

# Workforce Profile Information 30 June 2022

Human Resources  
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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) of employees under the Equalities Act 2010. Promoting Equality is one of the Council's core principles and is central to all we do.

The Council recognises the diversity of the people and the communities of the District and is committed to striving to achieve a workforce that reflects this, indeed 82% of our employees live in the District. We aim to ensure that they are recognised as our greatest resource and that our employment and recruitment policies reflect our commitment to equalities and best practice.

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.

## Background and Context (Continued)

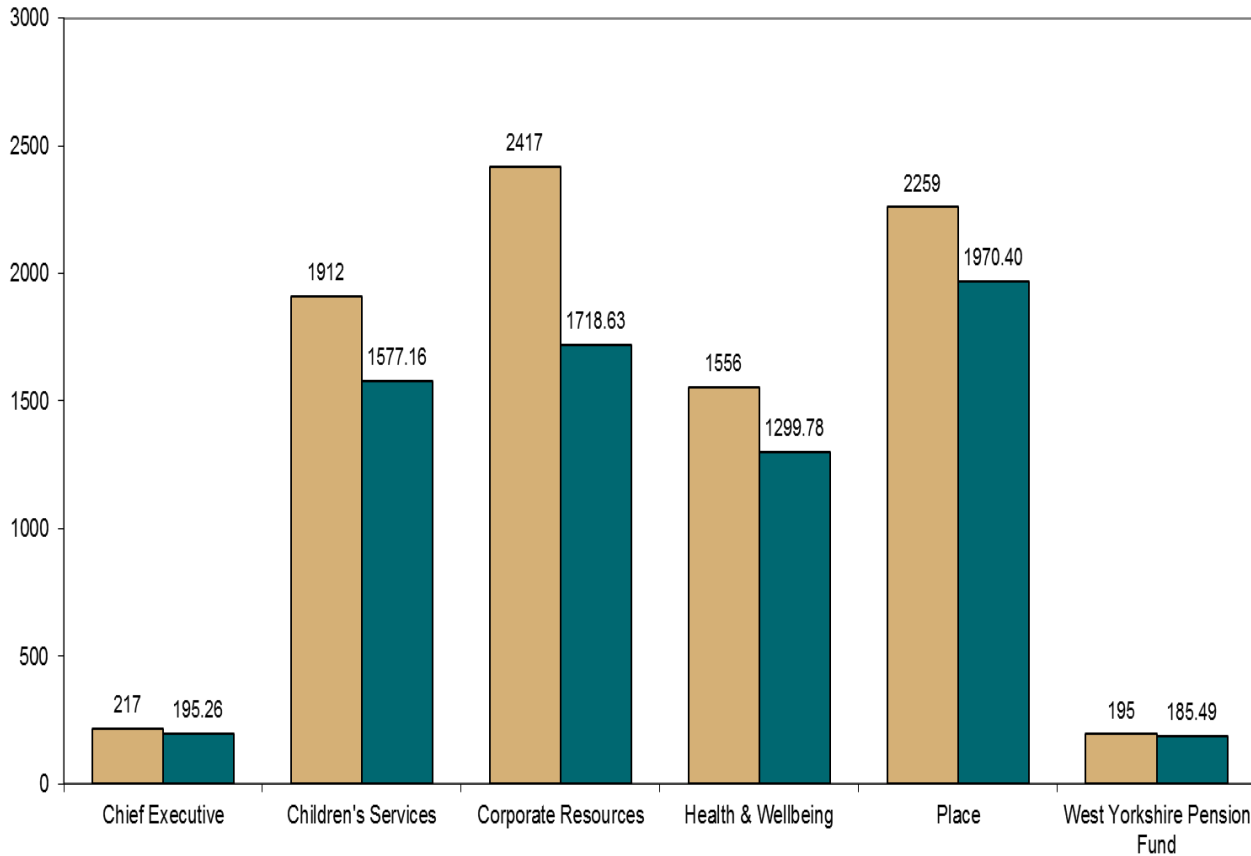
The Council records Pregnancy and Maternity leave on its HR/Payroll system. There are no current issues highlighted in this respect.

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

The Council routinely carries out Equality Impact Assessments on its proposals, 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](#). You can also go to: [Understanding Bradford District](#) for statistics and information about Bradford District - population, ethnicity and religion, results from the 2011 census and an update about the 2021 census, health and life expectancy, and poverty and deprivation.

# Workforce Profile – Headcount and Full Time Equivalent (FTE) - 30 June 2022



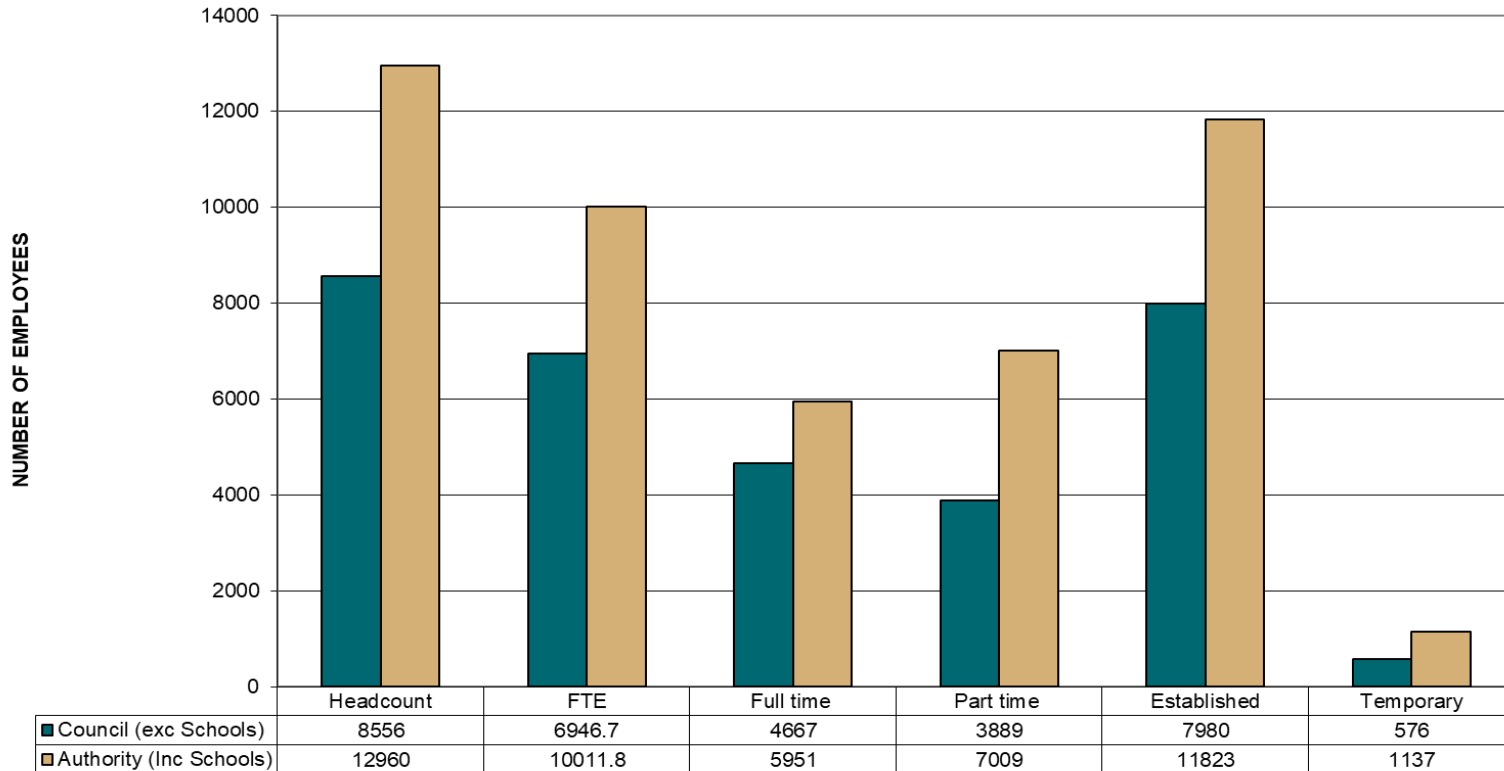
This chart shows the distribution of staff throughout the organisation (but excluding school based staff) as a headcount and full time equivalent (FTE) figure. Those Departments with the largest difference between headcount and FTE figures are those with a large number of part time staff. The overall total headcount is 8556 and the FTE is 6947

