



Bracknell Forest Council

Annual Workforce Equality Report 2022



1. Introduction

Bracknell Forest Council aspires to be an Employer of Choice and live its values of Inclusive, Ambitious and Always Learning. Under the Equality Act 2010 Bracknell Forest Council (BFC) also has a legal duty to advance equality of opportunity, eliminate unlawful discrimination and promote good relations between people. Part of this legal duty is to report annually on its workforce composition.

To assist us in undertaking these duties, we review relevant information and data to recognise areas of strength and identify areas for improvement. We then work with relevant Officers, Equalities Groups, and staff around the Authority to develop necessary actions and monitor performance.

We aim for the Council's workforce to reflect the composition of the local population to ensure it is representative of the community we serve, thereby helping to ensure that appropriate services are provided to all our citizens.

We wish to celebrate diversity and ensure everyone is treated fairly and with dignity and respect. A programme of activity is underway and progressing well with reporting arrangements in place to the Equality Board.

2. Local Demographics

The Council is committed to work towards a situation where the Council's workforce broadly reflects the make-up of its local community. The demographic make-up of Bracknell Forest has changed. New Census information was published in April 2022 and where it is available, we will use this updated dataset for comparisons with the council's workforce.

2.1 Gender

The 2021 Census information shows Bracknell Forest as having the following Gender Profile.

Female	Male
50.7%	49.3%

2.2 Age Profile

The 2021 Census information gives the following age profile for Bracknell Forest.

Age Band	% of Population
Under 15	18.5%
16 -19	5.7%
20 - 29	11.9%
30 - 39	15%
40 - 49	14.5%
50 - 54	7.2%
55 - 59	6.7%
60 - 64	5.5%
65 and over	15%

Last year we reported the estimate for Over 65s in 2026 would be 16.3%. From the Census 2021 results this seems like a very sound estimate.

2.3 Ethnic Origin and Religion

The 2011 Census data on ethnic origin and religion is the latest available data. Office for National Statistics has not yet published the data relating to these areas from the 2021 Census and therefore this is the only data to compare, but caution must be taken when comparing to data 11 years old and therefore need to review alongside the 2021 schools' census.

Ethnic Origin	2011 local population	2011 nationally (England)	Current BFC Staff*
White	89.9%	84.9%	80.4%
Black	2.5%	3.5%	4.5%
Asian	4.2%	8%	4.7%
Mixed	2.5%	1.8%	1.4%
Other	0.9%	1.8%	0.4%

*8.6% not disclosed

The 2011 Census showed 12.3% of the South East's population belonging to minority ethnic groups. The figure for Bracknell Forest's population in 2011 was 10%, slightly lower than the figure for the Southeast. The current figure for Bracknell Forest Council is 11% from a BAME (Black Asian Minority Ethnic) background. We use the acronym of BAME for analysis purposes although we recognise this group is made up of different ethnic groups and we analyse these in more detail later.

The 2021 schools census information published in January 2022 shows nationally 26% of pupils from an ethnic minority background, it is clear from this figure that once the results from the 2021 census are published for ethnicity that we could see a large increase in our local population compared to the previous results.

Religion	2011 % of local population	2011 nationally (England)	Current BFC Staff**
No religion	30.4%*	32.8%*	28.95%
Buddhist	0.8%	0.5%	0.15%
Christian	64.8%	56.6%	45.92%
Hindu	1.7%	1.7%	1.4%
Jewish	0.2%	0.5%	0.37%
Muslim	1.2%	5.6%	1.4%
Sikh	0.4%	0.7%	1.18%
Other	0.5%	1.5%	2.57%

* The national figures show None and Not provided as one large group whereas for BFC are separate.

** Non specified 18.06%

The above figures are based on the 2011 census, further analysis will be undertaken when the 2021 data becomes available.

3. Data analysis

Human Resources collect a range of data on the workforce. This report covers permanent and temporary staff employed by BFC excluding schools (1166 employees), with criteria: -

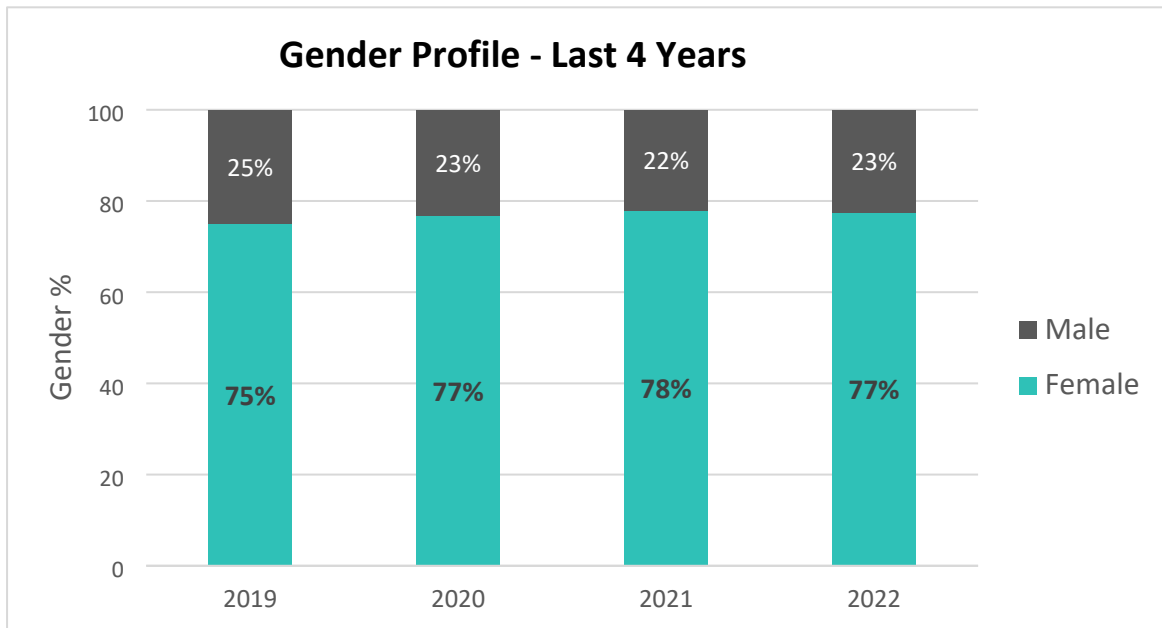
- Staff in post on 31st March 2022
- New Starters between 1st April 21 and 31st March 22
- Leavers between 1st April 21 and 31st March 22
- Staff who attended training events from 1st April 21 to 31st March 22
- BAME includes Black, Asian, Mixed and Other. We use this acronym for analysis purposes, but we recognise and evaluate each individual ethnic origin.

