

# WORKFORCE PROFILE INFORMATION 30 JUNE 2020

Human Resources  
First Floor, Britannia House  
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BRADFORD, BD1 1HX



Department of Corporate Resources



City of  
**BRADFORD**  
METROPOLITAN DISTRICT COUNCIL

# BACKGROUND AND CONTEXT

The Council is required by law to publish information relating to certain categories (known as Protected Characteristics) under the Equalities Act 2010. Promoting Equality is one of the Council's core principals and is central to all we do.

Information has been collected for a number of years on Race, Disability, Gender and Age. From 2013 we have also collected information on Sexual Orientation and Religion & Belief and currently 27.75% of Council employees have provided data on Religion & Belief and 25.95% have provided data on Sexual Orientation. There was a significant increase in these percentages last year following an active campaign to gather this data, however these percentages have reduced slightly this year.

To comply with our legislative obligations information relating to the Council's Gender Pay Gap has also now been compiled and published on the Council's website and can be found here: [Gender Pay Gap](#). An additional slide showing an overview of this information has also been included in this presentation.

The Council record Pregnancy and Maternity on its HR/Payroll system. There are no current issues highlighted in this respect.



## BACKGROUND AND CONTEXT (Continued)

The Council is aware of its on going duty to collect information of employees and service users with protected characteristics.

The Council continues to monitor the implications of on going workforce reductions following cuts in central government funding, particularly in terms of its employees with protected characteristics.

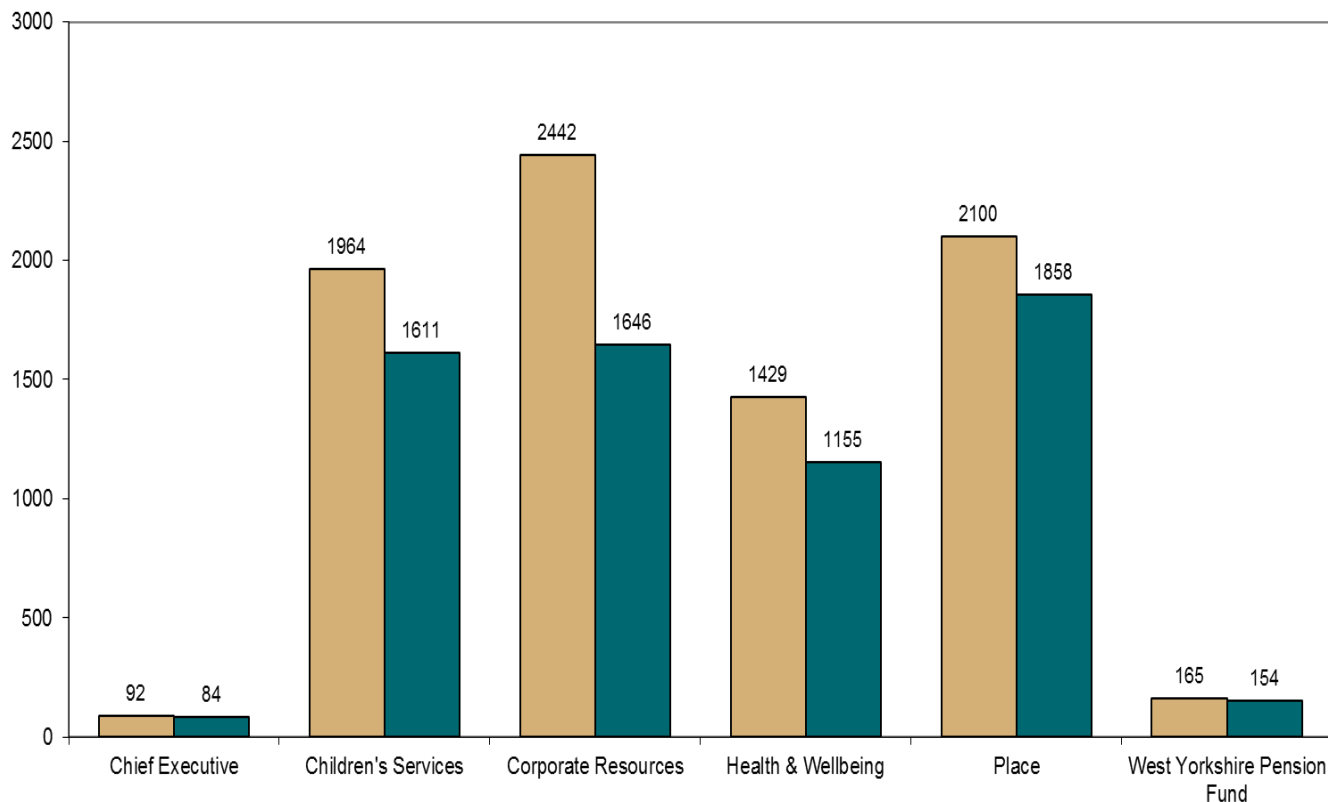
The Council has implemented an equality proof pay structure for its entire NJC staff up to former Scale 6.

The Council has committed to paying above the current statutory minimum wage from October 2015. This resulted in an increase in pay for over 2,000 of the Council's lowest paid employees.

The Council routinely carries out Equality Impact Assessments on its policies, processes and procedures.

For information on the Bradford District please go to the Northern Data Hub, by clicking on the following link: [Data Hub](#)

# WORKFORCE PROFILE – HEADCOUNT AND FULL TIME EQUIVALENT (FTE) - 30 June 2020

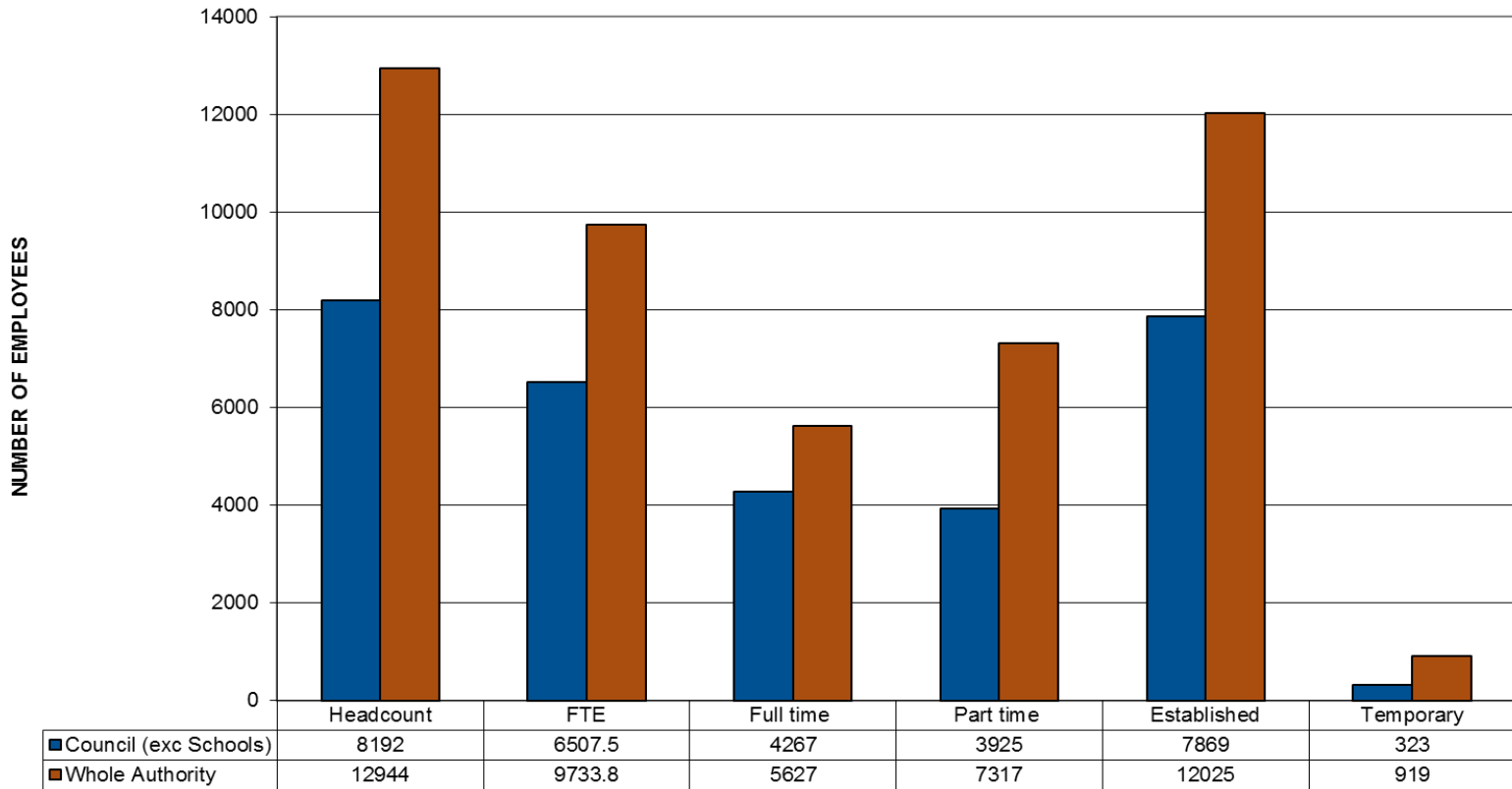


The chart shows the distribution of staff throughout the organisation (but excluding school based staff) as a headcount and full time equivalent (FTE) figure. Those Departments with the largest difference between headcount and FTE figures are those with a large number of part time staff. The overall total headcount is 8192 and the FTE is 6508

