

Public sector duty report

March 2020

Approved by

Date approved

Date implemented

Owner

SV and LD

Review date

April 2021

Public sector duty report

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Introduction

As a public authority in Wales we have a duty to set equality objectives with measurable equality outcomes. Our objectives will aim to promote equality of opportunity.

The Equality Act was passed in 2010 which provided a legislative framework to protect the rights of people with the following characteristics;

- Age
- Gender reassignment
- Sex
- Disability
- Pregnancy and maternity
- Sexual orientation
- Race – including ethnic or national origin, colour or nationality
- Religion or belief – including lack of belief

It applies to marriage and civil partnership, but only in respect of the requirement to have due regard to eliminate discrimination, however this data is captured in case it is needed in future reports.

The aim of the following report is to demonstrate that as a public authority we consider how we can positively contribute to a fairer Wales through advancing equality and diversity in our day to day activities.

Please note: throughout the report any values entered as '~' are from 1 to 5 and may therefore represent a disclosure risk so have not been published (in line with the Office for National Statistics disclosure control policy).

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Employment Information

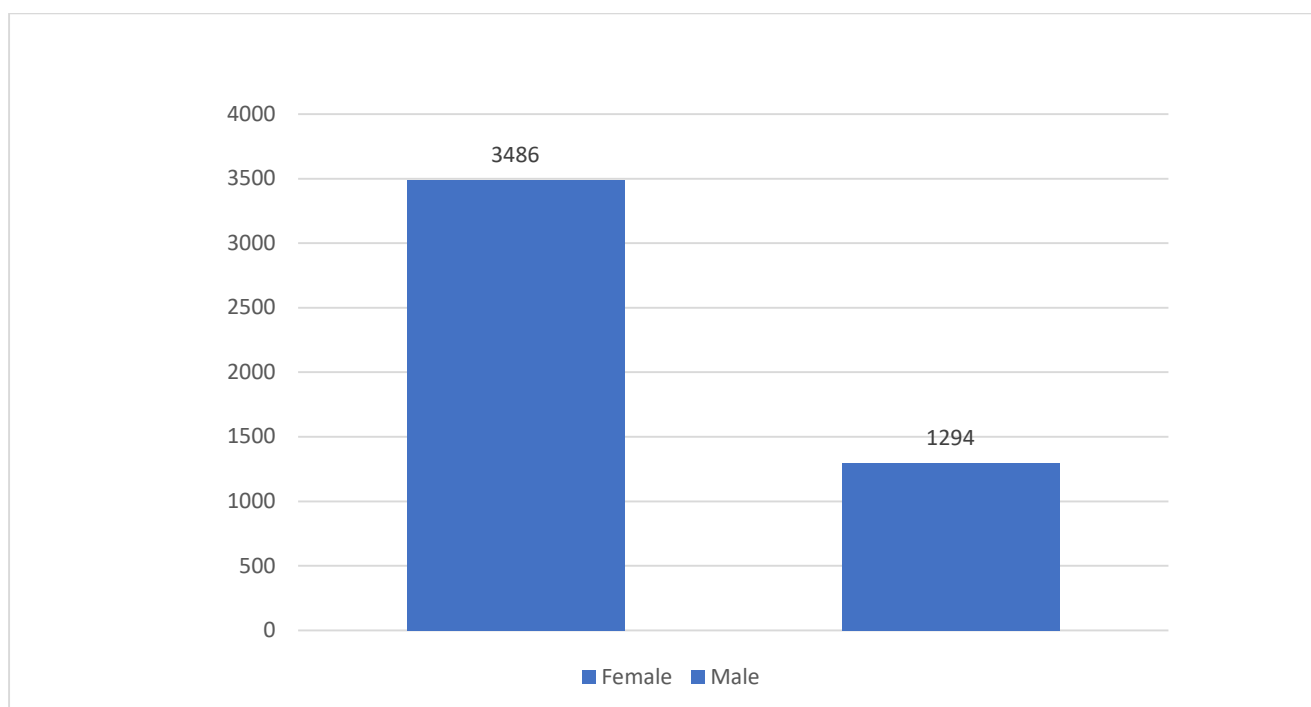
The data used for this section was taken from Denbighshire County Council's HR System and Finance System. This data consists of all permanent and temporary employees in all services of the Council including Schools.

