



WORKFORCE EQUALITY REPORT 2020

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Introduction

Suffolk County Council (SCC) is committed to recruiting and retaining the best workforce reflecting the diversity of the communities we serve. We monitor our workforce to ensuring it broadly reflects our local communities, and to keep our practices free from discrimination, helping us to deliver appropriate and accessible services to all the citizens of Suffolk.

Under the Equality Act 2010, SCC, as a public body has a general equality duty to have due regard to the need to:

- eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act
- advance equality of opportunity between people who share a protected characteristic and those who do not
- foster good relations between people who share a protected characteristic and those who do not

The law requires us to take a proactive approach to equalities and inclusion, as well as having a responsibility to ensure that our partners, companies and the organisations we commission to provide services on our behalf take the same positive approach to equality.

The law also requires public bodies to publish employee data on an annual basis. This report shows our workforce equality data at a high level for the period 01 January 2020 to 31 December 2020. Data comparing our workforce to the Suffolk community has been separated into the six characteristics published by the Office for National Statistics: gender, age, religion and belief, disability, relationship status and ethnicity¹.



A handwritten signature in black ink, appearing to read 'J Bray'.

Jeanette Bray
Head of HR, Performance & Change

¹ Data source: Comparative data for Suffolk is taken from the Office for National Statistics Surveys 2011 and 2017, published on:
<https://www.suffolkobservatory.info/population/>

2020 Achievements

SCC is committed to promoting equality, diversity and inclusion and ensuring our processes and services are accessible. We have undertaken a range of proactive work during 2020 to support this commitment:



In the last year we have relaunched our organisational values, with a new emphasis on wellbeing and equality, and we have produced accompanying guidance.

Our Code of Conduct has also been revised and has a much stronger emphasis on equalities and inclusion and what we expect from our staff.

We have launched a 'Positive Conversations' portal, which brings together a range of information and resources aimed at raising awareness and understanding, and to support employees in thinking about how they can incorporate equalities and inclusion into their work.

We are strengthening the guidance we have on harassment, abuse and discrimination towards staff by customers, making the support we will give staff clear, what actions we may take against customers, and the process for reporting and bringing more corporate oversight and consistency to the way instances are dealt with.

As part of our response to the COVID-19 pandemic, we undertook risk assessments with our staff and took into account factors relating to ethnicity, disability, pregnancy and other factors that might make them more vulnerable to the virus and / or to identify different methods of support and protection they may require.

We have revised our policies in response to recent caselaw that confirms non-binary people are protected under the gender reassignment regulations of the Equality Act. We already take a proactive and inclusive stance on trans and non-binary issues; so these updates ensure that our policies reflect best practice. We continue to remove gender-specific language from our policies wherever possible – for instance, this has been removed from our parental policies this year.

We are undertaking Carer Confident benchmarking to reflect our commitment to supporting staff who are carers. This will identify further areas in which we can support them. This is topical, as Carers UK estimate that the proportion of the working adults who are carers increased significantly since the start COVID-19 pandemic, in part due to supporting vulnerable people who are shielding.

Our parental policies have been revised, and now include new and enhanced benefits for staff, particularly dads and partners, as we want to support equal parenting and gender equality, and this has been highlighted as an issue nationally. We also have a new right to paid leave for both parents of premature babies.

We have introduced an enhanced right to paid leave for staff who choose to become organ, tissue or blood donors, which will support people with long-term health conditions and disabilities in the community.

We have revised and relaunched our Domestic Abuse Policy, to support our staff and raise awareness amongst managers. We know that domestic abuse is more likely to happen to some groups, including women.

We have introduced a new Recruitment Policy, which places an emphasis on inclusive recruitment and the benefits of a diverse workforce.

Staff networks

We have continued our commitment to our staff networks. These staff networks are open to staff, councillors and partners that share similar characteristics, life experiences, values and beliefs. Some networks are also open to supportive allies – people who are not in the social group represented, but who support the aims of the group. The networks not only serve as a reference point for discussion, shared experiences, mutual support and knowledge, but actively promote the positive values and contribution colleagues within these groups can bring to Suffolk and the communities we serve. Networks influence the organisation to be more inclusive, through work on policy, service development, training, communications, events, culture and have a seat at SCC's Strategic Equalities and Inclusion Board.

Our staff networks also help mark events and raise awareness across the organisation. This year we have marked and supported a number of days and months, including National Coming Out Day, Pride month, Non-Binary People's Day, Mental Health Week, Veganuary, International Women's Day, International Men's Day, International Day of Disabilities, Black History Month, and LGBT+ History Month (flying the rainbow flag from our offices), amongst others.

Our flagship Vegan staff network presented to the All-Parliamentary Group for vegetarianism and veganism about veganism in the workplace and is helping other Councils set up their own vegan networks.

Race equality action plan

In 2020, we developed a strategic Race Equality Action Plan, informed by our Black and Asian staff network. The plan has been developed to address key areas within the organisation where we feel we could do better, including recruitment and retention.

It includes commitments to develop a representative workforce in all roles, including in the most senior leadership positions; making sure our staff are aware of the value a more diverse workforce brings to the leadership and delivery of our services. This ensures employees experience a fair and inclusive culture, where diversity is sought and racism is addressed.

Disability Confident



In 2020 we have continued our commitment as a [Disability Confident employer](#) and we are striving to achieve Disability Confident Leader status in 2021.

As part of our commitment, in 2020 we produced a [video to showcase some examples of staff within the organisation that have been supported with their disability](#). This was shared internally to promote good practice and externally to both encourage more

people with disabilities to apply for our jobs and to encourage other organisations to sign up for the scheme.

We also participated in Purple Tuesday with an external social media campaign highlighting the work we have undertaken to ensure our website is accessible and to make our Blue Badge application process easier.

In addition, we celebrated International Day of People with Disabilities with an internal communications campaign.

We are continuing to review our recruitment practices for ways in which we can make them more inclusive towards prospective disabled candidates.

Gender Equality

We continue to produce a [Gender Pay Gap report](#) with associated action plan, including a number of ambitious actions.

One example relates to flexible working, which we know is one of the key issues in supporting gender equality. As part of our target to achieving true agility and a culture of openness to flexible working, we have continued monitoring the proportion of our jobs that proactively offer specific types of flexible working at the point of recruitment. This could be part-time, a job share, reduced hours, compressed hours, home working or other flexible arrangements. In the latest reporting period we are very proud and pleased that we have achieved our target of 100% of our jobs being agile, and containing at least one flexible working option when advertised. We are also monitoring how many types of flexibility are being offered – in our latest sample, 100% offered three or more types of flexibility, 91% offered five or more, and 86% offered seven or more. We intend to start monitoring how many people actually have a flexible pattern agreed at the point of hire.

Flexible working has become more relevant in response to the COVID-19 pandemic, and we are in the process of developing guidance on how we expect home working to continue to be widely adopted in the future. We expect there to be much more hybrid working, with staff spending more time working from home permanently, but coming into the office for meetings and to facilitate the sharing of learning and interaction within a team.

Executive Summary

Our senior management profile data highlights some difference when comparing data to our overall workforce, notably the age profile which shows a higher percentage of senior managers over 35 compared to the overall workforce and the proportion of males in senior management positions (50%) is disproportionate with the overall gender split of the workforce (29% male). The senior management data also shows that the percentage of black employees in a senior position (4%) is higher than the overall percentage of black employees working for SCC (1.8%).

The workforce data in relation to part time workers shows that the majority of part time workers are female (80%).

There has been an increase in the percentage of non-white British employees joining or providing their ethnicity information, increasing to 4.8% from 3.7% last year.

Our recruitment data shows that the percentage of applications increases for those who selected White British as their ethnicity from the stage applications received to shortlisted and also shortlisted to appointed stage increased. The overall increase from applications received to appointed is 4.52%, which indicates in 2020 applicants who declared White British as their ethnicity were more likely to be shortlisted and appointed. Applications are completely anonymised until shortlisting is complete, with diversity information never being provided to our hiring managers.

It is worth noting that our applicant pool is more diverse than the population of Suffolk, when comparing our ethnicity recruitment data to the Suffolk population. For example, in Suffolk 0.4% of the population are recorded as Black African and 0.3% Black Caribbean, whereas in 2020 2.43% of our appointed candidates declared their ethnicity as Black African and 1.12% as Black Caribbean. BAME ethnicities that were less represented as a percentage of candidates when comparing to Suffolk data were marginal, for example the percentage of appointed applicants who declared their ethnicity as Bangladeshi was 0.2%, whereas the Suffolk population is 0.3%.

Male applicants are significantly less represented in our applicant pool, making up 24.43% of applications. This drops to 19.88% of appointed applicants who were male. This reflects the large number of roles in the organisation that are within the care sector, which is predominantly a female workforce.

Whilst the percentage of appointments through our aspirational programmes, such as apprenticeships and our graduate scheme from those who are 25 and under has dropped from 16.75% in 2019 to 15.42% in 2020, the number of appointments has increased from 137 in 2019 to 152 in 2020.

