

Equality data 2018/19

This data covers the period 1st April 2018 to 31st March 2019.

Introduction

We aim to build a workforce which reflects the society we serve and to create an inclusive culture which values and respects diversity. As a public body, the Health and Safety Executive (HSE) has a specific duty to publish relevant 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 to D&I

Eliminate unlawful discrimination

- HSE has continued 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 (IDG) 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. The IDG has been refreshed and extended to include senior champions, who represent disability, gender, LGBT+, BAME, carers, faith/belief, social mobility, age, and EU nationals. These champions play a crucial role in helping to set our culture, and influence key decisions, ensuring D&I are embedded in all behaviours, cultures and practices. Their support will help give colleagues confidence that we take diversity and inclusion seriously, encourage colleagues to be themselves, and to speak up. Externally, this support will send an equally important message to stakeholders, potential employees and wider communities that people with a protected characteristic are welcomed and valued at HSE.

- We have a zero-tolerance policy for bullying, harassment and discrimination. We launched a 'speak up' campaign encouraging colleagues to report experiences of these behaviours and identifying who they can talk to and 'speak up' to.
- 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.
- All SCS and senior leaders have completed a workshop on micro-behaviour training as a means of building an inclusive work environment. The workshop focused on building self-awareness of behaviours and how making slight changes can encourage a better working environment. There was focus on understanding the consequences of exclusive behaviours on teams and individuals.
- Equality Diversity Essentials and Unconscious bias e-learning courses are now mandated with everyone in HSE completing the courses by October 2018.

Advance equality of opportunity

- HSE supports several 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 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. A pioneering 'co-nursing' policy has been written in collaboration with HSE's staff networks and Trade Unions. This supports both same-sex and adoptive mothers to attend medical appointments to stimulate lactation to feed their baby.
- HSE is a Stonewall Diversity Champion and works with Stonewall to improve the culture within the organisation. This includes consulting their advice on supporting Senior Diversity Champions, and how to improve the language used in policy to make it more inclusive. LGBT+ staff have also attended the Stonewall Workplace Conferences in Glasgow and Manchester to learn about best practice with regard to LGBT+ - inclusiveness in the workplace, and how to be a good LGBT+ role model in an organisation.
- We have sought assurance that those involved in recruitment have undertaken D&I training.
- HSE is currently Disability Confident Level 2. We are working towards gaining 'Leader' status (Level 3) in the 2019/2020 year.

Foster good relations

- To build a more inclusive workplace we expanded our diversity champions. We now have 9 Champions: Disability, BAME, LGBT+, Gender equality, Faith / Belief, Carers, Social mobility, Age and EU Nationals.
- The D&I team have worked with our Internal Communications team on a communications plan for 2018-19. This ensures HSE recognises many important dates, such as International Women's Day, but also sets out the plans for communicating the D&I Team's achievements and initiatives, including announcing the SCS Diversity Champions.
- HSE has celebrated/commemorated the following dates in 2018/19: Bi Visibility Day, Trans Day of Remembrance, Yom Kippur, National Inclusion Week, Black History Month, Diwali, World AIDS Day, Chanukah, International Day of the Disabled Person, Holocaust Memorial Day, International Women's Day, LGBT History Month, Holi, Purim, International Transgender Day of Visibility. Additionally, staff have been able to hear about personal stories of inclusion at an LGBT+ Network event entitled 'Supporting LGBT+ Staff in the Workplace' and from the Gender Equality Network's lunchtime 'GEN Talks' on a range of issues. At MAGNET's annual conference, a light was shone on the lived experience of BAME women, and at International Day of the Disabled Person, EQUAL invited Alison Lapper MBE to speak about her story.
- 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.

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HSE's workforce

The following six tables illustrate the diverse makeup of our organisation as at 31 March 2019 when our workforce was 2569. Please note, there is a table at the end of this document that explains the job banding in HSE and some of the acronyms used below.

All tables read across from junior staff at Band 6 through to senior staff at SCS and the % are of the total. E.g. there are 56 staff in the age range 16-24. Of these 56 individuals, 57% are Band 6, 27% are Band 5, 14% are Band 4 and 2% are Band 3.

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	56	57%	27%	14%	2%	0%	0%	0%
25-29	125	18%	26%	42%	14%	0%	0%	0%
30-34	155	8%	12%	36%	42%	3%	0%	0%
35-39	207	11%	12%	24%	40%	13%	1%	0%
40-44	302	6%	11%	16%	51%	14%	3%	0%
45-49	424	9%	15%	11%	43%	17%	4%	1%
50-54	587	14%	16%	15%	33%	16%	5%	2%
55-59	471	13%	15%	10%	36%	20%	6%	2%
60-64	191	21%	15%	9%	35%	17%	2%	2%
65+	51	12%	16%	2%	45%	18%	6%	0%

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	1288	19%	20%	18%	30%	10%	2%	1%
Male	1281	7%	10%	14%	43%	19%	4%	1%