■ Headcount ■ FTE



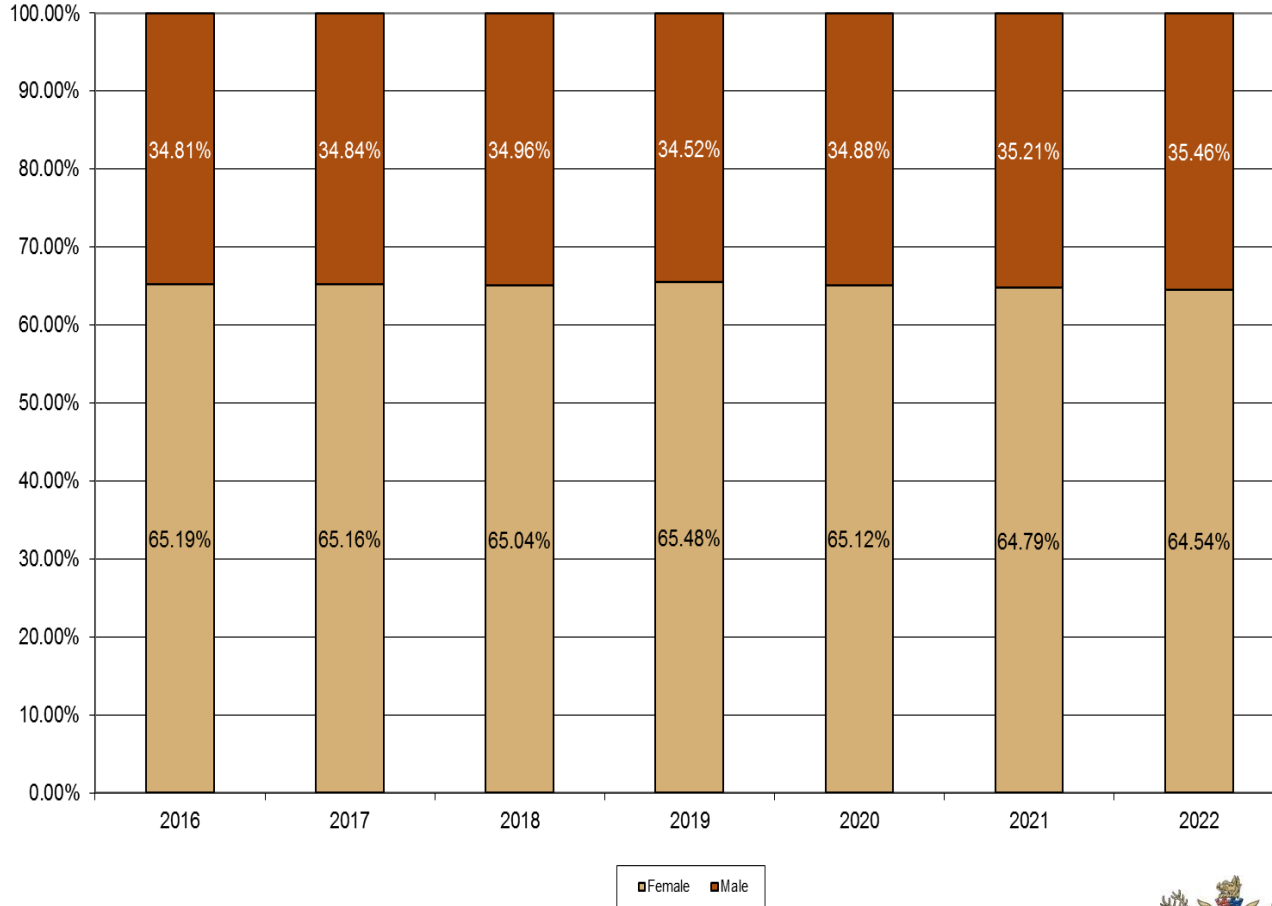
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# Workforce Profile – Working Patterns and Employment Status - 30 June 2022



# Workforce Profile

## Gender (excluding Schools) – 30 June 2022



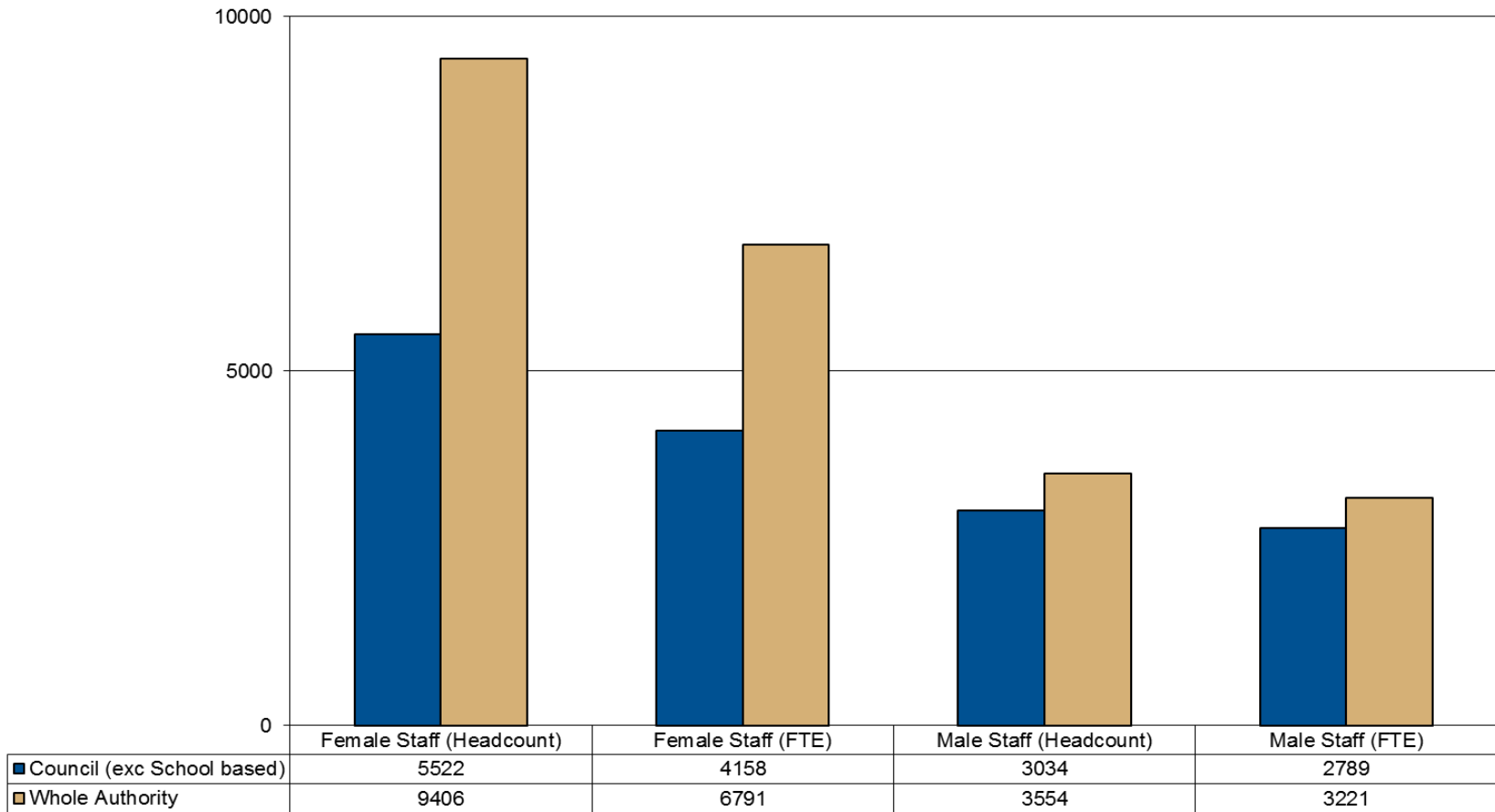
This profile shows that women make up a large part of the workforce – approximately 64.54% to 35.46% (female to male) and this has remained fairly stable over the last 7 years. Previous workforce reductions did not have any significant impact on the gender split.

54.54% of the top 5% of earners are now female, an increase on last years figure of 51.67%.