■ Headcount ■ FTE

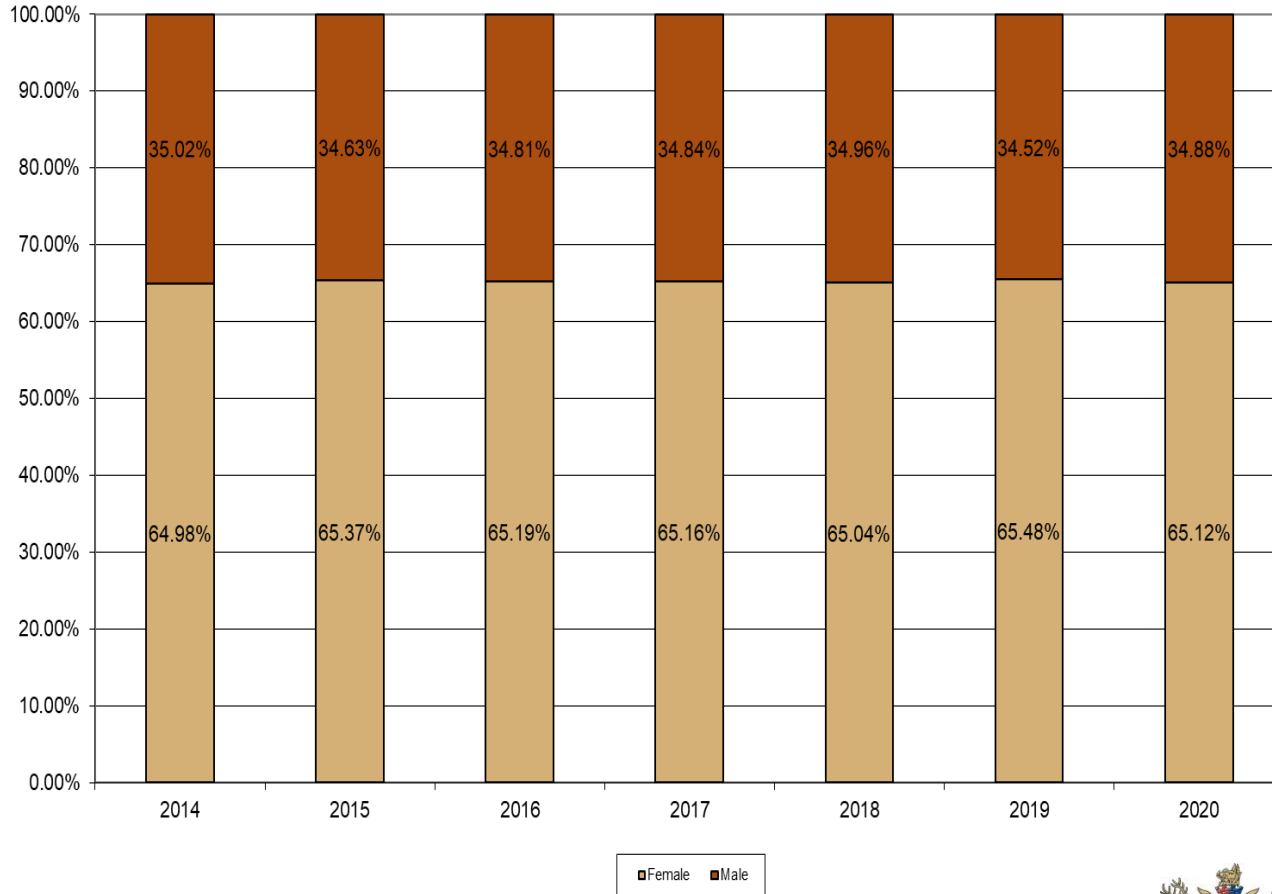


# WORKFORCE PROFILE – WORKING PATTERNS AND EMPLOYMENT STATUS - 30 June 2020



# WORKFORCE PROFILE

## GENDER (excluding Schools) – 30 June 2020

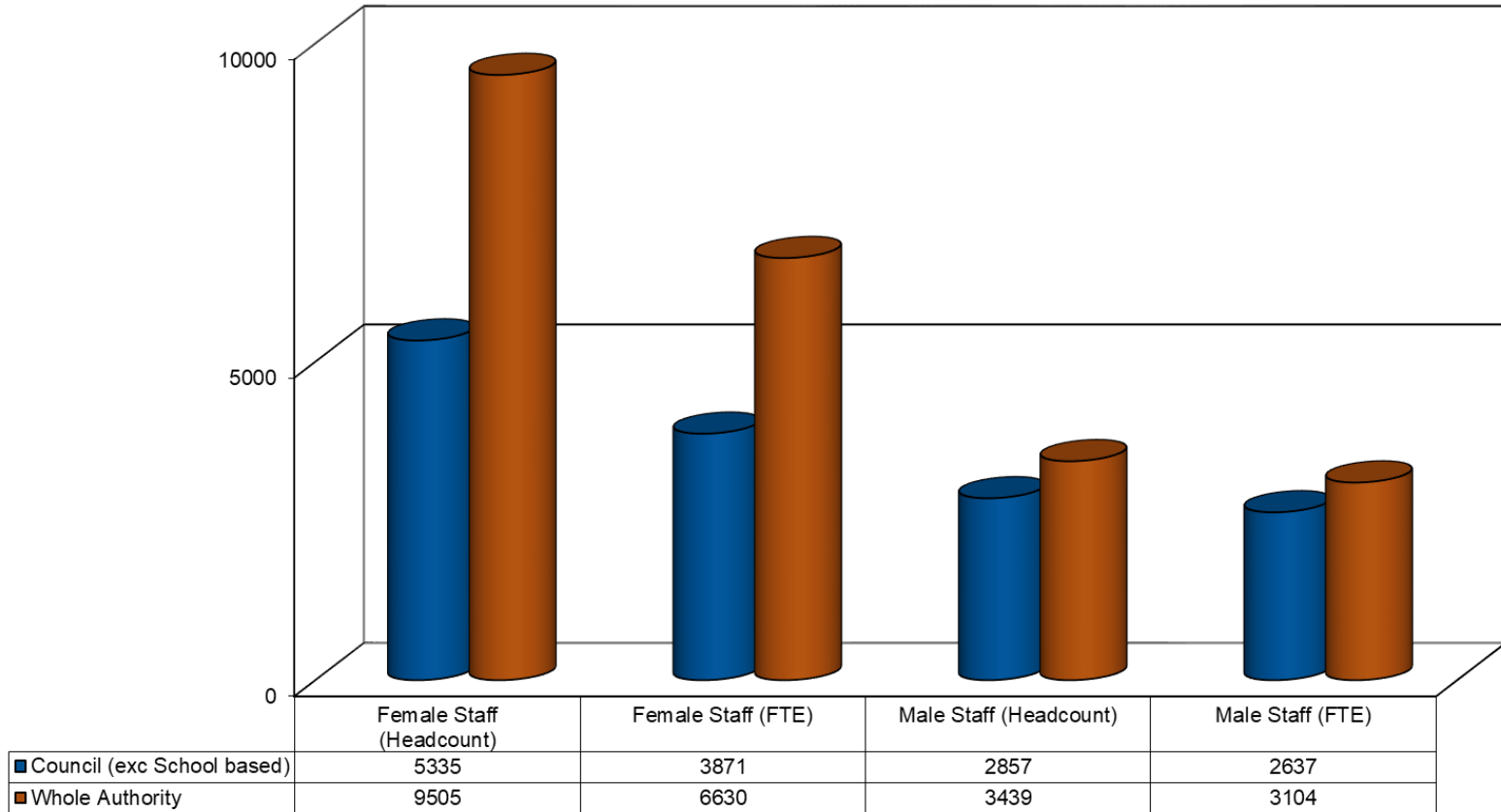


The profile shows that women make up a large part of the workforce – approximately 65.1% to 34.9% (female to male) and this has remained fairly stable over the last 7 years. Previous workforce reductions did not have any significant impact on the gender split.

