

WORKFORCE PROFILE INFORMATION 30 JUNE 2018

Human Resources
First Floor, Britannia House
Hall Ings
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 but currently only 13.54% of Council employees have provided data on Religion & Belief and only 12.12% have provided data on Sexual Orientation. This is however a significant increase on last year following an active campaign to gather this data.

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 at <https://www.bradford.gov.uk/open-data/our-datasets/pay-grading-structure-and-senior-salaries/> 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.

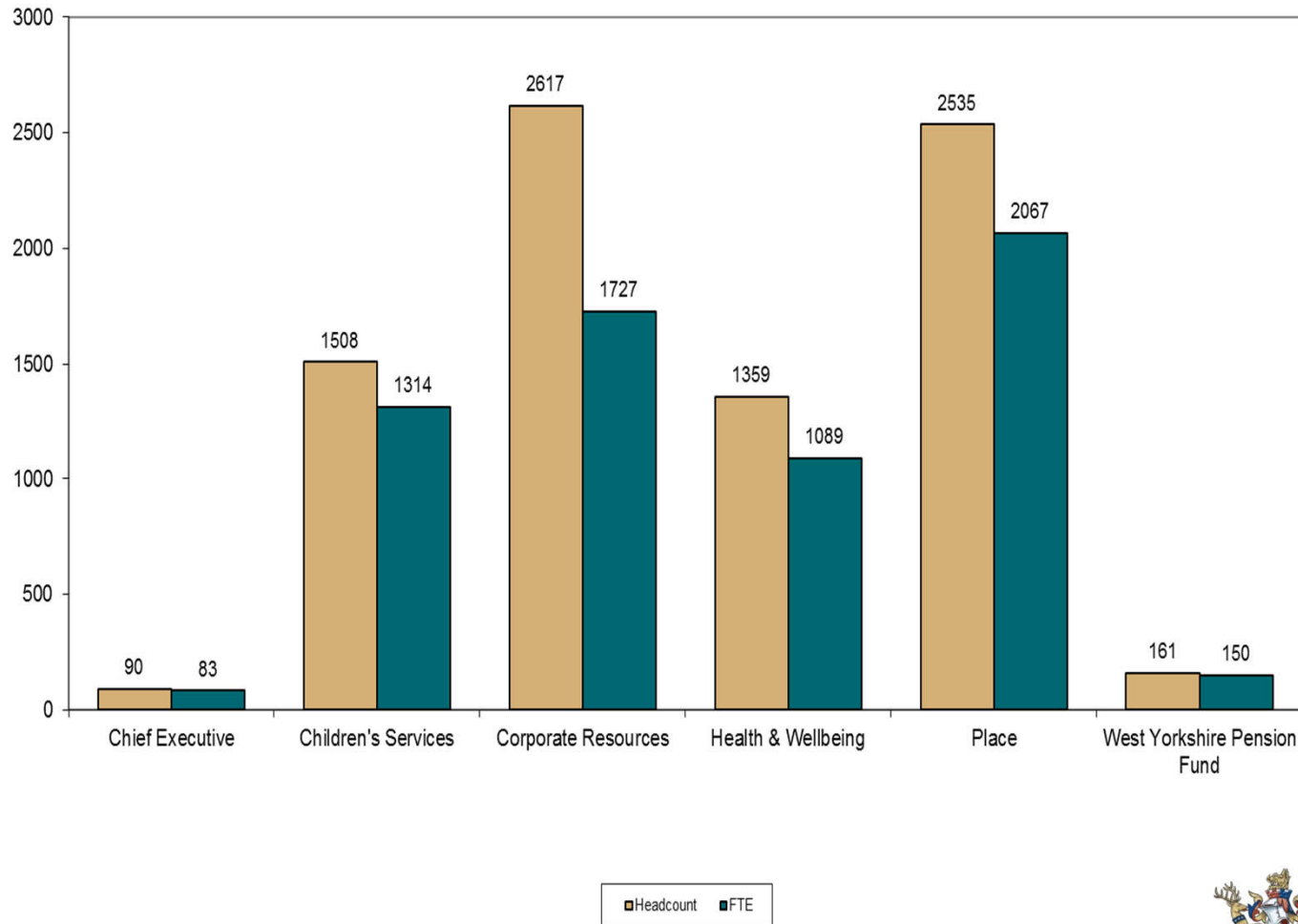
The Council has implemented an equality proof pay structure for its entire NJC staff up to former Scale 6.

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 West Yorkshire Observatory, or by the following link www.westyorkshireobservatory.org/bradford

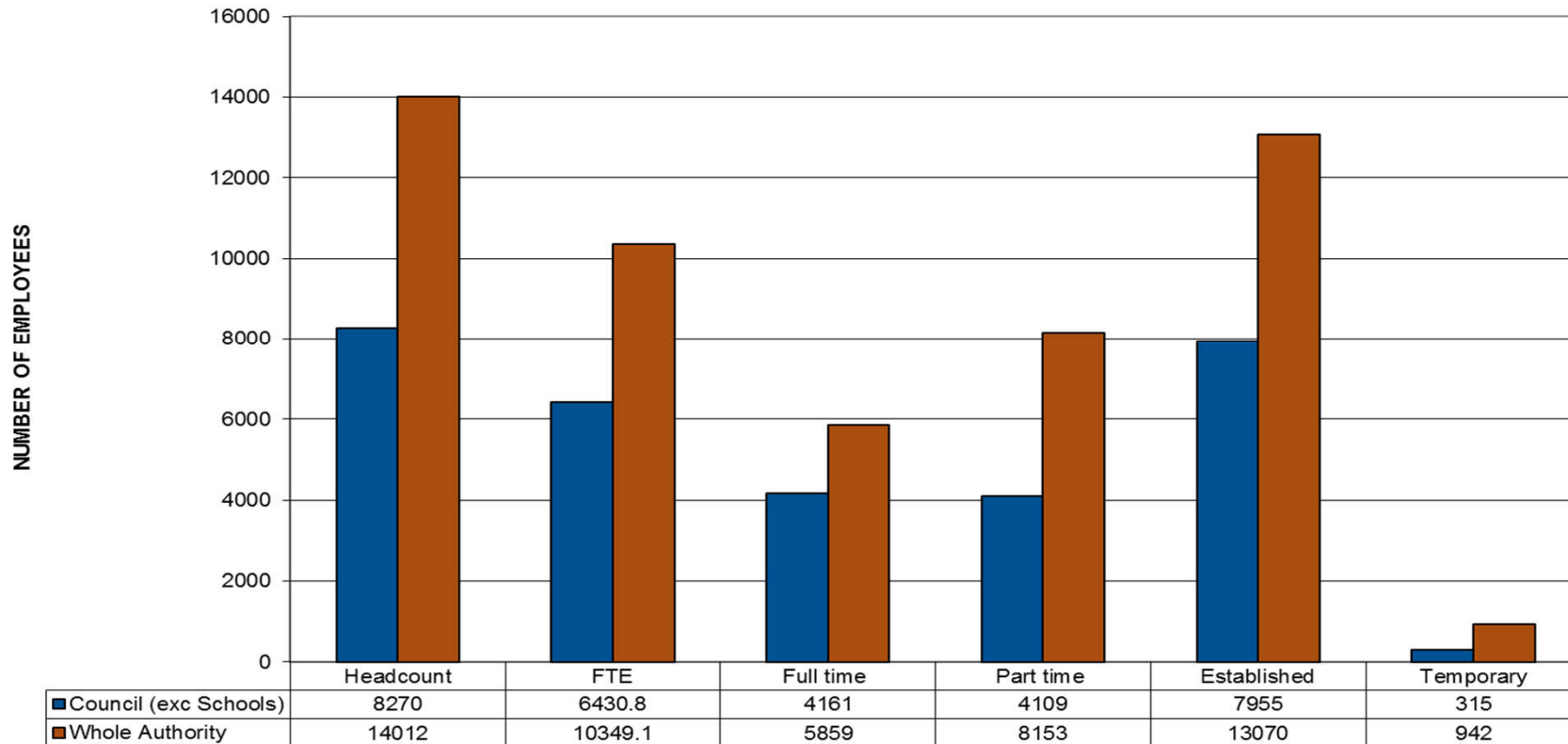
WORKFORCE PROFILE – HEADCOUNT AND FULL TIME EQUIVALENT (FTE) - 30 June 2018



