Appendix 1

Cyngor Castell-nedd Port Talbot
Neath Port Talbot Council

ADRODDIAD BLYNYDDOL CYDRADDOLDEBAU MEWN CYFLOGAETH 2024/2025

ANNUAL EQUALITIES IN EMPLOYMENT REPORT 2024/2025

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 2024 to 31st March 2025.

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 2024/2025

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 2025 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

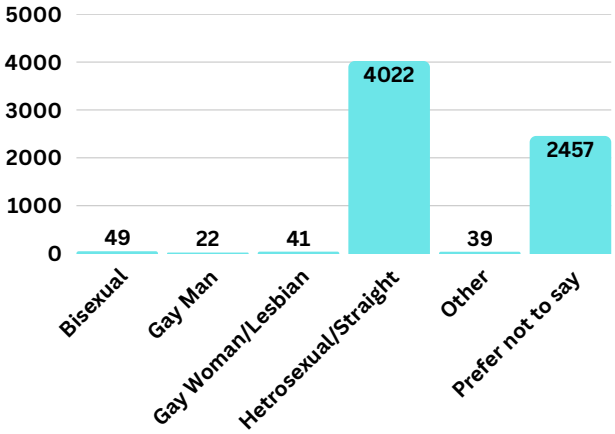
Overview of the Council

The Council employs 6,630 employees

30%

70%

Sexual Orientation

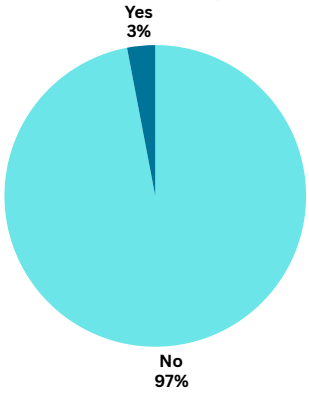


Average Age

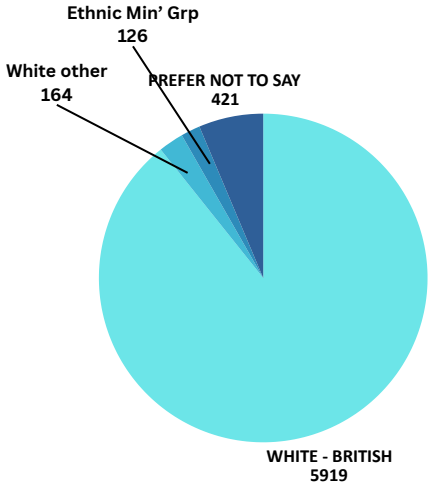
45

44

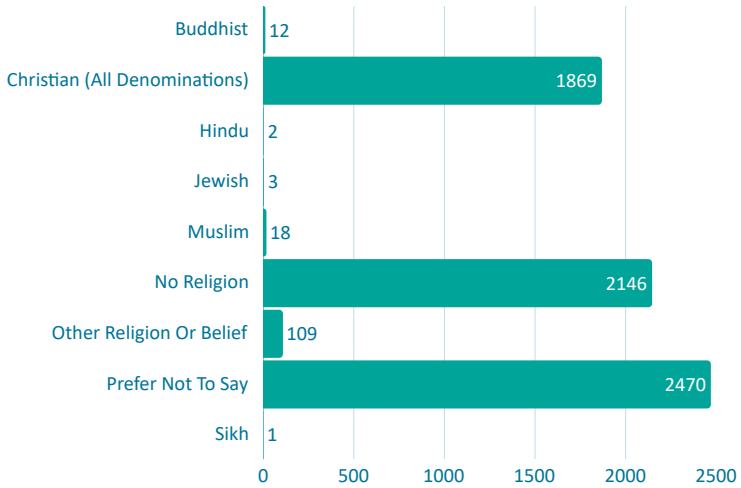
Disability



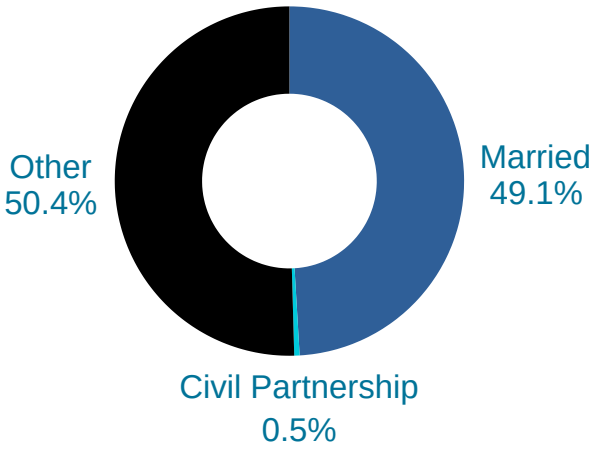
Race



Religion



Marriage & Civil Partnership



Age

Average Age

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

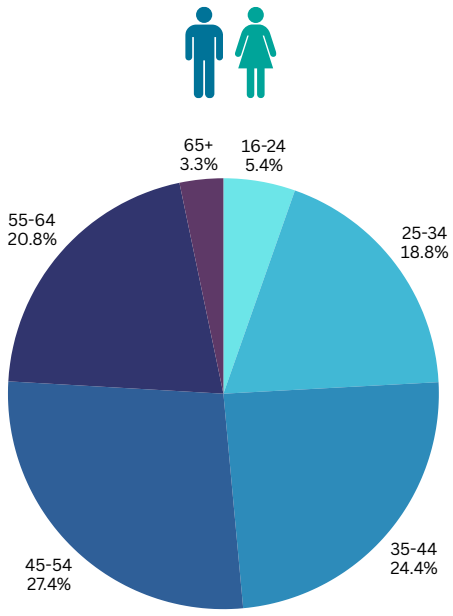
45

44

44

Age Range

16-24	143	214
25 - 34	390	854
35 - 44	390	1227
45 - 54	476	1339
55 - 64	462	918
65+	95	122



The age profile data above provides a clear picture of Neath Port Talbot Council's workforce. It reveals a substantial number of employees in the 45–54 and 55–64 age groups.

Our revised Succession Planning toolkit is an important tool for managers to ensure they have the right people, in the right place, at the right time with the right skills in order to maintain services and ensure resilience. This will enable us to meet both current and future needs, strengthening our ability to serve the community effectively.

We have a number of initiatives across the Council including a comprehensive learning, training and development programme for those wishing to enhance their skills and learn new skills, ensuring staff remain engaged and equipped for changing demands.

We have recently revised our Flexible Retirement Policy and have the full range of flexible working options available to our employees, including hybrid working.

We have our Ment2Be Mentoring Scheme which promotes knowledge transfer and development between individuals and teams.

In February 2025 Personnel Committee approved the signing of the Age Friendly Pledge which is a nationwide programme for employers who recognise the importance and value of older workers. Employers commit to improving work for people in their fifties and sixties and taking the necessary action to help them flourish in a multigenerational workforce.

As part of this, the Talent Management Team are driving an initiative to target workers in their fifties and beyond, to help fill these gaps, and establish a multigenerational workforce that drives productivity and innovation.

In relation to early careers, with SPF funding we have had the opportunity to introduce an apprenticeship scheme which has provided valuable entry points for individuals which has both supplied the council with fresh perspectives and has contributed to the sustainable development of the workforce.

