



Cyngor Castell-nedd Port Talbot
Neath Port Talbot Council

**ADRODDIAD BLYNYDDOL
CYDRADDOLDEBAU MEWN
CYFLOGAETH
2022/2023**

**ANNUAL EQUALITIES IN
EMPLOYMENT REPORT
2022/2023**



Introduction

It gives me great pleasure to introduce the Council's Annual Equalities in Employment Report which details the Council's approach to providing information on its work in respect of equality and diversity during 1st April 2022 to 31st March 2023.

Our purpose is to help Neath Port Talbot residents live good lives and it is important to us that our workforce is representative of our communities, celebrates diversity and ensures our workplace is a place everyone can show up as themselves.

Whilst we have made some improvements in making our County Borough a more equal place for people to live, work and access services, we recognise that there are and will continue to be, areas for improvement. This report helps provide the information we need to make this happen.

Councillor Simon Knoyle

Cabinet Member for Finance, Performance and Social Justice



Equalities Employment Data

2022/2023

The data in this report covers all employees of Neath Port Talbot Council including those employed by schools.

Employment related data for the following protected characteristics is covered:

- Age
- Disability
- Race
- Sex
- Religion and belief
- Sexual Orientation
- Gender Re-assignment
- Marriage and Civil Partnership
- Pregnancy and Maternity

Data is analysed against the following criteria:

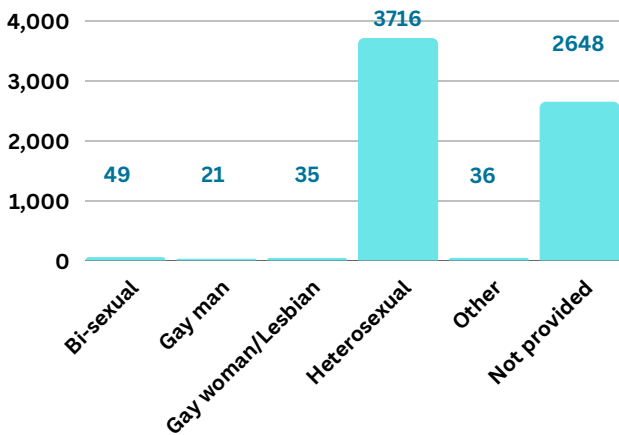
- People employed by the Council on 31st March 2022 by protected characteristic
 - Men and women employed, broken down by:
 - Occupational area
 - Grade and pay
 - Contract type, i.e. permanent or fixed term / temporary
 - Working pattern, i.e. full-time or part-time
- People who have applied for jobs with the Council
- Employees involved in grievance procedures
- Employees involved in Dignity at Work procedures
- Employees subject to disciplinary procedures
- Employees who have left the Council's employment.
- Employees who have successfully applied for training
- Employees who have completed training

Overview of the Council

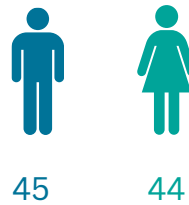
The Council employs 6,505 employees



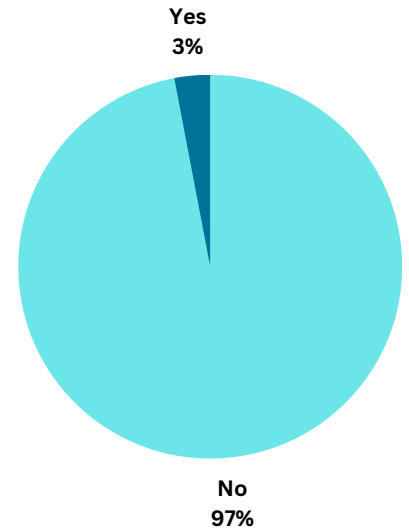
Sexual Orientation



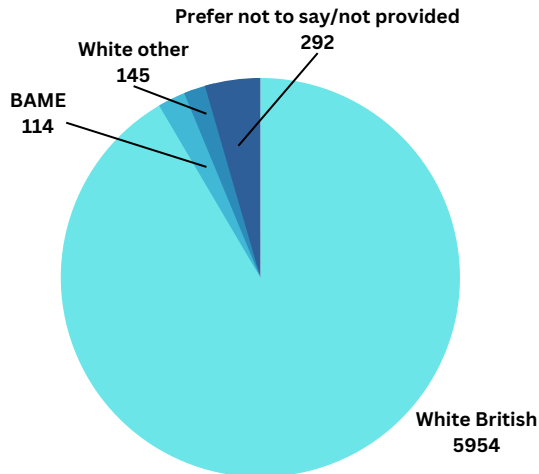
Average Age



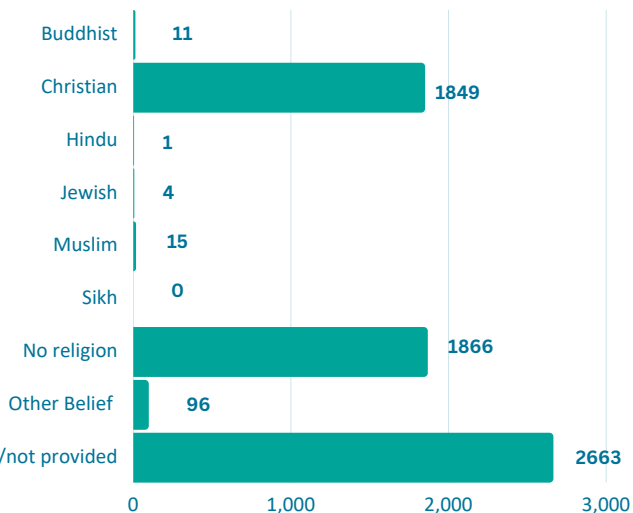
Disability



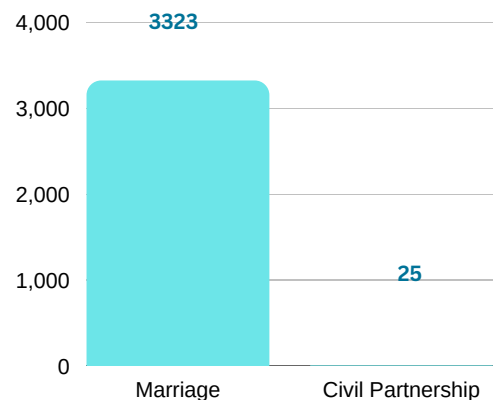
Race



Religion



Marriage & Civil Partnership



Age

Average Age

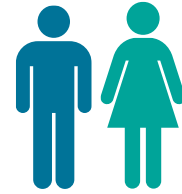
The average age of the workforce is 44 years. This is consistent with previous years.