For some indicators, because of the small numbers in the comparator group, a slight increase or decrease in the head count can have a disproportionate effect. Where numbers are small, the actual numbers are sometimes quoted as the percentages can be deceptive when applied to small groups.

Information on disability, ethnicity, religion/belief, and sexual orientation is collected by self-declared returns from employees and candidates and, as there is no compulsion to return this information, some choose not to (or return selected information only). This data is recorded on iWorks which staff are periodically asked to check and update.

The Training course information relates to internal courses booked or recorded on iWorks. However, there are a few other types of learning which are open to all staff which are not included within these figures. It is assumed that managers and staff access these where required. The statistics relate solely to the training places taken up on Council run courses and it should be noted that the same person undertaking more than one training event will therefore appear in the statistics more than once. The level of attendance at directly booked “off the job” training courses tends to reduce with the popularity of other types of learning – for example e-learning and other learning interventions.

4. Gender Profile



The Council employs more female staff with over three quarters at 77.4%. This is slightly higher than the local government average at 75.9%*. The highest proportion of female staff is within the People Department with 85% which is consistent with social care being a female dominated profession.

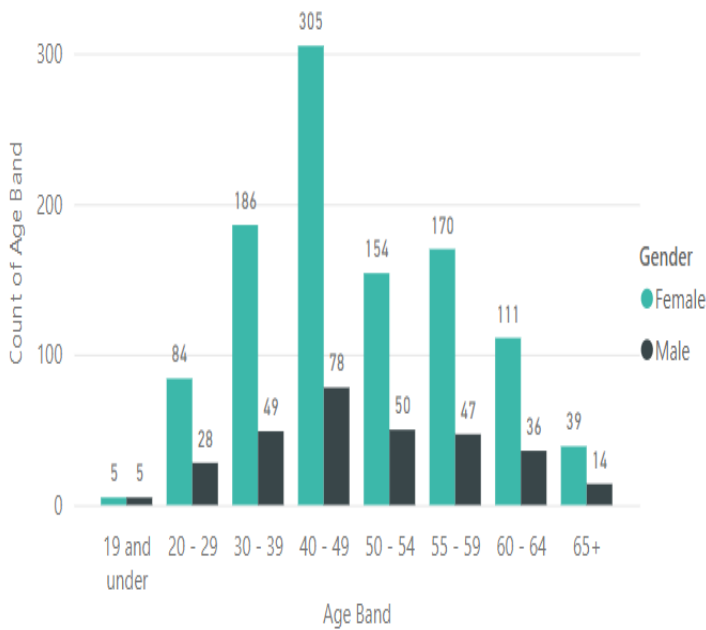
(*Source: Local Government in England Workforce Data Summary – September 2021)

4.1 Starters and Leavers

	Workforce	Starters	Leavers	Training
Male	22.6	29.2	17.9	19.9
Female	77.4	70.8	82.1	80.1

- While the Borough has an equal split of gender, the Council has a gender profile where 77.4% of the workforce are women and 22.6% men.
- 29.2% of new starters were male whilst the number of leavers was at 17.9% - given this figure the under representation of male staff is showing signs of improvement
- The percentage of male leavers is showing a significant reduction with a high of 38.3% in 19/20, 27.7% in 20/21 and this year a figure at 17.9%
- Training figures show males are underrepresented for training attendance
- The gender profile over the last 4 years has fluctuated slightly for the number of males across the workforce
- They have been no issues identified during the year for any transgender staff.

Count of Age Band by Age Band and Gender



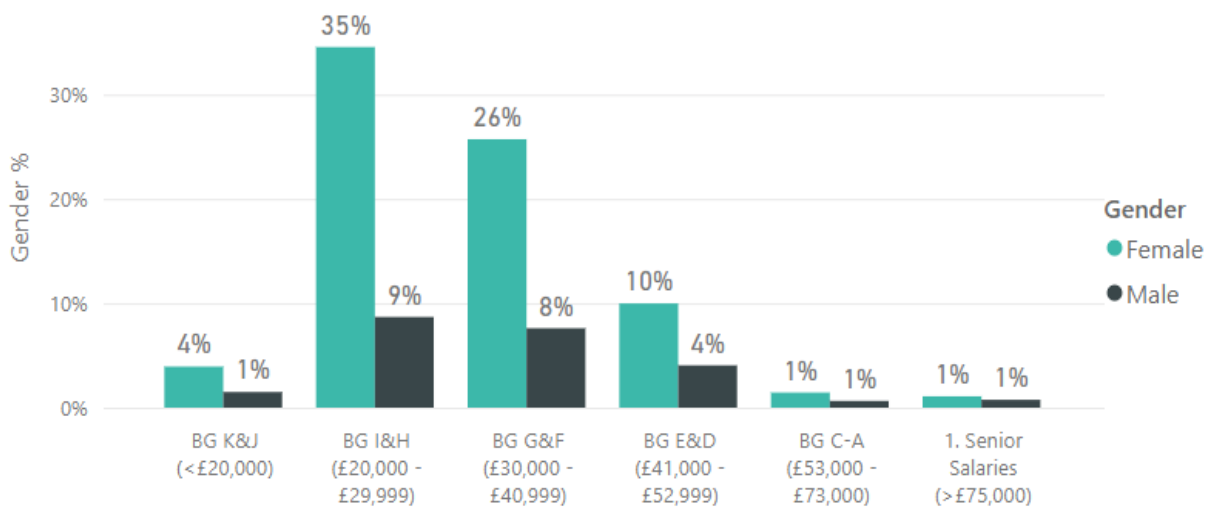
Gender	Age Band	Count of Age Band
Female	19 and under	5
Female	20 - 29	84
Female	30 - 39	186
Female	40 - 49	305
Female	50 - 54	154
Female	55 - 59	170
Female	60 - 64	111
Female	65+	39
Male	19 and under	5
Male	20 - 29	28
Male	30 - 39	49
Male	40 - 49	78
Male	50 - 54	50
Male	55 - 59	47
Male	60 - 64	36
Male	65+	14
Total		1361

