

CYNGOR SIR CEREDIGION COUNTY COUNCIL

Report to: Cabinet

Date of meeting: 03/12/2024

Title: Gender Pay Report 2024 and Workforce Equality Report 2024

Purpose of the report: To ensure that the Authority is meeting its requirements in relation to the Equality Act 2010 and the Public Sector Equality Duty 2011 to publish employment information annually

For: Information

Cabinet Portfolio and Cabinet Member:

Councillor Bryan Davies, Leader of the Council and Cabinet Member for Democratic Services, Policy, Performance, and People and Organisation

Background

Ceredigion County Council, along with all listed public authorities in Wales, is required to carry out gender pay reporting and publish employment information on an annual basis.

Gender Pay Report 2024

The requirement to carry out gender pay reporting is contained with the Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017. The Regulations require the following six calculations to be undertaken on the workforce as at 31 March each year. The report is based on the workforce snapshot data taken on 31 March 2024.

1	Mean gender pay gap	The difference between the mean hourly rate of pay of male full-pay relevant employees and that of female full-pay relevant employees
2	Median gender pay gap	The difference between the median hourly rate of pay of male full-pay relevant employees and that of female full-pay relevant employees
3	Mean bonus gender pay gap	The difference between the mean bonus pay paid to male relevant employees and that paid to female relevant employees
4	Median bonus gender pay gap	The difference between the median bonus pay paid to male relevant employees and that paid to female relevant employees
5	Bonus proportions	The proportions of male and female relevant employees who were paid bonus pay during the relevant period
6	Quartile pay bands	The proportions of male and female full-pay relevant employees in the lower, lower middle, upper middle and upper quartile pay bands

As a result of the introduction of the Single Status Agreement in 2012 Ceredigion County Council does not pay bonus payments (performance or specific) therefore no figures are published for points 3, 4 or 5 in the above table.

As at 31 March 2024 a mean pay gap of 7.0% and a median pay gap of 6.6% existed between men and women. This has decreased from 31 March 2023 where the mean pay gap was 7.8% and median pay gap was 10.4%. This compares favourably with the national average 2024, where the Wales median was 8.9% and the UK median was 13.1%.

The reason the gap exists is covered in the report together with the measures we are taking to address the pay gap.

Workforce Equality Report 2024

The Public Sector Equality Duty 2011, which forms part of the Equality Act 2010, requires that the Council publishes a range of data relating to our workforce under each of the protected characteristics detailed in the Equality Act:

- Age
- Disability
- Gender Reassignment
- Pregnancy and maternity
- Race
- Religion or belief (including lack of belief)
- Sex
- Sexual Orientation
- Marriage and Civil Partnership

The data gathered relates to the period 1 April 2023 to 31 March 2024 and reports on each protected characteristic in:

- our current workforce as at 31 March 2024;
- those who have applied for jobs during the period
- those who have left our employment during the period

Wellbeing of Future Generations:

Has an Integrated Impact Assessment been completed? If not, please state why.

No. This report does not refer to a policy or service change.

Summary of Integrated Impact Assessment:

Long term: N/A
Collaboration: N/A
Involvement: N/A
Prevention: N/A
Integration: N/A

Recommendation(s):

- 1) To note the contents of the Gender Pay Report 2024.
- 2) To note the contents of the Workforce Equality Report 2024.

Reasons for decision:

- 1) Compliance with Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017.
- 2) Compliance with Equality Act 2010: Public Sector Equality Duty 2011.

Overview and Scrutiny:

Being presented to Corporate Resources Overview and Scrutiny Committee on 10/12/2024.

Policy Framework:

Corporate Well-being Objectives:

Finance and Procurement implications:

None

Legal Implications:

Compliance with Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017 and the Public Sector Equality Duty 2011

Staffing implications:

None

Property / asset implications:

None

Risk(s):

Non-compliance with Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017 and the Public Sector Equality Duty 2011

Statutory Powers:

Background Papers:

None

Appendices:

Appendix 1- Gender Pay Report 2024
Appendix 2- Workforce Equality Report 2024

Corporate Lead Officer:

Geraint Edwards, Corporate Lead Officer: People and Organisation

Reporting Officer:

Geraint Edwards, Corporate Lead Officer: People and Organisation

Date:

07/11/2024



Gender Pay Report

2024



Cyngor Sir
CEREDIGION
County Council



Ceredigion County Council

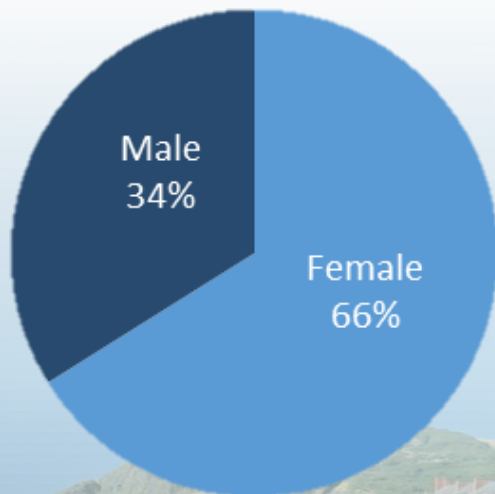
Ceredigion County Council along with all listed public authorities in Wales is required to carry out Gender Pay Reporting under the Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017.

This involves carrying out six calculations that show the difference between the average earnings of men and women in our organisation; it will not involve publishing individual employees data.

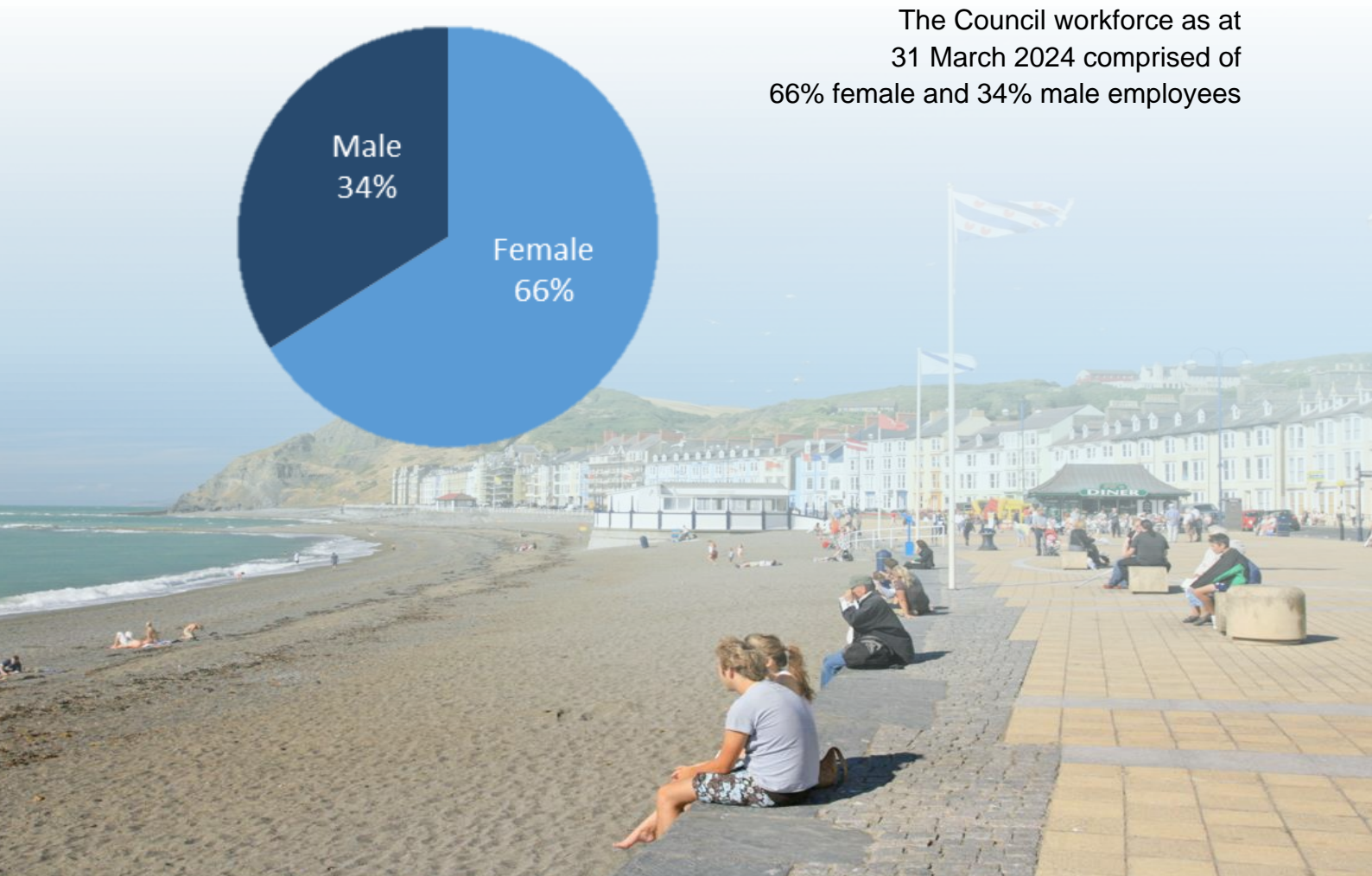
1. The mean gender pay gap
2. The median gender pay gap
3. The mean bonus gender pay gap
4. The median bonus gender pay gap
5. The proportion of males and females receiving a bonus payment
6. The proportion of males and females in each quartile band

This report containing the required information and actions that the Council will undertake in order to address gender pay issues will be published on our website and also be available for staff on the internal Ceri Net intranet site.

