

**BRIDGEND COUNTY BOROUGH COUNCIL**

**CYNGOR BWRDEISTREF SIROL PEN-Y-BONT AR OGWR**

**REPORT TO EQUALITIES COMMITTEE**

6<sup>th</sup> July 2009

**REPORT OF THE ASSISTANT CHIEF EXECUTIVE, CORPORATE DEVELOPMENT & PARTNERSHIPS**

**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 31<sup>st</sup> March 2009 on the equality strands identified in the Council's corporate equality scheme and action plan, 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 situation / proposal**

The data included in this report, as at 31<sup>st</sup> March 2009 provides:-

- a statistical overview of the current workforce within the Council (**Appendix 1**);
- a comparative overview of the workforce within the Council over the 12 months preceding 31<sup>st</sup> March 2009 (**Appendix 2**);
- an analysis of the current workforce based on gender and pay grade (**Appendix 3**);
- detailed analysis of the current workforce for the *whole* Council based on the equality strands identified at Paragraph 1.1 (**Appendix 4**); and
- detailed analysis of the current workforce for the Council *excluding schools* based on the equality strands identified at Paragraph 1.1 (**Appendix 5**).

- 4.1 All data captured has been validated by officers in the Corporate Human Resources and Information Technology Departments.
- 4.2 A significant amount of data used for analysis is generated by the Trent integrated HR/Payroll system. Work is currently being undertaken to review and cleanse the data held in Trent to aid reporting and to reflect the structural changes being made under the Transforming Bridgend programme.
- 4.3 It should be noted that the collation of data is dependent on employees providing information, some of which is not mandatory. Improvements to data capture at recruitment stage have been implemented to ensure the Trent system produces reports on the information declared.
- 4.4 The data captured is for employees of Bridgend County Borough Council only and does not include agency staff who are transient in nature, the majority being engaged for short periods.

#### **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 There are no legal implications

#### **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 March 2009, and carry out comparative analyses of the Council's workforce for past and subsequent quarters over the past 12 month period.

**David Macgregor**  
**Assistant Chief Executive – Corporate Development & Partnerships**  
**30<sup>th</sup> June 2009**

## 9. Contact officers:

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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 and graphical overview of employee data held on Trent as at 31<sup>st</sup> March 2009.

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.*

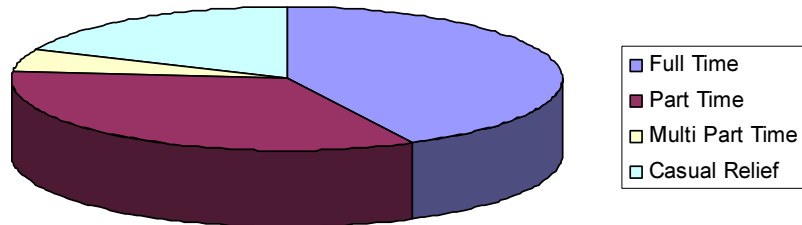
### Headcount

TOTAL HEADCOUNT	BCBC	BCBC EX SCHOOLS
	8114	4724

### Employment Status

% FULL TIME	BCBC	BCBC EX SCHOOLS
	3445 42.46%	1983 41.98%
% PART TIME		
	2771 34.15%	1672 35.39%
% MULTI PART TIME		
	409 5.04%	78 1.65%
% CASUAL/RELIEF		
	1489 18.35%	991 20.98%

### Employment Status BCBC



### Gender

% GENDER SPLIT	BCBC	BCBC EX SCHOOLS
Male	1984 <b>24.45%</b>	1400 <b>29.64%</b>
Female	6130 <b>75.55%</b>	3324 <b>70.36%</b>

### Ethnicity

% ETHNICITY	BCBC	BCBC EX SCHOOLS
Ethnic white	5936 <b>73.16%</b>	3759 <b>79.57%</b>
Not Stated	2106 <b>25.96%</b>	915 <b>19.37%</b>
Ethnic minority	72 <b>0.88%</b>	50 <b>1.06%</b>

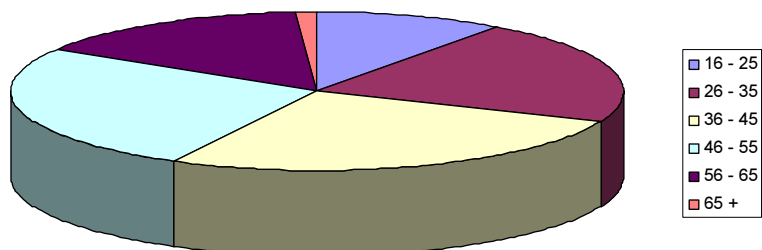
## Disability

<b>% DISABILITY</b>	<b>BCBC</b>	<b>BCBC EX SCHOOLS</b>
	76 <b>0.94%</b>	61 <b>1.29%</b>