People employed by Denbighshire County Council on 31st March 2020

Gender

Denbighshire County Council employed 4780 people as at 31st March 2020. The workforce consisted of 73% (3486) females and 27% (1294) males. The chart below shows these figures. Compared to the 2011 census data for Denbighshire, this proportion is higher than the overall gender split of the County which is 48% males and 52% females.

Employees by gender



[Caption: Employees in Denbighshire County Council by gender during the period 1st April, 2019 - 31st March, 2020. 3486 females and 1294 males.]

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Race

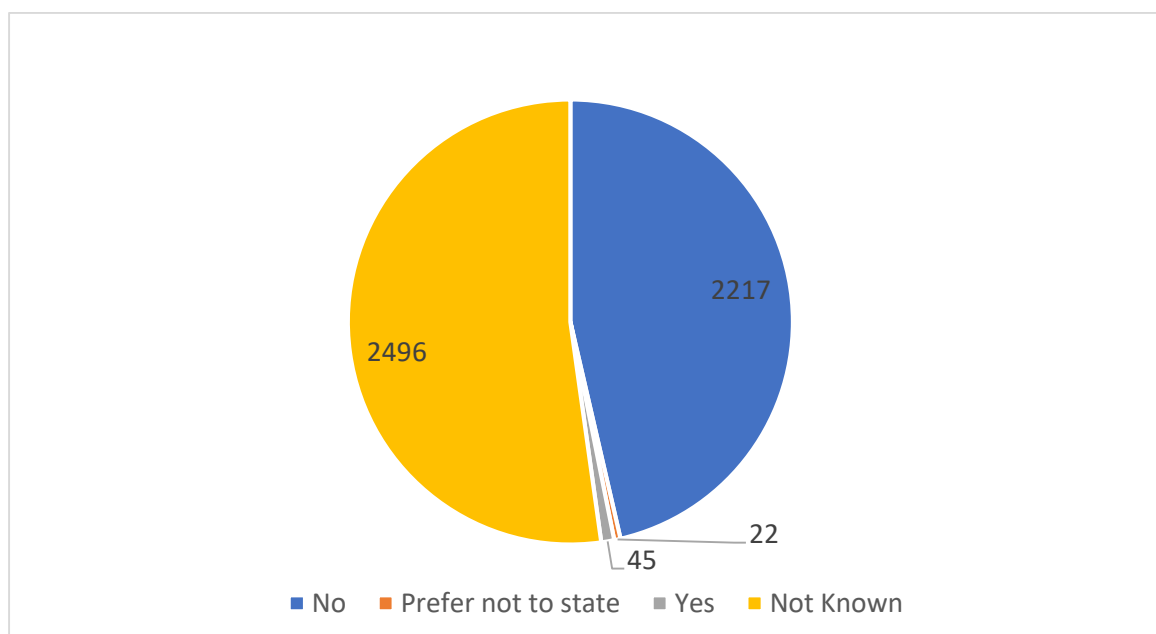
The table below illustrates the race breakdown within Denbighshire County Council as at 31 March 2020. The race of a large proportion of employees has not been declared at 52%, and 47% white. The census data of 2011 demonstrates that the county of Denbighshire is 97% white.

Race	Total Employees
Asian / Asian British	15
Black / African / Caribbean / Black British	~
Mixed / Multiple Ethnic Groups	23
Not known	2,481
Other Ethnic Group	~
Prefer not to state	26
White	2,228

Disability

The chart below demonstrates that 45 employees have indicated that they have a disability.

Employees by disability status



[Caption: Chart to show Employees of Denbighshire County Council by disability status during the period]

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Age

As the chart below indicates the largest age group is 50 to 59 years old as at 29% the 31 March 2020, very closely followed by the age group 40 to 49 at 26%, the same as last year.

Age Groups	Total Employees	%
16 to 19	52	1%
20 to 29	569	12%
30 to 39	985	21%
40 to 49	1230	26%
50 to 59	1384	29%
60 and over	560	12%

Religion and belief

The table below illustrates the religion and belief breakdown within Denbighshire County Council as at 31 March 2020. A large proportion of employees declined to specify their religion or belief or it is not known.

Religion	Total Employees
Agnostic	71
Atheist	133
Buddhist	10
Christian	1306
Hindu	~
Humanist	5
Jewish	~
Muslim	7
No Religion	555
Other	40
Prefer not to state	112
Sikh	32
Not Known	2507

Sexual orientation

The table below illustrates the sexual orientation breakdown within Denbighshire County Council as at 31 March 2020. A large proportion of employees declined to specify or it is not known.