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 ethnicity	Admin Officer equiv	Executive Officer equiv	Higher Executive Officer equiv	Senior Executive Officer equiv	Grade 7 equiv	Grade 6 equiv	SCS
BME	126	11%	18%	13%	42%	16%	0%	1%
White	1627	12%	16%	18%	34%	15%	4%	2%
PNTS/blank	816	15%	14%	13%	41%	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	269	18%	20%	15%	36%	9%	2%	2%
No	1313	11%	15%	17%	34%	16%	4%	2%
PNTS/blank	987	14%	14%	15%	41%	13%	3%	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 Group	Admin Officer equiv	Executive Officer equiv	Higher Executive Officer equiv	Senior Executive Officer equiv	Grade 7 equiv	Grade 6 equiv	SCS
Bisexual	19	0%	26%	16%	37%	21%	0%	0%
Gay Woman/Lesbian/Gay Man	42	7%	21%	24%	21%	21%	5%	0%
Heterosexual/Straight	1673	13%	16%	17%	34%	14%	4%	1%
Other	*	22%	11%	22%	33%	11%	0%	NA
PNTS/blank	826	15%	28%	14%	43%	14%	0%	0%

Table 6 - % of Religious Belief by Job Band								
Religious Belief Group	Total staff in post by Religious Belief Group	*Band 6	*Band 5	*Band 4	*Band 3	*Band 2	*Band 1	*SCS
		Admin Officer equiv	Executive Officer equiv	Higher Executive Officer equiv	Senior Executive Officer equiv	Grade 7 equiv	Grade 6 equiv	SCS
Buddhist	10	10%	10%	30%	50%	0%	0%	0%
Christian	994	15%	18%	16%	32%	14%	4%	1%
Hindu	14	7%	14%	0%	57%	21%	0%	0%
Jewish	*	29%	29%	0%	29%	0%	0%	14%
Muslim	18	6%	39%	11%	39%	6%	0%	0%
No Religion or Belief	716	11%	14%	19%	37%	15%	4%	1%
Other Religion or Belief	53	26%	15%	17%	32%	8%	2%	0%
Sikh	*	22%	22%	22%	11%	22%	0%	0%
PNTS/blank	748	12%	12%	14%	44%	15%	2%	0%

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. In 2018 we introduced the Civil Service Success Profiles which allows us to select using a range of methods rather than the previous competency-based system. This allows HSE to attract and retain people of talent and experience from a range of sectors and all walks of life, improving diversity and inclusivity.

We promote our commitment to diversity and inclusion in our job adverts and through the recruitment process. We highlight 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 to optimise HSE reach to people of all backgrounds.

The statistics discussed below have been calculated as a percentage increase or decrease of each group as starting sample sizes vary.

For example, if there were 100 males on 31/03/2018, but there was an overall gain of 20 males by 31/03/2019 this would be written in this document as a 20% increase.

If there were 10 females on 31/03/2018, and there was an overall gain of 20 females by 31/03/2019, this would be represented as a 200% increase.

If these were instead represented as a proportion of those recruited in this time, it would show that males and females recruited made up 50% each. This would mask the large percentage change of females.

Therefore, the percentage change **per group** is detailed in the discussion below and represented by the final column in each of the tables, highlighted in pink.

The age group 16-24 saw HSE's largest percentage increase (33.3%), with a slight decrease in the number of age 35-39-year olds, and people in the age 45-49 and 50-54 age brackets. Larger percentage decreases of people in the highest three highest age groups (age 55+) are also shown, the majority of which are from retirement.

During 2018-2019, more males were both recruited to and left HSE. This resulted in the overall trend that HSE had a net loss of more males than females in this time period.

Successful BME applicants rose by 2.9% compared to the 31/03/2018 figure. However, white staff rose by 4.4% in the same time period. This shows that HSE still has some way to go to recruit a proportionate level of BME candidates.

There was an overall loss in disabled staff in HSE over the time period 2018/19 with a loss of 0.8%. In the same time period there was a gain of 4.6% of non-disabled staff.

A net increase of 10.5% of LGBO staff, compared to 3.5% of heterosexual staff, was observed in 2018/19. The LGBT+ Network has increased its visibility and activities in HSE considerably over the past 18 months, which could be a contributing factor to this. This could be down to higher attractiveness of HSE to LGBO people, or an increase in HSE staff's willingness to 'declare' their sexual orientation on our HR system.

When all religions except Christian are added together, there is a net loss of 2%. No religion/belief saw the largest net increase of 4.8%.

Note: a positive % change indicates an increase in the number of people, compared to the number of people on 31/03/2018. A negative (-) % change indicates there has been a decrease in the number of people in this category since 31/03/2018.