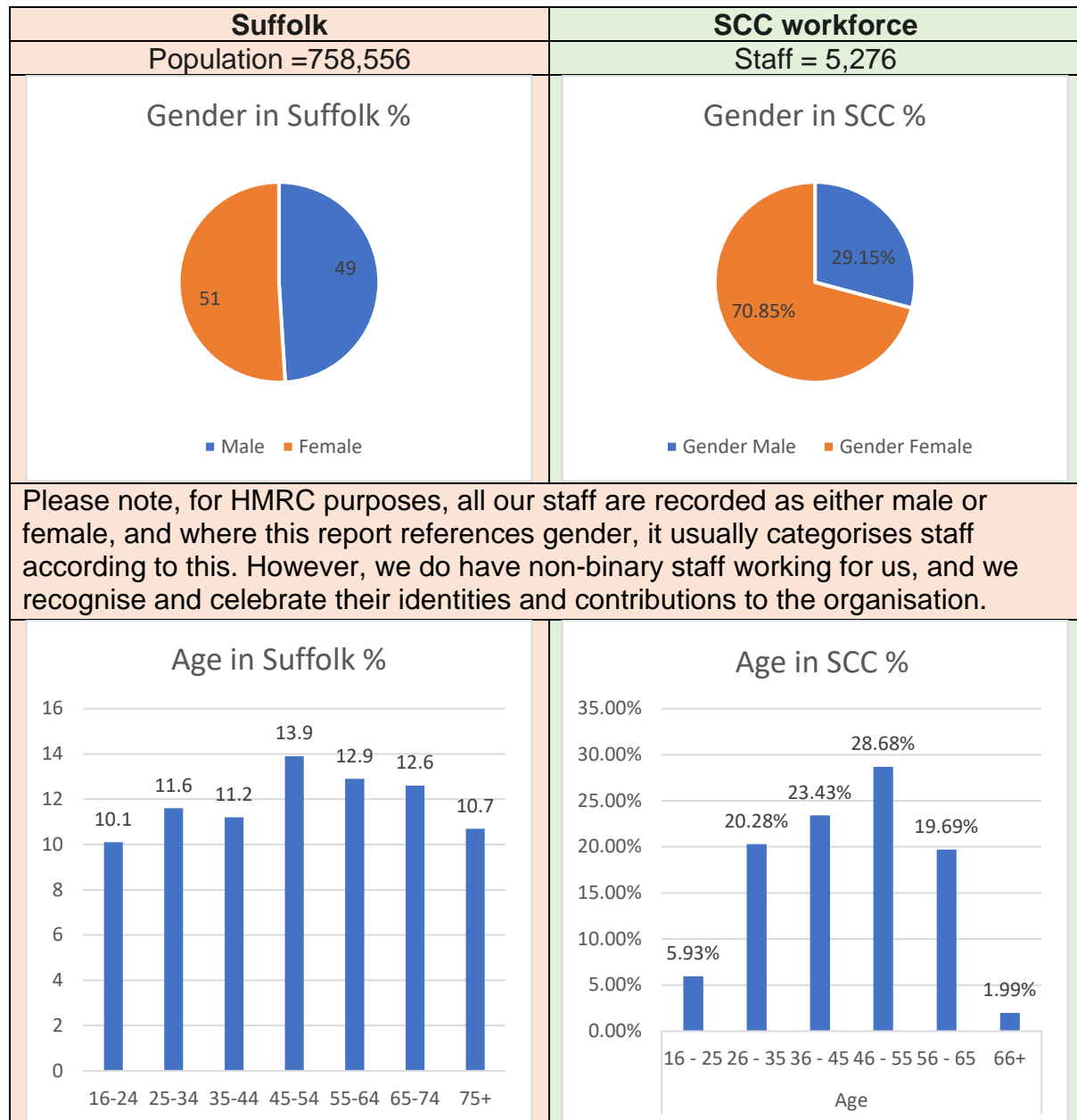
It is positive to see that our commitment as a Disability Confident employer has contributed to an increase in the number of applicants who have declared a disability, from 5.29% in 2019 to 7.42% in 2020. There is also a higher increase in percentage from those who declared a disability when comparing applications received to shortlisted. In 2019 the percentage increase 1.45% and in 2020 the increase is 2.56%. This percentage increase shows you are more likely to get an interview if you have

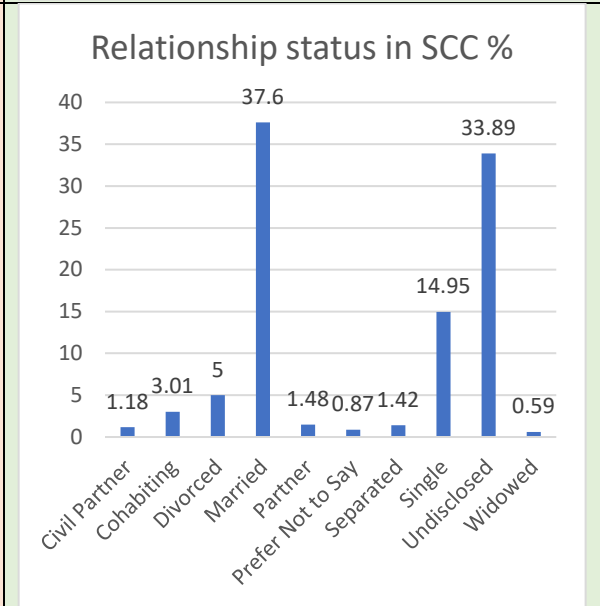
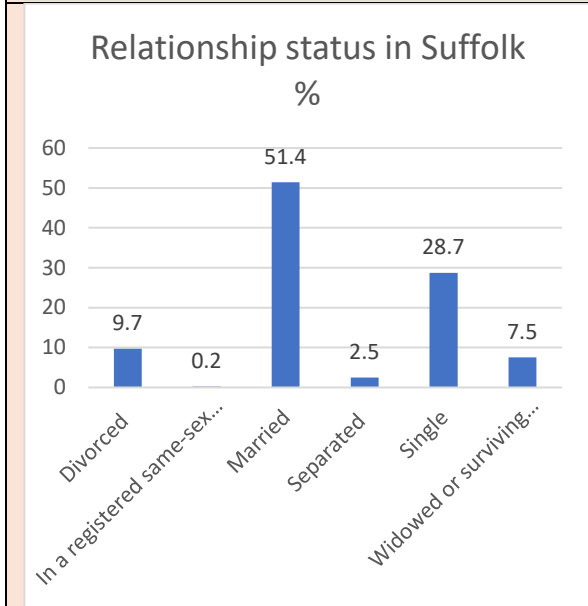
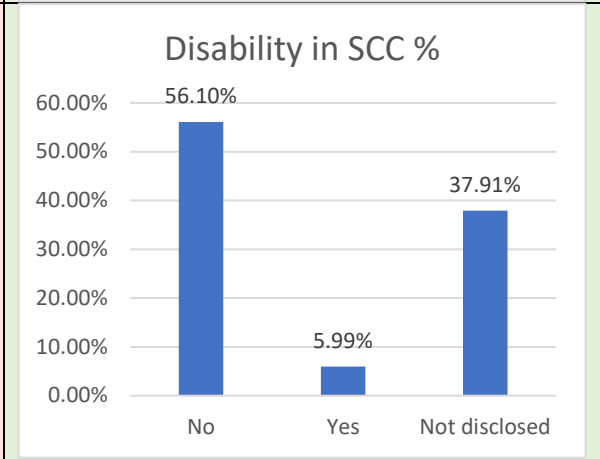
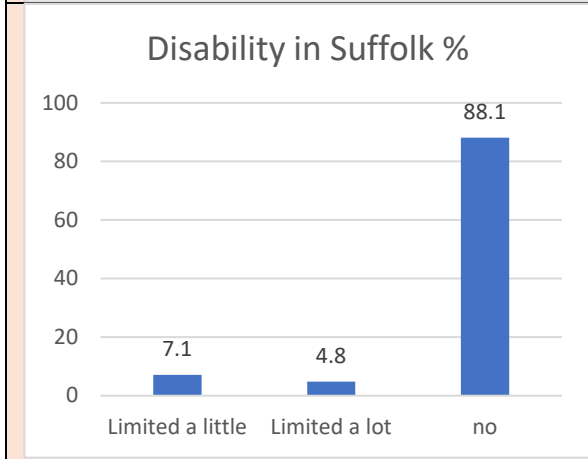
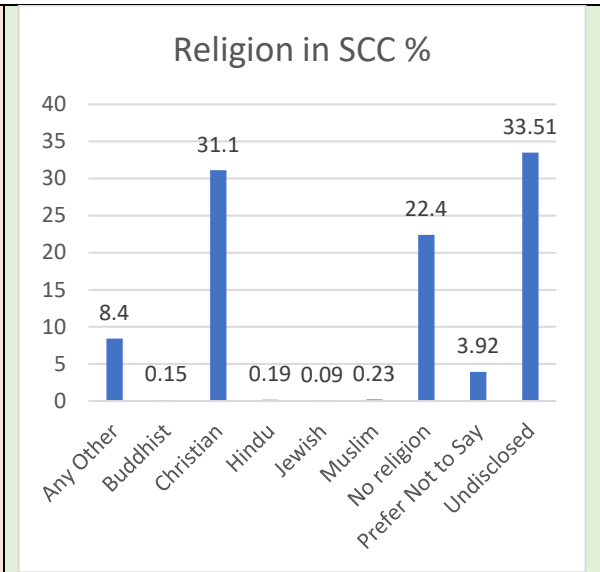
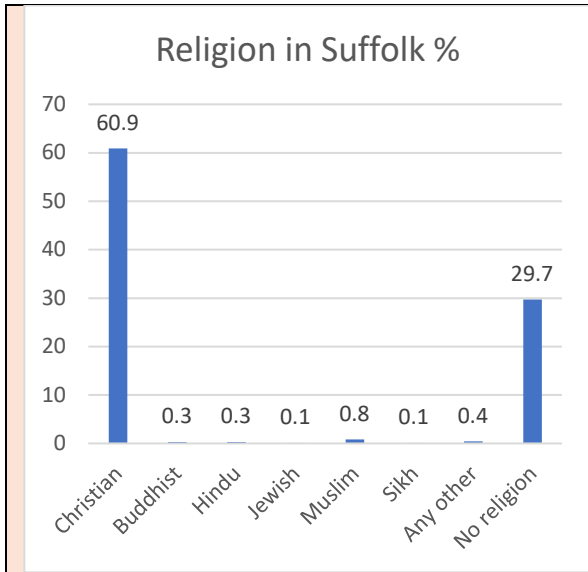
declared a disability, which we expect as we have a commitment to offer a guaranteed interview to any candidate who declares a disability and meets the minimum criteria.

