

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

12th January 2009

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 September 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 As requested by the Committee at its meeting on 6th October, the report includes a gender analysis of the workforce based on grade.

1.3 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 within the Equality Improvement Framework in Welsh Local Government, and provides meaningful information to aid decision-making.

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, as at 30th September 2008 provides:-

- a statistical overview of the current workforce within the Council (**Appendix 1**);
- an analysis of the current workforce based on gender and pay grade (**Appendix 2**);
- detailed analysis of the current workforce for the *whole* Council based on the equality strands identified at Paragraph 1.1 (**Appendix 3**); and
- detailed analysis of the current workforce for the Council *excluding schools* based on the equality strands identified at Paragraph 1.1 (**Appendix 4**).

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

4.3 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.

4.4 It should be noted that the collation of data is dependent on employees providing this detail, which is not mandatory.

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

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 information contained within this report will act as an aid to decision-making and help ensure the effective implementation of relevant equality and human rights legislation.

7. Financial implications

7.1 The information contained within this report will act as an aid to decision-making and ensure the efficient use of corporate resources and budgets to help mitigate potential legal claims.

8. Recommendations

8.1 It is recommended that the Equalities Committee consider the quarterly workforce data report produced as at September 2008, and carry out comparative analyses of the

Council's workforce for reports produced for past and subsequent quarters at the end of each December, March and June.

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30th December 2008

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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 – Overview of BCBC Employees

Below is a statistical overview of employee data held on Trent as at 30th September 2008.

The data as collated 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.

Headcount

TOTAL HEADCOUNT	BCBC	BCBC EX SCHOOLS
	7983	4647

Employment Status

% FULL TIME	BCBC	BCBC EX SCHOOLS
	3328 41.69%	1938 41.70%
% PART TIME		
	2656 33.27%	1659 35.70%
% MULTI PART TIME		
	378 4.74%	72 1.55%
% CASUAL/RELIEF		
	1621 20.30%	978 21.05%

Gender

% GENDER SPLIT	BCBC	BCBC EX SCHOOLS
Male	1950 24.43%	1369 29.46%
Female	6033 75.57%	3278 70.54%

Ethnicity

% ETHNICITY	BCBC	BCBC EX SCHOOLS
Ethnic white	5747 71.99%	3621 77.92%
Not Stated	2173 27.22%	980 21.09%
Ethnic minority	63 0.79%	46 0.99%

Disability

% DISABILITY	BCBC	BCBC EX SCHOOLS
	76 0.95%	60 1.29%

Age

% AGE PROFILE	BCBC	BCBC EX SCHOOLS
16 - 25	800 10.02%	539 11.60%
26 - 35	1704 21.35%	879 18.92%
36 - 45	2175 27.25%	1200 25.82%

% AGE PROFILE	BCBC	BCBC EX SCHOOLS
46 - 55	2053 25.72%	1260 27.11%
56 - 65	1172 14.67%	729 15.69%
65+	79 0.99%	40 0.86%

Welsh Language

% WELSH SPEAKERS	BCBC	BCBC EX SCHOOLS
	305 3.82%	115 2.41%

% WELSH READER	BCBC	BCBC EX SCHOOLS
	279 3.49%	100 2.15%

% WELSH WRITER	BCBC	BCBC EX SCHOOLS
	211 2.64%	78 1.61%

Carers

% UNPAID CARERS	BCBC	BCBC EX SCHOOLS
	285 3.57%	206 4.43%

DATA ANALYSIS – Gender based on Pay Grade

Below is a summary of employee data held on Trent as at 30th September 2008 based on gender/pay grade.

The data as collated places employees into one of the following six categories:-

- **Scale 1 – 6** - Local government employees including Craft & Manual Workers employed up to scale 6.
- **Senior Officers** – Local government employees employed at Senior Officer level.
- **Principal Officers** – Local government employees employed at Principal Officer level.
- **Chief Officers** – Local government employees employed at Chief Executive and Chief Officer level.
- **Soulbury & Youth Officers** – these include Educational Physiologists, Education Advisers and Youth Workers.

TOTAL HEADCOUNT
7983 Employees

	MALE	FEMALE
SCALE 1 - 6	1082 13.55%	4190 52.49%
SENIOR OFFICERS	116 1.45%	140 1.75%
PRINCIPAL OFFICERS	251 3.14%	365 4.57%
CHIEF OFFICERS	10 0.13%	7 0.09%
SOULBURY & YOUTH OFFICERS	77 0.97%	98 1.22%
TEACHERS	414 5.19%	1233 15.45%
TOTAL	1950 24.43%	6033 75.57%

DATA ANALYSIS – Overview of BCBC Employees *including* Schools

Bridgend CBC

Age/Gender Split

AGE/GENDER GROUPING								
		16 - 25	26 - 35	36 - 45	46 - 55	56 - 65	65+	SUM
Male	Full Time	51	253	355	428	262	3	1352
	Part Time	28	30	22	24	34	7	145
	Multi Part Time	1	7	3	1	0	0	12
	Casual/Relief	137	88	64	57	74	21	441
	SUB TOTAL	217	378	444	510	370	31	1950
Female	Full Time	121	522	542	549	241	1	2006
	Part Time	141	458	805	712	372	23	2511
	Multi Part Time	17	58	134	112	44	1	366
	Casual/Relief	304	288	250	170	145	23	1180
	SUB TOTAL	583	1326	1731	1543	802	48	6063
SUM		800	1704	2175	2053	1172	79	7983