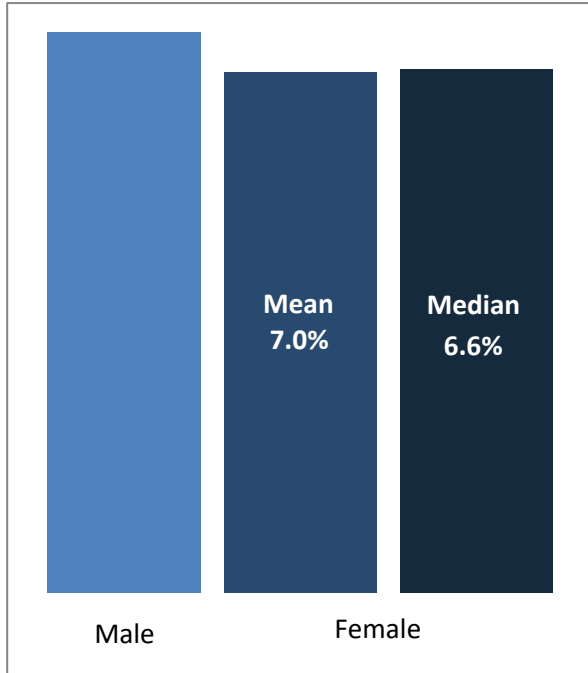
Context



The Council workforce as at 31 March 2024 comprised of 66% female and 34% male employees



Gender pay gap figures



The gender pay gap is defined as the difference between the mean or median hourly rate of pay that male and female colleagues receive.

The **mean pay gap** is the difference between average hourly earnings of men and women.

The **median pay gap** is the difference between the midpoints in the ranges of hourly earnings of men and women. It takes all salaries in the sample, lines them up in order from lowest to highest, and picks the middle-most salary.

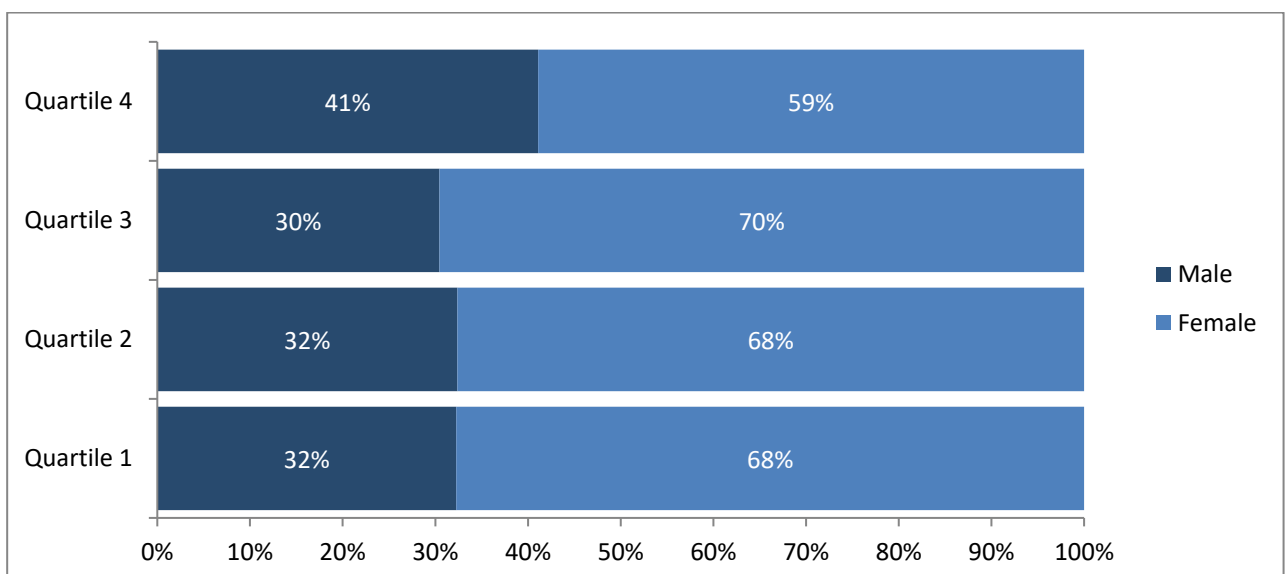
The information provided in the charts is based on the hourly rate of pay as at 31 March 2024.

This rate is a decrease on the previous year (2023): mean pay gap of 7.8% and median pay gap of 10.4%.

Following the introduction of the Single Status Agreement in 2012 Ceredigion County Council does not pay bonus payments (performance or specific) therefore no figures are published for points 3, 4 and 5 above.

Proportion of male and female colleagues in each pay quartile

This chart shows the gender split when we order hourly rate of pay from highest to lowest and group into four equal quartiles.



Why we have a gender pay gap

While we are confident that men and women are paid equally for doing equivalent jobs across the Council, the main reason for our organisation-wide gender pay gap is an imbalance of male and female colleagues across the organisation. At the moment there are fewer women in senior roles than men, as well as a higher proportion of women relative to men in lower scales.

How we will continue to address the pay gap

Recruitment - We will attract the right people

- We aim to recruit from the widest possible talent pool. We will continue to develop our Careers site in order to attract as many candidates as possible to work for Ceredigion County Council
- We will ensure that the language in job adverts is gender neutral
- We will continue to explore further platforms to promote the Council recruitment profile on social media in order to attract as many candidates as possible and will monitor these to evaluate the impact on applicant numbers
- We will continue to increase the number of work experience placements and apprenticeship opportunities to young people allowing them to unlock their potential by earning whilst they learn

Retention - Once we have the right people, we want them to stay.

- We will continue to offer and develop a range of flexible working options at all levels, currently 47.3% of our staff (excluding school based) work part-time. We will continue to develop and evaluate new ways of working.
- We have introduced revised family friendly and work-life balance policies to ensure that they offer the best opportunities to retain the staff with the skills and knowledge required to deliver our services
- We have introduced a 'Carers Policy' to support those staff who have carer responsibilities alongside their paid employment.
- The revised Ceredigion Managers' Programme, originally introduced in 2018, has resulted in all new managers receiving training in recruitment, selection, equality & diversity. We will continue to develop the programme and monitor that all managers attend the training provided
- We will continue to deliver training to staff on 'unconscious bias', ensuring that managers understand what unconscious bias is and its impact on management decision making in the workplace.

Development - We need to ensure that all staff have development opportunities

- We will continue to provide opportunities to undertake Institute of Leadership & Management (ILM) qualifications within the workplace.
- We have introduced a Corporate Qualification Panel to ensure that all staff have equality of opportunity to apply for support to undertake qualifications that will progress their careers within Ceredigion County Council.

*“Empowering our people
to be their best”*

Appendix 2



**Workforce
Equality
Report**

2024



Cyngor Sir
CEREDIGION
County Council



Caru Love
Ceredigion

Introduction

The Equality Act 2010 brought together and replaced all of the previous anti-discrimination laws under a single Act. Previously public sector bodies had separate duties with regard to race, disability and gender equality however the Equality Act 2010 consolidated these under a new public sector equality duty (the general duty) covering the following protected characteristics:

- Age
- Disability
- Gender Reassignment
- Pregnancy and maternity
- Race – including ethnic or national origin, colour or nationality
- Religion or belief – including lack of belief
- Sex
- Sexual Orientation
- Marital Status - it applies to marriage and civil partnership, but only in respect of the requirement to have due regard to eliminate discrimination.

The Equality and Human Rights Commission describes the aim of the general duty as “to ensure that public authorities consider how they can positively contribute to a fairer society through advancing equality and good relations in their day-to-day activities”. This requires that we have due regard to the need to:

- eliminate unlawful discrimination, harassment and victimisation
- advance equality of opportunity between people who share a relevant protected characteristic and those who do not
- foster good relations between people who share a relevant protected characteristic and those who do not

In addition to the general duty, as a listed public authority in Wales, Ceredigion County Council has a range of specific duties one of which is to collect and publish annually a range of data relating to our workforce; those who have applied for jobs in the Authority; those who have left during the year, any pay differences and staff training.

Whilst the Authority recognises that there is no obligation for staff to provide information in relation to their protected characteristics we have encouraged staff to complete their equality monitoring profile in the Self-Service section of the HR/Payroll system. Staff have been contacted to explain the Authority’s commitment to equality and valuing diversity in all its roles, and the duties placed on us by the Equality Act 2010. Staff were informed of how the information would be securely held and only used for monitoring purposes.

Please Note:

- This report only includes centrally employed staff of Ceredigion County Council and therefore does not include those staff (teachers and support staff) employed directly by school Governing Bodies.

Current Workforce

The profile of Ceredigion County Council's workforce on 31st March 2024.

