

**BRIDGEND COUNTY BOROUGH COUNCIL**  
**REPORT TO CABINET COMMITTEE - EQUALITIES**

**13<sup>TH</sup> December 2010**

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

**6 MONTHLY REPORT ON EQUALITY IN THE WORKFORCE**

**1. Purpose of Report.**

The purpose of this report is to provide the Cabinet Committee with data on the Council's workforce, together with comparative information.

**2. Connection to Corporate Improvement Objectives/Other Corporate Priorities**

Analysis of workforce data will help mitigate the risk of failure to meet our statutory duties in respect of equalities and a range of the objectives identified in the Corporate Plan.

**3. Background.**

3.1 Reliable workforce data enables us to assess our performance in relation to the Council's statutory duties set out under the Equality Act and the Council's Welsh Language Scheme. It is also crucial to achieving '*improving authority*' status within the Equality Improvement Framework 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 within its workforce.

**4. Current situation / proposal.**

**4.1 Workforce Data**

4.1.1 Appendix 1 provides a profile of the workforce as at 30<sup>th</sup> September 2009, 1<sup>st</sup> March 2010 and 30<sup>th</sup> September 2010; it includes numbers of employees in relation to the equality strands identified in the Council's corporate equality scheme and action plan, i.e.:-

- Total employee headcount;
- Full and part time employees;
- Gender;
- Ethnicity;
- Disability;
- Age;

- Welsh speakers; and
- Unpaid carers.

- 4.1.2 Changes within the Council's workforce are being monitored and the information gathered will assist the development in 2011 of the Workforce Plan. Reports to this Committee on a twice yearly basis will enable any areas of potential concern to be identified.
- 4.1.3 It is important to note that the Council's workforce data is based on employees not posts, and includes all casual and relief employees who work on a regular basis but not agency workers.
- 4.1.4 Some of the data is dependent on employees voluntarily providing information on themselves and changes in their circumstances. In recent months, improvements to data capture at the recruitment stage have been implemented.
- 4.1.5 Some of the main movements within Appendix 1 are:-
- \* Within the overall increase of 60 between September 2009 and September 2010, males increased but over 75% of the council's workforce continues to be female.
  - \* The number of female employees has reduced in schools by 107 but has increased in all other services by 130.
  - \* The age profile of the workforce has changed little with employees mainly moving between age bands.
  - \* The number of employees in all other services has increased by 136 however the figure for schools has decreased by 76. This may be the result of schools exercising tighter budget management.
  - \* Part time employment in schools has reduced by 87, possibly due to budget management; however it has increased in all other services by 112.
  - \* The overall figures year on year have decreased in schools by 76 and increased in all other services by 136.
- 4.1.6 Below is a summary of workforce information as at 30th September 2010 based on gender/pay grade for all BCBC Staff excluding Casual/Relief Workers  
The information places employees into one of 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.

	<b>MALE</b>	<b>FEMALE</b>
SCALE 1 - 6	<b>811</b>	<b>3567</b>
SENIOR OFFICERS	<b>118</b>	<b>113</b>
PRINCIPAL OFFICERS	<b>249</b>	<b>353</b>
CHIEF OFFICERS	<b>8</b>	<b>8</b>
SOULBURY & YOUTH OFFICERS	<b>18</b>	<b>53</b>
TEACHERS	<b>359</b>	<b>1018</b>
<b>TOTAL</b>	<b>1563</b>	<b>5112</b>

4.2 Included at Appendix 2 is a population profile comprising workforce information on Bridgend County Borough Council, the Bridgend County Borough Area, the South East Wales Area and on an all Wales basis.

4.3 Update on developments

4.3.1 The Equality Act 2010 came into force on 1<sup>st</sup> October 2010 consolidating many pieces of employment legislation into one single Act. The Act harmonises previous employment legislation to provide a new discrimination law which protects individuals from unfair treatment and promotes a fairer and more equal society.

The 9 main pieces of employment legislation that have been merged are:

- \* The Equal Pay Act 1970
- \* The Sex Discrimination Act 1975
- \* The Race Relations Act 1976
- \* The Disability Discrimination Act 1996
- \* The Employment Equality (Religion or Belief) Regulations 2003
- \* The Employment Equality (Sexual Orientation) Regulations 2003
- \* The Employment Equality (Age) Regulations 2006
- \* The Equality Act 2006 Part 2
- \* The Equality Act (Sexual Orientation) Regulations 2007.

Under the Equality Act 2010, there are new duties on employers relating to discrimination and harassment. The main areas of impact on the Council and its workforce are:-

- \* Associative Discrimination – direct discrimination against someone because they associate with someone who has a protected characteristic,
- \* Discrimination by Perception – direct discrimination against someone because it is believed s/he has a protected characteristic,
- \* Indirect Discrimination – occurs when a rule or policy applies to everyone but disadvantages someone with a protected characteristic,
- \* Harassment by a third party – employers are potentially liable for harassment of their employees by people they don't employ (service users, members of the public etc).

The Equality Act also introduces a general public sector equality duty that will come into force in April 2011. Subject to WAG's consideration of the outcome of the consultation currently being undertaken, all public authorities will be required to make arrangements to collect employee data in respect of recruitment, training, grievance and disciplinary procedures and pay differences. The Council is well placed to monitor and report on most of these requirements.

4.3.2 Development of the Employment Routes initiative in Bridgend County Borough. The Council's Communities First Team is involved with this national project which is designed to get the most disadvantaged people into paid employment. Eligible people include those living in areas suffering from high economic inactivity and those with multiple barriers to work such as childcare responsibilities, lack of qualifications, health conditions and transport difficulties. There are currently 3 routes approved in Bridgend involving 35 participants with the potential for a further 5 routes to be developed involving 66 participants.

4.3.3 This Committee launched the Council's Domestic Abuse Protocol in September 2010 which sets out the council's commitment to support all employees experiencing domestic abuse. Further promotion of the protocol took place on "White Ribbon Day" on 25<sup>th</sup> November 2010.

4.3.4 An analysis has been undertaken of the equalities training needs of managers and employees. As a result of this, three areas of equalities training and development will be rolled out between December 2010 and March 2011 which are:

General Equality and Diversity Awareness Training  
Disability Equality Training  
Race and Cultural Awareness Training.

4.3.5 Areas of focus of the Human Resources Service Unit in the next 12 months include:-

- a) progress Job Evaluation,
- b) monitor the impact of the changes in the workforce resulting from the Council's budget and ongoing efficiencies agenda,
- c) to provide Human Resources support to service areas undertaking service reviews to ensure that workforce issues are managed in a fair and timely manner in accordance with Council's policies and statutory equality duties,
- d) an exercise to capture accurate and up to date equalities data for all employees will begin in 2011,
- e) developing the Council's Trent web recruitment system to allow analyses of job applicants by age, BME background and disability. Such information will enable the Council to target applicant groups that are under represented,
- f) to review Human Resources Policies and Procedures, taking account of the changes in Equalities legislation, to ensure that the council meets its statutory obligations.

## **5. Effect upon Policy Framework & 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. Equality Impact Assessment

Whilst no Equality Impact Assessment has been carried out, this report provides the Committee with information which will positively assist in the delivery of the Authority's equality duties.

## 7. Financial Implications.

None in this report.

## 8. Recommendation.

- 8.1 That the Equalities Committee receive and consider this workforce report.

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**15<sup>th</sup> November 2010**

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## Background papers:

None.