



Equality, Diversity and Inclusion Annual Report 2018/19

Students Inc. Apprentices and Staff

City of Wolverhampton College

City of Wolverhampton College is a diverse College serving a diverse City. The College is proud of the way that it enables learners from such a wide range of backgrounds to make progress in their lives as individuals; and celebrate the way that the College contributes to social inclusion and cohesion, and to the economic development of Wolverhampton and the wider region.

This Equality and Diversity Annual Report provides a snapshot of student and staff numbers by category. The actions we identify in the report reflect the College's commitment to act on all three elements of the Public Sector Equality Duty, namely:

- to eliminate discrimination, harassment and victimisation
- to advance equality of opportunity
- to foster good relations

As an employer, the College is committed to ensuring that our employment policies and practices promote equality of opportunity, and that action is taken address inequalities. Alongside this, the Governing Body is committed to ensuring that everyone at the College is valued for their contribution and individuality and that we do not compromise in our pursuit of a college culture that is free from discrimination, where people from different backgrounds and abilities work and learn together with mutual respect.

PRINCIPAL AND CHIEF EXECUTIVE OVERVIEW

At City of Wolverhampton College, inclusivity underpins everything. The College serves an incredibly vibrant and diverse student community, of which we are extremely proud, transforming lives through learning.

The College is committed to creating a positive working and learning culture where staff and students are treated with respect and dignity. The College works with students, staff, employers and other stakeholders to promote equality and celebrate diversity.

Our College's Equality Diversity and Inclusion (EDI) objectives are to:

1. Raise the achievement and success levels of ALL different groups of students and work towards eliminating the gap in achievement between students with protected characteristics and those without
2. Ensure all teaching, learning and assessment promotes, advances and celebrates diversity and British Values
3. Recruit, support and develop a diverse workforce which reflects and meets the needs of students and the community the College serves
4. Engage with students and stakeholders to improve student satisfaction for all groups and enhance the student experience
5. Support and enable access to learning for a diverse range of students.

Malcolm Cowgill

Principal and Chief Executive of City of Wolverhampton College

CONTEXT

Wolverhampton is one of the most densely populated local authorities in England, with a population of 249,470. It is a deprived City, with 53% of its population at the time of the 2011 census living in areas classified as the top 20% most deprived within England.

City of Wolverhampton College is of vital importance to the City of Wolverhampton, as the City seeks to overcome its poor economic and social performance in recent years.

The College is clear on the role in developing economic prosperity and improving the life chances of the people around the City. Over the past few years, the College has made huge improvements. During this time, the College has been nationally recognised as a leading provider, collecting numerous prestigious awards and achieving high levels of student and employer satisfaction. Students, apprentices and local employers are at the heart of everything.

The College offers provision from entry to Level 5 in a full range of subject sector areas. These sectors cover:

- 16-19 study programmes
- Apprenticeships
- Adult learning programmes
- Provision for students with high needs
- Higher education
- Professional courses

2018/19 STUDENT AND APPRENTICE STATISTICAL INFORMATION

Students

data is of those students who attained a qualification in 2018/19

- 7,863 total student population
A decrease of 426 students compared to 2017/18

Age

- 42 under 16 years' old
(0.5% of the student population)
- 2,324 16-18 year olds
(30% of the student population)
- 5,497 are adults
(69% of the student population)

Gender

- 4,191 females
(53% of the student population)
- 3,672 males
(47% of the student population)

Headlines changes:

An increase in female students by 534 and male by 108 compared to 2017/18.

Difficulty and/or disability

- 5% students declared a difficulty/disability

Sexual Orientation

- 2% Bi-Sexual
- 77% Heterosexual
- 19% Prefer not to say
- Less than 1% - Gay, Lesbian, Unknown

Apprentices

a sub set of data from the student population

- 1,067 total apprentice population
A decrease of 75 apprentices compared to 2017/18

- 6 under 16 years' old
(0.5% of the apprentice population)
- 393 16-18 year olds
(37% of the apprentice population)
- 688 are adults
(62% of the apprentice population)

- 425 females
(40% of the apprentice population)
- 642 males
(60% of the apprentice population)

Headlines changes:

A decline in female apprentices by 92, but an increase in males by 17 compared to 2017/18.