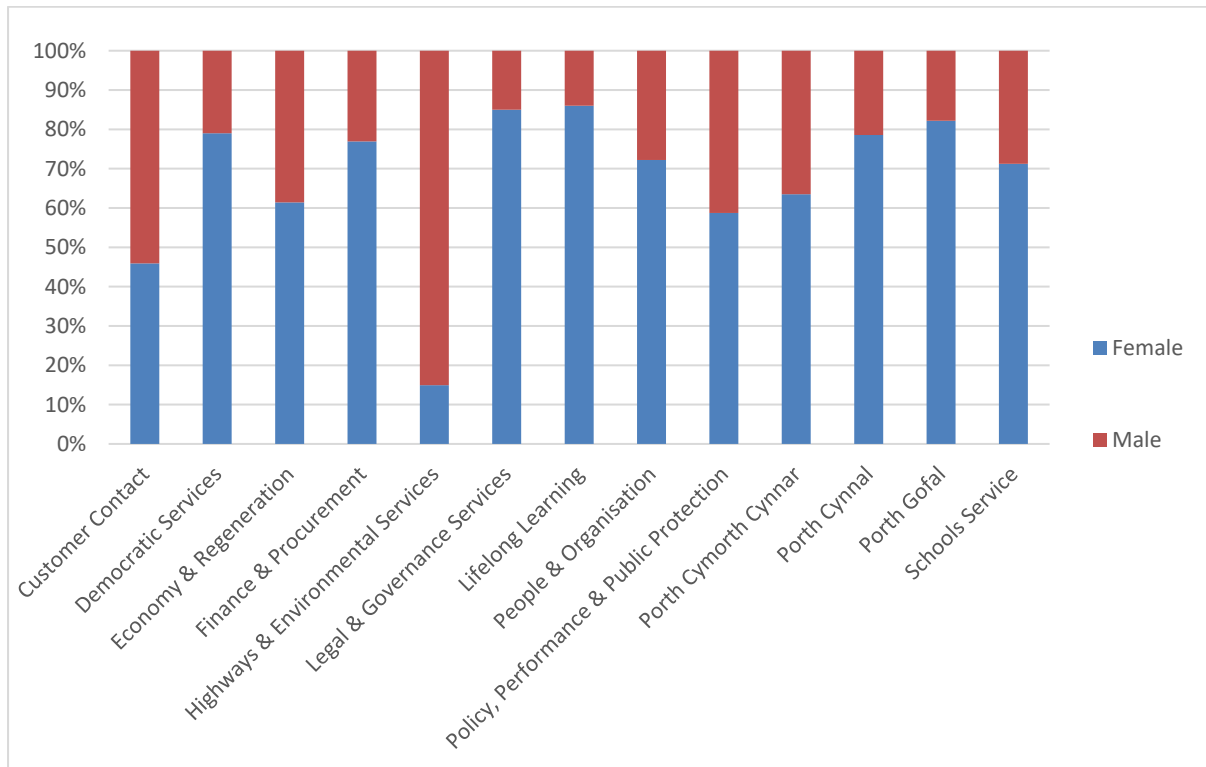


Grade and Pay

The tables below shows the Job category as reported by service conditions, grades and salary ranges broken down by male and female for Ceredigion County Council.

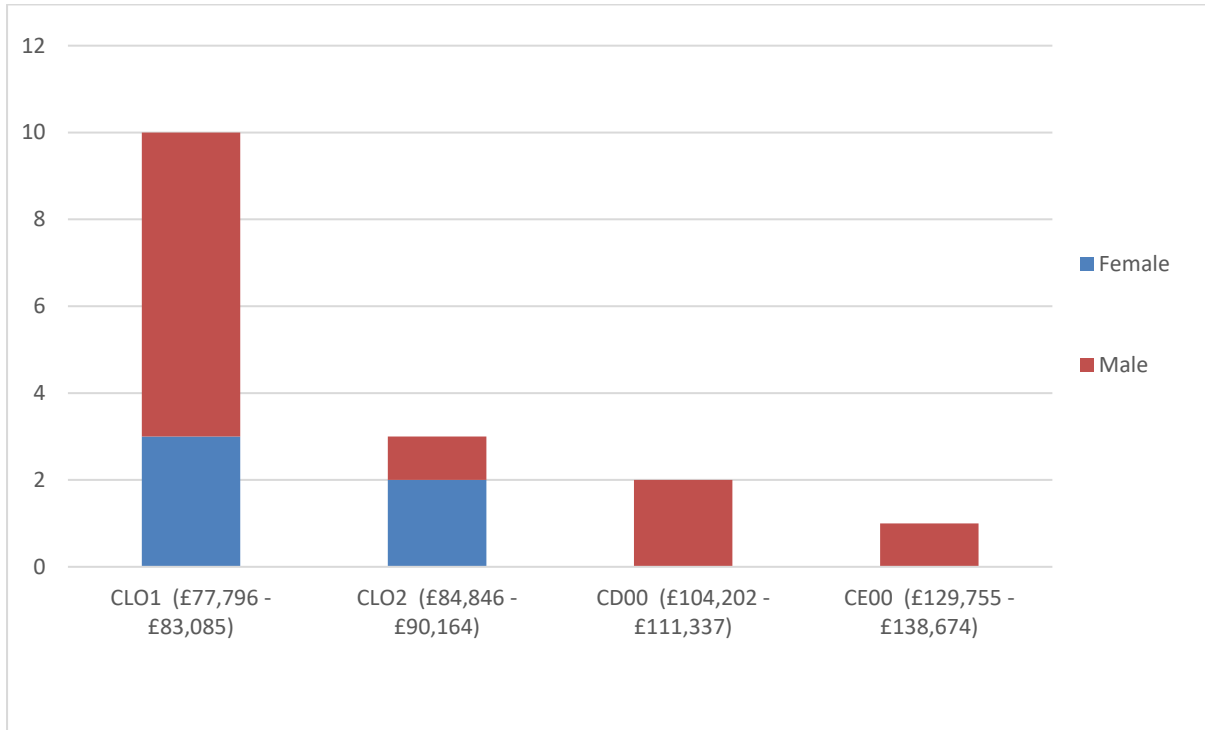
This data is collated to show the following employee groups: Chief Officer, National Joint Council (NJC - Green Book), Soulbury and Centrally Employed Teachers.

