

# Public sector equality duty report 2024

Our workforce data as of 19 July 2024.

First published 26 November 2024

## Our progress against equality objectives

Our objectives are taken from our diversity, equality and inclusion (DEI) strategy, which covers the period 2021 to 2024.

### Objective one

We will reflect the different communities in the working population and tackle underrepresentation at all roles and levels of our workforce.

Aim	Aim date	Progress against objective as at March 2024
<p>Aim one – our regular reporting cycle set up to further our understanding of our workforce composition, identify changes, analysis of trends and risks.</p>	<p>December 2021</p>	<p>The College moved to a new enterprise resource planning (ERP) system which, although has meant a period without access to our workforce data, will provide a wider range of data, including socio-economic and caring responsibilities. In the interim we are working to increase completion rates, targeting new starters whose information wasn't collected on the old system and secondees who consistently have lower completion rates.</p>

Aim	Aim date	Progress against objective as at March 2024
Aim two – our representation of new staff, including secondees, from underrepresented groups increases.	March 2022	Proportion of the workforce who are aged 29 and under and 30 to 39 has increased, as has the representation of females in senior grades. The percentage of the workforce who are from an ethnic minority background has seen a slight increase, despite a lower ethnicity data completion rate due to the move to the new system.

- [See our progress against objective one in 2023](#)

## Objective two

Encourage the development and progression of all our staff and implement a positive action approach to provide equity of opportunity.

Aim	Aim date	Progress against objective as at March 2024
-----	----------	---

<p>Aim one – our diversity, equality and inclusion (DEI) training provision is assessed to enable staff to understand their responsibilities, recognise and address bias and is part of our ongoing learning.</p>	<p>March 2022</p>	<p>A targeted development course aimed at our most underrepresented groups is run bi-annually. We have introduced new required learning module ‘Introduction to diversity, equality and inclusion’ and reached over 80% completion across the workforce. Other new training available to all staff includes: the Royal National Institute of Blind People (RNIB) sight loss awareness, ‘Speak up’ training, and regular wellbeing sessions.</p>
<p>Aim two – launch of a new pilot internal mentoring scheme with clear process identified for staff from underrepresented groups (ethnicity, initially) to be matched with coaches/mentors to support development.</p>	<p>January 2022</p>	<p>The use of our diverse pool of coaches/mentors is fully embedded and available to staff from underrepresented groups.</p>

- [See our progress against objective two in 2023](#)

## Objective three

We will live our values, ensuring our behaviours enable all staff to be their true selves at work.

Aim	Aim date	Progress against objective as at March 2024
<p>Aim one – Record and use feedback from our networks on policy and products to improve inclusivity and diverse opinion.</p>	<p>December 2021</p>	<p>We have developed new ways of consulting with networks to ensure fairness and to bring diversity of opinion in decision making, including policy review panel for HR policies. We have delivered continuing professional development (CPD) sessions for network chairs on improving resilience. A new neurodiversity network has been established. 65% of staff are in at least one of our networks.</p> <p>We achieved RNIB Visibly Better Employer standard and signed the Armed Forces Covenant to improve our pipeline of diverse talent.</p>

Aim	Aim date	Progress against objective as at March 2024
Aim two – DEI survey results assessed against the 2020/21 baseline to identify improvements, external Employers Network for Equality and Inclusion (ENEI) Talent Inclusion and Diversity Evaluation (TIDE).	March 2022	Increased to 81% in TIDE reaching ‘Sustain’, the highest level of this benchmarking tool and achieved a silver award having moved up a level for both ‘training and development’ and ‘communication and engagement.’

- [See our progress against objective three in 2023](#)

## Objective four

We will ensure our processes, policies and procedures are inclusive and we have diverse representation on our decision-making bodies.

Aim	Aim date	Progress against objective as at March 2024
Aim one – diverse panels are used in all recruitment, with biographies held for panel members to help recruiting managers select panels.	December 2021	The use of diverse panels for senior recruitment panels is fully embedded as a business-as-usual activity.

Aim	Aim date	Progress against objective as at March 2024
Aim two – continue to develop and support the network chair membership on the senior management team meeting.	March 2022	<p>A seat is provided for a network chair at the monthly senior leadership team meeting as a full member for a three-month tenure. The inclusion of network chairs into decision-making panels has been extended to include our reward panels and the development of our pay and reward strategy.</p> <p>We have developed a new 'inclusion by design' approach, inviting staff from across the organisation to collaborate on developing new products. This brings wider staff involvement into our digital product development.</p>

- [See our progress against objective four in 2023](#)

## Objective five

We will ensure that diversity and inclusion is central to the development of our new products and services, which we will assess for equality impact. We will also systematically review and redevelop our existing products and services.

