

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

**7 OCTOBER 2020**

**REPORT OF THE CHIEF EXECUTIVE**

**ANNUAL REPORT ON EQUALITY IN THE WORKFORCE (2019/20)**

**1. Purpose of report**

- 1.1 To provide Cabinet Equalities Committee with a summary of the equality profile of the council's workforce as at 31 March 2020 and information about the requirement for Welsh language skills for vacant posts.

**2. Connection to corporate well-being objectives/other corporate priorities**

- 2.1 This report will assist in the achievement of the following corporate well-being objective under the **Well-being of Future Generations (Wales) Act 2015**:

**Smarter use of resources** – ensure that all resources (financial, physical, ecological, human and technological) are used as effectively and efficiently as possible and support the creation of resources throughout the community that can help to deliver the Council's well-being objectives.

**3. Background**

- 3.1 The provision of relevant and accurate workforce information enables the council to meet its statutory duties and obligations in relation to the Equality Act 2010, the Public Sector Equality Duty and the Welsh Language Standards; and aids decision making.

**4. Current situation / proposal**

**4.1 Workforce data**

- 4.1.1 Appendix 1 provides an equality profile of the council's workforce as at 31 March 2020, with comparative data from previous years.
- 4.1.2 The profile includes protective characteristics of the workforce (gender, disability, ethnicity, age and sexual orientation); numbers of employees with caring responsibilities and those who have Welsh language skills.
- 4.1.3 There is a full data set available on gender and age, however, it is not mandatory for employees to disclose their sensitive personal information for equality monitoring purposes. Work is ongoing and planned to encourage employees to provide and/or update such details.

**4.2 Welsh Language Skills for Vacant posts**

- 4.2.1 At its meeting on 24 August 2020, in considering the Welsh language Annual Report, committee requested information on the criteria used for assessing Welsh language skills for vacant positions as part of the council's recruitment process.

- 4.2.2 When a vacancy arises, managers must undertake an assessment of the Welsh language skills required by considering the duties and responsibilities of the individual post as well as that of the team. In relation to the post, the criteria covers: contact with the public and the expectation to be able to communicate in both English and Welsh, the extent of contact with Welsh speakers; and the need to undertake internal administration in English and Welsh. From a team perspective whether another officer is available who can provide a Welsh language service
- 4.2.3 This information is collected in the Vacancy Management form which will be held and recorded in HR. These details are included in the Annual Monitoring Report.
- 4.2.4 In order to increase the number of Welsh speaking employees and improve the Welsh language service provided by the council, the current Policy on Using Welsh Language in the Workplace, sets out that all posts will be advertised with Welsh as desirable, unless the assessment identifies Welsh is essential.
- 4.2.5 These arrangements have been reviewed internally and recommendations are being developed. These will now be considered alongside the results of the Welsh Language Commissioner's 2019-20 monitoring work, which covered recruitment. At the time of drafting this report the findings were being analysed.

## **5. Effect upon policy framework & procedure rules**

- 5.1 The report has no direct effect upon the policy framework or procedure rules.

## **6. Equality Impact Assessment**

- 6.1 This is an information report. As such, no EIA is required.

## **7. Well-being of Future Generations (Wales) Act 2015 implications**

- 7.1 This is an information report, therefore a Well-being of Future Generations Act (2015) assessment has not taken place in order to prepare this report.

## **8. Financial implications**

- 8.1 There are no financial implications in this report. Any future proposals will include full cost and budgetary implications.

## **9. Recommendation**

- 9.1 It is recommended that the Cabinet Committee Equalities note the information contained in this report.

