



Equality & Diversity Workforce Report

1 APRIL 2023 TO 31 MARCH 2024

1. Introduction

We are pleased to present our Annual Workforce Equality & Diversity report covering the period from 1 April 2023 to 31 March 2024.

We strive to be an exemplar employer with an inclusive workplace where people from all backgrounds can thrive at work, reach their full potential and have their voices heard.

Our workforce data forms part of the equality information that we use to help us meet our duty to eliminate discrimination and harassment, promote equality of opportunities and foster good relations between different groups within our workforce.

2. Background

Under section 149 of the Equality Act 2010 (the Public Sector Equality Duty (PSED)) and the Equality Act 2010 (Specific Duties) Regulations 2011, Babergh and Mid Suffolk District Councils (B&MS) are required to publish equality information to demonstrate our compliance with the general equality duty.

Our workforce monitoring data forms part of the information that we collate, monitor and publish to help us embed equality considerations within our employment policies and practices and meet our responsibilities under the duty.

3. Scope

The purpose of this report is to present equality and diversity information, enabling us to use this information to investigate any disparities in outcomes for our different employee groups, and identify where we can do more.

This report provides an overview of our equality and diversity employment monitoring data for the 2023/24 financial year, covering the period from 1 April 2023 to 31 March 2024.

Categories include ethnicity, disability, sex, gender identity, gender reassignment, age, religion or belief, sexual orientation, pregnancy and maternity/paternity, and marital status. Sex, age and pregnancy and maternity/paternity are derived from HR records, with staff able to enter information for the remaining categories via the 'Personal Details' (demographic information) section of the Councils' Oracle system.

The data represents all staff employed directly by B&MS who voluntarily provided their demographic information by selecting one of the options available under each category.

4. Staff diversity declaration rates

While we encourage our employees to provide equality monitoring data, supplying it is voluntary, and individuals can choose what they wish to declare.

It should be noted that the information provided helps us to understand equality issues in our workforce and to make informed decisions on changes to our policies and practices.

5. Interpreting the data

Please note the following when interpreting the data presented within this report:

- Only our Human Resources (HR) have access to the information in the Personal Details section of the Oracle system. Outside of HR, (and with the exception of date of birth), managers are not able to access the information held in that section. This includes line managers and any other managers above or alongside them.
- When sharing any reports in relation to this data, aggregated information for whole departments or the organisation in its entirety will not include information about named individuals.
- The information is published in accordance with the Data Protection Act 2018 and does not identify individuals.
- To protect anonymity, information referring to fewer than five individuals is shown by an asterisk.
- Information provided by employees helps us to identify trends and issues to make changes or improvements for them so although some of the information is optional, we encourage employees to complete it.

6. Our equality objectives

The PSED is a legislative tool that requires public bodies to proactively identify and tackle discrimination and inequalities and promote good relations. B&MS prioritise three types of equality objectives concerning the delivery of our mandate, our people and our intelligence gathering. At B&MS, we want to:



Ensure that the legal obligations under the PSED are delivered.



Ensure our workforce and communities equality needs are met and support community cohesion.



Improve services and organisational delivery in order to better facilitate compliance with the PSED in relation to our workforce, residents, visitors and businesses.

7. Our recruitment process

Recruitment to B&MS is through fair and open competition (except in certain circumstances, where redeployment or reorganisation policies apply) and based on merit, with individuals assessed for their ability to demonstrate the required competencies, knowledge and skills for the role. We are committed to ensuring that all recruitment is free from unfair and unlawful discrimination.

The recruitment and selection process are based on a fair and consistent approach, free from bias and consistent with principles of equality of opportunity. It complies in whole with the Equality Act 2010. Candidates will not be discriminated on the grounds of race or ethnic origin, disability, sex, gender reassignment, sexual orientation, religion or belief, age, pregnancy and maternity, marriage and civil partnership.

We use a diverse range of methods to attract applicants and promote our vacancies. These include a variety of advertising sites and jobs boards, social media and our contact networks to ensure we reach a diverse pool of applicants.

We are a Disability Confident Employer and operate a Guaranteed Interview Scheme, where we interview those applicants that declare a disability and who meet the minimum criteria for the role they have applied for.

Reasonable adjustments are made wherever practicable, to ensure that disabled individuals are not disadvantaged as part of the recruitment and selection process.

8. Workforce equality & diversity report

Between 2022/23 and 2023/24, the proportion of the workforce who chose to provide equality and diversity monitoring data increased across the following categories:

- Ethnicity (from 72.5% in 2022/23 to 74.3% in 2023/24)
- Disability (from 4.0% to 17.2%)
- Gender identity (from 9.7% to 32.2%)
- Gender reassignment (from 6.8% to 17.0%)
- Religion or belief (from 60.3% to 63.9%)
- Sexual orientation (from 9.7% to 28.5%)
- Marital status (from 69.8% to 72.5%)

Sex and age data are derived from HR records meaning that information is available for the whole workforce.