4.2 Leavers

An analysis of leaving reasons shows that 85% of the men that left through the year did so voluntary compared to 91% of women. The top reasons for Men and Women leaving are shown below: -

Male	Female
Another Local Authority (30.3%)	Personal Reasons (29.1%)
Private Company (24.2%)	Another Local Authority (22%)
Personal Reasons (18.2%)	Private Company (15.6%)

Salaries across Gender Profile (as % of entire workforce)



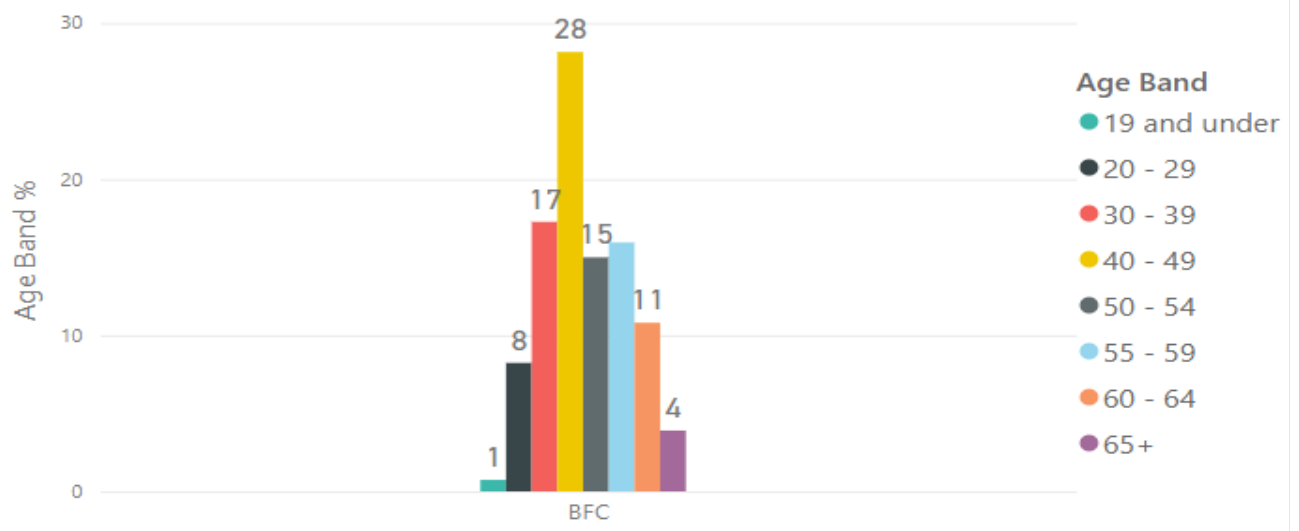
The salary profile appears to show a consistent level of men achieving each salary range, while there is a skew for women to occupy lower salary ranges, which is similar to the national picture.

The trend in recent years of a greater percent of male leavers compared to the workforce has changed in the past year, now can see more females leaving than men and a higher number of male joiners. We will continue to review next year to check if this trend continues to improve the balance of our workforce gender.

Details of our gender pay gap can be found further on in this report.

