

BRIDGEND COUNTY BOROUGH COUNCIL

CYNGOR BWRDEISTREF SIROL PEN-Y-BONT AR OGWR

REPORT TO EQUALITIES COMMITTEE

REPORT OF THE CORPORATE DIRECTOR - RESOURCES

6th April 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 31st December 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 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 31st December 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 December 2008, and carry out comparative analyses of the

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

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Corporate Director – Resources
24th March 2009

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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 31st December 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
	7895	4361

Employment Status

% FULL TIME	BCBC	BCBC EX SCHOOLS
	3299 41.79%	1691 38.78%
% PART TIME		
	2719 34.44%	1650 37.84%
% MULTI PART TIME		
	388 4.91%	71 1.62%
% CASUAL/RELIEF		
	1489 18.86%	949 21.76%

Gender

% GENDER SPLIT	BCBC	BCBC EX SCHOOLS
Male	1891 23.95%	1244 28.53%
Female	6004 76.05%	3117 71.47%

Ethnicity

% ETHNICITY	BCBC	BCBC EX SCHOOLS
Ethnic white	5710 72.32%	3416 78.33%
Not Stated	2120 26.85%	898 20.59%
Ethnic minority	65 0.83%	47 1.08%

Disability

% DISABILITY	BCBC	BCBC EX SCHOOLS
	77 0.98%	56 1.28%

Age

% AGE PROFILE	BCBC	BCBC EX SCHOOLS
16 - 25	787 9.97%	480 11.00%
26 - 35	1654 20.95%	818 18.76%
36 - 45	2155 27.29%	1107 25.38%

% AGE PROFILE	BCBC	BCBC EX SCHOOLS
46 - 55	2048 25.94%	1211 27.77%
56 - 65	1161 14.71%	698 16.01%
65+	90 1.14%	47 1.08%

Welsh Language

% WELSH SPEAKERS	BCBC	BCBC EX SCHOOLS
	295 3.74%	101 2.32%

% WELSH READER	BCBC	BCBC EX SCHOOLS
	265 3.36%	91 2.09%

% WELSH WRITER	BCBC	BCBC EX SCHOOLS
	204 2.58%	71 1.63%

Carers

% UNPAID CARERS	BCBC	BCBC EX SCHOOLS
	279 3.53%	188 4.31%

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
7895 Employees

	MALE	FEMALE
SCALE 1 - 6	1037 13.13%	4237 53.67%
SENIOR OFFICERS	124 1.57%	139 1.76%
PRINCIPAL OFFICERS	248 3.14%	366 4.64%
CHIEF OFFICERS	10 0.13%	7 0.09%
SOULBURY & YOUTH OFFICERS	76 0.96%	100 1.26%
TEACHERS	396 5.02%	1155 14.63%
TOTAL	1891 23.95%	6004 76.05%

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	41	242	337	426	263	2	1311
	Part Time	30	36	29	23	35	9	162
	Multi Part Time	2	7	3	0	0	0	12
	Casual/Relief	129	73	60	57	61	26	406
	SUB TOTAL	202	358	429	506	359	37	1891
Female	Full Time	122	517	542	548	257	2	1988
	Part Time	157	468	809	724	375	24	2557
	Multi Part Time	20	57	142	113	43	1	376
	Casual/Relief	286	254	233	157	127	26	1083
	SUB TOTAL	585	1296	1726	1542	802	53	6004
SUM		787	1654	2155	2048	1161	90	7895

Ethnicity

ETHNICITY								
		Other Ethnic Origin	Asian or Asian British	Black or Black British	Mixed	Not Stated	White	SUM
Male	Full Time	0	0	4	4	277	1026	1311
	Part Time	0	1	0	1	53	107	162
	Multi Part Time	1	0	0	0	3	8	12
	Casual/Relief	0	1	0	0	222	183	406
	SUB TOTAL	1	2	4	5	555	1324	1891
Female	Full Time	2	3	1	4	339	1639	1988
	Part Time	5	12	3	7	566	1964	2557
	Multi Part Time	1	3	0	0	114	258	376
	Casual/Relief	2	6	2	2	546	525	1083
	SUB TOTAL	10	24	6	13	1565	4386	6004
SUM		11	25	11	18	2120	5710	7895