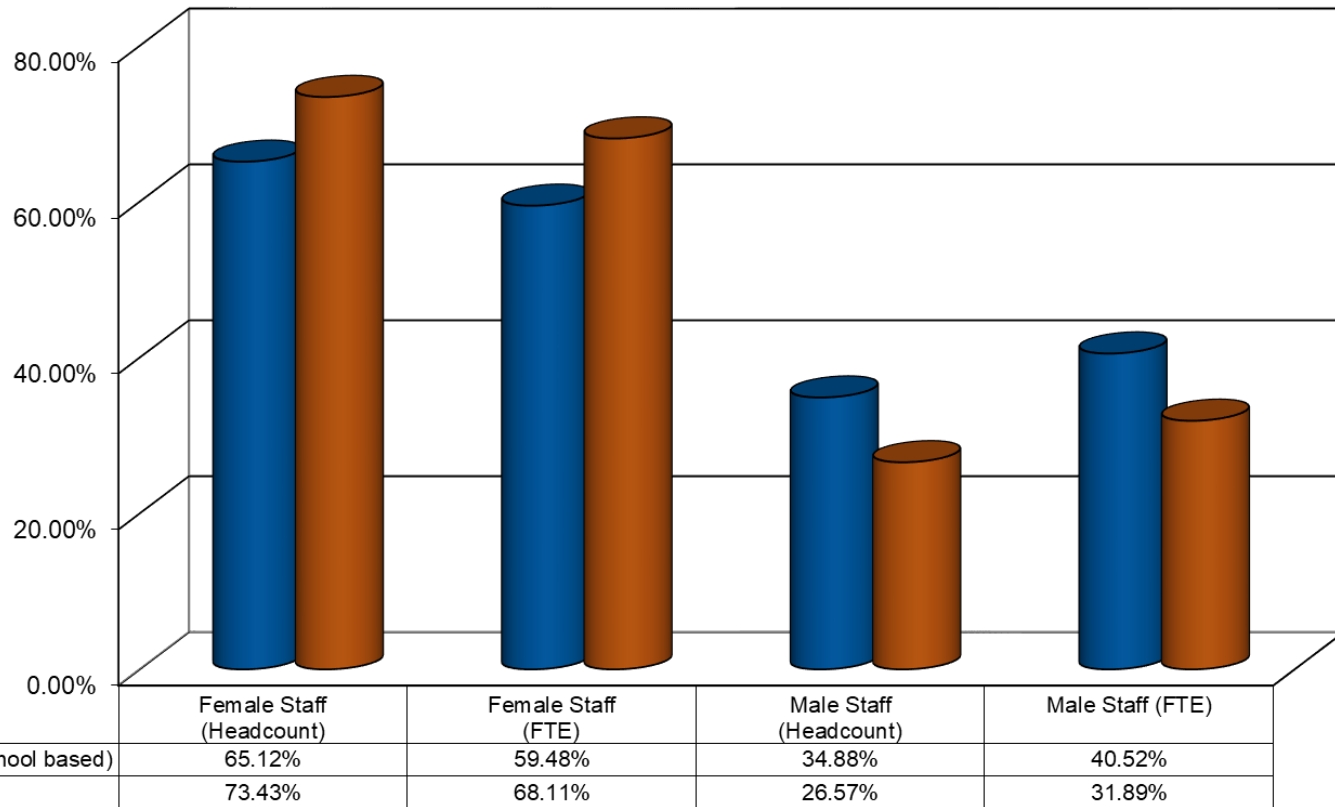
48% of the top 5% of earners are now female, an increase on last years figure of 45%.