5. Age Profile

Staff Age BFC

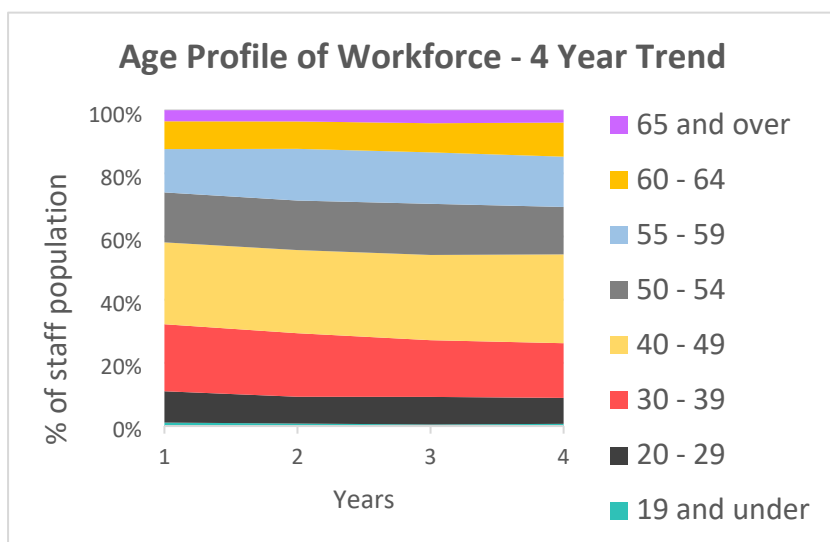


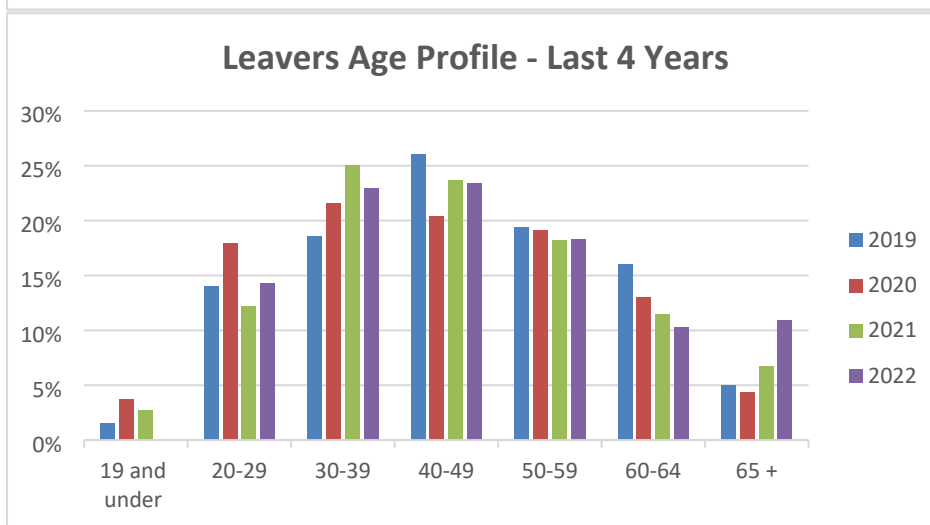
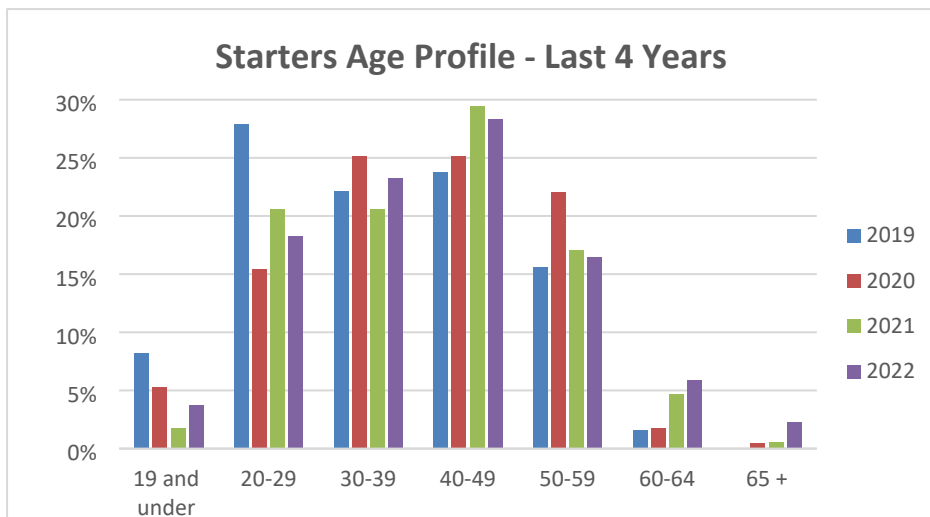
5.1 Staff Leavers

Age Band	Workforce	Starters	Leavers	Training
19 and under	0.73 (0.5)	3.65	0	3.5
20 - 29	8.23 (8.87)	18.26	14.29	5.92
30 - 39	17.27 (18.33)	23.29	22.86	18.75
40 - 49	28.14 (27.53)	28.31	23.43	27.47
50 - 54	14.99	6.39	6.86	18.8
55 - 59	15.94 (31.17*)	10.05	11.43	18.98
60 - 64	10.8 (9.38)	5.94	10.29	6.59
65 +	3.9 (4.22)	2.28	10.86	

(Figures in brackets indicate the 20/21 totals. Age range indicated for 55 – 59 incorporates the wider range of 50 – 59)

- The vast majority of 65+ leavers (87%) is due to retirement, for 60-64 this was 55% of the reasons for leaving.
- Local insight shows that if we wish to employ staff under 18 years old, the majority are still in education and training at 96% for 16-year-olds and 89% for 17-year-olds.
- Workforce age profile similar to 20/21 profiles – small increase in the 19 and under age band
- No record of those staff in the 65+ age band accessing training
- Evidence of successful recruitment for young age banding
- Higher proportion of leavers at the lower age band There is an ageing workforce as we do have a skew to higher proportion in the higher age bands. Though marginally the 60+ has decreased slightly in the past year.



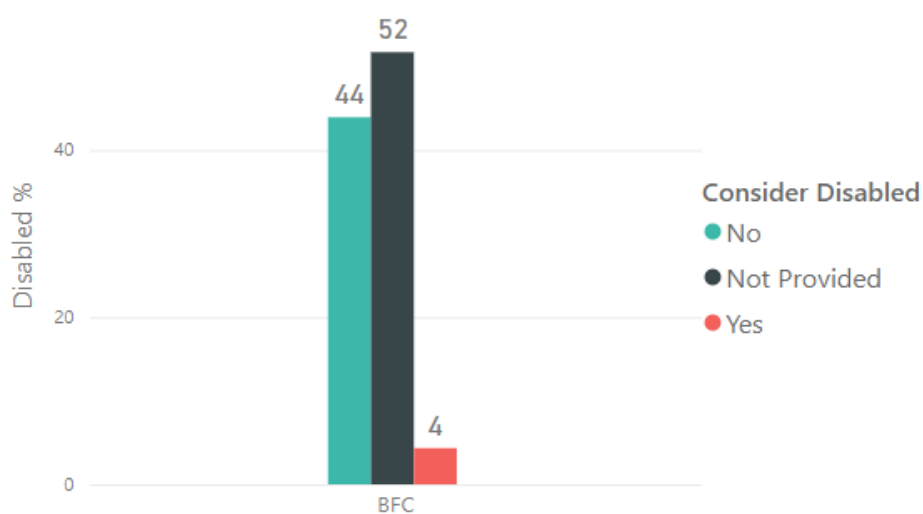


- Our data from the last 4 years shows a broadly similar pattern over the last 4 years however the proportion of staff in the lower age bands is decreasing.
- The number of staff starting in the lower age groups has been declining over the last few years which shows as a workforce we have an aging population, and this is unlikely to change over the next year or so.
- We have a higher proportion of leavers aged 65+ but this is to be expected as our proportion of the workforce at this age is also increasing.