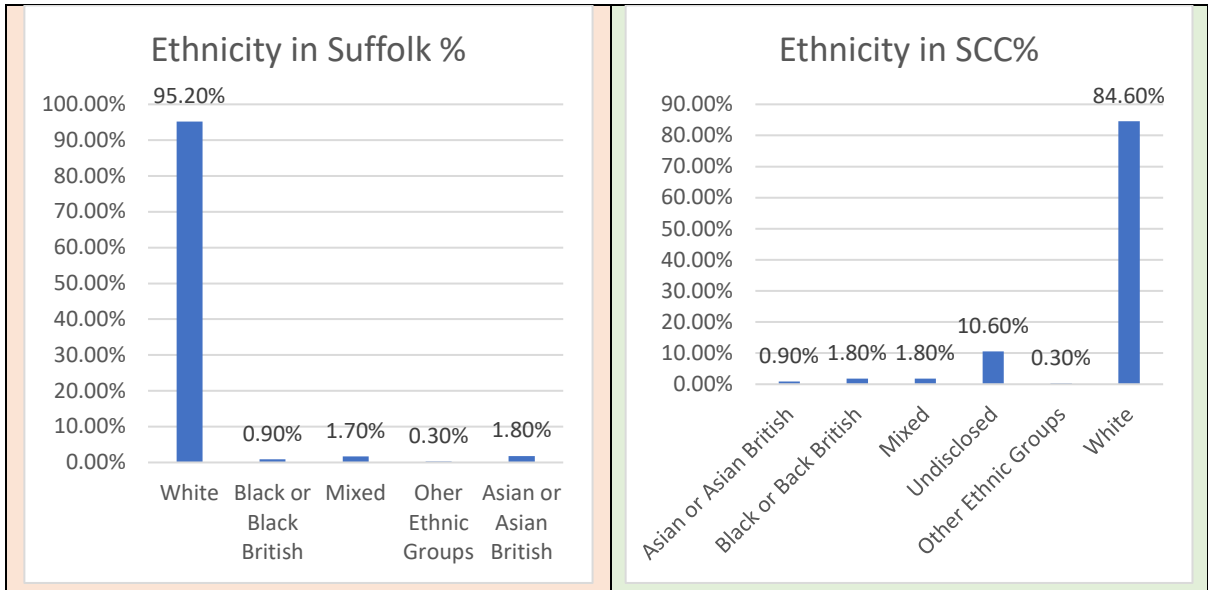
Our commitment to offering flexible working options may have contributed to a slight increase in the percentage of applications from those who declared their gender as female from 64.35% in 2019 to 71.87% in 2020, an increase of 1,637 applications.

Our workforce profile and the community we serve

The following data compares the make-up of SCC's workforce with the demographic profile of Suffolk:





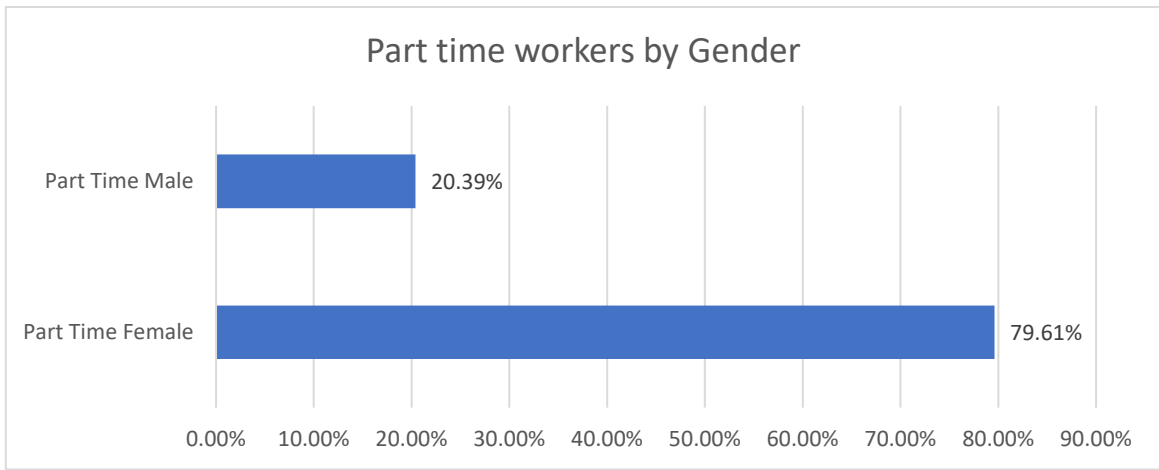
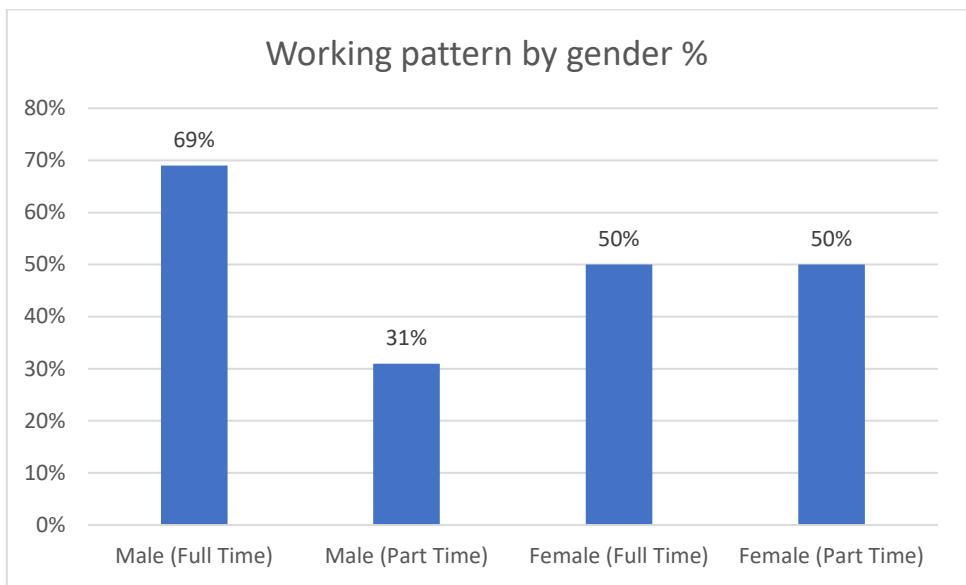
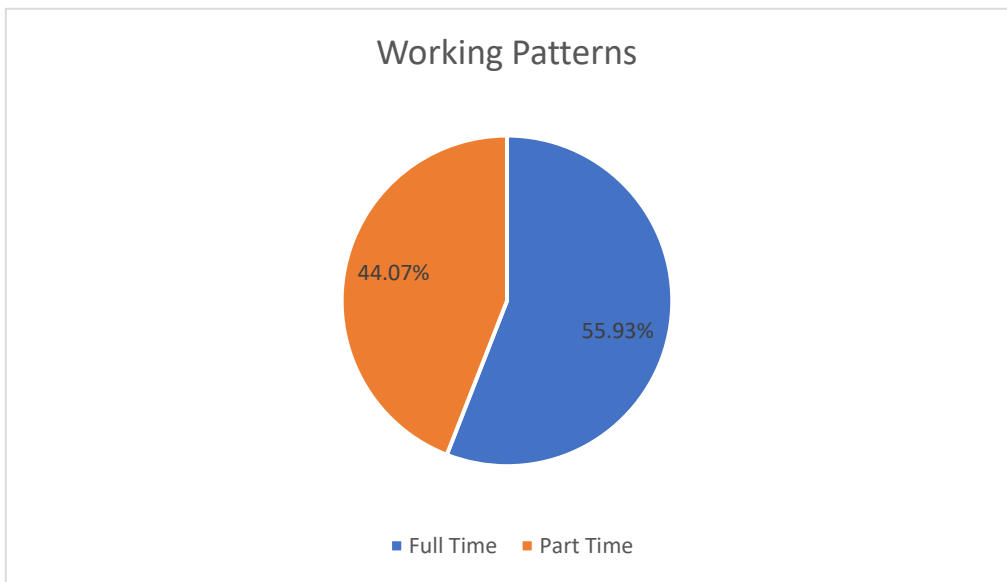


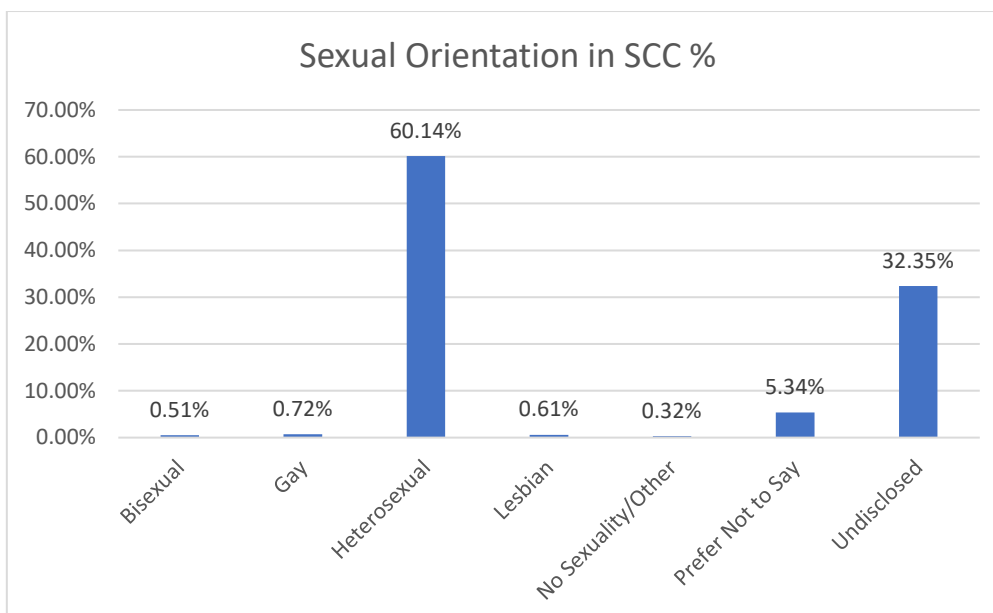
Our workforce

This data provides further information on our workforce profile:

