	528 11.22%
26 - 35	1695 21.32%	885 18.81%
36 - 45	2159 27.16%	1225 26.04%
46 - 55	2088 26.26%	1295 27.54%
56 - 65	1171 14.73%	732 15.56%
65+	75 0.94%	39 0.83%

% WELSH SPEAKERS	BCBC	BCBC EX SCHOOLS
	321 4.04%	115 2.44%

% WELSH READER	BCBC	BCBC EX SCHOOLS
	291 3.66%	103 2.19%

% WELSH WRITER	BCBC	BCBC EX SCHOOLS
	223 2.81%	78 1.66%

% UNPAID CARERS	BCBC	BCBC EX SCHOOLS
	297 3.74%	220 4.68%

Bridgend CBC
Age/Gender Split

AGE/GENDER GROUPING								
		16 - 25	26 - 35	36 - 45	46 - 55	56 - 65	65+	SUM
Male	Full Time	56	251	350	433	277	2	1369
	Part Time	23	28	26	22	36	7	142
	Multi Part Time	3	6	3	0	0	0	12
	Casual/Relief	128	92	64	59	69	21	433
	SUB TOTAL	210	377	443	514	382	30	1956
Female	Full Time	118	529	538	568	244	3	2000
	Part Time	115	458	778	707	354	20	2432
	Multi Part Time	14	57	140	114	45	1	371
	Casual/Relief	305	274	260	185	146	21	1191
	SUB TOTAL	552	1318	1716	1574	789	45	5994
SUM		762	1695	2159	2088	1171	75	7950

Ethnicity

ETHNICITY								
		Other Ethnic Origin	Asian or Asian British	Black or Black British	Mixed	Not Stated	White	SUM
Male	Full Time	0	1	3	4	298	1063	1369
	Part Time	0	1	0	1	41	99	142
	Multi Part Time	1	0	0	0	5	6	12
	Casual/Relief	0	1	0	0	249	183	433
	SUB TOTAL	1	3	3	5	593	1351	1956
Female	Full Time	2	3	2	4	321	1668	2000
	Part Time	6	10	3	7	484	1922	2432
	Multi Part Time	1	3	0	0	104	263	371
	Casual/Relief	1	5	2	1	571	611	1191
	SUB TOTAL	10	21	7	12	1480	4464	5994
SUM		11	24	10	17	2073	5815	7950

Disability

DISABLED					
		Yes	No	Not Stated	SUM
Male	Full Time	27	827	515	1369
	Part Time	6	68	68	142
	Multi Part Time	0	6	6	12
	Casual/Relief	2	114	317	433
	SUB TOTAL	35	1015	906	1956
Female	Full Time	26	1337	637	2000
	Part Time	14	1541	877	2432
	Multi Part Time	3	202	166	371
	Casual/Relief	3	371	817	1191
	SUB TOTAL	46	3451	2497	5994
SUM		81	4466	3403	7950

Welsh Speakers

WELSH SPEAKER					
	Full Time	Part Time	Multi Part Time	Casual/Relief	SUM
Male	62	0	0	8	70
Female	145	55	12	39	251
SUM	207	55	12	47	321

Welsh Writer

WELSH WRITER					
	Full Time	Part Time	Multi Part Time	Casual/Relief	SUM
Male	37	2	0	7	46
Female	107	35	8	27	177
SUM	144	37	8	34	223

Welsh Reader

WELSH READER					
	Full Time	Part Time	Multi Part Time	Casual/Relief	SUM
Male	50	4	0	10	64
Female	129	47	9	42	227
SUM	179	51	9	52	291

Unpaid Carers

UNPAID CARERS					
	Full Time	Part Time	Multi Part Time	Casual/Relief	SUM
Male	53	2	0	5	60
Female	105	103	14	15	237
SUM	158	105	14	20	297

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	50	143	249	300	199	2	943
	Part Time	10	17	18	22	26	6	99
	Multi Part Time	0	4	2	0	0	0	6
	Casual/Relief	103	80	55	47	37	10	332
	SUB TOTAL	163	244	324	369	262	18	1380
Female	Full Time	69	225	281	288	154	2	1019
	Part Time	65	261	467	502	258	12	1565
	Multi Part Time	3	11	19	19	8	0	60
	Casual/Relief	228	144	134	117	50	7	680
	SUB TOTAL	365	641	901	926	470	21	3324
SUM		528	885	1225	1295	732	39	4704

Ethnicity

ETHNICITY								
		Other Ethnic Origin	Asian or Asian British	Black or Black British	Mixed	Not Stated	White	SUM
Male	Full Time	0	1	1	4	178	759	943
	Part Time	0	1	0	0	21	77	99
	Multi Part Time	1	0	0	0	1	4	6
	Casual/Relief	0	1	0	0	187	144	332
	SUB TOTAL	1	3	1	4	387	984	1380
Female	Full Time	0	3	2	2	67	945	1019
	Part Time	5	8	3	4	173	1372	1565
	Multi Part Time	1	2	0	0	14	43	60
	Casual/Relief	0	4	1	1	344	330	680
	SUB TOTAL	6	17	6	7	598	2690	3324
SUM		7	20	7	11	985	3674	4704

Disability

DISABLED					
		Yes	No	Not Stated	SUM
Male	Full Time	27	590	326	943
	Part Time	5	60	34	99
	Multi Part Time	0	5	1	6
	Casual/Relief	1	94	237	332
	SUB TOTAL	33	218	598	1380
Female	Full Time	18	796	205	1019
	Part Time	12	1144	409	1565
	Multi Part Time	1	35	24	60
	Casual/Relief	1	234	445	680
	SUB TOTAL	32	2209	1083	3324
SUM		65	2427	1681	4704

Welsh Speakers

WELSH SPEAKER					
	Full Time	Part Time	Multi Part Time	Casual/Relief	SUM
Male	22	6	0	5	33
Female	42	30	0	10	82
SUM	64	36	0	15	115

Welsh Writer

WELSH WRITER					
	Full Time	Part Time	Multi Part Time	Casual/Relief	SUM
Male	15	2	0	3	20
Female	27	25	0	6	58
SUM	42	27	0	9	78

Welsh Reader

WELSH READER					
	Full Time	Part Time	Multi Part Time	Casual/Relief	SUM
Male	22	4	0	6	32
Female	35	27	0	9	71
SUM	57	31	0	15	103

Unpaid Carers

UNPAID CARERS					
	Full Time	Part Time	Multi Part Time	Casual/Relief	SUM
Male	43	1	0	3	47
Female	73	90	2	8	173
SUM	116	91	2	11	220