45



44



44

Age Range

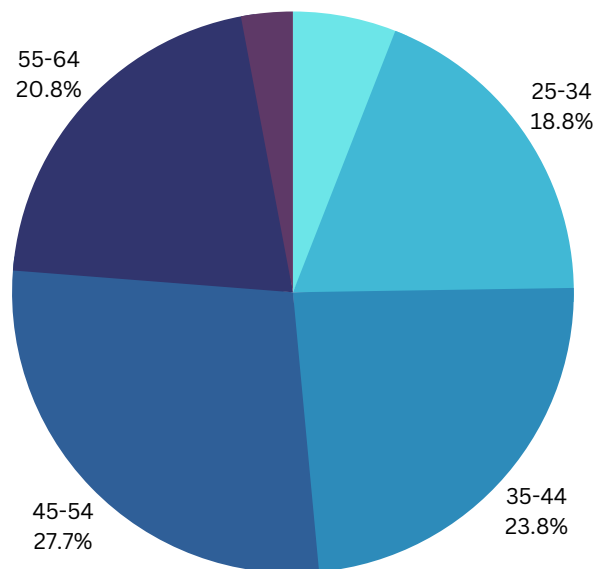


16-24	140	221
25 - 34	359	860
35 - 44	393	1188
45 - 54	476	1315
55 - 64	461	901
65+	79	112



65+
3%

16-24
5.9%



The highest number of employees in our workforce are aged 45-54 years, followed by those aged 35-44 years. These figures are consistent with previous years and are in line with the Local Government Earnings Survey for England and Wales which shows 66.9% of the total workforce are aged between 40-64.

There are more women than men in all age categories.

Succession planning continues to be a key workforce planning activity across the Council as it supports Accountable Managers to identify business critical roles and develop an action plan to deliver successors for these roles in the future.

Recruitment

Excluding Schools

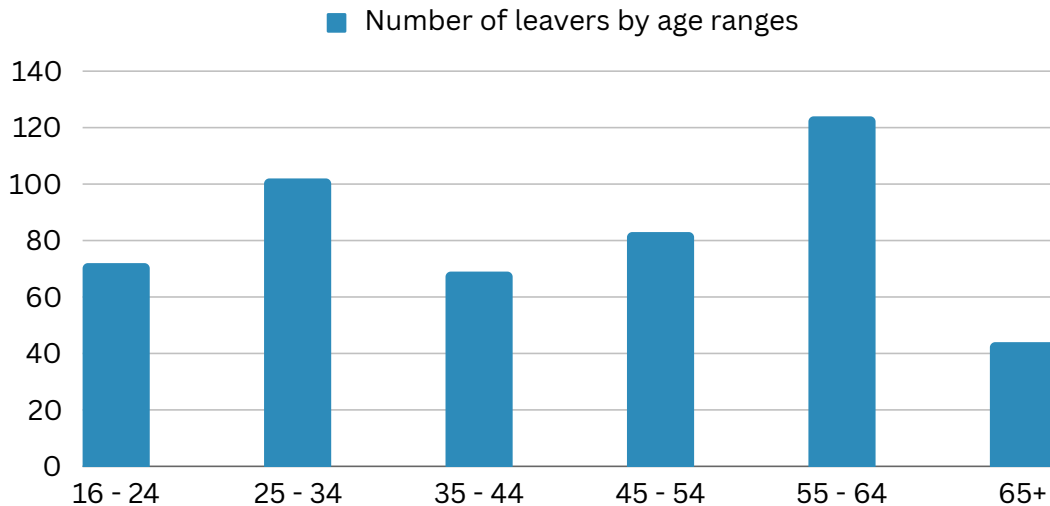
Age Range	Applicants	Shortlisted	Appointed
16-24	945	299	97
25 - 34	1940	545	194
35 - 44	1502	500	175
45 - 54	1025	417	154
55 - 64	494	201	63
65+	53	20	8

5959 people applied for 753 jobs with the Council during 2022/23 with 691 appointments made.

13.1% of applicants were internal applicants from within the Council's workforce.

We continue to advertise our posts internally and externally simultaneously and this year, 86.9% of applicants were from external applicants. This has increased by 10% compared to last year

Leavers



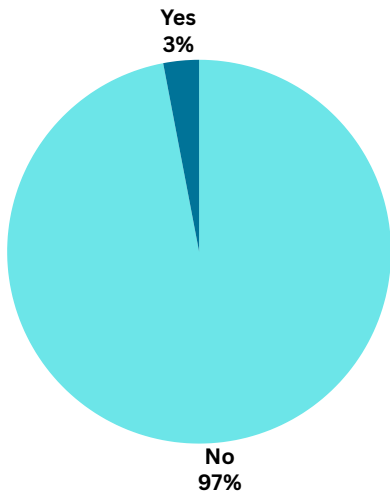
494 employees left the Council during the period. This number includes temporary and casual workers whose contracts may have come to an end and those employees who have resigned.

All employees who resign from the Council's employment are encouraged to complete an exit questionnaire and, if requested, undertake an exit interview with a HR officer. By doing this, services can identify the reasons why people leave and address them, if necessary.

The leaving reasons held in the HR system have been reviewed to collect more accurate and insightful leaving data. The HR People Analytics Team are also carrying out regular analysis of this data which will help inform recruitment and retention strategies in the future.

Disability

3 % of employees have declared that they have a disability, this has remained the same from last year.



The LGA Earnings Survey England & Wales reports that 3.3% of employees across the local government workforce have declared they have a disability.

The Council is signed up to the Time to Change Wales Employer Pledge and has in place an action plan to provide support to our employees with mental health conditions.

In addition to this we have retained our Disability Confident Employer accreditation to encourage disabled applicants to apply for roles across the Council.

We also have in place a Reasonable Adjustments Disability Passport scheme, developed in conjunction with the trade unions and launched in December 2022. The Scheme provides support to new and existing employees who are disabled, who believe that they may be disabled or become disabled.

Employee

Male/Female Split

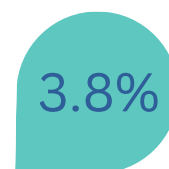
Percentage of males and females who have declared a disability.