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Sexual Orientation	Total Employees
Bisexual	14
Gay / Lesbian	20
Heterosexual / Straight	2205
Prefer not to state	2528
Not Known	2498

Gender Reassignment

The table below demonstrates the gender reassignment status of applicants. The question asked was 'Is your gender the same as it was at birth?'

Gender Reassignment	Total Employees
No	10
Prefer not to state	21
Yes	2227
Not Known	2522

Pregnancy and maternity

The table below illustrates the breakdown of those employees pregnant or on maternity leave as at 31 March 2020.

Pregnancy / Maternity	Total Employees
Given birth within the last 26 weeks	~
Not Applicable	1544
On Maternity Leave	12
Prefer not to state	57
Pregnant	31
Not Known	3132

People who have applied for jobs at Denbighshire County Council between 1 April 2019 and 31 March 2020

Gender

The table below shows the gender breakdown of applicants for jobs advertised in Denbighshire County Council during the period.

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Gender	Applications	Shortlisted	Appointed
Female	2990	787	361
Male	1415	381	138
Prefer not to state	437	84	273

Race

The following table shows the race breakdown of applicants for jobs advertised in Denbighshire County Council during the period.

Race	Applications	Shortlisted	Appointed
White	4249	1120	483
Prefer not to state	40	8	~
Asian / Asian British	36	7	~
Mixed / Multiple Ethnic Groups	43	17	8
Black African / Black Caribbean / Black British	7	~	~
Other Ethnic Group	~	~	~

Disability

The table below shows the disability breakdown of applicants for jobs advertised in Denbighshire County Council during the period. There are a high proportion of applicants that did not specify their disabled status.

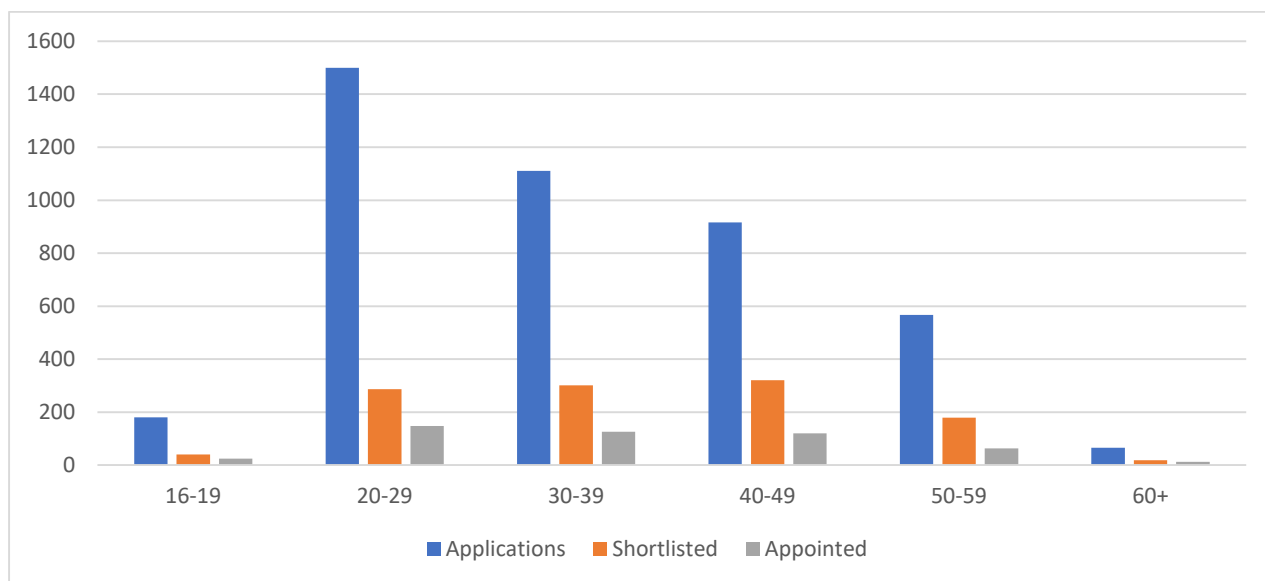
Disability	Applications	Shortlisted	Appointed
No	4122	1094	467
Prefer not to state	45	12	7
Yes	156	42	15

Age

The table below shows that our largest applicant age group again is 20-29 and our smallest age group is 60 and over. This is the same as the previous year.

