

Equality data 2017/18

This data covers the period 1st April 2017 to 31st March 2018.

HSE's workforce

The following six tables illustrate the diverse makeup of our organisation as at 31 March 2018 when our workforce was 2614.

All tables read across from junior staff at Band 6 through to senior staff at SCS.

| Table 1 - % of Age Group by Job Band | | | | | | | | |
|--------------------------------------|---------------------------------|---------------------|-------------------------|--------------------------------|--------------------------------|---------------|---------------|-----|
| | | Band 6 | Band 5 | Band 4 | Band 3 | Band 2 | Band 1 | SCS |
| Age | Total staff in post by job band | Admin Officer equiv | Executive Officer equiv | Higher Executive Officer equiv | Senior Executive Officer equiv | Grade 7 equiv | Grade 6 equiv | SCS |
| 16-24 | 63 | 60% | 21% | 17% | 0% | 2% | 0% | 0% |
| 25-29 | 128 | 16% | 22% | 46% | 16% | 0% | 0% | 0% |
| 30-34 | 135 | 10% | 13% | 38% | 35% | 4% | 0% | 0% |
| 35-39 | 238 | 8% | 15% | 24% | 42% | 10% | 1% | 0% |
| 40-44 | 418 | 8% | 12% | 14% | 48% | 15% | 2% | 1% |
| 45- | 371 | 13% | 17% | 12% | 36% | 16% | 4% | 1% |

| | | | | | | | | |
|-------|-----|-----|-----|-----|-----|-----|----|----|
| 49 | | | | | | | | |
| 50-54 | 598 | 15% | 16% | 13% | 36% | 14% | 4% | 2% |
| 55-59 | 458 | 14% | 14% | 10% | 35% | 21% | 5% | 2% |
| 60-64 | 162 | 20% | 16% | 8% | 35% | 18% | 2% | 1% |
| 65+ | 43 | 16% | 14% | 2% | 37% | 19% | 9% | 2% |

Table 2 - % of Gender by Job Band

| | | *Band 6 | *Band 5 | *Band 4 | *Band 3 | *Band 2 | *Band 1 | *SCS |
|--------|-------------------------------|---------------------|-------------------------|--------------------------------|--------------------------------|---------------|---------------|------|
| Gender | Total staff in post by gender | Admin Officer equiv | Executive Officer equiv | Higher Executive Officer equiv | Senior Executive Officer equiv | Grade 7 equiv | Grade 6 equiv | SCS |
| Female | 1296 | 20% | 20% | 18% | 30% | 9% | 2% | 1% |
| Male | 1318 | 8% | 11% | 14% | 42% | 19% | 4% | 2% |

Table 3 - % of Ethnicity by Job Band

| | | *Band 6 | *Band 5 | *Band 4 | *Band 3 | *Band 2 | *Band 1 | *SCS |
|-----------|------------------------|---------------|-------------------|------------------|------------------|---------------|---------------|------|
| Ethnicity | Total staff in post by | Admin Officer | Executive Officer | Higher Executive | Senior Executive | Grade 7 equiv | Grade 6 equiv | SCS |

| | ethnicity | equiv | equiv | Officer equiv | Officer equiv | | | |
|------------|-----------|-------|-------|---------------|---------------|-----|----|----|
| BME | 108 | 11% | 19% | 13% | 42% | 15% | 0% | 1% |
| White | 1323 | 12% | 15% | 18% | 34% | 14% | 5% | 2% |
| pnts/blank | 1183 | 16% | 15% | 14% | 39% | 14% | 2% | 0% |

Table 4 - % of Disability by Job Band

| | | *Band 6 | *Band 5 | *Band 4 | *Band 3 | *Band 2 | *Band 1 | *SCS |
|------------|-----------------------------------|---------------------|-------------------------|--------------------------------|--------------------------------|---------------|---------------|------|
| Disability | Total staff in post by disability | Admin Officer equiv | Executive Officer equiv | Higher Executive Officer equiv | Senior Executive Officer equiv | Grade 7 equiv | Grade 6 equiv | SCS |
| Yes | 244 | 19% | 20% | 15% | 35% | 8% | 1% | 2% |
| No | 1241 | 12% | 14% | 16% | 35% | 16% | 5% | 2% |
| pnts/blank | 1129 | 15% | 15% | 16% | 38% | 13% | 2% | 0% |