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 8270 and the FTE is 6431

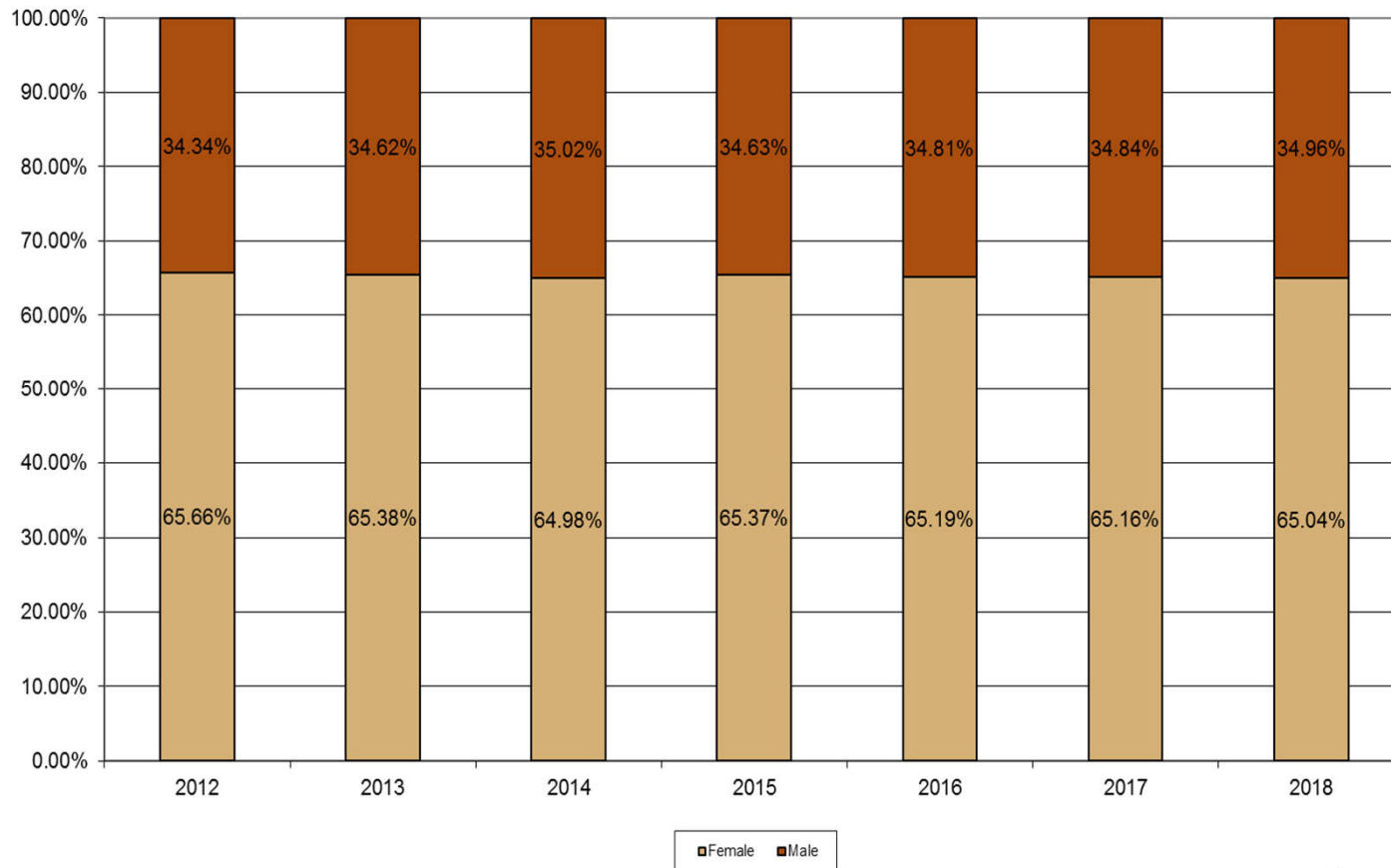


WORKFORCE PROFILE – WORKING PATTERNS AND EMPLOYMENT STATUS - 30 June 2018



WORKFORCE PROFILE

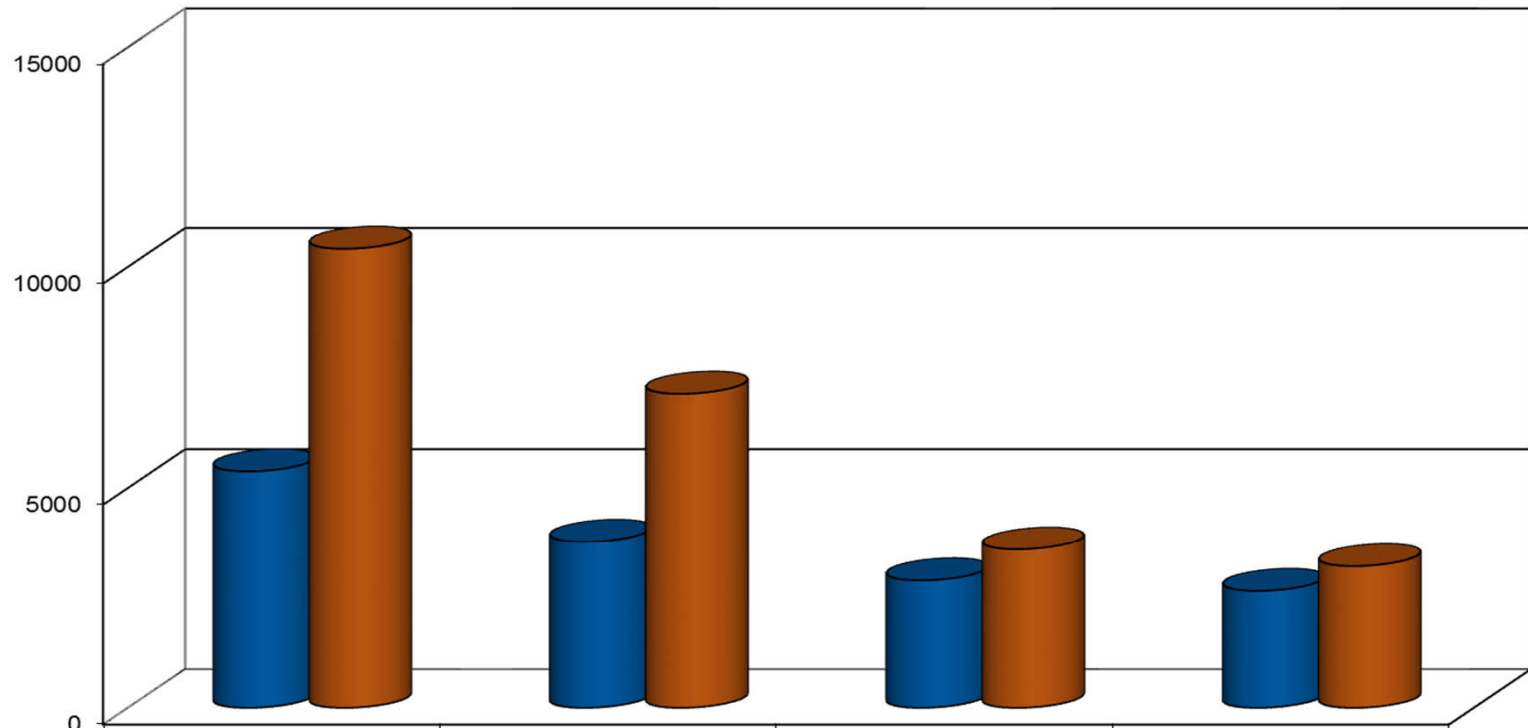
GENDER (excluding Schools – 30 June 2018)



The reduction in the workforce has produced no significant changes to the gender breakdown of the workforce since last year. The profile shows that women make up a large part of the workforce – approximately 65% to 35% (female to male) and this has remained fairly stable over the last 7 years. The on-going workforce reductions have not had a disproportionate affect on either gender. 47% of the top 5% of earners are now female, a slight increase on last year.