Aim	Aim date	Progress against objective as at March 2024
Aim one – staff identify impacts and benefits of their work on all groups of people conducting equality impact assessments (EIA) and building DEI into their development process.	March 2022	New central EIA recording system and dashboard in development. Roadshows planned for Autumn 2024. Equality champions established in each area of Enabling Services, providing oversight of policies and EIA completion.
Aim two – regular DEI coordination board identifies common areas, lessons learnt and shares expertise on internal and external inclusion work.	March 2022	The culture and inclusion (C&I) portfolio was established during 2024, the C&I portfolio board oversees the delivery of our DEI work at quarterly meetings.

- [See our progress against objective five in 2023](#)

## Our workforce data

### Total numbers by professional community and business units

As of 19 July 2024, the College employed 920 people across 12 professional communities (PC) and business units (BU).

There has been a workforce increase since March 2023's reporting period as well as a new enterprise resource planning (ERP) system. This has resulted in a greater number of 'unknowns' as diversity data has not been completed by new starters. Therefore, any analysis of changes in representations should be undertaken with caution. Due to the change in ERP system, we also

collected data on a later date than usual.

Headcount by PC/BU as of 19 July 2024

The total includes all payroll, secondees, agency/contractors and apprentices but excludes service providers.

<b>Professional community or business unit</b>	<b>Number of staff</b>
<b>Business Services</b>	127
<b>CEO and Directors</b>	17
<b>Communications</b>	36
<b>Corporate Governance and Corporate Development</b>	27
<b>Digital, Data and Technology (DDaT)</b>	88
<b>Engagement and Implementation</b>	231
<b>Finance and Commercial</b>	34
<b>Occupational Psychology</b>	76
<b>People and Organisation Development (OD)</b>	33
<b>Portfolio, Programme and Project Management (PPPM)</b>	42
<b>Professional Development</b>	153
<b>Research and Knowledge Sharing</b>	56

Professional community or business unit	Number of staff
<b>Total</b>	920

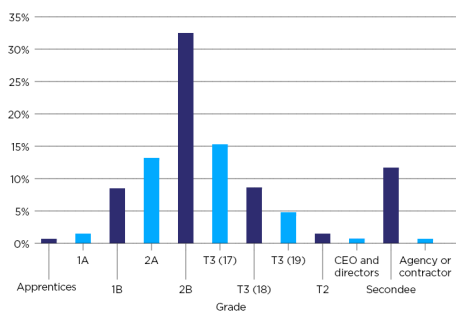
## Observations

- There has been a 19.5% increase in headcount this reporting period, with an increase of 150 staff from 31 March 2023.
- Biggest percentage increases occurred in PPPM (+90.9%) and Engagement & Implementation (+57.1%).

## Workforce by grade

Grade as of 19 July 2024	Number of staff	Percentage of grand total	Grade grouping
Apprentices	7	0.8%	Junior grades
1A	15	1.6%	
1B	77	8.4%	
2A	121	13.2%	
2B	299	32.5%	Middle grades
T3 (17)	141	15.3%	
T3 (18)	80	8.7%	
T3 (19)	45	4.9%	
T2	14	1.5%	Senior grades

Grade as of 19 July 2024	Number of staff	Percentage of grand total	Grade grouping
Directors and CEO	7	0.8%	
Secondees	108	11.7%	Secondees, agency or contractors
Agency or contractor	6	0.7%	
<b>Total</b>	<b>920</b>	<b>100%</b>	



### Workforce by grade – 19 July 2024

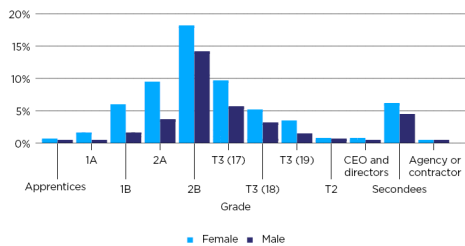
### Observations

- Whilst 2B is still the largest grade, representing 32.5% of the workforce, T3 (17) has seen the greatest increase from 13% of the workforce in 2023 to 15.3% in 2024. Grades 1A and 1B saw small decreases in this period.