	Gender %		Age %						Ethnicity %			Religion %			Disability %		
	F	M	16-25	26-35	36-45	46-55	56-65	66+	White British	White Other	BAME	Christian	Other	No religion	Y	N	Not disclosed
Grade 2	60.2	39.8	22.9	6.0	6.0	24.1	24.1	16.9	55.4	2.4	3.6	24.1	4.8	13.3	8.4	32.5	59.0
Grade 3	66.8	13.2	9.0	16.6	18.0	25.0	27.8	3.7	81.6	1.7	5.2	31.8	9.3	18.1	5.2	50.2	44.6
Grade 4	82.5	17.5	8.7	22.7	21.1	25.3	20.1	2.0	83.4	2.1	4.7	31.5	8.5	25.5	6.4	56.1	37.5
Grade 5	60.1	39.9	7.6	28.4	24.0	26.2	12.8	0.9	77.2	3.0	5.1	27.7	8.6	22.6	6.0	52.3	41.7
Grade 6	71.8	28.2	1.4	19.2	27.8	29.5	20.4	1.7	85.1	4.0	5.0	32.9	9.7	24.0	5.8	60.8	33.3
Grade 7	60.3	39.7	0.0	11.5	26.9	41.2	19.4	1.0	86.2	4.3	2.8	33.7	10.3	21.9	6.5	65.0	28.6
Grade 8	64.4	35.6	0.0	6.8	27.1	35.0	28.8	2.3	85.9	5.1	5.1	31.1	9.6	19.8	7.3	58.8	33.9
Senior Manager +	50.0	50.0	0.0	0.0	29.0	41.0	30.0	0.0	81.0	3.0	7.0	45.0	8.0	18.0	2.0	75.0	23.0

We also record and report a number of other workforce metrics:



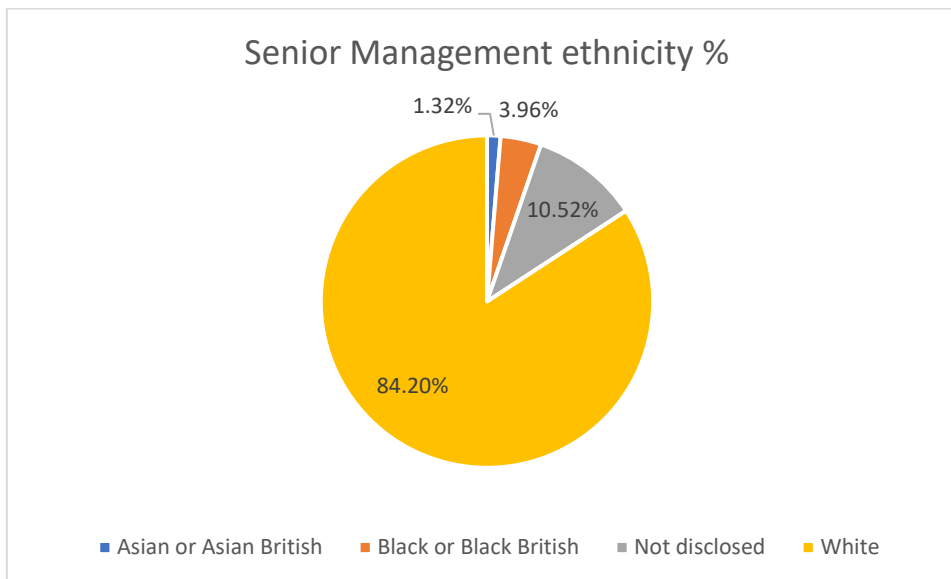
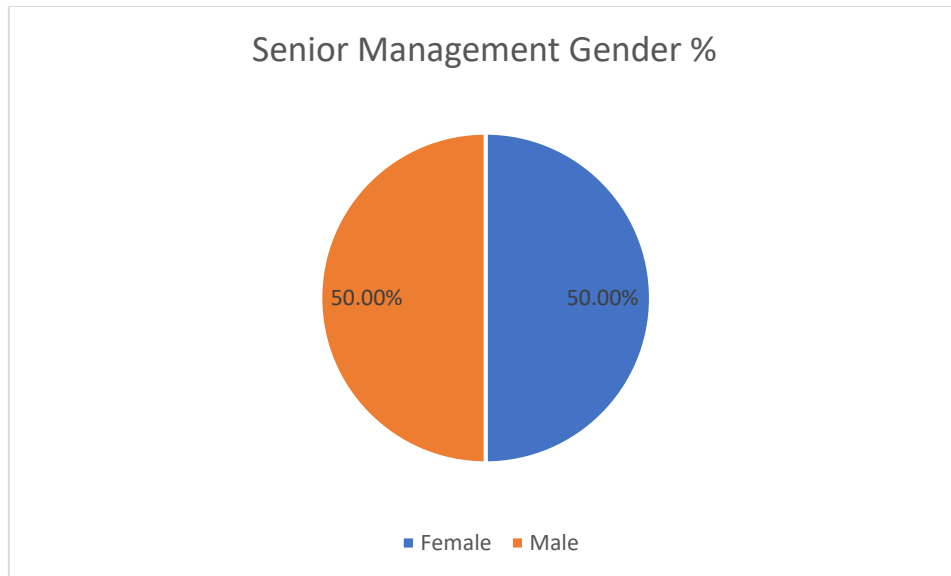


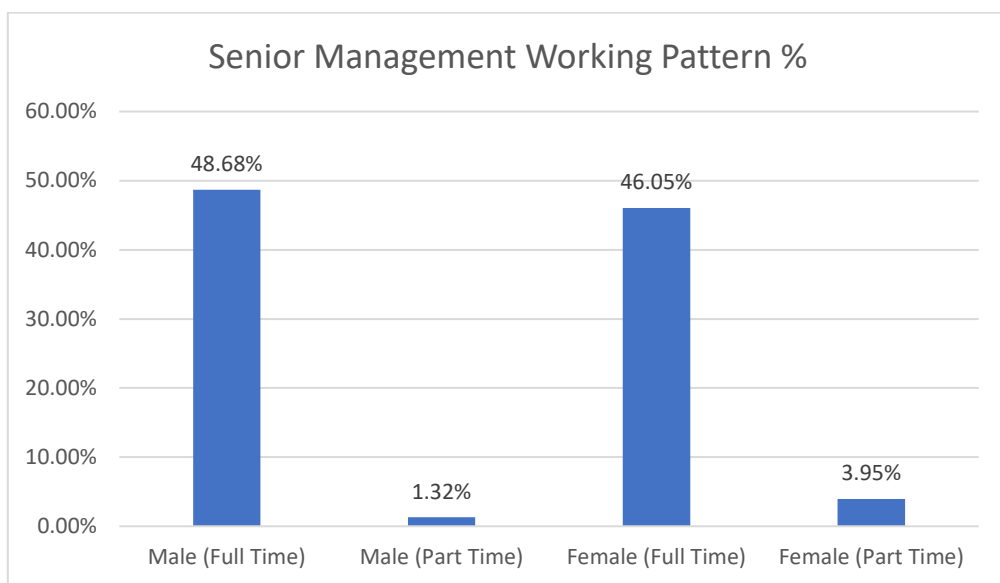
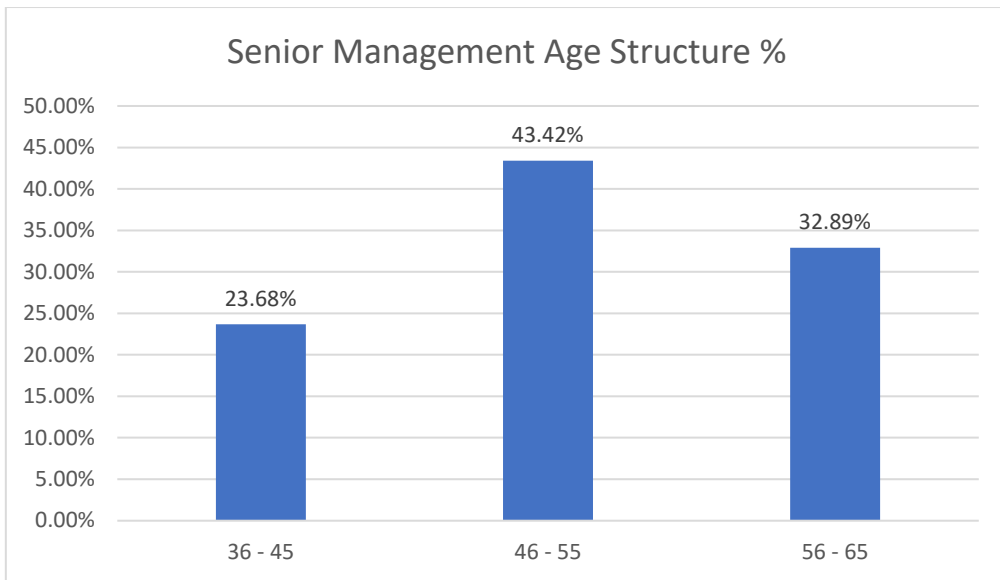
Our Workforce profile summary 2020

- The total number of SCC employees has increased slightly from 2019 (5,276 compared to 5,229). The age and gender split remain similar to 2019.
- 2020 saw a significant increase in employees disclosing their ethnicity (only 10.6% undisclosed compared 21.8% in 2019). This led to an increase in the percentage of white employees (84.6% compared to 74.5% last year), but also an increase combining the BAME categories (4.8% compared to 3.7% last year).
- There has been a 3.1% increase in staff not declaring disability information which is a similar increase from last year.
- Overall 56% of staff in SCC work full time, and 44% part time. When broken down by gender there is a significant difference between the male and female workforce working patterns. 69% of males are full time and 31% part time, whereas the female workforce is split 50% full time and 50% part time. However, when you split part time workers by gender there is again a big difference with 80% of part time workers female compared to 20% male. More work may need to be done to ensure male workers feel enabled to ask for flexible working, and managers are as likely to agree it for male staff as for females.