Table 5 - % of Sexual Orientation by Job Band

| | | *Band 6 | *Band 5 | *Band 4 | *Band 3 | *Band 2 | *Band 1 | *SCS |
|--------------------------|---|---------------------|-------------------------|--------------------------|--------------------------|---------------|---------------|------|
| Sexual Orientation Group | Total staff in post by Sexual Orientation | Admin Officer equiv | Executive Officer equiv | Higher Executive Officer | Senior Executive Officer | Grade 7 equiv | Grade 6 equiv | SCS |

| | Group | | | equiv | equiv | | | |
|---------------------------|-------|-----|-----|-------|-------|-----|----|--------------------|
| Bisexual | 16 | 13% | 13% | 13% | 31% | 31% | 0% | Not Available (NA) |
| Gay Woman/Lesbian/Gay Man | 36 | 14% | 19% | 22% | 22% | 17% | 6% | NA |
| Heterosexual/Straight | 1422 | 13% | 16% | 16% | 34% | 15% | 4% | NA |
| Other | 6 | 0% | 33% | 17% | 33% | 17% | 0% | NA |
| pnts | 1134 | 15% | 14% | 16% | 40% | 13% | 2% | NA |

Table 6 - % of Religious Belief by Job Band

| | | *Band 6 | *Band 5 | *Band 4 | *Band 3 | *Band 2 | *Band 1 | *SCS |
|-----------------------------|--|---------------------------|-------------------------------|---|---|---------------------|---------------------|------|
| Religious Belief Group | Total staff in post by Religious Belief Group | Admin Officer equiv | Executive Officer equiv | Higher Executive Officer equiv | Senior Executive Officer equiv | Grade 7 equiv | Grade 6 equiv | SCS |
| Buddhist | 10 | 20% | 10% | 20% | 50% | 0% | 0% | 0% |
| Christian | 901 | 15% | 18% | 15% | 33% | 15% | 4% | 1% |
| Hindu | 13 | 8% | 23% | 8% | 38% | 23% | 0% | 0% |
| Jewish | 6 | 33% | 17% | 17% | 17% | 0% | 0% | 17% |
| Muslim | 11 | 9% | 36% | 18% | 36% | 0% | 0% | 0% |
| No Religion or Belief | 600 | 12% | 13% | 18% | 36% | 15% | 4% | 2% |
| Other Religion or Belief | 48 | 21% | 15% | 19% | 33% | 10% | 2% | 0% |
| Sikh | 5 | 40% | 20% | 20% | 0% | 20% | 0% | 0% |
| pnts | 1020 | 14% | 14% | 16% | 40% | 13% | 2% | 0% |

Notes:

We aim to build a workforce which reflects the society we serve and to create a culture which values and respects diversity. As a public body, the Health and Safety Executive (HSE) has a specific duty to publish relevant proportionate information annually to demonstrate our compliance with the Public Sector Equality Duty (PSED), part of the Equality Act 2010. We publish information relating to our colleagues affected by our policies and practices and who share protected characteristics to demonstrate our commitment to developing an inclusive workplace, and to carry out our legal responsibilities against the three aims of the general Equality Duty, to give due regard to the need to:

- **eliminate unlawful discrimination**, harassment, victimisation and any other conduct that is prohibited by or under the Act;
- **advance equality of opportunity** between persons who share a relevant protected characteristic and persons who do not share it; and
- **foster good relations** between persons who share a relevant protected characteristic and persons who do not share it.

Our approach

- We published HSE's Diversity and Inclusion strategy in June 2018 which sets out how we aim to become more diverse and inclusive as an organisation. Actions include: mandating Unconscious Bias and Equality and Diversity e-learning for all HSE employees; senior leaders attended micro behaviour training, increasing the number of diversity champions at SCS level, and reviewing recruitment marketing techniques to reach out to a wider audience.
- We have detailed, comprehensive guidance and information on equality and diversity including the Equality Act 2010 and a Dignity at Work statement within the Human Resource guidance site. These provide sources of support to all our managers and staff
- Equality and diversity is embedded in all HSE's HR policies and learning and development activities.
- HSE continues to steer diversity and inclusion through the Diversity and Inclusion Programme Board chaired by the acting Chief Executive. In addition the Inclusion and Diversity Group contributes to delivering and directing HSE's diversity and inclusion strategy. The IDG provides support and advice to the Management Board (MB) on all matters relating to inclusion and diversity and translates high level objectives into the detail for HSE's diversity and inclusion plans.
- HSE supports a number of diversity staff networks. A Business Deal has been agreed between Networks and HSE setting out the commitment of each. Each Network has a dedicated web page within the HSE intranet guidance with some also managing an internal community site. These networks help support colleagues with protected characteristics and raise awareness of equality and diversity issues;

they also provide support to HSE. They contribute to HSE's people policies and strategies and act as a critical friend to the organisation

- HSE has signed up to be Disability Confident and achieved Level 2, with a view to achieving Level 3 during 2019.
- All HSE staff have access to an Employee Assistance Programme provided by OH Help. They can offer confidential help and advice for any issues including equality and diversity, giving independent advice.
- The annual Civil Service People Survey encourages staff to feedback on their experiences. The results are subject to ongoing analysis and discussion with a view to addressing possible concerns.
- When people leave HSE they are encouraged to complete a leaver's questionnaire, which asks them about their experience while working with us, and asks them about their reasons for leaving. Responses are reviewed and feed into evaluation of relevant HR policies.