# WORKFORCE PROFILE – GENDER – HEADCOUNT & FULLTIME EQUIVALENT (FTE) - 30 June 2020

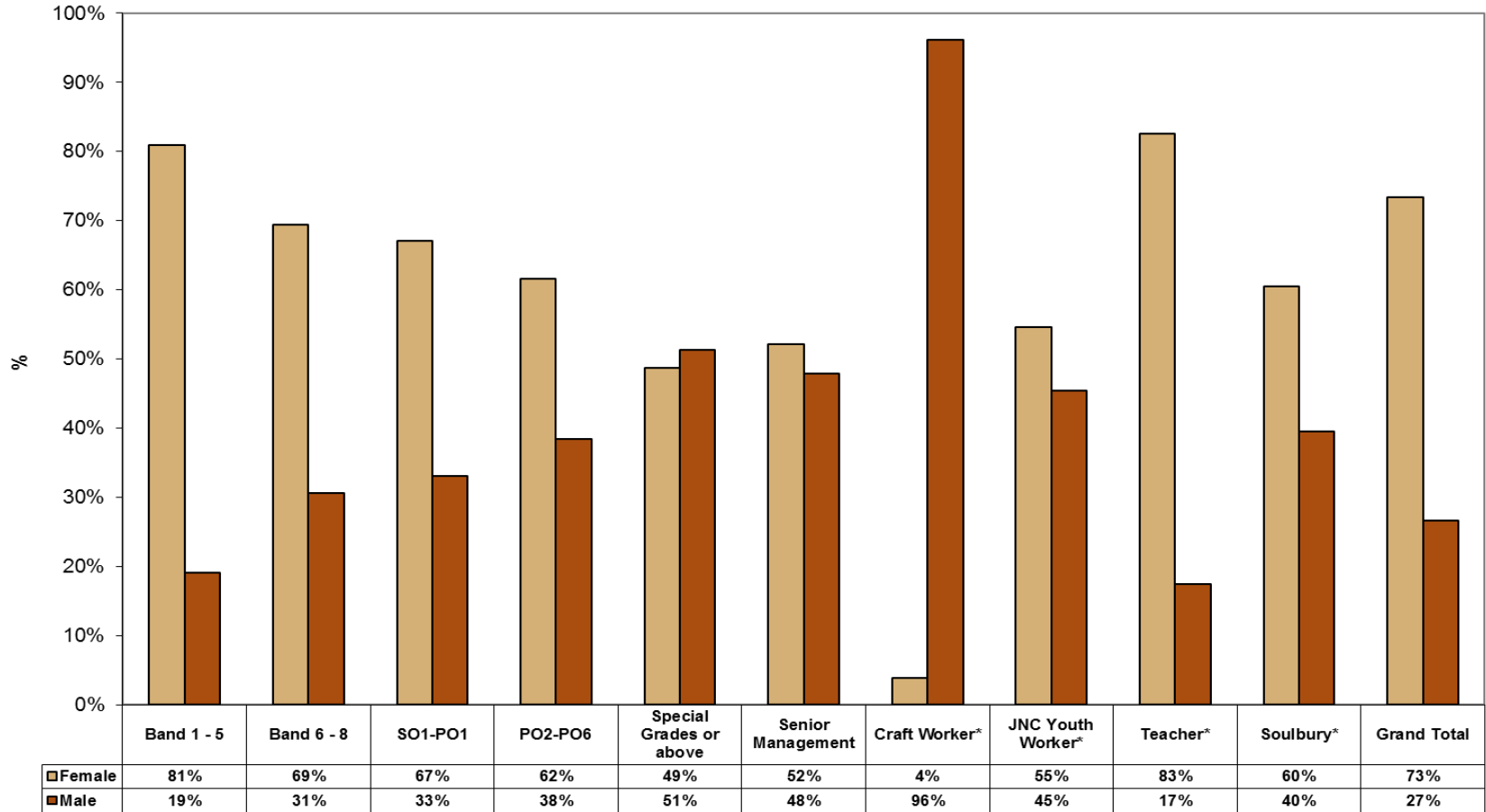


# WORKFORCE PROFILE – GENDER – AS A PERCENTAGE OF HEADCOUNT & FULLTIME EQUIVALENT (FTE) - 30 June 2020

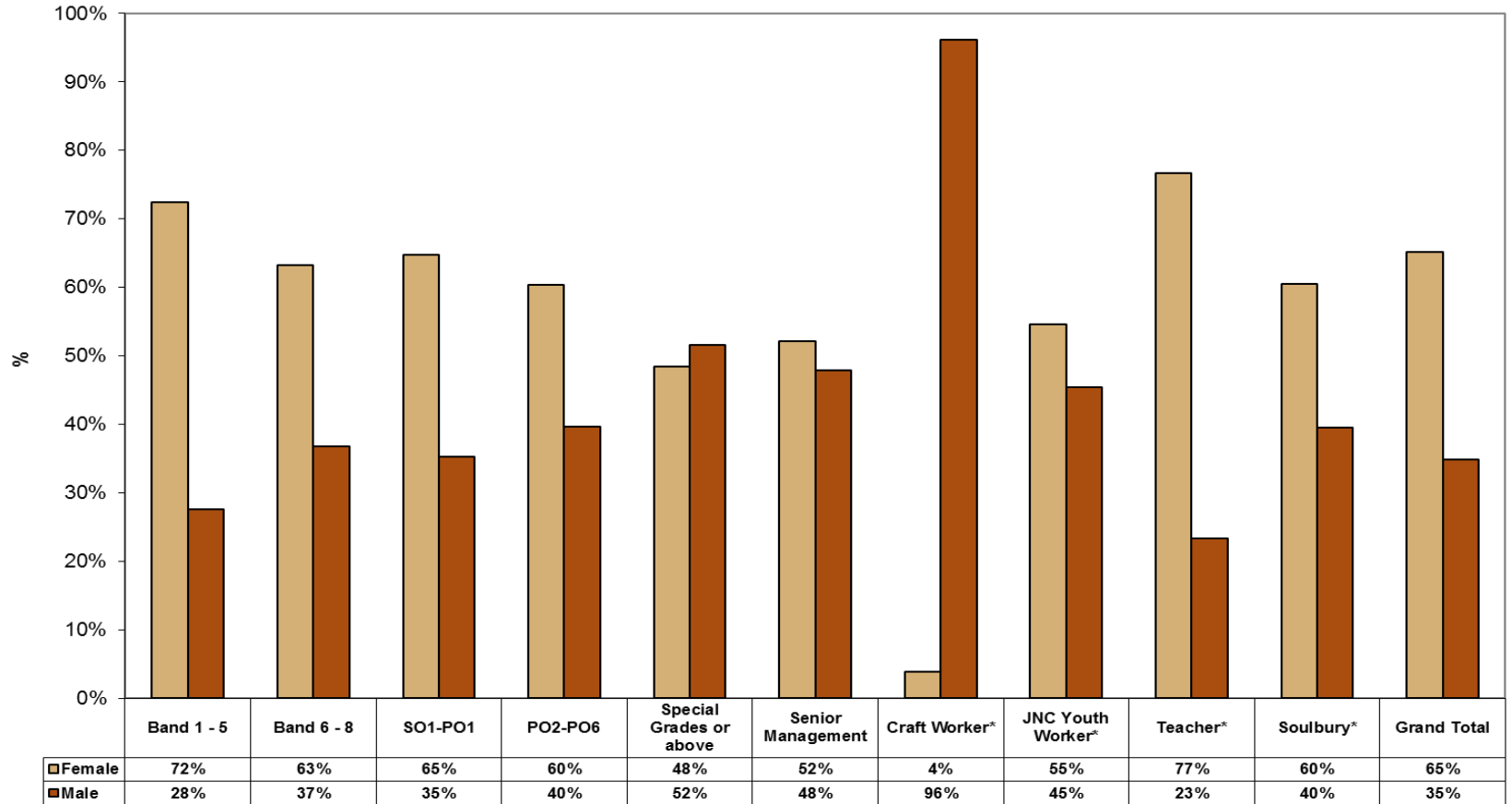




# WORKFORCE PROFILE – GENDER BY GRADES OR CATEGORY\* (INCLUDING SCHOOLS) – 30 June 2020



# WORKFORCE PROFILE – GENDER BY GRADES OR CATEGORY\* (EXCLUDING SCHOOLS) – 30 June 2020



# Bradford Council Gender Pay Gap - 2019

The gender pay gap is a measure of the difference between the average hourly earnings of men and women.

Mean pay is calculated by adding all average hourly pay values together, then dividing by the number of values

Median pay is the "middle" value or "mid point" value in the list of average hourly pay values

Men are paid a mean average of  
£13.52 per hour

**Mean Pay**  
**Gap 7.3%**  
2018 figure 8.1%

UK average 13.1%  
(Source: XpertHR - all employers 2018)

Women are paid a mean average of  
£12.54 per hour

Men are paid a median average of  
£11.97 per hour

**Median Pay**  
**Gap 10.7%**  
2018 Figure 11.1%

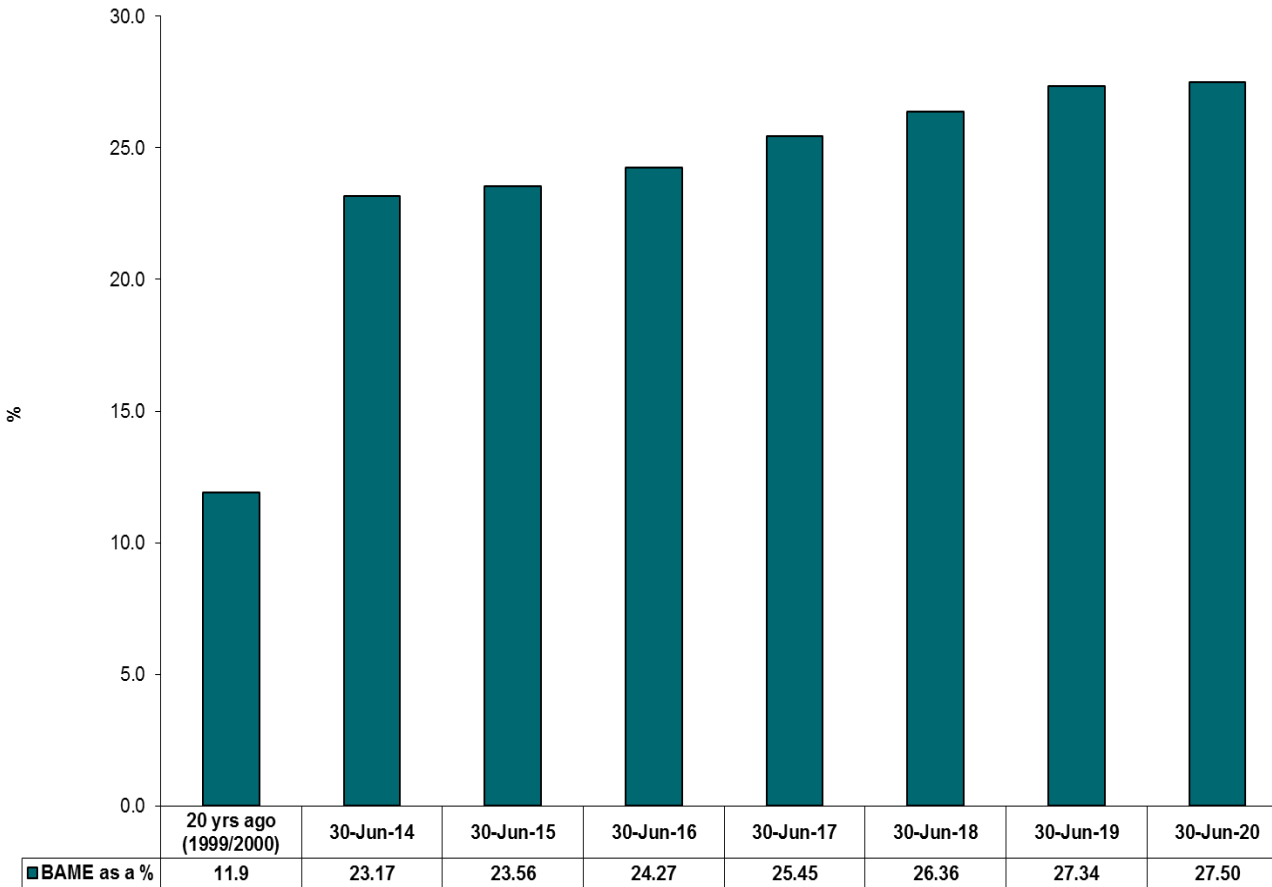
UK average 17.3%  
(Source: ONS Annual Survey of Hours & Earnings 2019)

Women are paid a median average  
of £10.69 per hour



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# WORKFORCE PROFILE – ETHNICITY - 30 June 2020