Our Senior Management profile

The following snapshot data relates to staff in senior management positions within the organisation. Senior Management covers; the Chief Executive, Directors, Assistant Directors, Senior Managers and any role with an equivalent salary, including but not limited to; Area Commanders, Coroners, NHS Consultants and Teaching.





Senior management profile summary

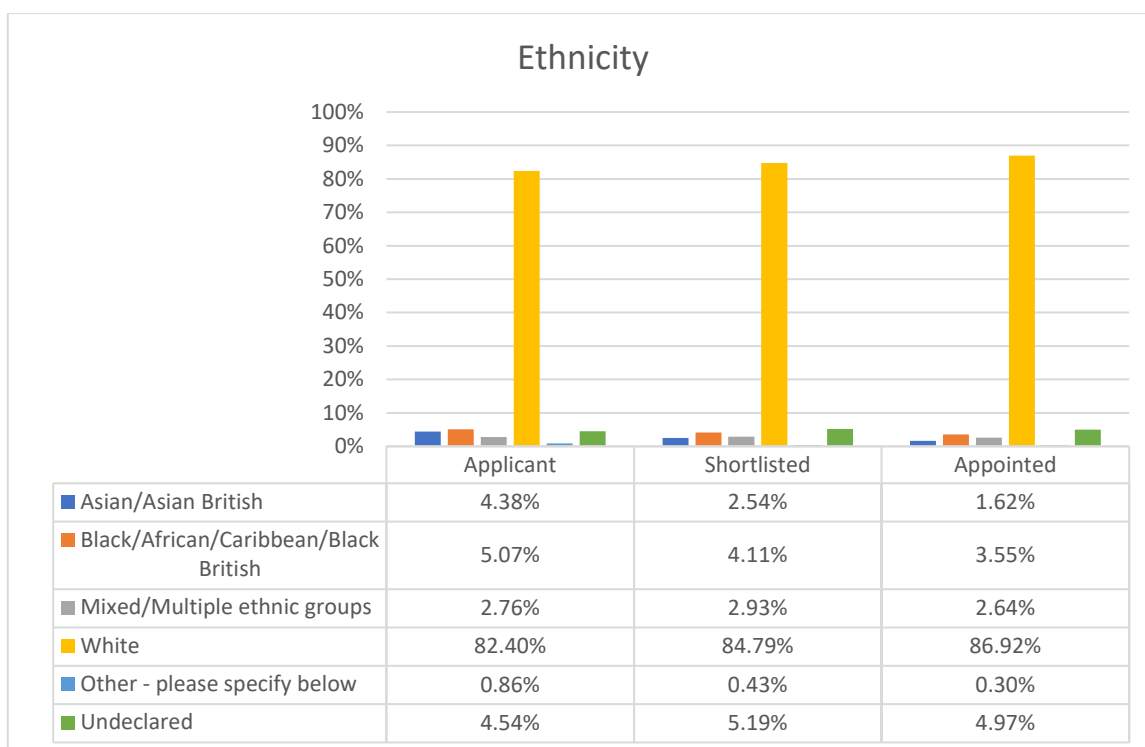
- The total number of senior managers has decreased from 2019 (76 compared to 77).
- There are as many female senior managers as there are male senior managers (50:50).
- The ethnicity of the senior management is broadly similar to last year with little change at all.

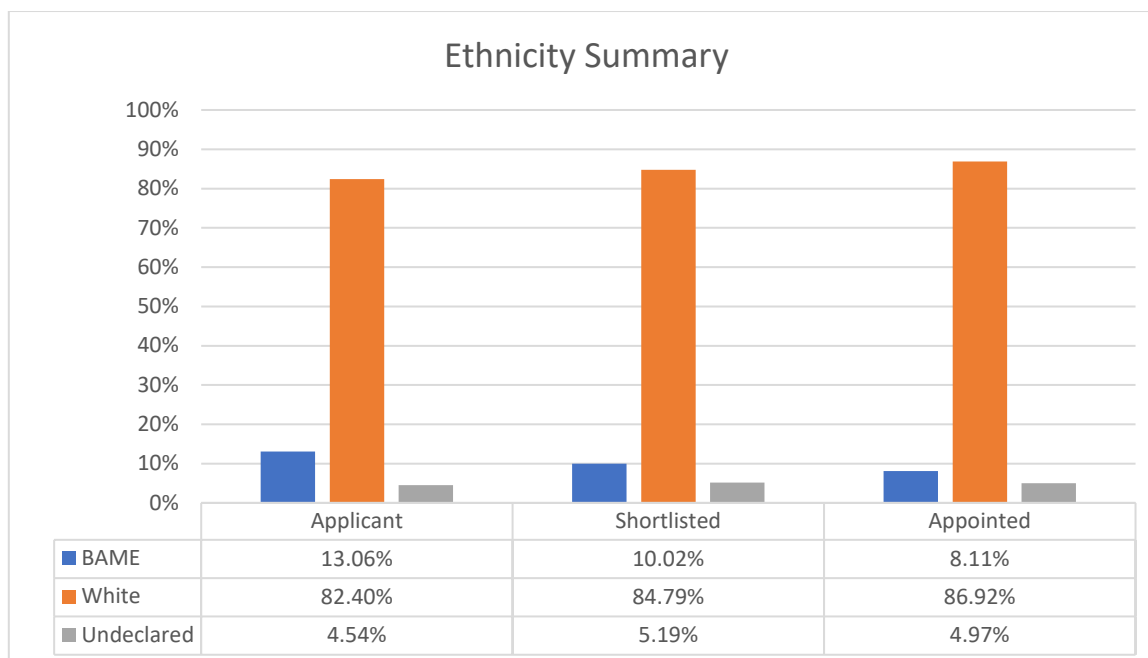
Our Recruitment Data

In addition to monitoring the profile of our existing workforce we also collect information relating to job applicants and staff leavers.

The following data relates to candidates who have applied for employment with the organisation in 2020. The data is reported in three stages; initial application, shortlisted and appointed candidates. The total number of applications received is 7,578, shortlisted is 2,795 and appointed is 986.

The data is given in percentages to simplify comparison between different stages and bars. Where the percentage drops from application to shortlisted this indicates those who declared this characteristic were not as likely to be shortlisted and the same applies from shortlisted to appointed.





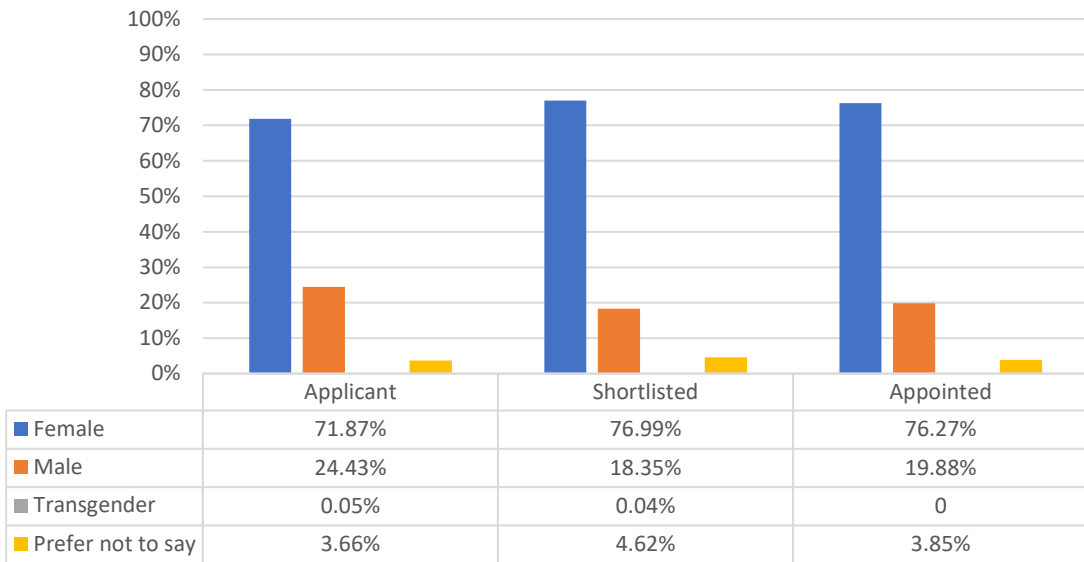
Ethnicity Comparison with Suffolk Data

The table below shows in green where our applicant pool has a higher percentage of representation compared to Suffolk population data and in red a lower representation.