**Mark Shephard**

Chief Executive

7 October 2020

**Contact officer:** Debra Beeke, Group Manager HR/OD

**Telephone:** 01656 643212

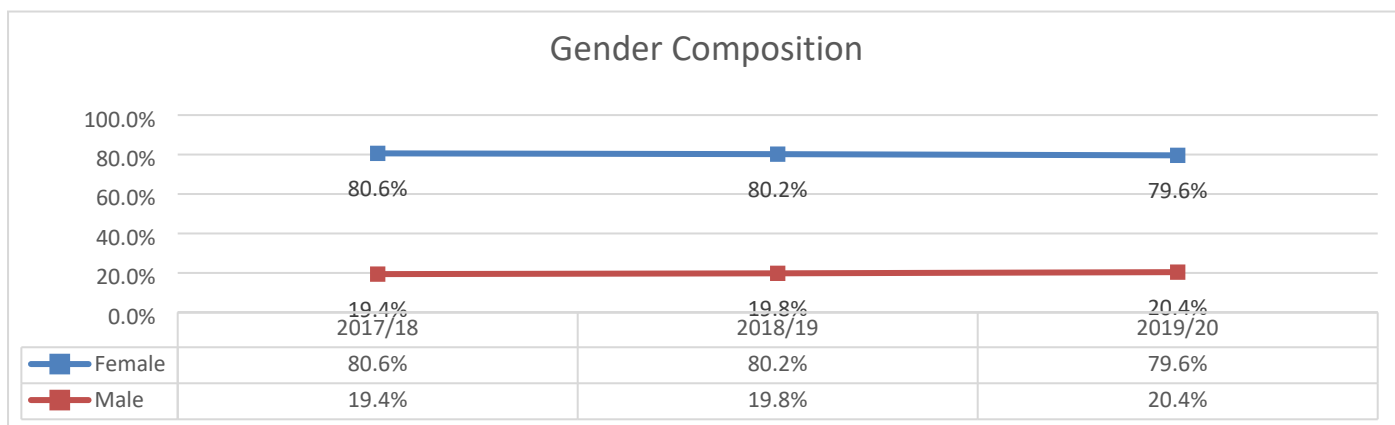
**Email:** [debra.beeke@bridgend.gov.uk](mailto:debra.beeke@bridgend.gov.uk)

**Background papers:** None

## Workforce Equality Monitoring As at 31/03/2020

### 1. Gender

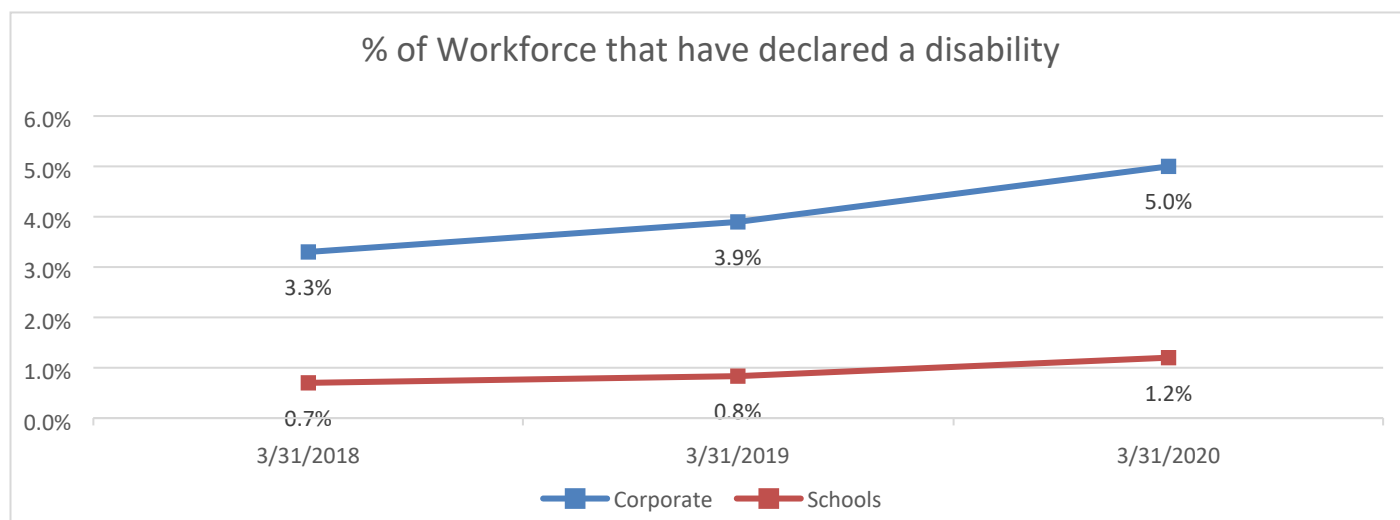
| Description    | BCBC excluding Schools |        |             | Schools |        |             |
|----------------|------------------------|--------|-------------|---------|--------|-------------|
|                | Male                   | Female | Total       | Male    | Female | Total       |
| BCBC Headcount | 680                    | 2351   | <b>3031</b> | 517     | 2494   | <b>3011</b> |
| Percentage     | 22.4%                  | 77.6%  |             | 17.2%   | 82.8%  |             |



- The gender composition has remained consistent over the last 3 years.
- Bridgend continues to have a higher percentage of female employees than other Welsh LAs.