## Age

<b>% AGE PROFILE</b>	<b>BCBC</b>	<b>BCBC EX SCHOOLS</b>
16 - 25	817 <b>10.07%</b>	541 <b>11.45%</b>
26 - 35	1706 <b>21.03%</b>	911 <b>19.28%</b>
36 - 45	2172 <b>26.77%</b>	1178 <b>24.94%</b>
46 - 55	2111 <b>26.01%</b>	1283 <b>27.16%</b>
56 - 65	1213 <b>14.95%</b>	761 <b>16.11%</b>
65+	95 <b>1.17%</b>	50 <b>1.06%</b>

Age Profile



## Welsh Language

<b>% WELSH SPEAKERS</b>	<b>BCBC</b>	<b>BCBC EX SCHOOLS</b>
	292 <b>3.60%</b>	110 <b>2.33%</b>

<b>% WELSH READER</b>	<b>BCBC</b>	<b>BCBC EX SCHOOLS</b>
	263 <b>3.24%</b>	98 <b>2.07%</b>

<b>% WELSH WRITER</b>	<b>BCBC</b>	<b>BCBC EX SCHOOLS</b>
	202 <b>2.49%</b>	75 <b>1.59%</b>

## Carers

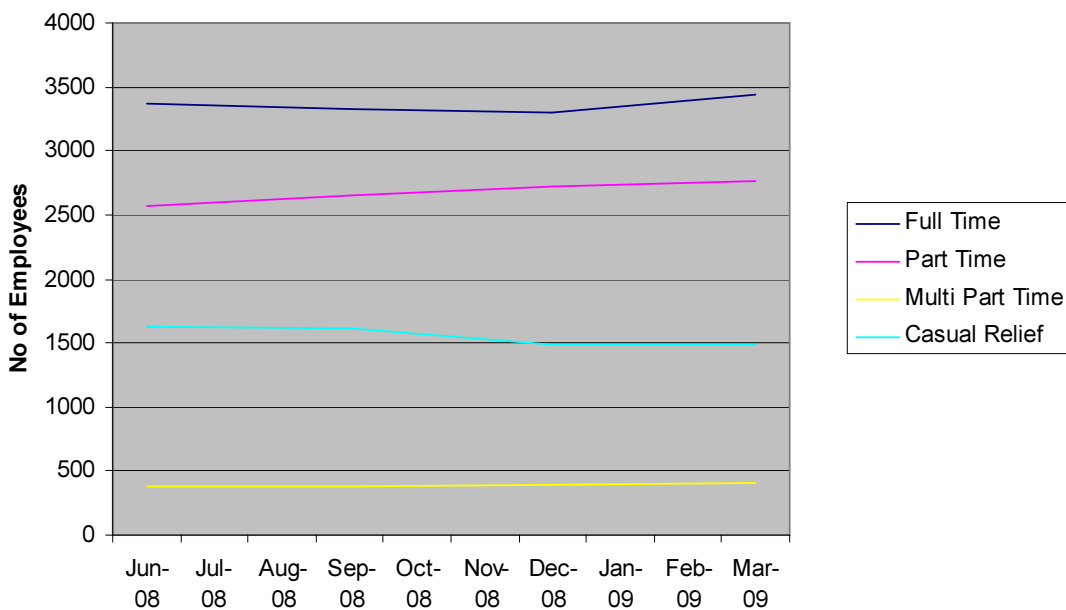
<b>% UNPAID CARERS</b>	<b>BCBC</b>	<b>BCBC EX SCHOOLS</b>
	287 <b>3.54%</b>	205 <b>4.34%</b>

**DATA ANALYSIS – Overview of BCBC Employees**

Below is a statistical and graphical overview of comparative employee data for the Council over the 12 months preceding the 31<sup>st</sup> March 2009.