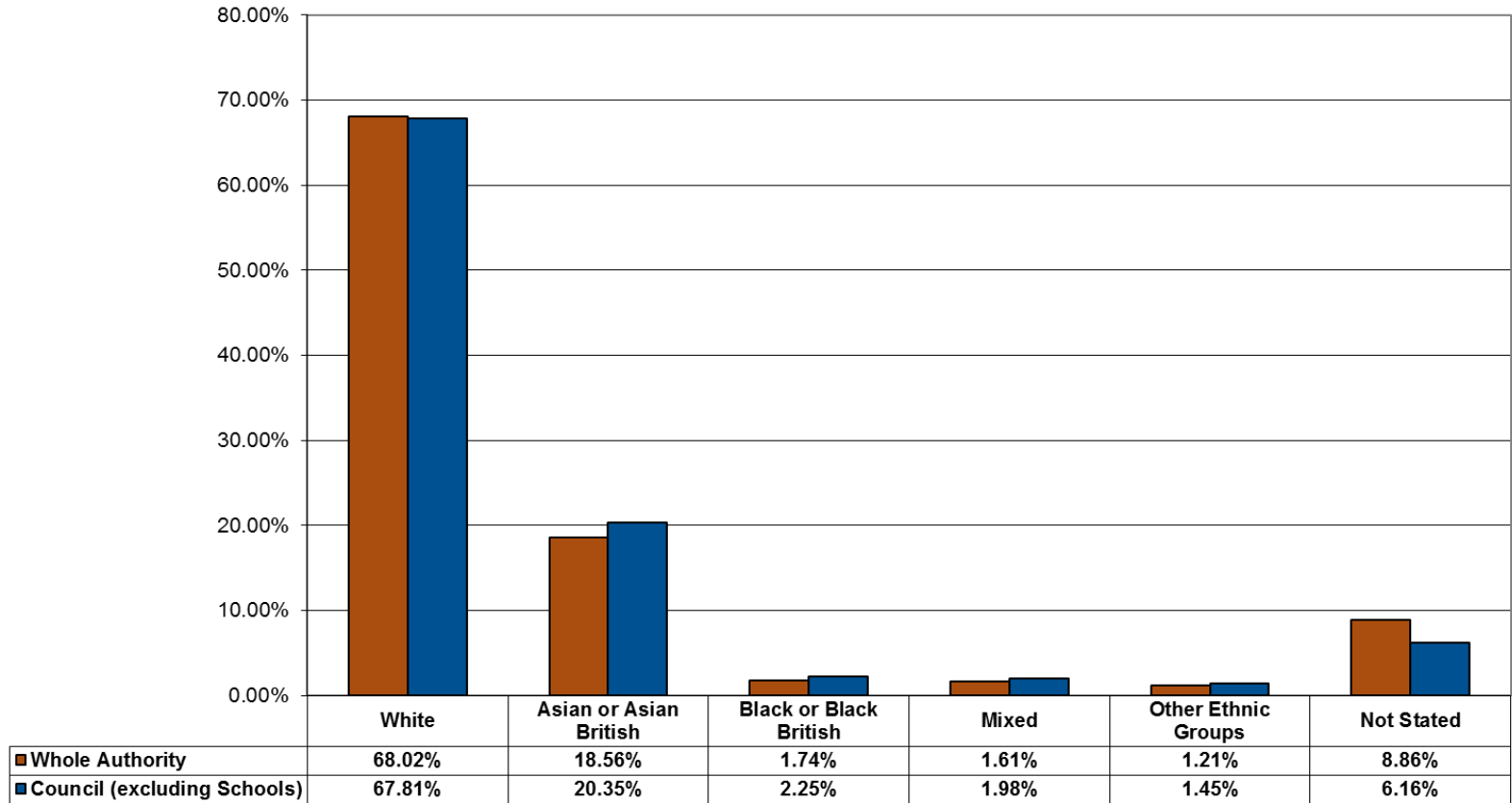


The reduction in the workforce has produced no significant changes to the ethnic breakdown since last year. Although the organisation is employing less staff overall, the percentage of BAME staff remains proportional and is steadily increasing. The chart shows the percentage of BAME staff in the Council’s workforce excluding schools. There has been a significant increase of BAME staff over the past 20 years.

*N.B. this performance data has been calculated using only established staff and temporary staff with 12 months service as per original performance indicator definitions*



# WORKFORCE PROFILE – ETHNICITY – 30 June 2020



# WORKFORCE PROFILE – GRADES OR CATEGORY\* BY ETHNICITY (including Schools) - 30 June 2020

Ethnic Category	White	Asian or Asian British	Black or Black British	Mixed	Other Ethnic Groups	Not Stated	Authority Total
Band 1 - 5	64%	23%	1%	1%	2%	10%	41.6%
Band 6 - 8	70%	17%	2%	2%	1%	8%	24.2%
SO1 - PO1	69%	18%	3%	3%	1%	7%	9.9%
PO2 - PO6**	71%	18%	2%	2%	0%	6%	9.5%
Special Grades or other above PO6	76%	12%	2%	2%	2%	6%	1.5%
Senior Management	65%	4%	0%	4%	0%	26%	0.2%
Craft Worker*	87%	2%	0%	4%	5%	2%	1.0%
JNC Youth Worker*	42%	33%	8%	5%	1%	11%	1.0%
Teacher*	77%	8%	1%	1%	0%	12%	10.8%
Soulbury*	74%	9%	2%	0%	0%	14%	0.3%
<b>Grand Total</b>	<b>68.0%</b>	<b>18.6%</b>	<b>1.7%</b>	<b>1.6%</b>	<b>1.2%</b>	<b>8.9%</b>	<b>100%</b>

**\*\*includes staff on PO6**



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# WORKFORCE PROFILE – GRADES OR CATEGORY\* BY ETHNICITY (Excluding Schools) - 30 June 2020

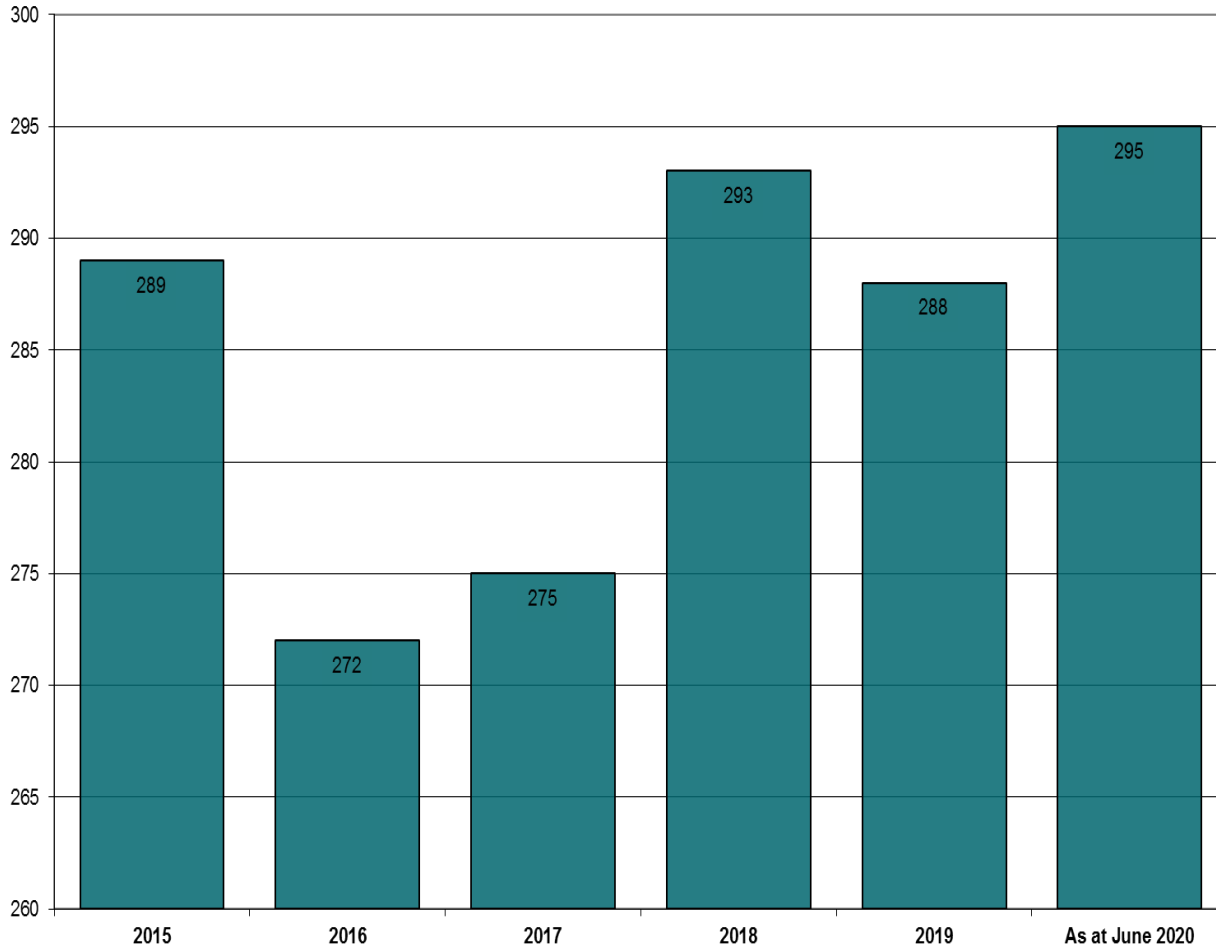
Ethnic Category	White	Asian or Asian British	Black or Black British	Mixed	Other Ethnic Groups	Not Stated	Council Total
Band 1 - 5	65%	25%	2%	1%	2%	5%	37.0%
Band 6 - 8	69%	17%	3%	3%	2%	7%	27.2%
SO1 - PO1	67%	20%	3%	3%	1%	7%	13.8%
PO2 - PO6**	71%	18%	2%	2%	0%	6%	14.4%
Special Grades or other above PO6	76%	12%	2%	2%	1%	6%	2.3%
Senior Management	65%	4%	0%	4%	0%	26%	0.3%
Craft Worker*	87%	2%	0%	4%	5%	2%	1.6%
JNC Youth Worker*	42%	33%	8%	5%	1%	11%	1.6%
Teacher*	73%	12%	0%	2%	0%	14%	1.3%
Soulbury*	74%	9%	2%	0%	0%	14%	0.5%
<b>Grand Total</b>	<b>67.8%</b>	<b>20.3%</b>	<b>2.2%</b>	<b>2.0%</b>	<b>1.5%</b>	<b>6.2%</b>	<b>100%</b>