Disability

DISABLED					
		Yes	No	Not Stated	SUM
Male	Full Time	26	805	480	1311
	Part Time	6	77	79	162
	Multi Part Time	0	7	5	12
	Casual/Relief	1	126	279	406
	SUB TOTAL	33	1015	843	1891
Female	Full Time	24	1315	649	1988
	Part Time	14	1566	977	2557
	Multi Part Time	3	198	175	376
	Casual/Relief	3	346	734	1083
	SUB TOTAL	44	3425	2535	6004
SUM		77	4440	3378	7895

Welsh Speakers

WELSH SPEAKER					
	Full Time	Part Time	Multi Part Time	Casual/Relief	SUM
Male	52	6	0	8	66
Female	132	59	9	29	229
SUM	184	65	9	37	295

Welsh Writer

WELSH WRITER					
	Full Time	Part Time	Multi Part Time	Casual/Relief	SUM
Male	35	2	0	6	43
Female	95	40	5	21	161
SUM	130	42	5	27	204

Welsh Reader

WELSH READER					
	Full Time	Part Time	Multi Part Time	Casual/Relief	SUM
Male	47	4	0	9	60
Female	118	51	6	30	205
SUM	165	55	6	39	265

Unpaid Carers

UNPAID CARERS					
	Full Time	Part Time	Multi Part Time	Casual/Relief	SUM
Male	47	1	0	5	53
Female	103	96	17	10	226
SUM	150	97	17	15	279

DATA ANALYSIS – Overview of BCBC Employees *excluding* Schools

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	25	123	213	275	173	1	810
	Part Time	15	19	23	22	26	8	113
	Multi Part Time	0	4	1	0	0	0	5
	Casual/Relief	105	68	52	41	36	14	316
	SUB TOTAL	145	214	289	338	235	23	1244
Female	Full Time	43	196	234	259	148	1	881
	Part Time	73	243	446	496	266	13	1537
	Multi Part Time	6	12	20	19	9	0	66
	Casual/Relief	213	153	118	99	40	10	633
	SUB TOTAL	335	604	818	873	463	24	3117
SUM		480	818	1107	1211	698	47	4361

Ethnicity

ETHNICITY								
		Other Ethnic Origin	Asian or Asian British	Black or Black British	Mixed	Not Stated	White	SUM
Male	Full Time	0	0	1	4	134	671	810
	Part Time	0	0	0	0	31	82	113
	Multi Part Time	1	0	0	0	0	4	5
	Casual/Relief	0	2	0	0	166	148	316
	SUB TOTAL	1	3	1	4	331	905	1244
Female	Full Time	0	3	1	2	58	817	881
	Part Time	4	10	3	4	178	1338	1537
	Multi Part Time	1	2	0	0	15	48	66
	Casual/Relief	1	5	1	2	316	308	633
	SUB TOTAL	6	20	5	8	567	2511	3117
SUM		7	23	6	12	898	3416	4361

Disability

DISABLED					
		Yes	No	Not Stated	SUM
Male	Full Time	23	522	265	810
	Part Time	2	64	47	113
	Multi Part Time	0	4	1	5
	Casual/Relief	0	111	205	316
	SUB TOTAL	25	701	518	1244
Female	Full Time	16	694	171	881
	Part Time	13	1124	400	1537
	Multi Part Time	1	37	28	66
	Casual/Relief	1	242	390	633
	SUB TOTAL	31	2097	989	3117
SUM		56	2798	1507	4361

Welsh Speakers

WELSH SPEAKER					
	Full Time	Part Time	Multi Part Time	Casual/Relief	SUM
Male	20	5	0	4	29
Female	34	30	0	8	72
SUM	54	35	0	12	101

Welsh Writer

WELSH WRITER					
	Full Time	Part Time	Multi Part Time	Casual/Relief	SUM
Male	14	2	0	3	19
Female	21	25	0	6	52
SUM	35	27	0	9	71

Welsh Reader

WELSH READER					
	Full Time	Part Time	Multi Part Time	Casual/Relief	SUM
Male	20	4	0	6	30
Female	27	25	0	9	61
SUM	47	29	0	15	91

Unpaid Carers

UNPAID CARERS					
	Full Time	Part Time	Multi Part Time	Casual/Relief	SUM
Male	36	1	0	3	40
Female	56	85	3	4	148
SUM	92	86	3	7	188