

Equality data 2019/20

This data covers the period 1st April 2019 to 31st March 2020.

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 and followed by the new Chief Executive. 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 Executive Committee (ExCo) 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 includes 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 behaviour, cultures and

practices. Their support gives colleagues confidence that we take diversity and inclusion seriously, encourages colleagues to be themselves, and to speak up. Externally, this illustrates 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. During this year we launched a campaign called 'Speak Up' to encourage anyone who has been a victim of bullying, harassment or discrimination to speak up be it formally or informally. The campaign encouraged those who are witnesses to these actions to also speak up. This is ongoing and is not a one-off event.
- Building on this, using feedback from our colleagues, an applied drama company presented workshops for all colleagues about bullying and harassment. These were called 'Behaviours Matters – Building an Inclusive Culture' and demonstrated unacceptable behaviours and how these could be tackled in a positive, non-confrontational way.
- 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 Senior Civil Servants have a dedicated performance objective for D&I and all colleagues have D&I within their performance objectives.

Equality Diversity Essentials and Unconscious bias e-learning courses are now mandated for new starters and for new managers.

Advance equality of opportunity

- HSE supports several diversity staff networks and during this year new networks were established for Carers and for Social Mobility. Equal, our disability network celebrated their 25th anniversary.
- Each Network has a dedicated web page within the HSE intranet for all colleagues to access. These networks help support colleagues with protected characteristics and raise awareness of equality and diversity issues for all colleagues. They provide support to HSE by contributing to HSE's people policies and strategies and act as a critical friend to the organisation.
- HSE is a Stonewall Diversity Champion and is a member of the Business Disability Forum.

- HSE has achieved Disability Confident Level 3 ('Leader' status).

Foster good relations

- HSE has celebrated/commemorated the following dates in 2019/20: Lesbian Day of Visibility, Ramadan, Easter, Passover, Vaisakhi, Eid ul-Fitr, International Day against Homophobia, Biphobia and Transphobia, Norwegian Constitution Day, Pride, International Women in Engineering Day, Hajj, Eid Ul-Adha, World Suicide Prevention Day, Bi Visibility Day, National Inclusion Week, Meditation Awareness Week, World Mental Health Day, World AIDS day, National Coming Out Day, Black History Month, International Men's Day, Transgender Day of Remembrance, Disability History Month, International Day of Disabled People, LGBT+ History Month, Holocaust Memorial Day, International Day of Women and Girls in Science and International Women's Day.
- The networks each held events through the year for all colleagues to celebrate, and widen understanding, of their characteristics using a selection of these days as the basis.
- 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 diversity and inclusion providing independent advice.

HSE's workforce

The following six tables illustrate the diverse makeup of our organisation as at 31 March 2020 when our workforce was 2501. 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 33 staff in the age range 16-24. Of these 33 individuals, 55% are Band 6, 33% are Band 5 and 12% are Band 4. If percentages do not add up to 100%, it is due to rounding values.

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 age group	Admin Officer equiv	Executive Officer equiv	Higher Executive Officer equiv	Senior Executive Officer equiv	Grade 7 equiv	Grade 6 equiv	SCS
16-24	33	55%	33%	12%	0%	0%	0%	0%
25-29	122	24%	21%	42%	12%	1%	0%	0%
30-34	144	8%	18%	31%	40%	3%	0%	0%
35-39	187	9%	10%	26%	46%	8%	1%	0%
40-44	301	7%	10%	15%	50%	14%	3%	1%
45-49	363	6%	15%	11%	45%	19%	3%	1%
50-54	536	13%	15%	14%	32%	18%	5%	2%
55-59	518	12%	16%	12%	36%	17%	5%	2%
60-64	240	19%	15%	9%	36%	16%	3%	2%
65+	57	19%	19%	5%	33%	19%	4%	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	1266	18%	20%	18%	31%	11%	3%	1%
Male	1235	7%	10%	14%	44%	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 ethnicity	Admin Officer equiv	Executive Officer equiv	Higher Executive Officer equiv	Senior Executive Officer equiv	Grade 7 equiv	Grade 6 equiv	SCS
BAME	137	7%	18%	10%	45%	18%	1%	1%
White	1774	12%	15%	17%	36%	14%	4%	1%
PNTS/blank	590	14%	15%	13%	41%	15%	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	309	17%	19%	16%	37%	8%	2%	1%
No	1997	12%	14%	16%	37%	16%	4%	1%
PNTS/blank	195	7%	16%	16%	42%	14%	4%	1%

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	20	5%	15%	15%	40%	25%	0%	0%
Gay Woman/Lesbian/Gay Man	43	12%	19%	19%	23%	21%	7%	0%
Heterosexual/Straight	1704	12%	16%	17%	36%	14%	4%	1%
Other	11	18%	9%	27%	36%	9%	0%	0%
PNTS/blank	723	15%	14%	15%	42%	13%	1%	1%