Ethnicity

ETHNICITY								
		Other Ethnic Origin	Asian or Asian British	Black or Black British	Mixed	Not Stated	White	SUM
Male	Full Time	0	0	4	5	301	1042	1352
	Part Time	0	1	0	1	50	93	145
	Multi Part Time	1	0	0	0	3	8	12
	Casual/Relief	0	1	0	0	246	194	441
	SUB TOTAL	1	2	4	6	600	1337	1950
Female	Full Time	2	3	1	4	338	1628	1976
	Part Time	5	9	3	7	545	1942	2511
	Multi Part Time	1	3	0	0	108	254	366
	Casual/Relief	1	6	3	2	582	586	1180
	SUB TOTAL	9	21	7	13	1573	4410	6033
SUM		10	23	11	19	2173	5747	7983

Disability

DISABLED					
		Yes	No	Not Stated	SUM
Male	Full Time	26	810	516	1352
	Part Time	6	64	75	145
	Multi Part Time	0	7	5	12
	Casual/Relief	1	131	309	441
	SUB TOTAL	33	1012	905	1950
Female	Full Time	24	1301	651	1976
	Part Time	13	1549	949	2511
	Multi Part Time	3	192	171	366
	Casual/Relief	3	376	801	1180
	SUB TOTAL	43	3418	2572	6033
SUM		76	4430	3477	7983

Welsh Speakers

WELSH SPEAKER					
	Full Time	Part Time	Multi Part Time	Casual/Relief	SUM
Male	53	6	0	8	67
Female	133	56	11	38	238
SUM	186	62	11	46	305

Welsh Writer

WELSH WRITER					
	Full Time	Part Time	Multi Part Time	Casual/Relief	SUM
Male	35	2	0	7	44
Female	96	37	7	27	167
SUM	131	39	7	34	211

Welsh Reader

WELSH READER					
	Full Time	Part Time	Multi Part Time	Casual/Relief	SUM
Male	48	4	0	10	62
Female	119	48	8	42	217
SUM	167	52	8	52	279

Unpaid Carers

UNPAID CARERS					
	Full Time	Part Time	Multi Part Time	Casual/Relief	SUM
Male	47	1	0	5	53
Female	104	101	15	12	232
SUM	151	102	15	17	285

DATA ANALYSIS – Overview of BCBC Employees *excluding* SchoolsBridgend 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	149	249	295	189	2	925
	Part Time	13	19	16	23	28	7	106
	Multi Part Time	0	5	2	0	0	0	7
	Casual/Relief	112	72	55	42	40	10	331
	SUB TOTAL	166	245	322	360	257	19	1369
Female	Full Time	68	231	276	280	158	0	1013
	Part Time	71	241	464	497	268	12	1553
	Multi Part Time	4	12	21	20	8	0	65
	Casual/Relief	230	150	117	103	38	9	647
	SUB TOTAL	373	634	878	900	472	21	3278
SUM		539	879	1200	1260	729	40	4647

Ethnicity

ETHNICITY								
		Other Ethnic Origin	Asian or Asian British	Black or Black British	Mixed	Not Stated	White	SUM
Male	Full Time	0	0	1	5	172	747	925
	Part Time	0	1	0	0	29	76	106
	Multi Part Time	1	0	0	0	1	5	7
	Casual/Relief	0	1	0	0	179	151	331
	SUB TOTAL	1	2	1	5	381	979	1369
Female	Full Time	0	3	1	2	73	934	1013
	Part Time	5	8	3	4	179	1354	1553
	Multi Part Time	1	2	0	0	15	47	65
	Casual/Relief	0	5	1	2	332	307	647
	SUB TOTAL	6	18	5	8	599	2642	3278
SUM		7	20	6	13	980	3621	4647

Disability

DISABLED					
		Yes	No	Not Stated	SUM
Male	Full Time	24	577	324	925
	Part Time	5	59	42	106
	Multi Part Time	0	5	2	7
	Casual/Relief	0	109	222	331
	SUB TOTAL	29	750	590	1369
Female	Full Time	17	785	211	1013
	Part Time	12	1133	408	1553
	Multi Part Time	1	37	27	65
	Casual/Relief	1	230	416	647
	SUB TOTAL	31	2185	1062	3278
SUM		60	2427	1652	4647

Welsh Speakers

WELSH SPEAKER					
	Full Time	Part Time	Multi Part Time	Casual/Relief	SUM
Male	22	6	0	5	33
Female	41	29	0	9	79
SUM	63	35	0	14	112

Welsh Writer

WELSH WRITER					
	Full Time	Part Time	Multi Part Time	Casual/Relief	SUM
Male	15	2	0	3	20
Female	25	24	0	6	55
SUM	40	26	0	9	75

Welsh Reader

WELSH READER					
	Full Time	Part Time	Multi Part Time	Casual/Relief	SUM
Male	22	4	0	6	32
Female	33	26	0	9	68
SUM	55	30	0	15	100

Unpaid Carers

UNPAID CARERS					
	Full Time	Part Time	Multi Part Time	Casual/Relief	SUM
Male	39	1	0	3	43
Female	70	87	2	4	163
SUM	109	88	2	7	206