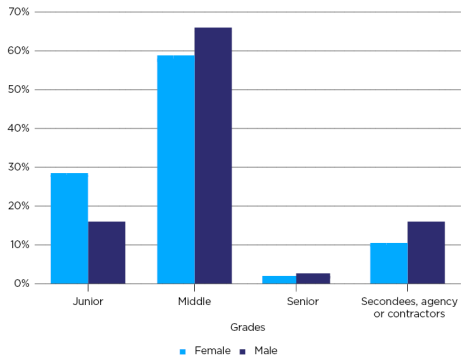
### Workforce grade by sex

Grade as of 19 July 2024	Female staff	Male staff	Grade grouping
--------------------------	--------------	------------	----------------

<b>Apprentices</b>	5	2	Junior grades
<b>1A</b>	13	2	
<b>1B</b>	61	16	
<b>2A</b>	86	35	
<b>2B</b>	168	131	Middle grades
<b>T3 (17)</b>	89	52	
<b>T3 (18)</b>	51	29	
<b>T3 (19)</b>	31	14	
<b>T2</b>	8	6	Senior grades
<b>Directors and CEO</b>	4	3	
<b>Secondees</b>	57	51	Secondees, agency or contractors
<b>Agency or contractor</b>	3	3	
<b>Total</b>	<b>576</b>	<b>344</b>	



### Grade distribution by sex – 19 July 2024



### Grade groupings by sex – 19 July 2024



### Senior management by sex – 19 July 2024

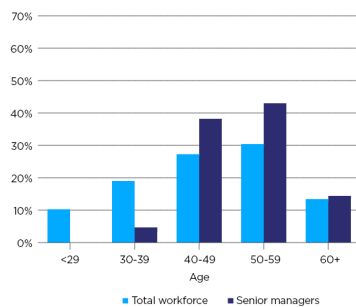
#### Observations

- The College workforce is now 62.6% female and 37.4% male. This compares to 59% female and 41% male in March 2023.
- Male representation is lowest within the junior grade tier where they make up only 25% of the workforce (this is an increase from 14.6% in 2023).
- Female representation has increased in senior grades to 57% (from 38% in 2023).

## Workforce by age compared with senior managers

Age groups as of 19 July 2024	Number of all staff	Senior managers

Less than 29	94	0
30 to 39	175	1
40 to 49	250	8
50 to 59	279	9
60 and over	122	3
<b>Total</b>	<b>920</b>	<b>21</b>



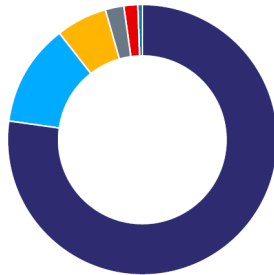
### Age groups of total workforce and senior managers – 19 July 2024

## Observations

- There are early signs of the College increasing representation in the younger age groups of the under 29 and 30 to 39 age group.
- The median age of the College's workforce this reporting period is 48. This is the same as March 2023's reporting period.
- Whilst this reporting period saw there being more female senior managers than males, the majority of female staff in this grade group were aged 50 to 59 (58.3%). The majority of male senior staff in this grade group were aged 40 to 49 (55.6%).

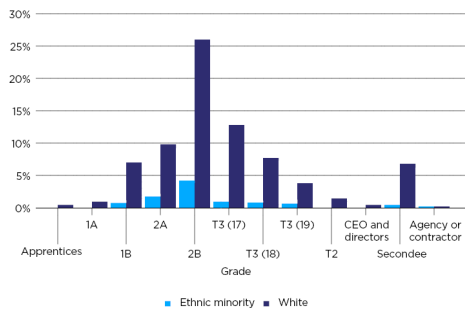
## Workforce by ethnicity compared with senior managers

Grade as of 19 July 2024	Ethnic minority	White	Unknown ethnicity	Grade grouping
Apprentices	0	4	3	Junior grades
1A	1	10	4	
1B	7	66	4	
2A	16	89	16	
2B	39	239	21	Middle grades
T3	10	118	13	
T3	8	70	2	
T3	6	34	5	
T2	0	14	0	Senior grades
Directors and CEO	0	5	2	
Secondees	5	61	42	Secondees, agency or contractor
Agency or contractor	3	2	1	
<b>Total</b>	<b>95</b>	<b>712</b>	<b>113</b>	