The tables which follow present the B&MS workforce profile for 2023/24, based on a headcount of 670 members of staff. The 'Not disclosed' classification includes both those that selected a 'prefer not to say' option alongside those that have not provided any information for a particular category.

To protect anonymity, information referring to fewer than five individuals is shown by an asterisk.

9.1 Ethnicity

Table 1: workforce profile by ethnicity (2023/24)

Ethnicity	%	Count
Asian/Asian British	0.90%	6
Indian	*%	*
Pakistani	*%	*
Bangladeshi	*%	*
Chinese	*%	*
Any other Asian background	*%	*
Black/Black British	1.64%	11
Caribbean	*%	*
African	*%	*
Any other Black background	*%	*
Mixed/Multiple Ethnic Group	1.19%	8
White and Black Caribbean	*%	*
White and Black African	*%	*
White and Asian	*%	*
Any other mixed/multiple ethnic background	*%	*
White/White British	70.45%	472
English/Welsh/Scottish/Northern Irish	67.76%	454
Irish	0.75%	5
Gypsy or Irish Traveller	*%	*
Any other White background	1.94%	13
Other ethnic group	*%	*
Arab	*%	*
Any Other Ethnic Group	*%	*
Not disclosed	25.67%	172

9.2 Disability

Employees were asked the voluntary question 'Do you have a disability?'. Options included, yes, no and prefer not to say.

Table 2: workforce profile by declared disability (2023/24)

Disability	%	Count
Employees declaring a disability	2.54%	17
Employees considered not disabled	14.63%	98
Not disclosed	82.84%	555

9.3 Sex

Table 3: workforce profile by sex (2023/24)

Sex	%	Count
Female	59.85%	401
Male	40.15%	269

9.4 Gender identity

Table 4: workforce profile by gender identity (2023/24)

Gender identity	%	Count
Female	19.55%	131
Male	10.45%	70
Non-Binary	*%	*
Prefer to self-describe	*%	*
Not disclosed	67.85%	468

9.5 Gender reassignment

Employees were asked the voluntary question 'Is the gender you identify with the same as your sex registered at birth?'. Options included, yes, no and prefer not to say.

Table 5: workforce profile by gender reassignment (2023/24)

Gender reassignment	%	Count
Yes	17.01%	114
No	*%	*
Not disclosed	82.99%	556

9.6 Age

Table 6: workforce profile by age (2023/24)

Age category	%	Count
16-24	5.22%	35
25-34	18.66%	125
35-44	19.25%	129
45-54	26.87%	180
55-64	25.37%	170
65+	4.63%	31

9.7 Religion or belief

Table 7: workforce profile by religion or belief (2023/24)

Religion or belief	%	Count
Any religion	29.70%	199
Christian (including Church of England, Catholic, Protestant and all other Christian denominations)	26.72%	179
Buddhist	*%	*
Hindu	*%	*
Jewish	*%	*
Muslim	*%	*
Sikh	*%	*
Any other religion	1.94%	13
No religion (including atheist, agnostic and humanist)	34.18%	229
Not disclosed	36.12%	242

9.8 Sexual orientation

Table 8: workforce profile by sexual orientation (2023/24)

Sexual orientation	%	Count
Heterosexual	25.97%	174
Gay or Lesbian	0.75%	5
Bisexual	1.49%	10
Other	*%	*
Not disclosed	71.49%	479

9.9 Pregnancy, maternity and paternity¹

Table 9: workforce profile by pregnancy, maternity and paternity (2023/24)

Maternity and paternity leave	%	Count
Pregnant and/or on Maternity Leave	1.04%	7
On Paternity Leave	*%	*

10. Marital status

Table 10: workforce profile by marital status (2023/24)

Marital status	%	Count
Single	17.01%	114
Partner	2.69%	18
Living Together	1.79%	12
Cohabiting	3.73%	25
Married	39.40%	264
Civil Partnership	*%	*
Separated	1.49%	10
Divorced	5.37%	36
Dissolved	*%	*
Widowed/Widower	0.75%	5
Not disclosed	27.46%	184

10. Contacts

This publication and related equality information is available from our website. Please contact hrrsupportteam@baberghmidsuffolk.gov.uk for:

- questions and comments regarding this publication – we welcome your feedback.
- information on accessing one of our publications in an alternative format.
- advice, information or guidance on equality, discrimination or human rights issues.

¹ In some cases, maternity or paternity leave will be carried over within financial years, therefore, there may be some duplication of data.