This is representative of the make up of the workforce

Leavers

Number of leavers that had a disability



Recruitment

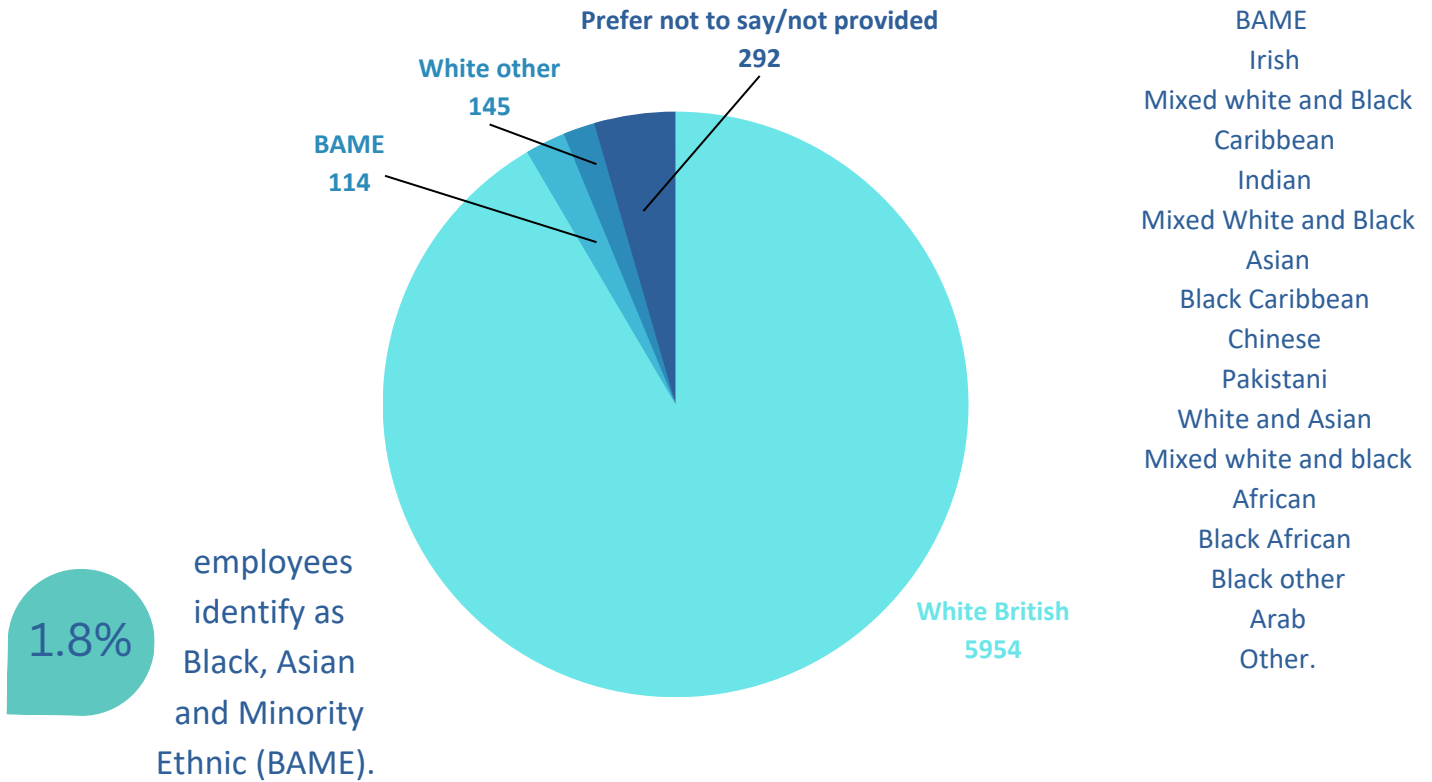
423 (7%) applicants who applied for a post with the Council declared a disability.

Out of these 423, 140 (33%) were shortlisted for interview.

43 (31%) of those shortlisted were successful and were appointed to the post.

We are committed to ensuring that all recruitment is free from unfair and unlawful discrimination. Reasonable adjustments for disabled people are made at all stages of the recruitment process, as required. We are a Disability Confident employer and operate a Guaranteed Interview Scheme for applicants who consider themselves to have a disability, if they meet the essential criteria for the role.

Race



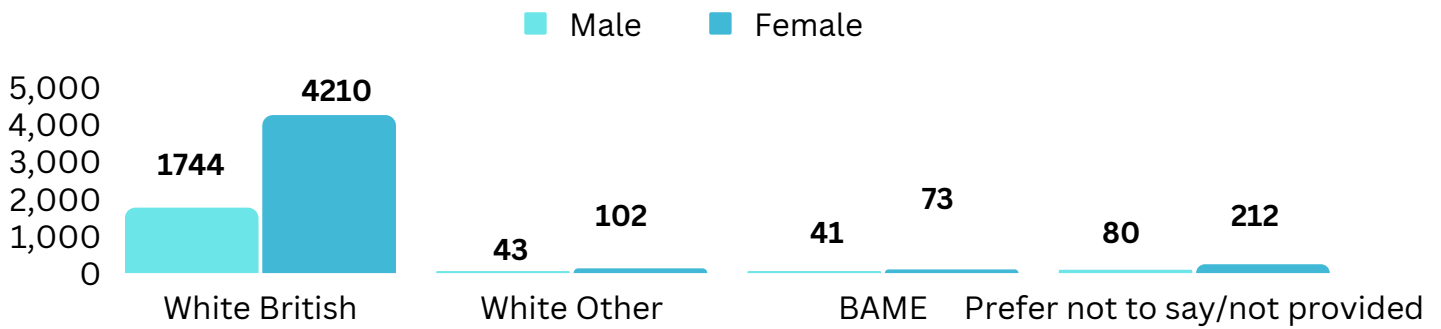
To set this in the context of the local population, according to the 2021 Census, the proportion of BAME residents with the County Borough equates to 3.4%.

Whilst compared to last year the percentage of BAME employees has increased slightly from 1.6% last year, the actual headcount of employees has increased by 11.

The Council has in place consultation and engagement arrangements with the Neath Port Talbot BAME Forum which represents the BAME communities in Neath Port Talbot. In February 2023 we jointly ran a Recruitment Fayre specifically for applicants from the BAME Community providing advice, guidance and support in relation to applying for jobs across the Council.

We have established an Ethnic Minority Employee Network to provide a safe, confidential environment to network, socialise, question, challenge and receive support and advice in relation to race equality.

Employee Male/Female Split



Male/female split of BAME employees



Compared to the male/female split of the Council (29% male, 71% female), it is positive to note that the percentage of BAME males is slightly higher than the male workforce.

We have developed an Anti-Racism Action Plan in conjunction with our trade union colleagues and our Ethnic Minority Employee Network. The Action Plan aims to improve employment experiences and opportunities for individuals from minority ethnic backgrounds. As an Authority, we have also signed up to the UNISON Anti-Racism Charter.

Recruitment

5959 people applied for 753 jobs with the Council during 2022/23.

BAME Applicants	BAME Shortlisted	BAME Appointed
447	97	25

There has been an increase in the number of applicants who identify as BAME this year. The number of applicants has increased over the last 3 years as follows:-

2020/2021	2021/2022	2022/2023
273	286	447

There has been an increase in the number of applicants who identify as BAME who were shortlisted from the previous year:-

2020/2021	2021/2022	2022/2023
88	38	97

The number appointed has also increased since last year:-

2020/2021	2021/2022	2022/2023
14	9	25

It is positive to note the increase in applicants and appointments. However, we will continue to partner with the NPT BAME Community Association in relation to receiving advice and support from them on how we can improve diversity in our workforce and increase the number of BAME applicants applying to NPT jobs.

Leavers

766 employees left the authority during the period.

BAME leavers
(of total leavers)



BAME leavers
(of total workforce)



Sex



The gender profile of the Council mirrors the national average for local government and is consistent with previous years.

Recruitment

5959 people applied for 753 jobs with the Council during 2022/23.

The table is a 3x2 grid. Above the first column is a blue male icon, and above the second column is a teal female icon. The rows represent different stages of the recruitment process: Applicants, Shortlisted, and Appointed. The columns represent the number of males and females at each stage.