Recruitment

Age Range	Applicants	Shortlisted	Appointed
16-24	890	187	62
25 - 34	2002	392	153
35 - 44	1649	341	148
45 - 54	1062	251	115
55 - 64	574	148	55
65+	38	9	5

6362 people applied for 547 jobs with the Council during 2024/25 with 538 appointments made.

9% of applicants were internal applicants from within the Council's workforce.

We continue to advertise our posts internally and externally simultaneously and this year, 91% of applicants were from external applicants.

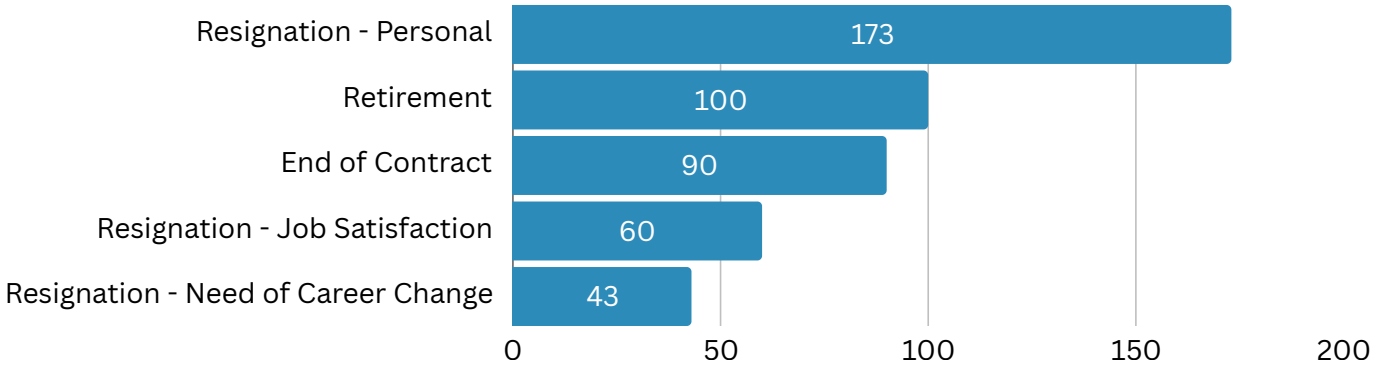
The Talent Management team continues to drive Neath Port Talbot Council's inclusive recruitment strategy through strong partnerships with internal stakeholders and external organisations such as Job Centre Plus (JCP) Quarterly 'Want to Work' sessions. Through JCP supported interviews have enabled tailored support and successful placements in catering, youth work, and cleaning roles. Targeted initiatives for individuals aged 50+ have led to the recruitment of school crossing patrol officers—traditionally hard-to-fill roles. Broader employability efforts include hosting seven general jobs fairs and three Council-specific recruitment events, alongside bespoke 50+ mini events. They have also engaged with NPT schools and colleges through careers fairs, mock interviews, and workshops in order to strengthen pathways into Council careers. Collaboration with partners such as Careers Wales, the Armed Forces Team, and the Public Service Board further enhances our reach across our communities and supports hard-to-fill vacancies, ensuring inclusive access to employment across the area

We continue to use the LinkedIn Recruiter licence to advertise vacancies on our dedicated NPT page. Both our team and other NPT colleagues actively promote these job postings on the platform. This approach has been effective in attracting suitably-qualified candidates for professional roles

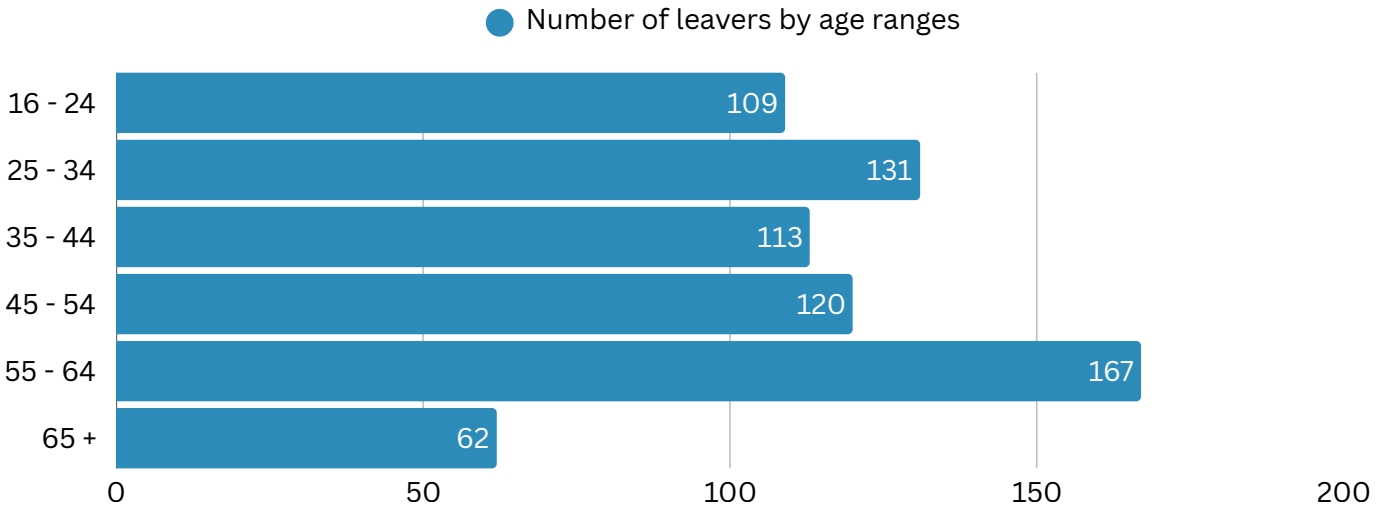
Leavers

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

Top 5 Leaving Reasons



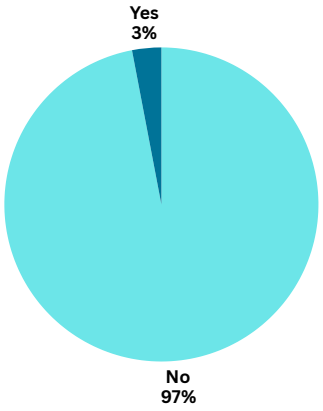
The data above shows the top 5 reasons why employees leave the Council.



When we are notified that an employee has resigned, we send them a letter confirming their resignation together with a link to an exit questionnaire. Alongside this, a member of the Talent Management Team contacts them to offer an exit interview with them.

Disability

Declared Disabilities



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

3.1%

3.1 % of employees have declared that they have a disability. The declaration of a disability is not mandatory and is therefore dependant on the employee sharing this information with us.

To support our employees who consider themselves to have a disability, in April 2025, the NPT Employee Disability Network was established to support the inclusion and wellbeing of disabled colleagues. The group meets regularly to share experiences, provide peer support, and will also contribute to policy developments. They are currently putting together an action plan of what they want to achieve as an employee group.

We have continued with the actions in our Mental Health Strategy Action Plan of which our 33 Employee Champions play a major role signposting individuals to support services and participating in awareness campaigns.

Our Employee Assistance Programme (VIVUP) remains available to all our employees. This dedicated service provides confidential assistance 24 hours a day, 365 days a year, ensuring support is accessible whenever it is needed. The programme offers a range of resources, from in the moment support, counselling, financial advice and domestic abuse support.

We have reviewed our Maximising Attendance at Work Policy, which is the Policy managers use to manage sickness absence. This was done in conjunction with a selection of managers from across the Council and our trade unions. The review has clarified roles and responsibilities, added guidance on when managers should consider formal action under the procedure, updated guidance on absence reporting, clarified the role of Occupational Health and enhanced the guidance in relation to reasonable adjustments for disabilities. Alongside this, we continue to promote our Reasonable Adjustment Disability Passport.