- 5% apprentices declared a difficulty/disability

- 1% Bi-Sexual
- 85% Heterosexual
- 12% Prefer not to say
- Less than 1% - Gay, Lesbian, Unknown

2018/19 STUDENT AND APPRENTICE STATISTICAL INFORMATION

Students

data is of those students who attained a qualification in 2017/18

Ethnicity whole groupings

- 62% White
- 14% Asian
- 12% Black
- 5% Mixed
- 4% Other
- 3% Not known

Headlines changes:

Asian and Black groupings increased by 2%

Religion

- 31% Christian
- 37% No Religion
- 12% Prefer not to say
- 8% Muslim
- 6% Sikh
- 3% Other
- 2% Hindu
- Less than 1% - Buddhist, Jewish

Headlines changes:

3% decrease of Christians

2% increase in Muslims

Residential status

- 61% of students are from Wolverhampton
 - 58% from priority wards
- 22% of students are from areas outside WMCA

Apprentices

a sub set of data from the student population

- 86% White
- 4% Mixed
- 6% Asian
- 3% Black
- Less than 1% - Other, Not known

Headlines changes:

Asian groupings increased by 17%

Black groupings decreased by 26%

- 53% No Religion
- 28% Christian
- 10% Prefer not to say
- 2% Muslim
- 3% Sikh
- 3% Other
- Less than 1% - Buddhist, Hindu

Headlines changes:

29% increase of Sikhs

16% decrease of Christians

- 37% of students are from Wolverhampton
 - 34% from priority wards
- 41% of students are from areas outside WMCA

STUDENT (EDUCATION & TRAINING) PROFILE AND OUTCOMES

Achievement rates: age

	16-18	19+	Note
2017/18	86%	85%	Although 16-18 achievement has increased to be above 19+ achievement, there is a no material gap ¹ (3%).
2018/19	88%	85%	

Achievement rates: gender

	Female Achievement	Male Achievement	Note
2017/18	87%	84%	Although male achievement has increased, there is no material achievement gap (0%).
2018/19	87%	87%	

Achievement rates: ethnicity

	White Achievement	BAME Achievement	Note
2017/18	88%	84%	The emerging achievement gap from 2017/18 has been closed from 4% to 1%.
2018/19	87%	86%	

Achievement rates: learning difficulty and/or disability

	Declared Achievement	No declaration Achievement	Note
2017/18	84%	86%	Achievement for both groups has increased from 2017/18, closing the gap between from 2% to 0%.
2018/19	87%	87%	

Achievement rates: wards

	Priority Wards	Non Priority Wards	Note
2017/18	84%	86%	Achievement has increase for students in priority wards. There is no material achievement gap (1%).
2018/19	87%	86%	

¹ A material gap is considered when there is a difference of 5% or more.

APPRENTICES PROFILE AND OUTCOMES

Achievement rates: age

	16-18	19-23	24+	Note
2017/18	78%	85%	80%	Achievement rates have declined. There is a material gap of achievement between apprentices aged 24+ and those aged both 16-18 and 19+ (7-8%)
2018/19	65%	66%	58%	

Achievement rates: gender

	Female Achievement	Male Achievement	Note
2017/18	79%	84%	Achievement rates have both decreased and is a reflection of overall outcomes, however there is an emerging gap (4%).
2018/19	62%	66%	

Achievement rates: ethnicity

	White British Achievement	BAME Achievement	Note
2017/18	81%	79%	Achievement rates have both decreased and is a reflection of overall outcomes, however there is an emerging gap (4%).
2018/19	64%	67%	

Achievement rates: learning difficulty and/or disability

	Declared Achievement	No declaration Achievement	Note
2017/18	72%	84%	Achievement rates have both declined and there is a significant gap (19%) between achievement of those who have a learning difficulty and/or disability, compared to those who don't.
2018/19	47%	66%	

2018/19 WORKFORCE PROFILES

In 2018/19 the College employed 636 staff over the year (includes all starters and leavers) compared to 644 in 2017/2018. During the year, 100 staff were leavers and 106 were new starters.