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Age groups for recruitment



[Caption: Chart shows people who have applied for jobs in Denbighshire County Council by age group]

Religion

The table below shows the religious breakdown of applicants for job advertised in Denbighshire County Council during the period. The largest proportion of applicants are Christians; this is then followed by No Religion.

Religion	Applications	Shortlisted	Appointed
Agnostic	458	45	20
Atheist	230	78	28
Buddhist	23	~	~
Christian	1878	471	227
Hindu	5	~	~
Humanist	~	~	~
Jewish	~	~	~
Muslim	29	~	~
No Religion	1397	370	161
Other	74	23	9
Prefer not to state	135	42	14
Sikh	~	~	~

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Sexual Orientation

The table below shows the sexual orientation of applicants for job advertised in Denbighshire County Council during the period.

Sexual Orientation	Applications	Shortlisted	Appointed
Bisexual	36	8	~
Gay/Lesbian	95	43	8
Heterosexual/Straight	4071	1057	452
Prefer not to State	120	44	17

Gender Reassignment

The table below demonstrates the gender reassignment status of applicants. The question asked is 'Is your gender the same as it was at birth?'

Gender Reassignment	Applications	Shortlisted	Appointed
No	19	~	~
Prefer not to state	26	8	~
Yes	4291	1149	491

Pregnancy & Maternity

The table below illustrates the breakdown of pregnancy status as at 31st March, 2020.

Pregnancy & Maternity	Applications	Shortlisted	Appointed
Given birth in the last 26 weeks	14	~	~
Not Applicable	4283	1139	479
On Maternity Leave	33	11	~
Prefer not to State	16	5	~
Pregnant	9	5	~

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Employees who have applied to change position within Denbighshire County Council and how many were successful in their application between 1 April 2019 and 31 March 2020

Gender

The table below shows the number of applicants and appointments for internal jobs in Denbighshire County Council during the period by gender.

Gender	Applications	Shortlisted	Appointed
Female	127	78	30
Male	63	33	14
Prefer not to state	71	15	62

Race

The table below shows the number of applicants and appointments for internal jobs in Denbighshire County Council during the period by race.

Race	Applications	Shortlisted	Appointed
White	175	101	41
Prefer not to state	76	17	63
Mixed / Multiple Ethnic Groups	~	~	~
Other Ethnic Group	~	~	~

Disability

The table below shows number of applications and appointments for internal jobs in Denbighshire County Council during the period by their disability status.

Disability	Applications	Shortlisted	Appointed
No	183	109	42
Prefer not to state	72	15	63
Yes	5	~	~

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Age

The table below shows that the number of applications and appointments for internal jobs in Denbighshire County Council during the period by age group. Our largest applicant age group again is 20-29 and our smallest age group is 60 and over. This is the same as the previous year.

Age Groups	Applications	Shortlisted	Appointed
16 to 19	~	~	~
20 to 29	47	18	14
30 to 39	39	25	14
40 to 49	67	46	13
50 to 59	29	15	2
60 and over	6	5	~
Prefer not to state	71	15	62

Religion

The table below shows number of applicants and appointments for internal jobs in Denbighshire County Council during the period by their religion.

Religion	Applications	Shortlisted	Appointed
Agnostic	5	~	~
Atheist	13	6	~
Christian	85	51	19
Jewish	~	~	~
Muslim	29	~	~
No Religion	59	37	15
Other	~	~	~
Prefer not to state	85	22	65

Sexual Orientation

The table on the next page shows the applications and appointments of internal jobs in Denbighshire County Council during the period by sexual orientation.

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Sexual Orientation	Applications	Shortlisted	Appointed
Gay/Lesbian	6	~	~
Heterosexual/Straight	177	103	42
Prefer not to State	78	18	63

Gender Reassignment

The table below illustrates applications and appointment to internal jobs in Denbighshire County Council during the period by their gender reassignment status. The question asked is 'Is your gender the same as it was at birth?'

Gender Reassignment	Applications	Shortlisted	Appointed
No	~	~	~
Prefer not to state	74	16	63
Yes	182	106	42

Pregnancy & Maternity

The table below illustrates the breakdown of pregnancy status of applications and appointments of internal jobs in Denbighshire County Council as at 31st March, 2020.