Recruitment

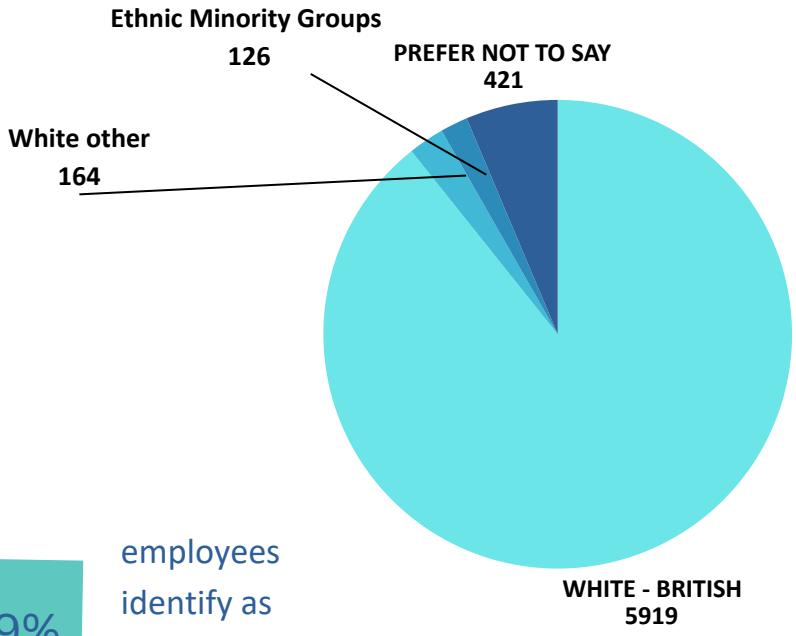
436 applicants who applied for a post with the Council declared a disability.
Out of these 113 were shortlisted for interview and 64 of those shortlisted were successful and were appointed to the post.

In 2024/2025 the Council has made progress in recruiting applicants with disabilities.
We have seen an increase in the number of applicants applying, shortlisting rates, and successful appointments. Continued monitoring and analysis will be essential to ensure these positive trends are sustained and further improved going forward.

The Council is committed to creating an inclusive recruitment process that supports disabled candidates through their recruitment journey. We continue to provide recruitment and selection training for recruiting managers and we have also extended this offer to include a Candidate Engagement and Attraction workshop so that managers understand how important it is to communicate with applicants during the process. This makes it a much more positive experience for applicants.

We continue to be dedicated to conducting recruitment in a manner that is free from discrimination. Reasonable adjustments are provided for disabled candidates throughout every phase of the recruitment process, where necessary. As a Disability Confident employer, we offer a Guaranteed Interview Scheme to applicants who identify as having a disability, provided they fulfil the essential requirements for the position.

Race



Ethnic Minority Groups

Irish
Mixed white and Black Caribbean
Indian
Mixed White and Black Asian
Black Caribbean
Chinese
Pakistani
White and Asian
Mixed white and black African
Black African
Black other
Arab
Other.

1.9% employees identify as Black, Asian and Minority Ethnic.

To set this in the context of the local population, according to the 2021 Census, the proportion of Ethnic Minority Groups residents within the County Borough equates to 3.4%.

It is positive to note this year that we have had a modest increase in the number of employees from ethnic minority groups. Last year the number of employees was 112 (1.7%) and this year it has increased to 126(1.9%). Also, the number of employees opting not to disclose their ethnicity has decreased compared to last year.

The Council's Ethnic Employee Network continues to play a vital role in supporting staff from diverse backgrounds and fostering an inclusive workplace culture. It provides an ongoing platform for our employees to share experiences, raise awareness of important issues and contribute to policy development.

The network run events which strengthen equality, celebrate cultural diversity, and ensure that the voices of ethnic employees remain heard and valued throughout the organisation.

The Anti-Racism Strategy is in an advanced draft stage and now due to be taken for consultation and agreement to the recognised trade unions and Strategic Leadership Team. The Strategy & Plan aligns with the Welsh Government Anti-Racist Wales Action Plan (ArWAP) and the Unison Anti-Racism Charter, ensuring compliance with legislative objectives and demonstrating our commitment to meaningful change. Workshops and consultation sessions have been held to incorporate key stakeholder input in drafting the strategy.

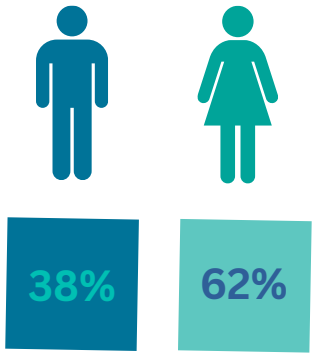
We are committed to being an inclusive employer and the aim of the strategy is to help us move beyond statements of intent and take accountable action to promote positive outcomes for our ethnic employees and communities. It will enable us to become more equitable, representative and effective.

Anti-Racism and Unconscious Bias training has been established, with plans to expand delivery to the wider workforce, prioritising Leadership initially with detailed training at a Service Leaders Network Session.

Employee Male/Female Split

Whie/British	1758	4161
White Other	47	117
Ethnic Minority Group	48	78
Prefer not to say/Not Provided	103	318

Male/female split of ethnic minority employees



This year, we continue to implement our Anti-Racism Action Plan, developed in collaboration with our trade union colleagues and the Ethnic Employee Network. The Action Plan remains central to enhancing employment experiences and opportunities for individuals from ethnic minority backgrounds. As an Authority, we also maintain our commitment to the UNISON Anti-Racism Charter, recognising its ongoing importance in promoting equality and inclusion.

Recruitment

6362 people applied for 547 jobs with the Council during 2024/25.

Ethnic Minority Groups

Applicants

2024/2025	2023/2024	2022/2023
691	771	447

Shortlisted

2024/2025	2023/2024	2022/2023
111	160	97

Appointed

2024/2025	2023/2024	2022/2023
23	21	25

Whist it is encouraging that there has been an increase in the number of successful applicants from ethnic minority groups this year, we will continue our efforts in promoting diversity and inclusion.

We have built in to our Anti-Racism Action Plan that we are firmly committed to continuously identifying and removing barriers to both employment and advancement for ethnic minority employees. This commitment is reflected in several active initiatives like the use of anonymous applications forms and recommending inclusive interview panels. Alongside this, we maintain a prominent and visible Anti-Racism Statement on our Jobs website, which shows our commitment to being an inclusive employer.

We continued to deliver Equalities and Unconscious Bias Training, embedding inclusive practices in recruitment and career development.

The Talent Management Team has continues to play a key role in promoting our vacancies to ethnic minority groups. Their work has focused on creating inclusive recruitment practices by updating our recruitment branding with diverse imagery alongside the use of our LinkedIn Recruiter licence. They partner with the Ethnic Employee Network and attend all their events, promoting the Council's vacancies and employment offer, encouraging and supporting applications to the Council. The Candidate Attraction and Engagement Workshops they run emphasise the importance of inclusive recruitment processes and communication with applicants at all stages during the recruitment process.

Leavers

702 employees left the authority during the period.

Ethnic Minority Group leavers
(of total leavers)

2.6%

Ethnic Minority Group leavers
(of total workforce)

0.3%

Sex

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

Recruitment

6362 people applied for 547 jobs with the Council during 2024/25.

