Department For Education – Staff equality data January 2012

1. <u>**Key equality data**</u>

This section provides a quantitative breakdown of our staff as of June 2011 when the last analysis was undertaken. This section will be updated as new information becomes available.

Senior Civil Service equality data

Table 1 sets out how we are doing towards meeting the Civil Service wide target to increase representation at senior civil service grades and the grades that feed into the senior civil service.

	New DfE target 2013		31-Dec-10		31-Mar-11		30-Jun-11		Status
	%	No.*	%	No.	%	No.	%	No.	
Women in SCS	50%	63	59.17%	71	55.93%	66	54.92%	67	
Women in TMP	50%	15.5	59.26%	16	53.85%	14	52.00%	13	
BME in SCS	8%	10	4.17%	5	4.24%	5	4.10%	5	
Disabled in SCS	6%	7.5	2.50%	3	1.69%	2	1.64%	2	
LGBT in SCS	6%	7.5	3.33%	4	3.39%	4	3.28%	4	
Women in feeder grades	50%	361.5	55.08%	385	54.55%	396	55.17%	411	
BME in feeder grades	10%	72	8.01%	56	7.85%	57	8.32%	62	
Disabled staff feeder grades	8%	58	7.15%	50	6.89%	50	6.85%	51	
LGB in feeder grades	6%	43	4.15%	29	4.13%	30	3.89%	29	

Table 1

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Equality Data by site and directorate

Headline data by category, site and directorate

BME		Recorded Disability		Part Time		Female		Sexual Orientation	LGB
Department	**13.35%**	Department	**7.00%**	Department	**15.94%**	Department	**59.26%**	Department	**>5%**
Site		Site		Site		Site		As the Departmental figure is below 5%, we are not releasing any site specific information for this protected characteristic.	
Darlington	**>5%**	Darlington	**5.24%**	Darlington	**26.18%**	Darlington	**66.83%**		
London	**20.35%**	London	**7.22%**	London	**11.56%**	London	**57.06%**		
Runcorn	**>5%**	Runcorn	**7.32%**	Runcorn	**17.07%**	Runcorn	**69.27%**		
Sheffield	**5.84%**	Sheffield	**7.94%**	Sheffield	**22.43%**	Sheffield	**57.24%**		
Coventry/Offsite	**>5%**	Coventry/Offsite	**>5%**	Coventry/Offsite	**>5%**	Coventry/Offsite	**28.57%**		
Directorate		Directorate		Directorate		Directorate			
CYPFD	**17.12%**	CYPFD	**8.11%**	CYPFD	**12.61%**	CYPFD	**60.14%**		
CSD	**6.41%**	CSD	**6.07%**	CSD	**16.42%**	CSD	**55.23%**		
ESD	**17.86%**	ESD	**7.01%**	ESD	**16.99%**	ESD	**60.60%**		
IFD	**16.07%**	IFD	**8.12%**	IFD	**17.94%**	IFD	**62.61%**		
PO	**20.34%**	PO	**>5%**	PO	**5.08%**	PO	**72.88%**		
Legal	**33.33%**	Legal	**>5%**	Legal	**>5%**	Legal	**66.67%**		
IAU	**7.14%**	IAU	**>5%**	IAU	**14.29%**	IAU	**46.43%**		

Table 2

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Age

	16-24	25-29	30-34	35-39	40-44	45-49	50-54	55-59	60-64	65+	Total
Total	**Less than 5%**	**8.8%**	**13.9%**	**12.8%**	**16%**	**19.8%**	**14.4%**	**8.4%**	**Less than 5%**	**Less than 5%**	**2585**

Table 3

Religion and Faith

Grade Level	Christian	Muslim	Hindu	Buddhist	Jewish	Sikh	Other	None	Prefer not to say	Not Known	Total
Total	**40.80%**	**>5%**	**>5%**	**>5%**	**>5%**	**>5%**	**0.50%**	**27.30%**	**8%**	**17.10%**	**2585**

Table 4

Although we have not published the figures for religious groups which are less than 5%, the combined figure for positive declarations of religious groups is equal to 6.8% of the workforce.

2. How we implement diversity within the Department

2.1 Disability Advisor/Diversity Officer

The purpose of this role is to coordinate the implementation of reasonable adjustments for disabled employees. This is done by ensuring that all identified reasonable adjustments are in place, liaising with our external occupational health provider to ensure that assessments are undertaken when required and that any recommendations for auxiliary aids, adaptive software or changes to working arrangements are adopted.

The role also includes working within the People and Change Directorate to ensure that good diversity practice is at the heart of our employment policies as well as working with the staff equality networks to safeguard equality of opportunity and fairness of treatment for all our employees.

The work of our staff networks is described below.