Recruitment

Everyone who applies for a job with HSE is asked to give their diversity data that enables us to monitor the experiences of people with protected characteristics at each stage of the recruitment process and take appropriate action. All applications to HSE are name blind, by removing the candidate's name and other personal information, people are judged on merit and not on their background, race or gender.

For the first time in 3 years HSE recruited more male candidates than female.

BME successful applicants rose by 5.5% to 11.6% in 2017/18, down in part to a refreshed, modernised approach to attracting candidates and more inclusive assessment process being implemented. HSE are keen to build on this success in 2018/19 and continue to look for innovative and inclusive recruitment practices.

The number of candidates who declared a disability increased slightly in 2017/18, as HSE continues to support candidates with disabilities who require Reasonable Adjustments through the recruitment process to joining HSE. Our employees conducting selection activities are trained in recruitment equality and diversity, which includes mandatory unconscious bias and diversity and inclusion e-learning.

Last year's trend in candidates declaring 'none' for religion or belief continues this year, with an increase of 11.5% in this year's return there was a 7.1% increase in candidates declaring 'other religion or belief'. HSE Diversity and equality team have worked hard on educating line managers and employees in the importance of declaration completion which has resulted in a rise in completed declarations, something we hope will reflect in next year's return. In 2017/18 HSE had a 1.2% rise in LGBT+ candidates for vacancies.

We promote our work life balance benefits including flexible working arrangements, to all applicants for our jobs. We will continue to build on relationships with HSE diversity networks and our external marketing and advertising company TMP to optimise HSE reach to people of all backgrounds.

The following six tables illustrate the recruitment into HSE during the period 1 April 2017 to 31 March 2018 (see attached). HSE recruited 164 people during this period.

Table 7 - Recruitment by age

| Age range | % Count |
|-----------|---------|
| Under 20 | 2.4% |
| 20-29 | 27.4% |
| 30-39 | 26.8% |
| 40-49 | 27.4% |
| 50-59 | 14.6% |
| 60-69 | 1.2% |

Table 8 - Recruitment by gender

| Gender | % Count |
|--------|---------|
| Female | 42.7% |
| Male | 57.3% |

Table 9 - Recruitment by ethnicity

| Ethnicity | % Count |
|-----------|---------|
| BME | 11.6% |

| | |
|------------|-------|
| White | 72.0% |
| pnts/blank | 6.1% |
| Not Known | 10.4% |

Table 10 - Recruitment by disability

| Disability | % Count |
|-------------------|----------------|
| Yes | 6.7% |
| No | 61.0% |
| Not held | 29.3% |
| pnts/blank | 3.0% |

Table 11 - Recruitment by sexual orientation

| Sexual orientation | % Count |
|---------------------------|----------------|
| Heterosexual | 73.2% |
| Lesbian/Gay | 4.3% |
| pnts/blank | 7.9% |
| Bisexual | 2.4% |
| Not held | 12.2% |

| Table 12 - Recruitment by religion or belief | |
|---|----------------|
| Religion or belief | % Count |
| Christian | 34.1% |
| None | 35.4% |
| Other | 9.8% |
| pnts/blank | 9.8% |
| Not held | 11.0% |

Leavers

The following tables illustrate the people who left HSE in the period 1 April 2017 – 31 March 2018. The following set of tables illustrates the pattern of leavers.

| Table 13 - leavers by age | |
|----------------------------------|----------------|
| Age range | % Count |
| 16-24 | 5% |
| 25-29 | 7.19% |
| 30-34 | 2.87% |
| 35-39 | 7.55% |
| 40-44 | 10.4% |

| | |
|-------|-------|
| 45-49 | 7.19% |
| 50-54 | 12.5% |
| 55-59 | 17.2% |
| 60-64 | 20.5% |
| 65+ | 9.35% |

Table 14 - leavers by gender

| Gender | % Count |
|---------------|----------------|
| Female | 47% |
| Male | 52.8% |

Table 15 - leavers by ethnicity

| Ethnicity | % Count |
|------------------|----------------|
| BME | 3.2% |
| White | 28.7% |
| pnts/blank | 67.98% |

Table 16 - leavers by disability

| Disability | % Count |
|-------------------|----------------|
|-------------------|----------------|

| | |
|------------|--------|
| Yes | 5.39% |
| No | 36.33% |
| pnts/blank | 58% |

Table 17 - leavers by sexual orientation

| Sexual orientation | % Count |
|---------------------------|----------------|
| Bisexual | 0.35% |
| Gay Woman/Lesbian/Gay Man | 1.79% |
| Heterosexual | 34.89% |
| Other | 0.35% |
| pnts/blank | 64.74% |