Applicants	2523	3719
Shortlisted	599	728
Appointed	186	353

2023/2024

682 jobs advertised

6625 people applied

Applicants	2496	4027
Shortlisted	791	1501
Appointed	228	449

2022/2023

708 jobs advertised

5959 people applied

Applicants	2204	3755
Shortlisted	777	1205
Appointed	179	348

It is positive to note that with fewer roles advertised, we are still attracting high application rates. This is a positive reflection of the Council's reputation as an employer, demonstrating that our roles remain visible and attractive to prospective candidates. The consistent interest shows that Neath Port Talbot is considered a great place to work, with many people actively seeking opportunities to join the Council.

The recruitment data provides valuable insight into gender representation at each stage of the process. Of all applications received, 40% were submitted by male candidates and 60% by female candidates reflecting a notable female majority among applicants.

Whilst applications from female candidates saw a decrease of 7.5% overall this year it is pleasing to note that there is a higher number of females being successfully appointed to roles across the Council.

Key activity in 2024 / 2025:

We are continuing with the actions in our Gender Equality Action Plan which seeks not only to reduce our gender pay gap, but also to create opportunities for females in our workforce.

Our popular mentoring scheme Ment2Be is now in it's second year and is receiving great feedback from both mentors and mentees.

We ran an online event for International Women's Day in March 2025 where 5 women across the Council with protected characteristics gave the group a fascinating insight into their careers to date and how they feel supported working for the Council.

Our Menopause Matters Group continues to go from strength to strength with 6 dedicated Menopause Champions, including a Menopause Practitioner, to lead our efforts and provide expert guidance. The Champions share weekly resources via our Menopause Matters Comms Channel, now with nearly 250 engaged employees. We've introduced Menopause Yoga and Menopause Cafés, offering safe, supportive spaces to relax, connect, and share experiences. Participation in Fitness and Wellbeing Week helped spotlight holistic health approaches for all employees. We've hosted a range of Health Talks and Awareness Events, including a powerful session on menopause and addiction in partnership with Hywel Dda Health Board. We've updated our Menopause Guidance to reflect the support now available and the inclusive culture we're building. We've signed the Menopause Workplace Pledge, reinforcing our commitment to creating a menopause-friendly workplace.

Targeted leadership development opportunities were promoted, including the Women Aspiring to Management Training and the Academi Wales Springboard Programme, ensuring women have access to the skills and confidence needed for senior positions. Specialist programmes such as Violence Against Women, Domestic Abuse and Sexual Violence training reinforced our commitment to creating a safe and supportive environment for all employees.

We continue to monitor our Gender Pay Gap and a further report will be provided in February 2025.

Contract Type

Permanent	1675	3805
Fixed Term	113	296
Temporary	191	728

55% Full Time

45% Part time (less than 37 hours)

Male/Female of total workforce

56% Part Time

44% Full Time

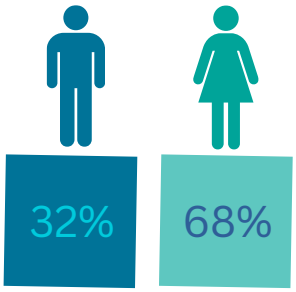
18% Part Time

82% Full Time

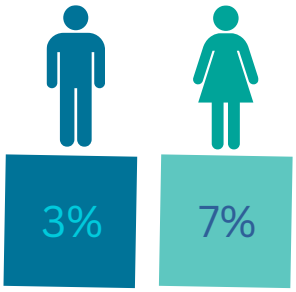
Leavers

There were 702 leavers during the period.

Male/Female of total leavers



Male/Female leavers of the total workforce



Gender Pay

Gender Pay Gap for 31st March, 2023

3.67% Mean

3.28% Median

All employees (excluding schools)

	Mean	Median
	£18.90	£15.52
	£17.87	**£14.00**

Gender Pay Gap for 31st March, 2024

3.81% Mean

3.16% Median

All employees (excluding schools)

	Mean	Median
	£15.64	£16.26
	£17.18	15.64

All employees (including schools)

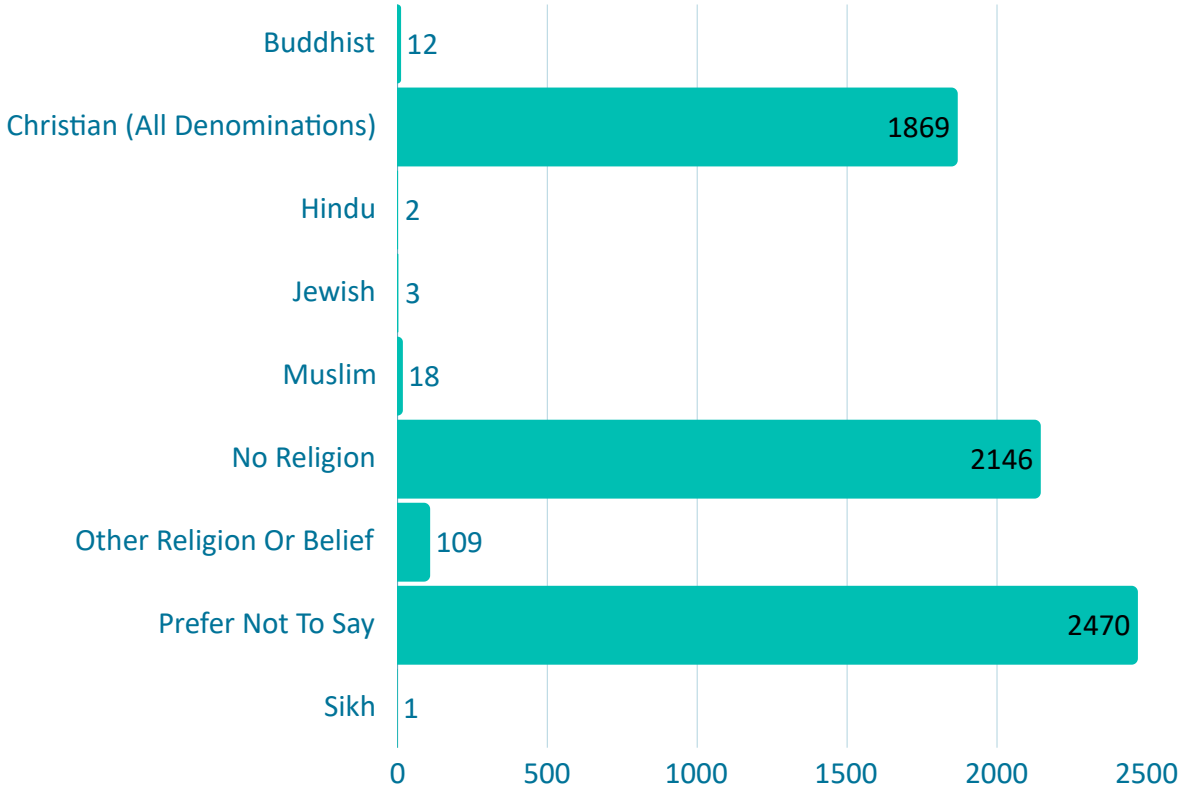
	Mean	Median
	£20.97	**£16.36**
	£20.18	**£15.24**

Our mean gender pay gap has slightly increased from 3.67% in 2023 to 3.81% in 2024. The slight increase is attributed to the entry of more women in lower graded posts like cleaning and catering

In 2023 a female employee earned 97p for every £1 earned by a male employee whereas in 2024, a female earns 96p for every £1 earned by a male.