	Male	Female
Applicants	2204	3755
Shortlisted	777	1205
Appointed	243	448



37% of all applications were made by males and 63% females. This represents a slight decrease in the number of females applying for jobs (67% last year)

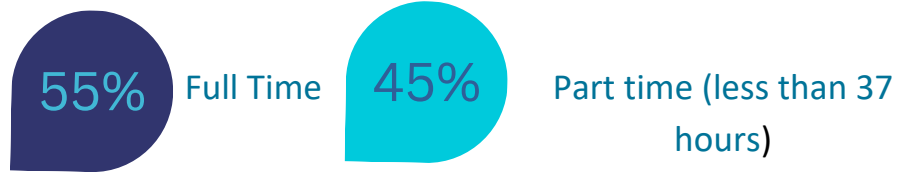
The number of females shortlisted has slightly decreased this year with 39% male and 61% females being shortlisted (68% last year)

Out of these, 65% of all successful applicants were female and 35% male. The number of female applicants has also slightly decreased from last year (where it was 68% female and 32% male)

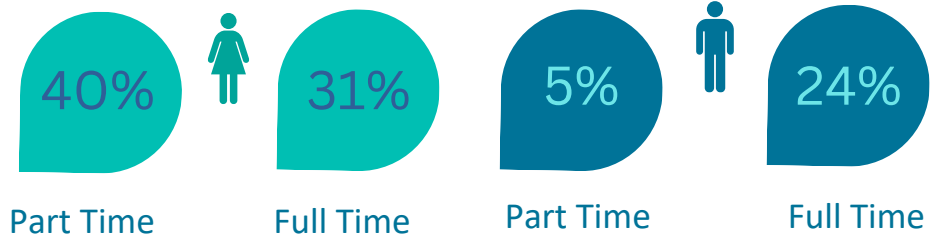
Over the last 4 years we have partnered with Chwarae Teg on initiatives to support women in the workplace and to reduce our Gender Pay Gap. We have a Gender Equality Action Plan containing actions to support women in the workplace. We have the opportunity for our managers to use anonymised application forms to improve gender balance in the recruitment process (and in relation to all protected characteristics). We have also won a Chwarae Teg Gender Equality Award for our work in relation to our Mentoring Scheme Ment2Be NPT aimed at supporting low paid women in the workforce to access career development.

Contract Type

		
Permanent	1641	3715
Fixed Term	101	256
Temporary	181	811



Male/Female of total workforce



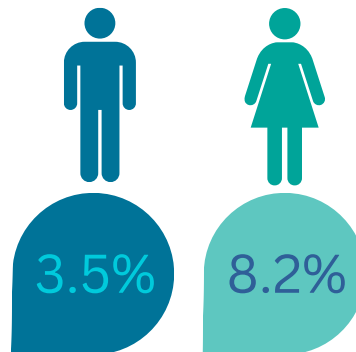
Leavers

There were 766 leavers during the period.

Male/Female of total leavers



Male/Female leavers of the total workforce



Gender Pay

Gender Pay Gap for 31st March, 2022



4.26%

Mean

3.56%

Median

All employees (excluding schools)

	Mean	Median
	£15.72	£13.78
	£15.05	£13.29

Gender Pay Gap for 31st March, 2023



3.67%

Mean



3.28%

Median

All employees (excluding schools)

	Mean	Median
	£16.36	£14.65
	£15.76	14.17

All employees (including schools)

	Mean	Median
	£18.90	£15.52
	£17.87	£14.00

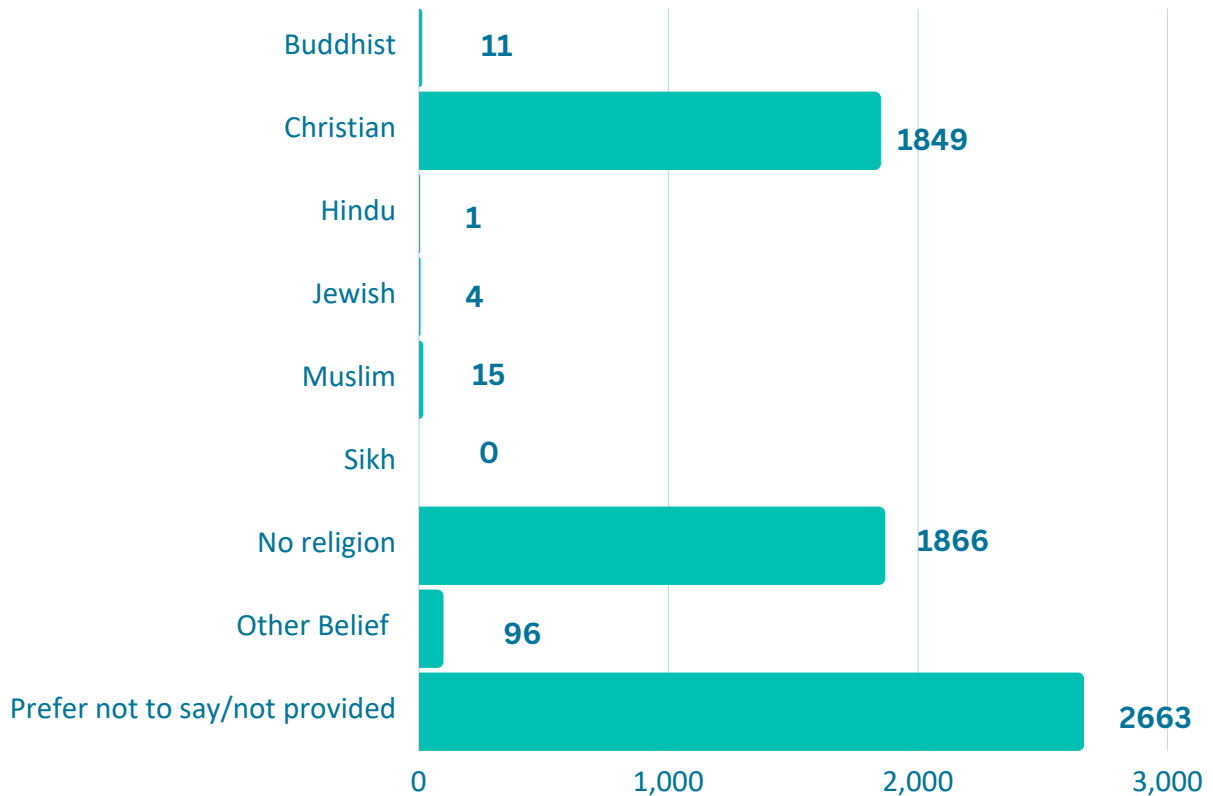
Our mean gender pay gap in 2022 has decreased from 4.26% in 2022 to 3.67% in 2023. This means that there is now less of a difference in women's average hourly rate compared to men's since 2022.

In 2022 a female employee earned 96p for every £1 earned by a male employee whereas in 2023, a female earns 97p for every £1 earned by a male.

Further details on our Gender Pay Gap is provided in the Gender Pay Gap report which is Appendix Two.