### 2. Disability

| Disability Declared | BCBC excluding Schools |        |       |      | Schools |        |       |      |
|---------------------|------------------------|--------|-------|------|---------|--------|-------|------|
|                     | Male                   | Female | Total | %    | Male    | Female | Total | %    |
| 31/03/2020          | 50                     | 101    | 151   | 5.0% | 5       | 31     | 36    | 1.2% |
| 31/03/2019          | 43                     | 72     | 115   | 3.9% | 4       | 21     | 25    | 0.8% |
| 31/03/2018          | 32                     | 69     | 101   | 3.3% | 6       | 17     | 23    | 0.7% |
| 31/03/2017          | 32                     | 63     | 95    | 3.0% | 6       | 12     | 18    | 0.5% |



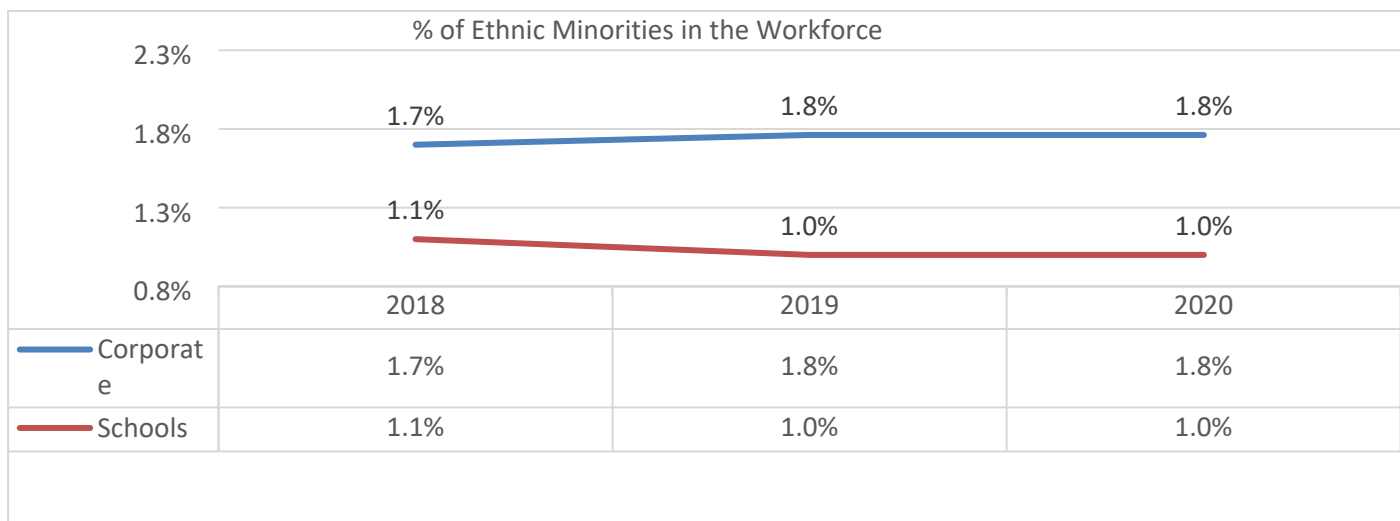
- The percentage of employees who have declared a disability has increased in both Schools and Corporate workforce in each of the last 3 years.
- We do not have a declared disability status for 21.4% of the workforce as at 31.03.2020.