2.2 Staff Equality Networks

The Department supports four staff networks, focusing on: race; disability; lesbian, gay, bisexual and transgender (LGBT) issues; and job-sharing/flexible working. The networks provide a forum through which staff can raise issues and help the Department improve its policies and practice on diversity. To show the high level commitment the Department has to diversity and the staff networks the disability, race equality and LGBT networks are sponsored by a member of the Department's executive management team, including the Permanent Secretary, who sponsors the LGBT network.

Race Equality Group

The purpose of the Race Equality Group is to help the department achieve its vision through supporting the department to focus on race equality issues. Its vision is: "*A DfE where race has no negative impact on outcomes for its members, partners, or the people it*

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serves". The Race Equality Group was established with the following strategic aims:

1. Inward Looking

To support our department in creating and maintaining culture and processes which avoid race based disparate outcomes of its internal policies.

2. Outward Looking

To support our department in improving and avoiding race based disparate outcomes of its external policies and engagements.

The group does not perceive race equality issues in DfE as an issue for BME colleagues, but as an issue for DfE which impacts greatest on its BME staff and customers. As such, the group is convened as DfE colleagues wishing to help our organisation overcome race equality issues so it can fully achieve its vision. Since many of the group are from a BME background it offers DfE a valuable opportunity to tap into in-house BME resource and perspectives.

Department Disability Group (DDG)

The DDG is made up of colleagues from across the Department, at all grades and from all sites. The DDG aims to to:

- Give disabled colleagues a voice;

- Help, support and advise DfE on all staff related disability issues;

- Enable disabled staff to participate fully at work;

- Enable disabled staff and visitors to be safe at work;

- Collect issues and good practice from across the sites and share and disseminate across the Department;

- Raise awareness of disability issues and sources of help, advice and guidance;

- Achieve active engagement in disability issues by line managers:

The DDG contribute to the work/aims of the wider Civil Service on all staff related disability issues, linking to the work being undertaken via MoJ Civil Service Disability Task Group. The DDG is concerned with advising the Department on internal policy initiatives which may impact on those with a disability.

Lesbian Gay and Bisexual and Transgender Network

The Departmental LGBT Network is a supportive and inclusive staff network, offering LGBT staff a safe environment in which to have a voice and to provide the link between staff and the Department via HR and the Network Board Sponsor. In an advisory capacity, proactively and positively supporting the Department in:

- becoming an employer of choice for LGBT employees
- considering LGBT issues in all areas of policy and service delivery.

The network also organises a number of social networking opportunities as well as publicising events and activities of other organisations and Civil Service LGBT groups. Network membership is available to anyone who has an employment contract with the Department and identifies as either LGB or T. It is also open to anybody who actively supports the purpose and aims of the Network but does not self identify as either.

Jobshare Network

This network provides support and guidance to:

- enable those who job share to share their experiences and concerns (e.g. ways of working, issues around performance management, IT issues like sharing blackberries etc);
- enable those who wish to jobshare to meet potential partners and understand what jobsharing entails.

Part time staff network

The part-time staff network is there to support part time staff on a similar basis to the jobshare network. It also supports women who are returning to work from maternity leave.

The Department appreciates the work of the staff networks in enabling us to work towards a fair and inclusive workplace. They support the development and application of our employment policies and in any external benchmarking we undertake. Further details of how we support staff are included in the following paragraph.

2.3 Surveys and external Bench Marking

We use internal staff surveys and appropriate external benchmarking systems to check how we are doing in the view of our staff or against independent external standards. The next sections explain how we did in this year's exercises.

Staff Survey 2011
Each year the Department takes part in the Civil Service staff survey which looks to gather information on how staff feel and how engaged they feel with the Department's work. The results of the 2011 survey were very encouraging with no significant adverse results for staff that identify as being from a protected characteristic. We are now looking at the information by departmental directorate and we will publish the diversity information for the staff survey in due course.

Trans Equality Survey 2011
We are pleased to announce that in the Trans Equality Index 2011 the Department come 7th out of 18 entries. The index is run by A:Gender who are the support network for transsexual, transgender and intersex staff in the civil service. This result is a significant advance on our 2010 result and reflects the hard work the Department has undertaken on trans equality both in terms of policy delivery and support of staff. We will use the feedback to improve those areas which have been highlighted as needing additional focus during the course of the next 12 months.

2.4 Policies and procedures

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The department has a number of policies in place to support our staff these include:

- The provision of multi-faith prayer and contemplations rooms for religious observance;
- Time of for cultural purposes such as religious festivals;
- Intranet guidance for staff and manager on Ramadan;
- Disability leave for staff who need to be away from work from treatment or recuperation related to their disability;
- Ensuring that parental leave, paternity leave , adoption leave is available to LGBT members of staff, and
- Gender re-assignment guidance.