Religion/Belief

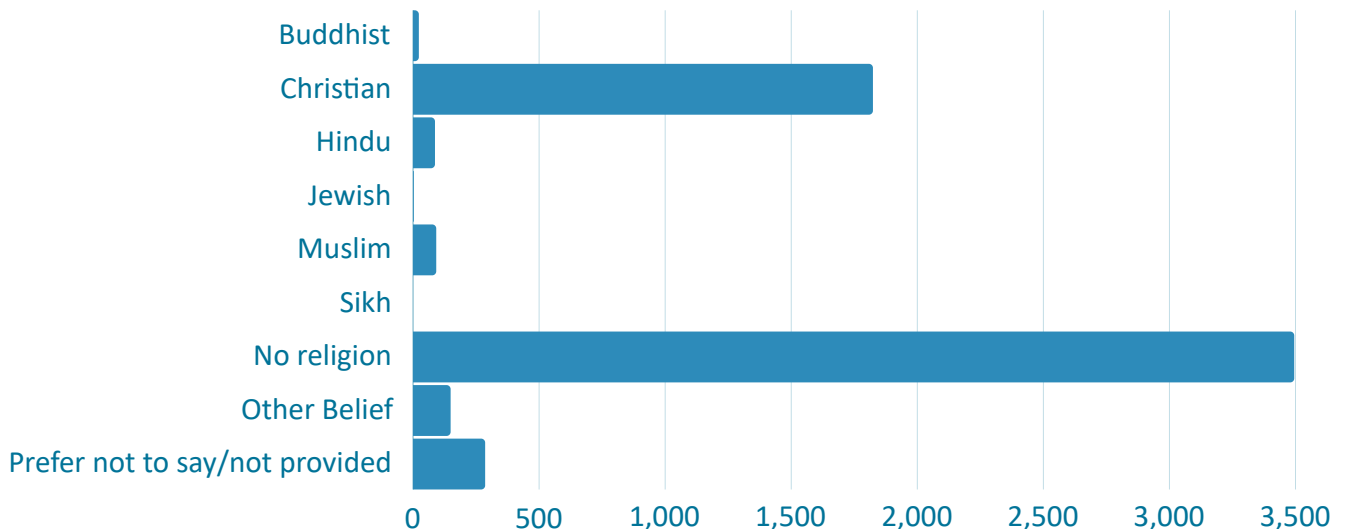
A wide range of beliefs and non-beliefs are represented within our employee profile



The highest percentage of employees declaring their religion is Christian (all denominations), with 28.4% of employees declaring this. 28.7% declared no religion, with 41% preferring not to say.

Recruitment

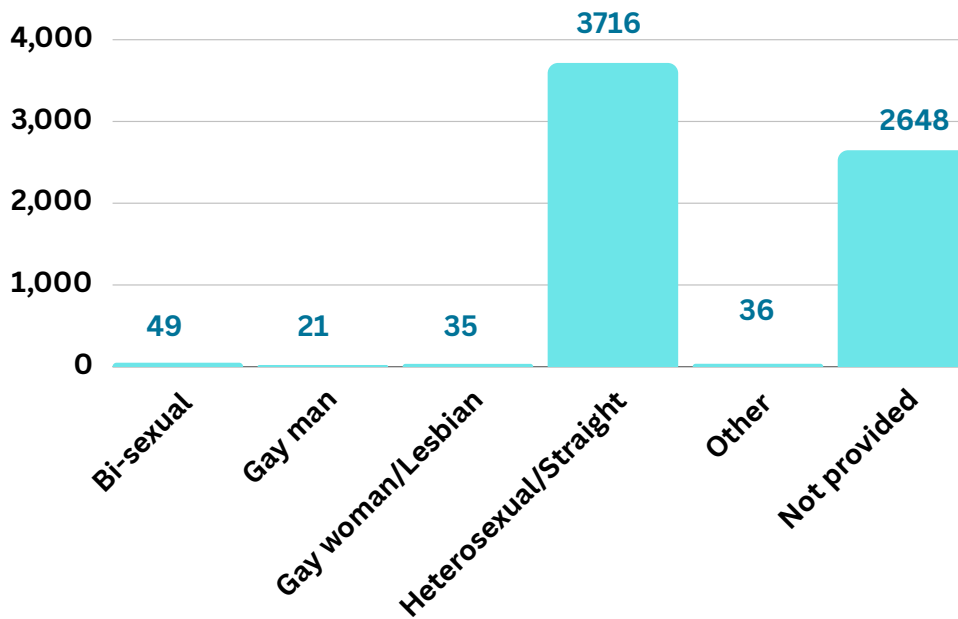
5959 people applied for 753 jobs with the Council during 2022/23.



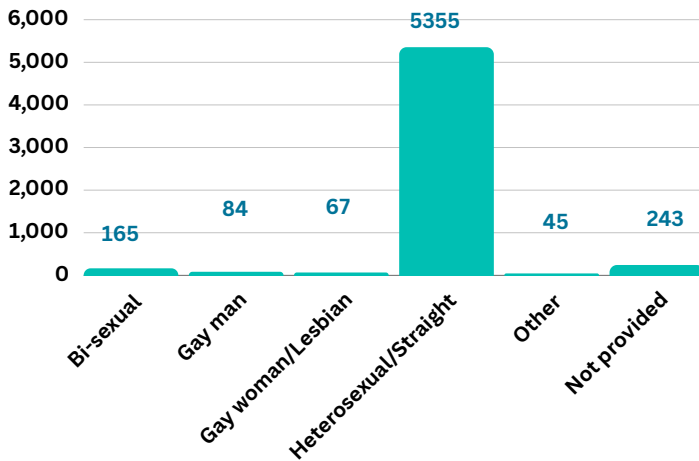
59% of all applicants stated that they had no religion. With 31% stating they were Christian (all denominations).

