

## **Briefing Note of the Head of HR&OD**

**Corporate Services Cabinet Advisory Committee - 13 January 2016**

### **ANALYSIS OF FEMALE WORKFORCE**

#### **1. Purpose of Briefing Note**

- 1.1 The purpose of this Briefing Note is to provide the Committee with an analysis of the gender breakdown of the Council workforce (attached at Appendix 1).
- 1.2 The Committee may want to consider discussing this issue with 'Women Adding Value to the Economy' (WAVE) with a view to possibly engaging their services.

#### **2. 'Women Adding Value to the Economy' (WAVE)**

- 2.1 Women Adding Value to the Economy (WAVE) has been created to address workplace and labour market practices, specifically gender earning disparities in employment and self-employment.
- 2.2 The aim of the WAVE programme is to contribute to tackling the causes of gender pay gaps in Wales. Their aim is to achieve this through both interrelated and targeted activities, working with employers, employees and self-employed women. WAVE is funded by the Convergence European Social Fund through the Welsh Government.
- 2.3 The three main strands of the WAVE programme are:
  - Cardiff University will develop tools and techniques based on research with employers to challenge gender based inequalities in organisations. With particular attention to pay inequalities, the aim being to replace them with a more equitable system
  - The Women's Workshop Project BAWSO Ltd aims to empower and upskill women to progress in and move into non-traditional sectors and technical career paths, to access higher valued and better paid areas of work.
  - The University of South Wales aims to empower and to up-skill women who are either already in, or aiming towards self-employment. Encouraging and enabling them to achieve higher levels of remuneration.
- 2.1 WAVE has recently undertaken a case study in Rhondda Cynon Taff Council.

#### **4. Issues for the Committee**

4.1 The Committee may wish to discuss this issue further with WAVE.

Contact Officer: Steve Rees, Head of HR&OD

Date: 4<sup>th</sup> January 2015

## APPENDIX 1

### Non Schools Workforce Data [September 2015 – note some changes may have occurred due to Appeals]

Post count by Grade [including centrally based teaching staff]

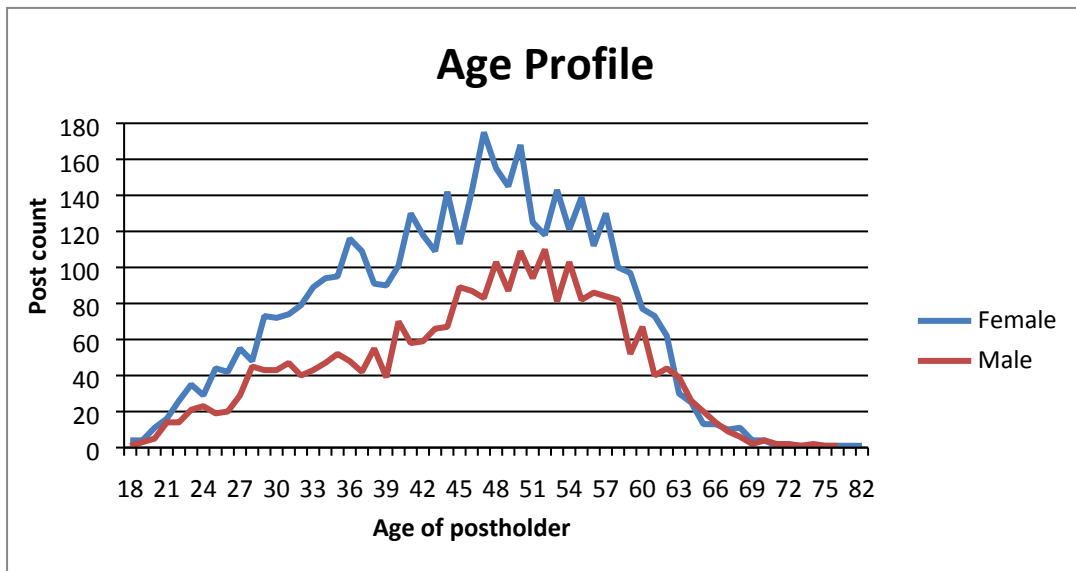
Grade Name	Example post in grade	Female	Male	Grand Total
Advisor Inspectors 002-011		2		2
Advisor Inspectors 007-013		1		1
Advisor Inspectors 012-018			1	1
Advisor Inspectors 024-030		1		1
Advisor Inspectors 2 -8		1		1
Apprentice Plumber 127			2	2
Apprentice 153			2	2
Ed Psychologist 001-009		6	1	7
Ed Psychologist 001-015		1		1
Ed Psychologist 002-010		2		2
Grade_01_LW LW	Outdoor Leisure Assistant	3	9	12
<b>Grade_02</b>	<b>Cleaner, Litter Picker, Kitchen Asst.</b>	<b>845</b>	<b>175</b>	<b>1020</b>
Grade_03	Cleaning Sup, Asst. Cook, Admin Clerk	337	212	549
Grade_04	Admin Asst., Bus Station Ranger, Cook,	272	247	519
<b>Grade_05</b>	<b>Arborist, Admin Officer, Driver, Caretaker Level 2</b>	<b>792</b>	<b>412</b>	<b>1204</b>
<b>Grade_06</b>	<b>C&amp;F Support Officer, City Ranger, Enforcement Officer</b>	<b>744</b>	<b>392</b>	<b>1136</b>
<b>Grade_07</b>	<b>Electrician, Welder, Neighbourhood officer, Basic Skills tutor</b>	<b>393</b>	<b>572</b>	<b>965</b>
Grade_08	Accountant, Asst Engineer, Vehicle fitter, Cabinet Support Officer	316	229	545
Grade_09	Day service manager, Electrical engineer, Snr Planning Officer, Snr Accountant	258	166	424
<b>Grade_10</b>	<b>Area Housing Manager, Principal Planning Officer,</b>	<b>76</b>	<b>85</b>	<b>161</b>
Grade_10A 41-43 *	Social Workers ONLY	50	15	65
Grade_10B 44-45 *	Social Services ONLY (Dep T/Leads)	21	5	26
<b>Grade_11</b>	<b>City Centre Team Leader, SS Team Leaders, Group Accountant, Marina Manager</b>	<b>47</b>	<b>52</b>	<b>99</b>
<b>Grade_12</b>	<b>Chief Accountant, Directorate Lawyer, Construction Manager</b>	<b>28</b>	<b>35</b>	<b>63</b>
Head Deputy and Assistant Teachers 001-043 H00		1		1
<b>HOS 001-005 </b>			<b>1</b>	<b>1</b>
<b>HOS 003-009 </b>		<b>2</b>	<b>3</b>	<b>5</b>
<b>HOS 007-013 </b>		<b>5</b>	<b>5</b>	<b>10</b>
Minimum Wage 016-022			1	1
NJC Point 44		1		1
SNR Ed Psychologist 001-007		1	2	3
SNR Ed Psychologist 008-014			1	1
Threshold Teacher 001-003 P00		1		1
Grand Total		4207	2625	6832