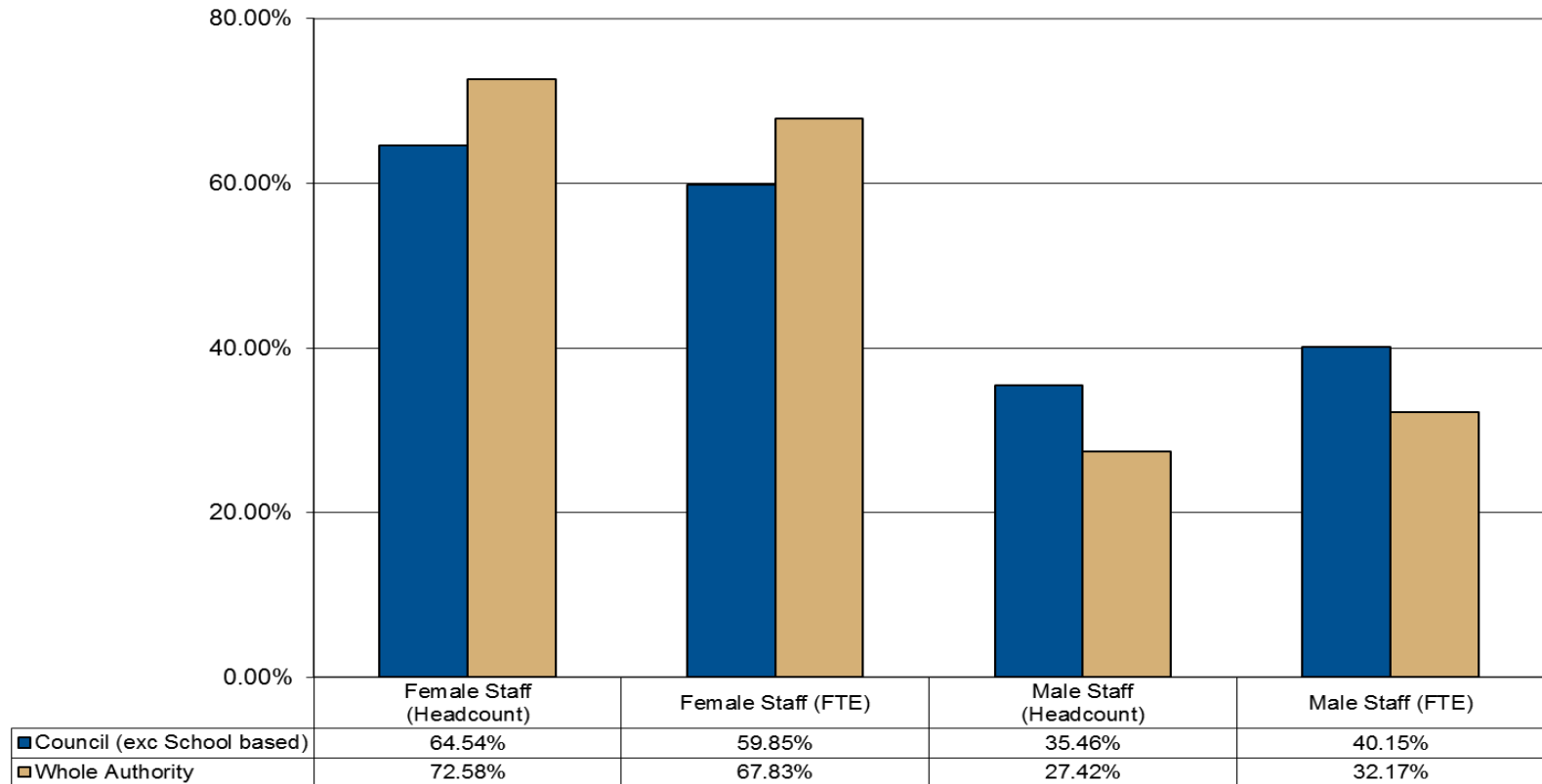
# Workforce Profile – Gender

## Headcount & Full-time Equivalent (FTE) - 30 June 2022



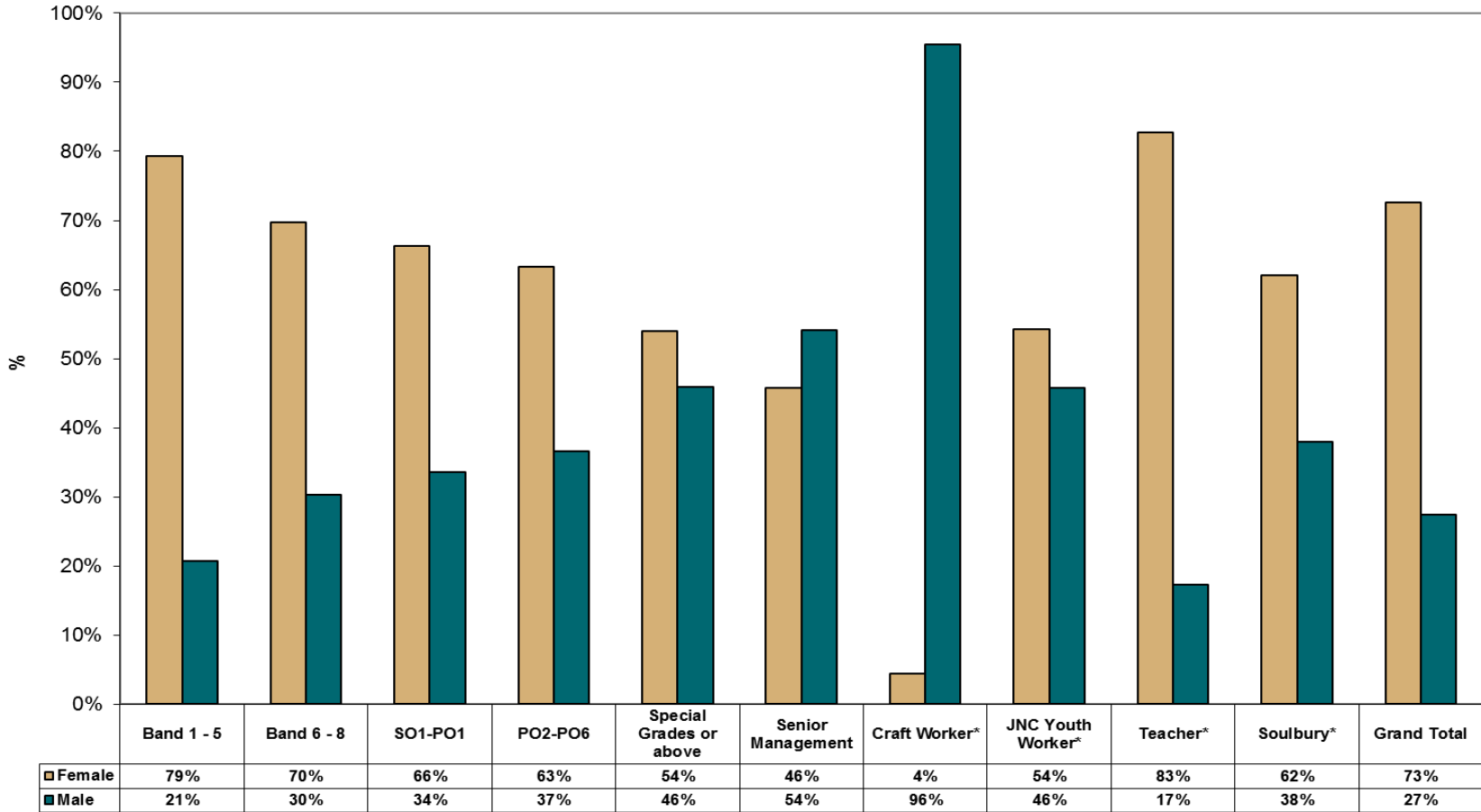
# Workforce Profile – Gender

## Percentage of Headcount & Full-time Equivalent (FTE) - 30 June 2022

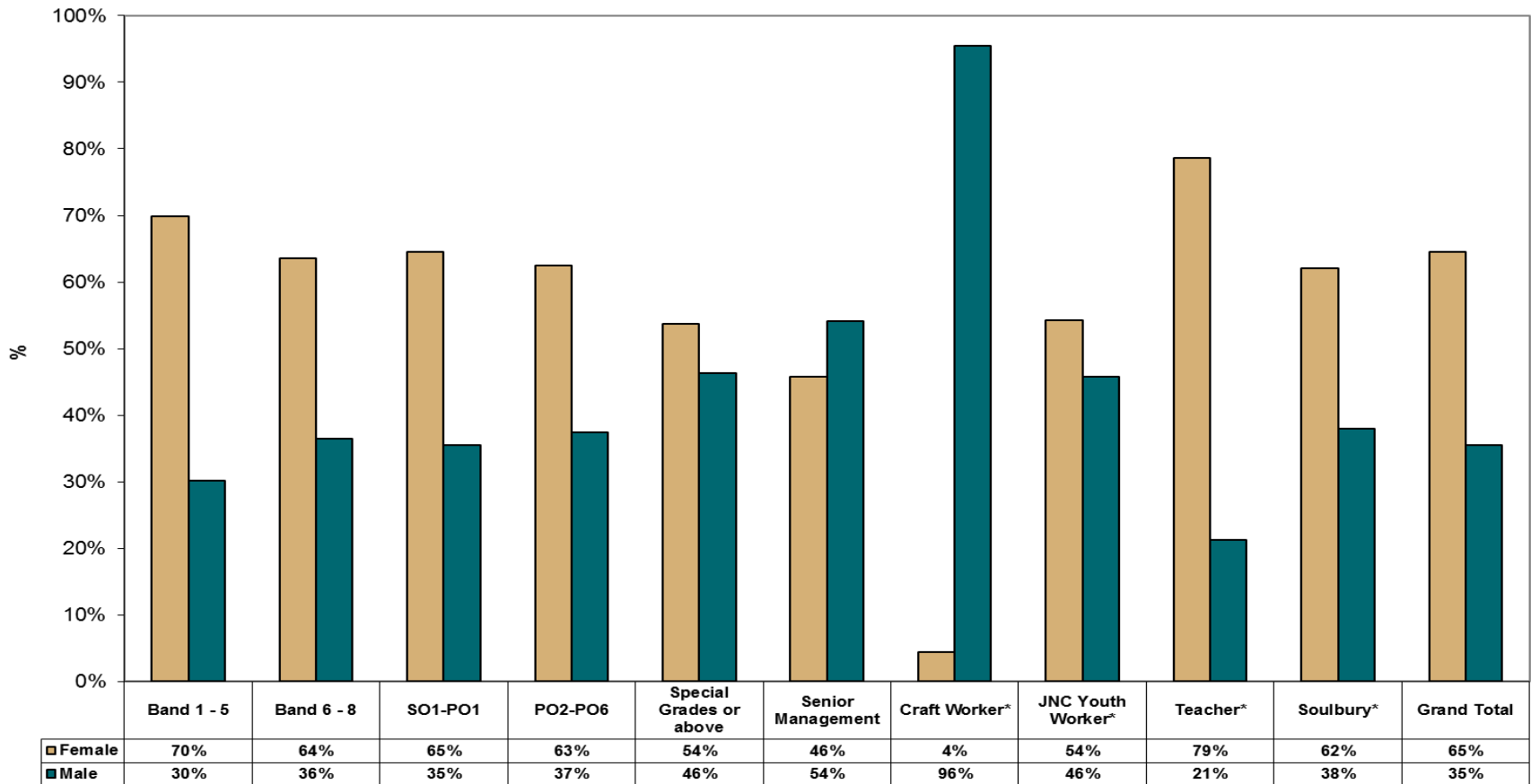




# Workforce Profile – Gender by Grade or Category\* (Including Schools) – 30 June 2022



# Workforce Profile – Gender by Grade or Category\* (Excluding Schools) – 30 June 2022



# Bradford Council Gender Pay Gap - 2021

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

## Mean Pay

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 **£14.85** per hour.

Women are paid a mean average of **£13.80** per hour.