Gender by Service

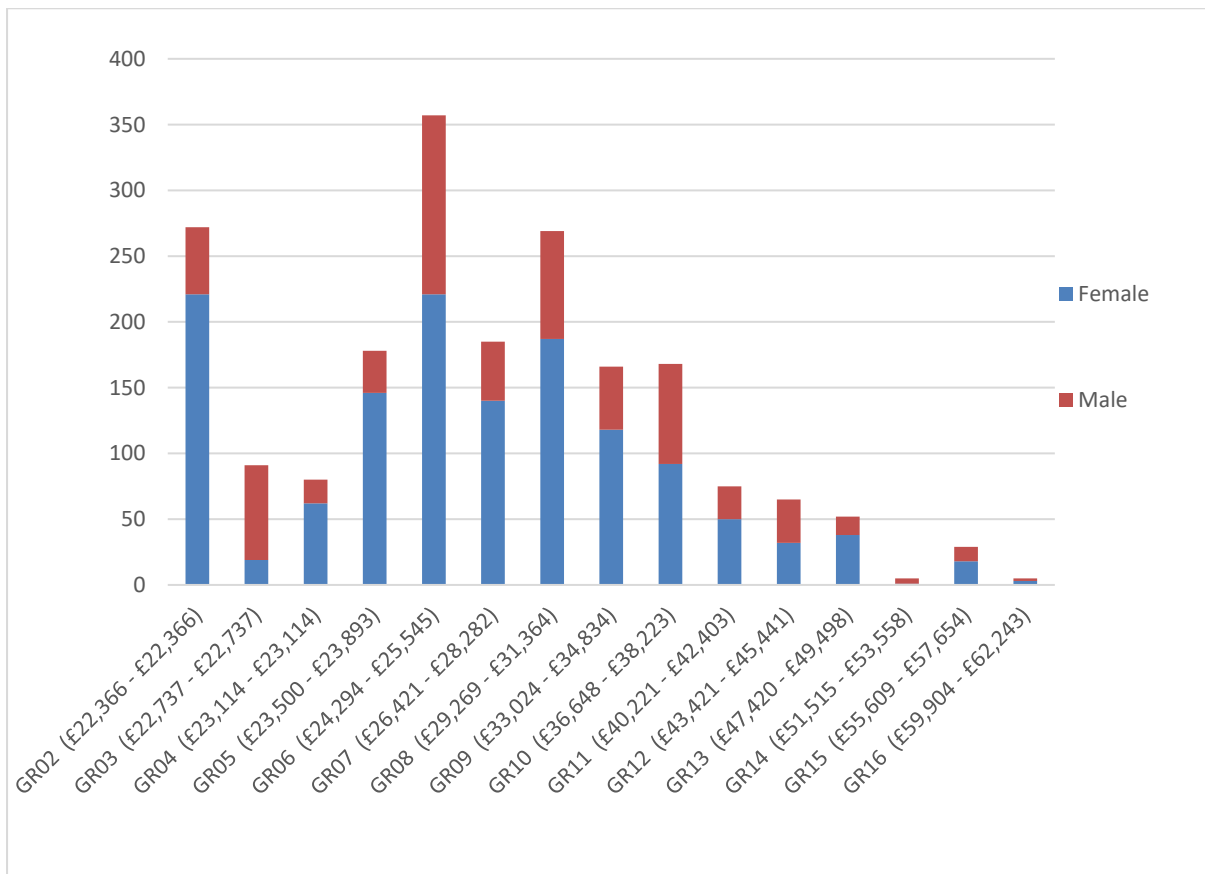


Gender by Grade

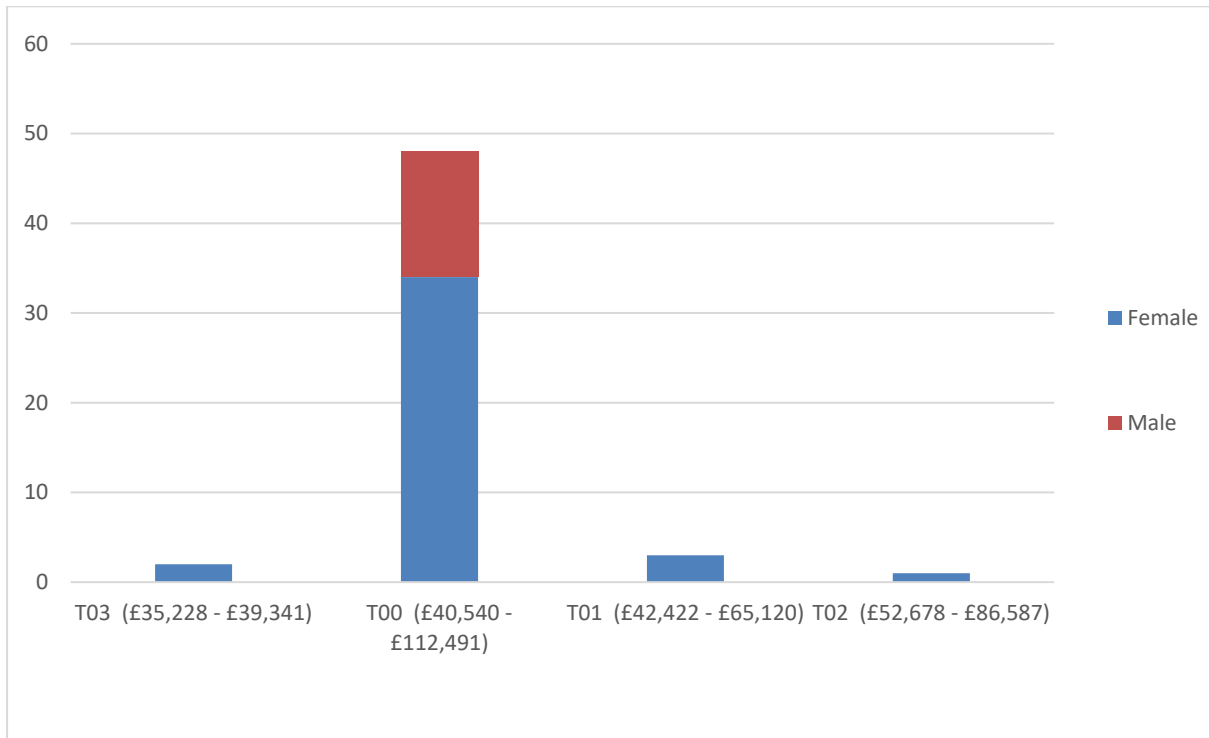
Chief Officers



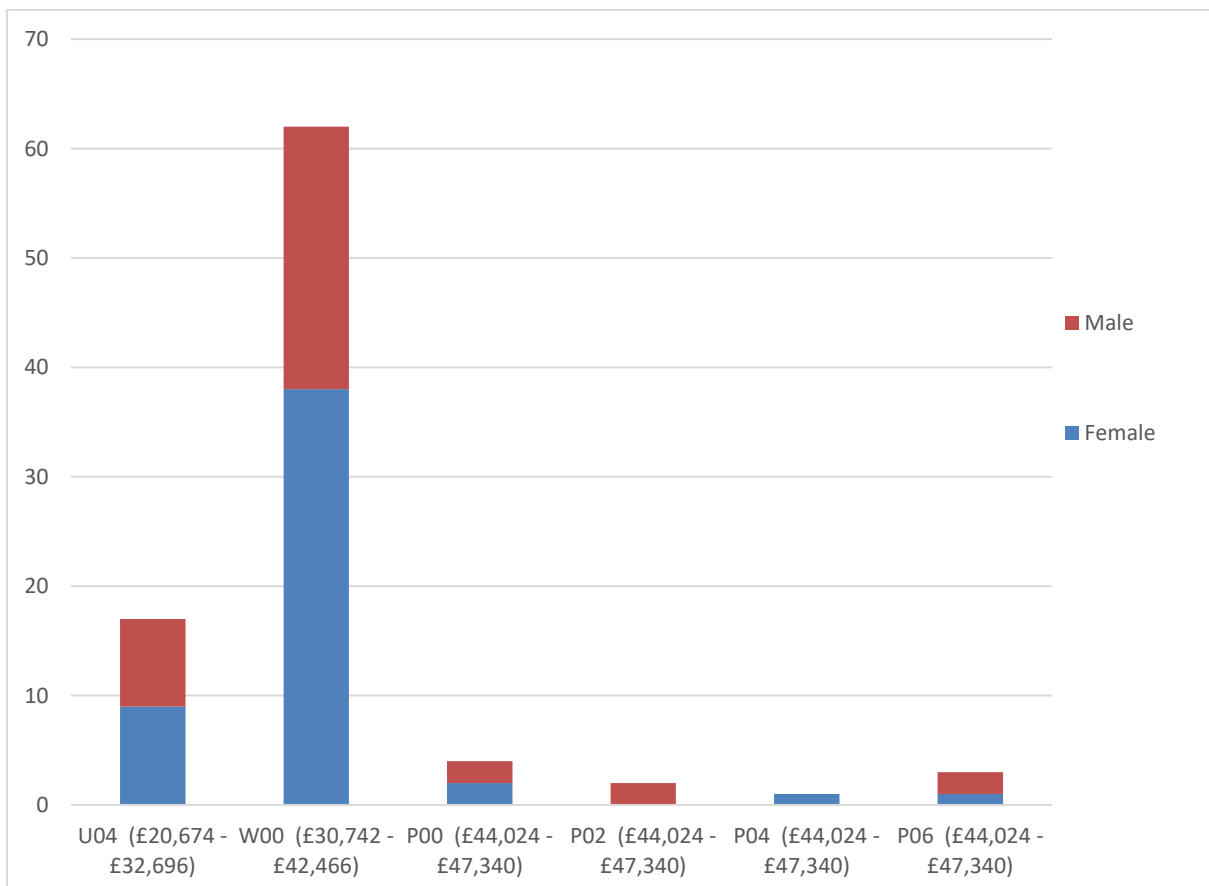
NJC



Soulbury



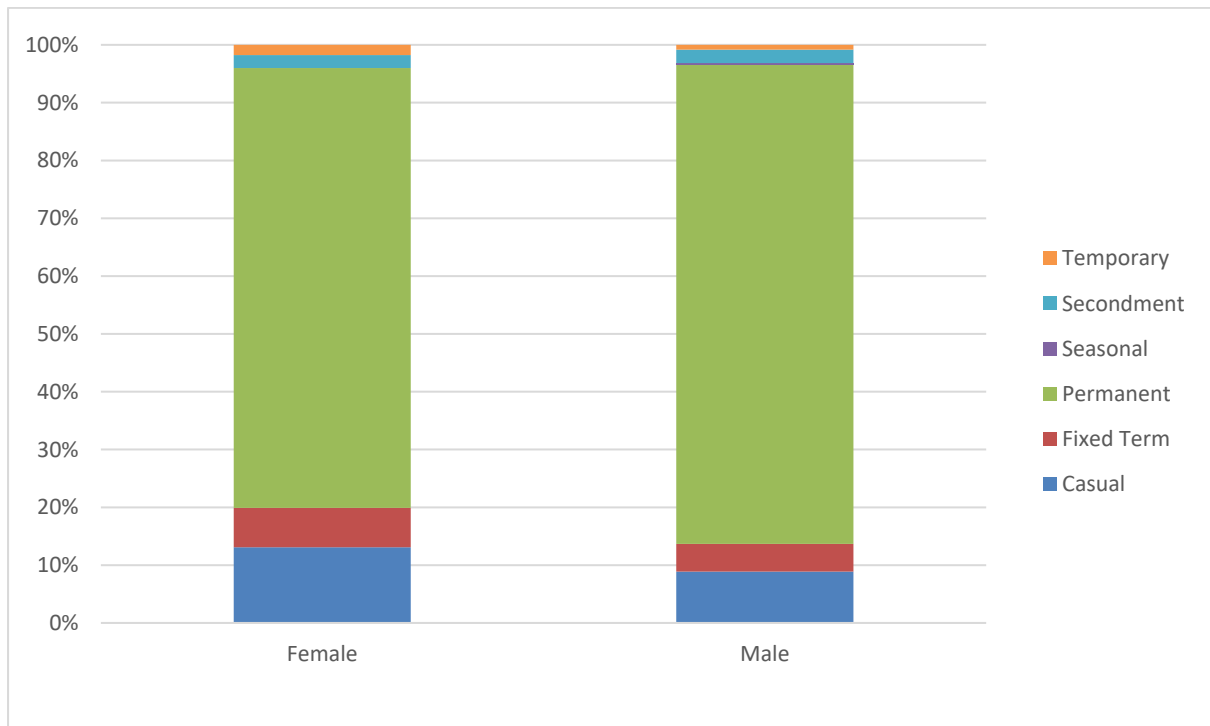
Teachers – Centrally Employed



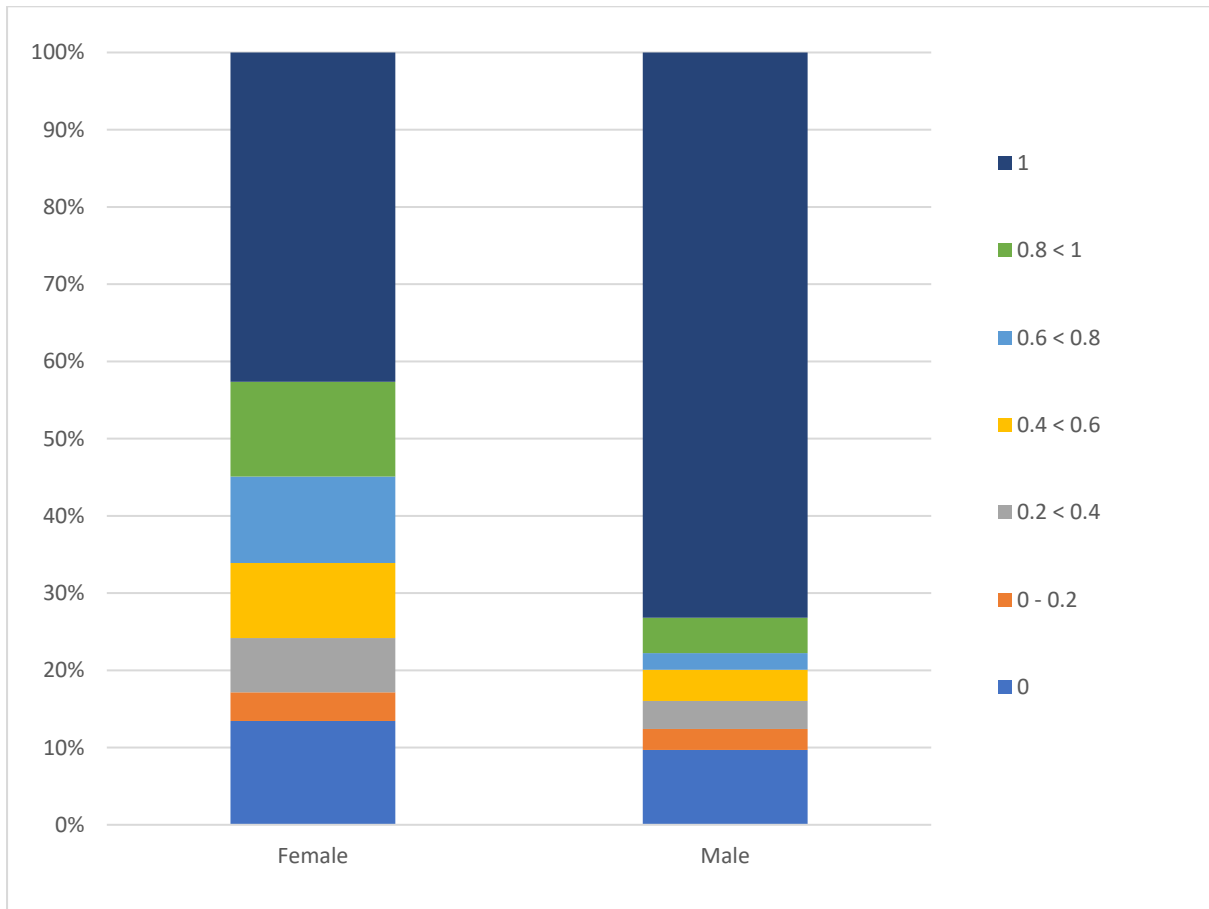
Gender by Pay



Gender by Contract Type



Gender by Working Pattern (FTE)

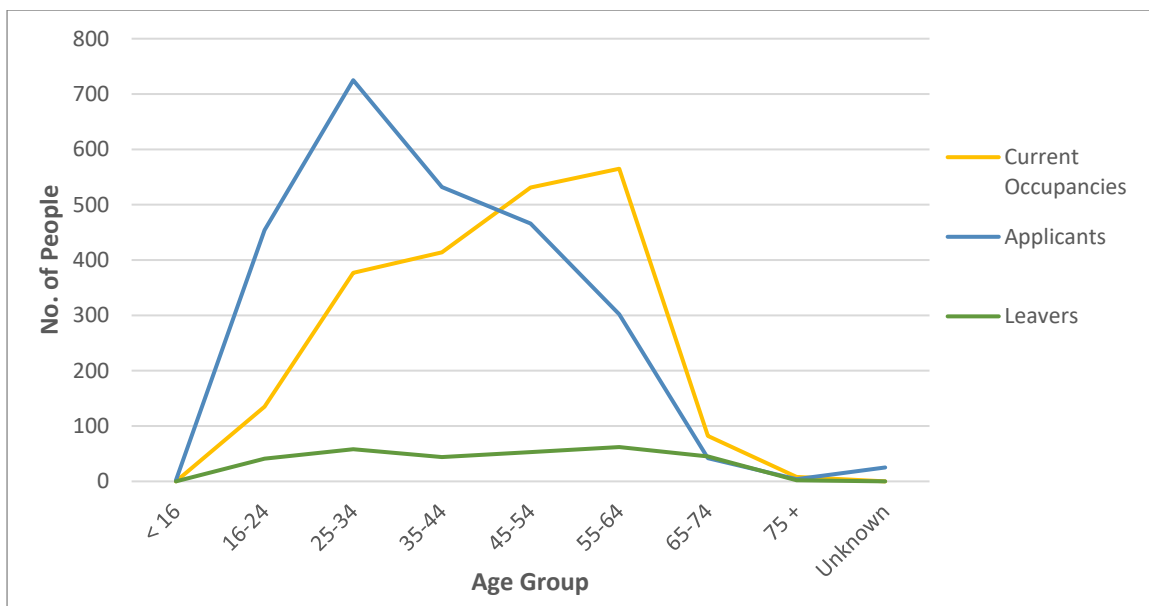


Age

The Authority's current workforce profile consists of 56.2% who are over the age of 44. The largest single group is in the 45 – 54 years old category (25.1%), followed by 55 – 64 years old (26.8%), 35 – 44 years old (19.6%), 25 – 34 years old (17.9%), 16 – 24 years old (6.4%), 65 – 74 years old (3.9%), and over 75 years old (0.4%).