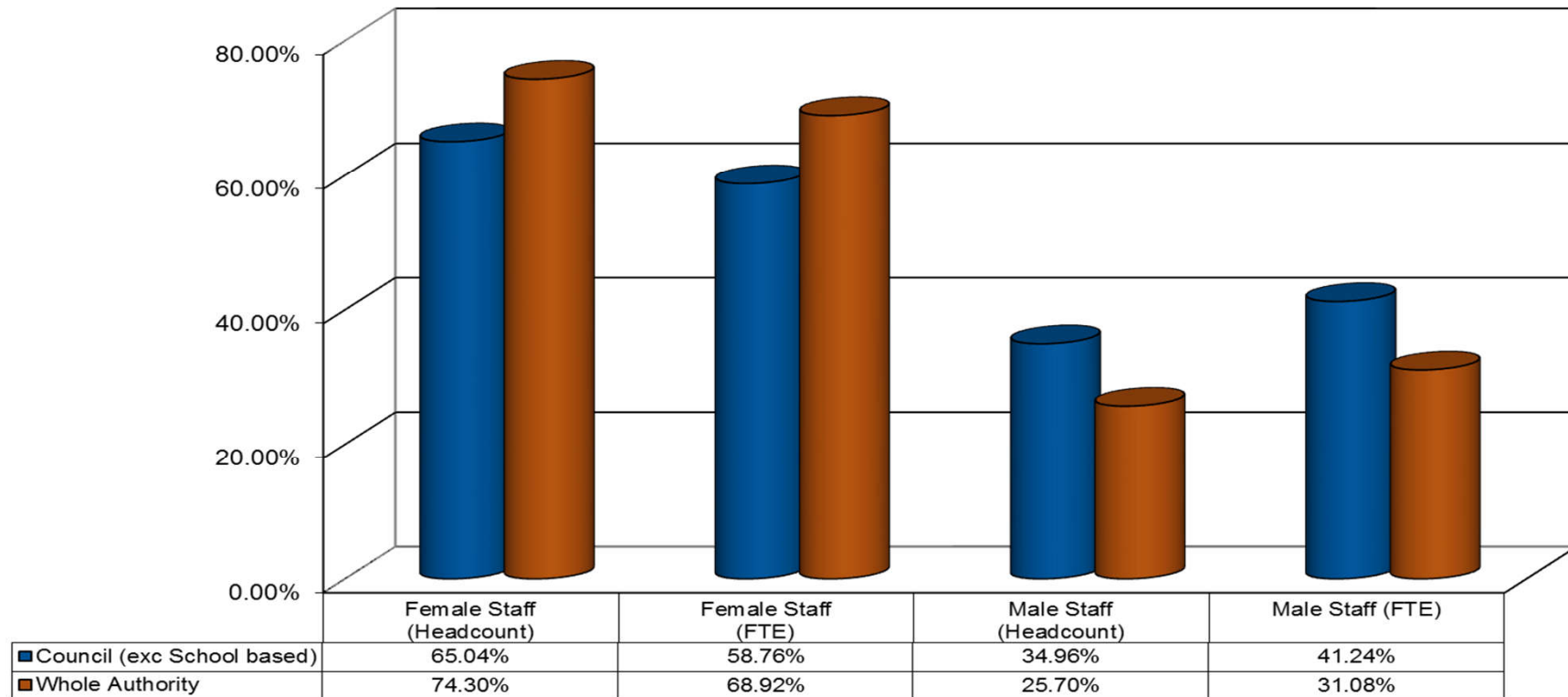
WORKFORCE PROFILE – GENDER – HEADCOUNT & FULLTIME EQUIVALENT (FTE) - 30 June 2018



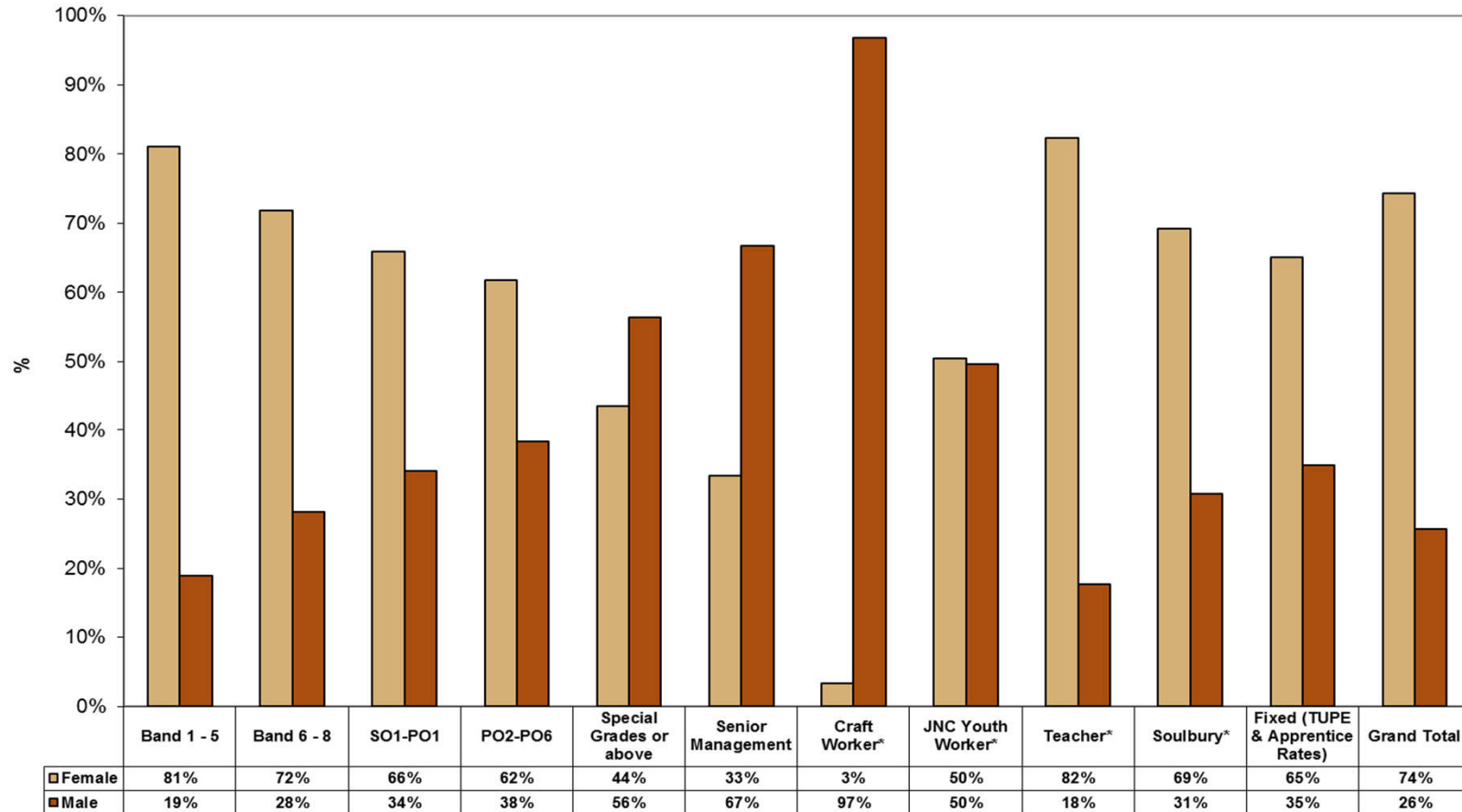
	Female Staff (Headcount)	Female Staff (FTE)	Male Staff (Headcount)	Male Staff (FTE)
■ Council (exc School based)	5379	3779	2891	2652
■ Whole Authority	10411	7133	3601	3216