Table 18 - leavers by religion or belief

| Religion or belief | % Count |
|---------------------------|----------------|
| Buddhist | 0.35% |
| Christian | 21.94 |
| Jewish | 0.35% |
| No religion or belief | 15.4% |

| | |
|------------|-------|
| Other | 0.35% |
| pnts/blank | 61.5% |

Learning and development activities

The following tables illustrate the take-up of learning and development activities via the Civil Service Learning portal, during the period 1 April 2017 to 31 March 2018, based on our workforce at that time of 2614. Issues with the ability to report on both technical and regulatory training has meant that for this period we are unable to produce the whole picture of external and internal training undertaken by HSE staff.

| Table 19 - learning and development activities by age | |
|--|----------------|
| Age range | % Count |
| 16-24 | 3.5% |
| 25-29 | 5.2% |
| 30-34 | 5.42% |
| 35-39 | 8.5% |
| 40-44 | 12.5% |
| 45-49 | 18% |
| 50-54 | 23.89% |
| 55-59 | 17.0% |

| | |
|-------|-------|
| 60-64 | 4.3% |
| 65+ | 0.96% |

Table 20 - learning and development activities by gender

| Gender | % Count |
|--------|---------|
| Female | 53.9% |
| Male | 46% |

Table 21 - learning and development activities by ethnicity

| Ethnicity | % Count |
|------------|---------|
| BME | 3.97% |
| White | 56% |
| pnts/blank | 39.5% |

Table 22 - learning and development activities by disability

| Disability | % Count |
|------------|---------|
| Yes | 11.36% |
| No | 49.37% |
| pnts/blank | 39.25% |

Table 23 - learning and development by sexual orientation

| Sexual orientation | % Count |
|---------------------------|----------------|
| Bisexual | 1.8% |
| Heterosexual | 58.17% |
| Lesbian/Gay | 1.71% |
| Other | 0.17% |
| pnts/blank | 38% |

Table 24 - learning and development by religion or belief

| Religion or belief | % Count |
|---------------------------|----------------|
| Buddhist | 0.4% |
| Christian | 35.5% |
| Hindu | 0.49% |
| Jewish | 0.33% |
| Muslim | 0.37% |
| None | 25% |
| Other | 2.59% |
| Sikh | 0.24% |

| | |
|------------|-------|
| pnts/blank | 34.6% |
|------------|-------|

Access to generic learning and development activities is via a web-based portal through Civil Service Learning (CSL). Their training represents the approach to the provision of training across all the Civil Service, providing flexible, high quality learning. It covers several topic areas. The portal is the approved route for accessing generic learning that concentrates on both the common curriculum and HSE's business priorities. The method of learning in the portal is through a blended approach including a mix of; e-learning, face to face events and access to extensive resources such as workbooks, guides etc.

Provision of technical training for HSE's Regulatory Inspectors and Specialist Inspectors is provided predominantly by an "in house" regulatory training programme with some provision from external contractors. The split of male and female within newly recruited inspectors reflects the split of male and female staff across the organisation. The regulators training programme was implemented in 2013 and underwent modernisation in 2017 to move away from 'chalk and talk' training delivery to a blended learning approach (e learning, tutorials and workshops) with the Programme hosted on a Learning Management System (LMS). HSE's evaluation and review of the programme and eventually the reporting system available via the LMS will result in the production of more meaningful management information.

Training needs are identified in several ways; through regular performance reviews and development discussions as part of a person's development action plan, technical training for specialists, and mandatory training for all regulatory inspectors.

Equality and diversity policies are embedded in all aspects of our training programmes; course material is reviewed on a regular basis to ensure due consideration has been given to equality and diversity issues. Equality and diversity is discussed with our training providers and we have assurance that CSL and our other training providers have similar discussions with any prime training provider and 3rd party suppliers.

The booking system through the CSL portal is fully accessible for learning and development activities and enables people to flag up any special requirements they may have i.e. in relation to a disability or caring responsibility. Our training providers are made aware of any such issues; course materials can be made available in alternative formats; additional support, if required, is available during activities; and course feedback forms from delegates invite comments on their experiences on the event, particularly where requests for reasonable adjustments were made. Any issues raised during events, or via feedback forms are discussed with our training providers as part of regular reviews.

The option of 'prefer not to say' is a declaration and an increased number of HSE staff have chosen this option.

Key

| HSE | Health & Safety Executive |
|--|---|
| Job bands | |
| <ul style="list-style-type: none"> • Band 6 • Band 5 • Bands 4-1 • SCS | <ul style="list-style-type: none"> • Junior administrative job band • Supervisor level • Middle to senior management • Senior Civil Service |
| BME | Black, minority ethnic |
| HR | Human Resources |
| PNTS | Prefer not to say |