In contrast, 67.1% of applicants were under the age of 45 years old. The largest single group of applicants were in the 25 – 34 years old category at 28.4%, followed by 35 – 44 years old (20.8%), 45 – 54 years old (18.3%), 16 – 24 years old, (17.8%), and 55 – 64 years old (11.8%), 65 – 74 years old (1.6%), under 16 years old (0.1%), 75 years old and over (0.2%) whilst 1.0% were unknown.

The data for staff leaving Ceredigion County Council shows that the 55 – 64 years old category had the largest percentage of leavers at 31.3%, followed by the 45 – 54 years old category at 29.2%, 35 – 44 years accounted for 22.9%, 25 – 34 years old category who accounted for 8.3%, 16 – 24 years old category at 8.3%, and the 65 – 74 years old category accounted for 6.3%.

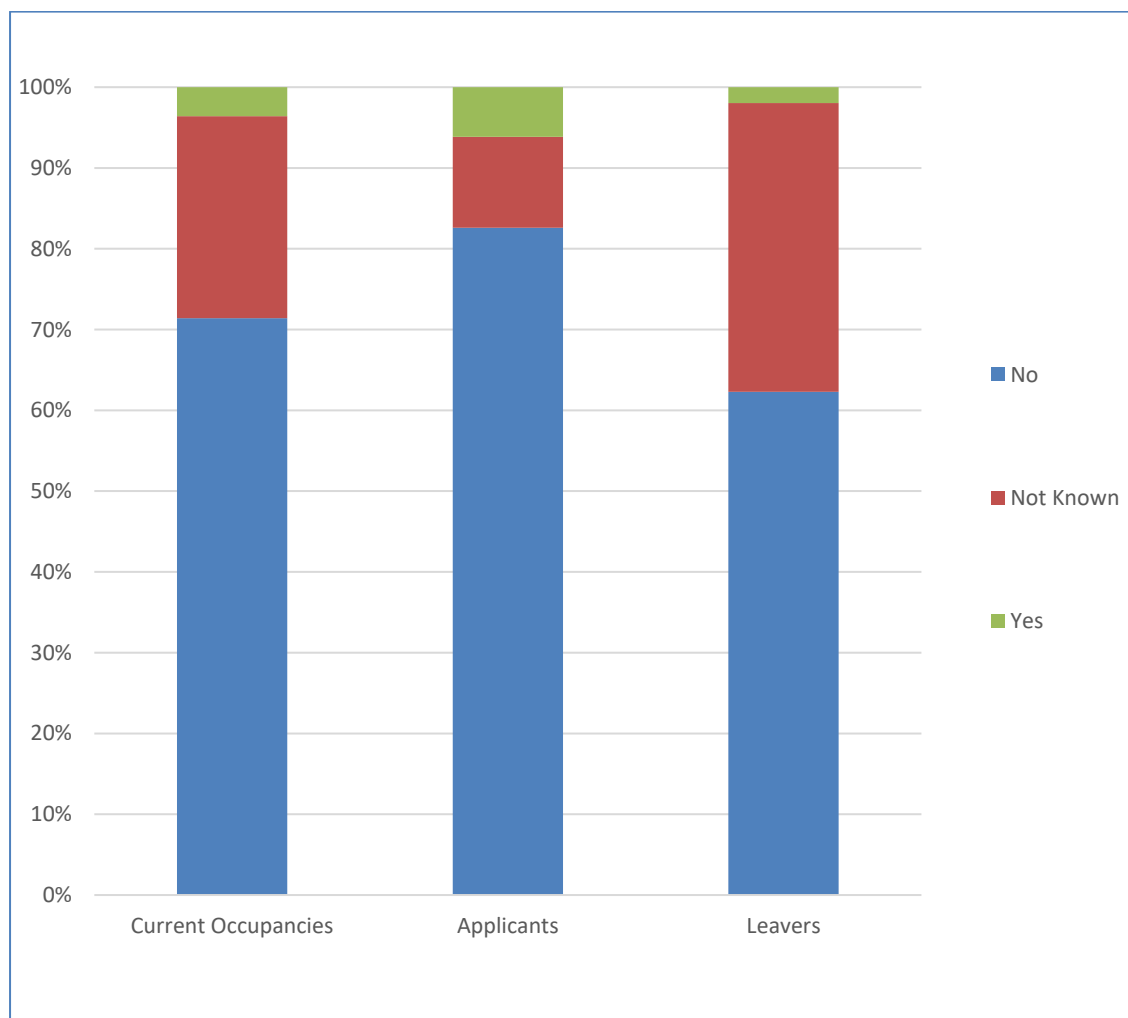


Disability

Of the Authority's current workforce 3.6% declare that they have a disability whilst 71.4% declare that they do not. The status of the remaining 25.0% is not known.