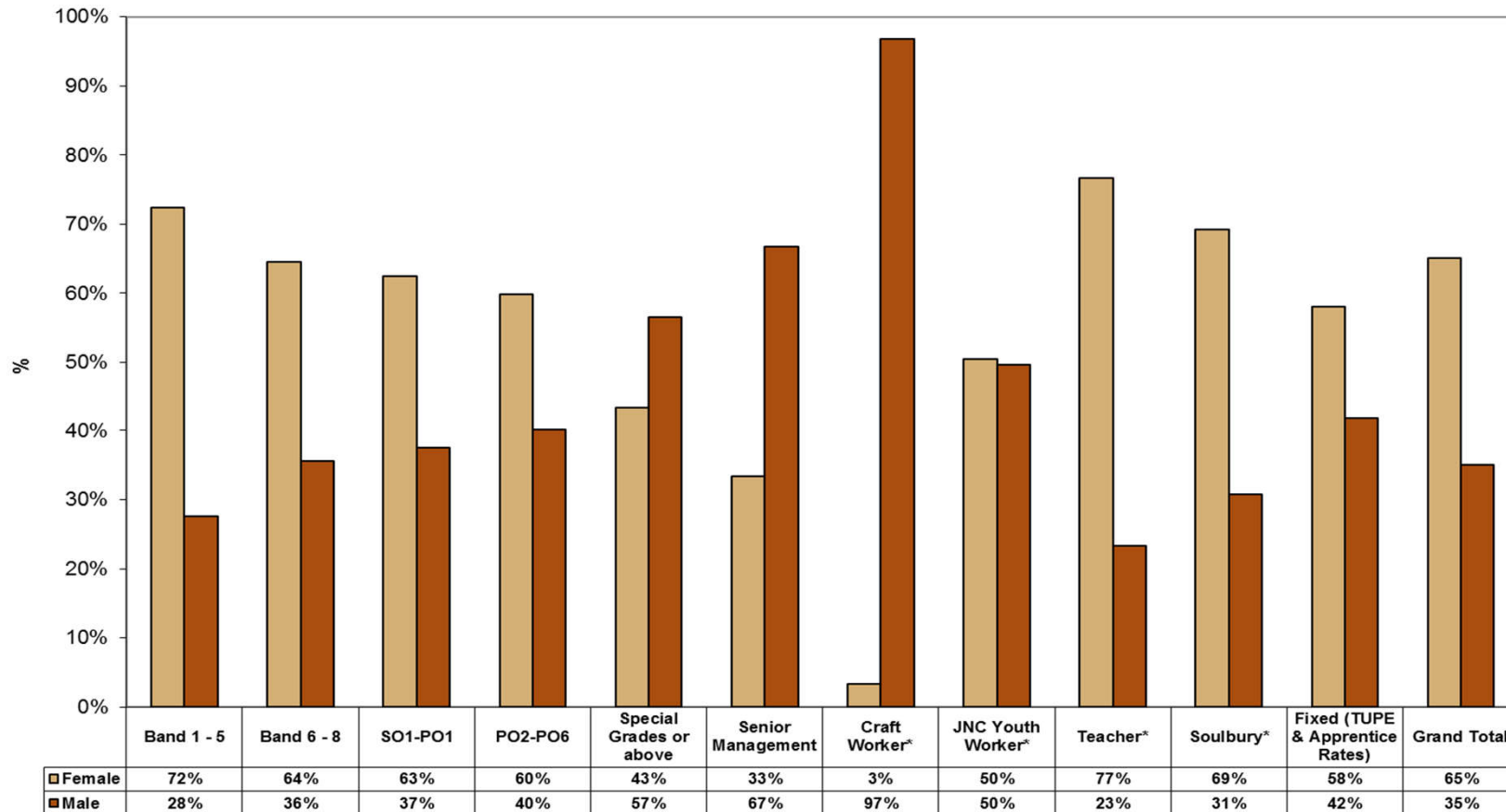
WORKFORCE PROFILE – GENDER – AS A PERCENTAGE OF HEADCOUNT & FULLTIME EQUIVALENT (FTE) - 30 June 2018



WORKFORCE PROFILE – GENDER BY GRADES OR CATEGORY* (INCLUDING SCHOOLS) – 30 June 2018



WORKFORCE PROFILE – GENDER BY GRADES OR CATEGORY* (EXCLUDING SCHOOLS) – 30 June 2018



Bradford Council Gender Pay Gap - 2017

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

Men are paid a mean average of £13.07 per hour

**Mean Pay
Gap 8.2%**

UK average 18%

(ONS 2016 Annual Survey of Hours & Earnings)

Women are paid a mean average of £11.99 per hour

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

Men are paid a median average of £11.62 per hour

**Median Pay
Gap 11.1%**

UK average 23%

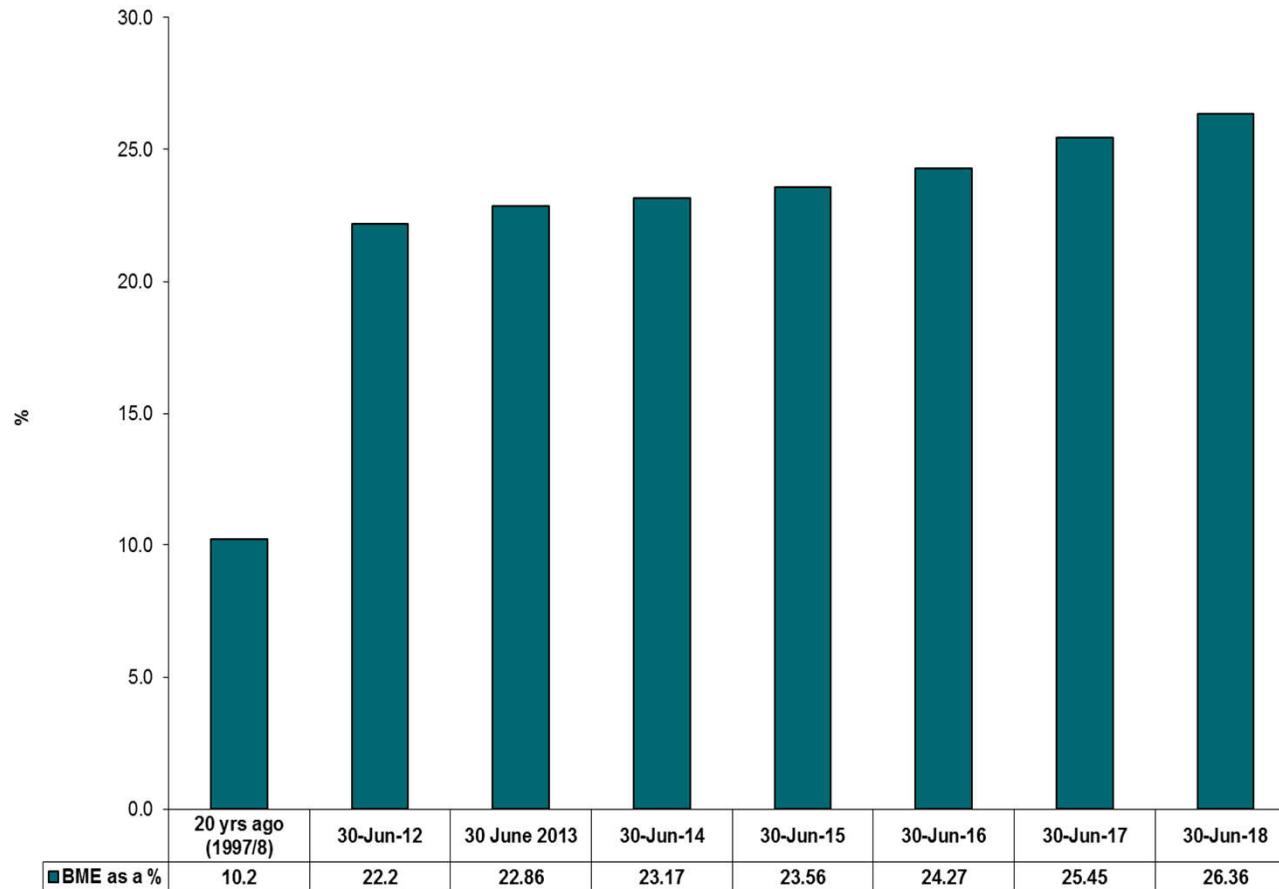
(CMI 2016 Gender Pay Survey)