**\*\*includes staff on PO6**



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# WORKFORCE PROFILE – AGE EMPLOYMENT OF YOUNGER PEOPLE – 30 June 2020



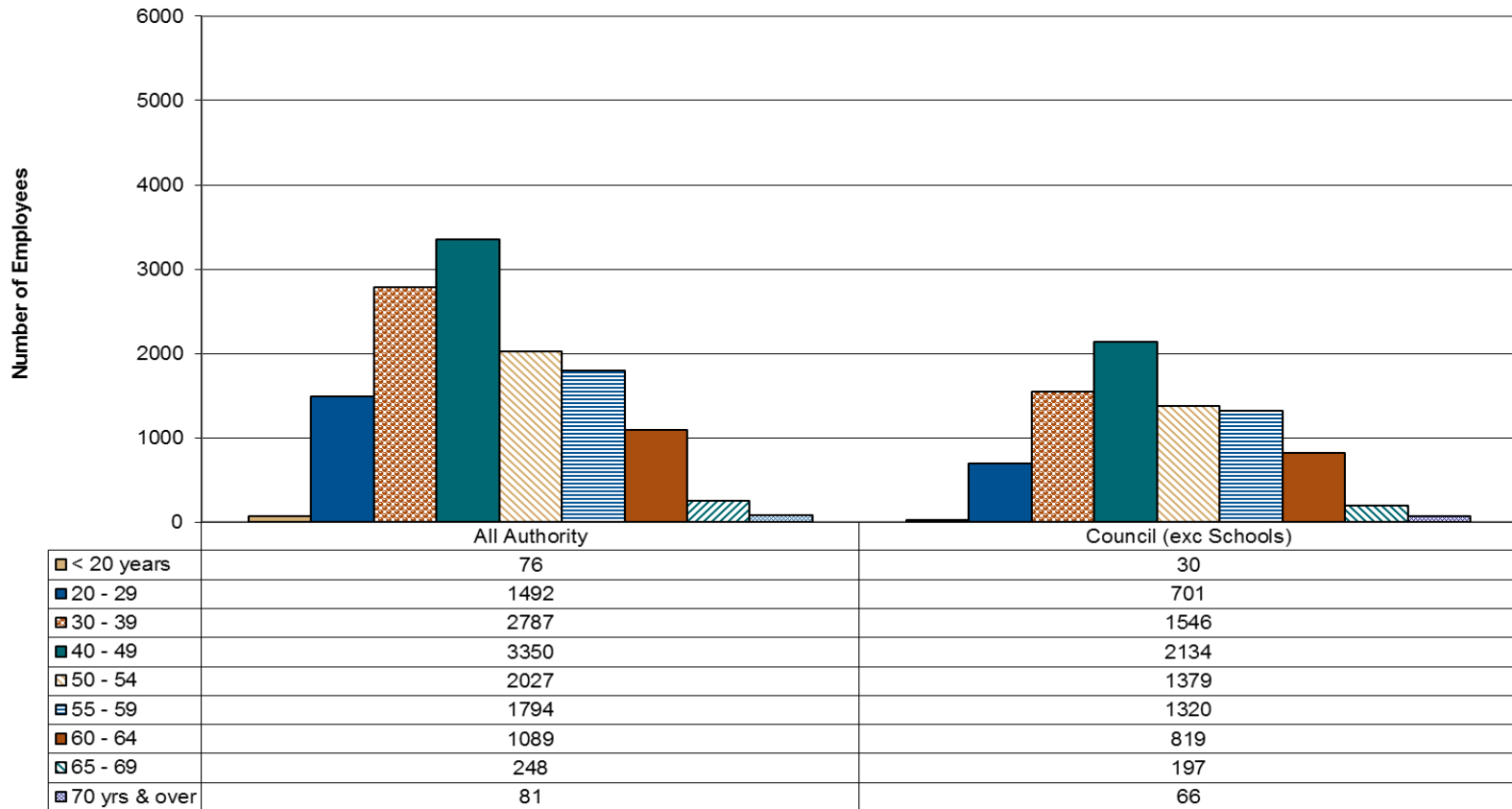
The number of staff under 25 years of age reduced significantly as a consequence of reduced recruitment overall and the original under 25's growing older. The Council introduced an Apprenticeship and Traineeship Scheme in order to help address this decline. Numbers have started to increase, it is anticipated that the number of staff under 25 will continue to increase in the coming years as a result of the Apprenticeship Levy. The average age of the workforce (excluding Schools) has however increased to 46.8 years old.