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	*	13%	13%	38%	38%	0%	0%	0%
Christian	991	15%	17%	15%	34%	15%	4%	1%
Hindu	17	6%	18%	0%	59%	18%	0%	0%
Jewish	*	17%	17%	0%	50%	0%	0%	17%
Muslim	19	11%	42%	0%	42%	5%	0%	0%
No Religion or Belief	734	9%	14%	19%	37%	16%	4%	1%
Other Religion or Belief	53	23%	19%	17%	34%	6%	2%	0%
Sikh	*	22%	22%	22%	11%	22%	0%	0%
PNTS/blank	664	12%	13%	14%	43%	15%	3%	1%

* Less than 10 individuals so data not displayed

Recruitment

It is mandatory for all interview panel members to have undertaken Diversity and Inclusion and Unconscious Bias training. We have continued to train those involved in the recruitment and assessment process to ensure a thorough understanding of D&I issues faced and how they can be mitigated.

We have continued to explore and widen our attraction strategy for recruitment to access a wide range of candidates, particularly from BAME backgrounds. 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 and we use diverse imagery. We have advertised on social media to attract a wider audience and we have utilised language decoders to ensure we use the most inclusive language in our job descriptions.

At HSE, we continue to use name-blind job applications. By removing the candidate's name and other personal information, people are judged on merit and not on their protected characteristics. We have also reviewed test thresholds for our trainee inspector campaign to ensure potential adverse impact on certain groups was removed.

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 31/03/2019, but there was an overall gain of 20 males by 31/03/2020 this would be written in this document as a 20% increase.

If there were 10 females on 31/03/2019, and there was an overall gain of 20 females by 31/03/2020, 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.*

Age

The age group 16-24 saw HSE's largest percentage increase (18%), with a slight decrease in the number of age 35-39-year olds, and people in the age 45-49 and 55-59 age brackets. Larger percentage decreases of people in the highest two age groups (age 60+) are also shown, the majority of which are from retirement.

Sex

During 2019-2020, 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.

BAME

A higher proportion of BAME staff were recruited in 2019/20 than white staff. While this is encouraging, it is noted that a higher proportion of BAME staff than white staff left HSE in the same time period.

Disability

HSE saw a net increase of 4% of disabled staff, compared to a net increase of 5% of non-disabled staff in 2019/20.

LGBO

A higher proportion of LGBO staff were recruited in 2019/20 than heterosexual staff. While this is encouraging, it is noted that a higher proportion of LGBO staff than heterosexual staff left HSE in the same time period.

Religion

When all religions except Christian are added together, there is a net gain of 6% which is larger than the net gain of 3% for Christian. However, the rate of leavers was higher for the all religions except Christian group (3%) when compared to Christian (1%). 'No religion/belief' saw a net increase of 6%.

Note: a positive % change indicates an increase in the number of people, compared to the number of people on 31/03/2019. A negative (-) % change indicates there has been a decrease in the number of people in this category since 31/03/2019.

Note due to a limitation in our data collection software, a very small number of individuals have not been captured. This is due to them starting after 01/04/19 but leaving before 31/03/20. Therefore, there may be shortfalls if some of the data is added together. These anomalies are very small (<5) and therefore should not affect the take home conclusions of the data.

Age range	Number of staff as of 31/03/2019	Table 7 - Recruitment by age (from 01/04/2019-31/03/2020)					
		Recruited		Left		Overall change	
		Number	% change from all people in this category as of 31/03/2019	Number	% change from all people in this category as of 31/03/2019	Number	% change from all people in this category from 01/04/2019 to 31/03/2020
16-24	28	*	*	*	*	5	18
25-29	112	26	23%	17	-15%	9	8
30-34	141	18	13%	15	-11%	3	2
35-39	189	*	*	*	*	-2	-1
40-44	296	21	7%	14	-5%	7	2
45-49	373	*	*	*	*	-7	-2
50-54	539	16	3%	18	-3%	-2	<-1
55-59	538	*	*	*	*	-19	-4
60-64	275	*	*	*	*	-34	-12
65+	77	*	*	*	*	-20	-26
TOTAL	2568	122	NA	182	NA	-60	NA

* Less than 10 individuals so data not displayed

Gender	Number of staff as of 31/03/2019	Table 8 - Recruitment by gender (from 01/04/2019-31/03/2020)					
		Recruited		Left		Overall change	
		Number	% change from all people in this category as of 31/03/2019	Number	% change from all people in this category as of 31/03/2019	Number	% change from all people in this category from 01/04/2019 to 31/03/2020
Female	1290	58	4%	81	-6%	-23	-2%
Male	1278	64	5%	103	-8%	-39	-3%