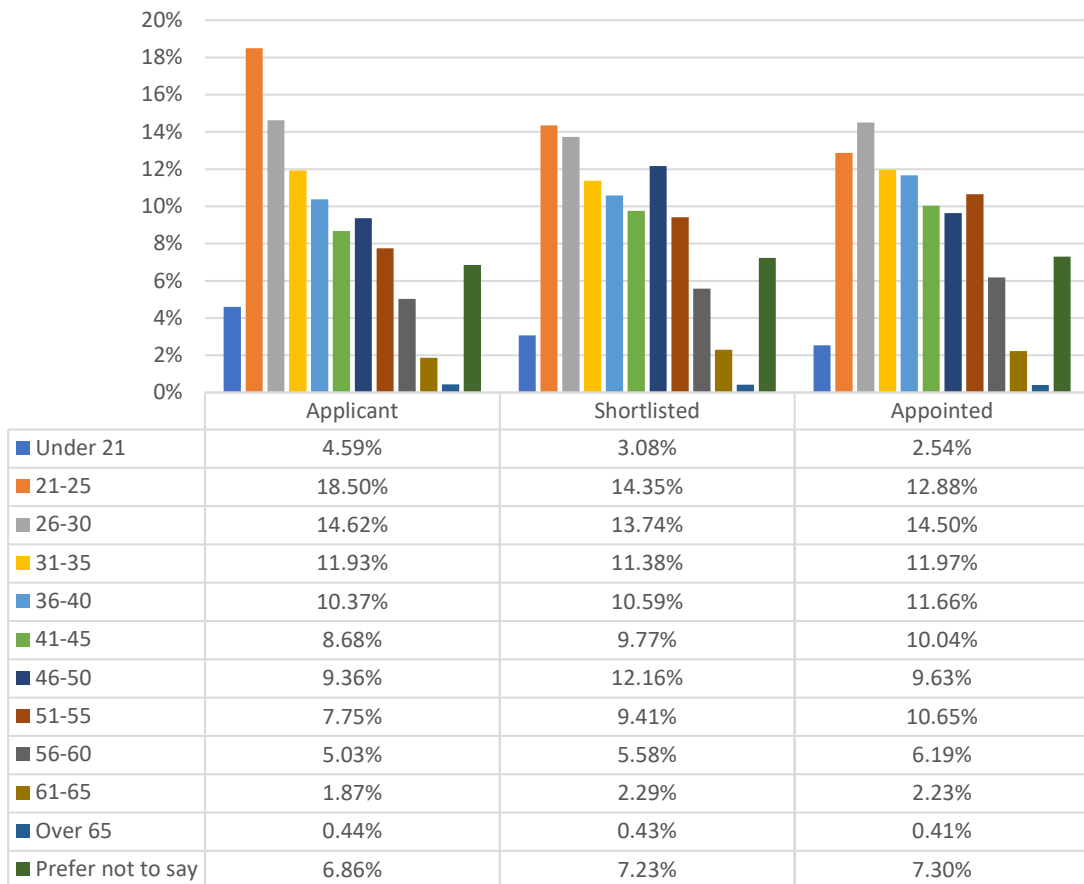
Please note, the Suffolk population data does not give an option for 'prefer not to say' and this makes the comparison harder.

Ethnicity	Applicant	Shortlisted	Appointed	Suffolk Population
Arab	0.22%	0.21%	0.30%	0.00%
Bangladeshi	1.19%	0.54%	0.20%	0.30%
Chinese	0.08%	0.11%	0.20%	0.30%
Indian	1.70%	0.89%	0.61%	0.50%
Pakistani	0.36%	0.21%	0.00%	0.10%
Any other Asian background	0.83%	0.57%	0.30%	0.60%
African	3.60%	2.86%	2.43%	0.40%
Caribbean	0.95%	1.00%	1.12%	0.30%
Any other Black or African or Caribbean Background	0.51%	0.25%	0%	0%
White and Asian	0.37%	0.43%	0.61%	0.40%
White and Black African	0.48%	0.54%	0.71%	0.20%
White and Black Caribbean	1.25%	1.36%	0.71%	0.60%
Any other Mixed or Multiple Ethnic Background	0.66%	0.61%	0.61%	0.40%
English or Welsh or Scottish or Northern Irish or British	76.89%	80.57%	83.06%	90.80%
Gypsy or Irish Traveller	0.15%	0.29%	0%	0%
Irish	0.66%	0.64%	0.91%	0.50%
Any other White background	4.70%	3.29%	2.94%	3.80%
Any other Ethnic Group	0.86%	0.43%	0.30%	0.30%
Prefer Not to Say	4.54%	5.19%	4.97%	NA

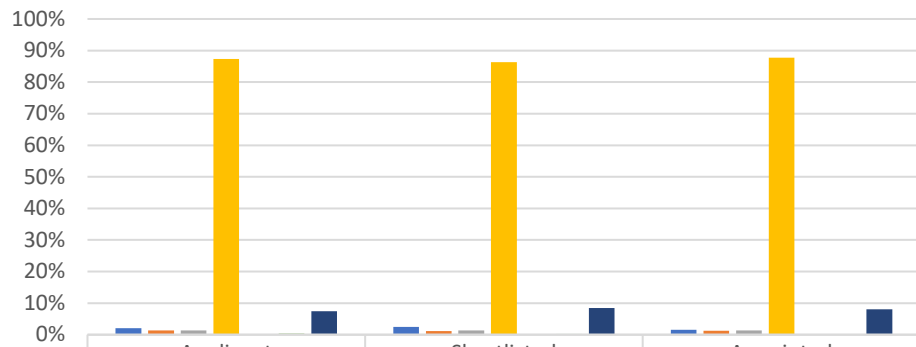
Gender



Age



Sexual Orientation

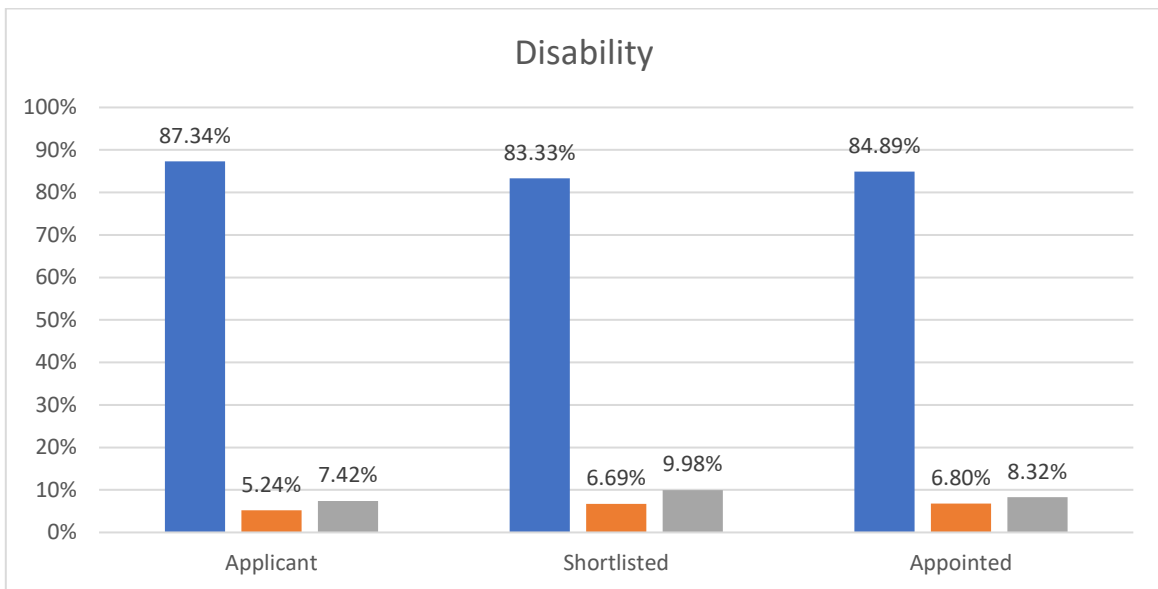
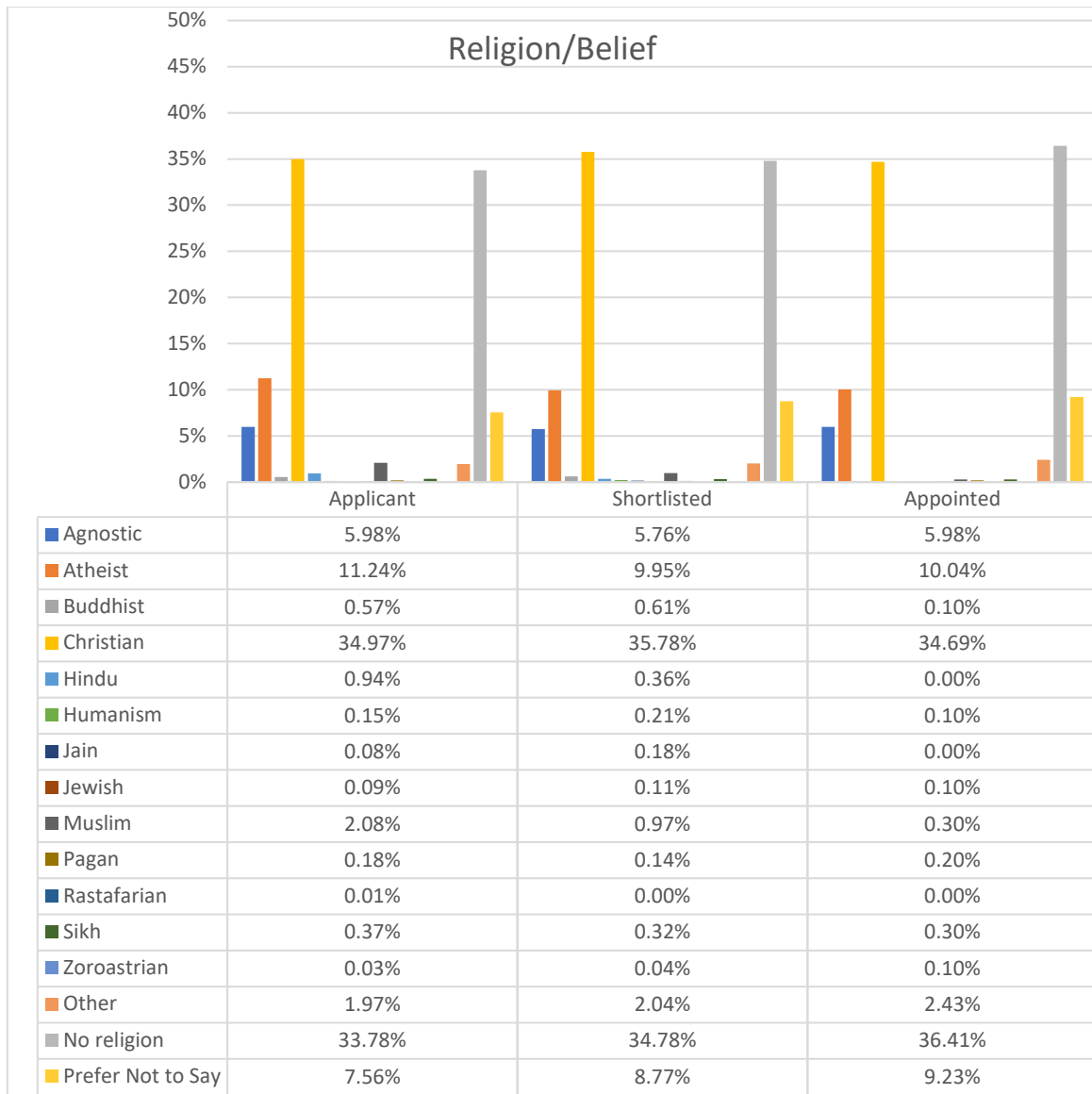