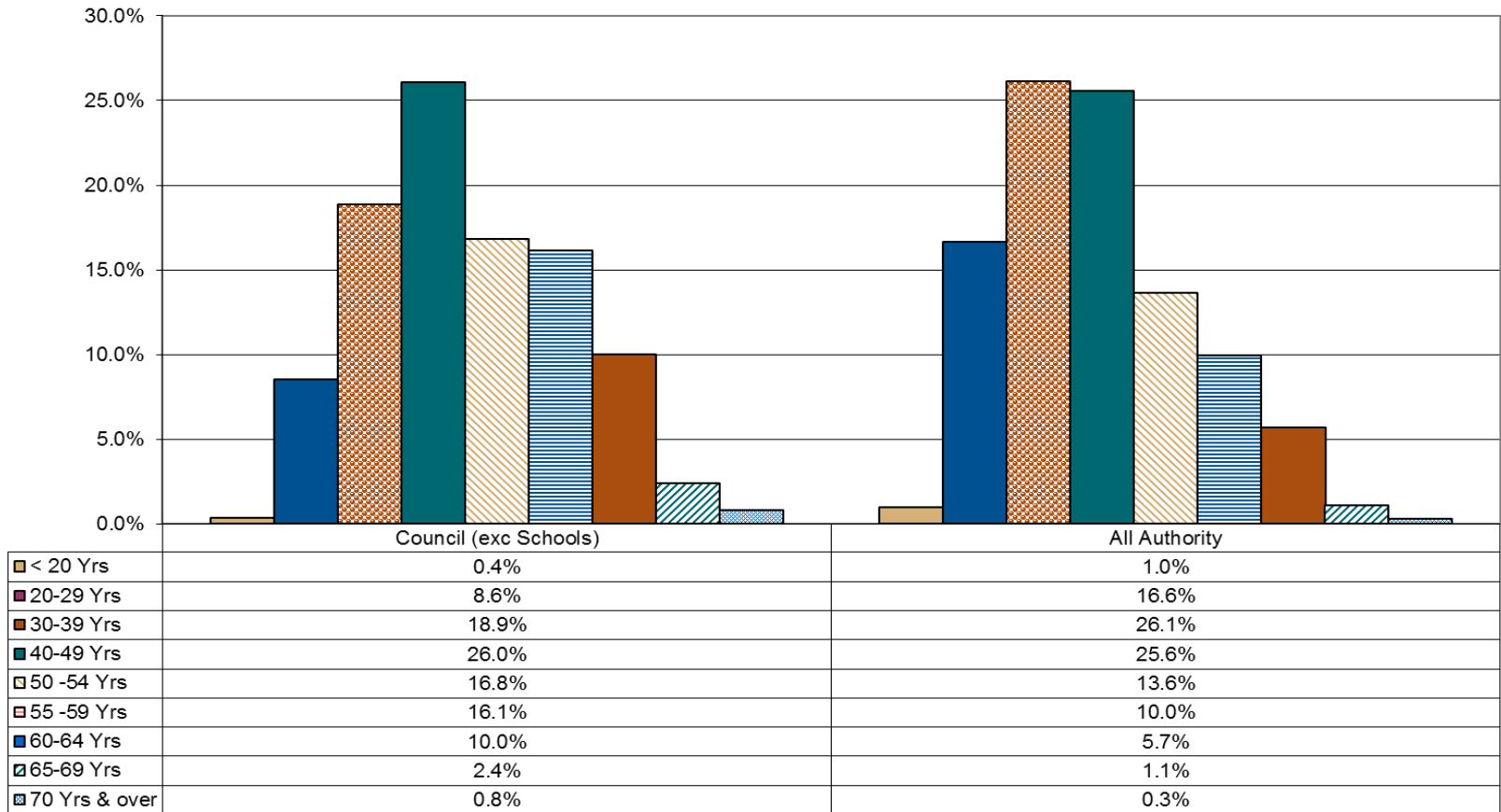
# WORKFORCE PROFILE

## AGE (HEADCOUNT) - 30 June 2020

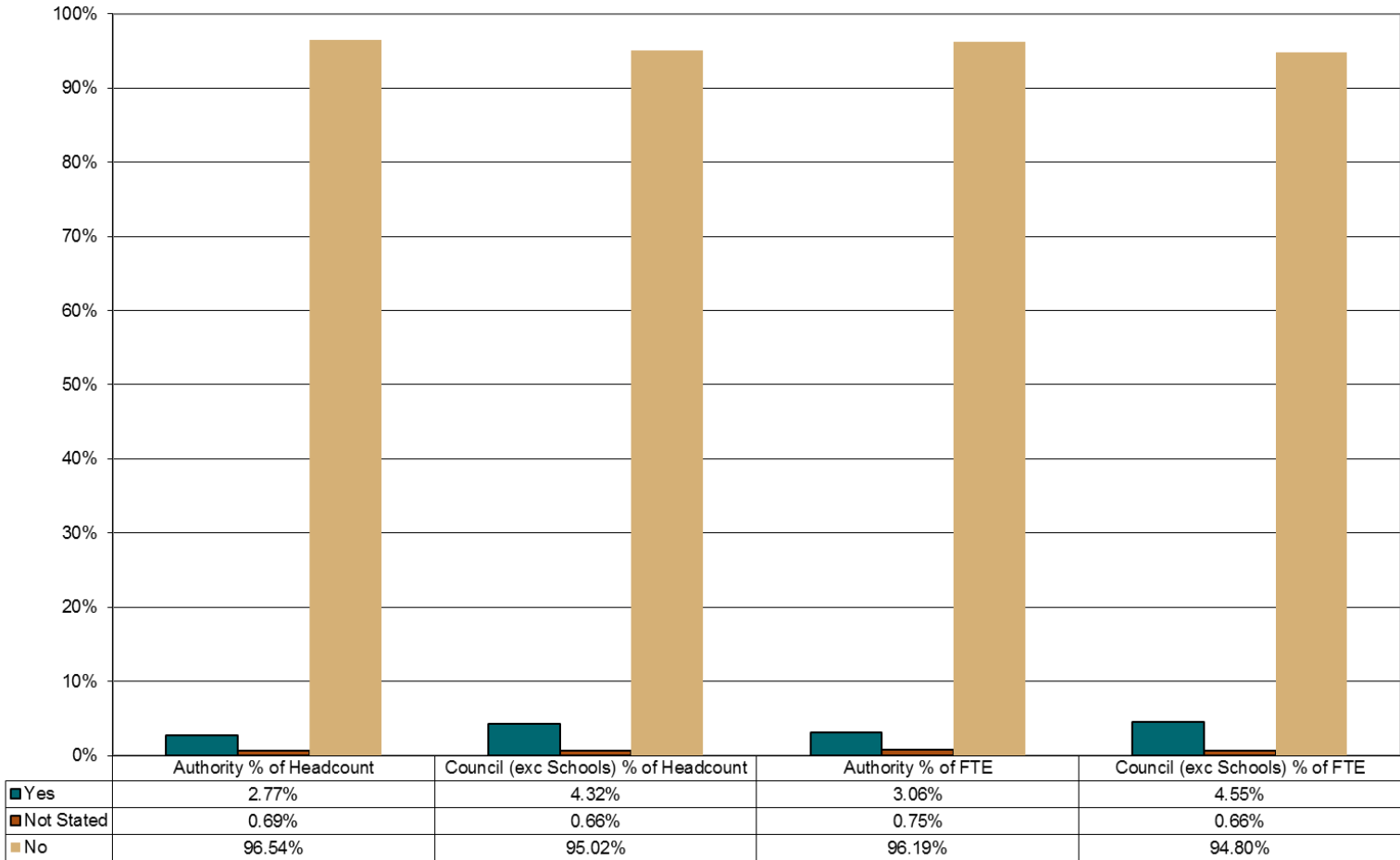


# WORKFORCE PROFILE

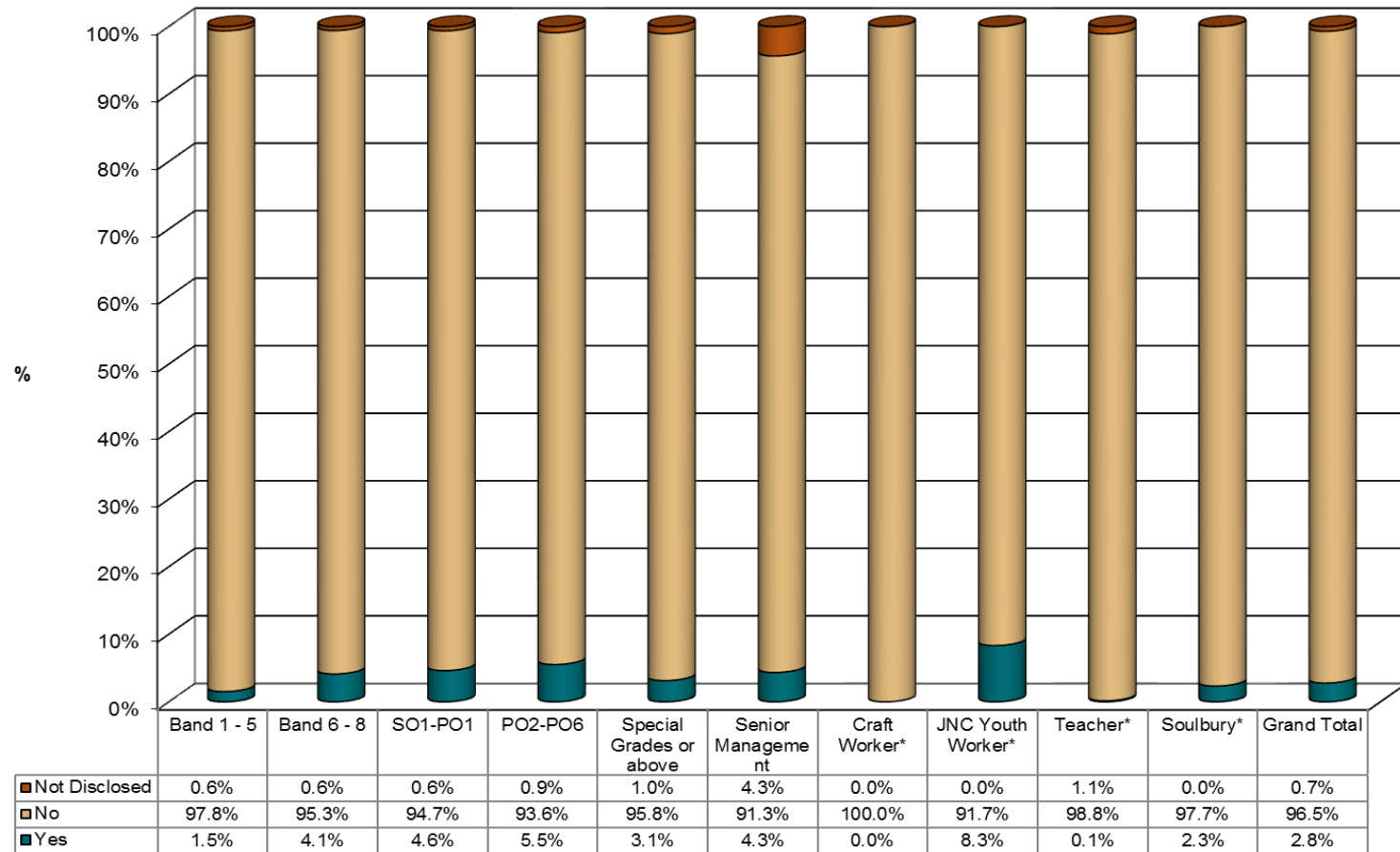
## AGE (% of HEADCOUNT) - 30 June 2020



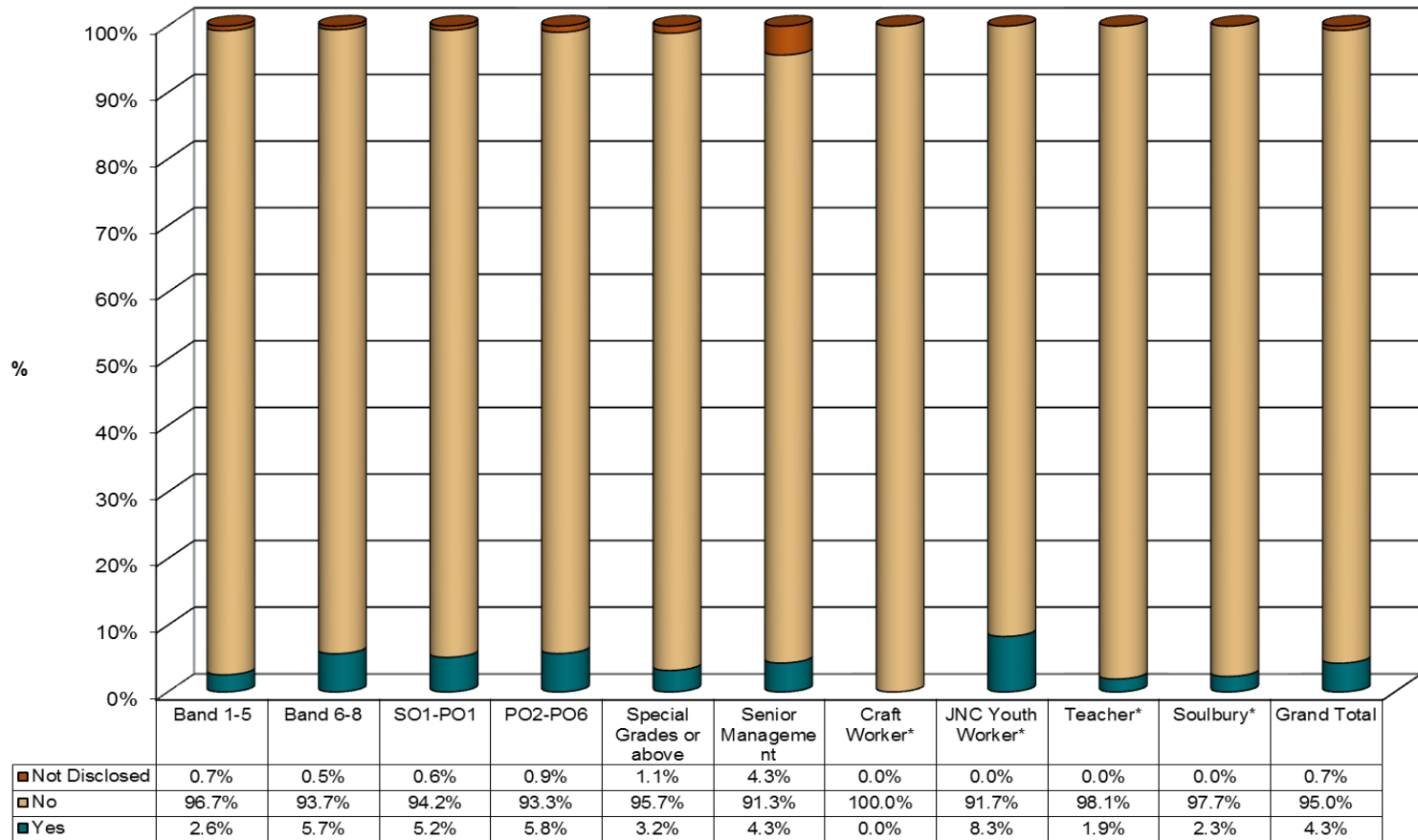
# WORKFORCE PROFILE – DISABILITY - 30 June 2020



# WORKFORCE PROFILE – GRADES OR CATEGORY\* BY DISABILITY (INCLUDING SCHOOLS) - 30 June 2020



# WORKFORCE PROFILE – GRADES OR CATEGORY\* BY DISABILITY (EXCLUDING SCHOOLS) - 30 June 2020



# WORKFORCE PROFILE – PERFORMANCE DATA

	Top 5% Female @ 30 June 2019)	Top 5% Female @ 30 June 2020)	Top 5% BAME @ 30 June 2019	Top 5% BAME @ 30 June 2020	% Disabled Employees @ June 2019	% Disabled Employees @ June 2020	% BAME Employees @ June 2019	% BAME Employees @ June 2020
Council (excluding School based)	45.26	<b>48.24</b>	17.99	<b>18.43</b>	4.33	<b>4.38</b>	27.34	<b>27.5</b>
Authority	N/A	<b>N/A</b>	N/A	<b>N/A</b>	2.82	<b>2.87</b>	24.76	<b>25.12</b>

*N.B. the above performance data has been calculated using only established staff and temporary staff with 12 months service as per original performance indicator definitions*

## LABOUR TURNOVER 2019/20

Council (excluding School based) – 11.06%

Authority – 12.47%



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# DISCIPLINARY CASES (EXCLUDING SCHOOLS) – 2019 (with comparison to 1 Jan 2018 – 31 Dec 2018)

Ethnic Category	2018	2019
White	44	29
Asian or Asian British	11	7
Black or Black British	2	3
Mixed	2	1
Any Other Ethnic Group	0	0
Not Stated	2	4
<b>Grand Total</b>	<b>61</b>	<b>44</b>

Age Banding	2018	2019
under 20	1	0
20 - 29	12	8
30 – 39	19	13
40 – 49	13	13
50 – 59	14	6
60 - 69	1	3
Not Stated	1	1
<b>Grand Total</b>	<b>61</b>	<b>44</b>

Disability	2018	2019
Yes	3	2
No	58	40
Not Stated	0	2
<b>Grand Total</b>	<b>61</b>	<b>44</b>

Gender Key	2018	2019
Female	28	19
Male	33	24
Not recorded	0	1
<b>Grand Total</b>	<b>61</b>	<b>44</b>



# GRIEVANCES/COMPLAINTS (EXCLUDING SCHOOLS) – 2019 (with comparison to 1 Jan 2018–31 Dec 2018)

Ethnic Category	2018	2019
White	34	24
Asian or Asian British	7	34*
Black or Black British	2	2
Any Other Ethnic Group	0	1
Mixed	2	2
Not Stated	4	2
<b>Grand Total</b>	<b>49</b>	<b>65</b>

*\*N.B. 25 cases raised by this group related to one collective grievance.*

Disability	2018	2019
Yes	8	6
No	40	59
Not recorded	1	0