6. Disability Profile

The data around the disability profile of Bracknell Forest is not clear. We have a sizeable proportion of staff who seem to have not provided their disability status (52%) however we cannot be sure that a high number of these would be no disability and they just left the field blank. For reference those not disclosing an ethnicity stands at 8.6% which is what we would expect with disability. That said, the data available shows the proportion of staff with a disability has increased. This is lower than the national picture which indicates that 20% of working age adults are disabled (Source <https://www.gov.uk/government/statistics/the-employment-of-disabled-people-2021>).

Staff Disability BFC



	19/20	20/21	21/22
Yes	2.14	2.21	4.34
No	41.52	42.86	43.94
Prefer not to say	56.34	54.93	51.72

The 2011 Census information indicates that 3% of the population of Bracknell Forest aged 16-65 are either permanently sick or have a disability and are not considered part of the economically active population. No census figure is available for disabled people who are part of the working population in the Bracknell Forest area.

Number of staff indicating a disability have increased significantly in 21/22

The number of staff undefined for disability makes profiling and analysis challenging

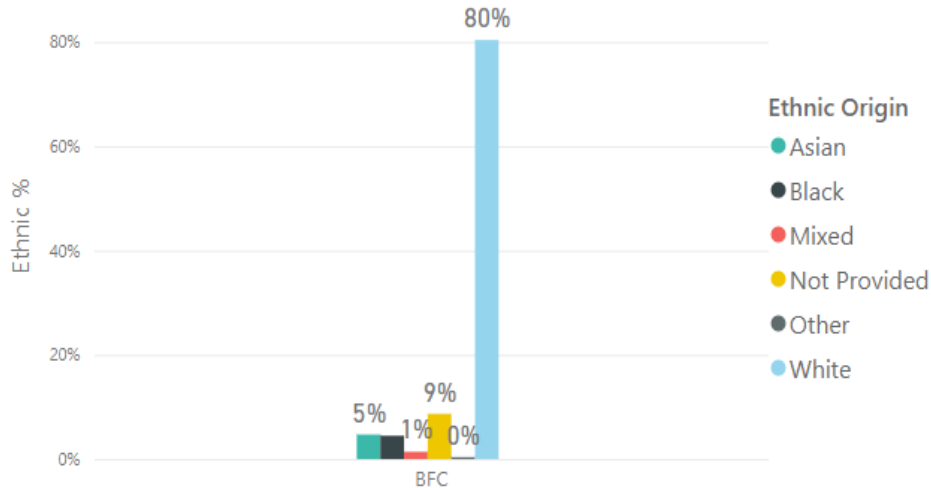
	Workforce	Starters	Leavers	Training
Yes	4.34	3.65	6.82	5.41
No	43.94	26.94	39.77	50.09
Prefer not to say	51.72	69.41	53.41	44.5

- The number of leavers is higher than expected for disabled staff
- Number of starters excluding disability status is increasing
- Disabled staff are accessing training opportunities
- An analysis of leaver reasons shows that out of 12 leavers that stated they had a disability 10 of these left voluntarily. The 2 who left involuntarily was due to health matters.

7. Ethnic Origin Profile

For the first time this year we have broken down the Ethnic Origin statistics into more categories. This makes it difficult to do comparisons with previous years, but this trend will be introduced over the next few years as more data is available.

Staff Ethnic Origin BFC



7.1 New Starters/Leavers

There is not a record of ethnic origin for many of the new joiners, making analysis unclear. New iTrent recruitment system pulls through all diversity factors from application stage to employment, which will improve our future analysis and understanding.

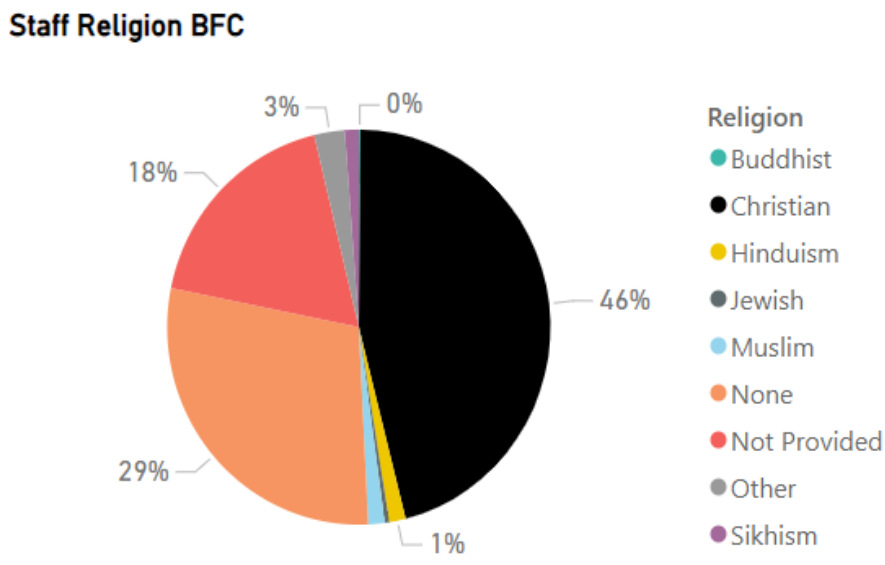
	Workforce	Starters	Leavers	Training
Asian	4.70	6.39	7.47	4.38
Black	4.48	5.02	5.75	4.65
Mixed	1.40	1.37	2.30	1.56
Other	0.37	0.91	0	0.36
White	80.38	61.64	73.56	80.42
Not Provided	8.67	24.66	12.07	8.63

- Our results show that we have a higher proportion of new starters (12.78) from BAME background
- There is a higher proportion of leavers (15.52) from a BAME background.
- Training attendance mirrors the workforce profile.
- Due to the significant number of 'not provided' for new starters, in depth analysis is challenging

8. Religion and Belief

The religion most common at BFC is Christian with almost 46%. There is a significant proportion (over 47%) of the workforce that have either indicated they have no religion or have declined to identify