### 3. Ethnicity

| Ethnic Minority |
|-----------------|
| 31/03/2020      |
| 31/03/2019      |
| 31/03/2018      |
| 31/03/2017      |

| BCBC excluding Schools |        |       |      |
|------------------------|--------|-------|------|
| Male                   | Female | Total | %    |
| 12                     | 42     | 54    | 1.8% |
| 7                      | 45     | 52    | 1.8% |
| 6                      | 48     | 54    | 1.7% |
| 7                      | 42     | 49    | 1.6% |

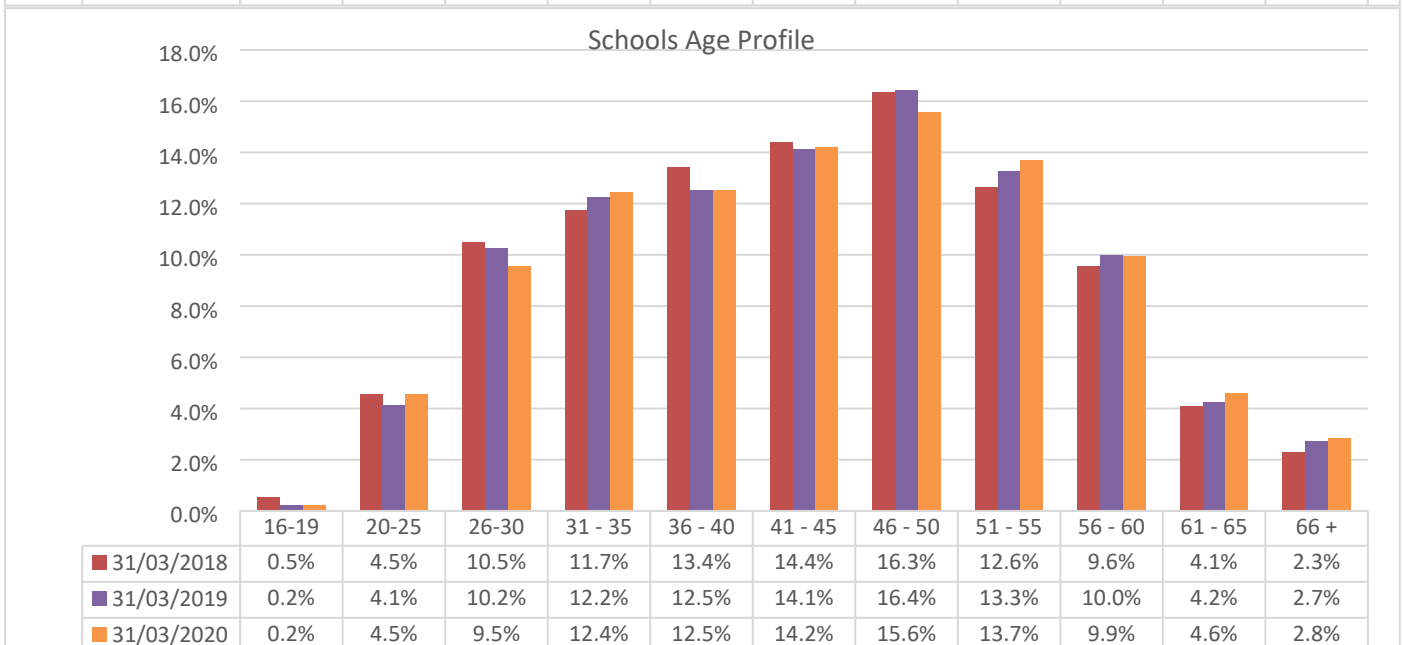
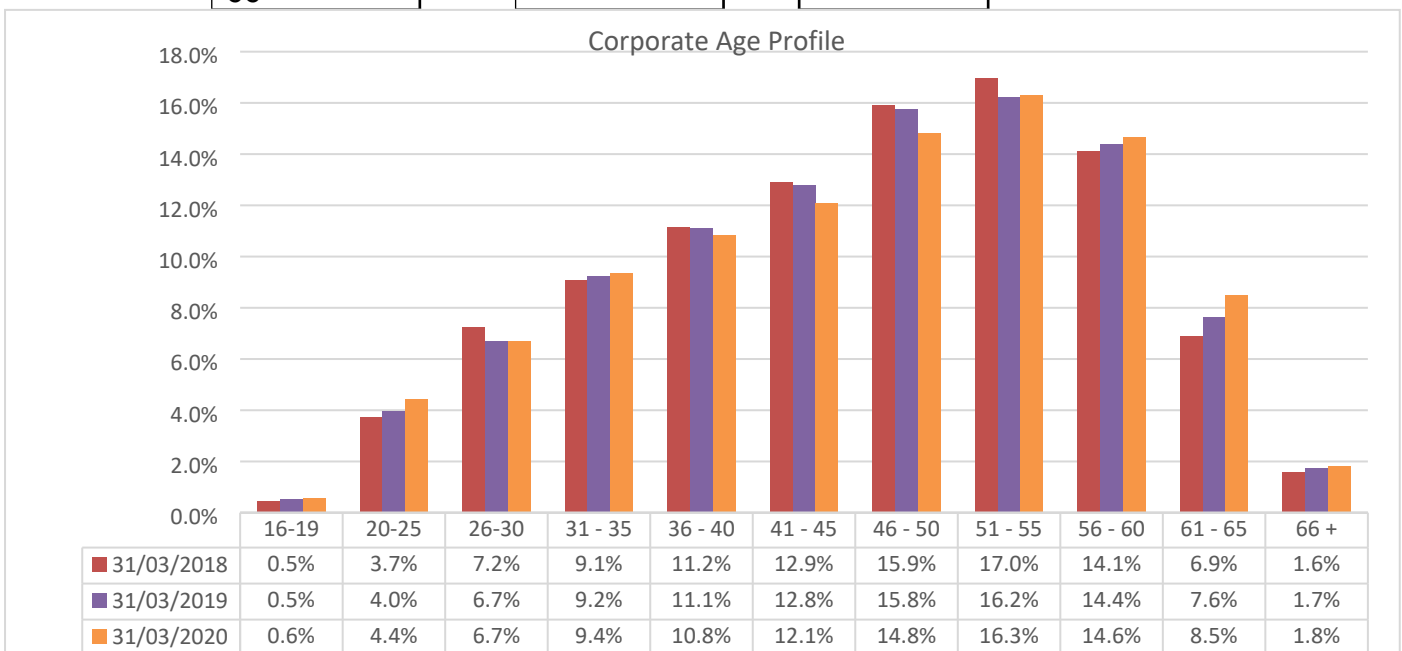
| Schools |        |       |      |
|---------|--------|-------|------|
| Male    | Female | Total | %    |
| 2       | 29     | 31    | 1.0% |
| 3       | 27     | 30    | 1.0% |
| 6       | 28     | 34    | 1.1% |
| 6       | 27     | 33    | 1.0% |