**Employment Status - BCBC**

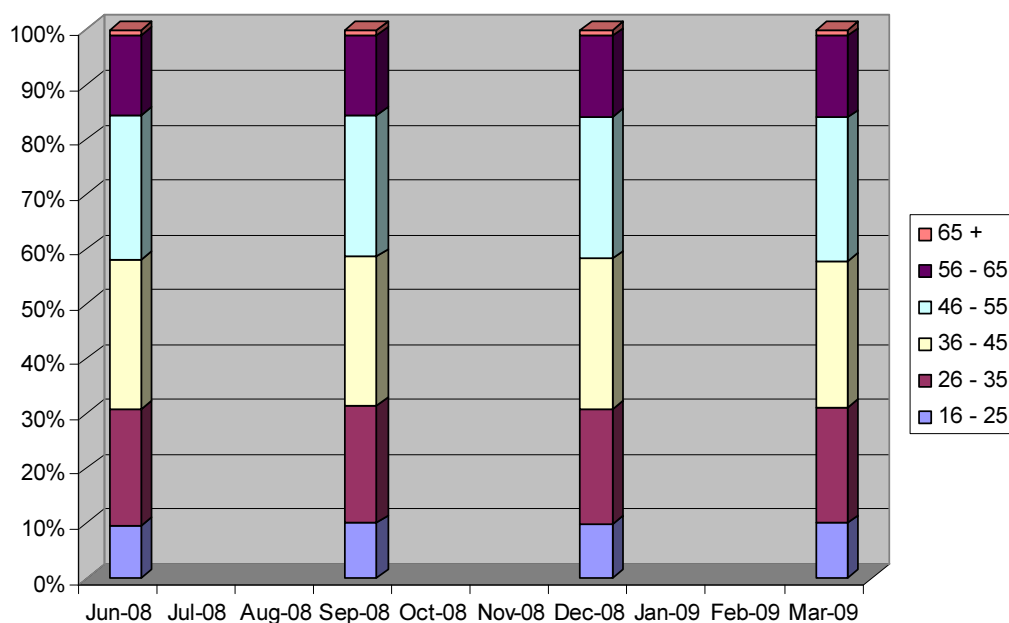
<b>% FULL TIME</b>	<b>31/03/09</b>	<b>31/12/08</b>	<b>30/09/08</b>	<b>30/06/08</b>
	3445 <b>42.46%</b>	3299 <b>41.79%</b>	3328 <b>41.69%</b>	3369 <b>42.38%</b>
<b>% PART TIME</b>				
	2771 <b>34.15%</b>	2719 <b>34.44%</b>	2656 <b>33.27%</b>	2574 <b>33.28%</b>
<b>% MULTI PART TIME</b>				
	409 <b>5.04%</b>	388 <b>4.91%</b>	378 <b>4.47%</b>	383 <b>4.82%</b>
<b>% CASUAL/RELIEF</b>				
	1489 <b>18.35%</b>	1489 <b>18.86%</b>	1621 <b>20.30%</b>	1624 <b>20.42%</b>
<b>TOTAL</b>	<b>8114</b>	<b>7895</b>	<b>7983</b>	<b>7950</b>





## Age Profile – BCBC

% AGE PROFILE	31/03/09	31/12/08	30/09/08	30/06/08
16 - 25	817 10.07%	787 9.97%	800 10.02%	762 9.58%
26 - 35	1706 21.03%	1654 20.95%	1704 21.35%	1695 21.32%
36 - 45	2172 26.77%	2155 27.29%	2175 27.25%	2159 27.16%
46 - 55	2111 26.01%	2048 25.94%	2053 25.72%	2088 26.26%
56 - 65	1213 14.95%	1161 14.71%	1172 14.67%	1171 14.73%
65+	95 1.17%	90 1.14%	79 0.99%	75 0.94%
<b>Total</b>	8114	7895	7983	7950



**DATA ANALYSIS – Gender based on Pay Grade**

Below is a summary of employee data held on Trent as at 31<sup>st</sup> March 2009 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 JNC level.
- **Soulbury & Youth Officers** – these include Educational Psychologists, Education Advisers and Youth Workers.