Staff Religion BFC



8.1 Religion Starters/Leavers

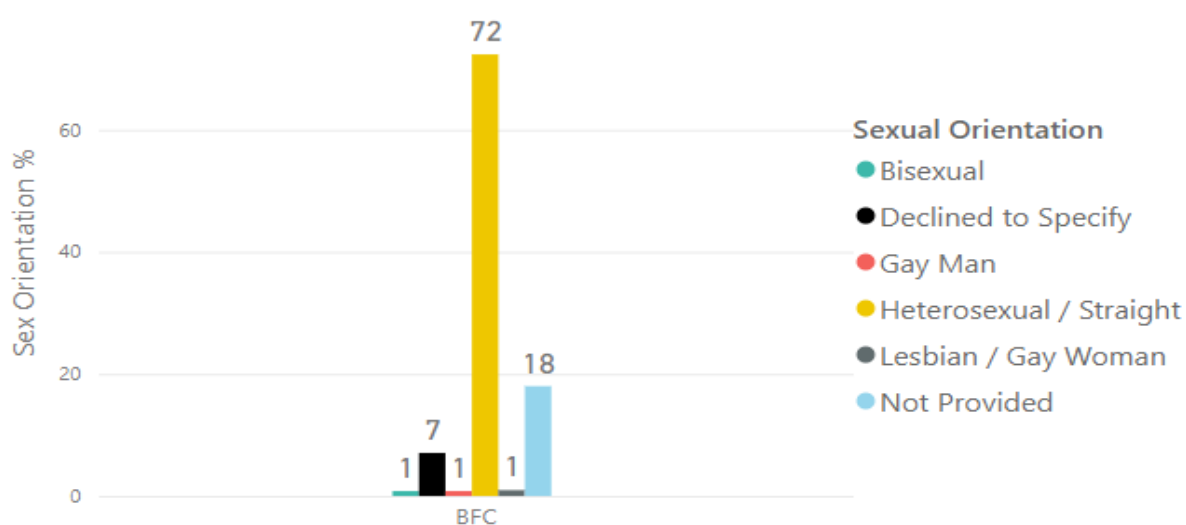
	Workforce	Starters	Leavers	Training
Buddhist	0.15 (0.08)	0.91	0.57	0.13
Christian	45.92 (47.64)	28.77	44.32	43.49
Hinduism	1.40 (1.44)	1.37	1.14	1.40
Jewish	0.37 (0.42)			0.59
Muslim	1.40 (1.18)	2.74	2.27	0.67
Sikhism	1.18 (1.35)	1.83	2.27	1.51
Other	2.57 (2.36)	3.20	2.84	2.14
None	28.95 (29.90)	26.94	23.86	33.08
None Provided	18.06 (15.62)	34.25	22.73	17.00

(figures in brackets indicate 20/21 values)

- The workforce totals for Buddhist, Muslim, None provided and other have increased slightly from 20/21. This reflects the higher number of new starters.
- All other areas have decreased with the biggest reduction shown in Christian
- Higher number of starts
- Less training opportunities are being accessed by Muslim members of the workforce
- There is a significant number of new starters who have decided against identifying their religion or belief. Sexual Orientation

9. Sexual Orientation Profile

Staff Sexual Orientation BFC



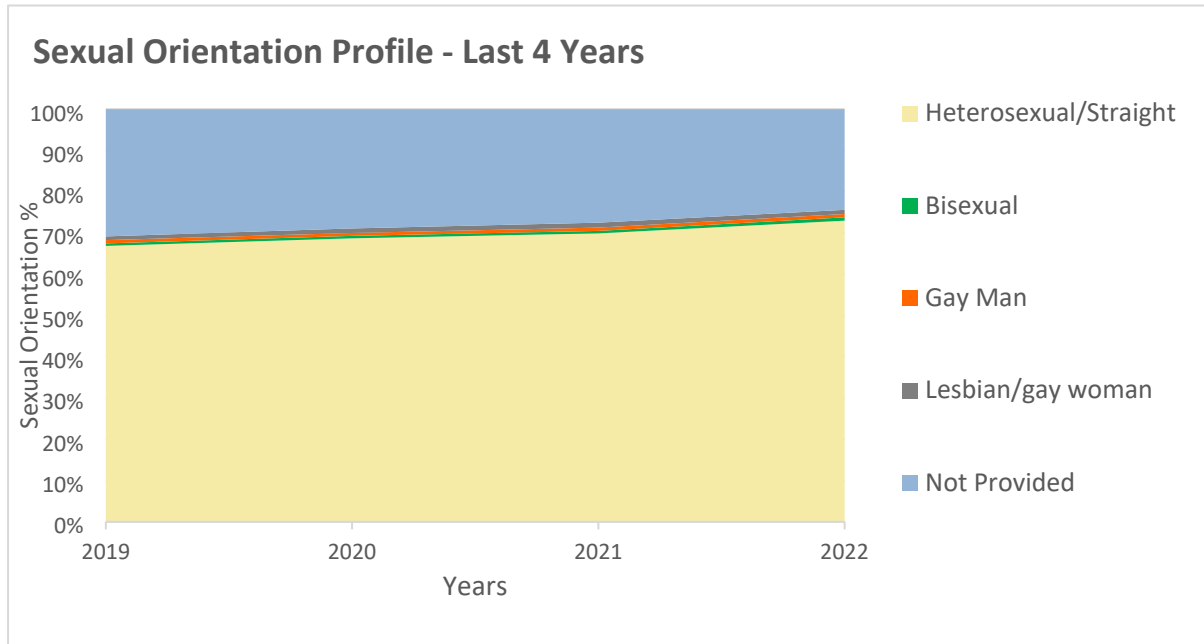
9.1 New Starers/Leavers

	Workforce	Starters	Leavers	Training
Bisexual	0.81 (0.28)	2.74	1.14	0.60
Gay Man	0.81 (0.42)	2.28	1.70	0.96
Heterosexual/Straight	72.37 (71.11)	69.86	63.07	71.10
Lesbian/Gay woman	0.96 (0.47)	0.91	1.14	2.75
Declined to specify	7.05	2.28	10.80	8.18
Not provided	18.00 (27.25)	21.92	22.16	16.41

(figures in brackets show values for 20/21 – Declines to specify and not provided total combined)

- 2021/22 shows a reduction in staff declining to provide/declining to specify their sexual orientation

- All categories has shwon an increase in representation, partly due to the opportunity to update the information on the I-works system
- Higher proporion of new starters for Bisexual and Gay Man categories



Data from the Office for National Statistics in 2020 estimated that 4.2% of the southeast population (Aged 16+) defined themselves as being lesbian, gay, bisexual, or other. Unfortunately, the figures from the 2021 Census are unavailable for us to compare against. Bracknell Forest profile is similar to previous years with 2.58% defining themselves in this way which is lower than the current estimates available.