Age range	Number of staff as of 31/03/2018	Table 7 - Recruitment by age (from 01/04/2018-31/03/2019)					
		Recruited		Left		Overall change	
		Number	% change from all people in this category as of 31/03/2018	Number	% change from all people in this category as of 31/03/2018	Number	% change from all people in this category from 01/04/2018 to 31/03/2019
16-24	42	28	66.7	14	33.3	14	33.3
25-29	115	27	23.5	17	14.8	10	8.7
30-34	136	27	19.9	8	5.9	19	14.0
35-39	213	15	7.0	19	8.9	-4	-1.9
40-44	293	28	9.6	19	6.5	9	3.1
45-49	437	13	3.0	25	5.7	-12	-2.7
50-54	603	15	2.5	23	3.8	-8	-1.3
55-59	518	2	0.4	41	7.9	-39	-7.5
60-64	241	0	0.0	40	16.6	-40	-16.6
65+	87	0	0.0	16	18.4	-16	-18.4

Gender	Number of staff as of 31/03/2018	Table 8 - Recruitment by gender (from 01/04/2018-31/03/2019)					
		Recruited		Left		Overall change	
		Number	% change from all people in this category as of 31/03/2018	Number	% change from all people in this category as of 31/03/2018	Number	% change from all people in this category from 01/04/2018 to 31/03/2019
Female	1324	72	5.4	96	7.3	-24	-1.8
Male	1365	83	6.1	126	9.2	-43	-3.2

Ethnicity	Number of staff as of 31/03/2018	Table 9 - Recruitment by ethnicity (from 01/04/2018-31/03/2019)					
		Recruited		Left		Overall change	
		Number	% change from all people in this category as of 31/03/2018	Number	% change from all people in this category as of 31/03/2018	Number	% change from all people in this category from 01/04/2018 to 31/03/2019
BME	105	7	6.7	4	3.8	3	2.9
White	1302	89	6.8	32	2.5	57	4.4
PNTS/Null	1281	28	2.2	23	1.8	5	0.4
Not Known	N/A*	31	N/A*	163	N/A*	N/A*	N/A*

* The category 'Not Known' was not captured in 2018. Therefore, any change in the data is not calculable.

Disability	Number of staff as of 31/03/2018	Table 10 - Recruitment by disability (from 01/04/2018-31/03/2019)					
		Recruited		Left		Overall change	
		Number	% change from all people in this category as of 31/03/2018	Number	% change from all people in this category as of 31/03/2018	Number	% change from all people in this category from 01/04/2018 to 31/03/2019
Yes	244	5	2.0	7	2.9	-2	-0.8
No	1240	86	6.9	29	2.3	57	4.6
PNTS/Null	1204	64	5.3	186	15.4	-122	-10.1

Sexual Orientation	Number of staff as of 31/03/2018	Table 11 - Recruitment by sexual orientation (from 01/04/2018-31/03/2019)					
		Recruited		Left		Overall change	
		Number	% change from all people in this category as of 31/03/2018	Number	% change from all people in this category as of 31/03/2018	Number	% change from all people in this category from 01/04/2018 to 31/03/2019
LGBO	57	9	15.8	3	5.3	6	10.5
Heterosexual	1416	81	5.7	32	2.3	49	3.5
PNTS/Blank	1215	65	5.3	187	15.4	-122	-10.0

Religious Belief	Number of staff as of 31/03/2018	Table 12 - Recruitment by religious belief (from 01/04/2018-31/03/2019)					
		Recruited		Left		Overall change	
		Number	% change from all people in this category as of 31/03/2018	Number	% change from all people in this category as of 31/03/2018	Number	% change from all people in this category from 01/04/2018 to 31/03/2019
Buddhist	10	0	0.0	1	10.0	-1	-10.0
Christian	902	42	4.7	14	1.6	28	3.1
Hindu	13	0	0.0	0	0.0	0	0.0
Jewish	*	*	16.7	0	0.0	*	16.7
Muslim	11	2	18.2	2	18.2	0	0.0
No religion/belief	599	49	8.2	20	3.3	29	4.8
Other religion/belief	47	0	0.0	2	4.3	-2	-4.3
Sikh	*	0	0.0	0	0.0	0	0.0
PNTS/Null	1095	61	5.6	183	16.7	-122	-11.1

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Training and Development

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). The provision of technical training for Visiting Officers and Regulatory Compliance Officers is also supported by the Learning Management System. HSE's evaluation and review of the programmes and eventually the reporting system available via the LMS will result in the production of more meaningful management information.

As an integral part of HSE's performance policy, a regular 8 weekly Keep In Touch (KIT) is conducted. This is where training needs are identified primarily. Appropriate development activity is discussed, and a development action plan is agreed and reviewed. There is technical training for specialists, and mandatory training for all regulatory inspectors. HSE has embedded the use of 9-box talent grid to support development across all grades.

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 are 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 and use of the LMS is fully accessible for learning and development activities, enabling 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.

HSE supports the Positive Action Pathway initiative. Applications were open to all of HSE's staff ensuring that equality of opportunity was maximised through promotion through HSE's organisational networks.

HSE's Team Leader/Line Manager Induction includes sessions on attendance management (including stress management) and how microbehaviours can affect a colleague's wellbeing.

Key	
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
LGBO	Lesbian, Gay, Bisexual, Other
LGBT+	Lesbian, Gay, Bisexual, Trans, Other (+)
Null	No response
PNTS	Prefer Not To Say
*	Where less than 10