Pregnancy & Maternity	Applications	Shortlisted	Appointed
Not Applicable	183	107	43
On Maternity Leave	~	~	~
Prefer not to State	74	15	63
Pregnant	1	~	~

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

At this time, we are unable to provide data on the above duty in terms of rejected applications due to our HR System not capturing this information. Please refer to the Action Plan at the end of this report for further explanation.

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Employees who have completed non-mandatory training during the period 1st April, 2019 and 31st March, 2020

Gender

The table below shows the gender breakdown of those employees who completed non-mandatory training during the period. The total number who completed training was 1137.

Gender	Total
Female	853
Male	284
Prefer not to state	0

Race

The table below shows the number of employees who completed non-mandatory training during the period by race.

Race	Applications
White	601
Prefer not to state	10
Asian / Asian British	7
Mixed / Multiple Ethnic Groups	~
Black African / Black Caribbean / Black British	7
Other Ethnic Group	~

Disability

The table below shows the breakdown by disability of those employees who have completed non-mandatory training with the period. This equates to 33% of the disabled workforce.

Disability	Total
No	599
Prefer not to state	5
Yes	16
Not known	517

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Age

The following table shows the age groups of those employees who have completed non-mandatory training during the period 1st April, 2019 – 31st March, 2020.

Age Groups	Total
16 to 19	7
20 to 29	108
30 to 39	220
40 to 49	283
50 to 59	394
60 and over	125

Religion

The table below shows the religious breakdown of employees who have completed non-mandatory training during the period.

Religion	Total
Agnostic	23
Atheist	35
Buddhist	~
Christian	325
Humanist	~
Jewish	~
Muslim	~
No Religion	164
Other	11
Prefer not to state	34
Sikh	13
Not Known	523

Sexual Orientation

The table on below shows the breakdown of employees who have completed non-mandatory training during the period by sexual orientation.

Sexual Orientation	Total
Bisexual	~
Gay/Lesbian	7

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Sexual Orientation	Total
Heterosexual/Straight	574
Not known	518
Prefer not to State	35

Gender Reassignment

The table below illustrates the gender reassignment status of employees who have completed non-mandatory training during the period. The question asked is 'Is your gender the same as it was at birth?'

Gender Reassignment	Total
No	~
Prefer not to state	7
Yes	606
Not known	522

Pregnancy & Maternity

The table below illustrates the breakdown of pregnancy status of employees as at the 31st March, 2020 who completed non-mandatory training during the period.

Pregnancy & Maternity	Applications
Not Applicable	4083
Given birth in the last 26 weeks	~
On Maternity Leave	~
Not known	702
Prefer not to State	19
Pregnant	5

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

Gender

This table shows the gender breakdown of those employees who have submitted a grievance and those who a case was made against during the period.

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Gender	Complaints Against	Complainant
Female	~	8
Male	~	10

Race

This table shows the breakdown by race of those employees who have submitted a grievance and those who a case was made against during the period.

Race	Complaints Against	Complainant
Not known	~	8
White	~	10

Disability

This table shows the breakdown by disability status of those employees who have submitted a grievance and those who a case was made against during the period.

Disability	Complaints Against	Complainant
Not known	~	10
No	~	8

Age

This table shows the breakdown by age group of those employees who have submitted a grievance and those who a case was made against during the period.

Age Groups	Complaints Against	Complainant
20 to 29	0	~
30 to 39	0	~
40 to 49	~	5
50 to 59	~	7
60 and over	~	0

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Religion

This table shows the breakdown by religion of those employees who have submitted a grievance and those who a case was made against during the period.

Religion	Complaints Against	Complainant
Christian	0	8
No Religion	0	~
Not known	5	8
Prefer not to state	0	~

Sexual Orientation

This table shows the breakdown by sexual orientation of those employees who have submitted a grievance and those who a case was made against during the period.

Sexual Orientation	Complaint Against	Complainants
Heterosexual/Straight	0	10
Not known	5	8

Gender Reassignment

This table shows the breakdown by gender reassignment status of those employees who have submitted a grievance and those who a case was made against during the period.

The question asked is 'Is your gender the same as it was at birth?'

Gender Reassignment	Complaint Against	Complainants
Not known	5	8
Yes	0	10

Pregnancy & Maternity

The table below illustrates the breakdown of pregnancy status as at 31st March, 2020 who have submitted a grievance and those who have a case against them.