10. Gender and Ethnicity Pay Gap

Reporting Requirements

The government introduced mandatory gender gap reporting for all organisations with 250 or more employee in 2017. Organisations are required to publish the following statistics:

- the difference in the mean and median hourly rates of pay between male and female employees
- the difference in the mean and median bonus payments between male and female employees
- the proportion of male and female employees who received bonus pay during the twelve-month period preceding the snapshot date
- the proportion of people in each quartile of the organisation's pay distribution.

The mean, or arithmetic mean, is the average of a set of numbers, calculated by adding all the numbers together and then dividing by how many numbers there are. The median is another type of average and is the middle value of a list of numbers. The pay quartiles are calculated by listing all rates of pay in order of value and then dividing into four equal sections (quartiles), with each quartile containing the same number of individuals

10.1 Gender Pay Gap

The table below shows the mean and median gender pay gap based on hourly rates of pay as of 31st March 2022 for all Non-Schools Staff. The table compares the figures for this year with those of last year (the first year we separated non-schools out from schools)

	Difference between men and women	
	Mean Hourly Rate	Median Hourly Rate
31 March 2021	15.90%	11.70%
31 March 2022	13.50%	11.70%

The actual figures for the hourly rates in 2022 are as follows:

	2021 Hourly Rate	
	Mean	Median
Men	£24.32	£21.66
Women	£21.04	£19.11

The national median gender pay gap is 15.4% (October 2021 Office for National Statistics Annual Survey of Hours and Earnings ASHE Gender Pay Gap Analysis – (all organisations)). Further information published by the Office for National Statistics using data from the ASHE survey shows that the median gender gap for the public sector is 18.0%. The median gender pay gap for Bracknell Forest Council (11.7%) is lower than the public sector average.

10.1 Gender Bonus Gap

The bonus pay gap has been calculated in line with the definition of bonus pay contained within the regulations. For Bracknell Forest this includes Retention Payments, Honoraria payments and Merit Awards.

The table below shows the figures for 2021-2022: -

	Difference between men and women	
	Mean Hourly Rate	Median Hourly Rate
2022	3.60%	-21.40%

Actual figures:

	2022 Bonus Rate	
	Mean	Median
Men	£203.89	£139.87
Women	£196.55	£169.86

These figures clearly show there is no bias in the bonus pay paid across the Authority. Reviewing Mean rate, men are paid slightly more but using the median hourly rate, women are paid more.

The bonus gap figures can be misleading due to the small numbers of staff in receipt of the payments during the year, which will skew the results.

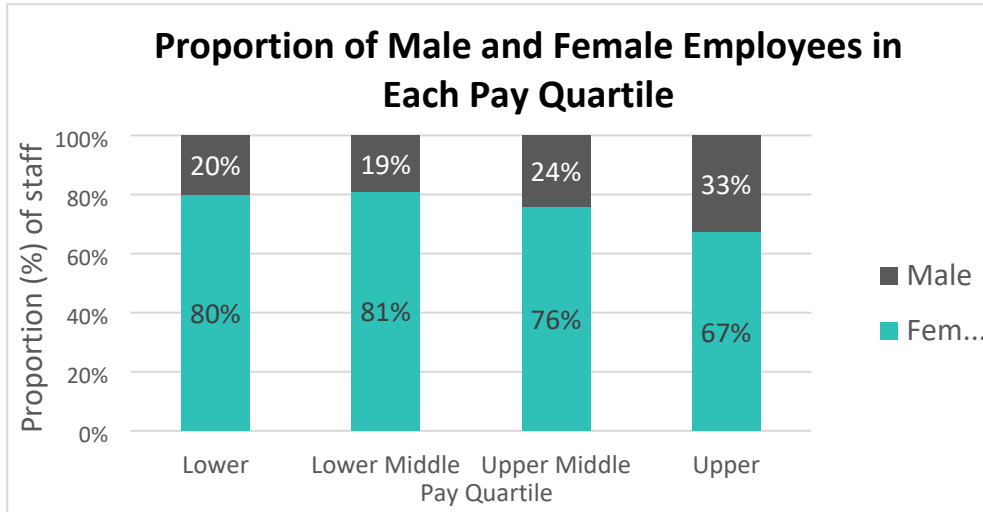
Proportion of Men and Women who receive bonus pay

Female	Male
10.10%	6.40%

More females get a bonus payment than men proportionally to their gender. The principal areas within the Council that receive bonus pay as per the definition are within Social Care in the People Directorate. We have a higher proportion of females (85%) within this directorate compared to the whole workforce (76%) which will in some way explain the figures above.

10.2 Pay Quartiles

The chart below illustrates the distribution of people across the quartiles of the Council’s pay range and shows that the pay gap is largely because of occupational segregation. Local authorities have a wide range of services and professions, however many of the lower paid roles tend to be dominated by women e.g., administration, care, customer services etc.



The proportion of Female employees in the bottom two quartiles is slightly higher than the proportion in the Authority, however as explained above this is expected due to the nature of the jobs in the lower quartiles. These include Library Assistants, Administrative Roles and Customer Services Roles which traditionally are more attractive to females.

Whilst female employees are strongly represented in the upper and middle quartile, over half (52.7%) of females are within the lower two quartiles. There are more men in the upper quartiles.

10.3 Ethnicity Pay Gap

As part of the Action Plan agreed last year, we have calculated our ethnicity pay gap. There is no published guidance, so we have worked to the same guidelines as with the Gender Pay Gap. We have only included staff that have declared their ethnicity. This equates to 91.3% of staff.