6.2% of applicants declared that they did have a disability, whilst 82.6% declared that they did not. The status of the remaining 11.2% is not known.

The data for staff leaving Ceredigion County Council shows 2.0% declaring that they have a disability, 62.3% declaring that they did not have a disability with the status of the remaining 35.7% being not known.



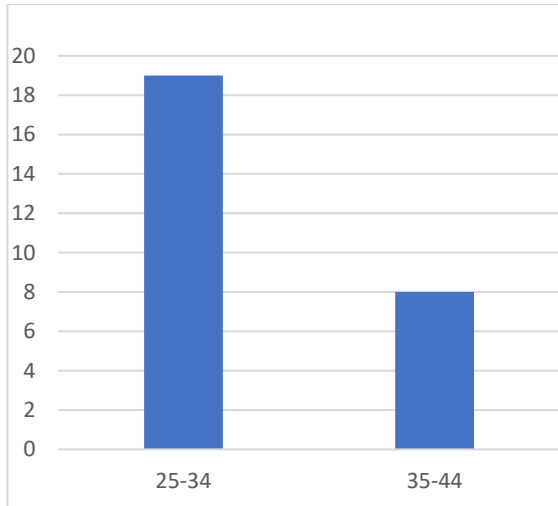
Gender Reassignment

Specific information relating to this protected characteristic has not been published due to the possibility of identification as less than five individuals indicated that their gender was not the same as that assigned at birth.

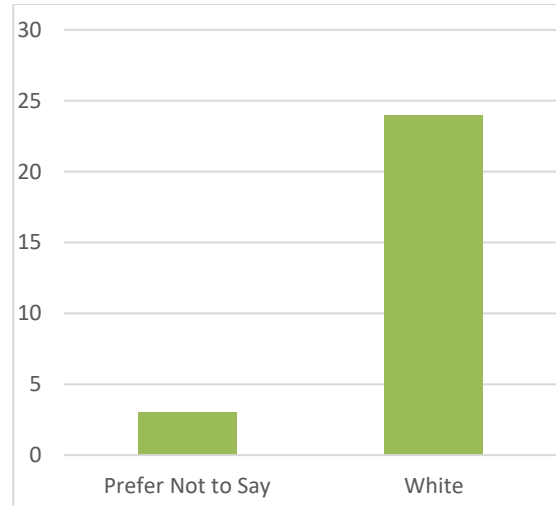
Pregnancy and maternity

There were 27 employees who commenced maternity leave during the year up to 31 March 2024. This represents 2.0% of the female headcount.

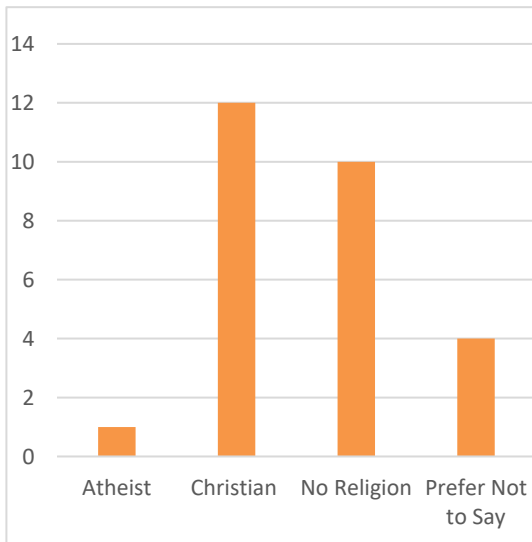
Age



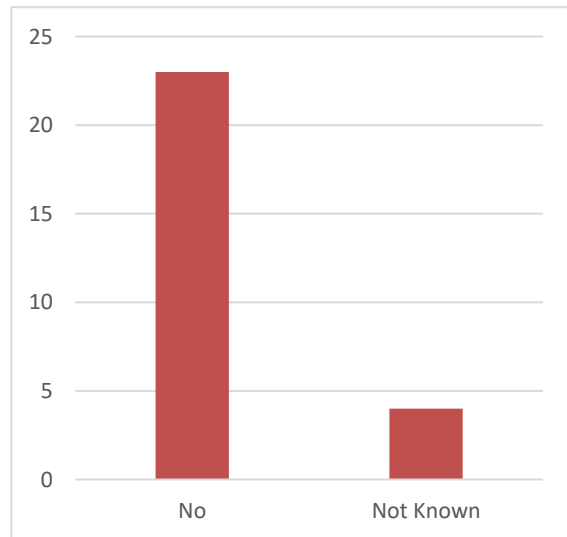
Race



Religion



Disability

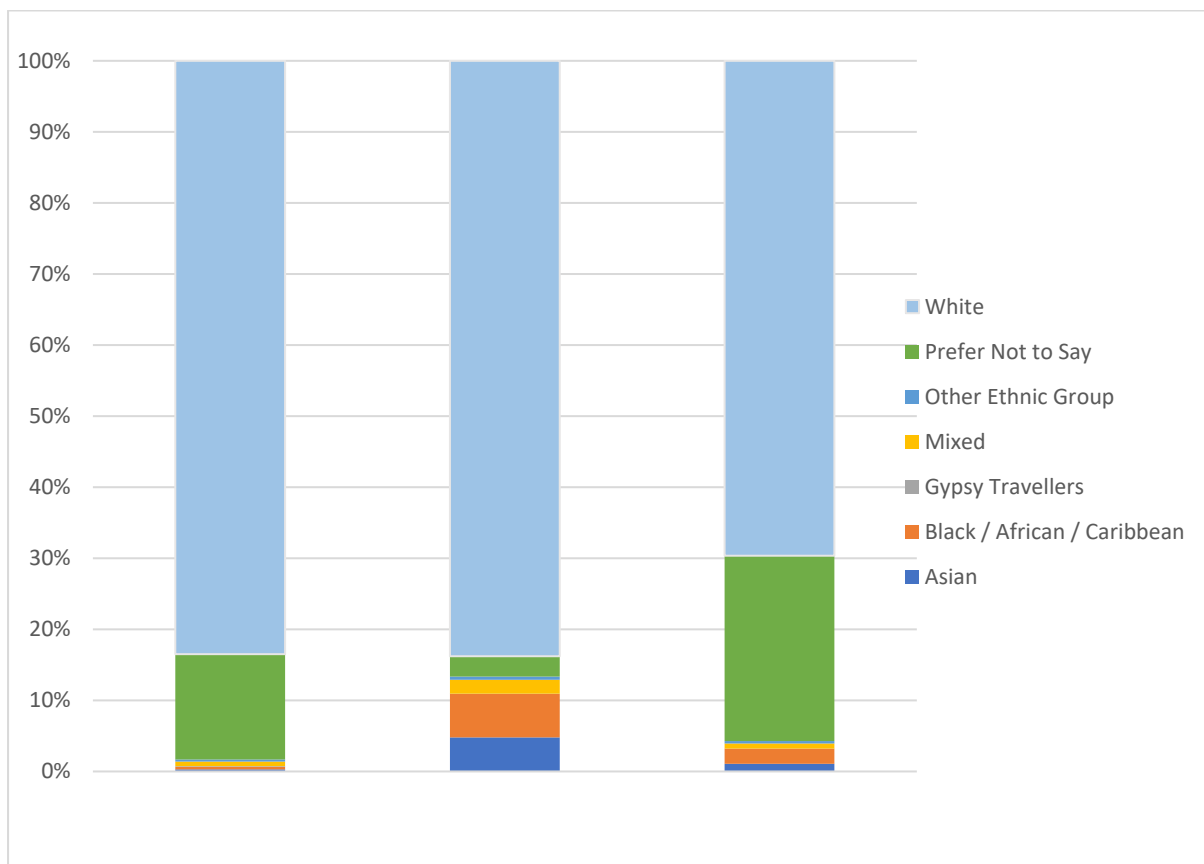


Race - including ethnic or national origin, colour or nationality

The Authority's current workforce consist of 79.5% who chose White as their ethnicity, followed by Mixed ethnicity (0.6%), Other ethnic group (0.3%), Asian (0.3%), Black/African/Caribbean (0.3%), and Gypsy Travellers (0.1%). 18.9% of the workforce chose 'prefer not to say'.

The largest proportion of applicants were White (79.4%), followed by Black/African/Caribbean (5.8%), Asian (4.5%), Mixed ethnicity (1.8%), Other ethnic group (0.4%), and Gypsy Travellers (0.1%). 8.0% of applicants chose the 'prefer not to say' option.

The data for staff leaving Ceredigion County Council shows 63.9% as being White, followed by Black/African/Caribbean (2.0%), Asian (1.0%), Mixed ethnicity (0.7%), Other ethnic group (0.3%) whilst the remaining 32.1% were recorded as 'prefer not to say'.