TOTAL HEADCOUNT
8114 Employees

	MALE	FEMALE
SCALE 1 - 6	1170 14.42%	4411 54.36%
SENIOR OFFICERS	121 1.49%	141 1.74%
PRINCIPAL OFFICERS	247 3.04%	359 4.42%
CHIEF OFFICERS	10 0.12%	8 0.10%
SOULBURY & YOUTH OFFICERS	43 0.53%	54 0.67%
TEACHERS	393 4.85%	1157 14.26%
<b>TOTAL</b>	<b>1984</b> <b>24.45%</b>	<b>6130</b> <b>75.55%</b>

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	259	362	426	290	4	<b>1392</b>
	Part Time	28	33	27	25	37	8	<b>158</b>
	Multi Part Time	2	5	4	3	0	0	<b>14</b>
	Casual/Relief	143	79	58	50	64	26	<b>420</b>
	<b>SUB TOTAL</b>	<b>224</b>	<b>376</b>	<b>451</b>	<b>504</b>	<b>391</b>	<b>38</b>	<b>1984</b>
Female	Full Time	123	539	555	567	267	2	<b>2053</b>
	Part Time	169	469	807	757	383	28	<b>2613</b>
	Multi Part Time	19	64	143	125	43	1	<b>395</b>
	Casual/Relief	282	258	216	158	129	26	<b>1069</b>
	<b>SUB TOTAL</b>	<b>593</b>	<b>1330</b>	<b>1721</b>	<b>1607</b>	<b>822</b>	<b>57</b>	<b>6130</b>
<b>SUM</b>		<b>817</b>	<b>1706</b>	<b>2172</b>	<b>2111</b>	<b>1213</b>	<b>95</b>	<b>8114</b>

## 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	281	1103	<b>1392</b>
	Part Time	0	1	0	1	51	105	<b>158</b>
	Multi Part Time	1	0	0	0	5	8	<b>14</b>
	Casual/Relief	0	1	0	0	218	201	<b>420</b>
	<b>SUB TOTAL</b>	<b>1</b>	<b>2</b>	<b>4</b>	<b>5</b>	<b>555</b>	<b>1417</b>	<b>1984</b>
Female	Full Time	2	4	2	4	344	1697	<b>2053</b>
	Part Time	6	13	2	7	563	2022	<b>2613</b>
	Multi Part Time	1	3	0	1	117	273	<b>395</b>
	Casual/Relief	3	9	2	1	527	527	<b>1069</b>
	<b>SUB TOTAL</b>	<b>12</b>	<b>29</b>	<b>6</b>	<b>13</b>	<b>1551</b>	<b>4519</b>	<b>6130</b>
<b>SUM</b>		<b>13</b>	<b>31</b>	<b>10</b>	<b>18</b>	<b>2106</b>	<b>5936</b>	<b>8114</b>

## Disability

DISABLED					
		Yes	No	Not Stated	SUM
Male	Full Time	25	876	491	<b>1392</b>
	Part Time	6	77	75	<b>158</b>
	Multi Part Time	0	7	7	<b>14</b>
	Casual/Relief	1	142	277	<b>420</b>
	<b>SUB TOTAL</b>	<b>32</b>	<b>1102</b>	<b>850</b>	<b>1984</b>
Female	Full Time	24	1365	664	<b>2053</b>
	Part Time	15	1611	987	<b>2613</b>
	Multi Part Time	3	210	182	<b>395</b>
	Casual/Relief	2	372	695	<b>1069</b>
	<b>SUB TOTAL</b>	<b>44</b>	<b>3558</b>	<b>2528</b>	<b>6130</b>
<b>SUM</b>		<b>76</b>	<b>4660</b>	<b>3378</b>	<b>8114</b>

## Welsh Speakers

WELSH SPEAKER					
	Full Time	Part Time	Multi Part Time	Casual/Relief	SUM
Male	51	6	0	8	<b>65</b>
Female	131	56	11	29	<b>227</b>
<b>SUM</b>	<b>182</b>	<b>62</b>	<b>11</b>	<b>37</b>	<b>292</b>

## Welsh Writer

WELSH WRITER					
	Full Time	Part Time	Multi Part Time	Casual/Relief	SUM
Male	34	2	0	6	<b>42</b>
Female	93	41	5	21	<b>160</b>
<b>SUM</b>	<b>127</b>	<b>43</b>	<b>5</b>	<b>27</b>	<b>202</b>

## Welsh Reader

WELSH READER					
	Full Time	Part Time	Multi Part Time	Casual/Relief	SUM
Male	47	4	0	9	<b>60</b>
Female	115	52	6	30	<b>203</b>
<b>SUM</b>	<b>162</b>	<b>56</b>	<b>6</b>	<b>39</b>	<b>263</b>

## Unpaid Carers

UNPAID CARERS					
	Full Time	Part Time	Multi Part Time	Casual/Relief	SUM
Male	48	2	0	5	<b>55</b>
Female	106	100	16	10	<b>232</b>
<b>SUM</b>	<b>154</b>	<b>102</b>	<b>16</b>	<b>15</b>	<b>287</b>