## The Mean pay gap is 7.1%

The figure for 2020 was 6.1%

The UK average is 14.9%

(Source: ONS Annual Survey of Hours & Earnings 2021)

## Median Pay

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 **£13.18** per hour

Women are paid a median average of **£11.92** per hour

## The median pay gap is 9.6%

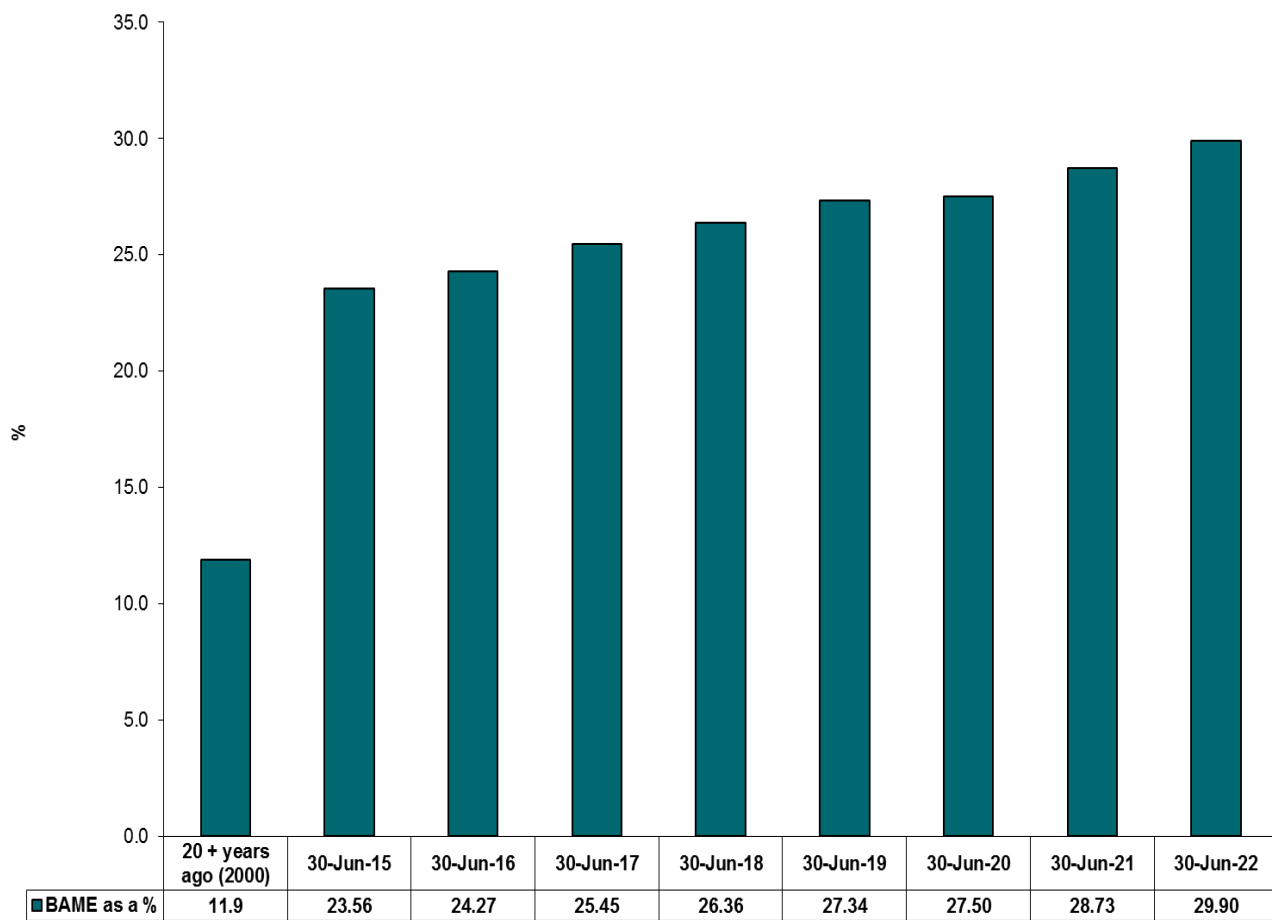
This figure for 2020 was 7.1%

The UK average is 15.4%

(Source: ONS Annual Survey of Hours & Earnings 2021)



# Workforce Profile – Ethnicity - 30 June 2022

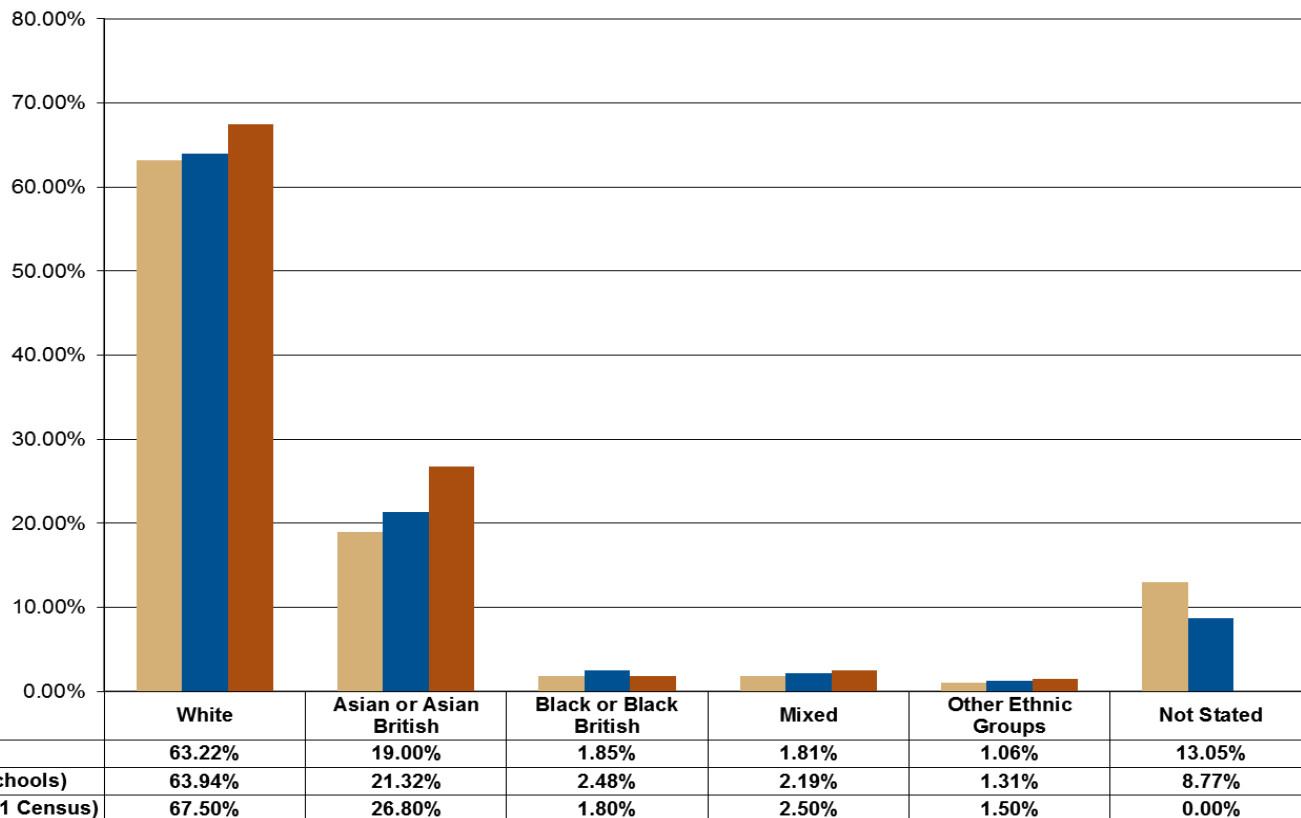


The percentage of Black, Asian and Minority Ethnic staff has continued to increase. The chart shows the percentage of Black, Asian and Minority Ethnic staff in the Council's workforce excluding schools.

N.B. Since 2021 this performance data has been calculated using a revised performance indicator definition. All established and temporary staff are now included (previously only temporary staff with 12 months service onwards were included as per the original performance indicator definition)



# Workforce Profile – Ethnicity with Comparison to the Bradford District (2011 Census) – 30 June 2022



# Workforce Profile – Grades or Category\* by Ethnicity (including Schools) - 30 June 2022

Ethnic Category	White	Asian or Asian British	Black or Black British	Mixed	Other Ethnic Groups	Not Stated	% Where Ethnicity has been declared	Authority Total
Band 1 - 5	68%	27%	1%	1%	2%	16%	84%	39.1%
Band 6 - 8	74%	20%	2%	2%	1%	11%	89%	24.6%
SO1 - PO1	71%	21%	4%	3%	1%	8%	92%	11.0%
PO2 - PO6** includes staff on PO6	74%	20%	3%	3%	0%	7%	93%	10.5%
Special Grades or other above PO6	80%	15%	1%	3%	1%	4%	96%	1.6%
Senior Management	88%	6%	0%	6%	0%	29%	71%	0.2%
Craft Worker*	89%	2%	0%	4%	5%	3%	97%	1.0%
JNC Youth Worker*	46%	35%	11%	7%	1%	16%	84%	1.3%
Teacher*	88%	10%	1%	1%	0%	20%	80%	10.3%
Soulbury*	81%	12%	5%	2%	0%	16%	84%	0.4%
<b>Grand Total</b>	<b>72.7%</b>	<b>21.9%</b>	<b>2.1%</b>	<b>2.1%</b>	<b>1.2%</b>	<b>13.0%</b>	<b>87.0%</b>	<b>100%</b>