Ethnicity	Number of staff as of 31/03/2019	Table 9 - Recruitment by ethnicity (from 01/04/2019-31/03/2020)					
		Recruited		Left		Overall change	
		Number	% change from all people in this category as of 31/03/2019	Number	% change from all people in this category as of 31/03/2019	Number	% change from all people in this category from 01/04/2019 to 31/03/2020
BAME	126	*	*	*	*	7	6%
White	1626	82	5%	12	-1%	70	4%
PNTS/Null	816	29	4%	168	-21%	-139	-17%

* Less than 10 individuals so data not displayed

Disability	Number of staff as of 31/03/2019	Table 10 - Recruitment by disability (from 01/04/2019-31/03/2020)					
		Recruited		Left		Overall change	
		Number	% change from all people in this category as of 31/03/2019	Number	% change from all people in this category as of 31/03/2019	Number	% change from all people in this category from 01/04/2019 to 31/03/2020
Yes	268	*	*	*	*	10	4%
No	1313	76	6%	15	-1%	61	5%
PNTS/Null	987	33	3%	166	-17%	-133	-13%

* Less than 10 individuals so data not displayed

Sexual Orientation	Number of staff as of 31/03/2019	Table 11 - Recruitment by sexual orientation (from 01/04/2019-31/03/2020)					
		Recruited		Left		Overall change	
		Number	% change from all people in this category as of 31/03/2019	Number	% change from all people in this category as of 31/03/2019	Number	% change from all people in this category from 01/04/2019 to 31/03/2020
LGBO	70	*	*	*	*	5	7%
Heterosexual	1672	83	5%	13	1%	70	4%
PNTS/Blank	826	32	4%	169	20%	-137	-17%

* Less than 10 individuals so data not displayed

Religious Belief	Number of staff as of 31/03/2019	Table 12 - Recruitment by religious belief (from 01/04/2019-31/03/2020)					
		Recruited		Left		Overall change	
		Number	% change from all people in this category as of 31/03/2019	Number	% change from all people in this category as of 31/03/2019	Number	% change from all people in this category from 01/04/2019 to 31/03/2020
Buddhist	10	*	*	*	*	-1	-10%
Christian	993	31	3%	*	*	26	3%
Hindu	14	*	*	*	*	1	7%
Jewish	*	*	*	*	*	*	14%
Muslim	18	*	*	*	*	1	6%
No religion/belief	716	*	*	*	*	36	5%
Other religion/belief	53	*	*	*	*	6	11%
Sikh	*	*	*	*	*	*	0%
PNTS/Null	747	33	4%	168	22%	-135	-18%

* Less than 10 individuals so data not displayed

Training and Development

Training

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. 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. The flexible and differentiated approach is inclusive to all learning styles.

The need to be more inclusive in teaching styles led to a modernisation of the regulators training programme 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) titled TEDI (Train, Educate, Develop, Inspire).

HSE supports the Positive Action Pathway initiative (a talented programme aimed at people from minority groups). Applications were promoted through HSE's diversity networks.

HSE's internally delivered Team Leader/Line Manager Induction/Refresher includes sessions on several key 'management' topics including Attendance Management, Discipline & Grievance, Recruitment, Performance Management, Managing Change, Diversity & Inclusion (including Unconscious Bias) and sessions on Health, Safety, Wellbeing and Managing Stress. It also emphasises how micro behaviours can affect a colleague's wellbeing.

HSE also introduced two blended CSL management development programmes in 2019; the New Manager Programme and Experienced Manager Programme.

Both programmes aim to improve the knowledge and skills in management and managing people and in particular supporting individuals.

Learning & Development have developed a Senior Civil Servant Yammer network group that signposts development opportunities for senior leaders. This signposting includes cascade messages from Civil Service Human Resources and CSL senior leadership development opportunities.

During 2019 and early 2020, all SCS and Grade 6s (Band 1) attended an internally delivered NEBOSH accredited leadership programme named 'Leadership Excellence in Health Safety and Wellbeing'. An important part of the programme focused on developing HSE's leadership approach as we implemented changes aimed to improve both systems and its culture.

It is recognised that HSE must maintain an excellent Health Safety & Wellbeing culture that is led first and foremost by its people then supported by clear and proportionate systems. HSE's Health Safety and Wellbeing Team have supported the broader picture of ensuring that we are equipped to care for others through our work on an improvement programme.

Performance Management / Talent and Development

As an integral part of HSE's performance policy, regular 8 weekly Keep in Touch (KiT) meetings are 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. These opportunities to discuss development and talent are intended to support all staff to aspire to climb as high as their talents take them in HSE, regardless of any of their protected characteristics.

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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
BAME	Black, Asian, Minority Ethnic
Disabled	Self – declared on HR system
HR	Human Resources
LGBO	Lesbian, Gay, Bisexual, Other
LGBT+	Lesbian, Gay, Bisexual, Trans, Other (+)
Null	No response
PNTS	Prefer Not to Say
*	Less than 10 individuals so data not displayed