Gender Profile

238 (37.4%) staff were male and 398 (62.6%) female - as the College had less numbers than last year, the percentages are comparable. The table below outlines the areas that staff were employed in.

	Male	Female	Total
EMT	3	2	5
Management	20	30	50
Teaching	114	153	267
Support Staff	95	206	301
Apprenticeships	6	7	13
Total	238	398	636

Gender Pay

The College reports its gender pay in line with legislation and this year is reporting that the College mean has slightly increased to 14.76% (from 14.75% in 2018) and the median gender pay has decreased to 29.6% from 31.67% in 2018. A full separate report will be available on our website in December 2019.

Age Profile

The following chart outlines that the majority of staff are over the age of 45 years – so almost 57% of staff are at or over this age. This has increased by 1% since last year.

Age Profile (All Staff)

AGE BAND	Total
16 - 17	3
18 - 21	14
22 - 34	129
35 - 44	129
45 - 54	189
55 - 64	148
65 +	24

The College employed 106 new starters over the year. The age bands for new starters are listed below. 41.5% were over the age of 45 when joining, however, 58.5% are under this age.

AGE BAND	Total
16 - 17	3
18 - 21	4
22 - 34	27
35 - 44	28
45 - 54	22
55 - 64	19
65 +	3

In terms of leavers, the College lost 100 staff for various reasons over the year, 48% of them being under 45 years and 52% over.

AGE BAND	Total
16 - 17	0
18 - 21	3
22 - 34	28
35 - 44	17
45 - 54	21
55 - 64	24
65 +	7

The College needs to continue to recruit staff under the age of 45 in greater quantities than those over the age of 45 to rebalance the workforce.

Age Profile by Job Family

The following chart shows in what capacity staff were employed in the College.

AGE BAND	NUMBER OF STAFF BY JOB FAMILY				
	EMT	Management	Teaching	Support Staff	Apprenticeships
16 - 17	0	0	0	0	3
18 - 21	0	0	0	8	6
22 - 34	0	4	44	77	4
35 - 44	2	14	66	47	0
45 - 54	3	18	75	93	0
55 - 64	0	14	72	62	0
65 +	0	0	10	14	0
Total	5	50	267	301	13

In terms of starters, staff were employed in the following areas:

	Male	Female	Total
EMT	0	0	0
Management	3	7	10
Teaching	27	20	47
Support Staff	10	35	45
Apprenticeships	1	3	4
Total	41	65	106

The College lost staff from the following areas:

	Male	Female	Total
EMT	0	0	0
Management	4	5	9
Teaching	17	22	39
Support Staff	15	33	48
Apprenticeships	3	1	4
Total	39	61	100

New positions were created in teaching and as these were predominantly in technology based areas. The College employed more male teaching staff and lost more female.

Ethnicity Profile

According to the Wolverhampton Equalities Analysis 2011, Wolverhampton BAME community is at 35.5%. Further Education (FE) tends to employ around 10% of BAME across all Colleges. As the College employed fewer staff last year than the year before, the position of 25% is comparable with last year.

The following table shows the ethnicity breakdown of staff. 8% of staff have not completed their E&D information. 67% of staff are White British and 25% are BAME and Other. This is comparable with the previous year.

JOB FAMILY	ETHNICITY by Job Family		
	BAME & Other	White British / Ethnic Majority	Not Known / Not Provided
EMT	0	5	0
Management	6	40	4
Teaching	67	178	22
Support Staff	87	191	23
Apprenticeships	1	10	2
Total	161	424	51

Ethnicity of new starters is outlined below, which means almost 19% of new starters are BAME and other, with almost 55% White British.