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Pregnancy & Maternity	Applications	Shortlisted
Not Applicable	0	6
Not known	5	12

Employees subject to disciplinary procedures.

Gender

The table below shows the gender breakdown of those employees who were subject to a disciplinary during the period

Gender	Total
Female	20
Male	31

Race

The table below shows the race breakdown of those employees who were subject to disciplinary during the period.

Race	Applications
White	16
Prefer not to state	~
Not known	33
Other Ethnic Group	~

Disability

The table below shows the disability breakdown of those employees who were subject to disciplinary procedures during the period.

Disability	Total
No	16
Prefer not to state	~
Not known	34

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Age

The following table shows the age groups of those employees who were subject to disciplinary during the period 1st April, 2019 – 31st March, 2020.

Age Groups	Total
16 to 19	~
20 to 29	14
30 to 39	10
40 to 49	15
50 to 59	9
60 and over	~

Religion

The table below shows the religious breakdown of employees who were subject to a disciplinary.

Religion	Total
Atheist	5
Christian	6
Muslim	~
No Religion	~
Other	~
Prefer not to state	~
Not Known	34

Sexual Orientation

The table on below shows the sexual orientation of employees who have been subject to disciplinary procedures during the period.

Sexual Orientation	Total
Bisexual	~
Heterosexual/Straight	15
Not known	33
Prefer not to State	2

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Gender Reassignment

The table below illustrates the gender reassignment status of employees who were subject to disciplinary procedures during the period. The question asked is 'Is your gender the same as it was at birth?'

Gender Reassignment	Total
Prefer not to state	~
Yes	14
Not known	34

Pregnancy & Maternity

The table below illustrates the breakdown of pregnancy status of employees as at the 31st March, 2020 who completed training during the period.

Pregnancy & Maternity	Applications
Not Applicable	11
Not known	39
Prefer not to State	~

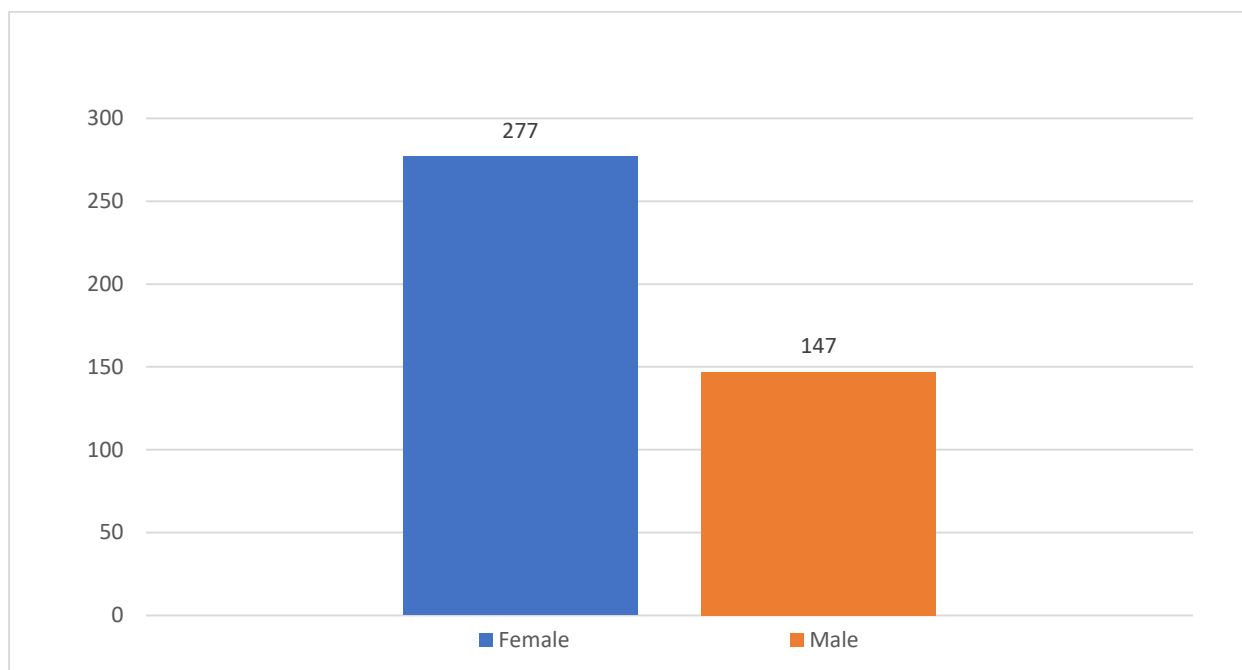
Employees who have left Denbighshire County Council during 1st April, 2019 – 31st March, 2020.