Religion/Belief

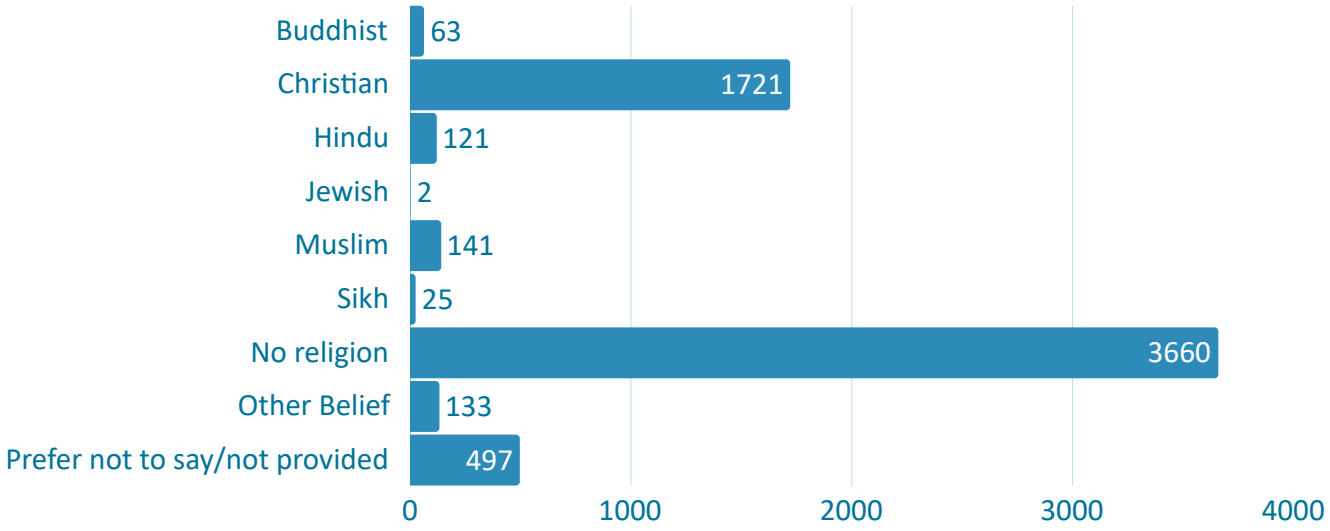
A wide range of beliefs and non-beliefs are represented within our employee profile



As the reporting of religion/belief is not mandatory for employees, 37% of our employees have chosen not to disclose their religion, by selecting 'Prefer not to say'. A further 28% of staff have reported 'No Religion', while 28% have identified as Christian, making Christianity the most prominent declared religion across the Council.

Recruitment

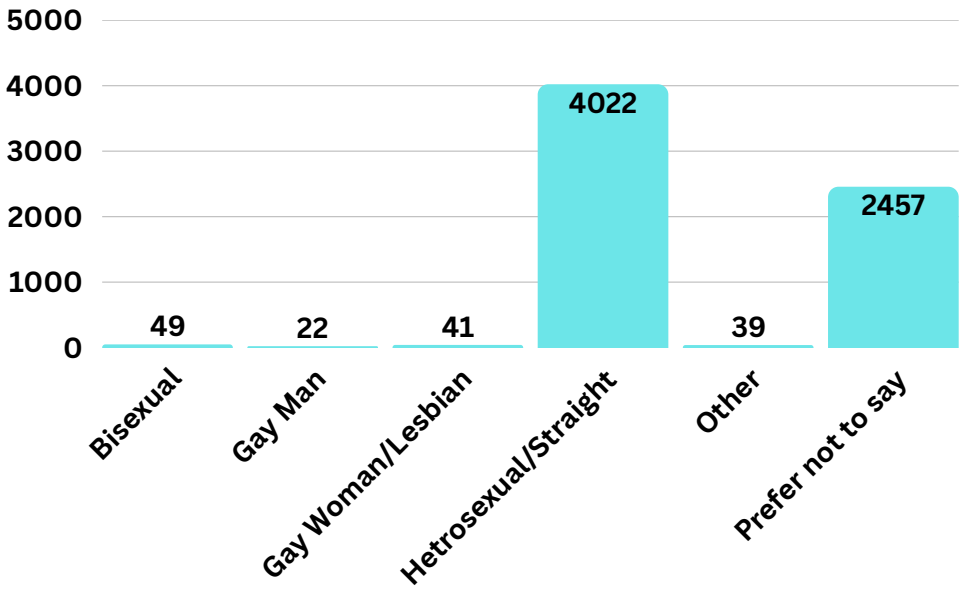
6362 people applied for 547 jobs with the Council during 2024/25.



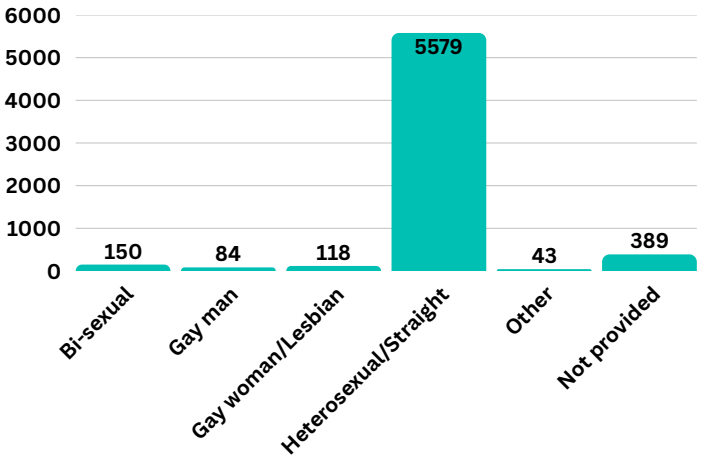
The highest proportion of applicants (58%) stated they had no religion, this is in line with the 2021 census. The next highest percentage (27%) were Christian (all denominations). These figures are similar to previous years.