- The percentage of BAME employees has remained stable over the last 12 months having increased slightly in each of the preceding 3 years.
- 1% of the Schools workforce is BAME, which has remained consistent over the 4 year period.
- For context, the latest population estimates from ONS (June 2020) indicate that 3.2% of county borough residents are from a BAME background.

#### 4. Age

| Age Profile | BCBC<br>(exc.<br>Schools) | Schools |
|-------------|---------------------------|---------|
| 16-19       | 0.6%                      | 0.2%    |
| 20-25       | 4.4%                      | 4.5%    |
| 26-30       | 6.7%                      | 9.5%    |
| 31 - 35     | 9.4%                      | 12.4%   |
| 36 - 40     | 10.8%                     | 12.5%   |
| 41 - 45     | 12.1%                     | 14.2%   |
| 46 - 50     | 14.8%                     | 15.6%   |
| 51 - 55     | 16.3%                     | 13.7%   |
| 56 - 60     | 14.6%                     | 9.9%    |
| 61 - 65     | 8.5%                      | 4.6%    |
| 66 +        | 1.8%                      | 2.8%    |

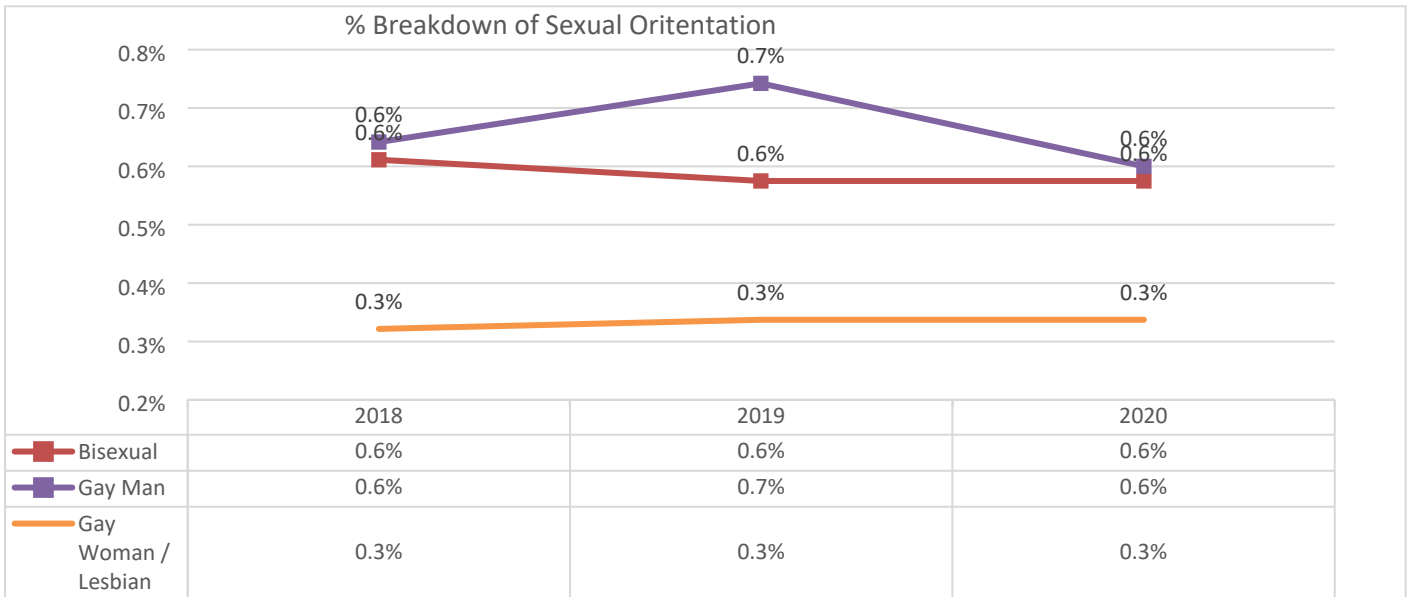


- The corporate workforce has a slightly older age profile than the school workforce.

- In both workforces, the number of staff aged 60 years old and above has increased in each of the last 3 years.

### 5. Sexual Orientation

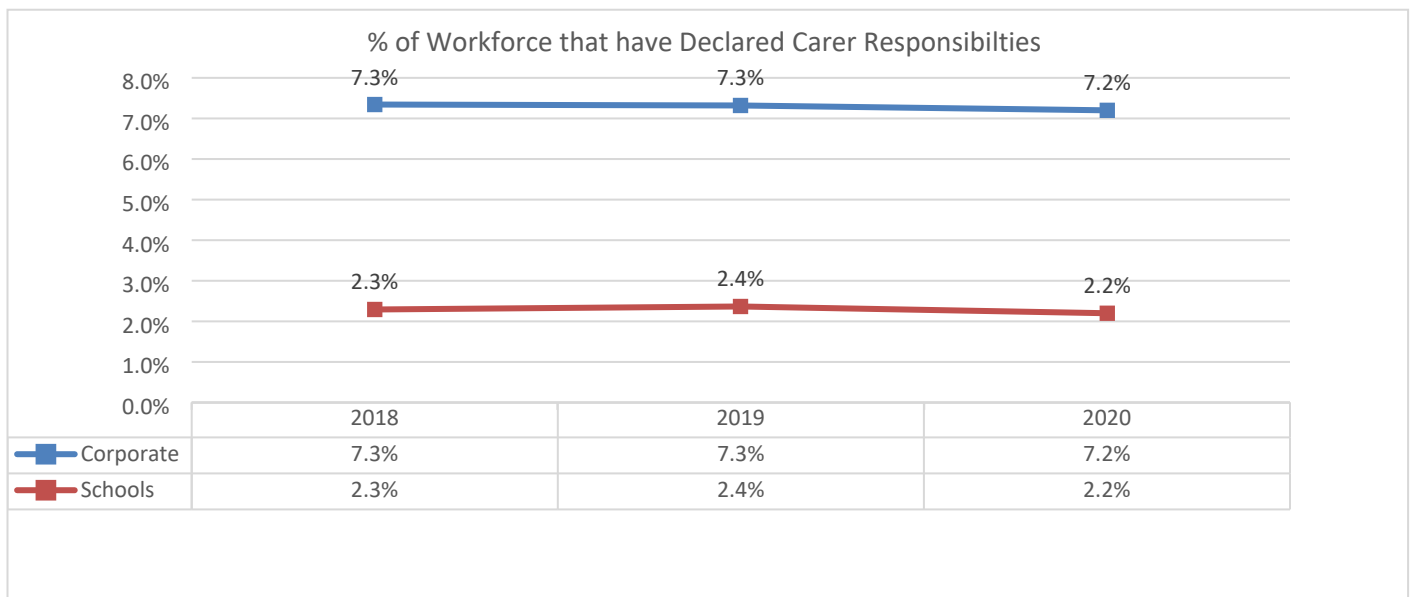
| Description         | BCBC excluding Schools |        |       |      | Schools |        |       |      |
|---------------------|------------------------|--------|-------|------|---------|--------|-------|------|
|                     | Male                   | Female | Total | %    | Male    | Female | Total | %    |
| Bisexual            | 4                      | 15     | 19    | 0.6% | 0       | 4      | 4     | 0.1% |
| Gay Man             | 17                     | 0      | 17    | 0.6% | 7       | 0      | 7     | 0.2% |
| Gay Woman / Lesbian | 0                      | 9      | 9     | 0.3% | 0       | 5      | 5     | 0.1% |