Women are paid a median average of £10.33 per hour



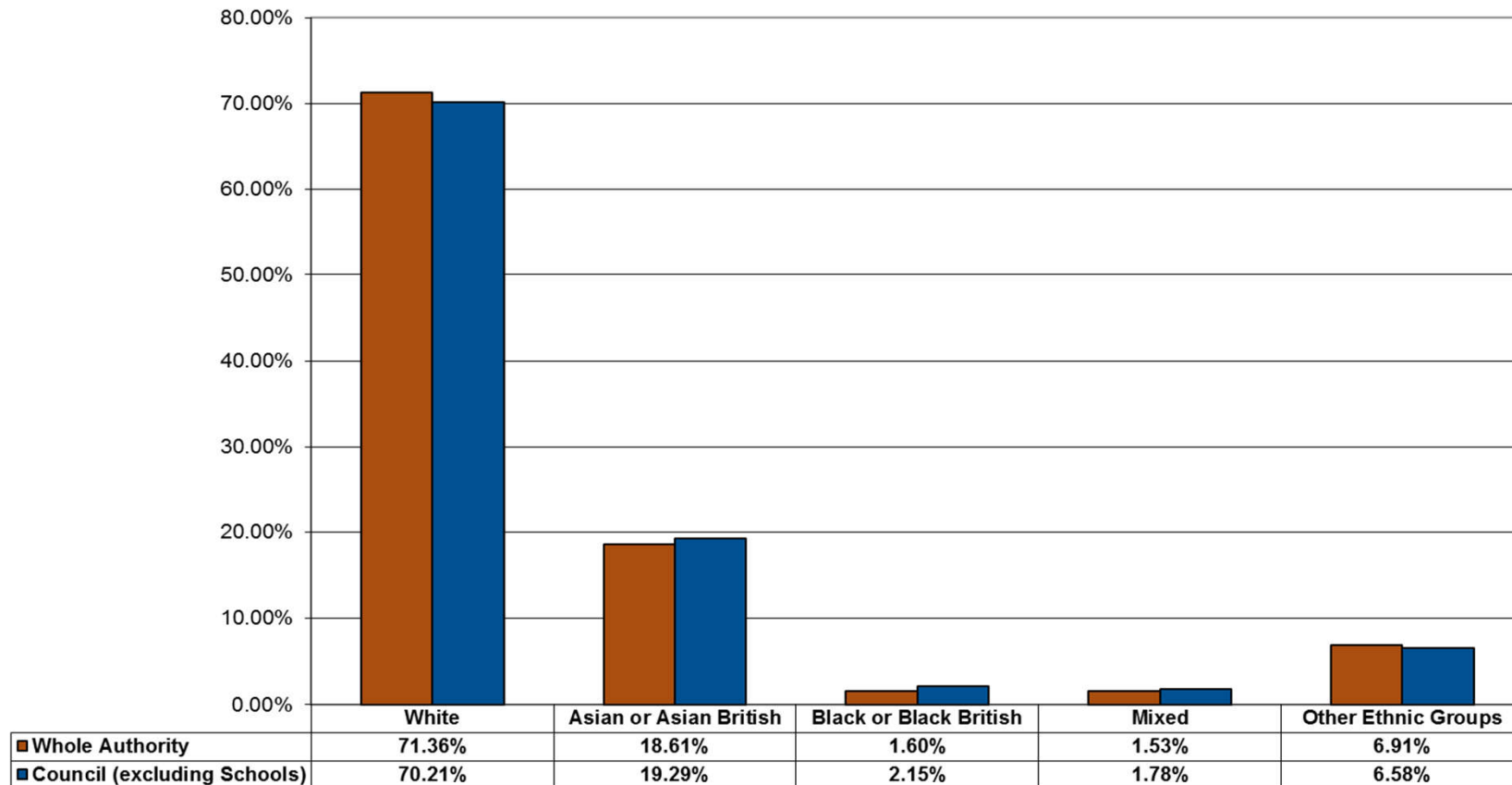
City of
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WORKFORCE PROFILE – ETHNICITY - 30 June 2018



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 BME staff remains proportional and is slowly increasing. Progress has been made in building a more representative workforce over the last 20 years. The chart shows the percentage of BME staff in the Council's workforce excluding schools. There has been a significant increase of BME staff over the past 20 years.

WORKFORCE PROFILE – ETHNICITY – 30 June 2018

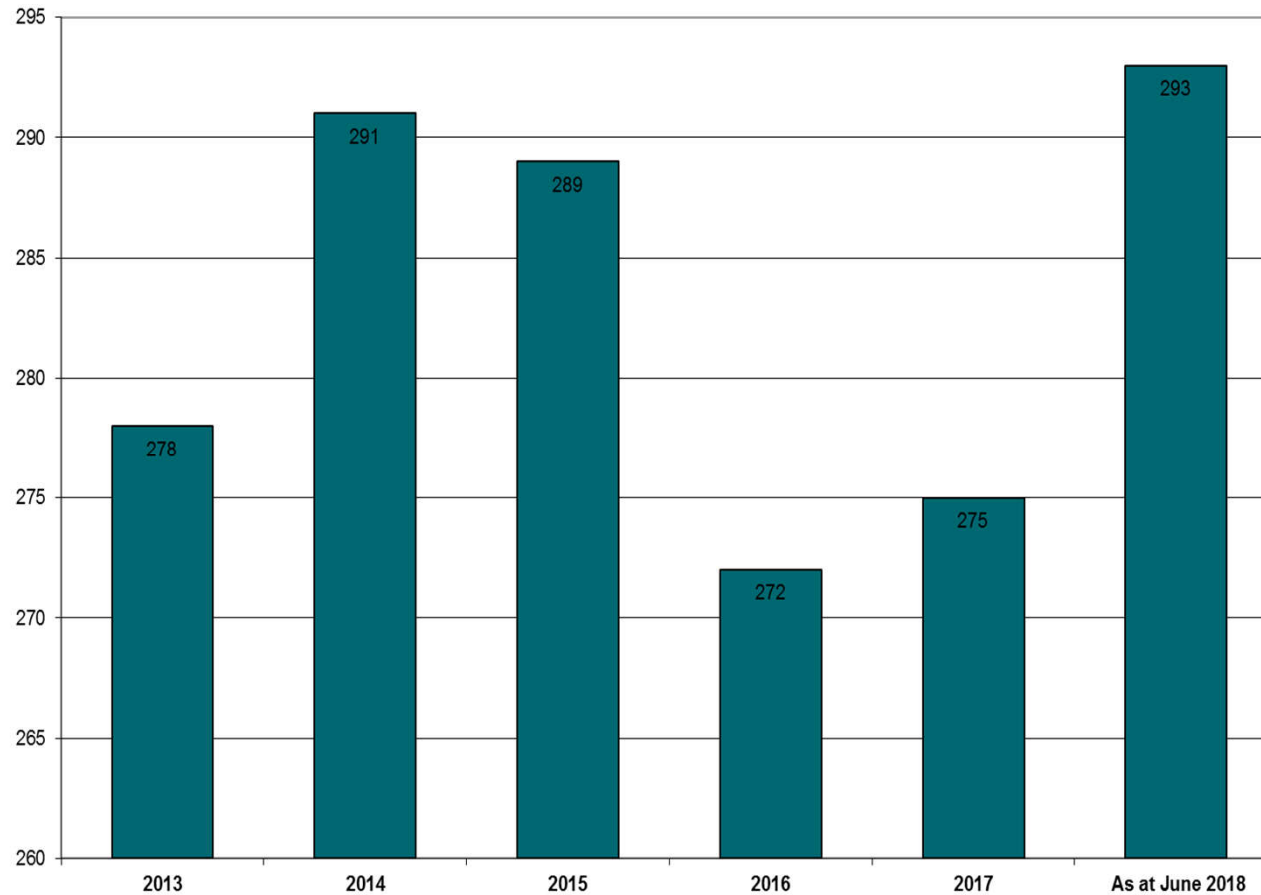


WORKFORCE PROFILE – GRADES OR CATEGORY* BY ETHNICITY (including Schools) - 30 June 2018