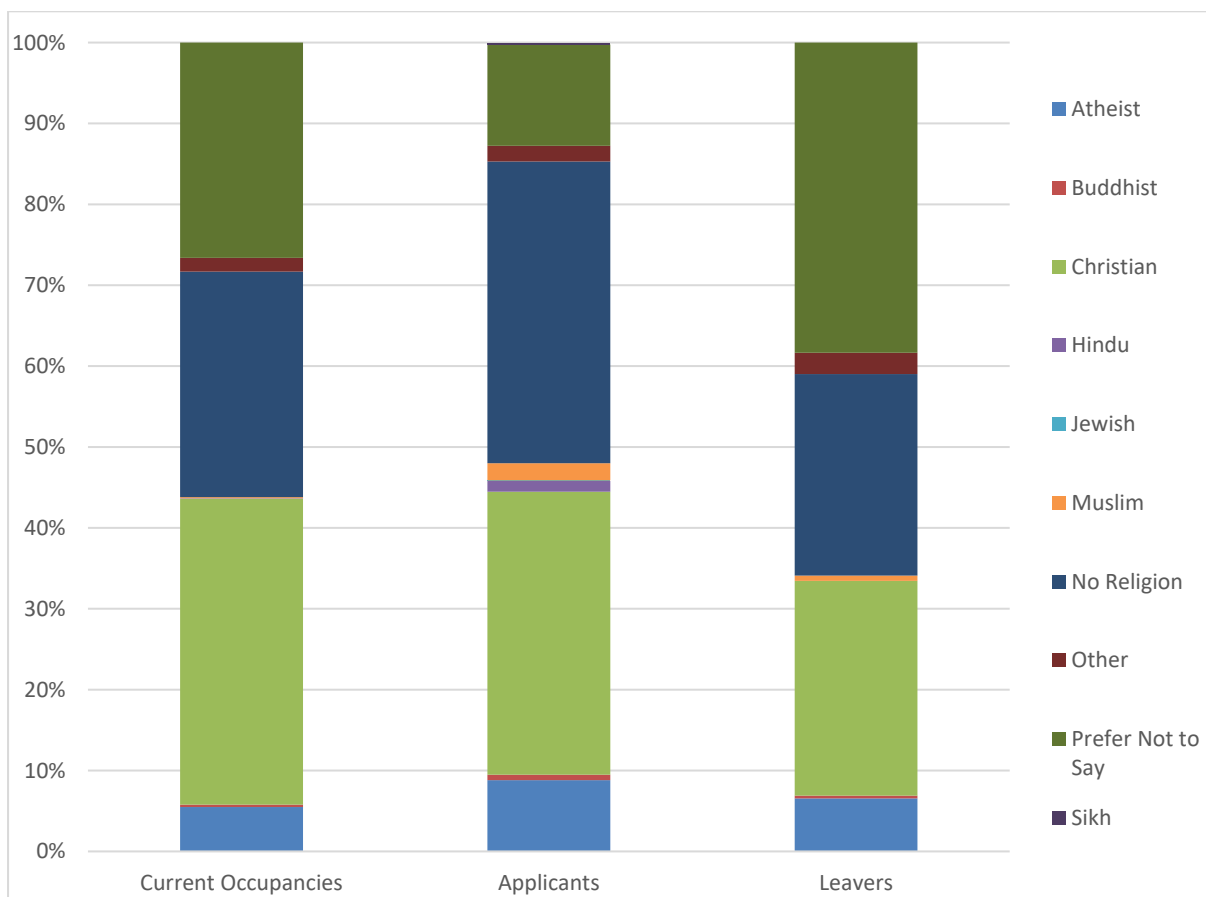


Religion or belief

Of those who chose a religion or belief 'Christian (of all denominations)' form the largest group of the current workforce at 37.8%, followed by 'No religion' (27.9%), Atheist (5.5%), Other (1.7%), Buddhist (0.3%), Muslim (0.1%), and Hindu (0.1%) whilst 26.6% preferred not to say.

The application process had less people (12.6%) choosing the 'prefer not to say' option than either of the current workforce group or those leaving the organisation. The largest proportion of applicants were No religion (37.3%), followed by Christian (35.0%), Atheist (8.8%), Muslim (2.1%), Other (1.9%), Hindu (1.3%), Buddhist (0.7%), Sikh (0.2%) and Jewish (0.1%).

The data for staff who left Ceredigion County Council shows the largest number being Christian (26.6%), followed by No religion (24.9%), Atheist (6.6%), Other (2.6%), Muslim (0.6%), and Buddhist (0.3%) whilst those who 'prefer not to say' at 38.4%

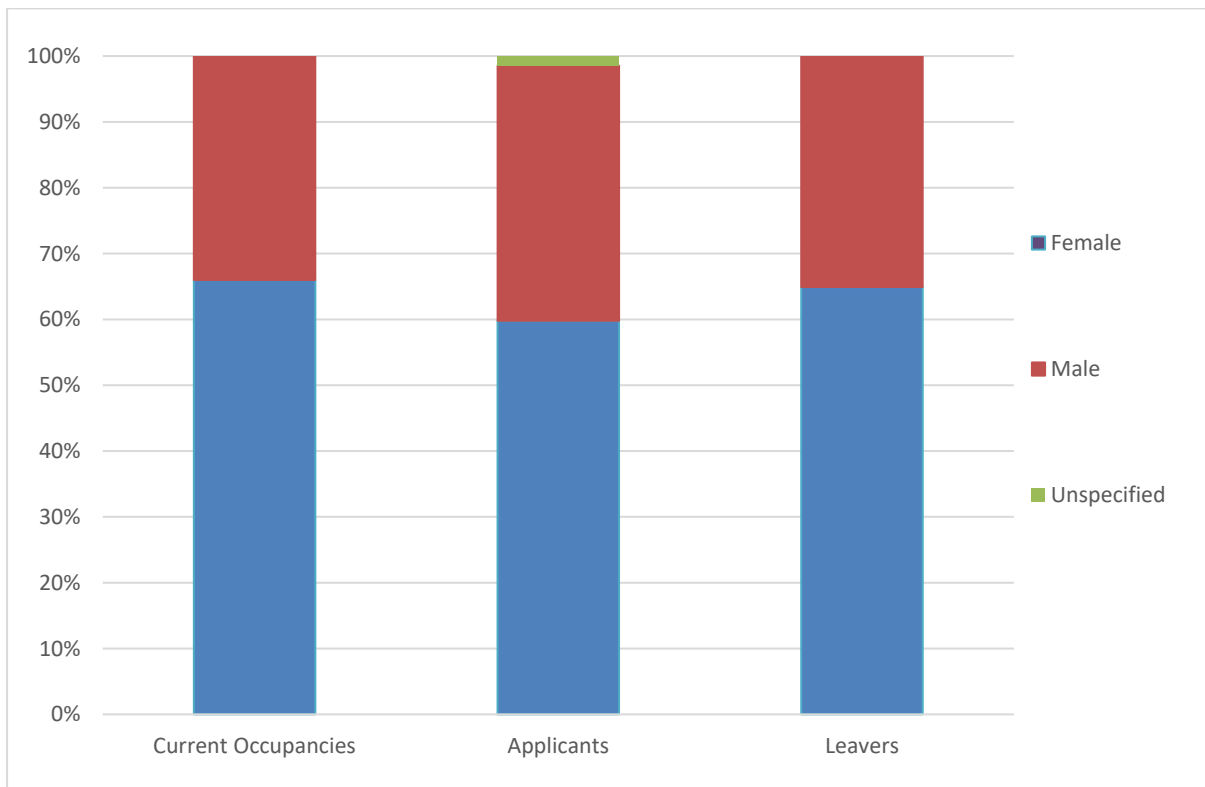


Sex

As at 31 March 2024 Ceredigion County Council employed 2,112 staff. The workforce consisted of 1,394 (66%) females and 718 (34%) males.

This was slightly different in the percentage of males applying for posts, at 39% male applicants and the female percentage was lower at 60%. The remaining 1% of applicants were 'unspecified'.

The data for staff who left Ceredigion County Council during the year reflects a similar picture to the current workforce at 65% female and 35% male.