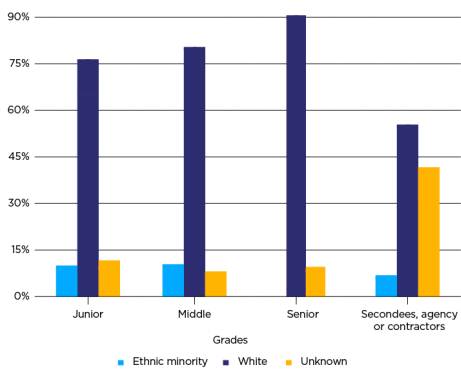


White (77.4%) Black (2.3%)  
Unknown (12.3%) Mixed (1.6%)  
Asian (6.0%) Other (0.4%)

### Workforce by ethnicity – 19 July 2024



### Grade distribution by ethnicity – 19 July 2024

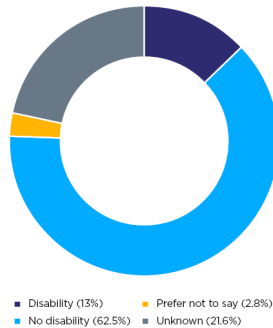


### Grade groupings by ethnicity – 19 July 2024

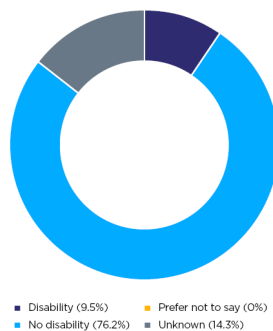
## Observations

- The College still has an underrepresentation of ethnic minority staff with 10.3% self-reporting as being from an ethnic minority background. (compared to 15% in the [Civil Service workforce](#)).
- There are no senior managers from an ethnic minority background

## Workforce by disability or long-term condition compared with senior managers



### Workforce disability – 19 July 2024

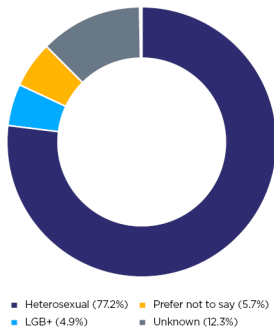


### Senior managers disability – 19 July 2024

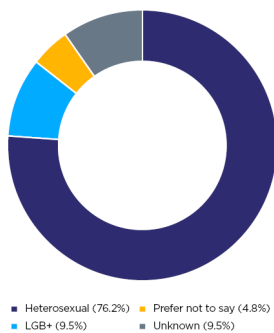
## Observations

- 13% of staff self-report as having a disability which is below the [national working-age population of 24%](#).

## Workforce by sexual orientation compared with senior managers



Workforce sexual orientation – 19 July 2024



Senior managers sexual orientation – 19 July 2024

**Observations**

- The number of staff who preferred not to state their sexual orientation increased from 4.9% to 5.7% with a further 12.3% ‘unknown’.
- Those identifying as LGB+\* has decreased from 6.1% in 2023 to 4.9% in 2024, whilst representation remains higher amongst senior managers at 9.5%

\*LGB+ is used instead of LGBTQ+ as data is on sexual orientation and does not include gender identity.

**Workforce diversity by religion**

\*We have used the Office for National Statistics (ONS) religion and belief coding.

Religion or belief* of workforce	Percentage of staff
----------------------------------	---------------------

Buddhism	0.5%
Christianity	38.3%
Hinduism	1.3%
Judaism	0.4%
Muslim	1.1%
No religion	41.3%
Other	3.8%
Prefer not to say	0%
Sikhism	1.6%
Unknown	11.6%

\*We have used the ONS religion and belief coding.

Religion or belief* of senior managers	Percentage of staff
Christianity	33.3%
No religion	61.9%
Prefer not to say	0%
Unknown	4.8%

## Observations

- Those who selected 'prefer not to say' for religion reduced from 4.2% in 2023 to 0% in 2024, however, 'unknown' went from 3.6% to 11.6% in the same period.
- Christianity reduced from 43.9% to 38.3% whilst the other religions saw little change.

## Completion rates across all protected characteristics

Characteristic	Disclosure rate
Ethnicity	87.7%
Sex	100%
Sexual orientation	87.7%
Religion or belief	88.4%
Disability or long term condition	78.4%
Age	100%

### Observations

- Information on age and sex is required for our security vetting process, which gives us 100% completion. All other information is optional so people can choose to leave blank or respond with 'prefer not to say'.
- It should be noted that the level of completion for our permanent workforce is greater than indicated in the table above. This is due to secondees and agency/contractors being less likely to complete monitoring forms on our ERP system.

## Tags

Equality Diversity and inclusion