Sexual Orientation

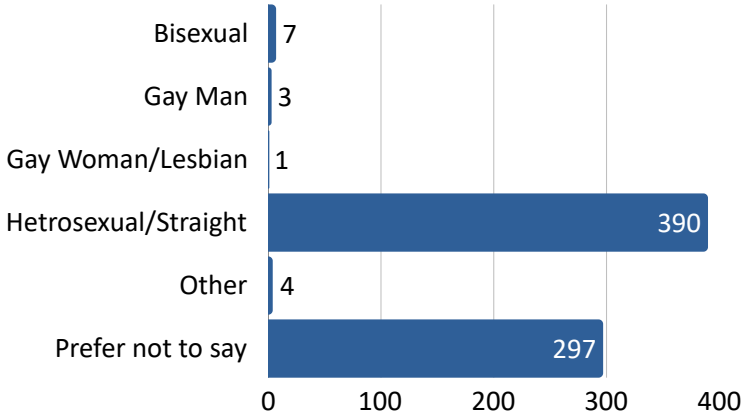
Employees



Recruitment



Leavers



Gender Reassignment

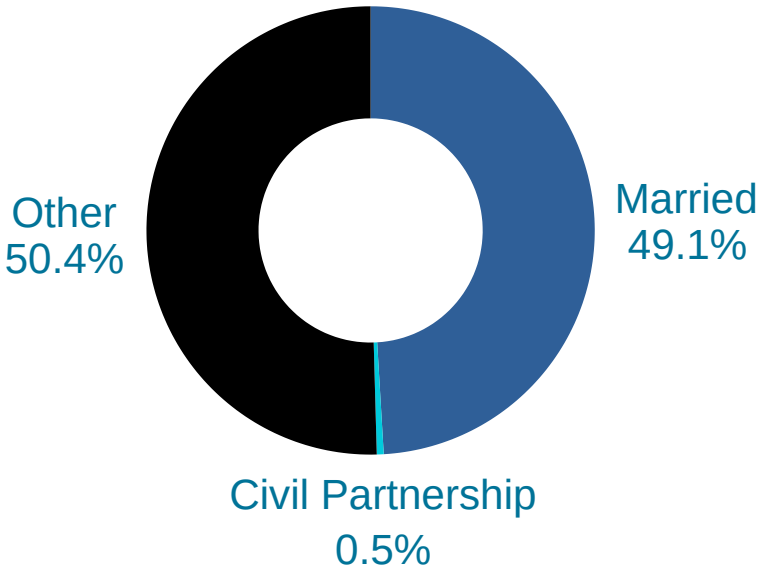
This year, one employee stated that their gender was different to that assigned at birth.

The Council has had in place a Gender Reassignment Policy since July 2019 to support trans employees, this has been updated and renamed Trans Awareness Guidance following consultation with our LGBTQ+ Employee Network.

The Network has run several events this year to support the LGBTQ+ community.

The Council's Learning, Training and Development team run equalities training and awareness training sessions for employees in relation to transgender awareness.

Marriage & Civil Partnership



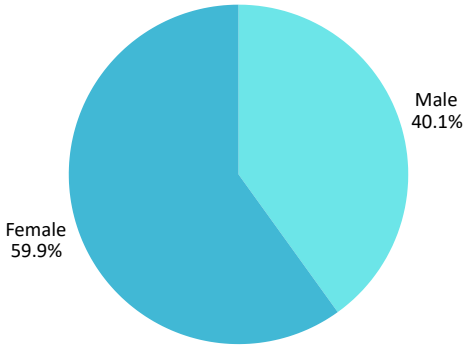
Pregnancy & Maternity

- 104 employees have taken Maternity leave
- 23 employees have taken Paternity Leave
- no employees have taken Adoption Leave
- 20 employees have taken Shared Parental Leave

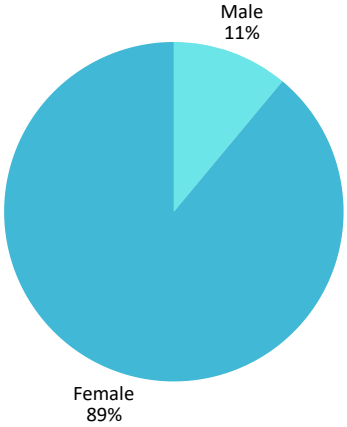
Occupational Areas of Work

The graphs below show a breakdown of each Directorate with the male and female split. The percentages refer to the percentage of the Directorate's workforce.

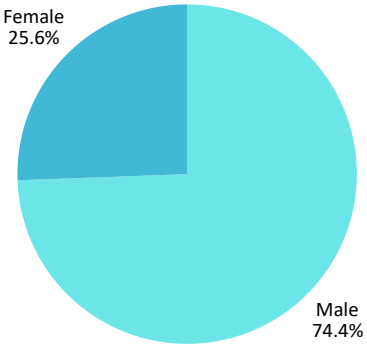
Strategy & Corporate Services



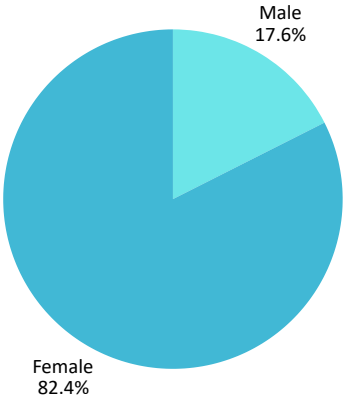
Education, Leisure & Lifelong Learning



Environment & Regeneration



Social Services, Health & Housing

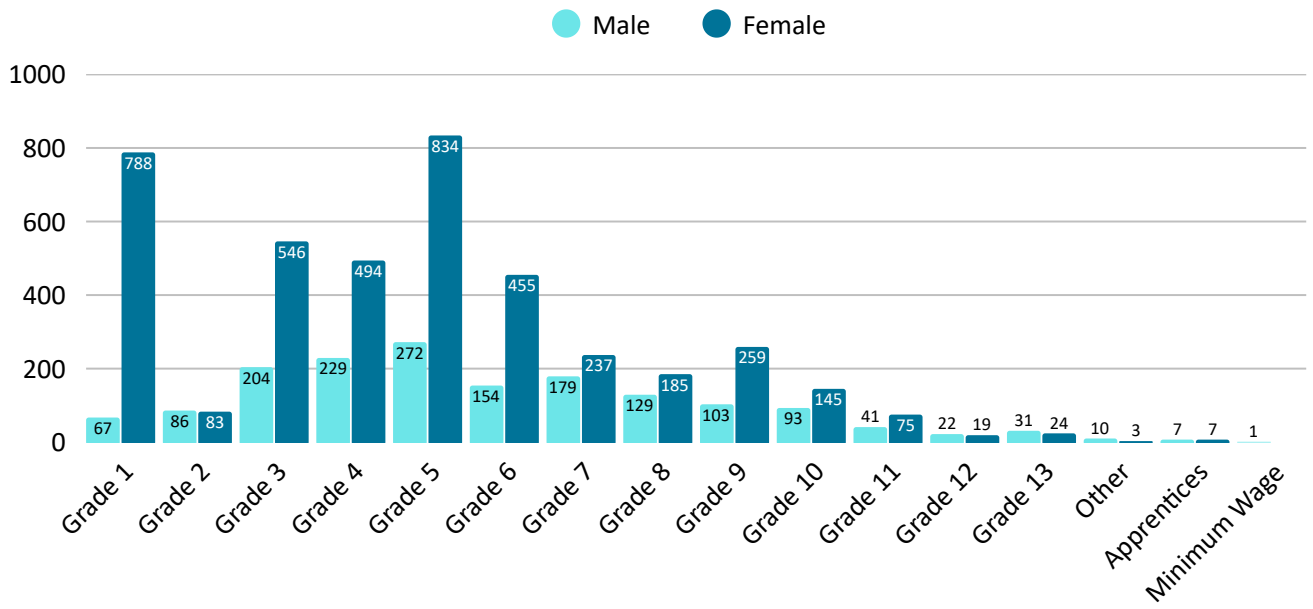


Grade & Pay

Chief Officers

Salary Range			Total
£145,356 - £159,687 (Chief Exec)	0	1	1
£120,313 - £129,585 (Director)	3	1	4
£97,999 - £107,843 (CFO)	1	0	1
£84,015 - £92,207 (HOS)	11	6	17
Total	15	8	23

Local Government Services (Green Book) Employees



Teacher Leadership Groups

Deputy Heads/ Teachers in Charge			Total
£50,653 - £105,862	39	61	100

Heateacher Salary Pay Point			Total
£57,304-£75,111	4	4	8
£57,304-£76,238	0	1	1
£60,203-£89,186	6	25	31
£64,933-£69,787	0	1	1
£64,933-£91,401	4	8	12
£64,933-£88,303	0	2	2
£69,878-£93,663	2	1	3
£77,000-£103,309	2	0	2
£82,868-£116,769	3	1	4
£89,186-£125,669	3	2	5
Total	**24**	**45**	**69**