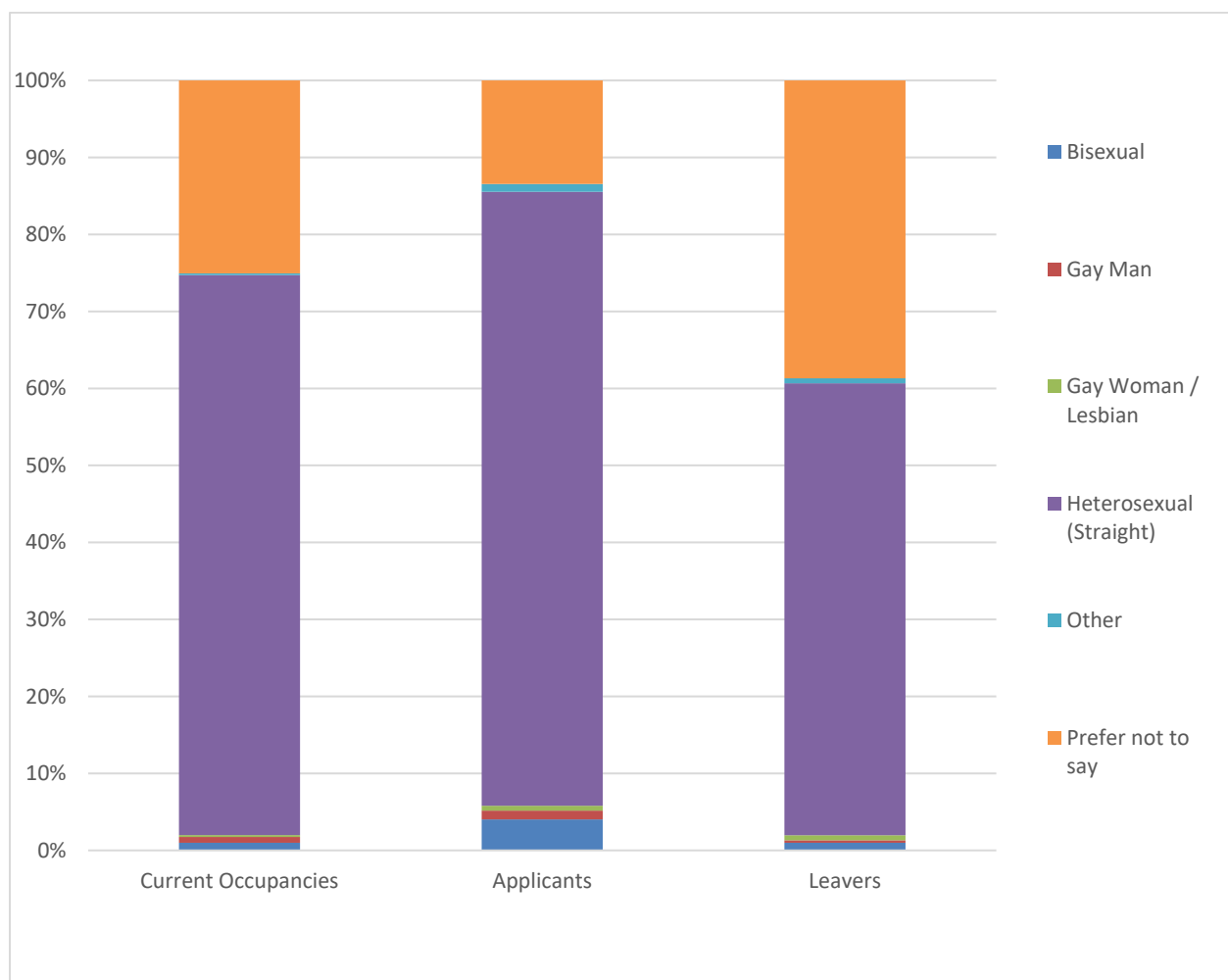


Sexual Orientation

The current workforce, of those who have selected a sexual orientation, consists of 72.7% heterosexual, 1.0% bisexual, 0.8% gay man, 0.3% gay woman, 0.2% Other whilst 25.0% prefer not to say.

The application process has less people (13.4%) choosing the 'prefer not to say' option than either of the current workforce group or those leaving the organisation. The largest proportion of applicants were heterosexual (79.7%), followed by bisexual (4.0%), gay man (1.1%), Other (1.0%) and gay woman (0.6%).

The data for staff who left Ceredigion County Council shows a majority of heterosexual at 58.7%, bisexual at 1.0%, gay woman at 0.7%, Other at 0.7%, gay man at 0.3%, whilst 38.6% prefer not to say.



Training

Employees who have applied for training and how many succeeded in their application

Identification of the need for training, learning and development is carried out through the Council's workforce planning and performance review systems.

During personal development interviews Managers will discuss with employees their training, learning and development needs which are aligned to the performance review and job competencies. The results of these feed into a Service Training Plan.

The Council does not currently monitor whether training requests are refused as the process used to identify training does not lend itself to this type of monitoring. We are currently considering whether there are processes which would allow this data to be captured, analysed and reported.

Employees who have completed training during the year up to 31 March 2024.

At this time we are unable to provide a report of those employees who have completed training during the year. We are currently considering whether there are processes which would allow this data to be fully captured, analysed and reported.

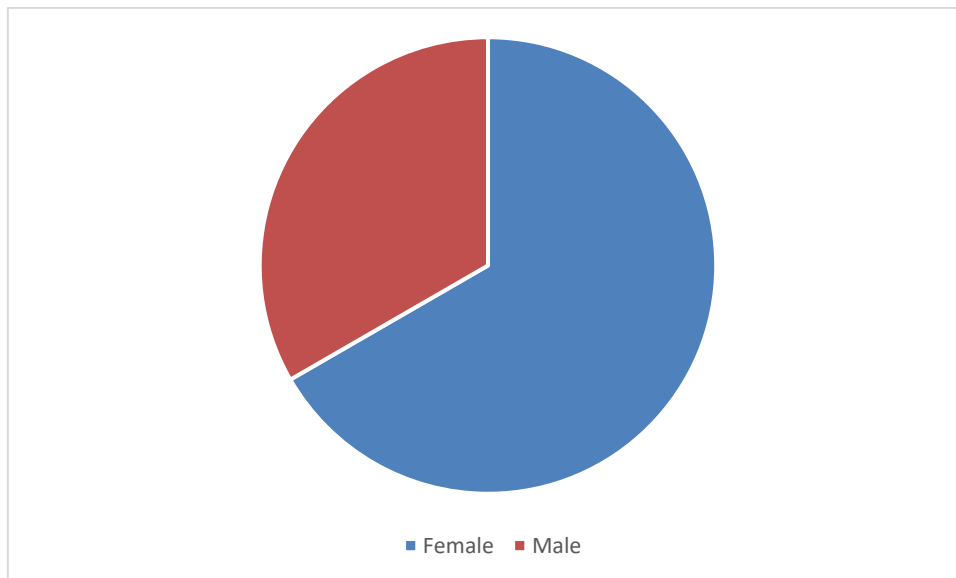
Grievance

Employees involved in grievance procedures either as a complainant or a person against whom a complaint was made.

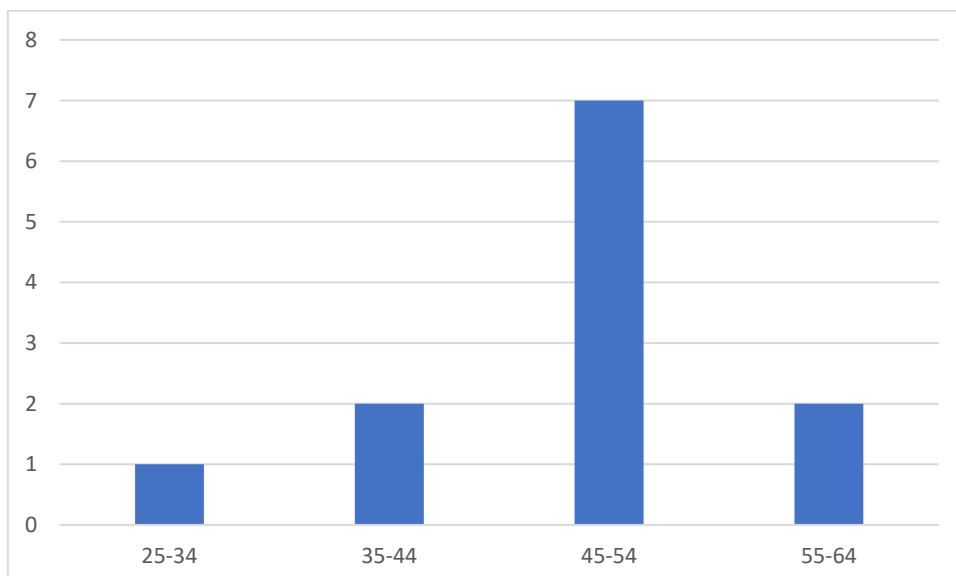
Note: Due to the number of individuals involved in disciplinary (12 in total) the data shown below only relates to two protected characteristics: age and sex. The data relating to disability and ethnicity has not been published due to the possibility of identification. There were no other protected characteristics included in this data set.

The total number of employees involved in grievance procedures was 12. Of these 4 were Male and 8 were Female.

Gender



Age

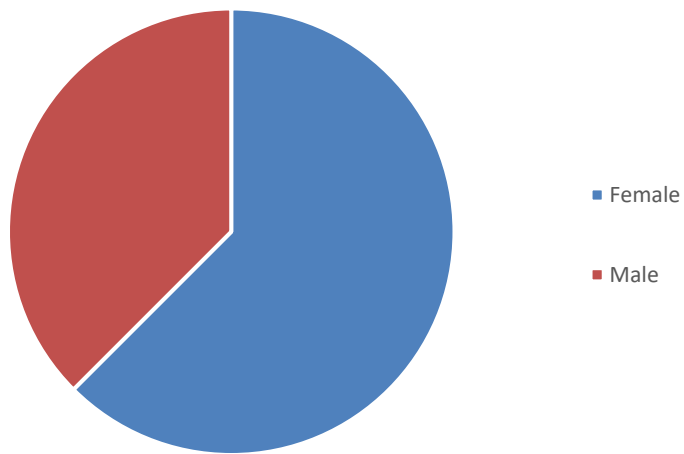


Disciplinary

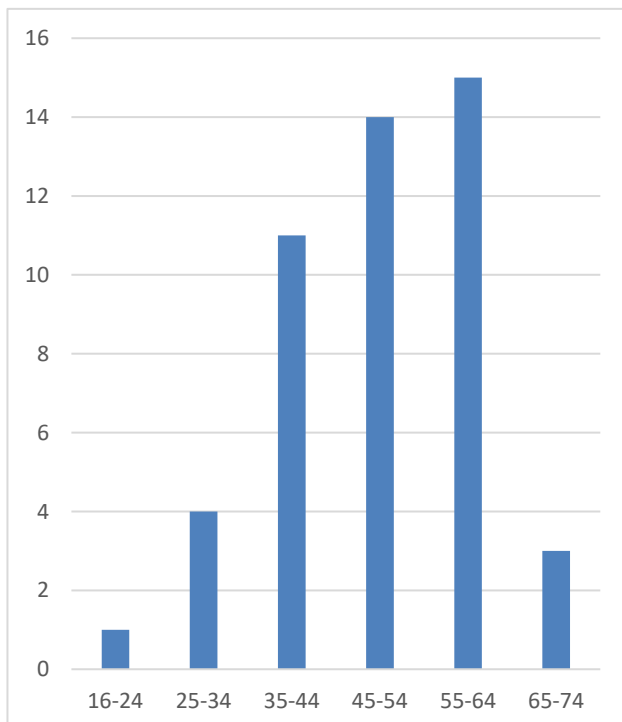
Employees subject to disciplinary procedures

Note: Due to the number of individuals involved in disciplinary (48 in total) the data shown below only relates to three protected characteristics: age, religion and sex. The data relating to disability and ethnicity has not been published due to the possibility of identification. There were no other protected characteristics included in this data set.

Gender



Age



Religion