- The percentage of staff who have declared themselves either Bisexual or Gay Man/Woman/Lesbian has remained consistent in the last 3 years.

### 6. Caring Responsibilities

| Description                   | BCBC excluding Schools |        |       |      | Schools |        |       |      |
|-------------------------------|------------------------|--------|-------|------|---------|--------|-------|------|
|                               | Male                   | Female | Total | %    | Male    | Female | Total | %    |
| Carer Responsibility Declared | 29                     | 190    | 219   | 7.2% | 6       | 60     | 66    | 2.2% |



- The percentage of employees declaring caring responsibilities has decreased slightly in both corporate and school workforce over the last 12 months. However, 20% of staff completing the corporate staff survey in 2020 stated they are a carer.

## 7. Welsh Language

| Description          | BCBC excluding Schools |        |       |       | Schools |        |       |       |
|----------------------|------------------------|--------|-------|-------|---------|--------|-------|-------|
|                      | Male                   | Female | Total | %     | Male    | Female | Total | %     |
| <b>Welsh Speaker</b> |                        |        |       |       |         |        |       |       |
| 'A little'           | 103                    | 341    | 444   | 14.6% | 64      | 345    | 409   | 13.6% |
| 'Fairly Good'        | 7                      | 40     | 47    | 1.6%  | 14      | 73     | 87    | 2.9%  |
| 'Fluent'             | 24                     | 98     | 122   | 4.0%  | 18      | 135    | 153   | 5.1%  |
|                      |                        |        |       |       |         |        |       |       |
| <b>Welsh Reader</b>  |                        |        |       |       |         |        |       |       |
| 'A little'           | 114                    | 368    | 482   | 15.9% | 62      | 354    | 416   | 13.8% |
| 'Fairly Good'        | 16                     | 54     | 70    | 2.3%  | 15      | 82     | 97    | 3.2%  |
| 'Fluent'             | 22                     | 97     | 119   | 3.9%  | 19      | 135    | 154   | 5.1%  |
|                      |                        |        |       |       |         |        |       |       |
| <b>Welsh Writer</b>  |                        |        |       |       |         |        |       |       |
| 'A little'           | 72                     | 295    | 367   | 12.1% | 54      | 318    | 372   | 12.3% |
| 'Fairly Good'        | 13                     | 48     | 61    | 2.0%  | 16      | 74     | 90    | 3.0%  |
| 'Fluent'             | 19                     | 84     | 103   | 3.4%  | 17      | 125    | 142   | 4.7%  |

- There has been an increase in the percentage of staff who have declared a level of Welsh language skills across all aspects of language understanding. This increase is largest in the category of staff who have declared 'a little' standard of Welsh language understanding across the 3 categories.