	Applicant	Shortlisted	Appointed
■ Bisexual	2.07%	2.43%	1.52%
■ Gay Man	1.31%	1.11%	1.22%
■ Gay Woman/Lesbian	1.35%	1.40%	1.32%
■ Heterosexual/Straight	87.37%	86.33%	87.73%
■ No sexuality	0.16%	0.11%	0.10%
■ Other	0.34%	0.21%	0.10%
■ Prefer Not to Say	7.40%	8.41%	8.01%

Relationship Status



	Applicant	Shortlisted	Appointed
■ Civil Partner	3.97%	3.79%	4.56%
■ Dissolved	0.16%	0.36%	0.00%
■ Divorced	5.30%	5.94%	6.80%
■ Married	35.10%	38.03%	37.42%
■ Separated	1.95%	2.04%	2.23%
■ Single	44.79%	39.82%	38.95%
■ Widowed	0.40%	0.54%	0.61%
■ Prefer Not to Say	8.33%	9.48%	9.43%

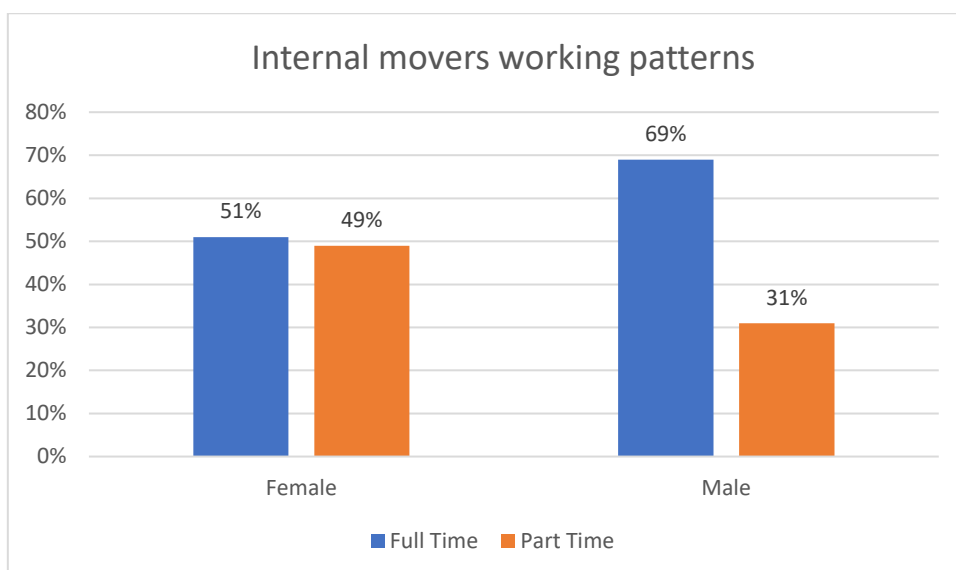
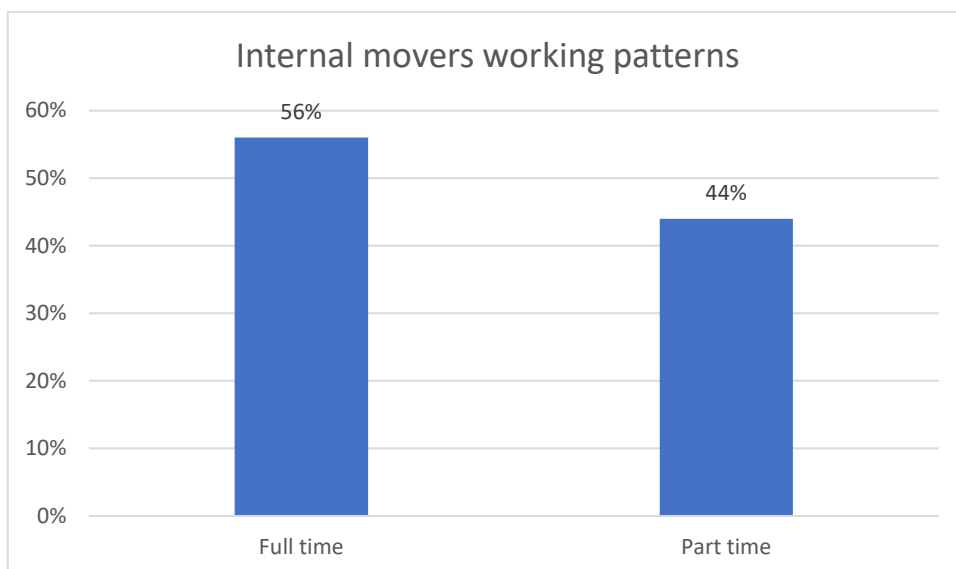
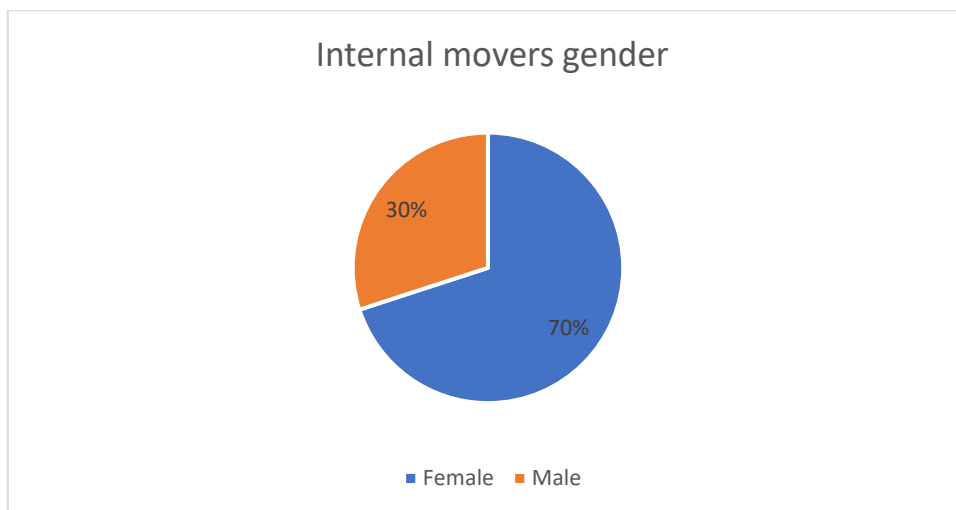


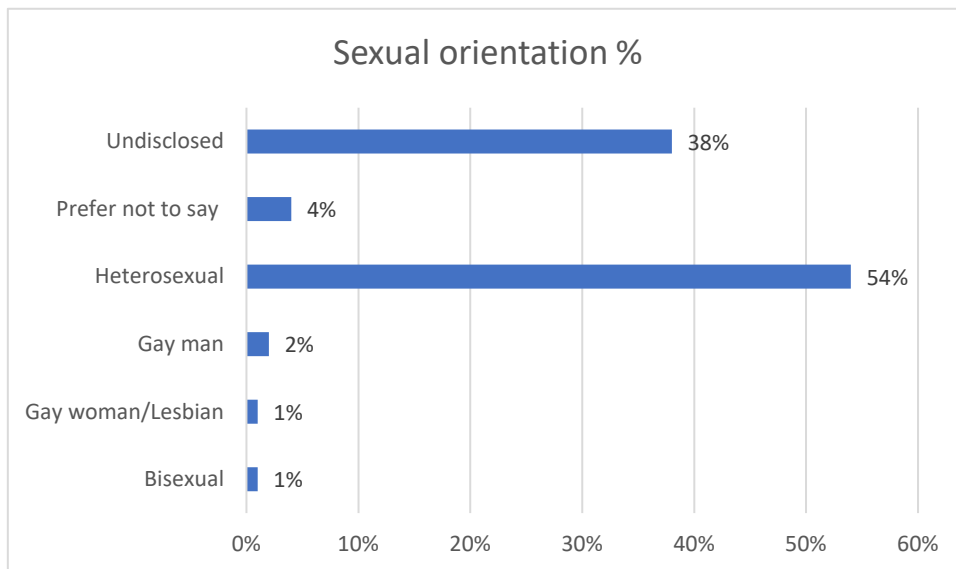
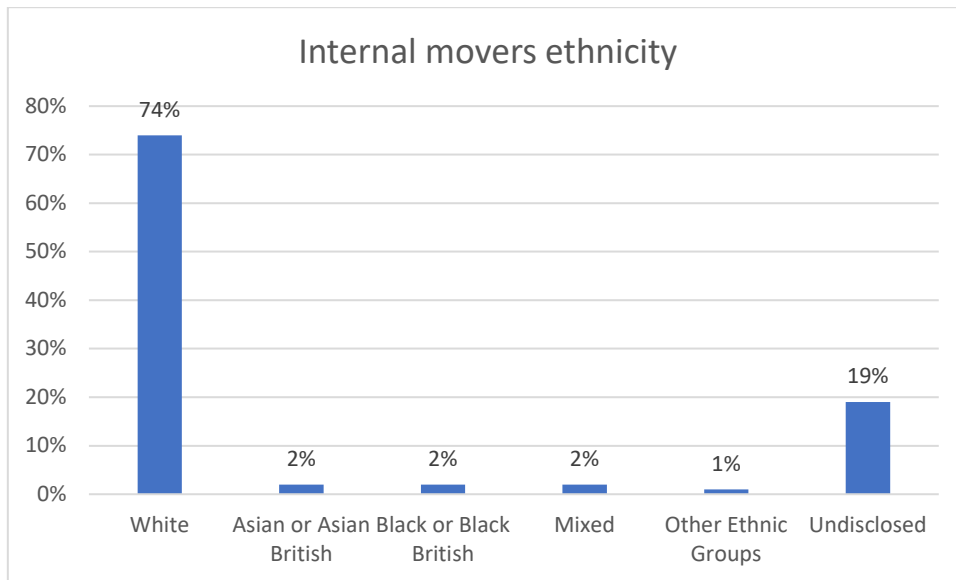
Recruitment Profile Summary - Comparison with 2019