Of those who have declared their ethnicity 88% are from a white (non-ethnic minority) background and 12% from an ethnic minority background.

	Difference between ethnic minority and non-ethnic minority employees and women	
	Mean Hourly Rate	Median Hourly Rate
2022	-3.20%	-10.60%

In terms of both mean and median calculations ethnic minorities are paid more.

We have not produced figures for ethnicity bonus pay gap due to the small numbers of staff involved.

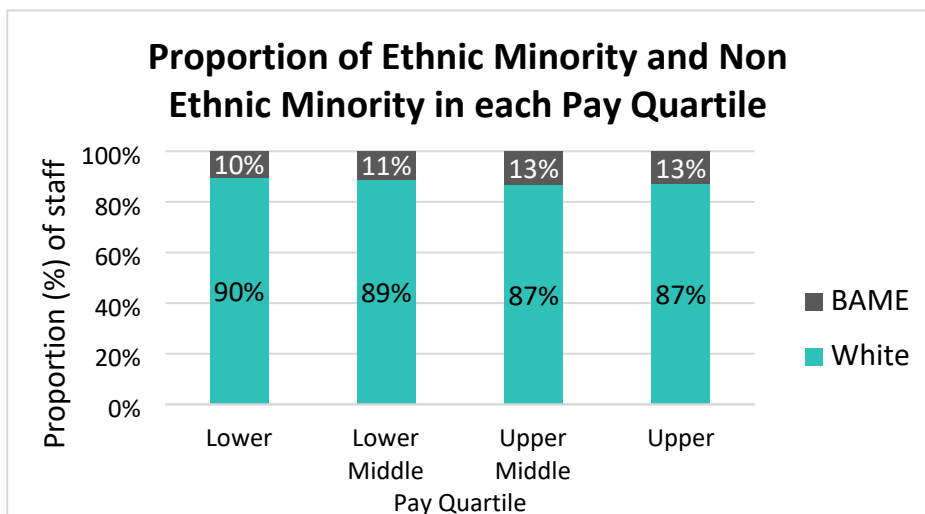
Proportion of Ethnic Minority and Non-Ethnic Minority Employees who received bonus pay.

Ethnic Minority	Non-Ethnic Minority
10.10%	12.40%

Showing 10% of ethnic staff receive a bonus which is less than non-ethnic at 12%

Ethnicity Pay Quartiles

The chart below illustrates the distribution of ethnic minority employees across the quartiles of the Council’s pay ranges. This shows a uniform distribution across the four quartiles. Over half of our ethnic minority employees are in the upper quartiles.

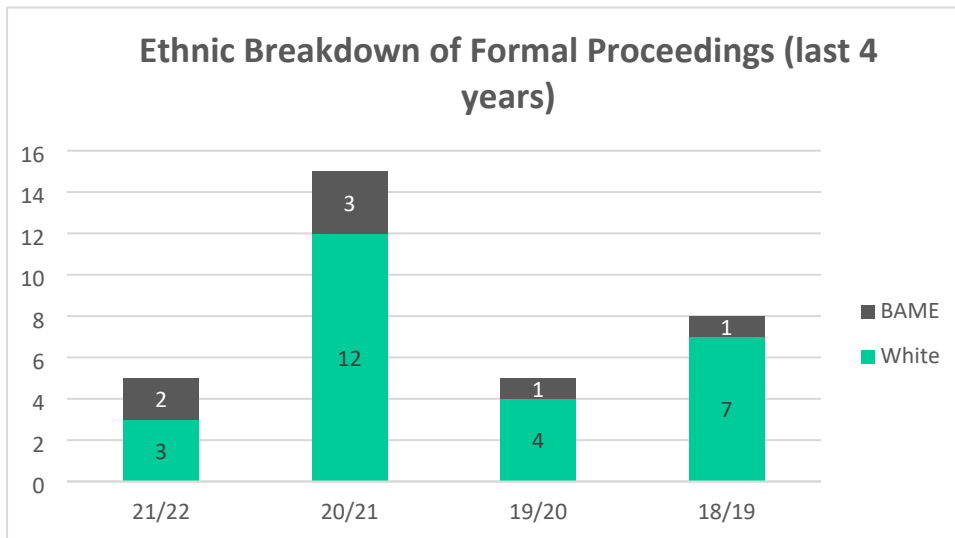


These results on ethnicity pay gap are positive and clearly show that BFC does not have an issue in this area.

11. Employment Procedures

Our records show that 9 members of staff went through a formal proceeding during 21/22. These include Disciplinary, Capabilities and Grievance but as the numbers are very small, one case will make a big impact on data analysis. The graph below shows the Disciplinary and Capability casework over the last 4 years. The proportion of those from an ethnic minority is larger than the total population.

The 2 members of staff in the past year were from an ethnic minority group came from different categories of ethnic origin.



If you look at all formal proceedings including Grievances, 2 out of the 9 employees were from an ethnic background.

Below is a Summary table of the sensitive characteristics of those that went through a formal proceeding through the year compared with the figure for the staffing population. This shows a tendency for age category 55-59 members of staff to be subject to more formal proceedings. Each case has been reviewed and there are a variety of reasons for each formal proceeding and there is no pattern. One case was for health issues which lead to early retirement.

Characteristic	BFC Staff Figure (%)	Formal Proceeding (%)
Sex	76% Female	78% Female
Disabled	4% declared disabled	0% declared Disabled
Ethnic Origin	12% Ethnic Minority	22% Ethnic minority
Sexual Orientation	1% Lesbian/Gay Woman	11% (1) Lesbian/Gay Woman
Age	17% 30 – 39 28% 40 – 49 15% 50 – 54 16% 55 – 59 11% 60 – 64 22% 65 and over	11% 30 – 39 22% 40 – 49 11% 50 – 54 22% 55 – 59 11% 60 – 64 22% 65 and over



Inclusive
Ambitious
Always learning

Being Bracknell Forest

Bracknell Forest Council