Ethnic Category	White	Asian or Asian British	Black or Black British	Mixed	Other Ethnic Groups	Authority Total
Band 1 - 5	67%	24%	1%	1%	7%	43.4%
Band 6 - 8	73%	16%	2%	2%	7%	22.8%
SO1 - PO1	70%	16%	3%	2%	8%	8.8%
PO2 - PO6**	74%	16%	2%	3%	5%	8.6%
Special Grades or other above PO6	79%	9%	2%	2%	7%	1.2%
Senior Management	78%	6%	0%	0%	17%	0.1%
Craft Worker*	86%	2%	1%	3%	9%	1.1%
JNC Youth Worker*	46%	33%	7%	2%	14%	0.9%
Teacher*	84%	9%	1%	1%	6%	11.7%
Soulbury*	75%	13%	0%	2%	10%	0.4%
Fixed (TUPE & Apprentice Rates)	60%	28%	1%	1%	11%	1.1%
Grand Total	71.4%	18.6%	1.6%	1.5%	6.9%	100%

****includes staff on PO6**

WORKFORCE PROFILE – AGE EMPLOYMENT OF YOUNGER PEOPLE – 30 June 2018

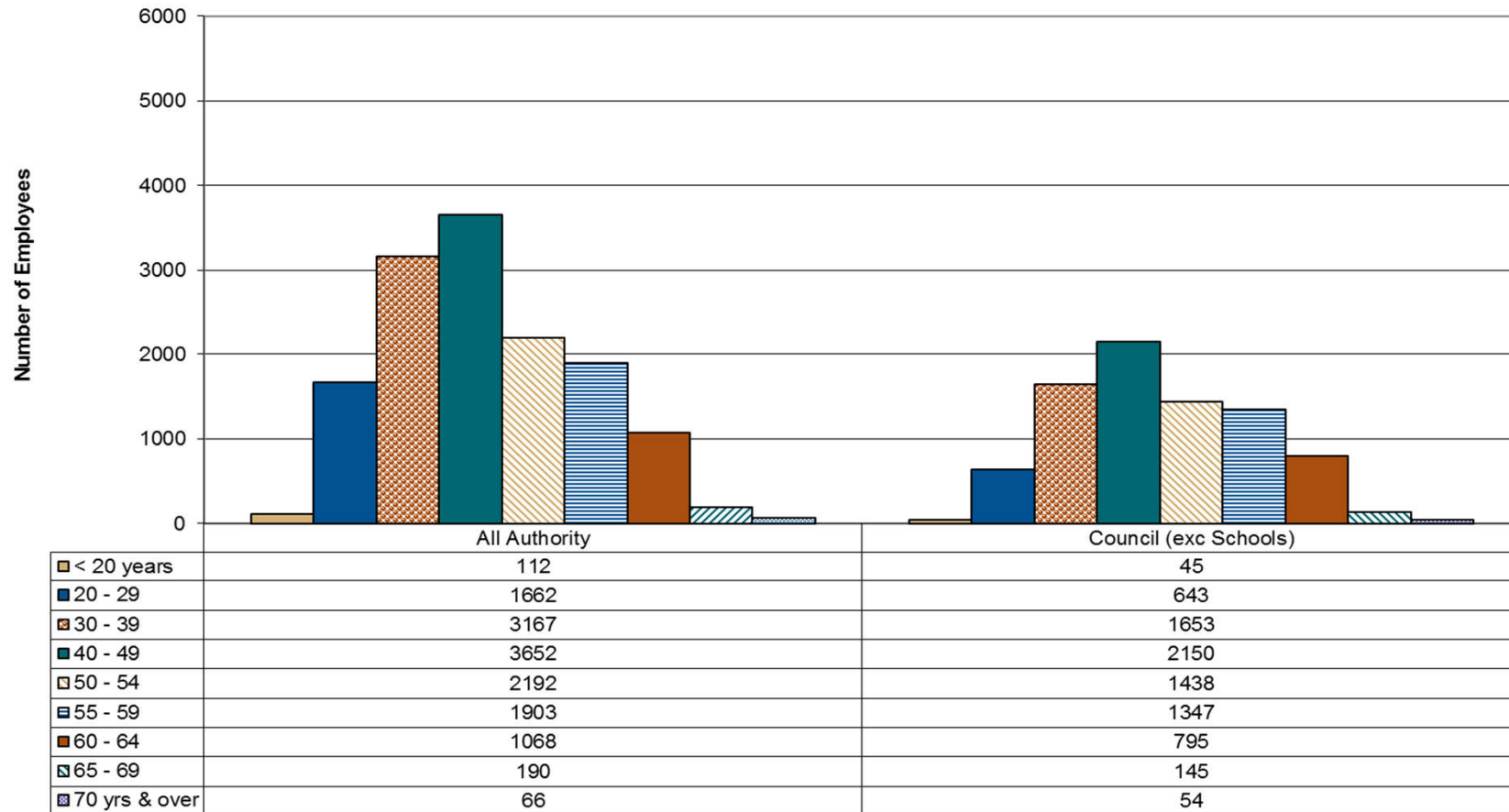


The number of staff under 25 years of age reduced significantly as a consequence of reduced recruitment overall and the original under 25's growing older. The Council introduced an Apprenticeship & Traineeship Scheme in order to help address this decline and numbers have now started to increase, it is 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 46.5 years old.