Gender

The chart below shows the gender breakdown of those employees who left Denbighshire County Council's employment during the period.

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Leavers by Gender



[Caption: Chart to show employees who have left Denbighshire County Council by gender]

Race

The table below shows the race breakdown of those employees left Denbighshire County Council's employment during the period.

Race	Applications
White	221
Prefer not to state	5
Not known	196
Other Asian Background	~

Disability

The table below shows the disability breakdown of those employees who left Denbighshire County Council's employment during the period.

Disability	Total
No	217

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Disability	Total
Prefer not to state	~
Yes	8
Not known	196

Age

The following table shows the age groups of those employees who left Denbighshire County Council's employment during the period.

Age Groups	Total
16 to 19	13
20 to 29	95
30 to 39	93
40 to 49	77
50 to 59	86
60 and over	60

Religion

The table below shows the religious breakdown of employees who left Denbighshire County Council's employment during the period.

Religion	Total
Agnostic	21
Atheist	14
Buddhist	~
Christian	101
Hindu	~
No Religion	70
Not Known	198
Other	5
Prefer not to state	8
Sikh	5

Sexual Orientation

The table on below shows the sexual orientation of employees who left Denbighshire County Council's employment during the period.

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Sexual Orientation	Total
Bisexual	~
Gay/Lesbian	5
Heterosexual/Straight	209
Not known	195
Prefer not to State	13

Gender Reassignment

The table below illustrates the gender reassignment status of employees who left Denbighshire County Council's employment during the period. The question asked is 'Is your gender the same as it was at birth?'

Gender Reassignment	Total
Prefer not to state	~
Yes	223
Not known	199

Pregnancy & Maternity

The table below illustrates the breakdown of pregnancy status of employees as at the 31st March, 2020 who left Denbighshire County Council's employment during the period.

Pregnancy & Maternity	Applications
Not Applicable	133
Not known	277
On maternity	~
Prefer not to State	12
Pregnant	~

Pay Differences

Grade and Pay

The data system used for this section was taken from Denbighshire County Council's HR System and the Finance System.

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The following table shows the grades and salary ranges broken down by male and female for Denbighshire County Council. Please note this data is collated to show Main Pay Scale Employees, Teachers, Youth Workers, Heads of Service and Directors and Soulbury Employees.

DCC Main Pay Scale	Female	Male
Grade 1	553	122
Grade 2	325	88
Grade 3	473	160
Grade 4	231	103
Grade 5	330	150
Grade 6	286	119
Grade 7	167	56
Grade 8	67	64
Grade 9	144	56
Grade 10	58	46
Grade 11	46	26
Grade 12	9	24
Grade 13	16	9
Grade 14	5	10

Chief Executive, Directors & Heads of Service	Female	Male
Total	5	8

Youth & Community Workers	Female	Male
Total	29	19

Teachers (Unqualified)	Female	Male
Unqualified Teachers Scale	~	~

Soulbury	Female	Male
Total	6	6

Teacher's Pay incl. UPS and TLR	TLR Payment	Female	Male
Main Pay Scale	-	150	41
Main Pay Scale	TLR 1	~	~
Main Pay Scale	TLR 2	20	7
Main Pay Scale	TLR 3	7	~

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Teacher's Pay incl. UPS and TLR	TLR Payment	Female	Male
Upper Pay Scale	-	278	54
Upper Pay Scale	TLR 1	28	11
Upper Pay Scale	TLR 2	140	56
Upper Pay Scale	TLR 3	14	~

Teachers Leadership Scale	Female	Male
Total	87	51

Job Title

The following table shows the gender split of job titles as at 31st March, 2020. We have removed job titles where there were 5 employees or less on both female and male categories.