<b>Grand Total</b>	<b>49</b>	<b>65</b>

Age Category	2018	2019
20 - 29	3	3
30 - 39	6	6
40 - 49	12	13
50 - 59	23	33
60 - 64	4	5
65 & over	0	5
Not recorded	1	0
<b>Grand Total</b>	<b>49</b>	<b>65</b>

Gender Key	2018	2019
Female	27	22
Male	21	43
Not recorded	1	0
<b>Grand Total</b>	<b>49</b>	<b>65</b>





# ENGAGEMENT WITH EMPLOYEES

Bradford Council produces an annual Employee Engagement Plan that aims to support and develop our employees so that they have the skills, knowledge and confidence to deliver our services well.

The Employee Engagement Plan also sets out a range of interventions that are designed to help keep our staff informed, involved, and up to date with what is happening across the Council.

Communication channels used within the Council include regular messages from Corporate Management Team (the Chief Executive and all Strategic Directors) on the Council's internal website (known as BradNet).

The Council produces two staff newsletters: 1) Pride @ Work Express, and 2) Managers Express. Staff newsletters can be made available in a range of formats to meet the needs of individual employees. The Chief Executive and the Leader of Council also produce a monthly bulletin "Backing Bradford District" which reports on priority issues facing the District. This is available to both employees and the public via [Stay Connected](#).

The Council has established the Cross-Departmental Equality Group, the group is made up of reps from across all departments. Reps act as a conduit between the group and their departmental management teams. The Cross Departmental Equality Group is tasked with helping to make equality and diversity improvements that will support the development of our workforce.

# ENGAGEMENT WITH TRADE UNIONS

Effective change management is based on on-going engagement between the Council and Trade Unions as well as specific consultation or negotiation on organisational change matters affecting the workforce.

This engagement enables the Council to discuss with Trade Unions, at an early stage, significant developments which may impact on employees and enable the Council to understand, respond and work with Trade Unions before formal implementation commences.

All reports to Executive on workforce change includes a statement on the unions' views in relation to the proposals, in order to inform the report.