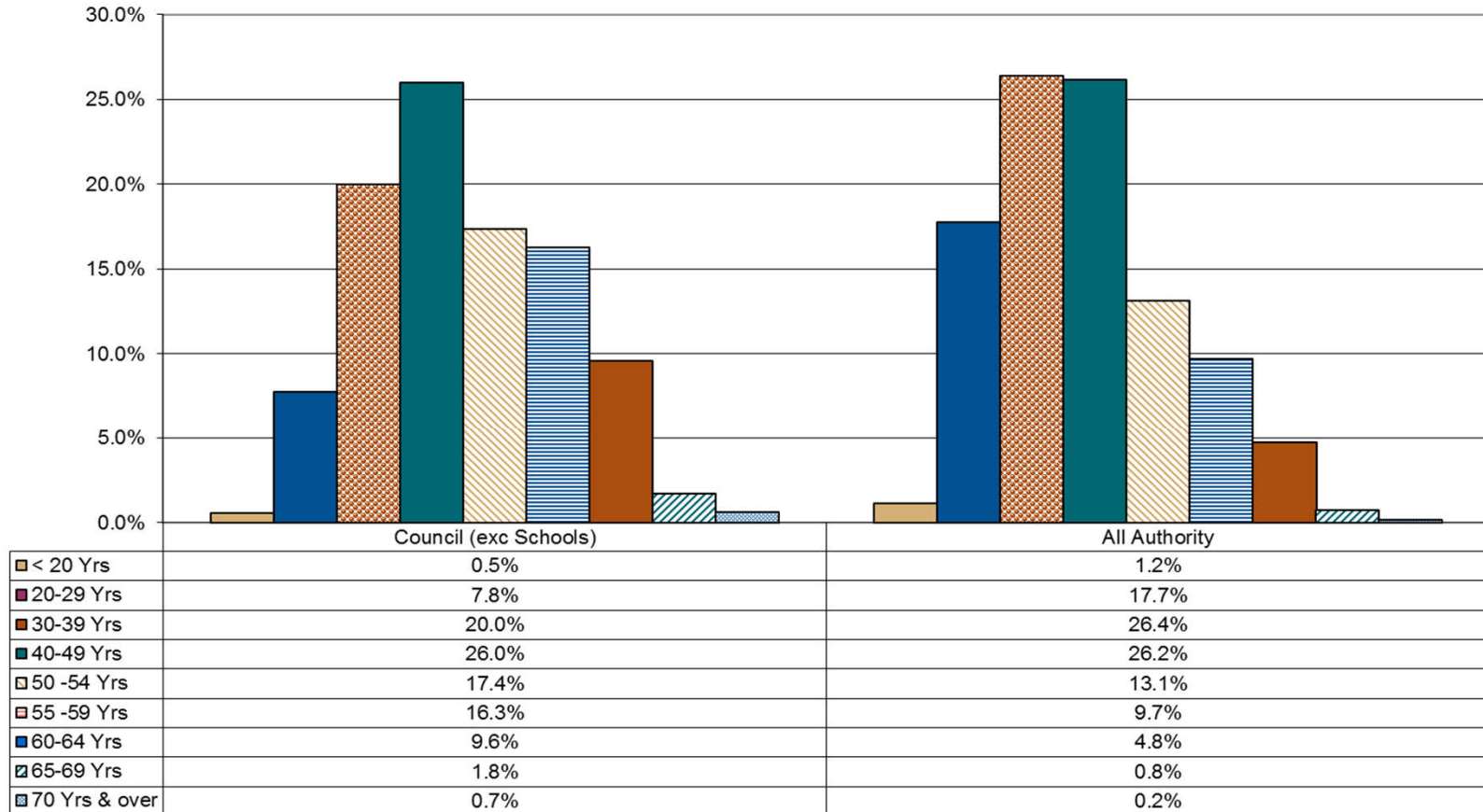
WORKFORCE PROFILE

AGE (HEADCOUNT) - 30 June 2018

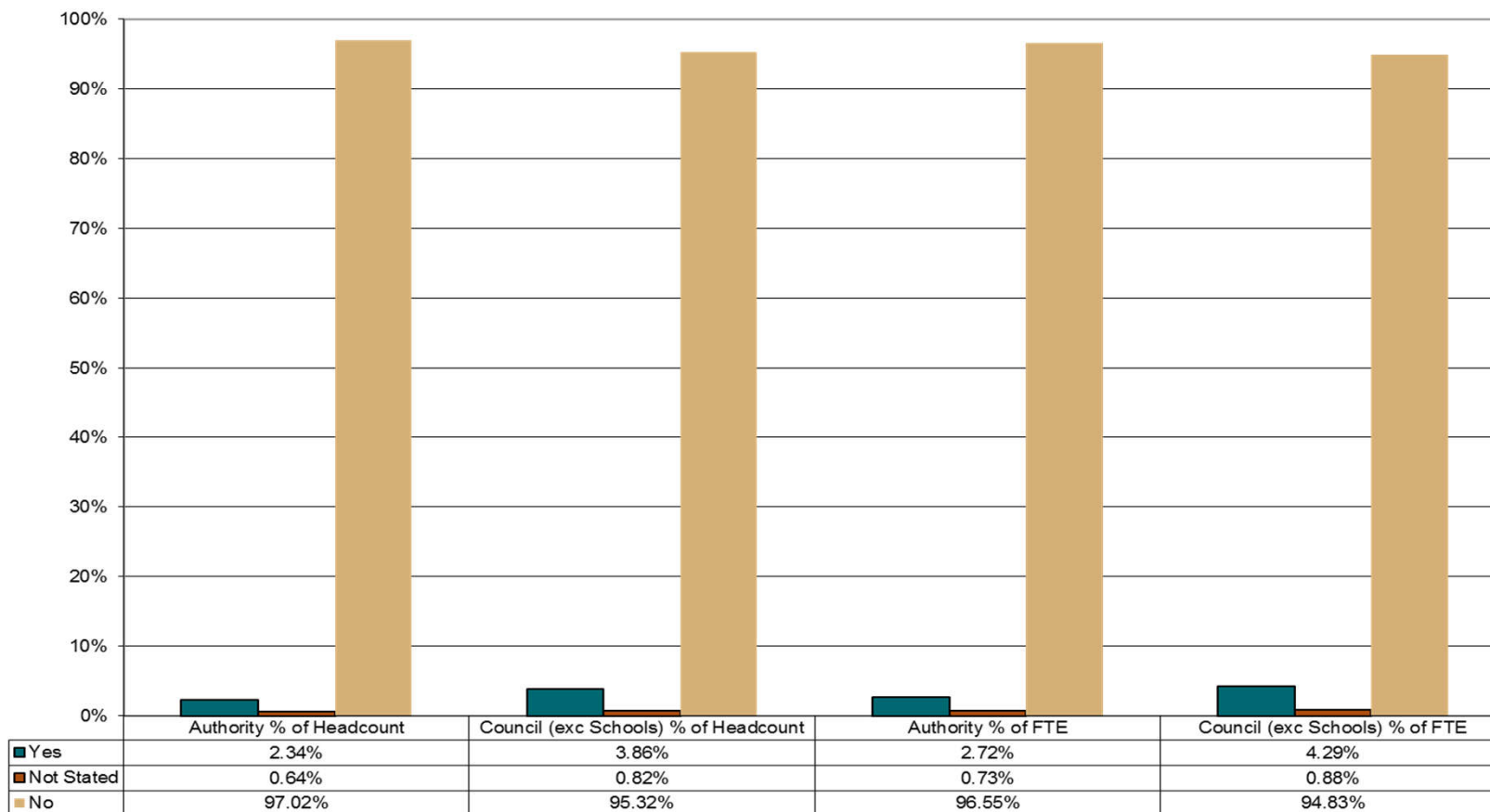


WORKFORCE PROFILE

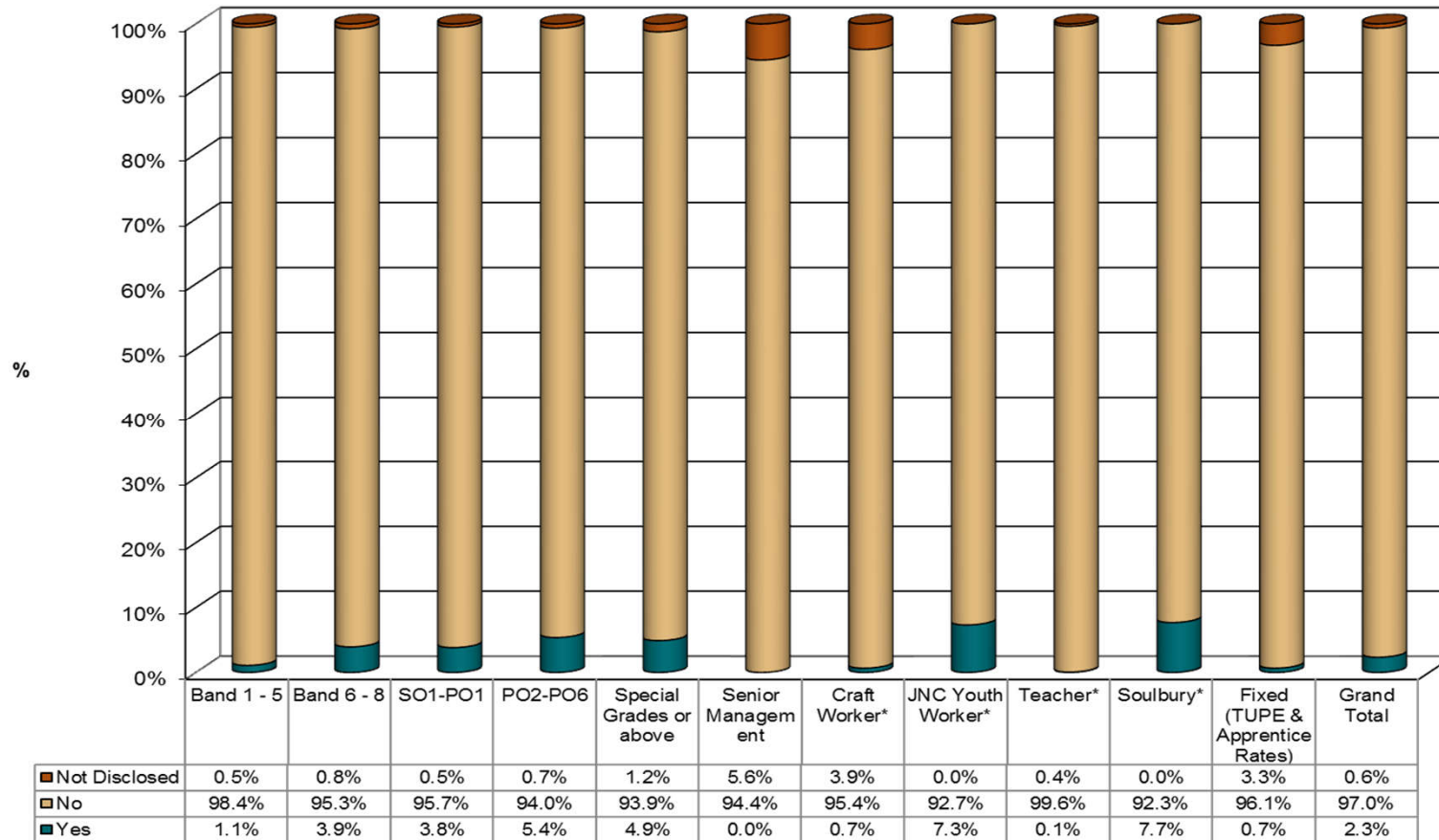
AGE (% of HEADCOUNT) - 30 June 2018



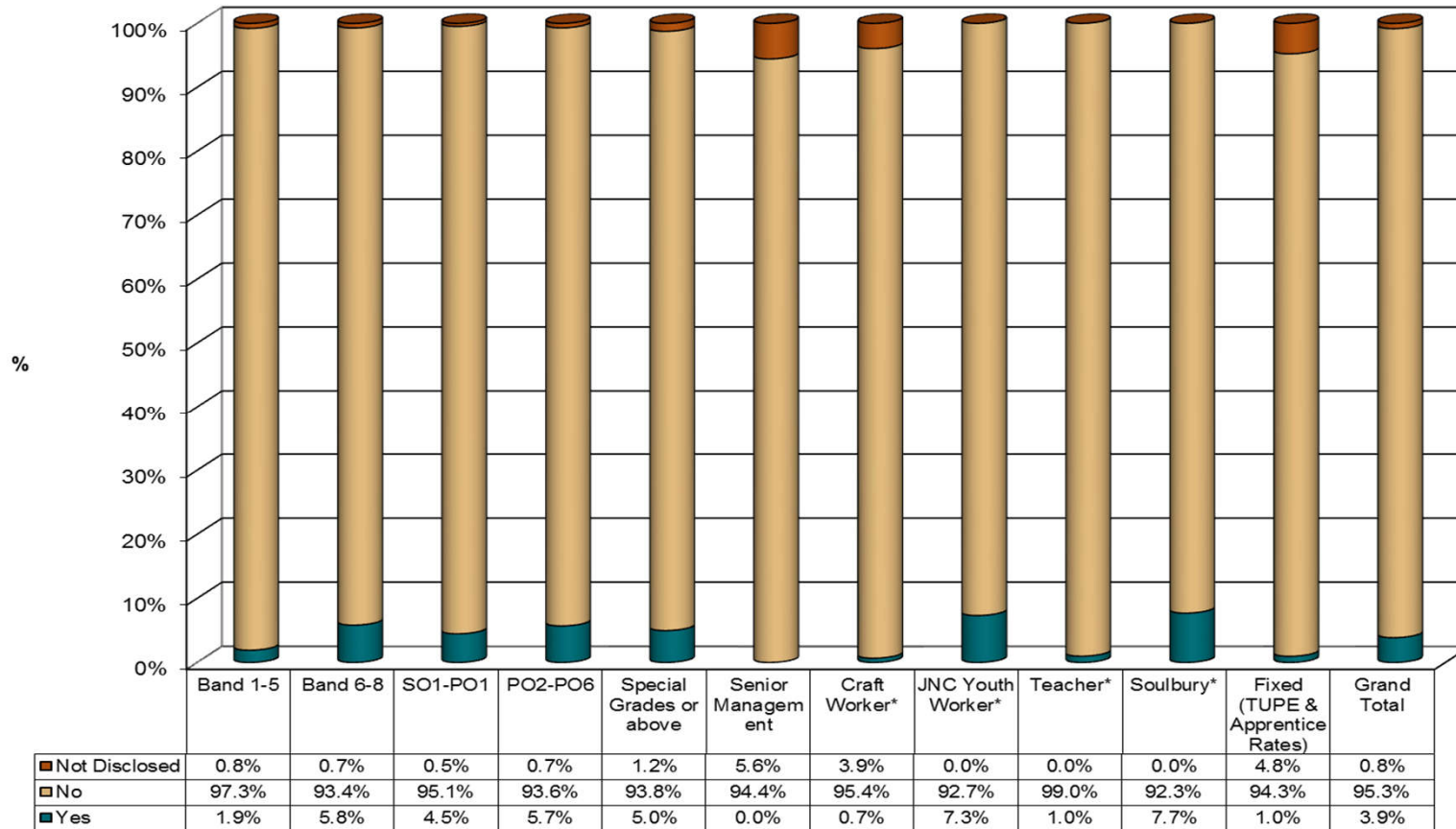
WORKFORCE PROFILE – DISABILITY - 30 June 2018



WORKFORCE PROFILE – GRADES OR CATEGORY* BY DISABILITY (INCLUDING SCHOOLS) - 30 June 2018



WORKFORCE PROFILE – GRADES OR CATEGORY* BY DISABILITY (EXCLUDING SCHOOLS) - 30 June 2018



WORKFORCE PROFILE – PERFORMANCE DATA

	Top 5% Female @ 30 June 2017)	Top 5% Female @ 30 June 2018)	Top 5% BME @ 30 June 2017	Top 5% BME @ 30 June 2018	% Disabled Employees @ June 2017	% Disabled Employees @ June 2018	% BME Employees @ June 2017	% BME Employees @ June 2018
Council (excluding School based)	45.90	47.09	16.67	18.61	3.91	3.97	25.45	26.36
Authority	N/A	N/A	N/A	N/A	2.33	2.44	23.31	24.37

LABOUR TURNOVER 2017/18

Council (excluding School based) – 11.51%

Authority – 19.10%



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DISCIPLINARY CASES (EXCLUDING SCHOOLS) – 2017 (with comparison to 1 Jan 2016 – 31 Dec 2016)

Ethnic Category	2016	2017
White	54	47
Asian or Asian British	10	6
Black or Black British	3	1
Mixed	2	0
Any Other Ethnic Group	2	1
Not Stated	0	4
Grand Total	71	59