Comments: 61.5% of non-school workforce are women, 38.5% are men.

There are greater numbers of males (54%) in senior roles than women (46%) at all grades from Grade 10 and above, including HOS. We have slightly more males than females at HOS level.

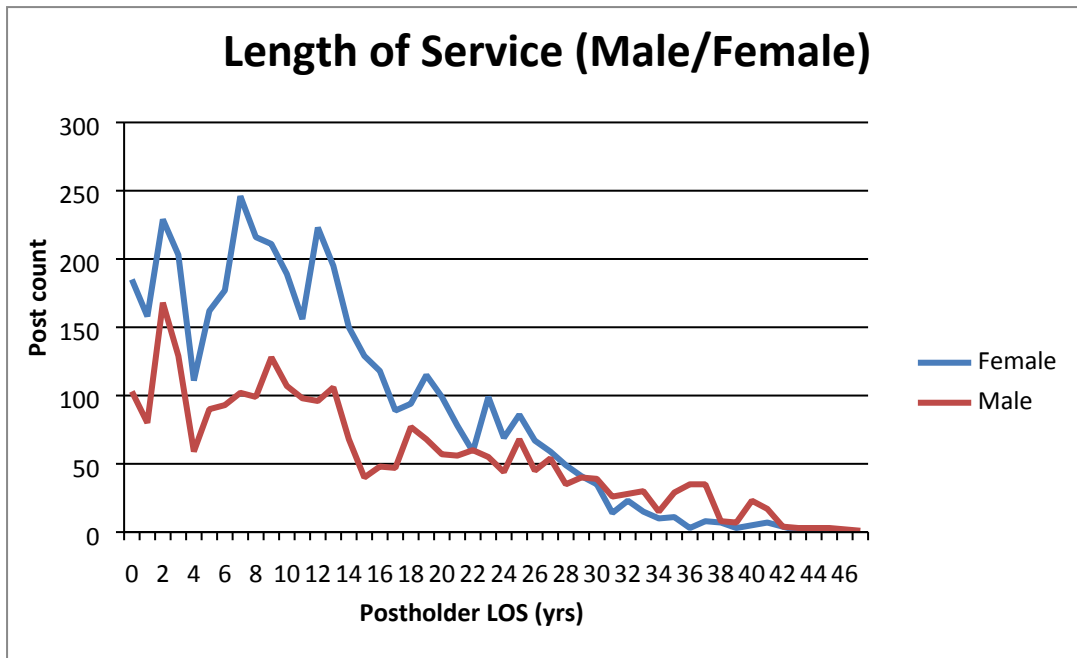
There are more men than women in Grade 7 which is roughly the middle of the salary scale, (but this is where the majority of the trades posts are located, and these are mainly male postholders)  
The greatest number of employees are in Grade 5, but we have the most difference in grade at Grade 2 (most of these posts will be cleaning and catering roles, which are predominantly posts filled by female staff).