- Increase of 312 in the number of applications from a BAME background from 2019 to 2020
- Increase in the number of applicants who have declared a disability, from 5.29% in 2019 to 7.42% in 2020
- 42 more appointments of candidates who declared a disability compared to 2019, representing an increase of 105%
- Number of appointments of applicants aged 25 and under has increased from 137 in 2019 to 152 in 2020.
- Increase in the percentage of applications from those who declared their gender as female from 64.35% in 2019 to 71.87% in 2020

Internal movers

The following data relates to existing staff who have changed job roles to a higher grade role within the reporting period. The inclusion of this information is as a direct result of our Gender Pay Gap reporting and our commitment to ensuring we are transparent with all of our equality data.



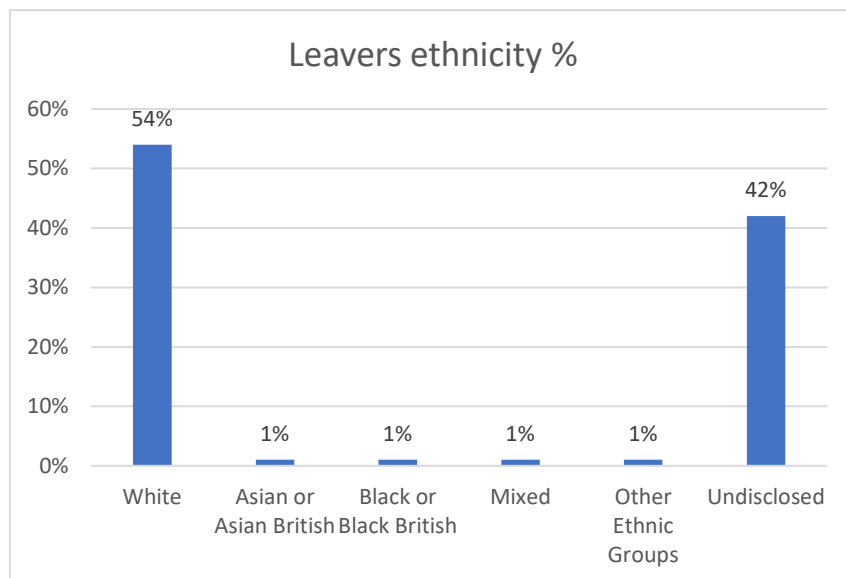
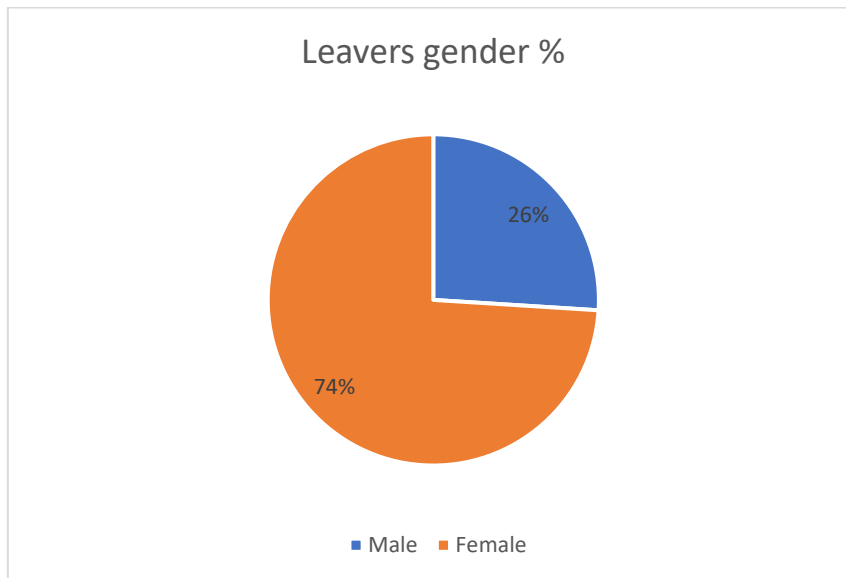


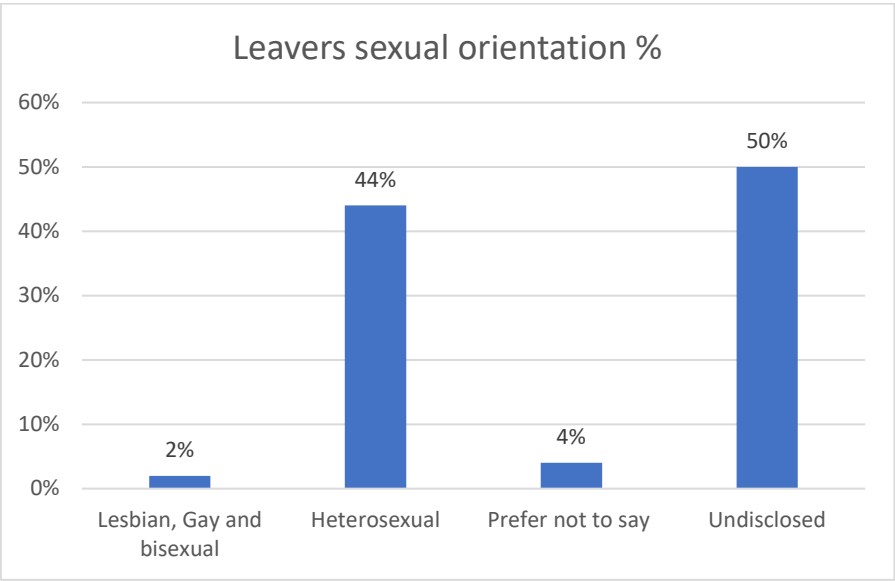
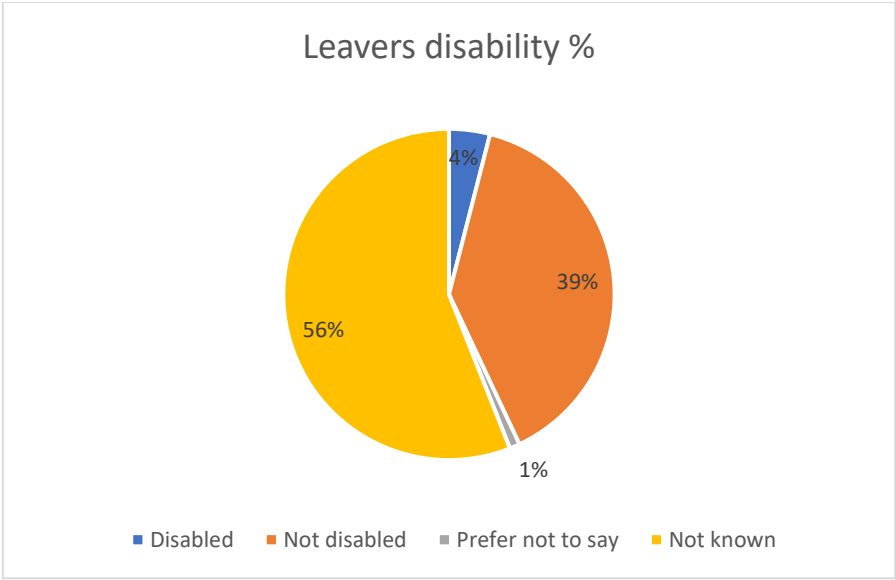
Internal movers profile summary

- The internal mover gender profile is broadly similar to the overall workforce split (male 30%, female 70%).
- The percentage of BAME internal movers has increased to 7% from 5% last year.
- The percentage of internal movers that have not disclosed their sexual orientation has increased from 38% compared to 28% last year.

Organisation Leavers

The following data relates to staff who have left the organisation in the reporting period.





Leavers profile summary

- The profile of leavers from the organisation in 2020 is broadly similar to 2019.
- While the percentage of BAME leavers remained the same as last year (4%), the percentage of white leavers decreased to 54% compared to 70% last year. The amount of leavers who have not disclosed their ethnicity rose from 24% to 42%.