Teacher Leadership Groups

Teacher Salary Range			Total
£32,433- £44,802 (Main Scale)	64	179	243
£46,446- £49,944 (UPS 1-3)	180	585	765
£21,812 - £34,495 (Unqualified)*	8	19	27
Total	**252**	**783**	**1035**

**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
£41,554-£44,305 (1-3)	1	0	1
£47,003-£51,125 (5-8)	0	1	1
£47,003-£54,125 (5-10)	0	1	1
£51,125-£58,400 (8-13)	0	1	1
£55,520-£58,400 (11-15)	0	2	2
£59,766-£67,439 (14-20)	0	1	1
£61,271-£68,811 (15-21)	1	0	1
£66,724-£70,009 (19-22)	0	1	1
£68,811-£72,507 (21-24)	2	2	4
£72,507-£80,100 (19-30)	2	1	3
£72,507-£73,770 (24-25)	1	2	3
£72,507-£76,263 (24-27)	0	2	2
£72,507-£75,002 (24-26)	0	1	1
Total	**7**	**15**	**22**

Soulbury (Blue Book) Groups

Educational Psychologist Salary Range			Total
£36,109 - £38,774 (Assistant)	0	3	3
£43,483 - £61,664 (Scale A)	0	8	8
£53,995 - £70,735 (Scale B)	0	4	4
Total	**0**	**15**	**15**

Youth & Community Service Officer Salary Range			Total
£51,202 - £54,889 (7 – 10)	1	0	1

Youth & Community Workers (Pink Book)

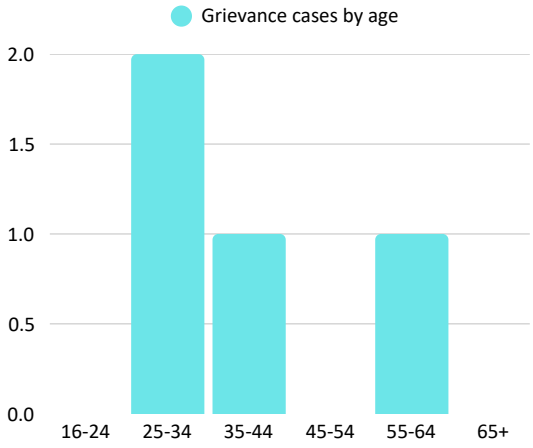
Salary Range			Total
£30,896 - £33,631 (13 – 16)	11	29	40
£34,431 - £36,837 (17 – 20)	4	3	7
£38,757 - £41,755 (22 – 25)	2	3	5
Total	**17**	**35**	**52**
Part Time at various rates	17	23	40
Total	**34**	**58**	**92**

Employees involved in Grievance Procedures 2024/2025

There were 5 grievance cases during this period and shown below are graphs breaking these cases down by protected characteristic.

4

1



Marital Status

4 - Married/Civil Partnership

1-Prefer not to say

Religion/Belief

4 - No Religion

2-Prefer not to say

Disability

0

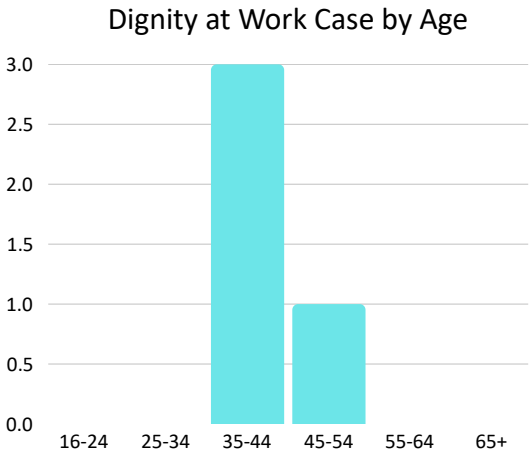
Sexual Orientation

1- Prefer not to say

3- Heterosexual/Straight

Employees who brought a Dignity at Work Complaint 2024/2025

There were 4 Dignity at Work complaints during this period.



Marital Status

1 - Married/Civil Partnership

-Prefer not to say

3 - Single

Religion/Belief

1- Christian

1 - No Religion

2 - Prefer not to say

Disability

Sexual Orientation

1 - Prefer not to say

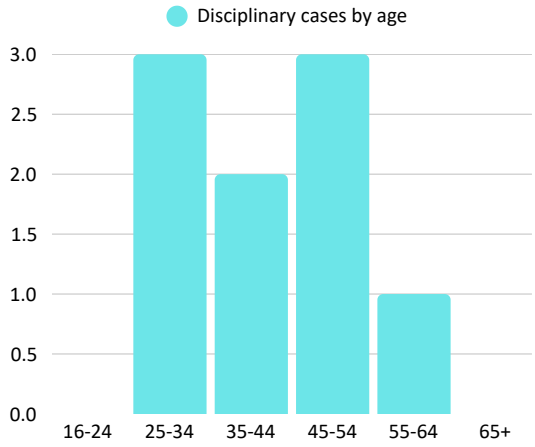
3- Heterosexual/Straight

Employees subject to Disciplinary Procedures 2024/2025

There were 8 disciplinaries cases during this period and shown below are graphs breaking these cases down by protected characteristic.