Sexual Orientation

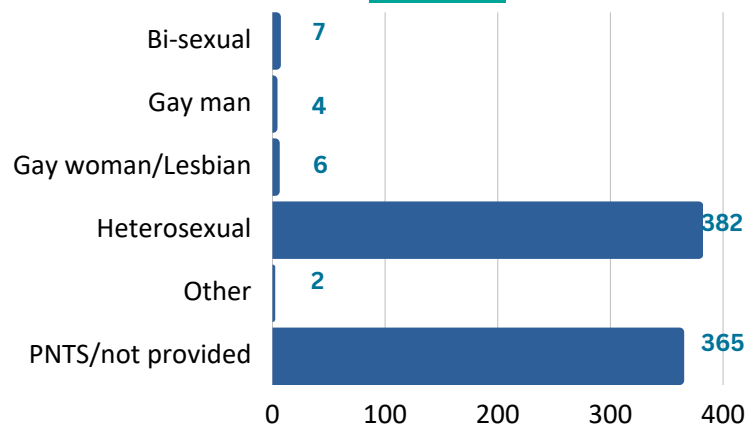
Employees



Recruitment



Leavers



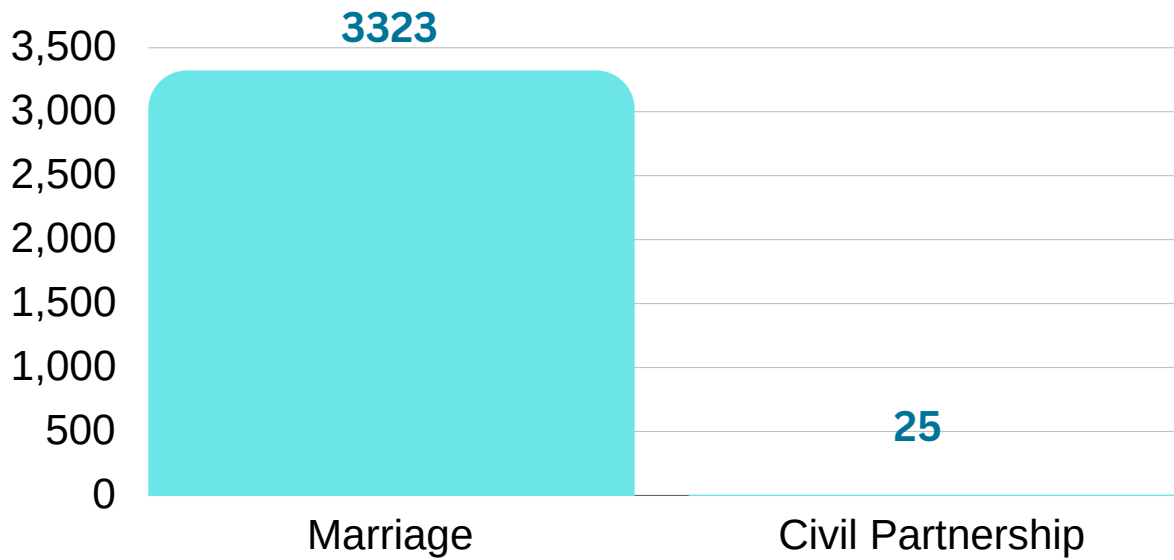
Gender Reassignment

No employees of the Council have declared that their gender is different to that assigned at birth.

The Council has in place a Gender Re-assignment Policy to support employees and provide guidance to managers.

The HR Learning, Training and Development Team is also running awareness raising training courses in relation to gender re-assignment.

Marriage & Civil Partnership



An ONS report found that there are increasingly fewer civil partnerships in England and Wales as more same-sex couples chose to marry.

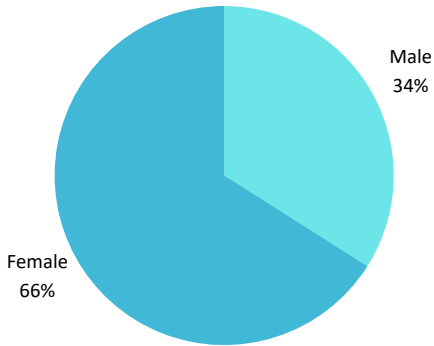
Pregnancy & Maternity

- 237 employees have taken Maternity leave
- 23 employees have taken Paternity Leave
- 7 employees have taken Adoption Leave
- 2 employees have taken Shared Parental Leave

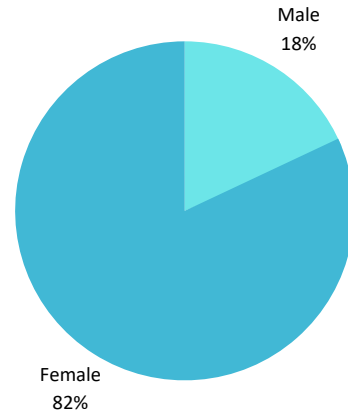
Occupational Areas of Work

Note: The percentage refers to the percentage of the Directorate's workforce

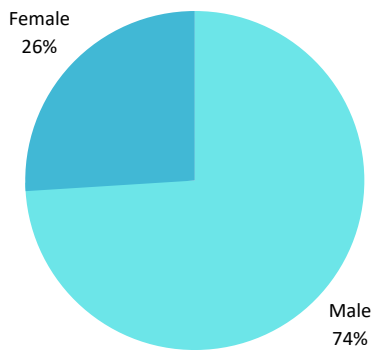
Strategy & Corporate Services (Previously Chief Executives)



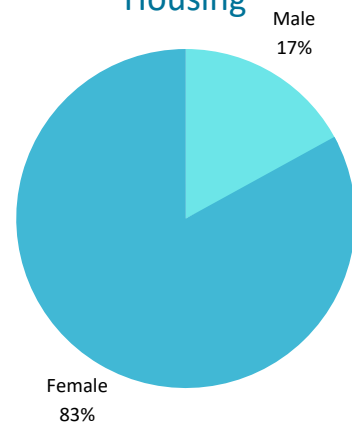
Education, Leisure & Lifelong Learning



Environment & Regeneration





Social Services, Health & Housing

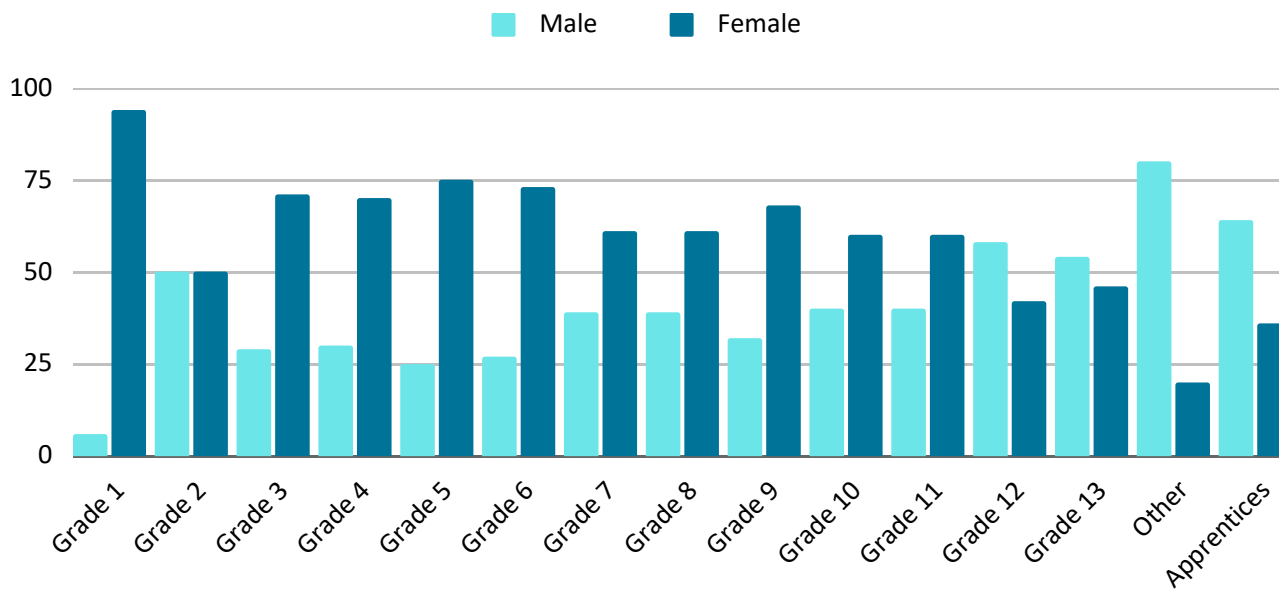


Grade & Pay



Chief Officers



Salary Range			Total
£137, 015 - £150, 524 (Chief Exec)		1	1
£113, 410 - £122, 149 (Director)	2	1	3
£92, 376 - £101, 655 (CFO)	1		1
£79, 194 - £86, 916 (HOS)	9	6	15
Total	12	8	20