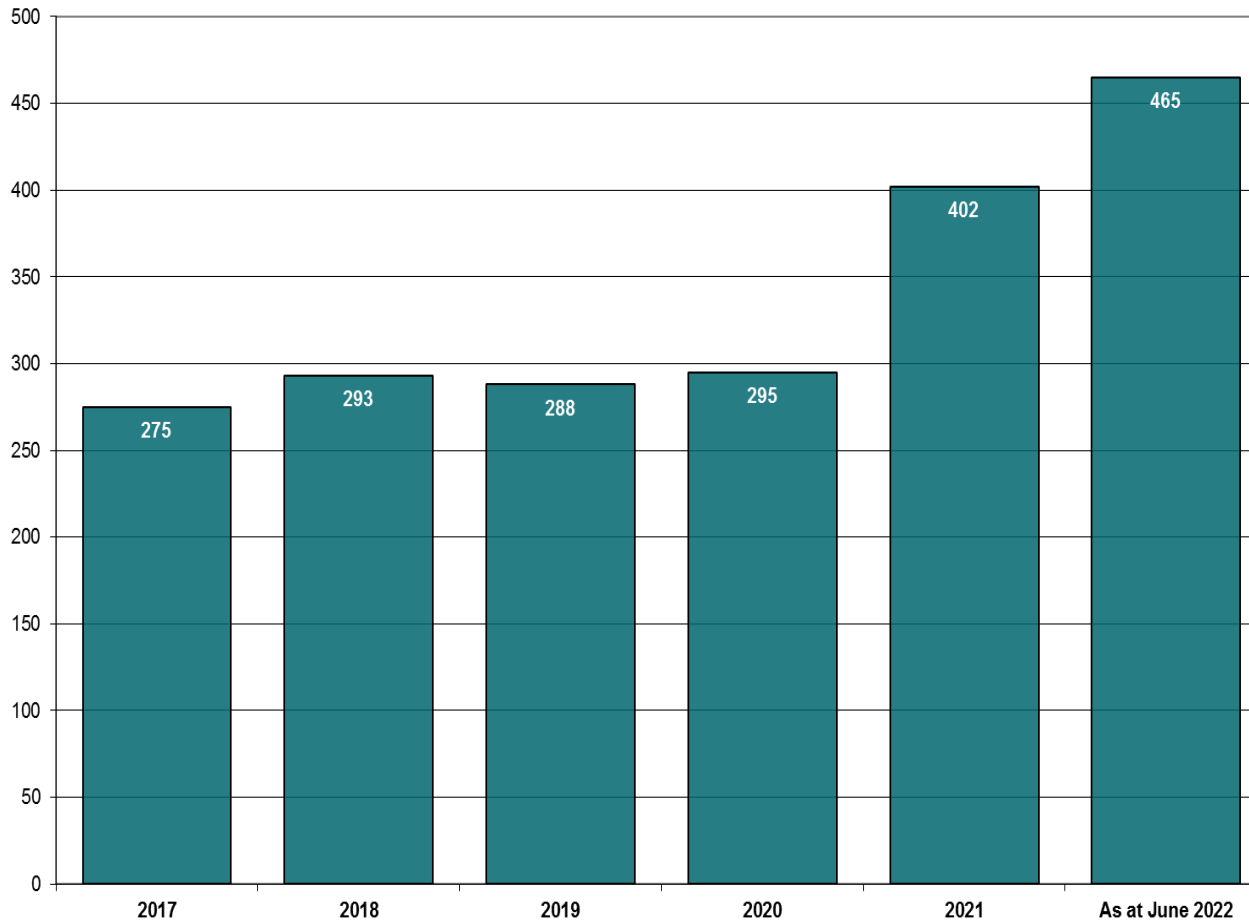


# Workforce Profile – Grades or Category\* by Ethnicity (excluding Schools) - 30 June 2022

Ethnic Category	White	Asian or Asian British	Black or Black British	Mixed	Other Ethnic Groups	Not Stated	% Where Ethnicity has been declared	Council Total
Band 1 - 5	67%	28%	2%	1%	2%	10%	90%	34.3%
Band 6 - 8	71%	21%	3%	3%	2%	8%	92%	27.2%
SO1 - PO1	70%	22%	4%	3%	1%	6%	94%	14.9%
PO2 - PO6** includes staff on PO6	73%	21%	3%	3%	0%	6%	94%	15.3%
Special Grades or other above PO6	79%	15%	1%	4%	1%	4%	96%	2.4%
Senior Management	88%	6%	0%	6%	0%	29%	71%	0.3%
Craft Worker*	89%	2%	0%	4%	5%	3%	97%	1.6%
JNC Youth Worker*	46%	35%	11%	7%	1%	16%	84%	1.9%
Teacher*	83%	15%	1%	1%	0%	24%	76%	1.6%
Soulbury*	81%	12%	5%	2%	0%	16%	84%	0.6%
<b>Grand Total</b>	<b>70.1%</b>	<b>23.4%</b>	<b>2.7%</b>	<b>2.4%</b>	<b>1.4%</b>	<b>8.8%</b>	<b>91.2%</b>	<b>100%</b>



# Workforce Profile – Age Employment of Younger People 30 June 2022



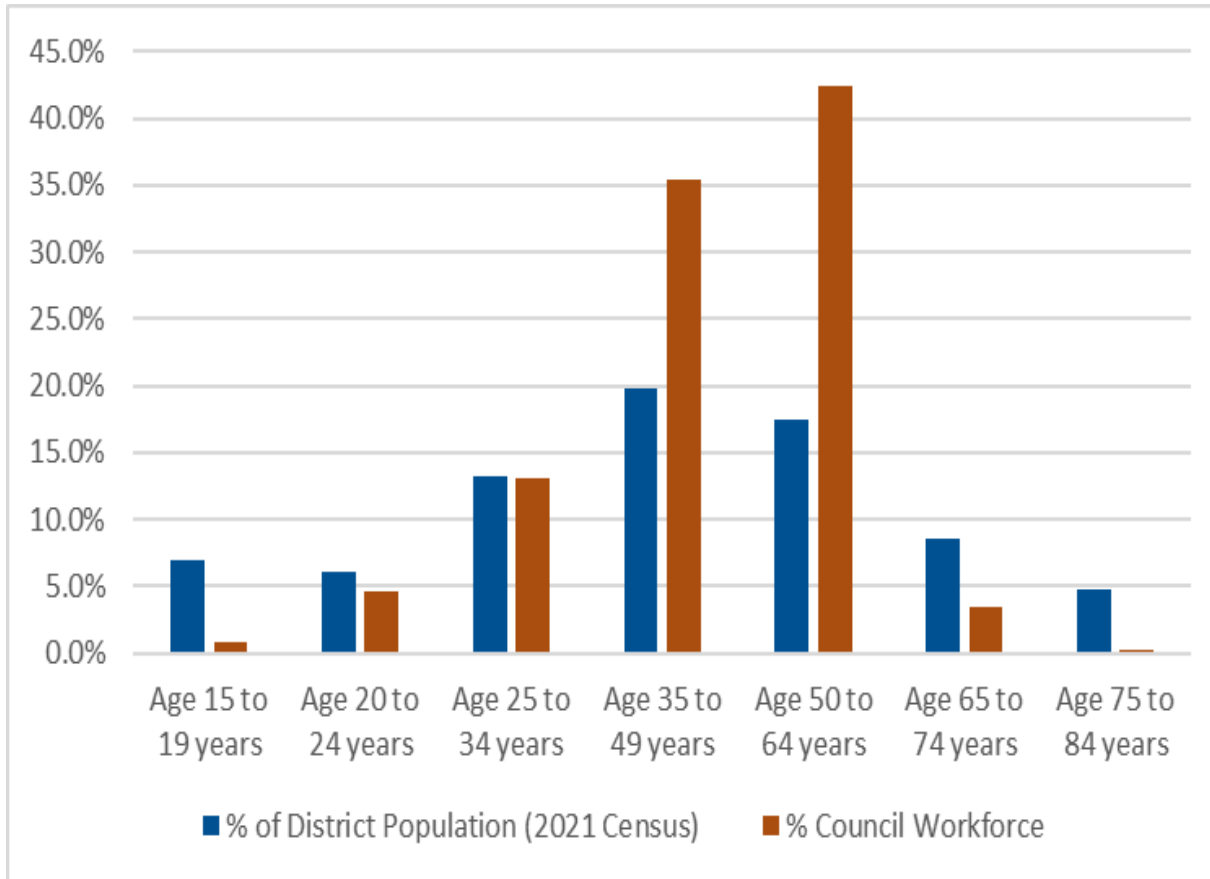
The number of younger people working for the Council (under 25 years) has significantly increased in the last two years. The Council introduced an Apprenticeship Scheme which has helped to achieve this. This increase was also helped further by the Government Kickstart Scheme. Although the scheme was temporary to support young people into permanent jobs, the Council created 900 Kickstart placements in 2021/22.

The average age of the workforce (excluding Schools) has decreased again to 46 years.