6

3



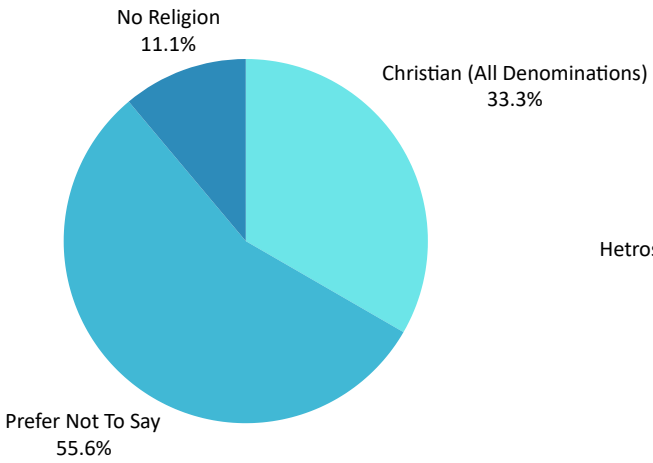
Married/Civil Partnership 5

Partnered 1

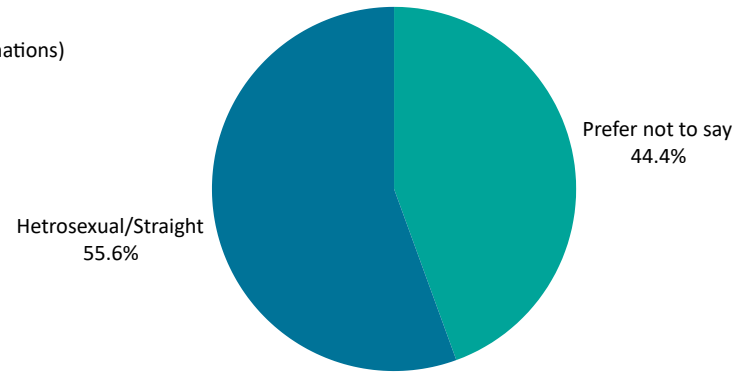
Single 3

Disability 0

Religion/Belief



Sexual Orientation

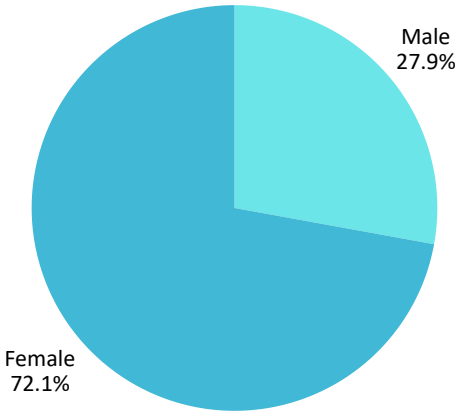


Learning

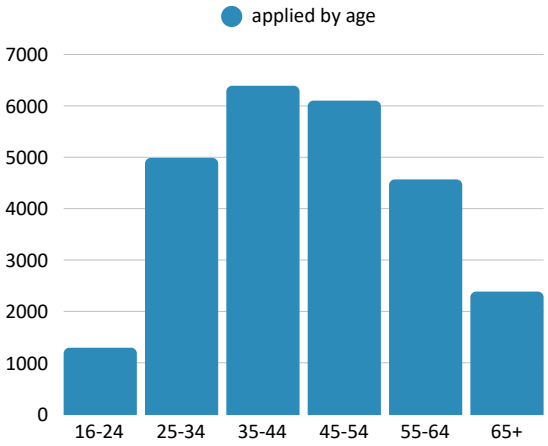
Applicants who have **applied** for learning

35,560 learning applications in 2024/2025.
29,973 of these are employees of the Council.

Gender



Age



Gender Reassignment

8

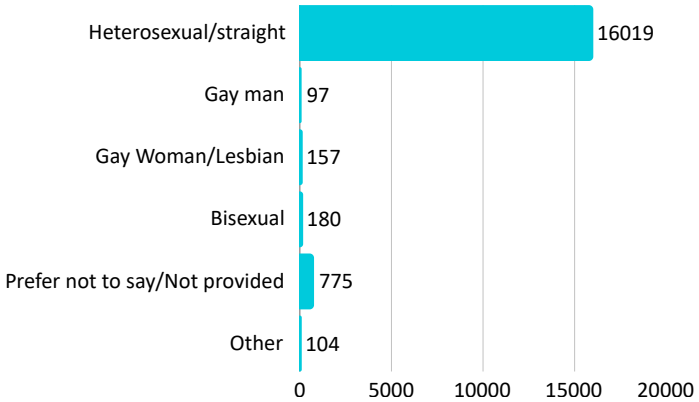
Pregnancy & Maternity

1076

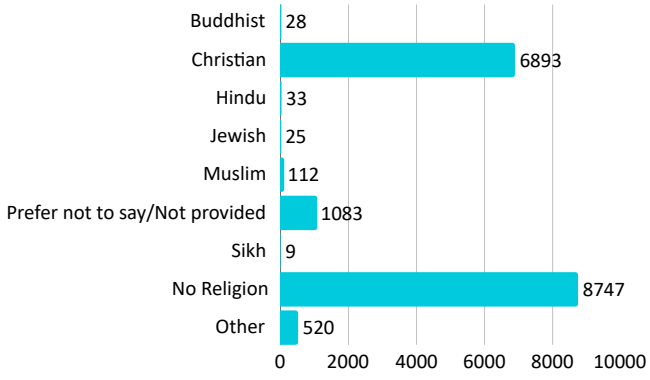
Paternity

310

Sexual Orientation



Religion/Belief

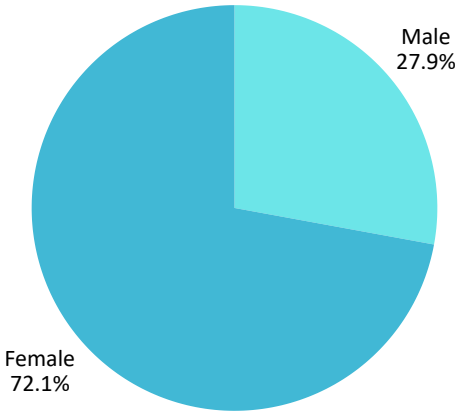


Learning

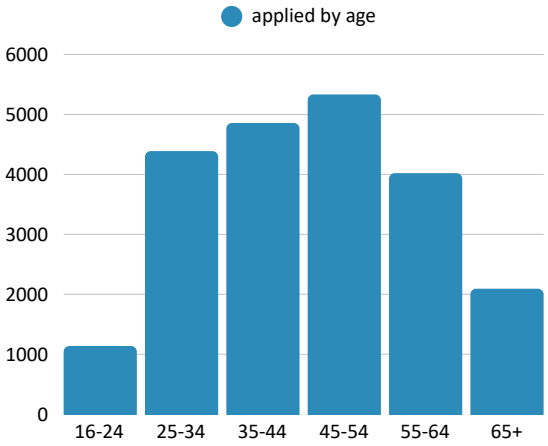
Applicants who have **completed** for learning

31,292 learning applications in 2024/2025.
26,376 of these are employees of the Council.

Gender



Age



Gender Reassignment

7

Pregnancy & Maternity

947

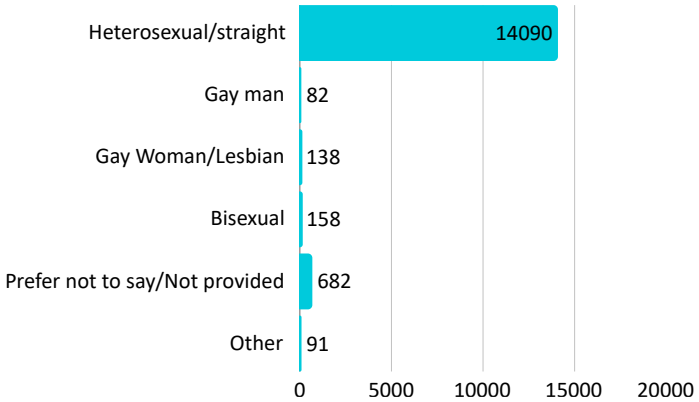
Paternity

271

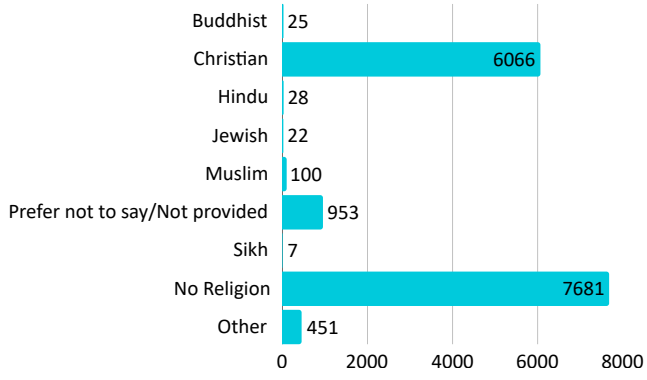
Disabled

946

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	40
Unconscious Bias & Cultural Competencies	36
Violence Against Women, Domestic Abuse and Sexual Violence	1760
WRAP (Workshop to Raise Awareness of Prevent)	855
Safeguarding (Children & Adults)	1298
Dementia related training or awareness	12
Autism related training or awareness	131
Dyslexia /Dyspraxia/ Specific Learning Difficulties / ADHD / Neurodiversity in the Workplace	17
Transgender Awareness	54
Active Bystander	8