Age Banding	2016	2017
under 20	1	1
20 - 29	9	10
30 – 39	14	18
40 – 49	21	15
50 – 59	19	11
60 - 69	7	4
Grand Total	71	59

Disability	2016	2017
Yes	2	1
No	69	58
Grand Total	71	59

Gender Key	2016	2017
Female	29	22
Male	42	37
Grand Total	71	59



GRIEVANCES/COMPLAINTS (EXCLUDING SCHOOLS) – 2017 (with comparison to 1 Jan 2016–31 Dec 2016)

Ethnic Category	2016	2017
White	15	17
Asian or Asian British	2	13
Black or Black British	3	4
Any Other Ethnic Group	2	0
Mixed	0	2
Not Stated	2	4
Grand Total	24	40

Disability	2016	2017
Yes	1	4
No	23	34
Not recorded	0	2
Grand Total	24	40

Age Category	2016	2017
20 - 29	0	5
30 - 39	6	7
40 - 49	7	13
50 - 59	4	11
60 - 64	7	2
65 & over	0	0
Not recorded	0	2
Grand Total	24	40

Gender Key	2016	2017
Female	12	19
Male	12	19
Not recorded	0	2
Grand Total	24	40



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 Chief Executive also occasionally issues a Blog to update staff on her work and key issues and challenges for the organisation.

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 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 / negotiation on individual change issues.

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 and respond to Trade Union issues before formal implementation commences.

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