Job title	Female	Male
Accountant / Accounts Officer	8	~
Administration & Organisation	235	24
Adviser	12	~
Architect/Assistant Architect	~	7
Archivist / Curator /Assistant Archivist	5	~
Auditor	5	~
Breakfast / Midday Supervisor	166	5
Business Manager / Officer	7	9
Business Partner	9	6
Care & Support Assistant	57	~
Care Assistant	56	~
Care Practitioner	39	~
Caretaker	14	57
Catering	199	22
Chargehand		~
Child Care Officer / Supervisor	13	~
Cleaning	215	91
Commercial Manager / Officer		~
Commissioning Officer	~	
Community Care Broker	~	
Contracts / Procurement Officer	5	~
Co-ordinator	20	8
Counsellor	11	~
Countryside Officer / Ranger	6	6
Customer Service	56	20
Data Manager / Officer	9	~

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Job title	Female	Male
Director / CEO	~	~
Disability Wellbeing Navigator	~	
Domestic	16	
Driver / Courier	~	11
Duty Officer	5	12
Education Officer / Manager	11	8
Educational Psychologist	~	
Electronic Assistive Technology Officer	~	
Employment Support Officer	6	~
Enforcement Officer	5	6
Engagement Manager / Officer	8	~
Engineer	6	16
Facilities / Site Manager or Supervisor	~	11
Family / Young People / Carers Worker	22	~
Finance Officer / Manager	22	5
Finance or Asset Officer / Manager	20	22
Flood Risk Management Officer	~	~
Gardener/Groundskeeper	~	~
Head of Service	~	6
Headteacher / Deputy Headteacher (including Acting)	80	50
Health & Safety Officer / Manager	~	~
Highways / Construction Operative	~	32
Homelessness Prevention Officer / Assistant	~	5
Housing Officer / Housing Support	25	11
HR Specialist / Assistant	12	~
ICT Officer	~	~
Information or Data Manager / Officer	9	~
Instructor/Supervisor	11	~
Lead Officer	6	6
Learning Support / Coach	9	~
Leisure Attendant / Officer	59	57
Leisure Manager / Supervisor	~	8
Librarian / Library Assistant	15	~
Mechanic	~	10
Mentor	11	~
Monitoring / Compliance Officer	8	~
Occupational Therapist	16	~
Operations Manager / Officer	~	~
Passenger Assistant	49	7
Performance or Development Manager / Officer	42	17
Placement & Commissioning Officer	~	~
Planning Manager / Officer	7	6
Principal Manager / Officer	7	6
Production Operative / Assistant	~	29
Project Manager	11	6
Project Officer / Support	12	5

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Job title	Female	Male
Project Worker	10	5
Public Protection Officer	11	9
Public Rights of Way Officer	~	~
Refuse & Recycling Operative	~	65
Registration Officer	5	~
Reviewing Officer	8	~
Road Safety Officer	~	~
School Crossing / Walking Bus Attendants	9	6
Service Manager / Officer	17	8
Social Worker	63	8
Solicitor	6	~
Stores / Stock Person	~	11
Streetscene Manager / Supervisor	~	8
Streetscene Operative / Co-ordinator	~	61
Support Manager	7	~
Support Officer	47	21
Support Worker	60	8
Surveyor	8	23
Systems Analyst / Support	16	10
Teacher	647	177
Teaching Assistant	750	62
Team Leader	13	19
Team Manager (including Deputy)	26	12
Team or Unit Manager (including Deputy)	22	15
Technical Assistant / Technician	~	12
Tourism, Marketing or Events Officer	6	5
Tradesperson	~	31
Translator / Language Officer	~	~
Transport Officer	~	~
Waste Manager / Officer	~	~
Welfare Officer	10	~
Workshop Handyperson	~	~
Youth Worker / Youth Support	29	21
Harbour or Coastal Officer / Assistant	~	~

Action plan

The Actions below have been carried forward from the 2018 – 2019 report due to inability to progress these areas of work during the pandemic.

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Topic	Actions
<p>Requests and Applications for Training:</p> <p>There is currently no accurate way to collect those employees who have been declined training, as the system only captures attendance at training courses.</p>	<p>Processes are being considered to try to rectify this reporting problem.</p>
<p>There are a high volume of employees who have preferred not to state their sensitive information.</p>	<p>The numbers have reduced since the launch of the Employee Self Service Pages which captures equality data. Employees are being encouraged within their services to complete this data.</p>
<p>Employees who have applied to change position in Denbighshire.</p> <p>Whilst data has been collected at various stages it is not collected for all recruitment campaigns so show inconsistencies at shortlisting stage.</p>	<p>Discussions will take place with the HR Team and Schools Administration on how to overcome this for future reporting.</p>