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	40	155	243	298	204	3	<b>943</b>
	Part Time	14	19	20	21	28	8	<b>110</b>
	Multi Part Time	1	3	2	1	0	0	<b>7</b>
	Casual/Relief	114	73	55	46	38	14	<b>340</b>
	<b>SUB TOTAL</b>	<b>169</b>	<b>250</b>	<b>320</b>	<b>366</b>	<b>270</b>	<b>25</b>	<b>1400</b>
Female	Full Time	66	243	279	285	166	1	<b>1040</b>
	Part Time	79	254	445	506	264	14	<b>1562</b>
	Multi Part Time	5	13	20	23	10	0	<b>71</b>
	Casual/Relief	222	151	114	103	51	10	<b>651</b>
	<b>SUB TOTAL</b>	<b>372</b>	<b>661</b>	<b>858</b>	<b>917</b>	<b>491</b>	<b>25</b>	<b>3324</b>
<b>SUM</b>		<b>541</b>	<b>911</b>	<b>1178</b>	<b>1283</b>	<b>761</b>	<b>50</b>	<b>4724</b>

## 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	151	787	<b>943</b>
	Part Time	0	1	0	0	26	83	<b>110</b>
	Multi Part Time	1	0	0	0	2	4	<b>7</b>
	Casual/Relief	0	1	0	0	164	175	<b>340</b>
	<b>SUB TOTAL</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>4</b>	<b>343</b>	<b>1049</b>	<b>1400</b>
Female	Full Time	0	4	2	2	74	958	<b>1040</b>
	Part Time	4	10	2	4	177	1365	<b>1562</b>
	Multi Part Time	1	2	0	1	13	54	<b>71</b>
	Casual/Relief	2	6	1	1	308	333	<b>651</b>
	<b>SUB TOTAL</b>	<b>7</b>	<b>22</b>	<b>5</b>	<b>8</b>	<b>572</b>	<b>2710</b>	<b>3324</b>
<b>SUM</b>		<b>8</b>	<b>24</b>	<b>6</b>	<b>12</b>	<b>915</b>	<b>3759</b>	<b>4724</b>



## Disability

DISABLED					
		Yes	No	Not Stated	SUM
Male	Full Time	25	622	296	<b>943</b>
	Part Time	5	65	40	<b>110</b>
	Multi Part Time	0	4	3	<b>7</b>
	Casual/Relief	0	132	208	<b>340</b>
	<b>SUB TOTAL</b>	<b>30</b>	<b>823</b>	<b>547</b>	<b>1400</b>
Female	Full Time	16	816	208	<b>1040</b>
	Part Time	13	1144	405	<b>1562</b>
	Multi Part Time	1	43	27	<b>71</b>
	Casual/Relief	1	266	384	<b>651</b>
	<b>SUB TOTAL</b>	<b>31</b>	<b>2269</b>	<b>1024</b>	<b>3324</b>
<b>SUM</b>		<b>61</b>	<b>3092</b>	<b>1571</b>	<b>4724</b>

## Welsh Speakers

WELSH SPEAKER					
	Full Time	Part Time	Multi Part Time	Casual/Relief	SUM
Male	21	6	0	5	<b>32</b>
Female	39	30	0	9	<b>78</b>
<b>SUM</b>	<b>60</b>	<b>36</b>	<b>0</b>	<b>14</b>	<b>110</b>

## Welsh Writer

WELSH WRITER					
	Full Time	Part Time	Multi Part Time	Casual/Relief	SUM
Male	15	2	0	3	<b>20</b>
Female	23	26	0	6	<b>55</b>
<b>SUM</b>	<b>38</b>	<b>28</b>	<b>0</b>	<b>9</b>	<b>75</b>

## Welsh Reader

WELSH READER					
	Full Time	Part Time	Multi Part Time	Casual/Relief	SUM
Male	21	4	0	6	<b>31</b>
Female	31	27	0	9	<b>67</b>
<b>SUM</b>	<b>52</b>	<b>31</b>	<b>0</b>	<b>15</b>	<b>98</b>

## Unpaid Carers

UNPAID CARERS					
	Full Time	Part Time	Multi Part Time	Casual/Relief	SUM
Male	38	1	0	3	<b>42</b>
Female	73	82	2	6	<b>163</b>
<b>SUM</b>	<b>111</b>	<b>83</b>	<b>2</b>	<b>9</b>	<b>205</b>