# Workforce Profile – Age Comparison of Workforce with Bradford District (2021 Census) - 30 June 2022

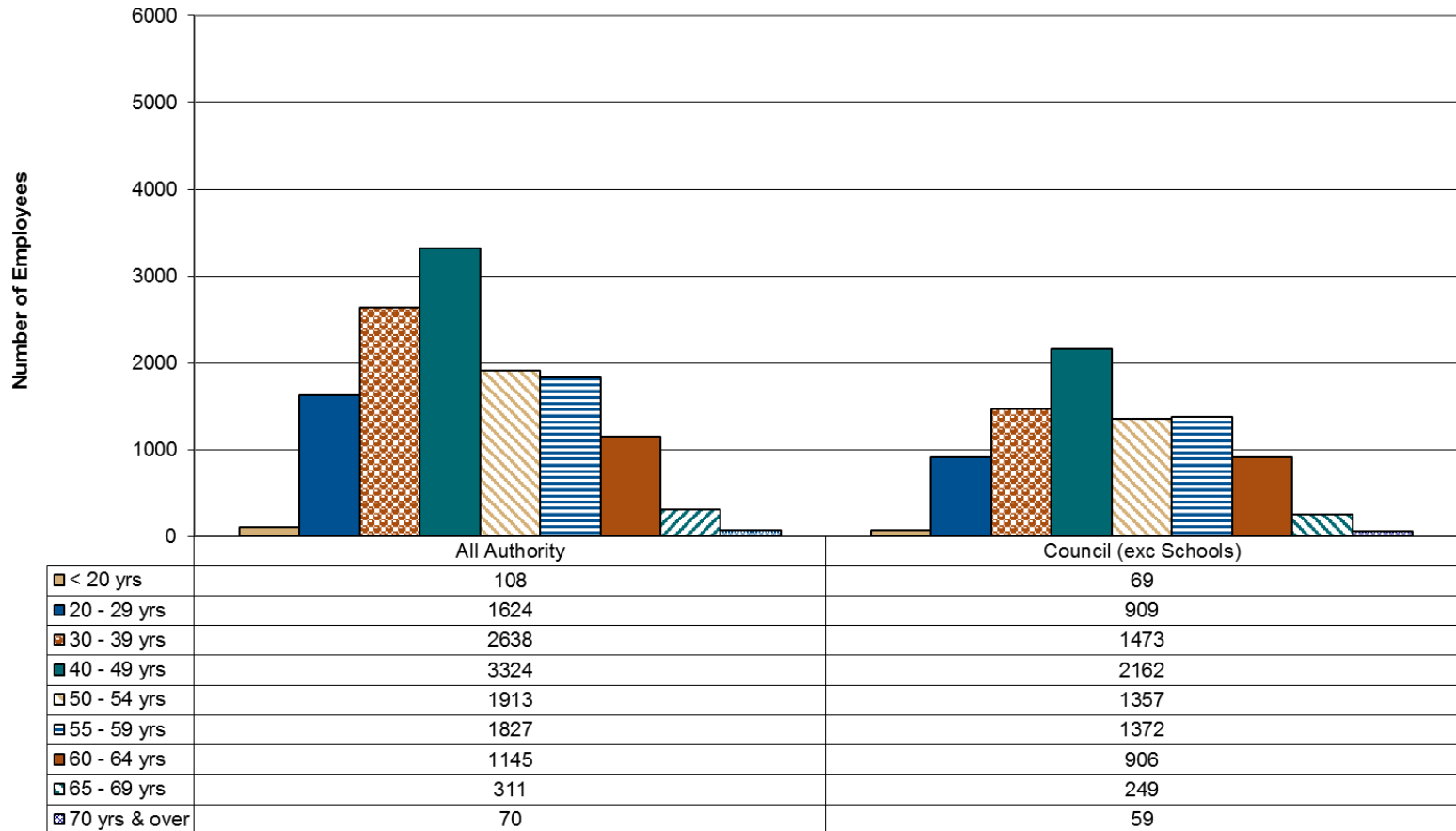


The working population of the District makes up 63.4% of the total, i.e. those aged between 15 and 64 years. The categories in this Bar chart make up 76.6% of the District population, 23.4% are either under age 15 or over age 84. We can see that the Council employs a disproportionate number of staff over the age of 35 years when compared with the District which has resulted in the average age of the workforce being 46 years.