Local Government Services (Green Book) Employees



Teacher Leadership Groups



Deputy Heads/ Teachers in Charge			Total
£44,725 - £95,564	40	65	105



Heateacher Salary Pay Point			Total
£51,729 - £68,821	3	5	8
£54,346 - £80,510	9	21	30
£58,616- £82,510	4	10	14
£62,998 - £84,552	2	1	3
£69,509 - £93,260	2	1	3
£74,806 - £105,410	4	1	5
£80,510 - £113,444	5	2	7
Total	26	41	67



Teacher Salary Range			Total
£29,278 - £40,443 (Main Scale)	80	238	318
£41,927- £45,085 (UPS 1-3)	173	572	745
£19,689 - £31,139 (Unqualified)*	12	23	35
Total	265	833	1098

**Unqualified Teachers are predominately based in the Music Service where qualified teacher status is not a requirement of the role*



Soulbury (Blue Book) Groups

Advisor/Inspector Salary Range			Total
£42,168 - £46,035 (5 – 8)	0	2	2
£50,158 - £55,553 (11 – 15)	1	3	4
£60,668 - £73,215 (19 – 30)	3	4	7
Total	4	8	12

Educational Psychologist Salary Range			Total
£30,694 - £34,448 (Assistant)	0	5	5
£38,865 - £57,544 (Scale A)	0	9	9
£48,727 - £64,431 (Scale B)	0	4	4
Total	0	18	18

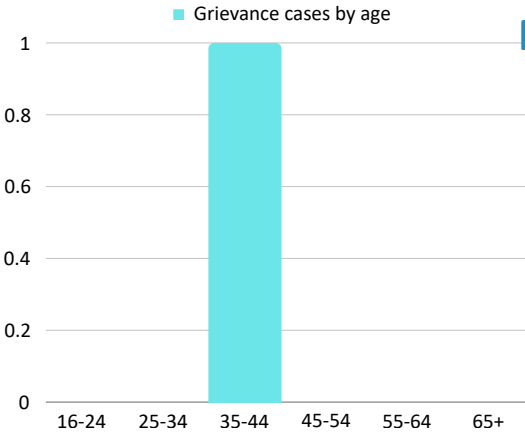
Youth & Community Service Officer Salary Range			Total
£46,107 - £49,660 (7 – 10)	1	0	1

Youth & Community Workers (Pink Book)

Salary Range			Total
£27,681 - £30,416 (13 – 16)	12	29	41
£31,216 - £33,622 (17 – 20)	4	2	6
£35,542 - £38,540 (22 – 25)	2	3	5
Total	18	34	52
Part Time at various rates	17	27	44
Total	35	61	96

Employees involved in Grievance Procedures 2022/2023

There was 1 grievance case during this period



Married/Civil Partnership



Disability



Religion/Belief

Prefer not to say/
Not provided

Sexual Orientation

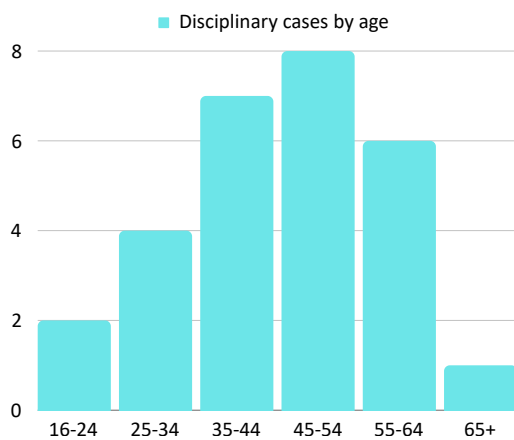
Prefer not to say/
Not provided

Employees who brought a Dignity at Work Complaint 2022/2023

There were no Dignity at Work complaints during this period.

Employees subject to Disciplinary Procedures 2022/2023

There were 28 employees subject to formal disciplinary procedures during this period.



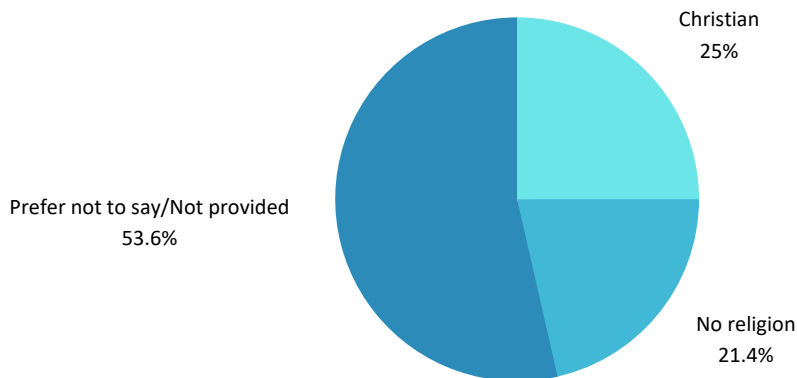
Married/Civil Partnership



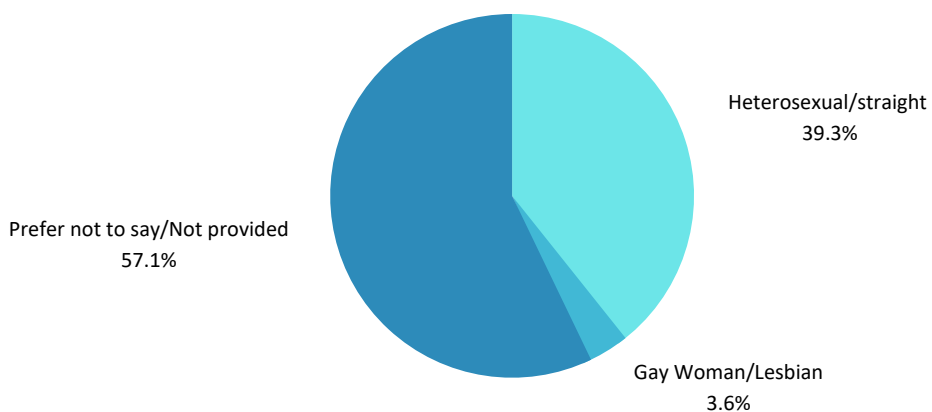
Disability



Religion/Belief



Sexual Orientation



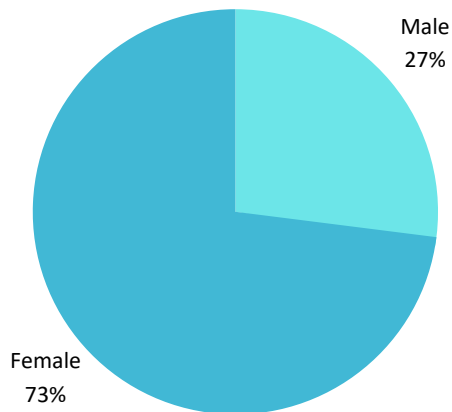
Learning

Applicants who have successfully applied for learning:

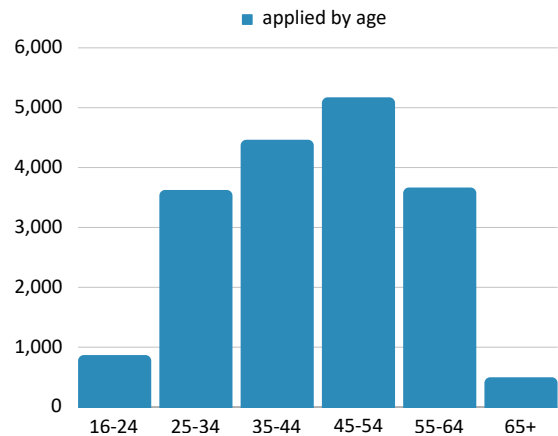
20,019 individuals successfully applied for learning.