## Age Profile



Comment: The age profile of both genders are almost mirror images, showing that we have an even split across the age groups, however there are very low numbers in the under 30 age group for both. The over 60 group indicates that there are relatively low numbers here also, most likely due to the consistent application of the ER/VR policy every year since 2008. The biggest group are aged between 46 and 54.

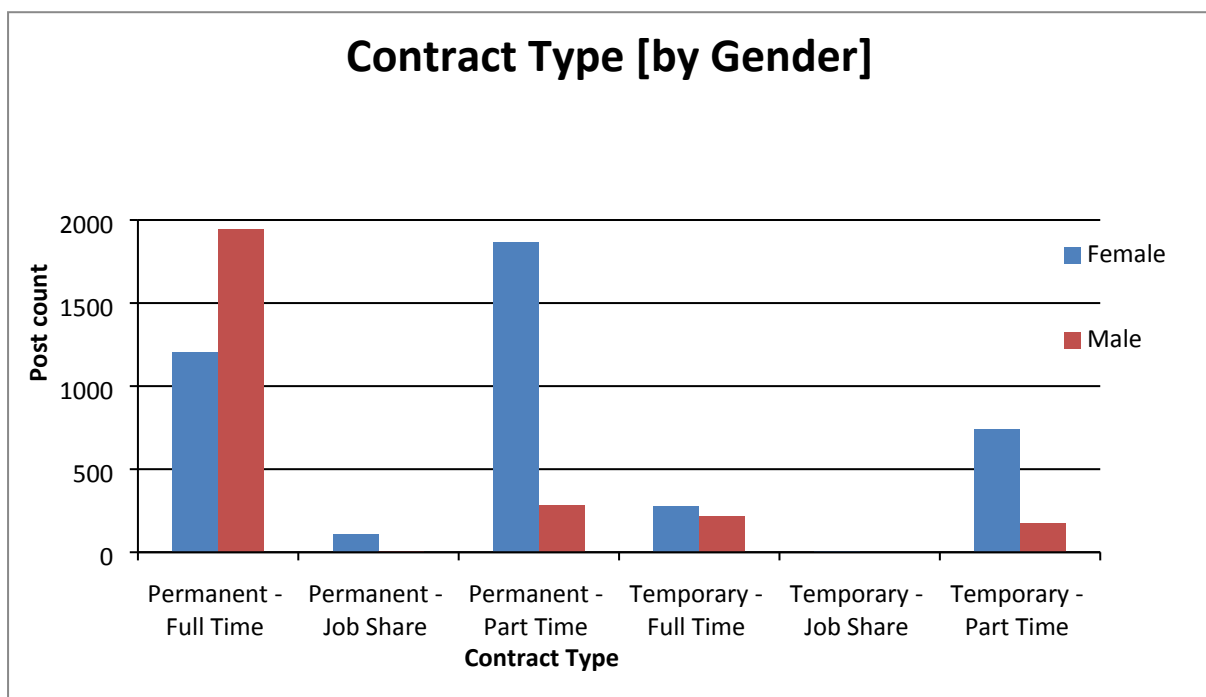
## Length of Service Profile



Comment: There are relatively few staff of both sexes with more than 40 years' service, but generally speaking, most of the long service workforce is male. There are high numbers of staff with less and 10 years' service, with very high numbers for less than 2 years' service.

## Contract Type [by Gender]

Count of Employee Number	Gender		
	Female	Male	Grand Total
Employment Category			
Permanent - Full Time	1204	1942	3146
Permanent - Job Share	111	7	118
Permanent - Part Time	1868	283	2151
Temporary - Full Time	279	219	498
Temporary - Job Share	7		7
Temporary - Part Time	738	174	912
Grand Total	4207	2625	6832



### Comment:

We have more full time men than women, and a 6:1 ratio of permanent to temporary staff, however there are more full time men overall.

73% of the total female workforce are permanent  
62% of the total female workforce are part time

85% of the total male workforce are permanent  
12% of the total male workforce are part time