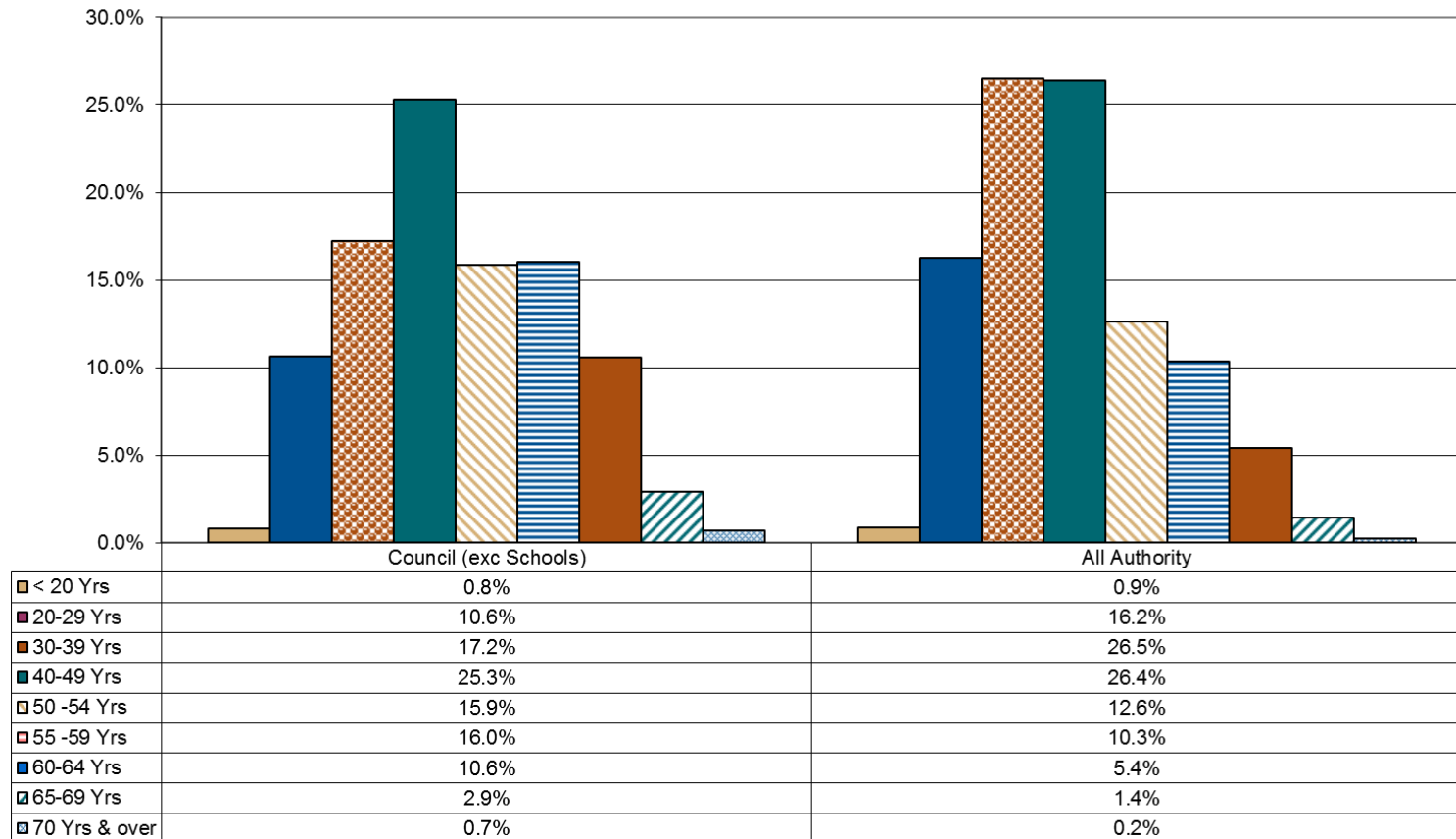
# Workforce Profile

## Headcount by Age Group - 30 June 2022

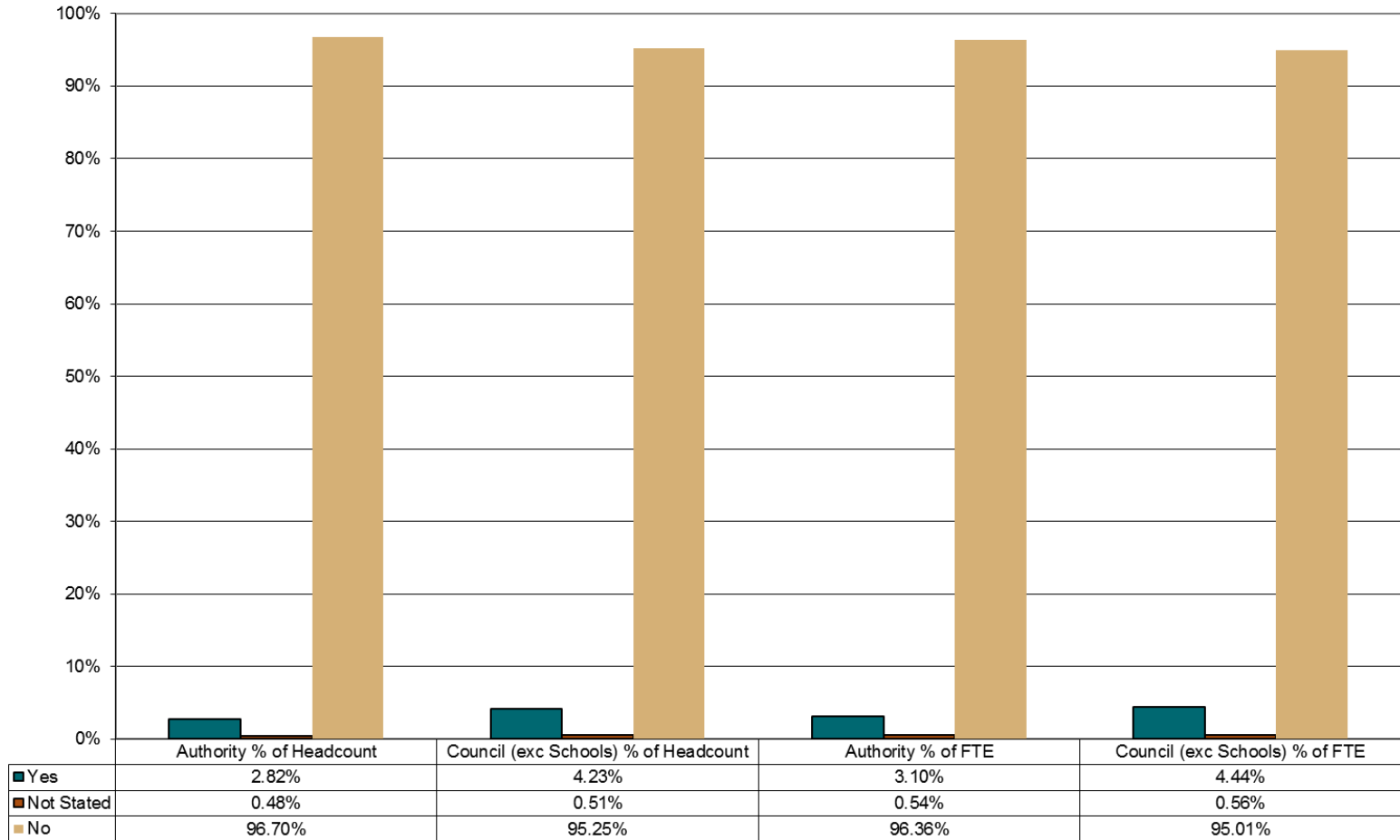


# Workforce Profile

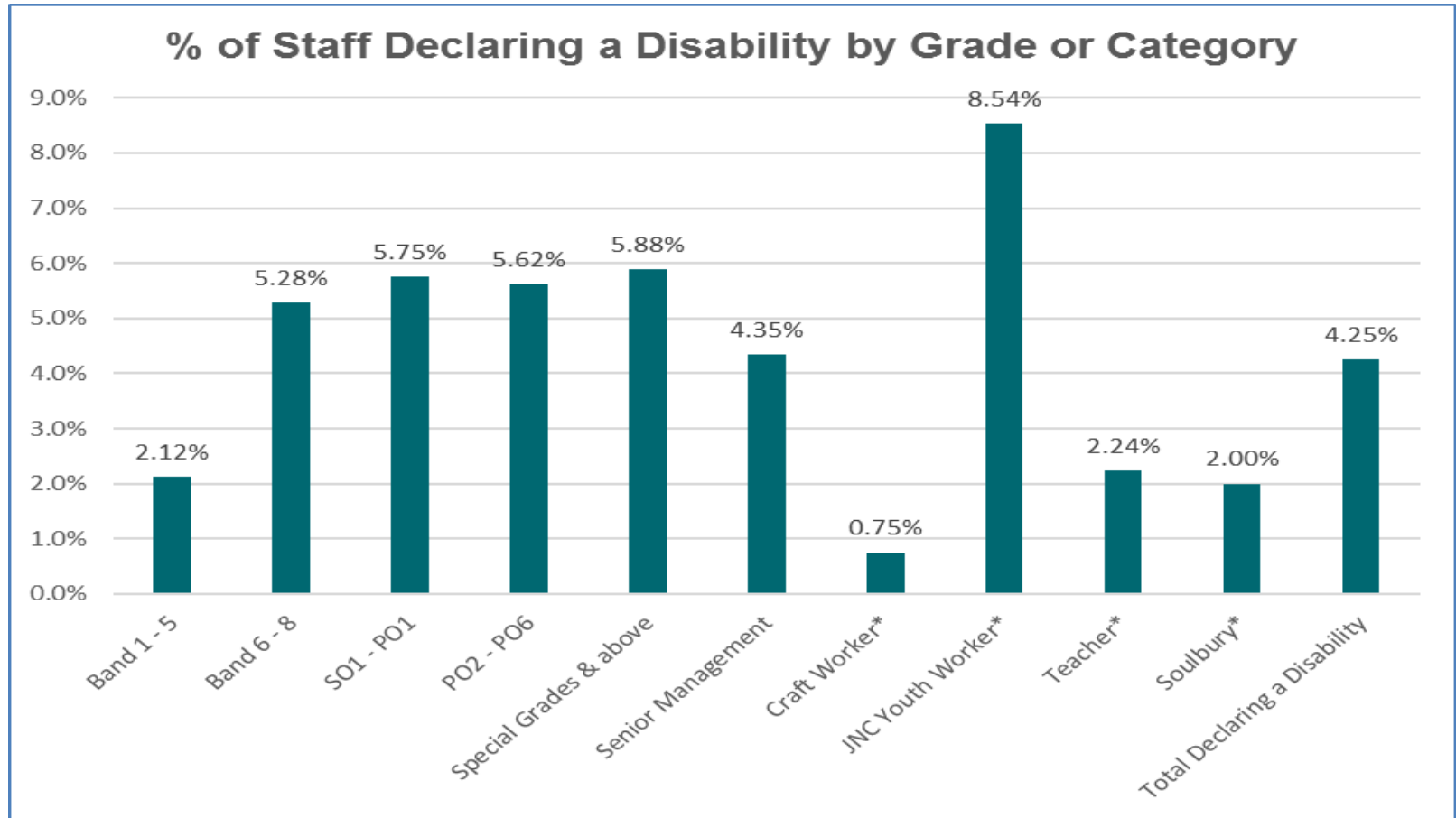
## % of Headcount by Age Group - 30 June 2022



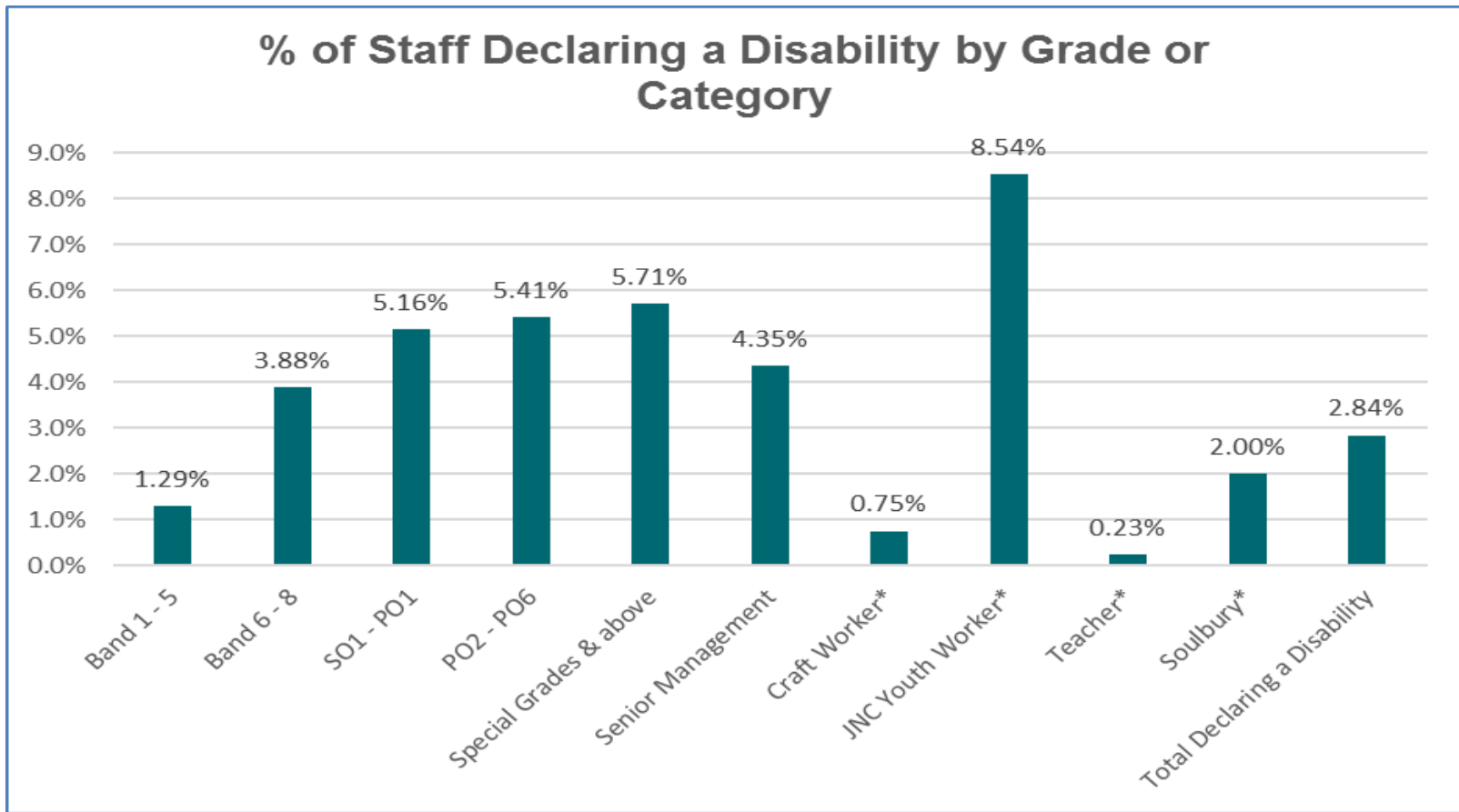
# Workforce Profile – Disability - 30 June 2022



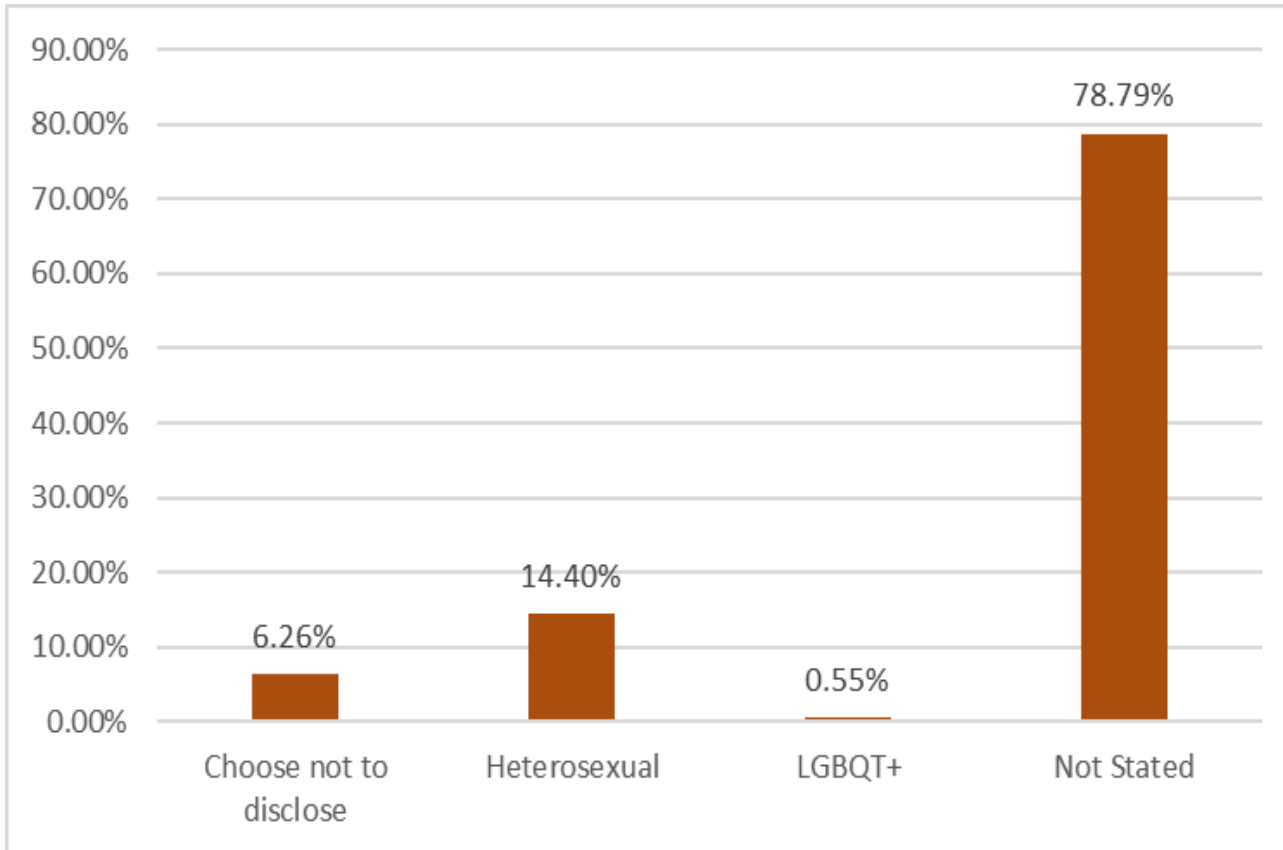
# Workforce Profile – Grades or Category\* by Disability (Excluding Schools) - 30 June 2022