18,299 of these are employees of the Council. The data below is in respect of employees of the Council

Gender



Age



Gender Reassignment



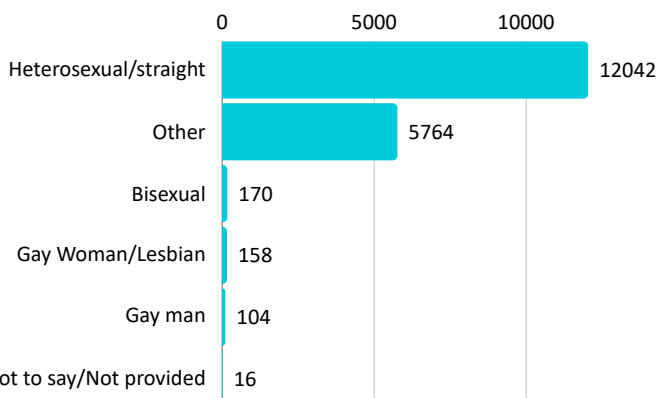
Pregnancy & Maternity



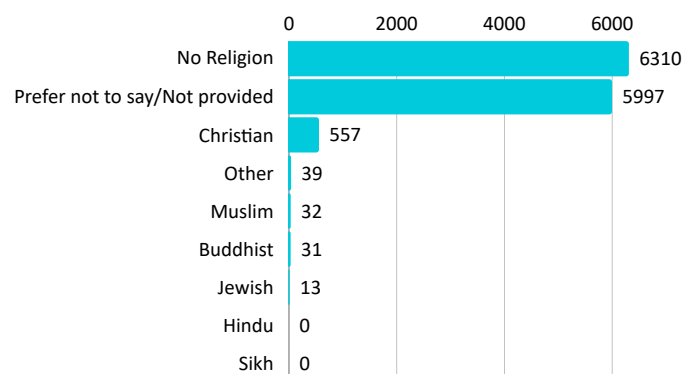
Paternity



Sexual Orientation



Religion/Belief



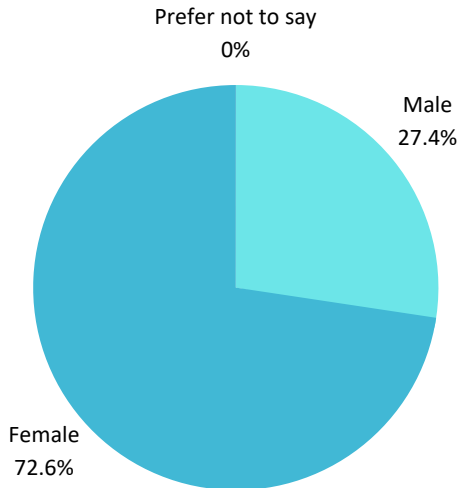
Learning

Applicants who have successfully completed learning:

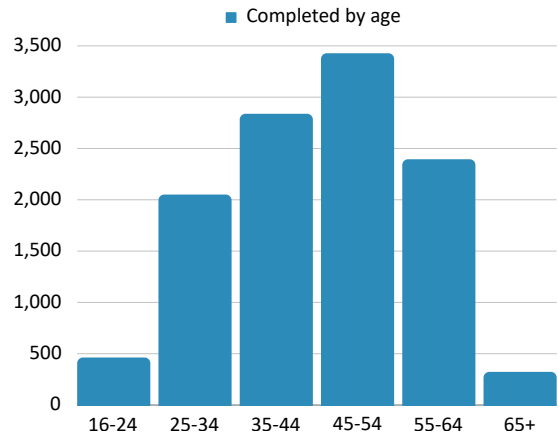
13,044 applicants successfully completed learning.

11,498 of these are employees of the Council. The data below is in respect of employees of the Council.

Gender



Age



Gender Reassignment



Pregnancy & Maternity



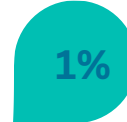
Paternity



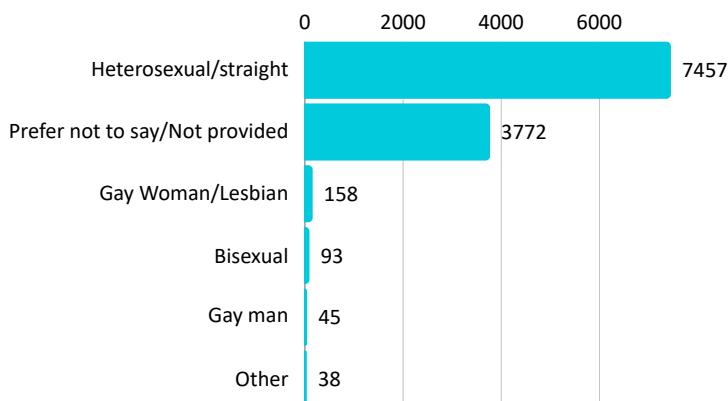
Disabled



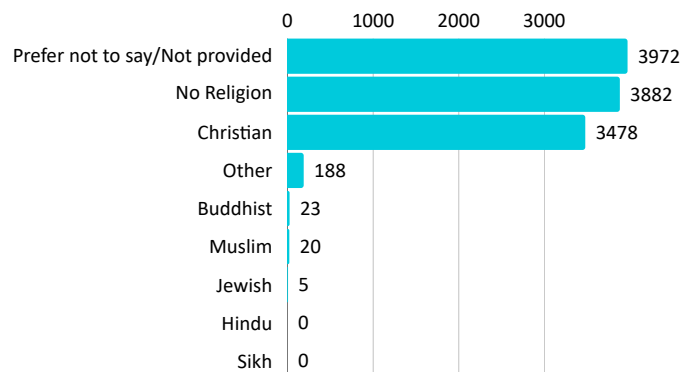
BAME



Sexual Orientation



Religion/Belief



The HR Learning, Training and Development Team also provide staff training in line with the Equality Act requirements. Provided below are the relevant e-learning training courses and the number of staff who undertook these courses.

Course Title	No of Staff who attended
Equalities in the Workplace	11
Unconscious Bias	35
Violence Against Women, Domestic Abuse and Sexual Violence	980
WRAP (Workshop to Raise Awareness of Prevent)	415
Safeguarding (Children & Adults)	950
Dementia Awareness	37
Autism Awareness	229
ADHD Awareness	1
Transgender Awareness	19