# Workforce Profile – Grades or Category\* by Disability (Including Schools) - 30 June 2022



# Workforce Profile – Sexual Orientation (Excluding Schools) - 30 June 2022



The Council began collecting information on sexual orientation in 2013, however only 21.3% of employees have responded about their sexual orientation and a significant proportion of these preferred not to say. Only 14.9% of employees have provided an actual sexual orientation. For this reason, it is not possible to provide a further break down of the figures for LGBTQ+ due to the small number of employees who have disclosed this information.



## Workforce Profile – Performance Data

	Top 5% Female @ 30th June 2021)	Top 5% Female @ 30th June 2022)	Top 5% BAME @ 30th June 2021	Top 5% BAME @ 30th June 2022	% Disabled Employees @ 30th June 2021	% Disabled Employees @ 30th June 2022	% BAME Employees @ 30th June 2021	% BAME Employees @ 30th June 2022
Council (excluding Schools)	51.67	54.64	20.14	20.00	4.06	4.25	28.73	29.9

N.B this performance data has been calculated using revised 2021 performance indicator definitions and now includes all established and temporary staff (previously only temporary staff with 12 months service onwards were included as per the original performance indicator definitions)

## Labour Turnover 2021/22

Council (excluding School based) – 18.1%

Authority – 19.39%



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# Disciplinary Cases (Excluding Schools) – 2021 (With Comparison to 1 Jan 2020 – 31 Dec 2020)

Ethnic Category	2020	2021
White	19	16
Asian or Asian British	7	2
Black or Black British	1	0
Mixed	1	1
Any Other Ethnic Group	1	1
Not Stated	4	6
<b>Grand Total</b>	<b>33</b>	<b>26</b>

Age Banding	2020	2021
under 20	1	2
20 - 29	4	5
30 – 39	8	2
40 – 49	7	9
50 – 59	11	6
60 - 69	2	2
Not Stated	0	0
<b>Grand Total</b>	<b>33</b>	<b>26</b>

Disability	2020	2021
Yes	0	1
No	33	25
Not Stated	0	0
<b>Grand Total</b>	<b>33</b>	<b>26</b>

Gender Key	2020	2021
Female	17	8
Male	16	18
Not recorded	0	0
<b>Grand Total</b>	<b>33</b>	<b>26</b>



# Grievances/Complaints (Excluding Schools) – 2021 (With Comparison to 1 Jan 2020–31 Dec 2020)

Ethnic Category	2020	2021
White	17	17
Asian or Asian British	11	9
Black or Black British	1	3
Any Other Ethnic Group	1	0
Mixed	0	0
Not Stated	6	5
<b>Grand Total</b>	<b>36</b>	<b>34</b>

Disability	2020	2021
Yes	31	4
No	4	29
Not recorded	1	1
<b>Grand Total</b>	<b>36</b>	<b>34</b>

Age Category	2020	2021
20 - 29	3	0
30 - 39	6	1
40 - 49	9	8
50 - 59	12	18
60 - 64	5	3
65 & over	0	2
Not recorded	1	0
<b>Grand Total</b>	<b>36</b>	<b>34</b>

Gender Key	2020	2021
Female	20	18
Male	15	16
Not recorded	1	0
<b>Grand Total</b>	<b>36</b>	<b>34</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, all Strategic Directors and Directors) on the Council's internal website (known as BradNet). The Chief Executive and Corporate Management Team also host regular staff briefings via webinar.

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](#).

# Engagement with Employees (continued)

Employees are encouraged to join our Equalities Staff Networks to meet colleagues from across the Council to find support and get their voice heard. The R.E.S.P.E.C.T campaign encourages employees to work together for an inclusive workforce.

The Council has an established Cross-Departmental Equality Group 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.

The Council actively seeks participation from a wider audience and regularly undertakes public consultations to ensure that the decisions we make are guided by a real appreciation of the views of the residents and people of the Bradford district. We consider each individual contribution to the consultation process.



# Equalities and Engagement

## Workforce Development Calendar 2021 – 2022

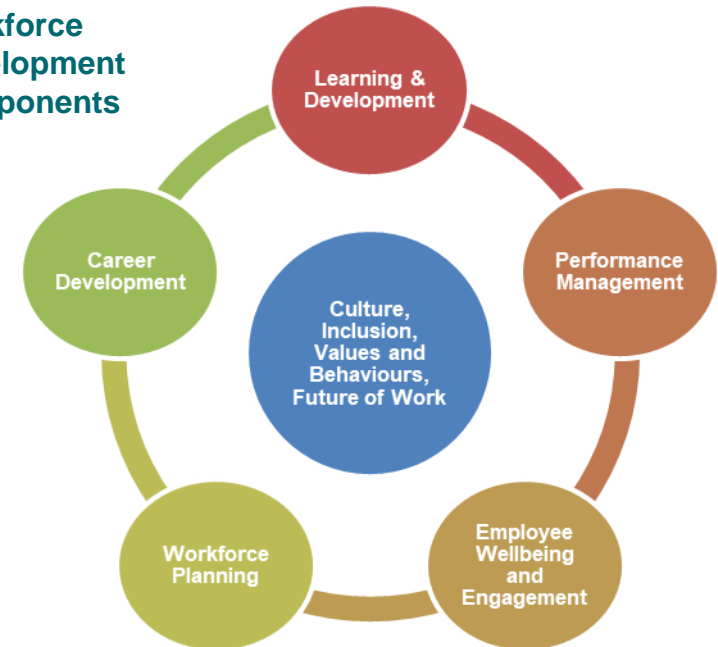
This calendar is designed to provide multiple opportunities for our workforce to connect and develop networks at all levels in the organisation and acquire and amplify new skills and experiences that will enable them to aspire, thrive and flourish in their career at BMDC. Investing in and developing our workforce is essential if we are to deliver our People Strategy and Council Plan outcomes, and live our Council Plan principles and Shared District Values.

This calendar underpins our People Strategy (2021 – 2026) outcomes and our Workforce Development plan (2021 – 2024) and is one part of an organisation wide Communications strategy to facilitate meaningful, high impact engagement with our employees.

## Our People Strategy Outcomes

Outcome	What it means
Live our values	A culture where we proactively demonstrate our values, where we celebrate our successes but challenge any instance where we don't live up to our best ambitions for ourselves.
Representative of our community	A workforce which is inclusive and representative of the communities we serve; and where equity of opportunity exists for all colleagues.
Innovative and Creative	A culture where we proactively seek out innovative and creative ways of designing and delivering needs-led services; where we collaborate and proactively seek to improve what we do.
Agile and outcome focused	A culture where we are relentlessly focused on delivering high quality, impactful needs led services for all our residents, but particularly those who are vulnerable and in need.
Employer of Choice	Recognised as an employer of choice for Bradford District and one that is at the forefront of delivering innovative and high quality services to the community it serves.
Good Partners	A positive, proactive partner as part of One Bradford and a visible voice locally, regionally and nationally to advance the interests of the District.

## Workforce Development Components



## Underpinned by our Shared District Values

*We Protect – We Share – We Care – We Respect*



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# Equalities and Engagement - Themes

## Our Equalities Themes

### Leadership & Organisational Commitment

The overall approach the Council takes to ensure that equalities are at the heart of decision making and promotes equal opportunities for everyone.

### Workforce

Ensure that our employees feel equal, included and more comfortable. That employees are supported to reach their potential, are not subject to any unfair disadvantages regardless of their background and/or characteristics and are representative of the communities they serve.

### Community

Action to support the creation of a place where everyone feels like they belong, are understood, feel safe and are able to fully participate in and contribute to the economic social and civic life of the District.

### Service Design

Ensure that all our services are designed in an accessible and an inclusive way including co-production with local people and organisations. This includes an approach to procurement and commissioning that values equality and diversity and everyone in the district has the information they need to access services.



# Equalities and Engagement - Campaigns



## **RESPECT Campaign – Working Together for an Inclusive Workforce**

**What does RESPECT stand for? The RESPECT Principles are:-**

**Rights** – Everyone has a right to feel safe and included and free from discrimination

**Equality** – At the heart of what we do as a Council and the people we support

**Speak up** – If you witness a colleague is behaving inappropriately, say something

**Person-centred** – Treat others as they wish to be treated

**Education** – Learn more about different aspects of equality and inclusion

**Champion** – Lead by example to promote equality in your behaviours and those of colleagues

**Think first** – How would your comments or actions make someone feel

# 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.