ETHNICITY of starters by Job Family			
JOB FAMILY	BAME & Other	White British / Ethnic Majority	Not Known / Not Provided
EMT	0	0	0
Management	0	8	2
Teaching	10	26	11
Support Staff	10	20	15
Apprenticeships	0	4	0
Total	20	58	28

The College lost staff with the following ethnicities as follows:

ETHNICITY of Leavers by Job Family			
JOB FAMILY	BAME & Other	White British / Ethnic Majority	Not Known / Not Provided
EMT	0	0	0
Management	2	6	1
Teaching	8	28	3
Support Staff	18	27	3
Apprenticeships	1	2	1
Total	29	63	8

The College has lost 29% of people with a BAME & Other ethnicity against 63% for White British. The 18 leavers in the support staff areas is because of a mix of reasons, 2 were dismissed, 4 were as a result of restructures and the remainder were resignations. The College has investigated the high level of resignations is as it seemed disproportionately high, but there are genuine reasons why people resigned and only 1 of whom who gave the reason that related to the organisation and that was not on race grounds.

Disability Profile

The College continues with our work around mental health and how stress and the menopause can affect staff. We are launching in Autumn 2019, Wellness Action Plans based on the CIPD framework where staff can take control in respect of what triggers a deterioration in their health which means that this can be managed proactively. Hopefully these actions will be seen as positive and will encourage staff to disclose health issues that should be considered as a disability. Currently 5.5% of staff have reported as having a disability.

DISABILITY BY JOB FAMILY			
JOB FAMILY	Disability	No Disability	Not Known / Not Provided
EMT	1	4	0
Management	1	47	2
Teaching	15	232	20
Support Staff	17	257	27
Apprenticeships	1	10	2
Total	35	550	51

Religion or Belief

From last year's figures, the College has reduced the numbers who have completed this information from 12% to just over 10% this year. Last year, the College had 45% who were Christian religion against 46.7% this year and also improved the Other Religion or Belief from 15% last year to 18.24% this year.

	Total	%
Christian	297	46.70%
Other Religion or Belief	116	18.24%
Atheist or No Religion	159	25.00%
Not Provided	64	10.06%
Total	636	100.00%

Sexual Orientation

Almost three quarters of a million UK adults say that they are gay, lesbian or bisexual. The Office for National Statistics (ONS) states that 1% consider themselves as gay or lesbian and 0.5% bisexual. The Government believe that many LGBT people still feel it necessary to conceal their sexual orientation and therefore the actual numbers may well be higher. Stonewall, a gay rights charity believes that 5-7% of the population is more likely to be a reasonable estimate.

This year just over 13% of staff have not provided this information and almost 84% of staff have reported that they are heterosexual. The figures are comparable with last year.

	Total	%
Heterosexual	533	83.81%
LGBT	18	2.83%
Not Provided	85	13.36%
Total	636	100.00%

Fact Find Meetings

These types of meetings establish the facts of a situation and consider whether the case should be investigated under the Disciplinary & Capability Policy or not. They are generally used where complaints have been received or where it is not clear whether or not a formal investigation needs to be held. During the year, the College have provided support in five fact-finding meetings with the following results:

- 3 of the meetings required no further action
- 1 was progressed under Disciplinary & Capability Policy and the individual was then issued with a first written warning
- 1 case was resolved using mediation

Disciplinary Cases

During the year, Human Resources have handled 17 cases under the College's Disciplinary and Capability Policy. Those cases have resulted in the following outcomes:

Disciplinary & Capability Policy Outcomes	
No case to answer	1
Expectations Issued	4
Resignation	2
Verbal Warning	1
First Written Warning	3
Final Written Warning	1
Dismissal	2
Cases are ongoing	3

Expectations are issued to staff to confirm the required standard of performance and behaviour – these are issued under the Disciplinary & Capability Policy, but are not a formal part of the procedure and are a precursor to formal action normally when Capability is in question. The standards along with expectations take the form of an Action Plan that is regularly reviewed.

Grievances

The College categorises grievances into two – formal and informal grievances. Informal grievances are where people have indicated that they are unhappy, but that this has not yet turned into a formal grievance. The College encourages grievances to be resolved informally where possible. Over the year, eight out of the nine informal grievances have been resolved with one ongoing at the year end.

In terms of formal grievances, the College has had four. Two have been resolved at Stage 1 with no appeal and two were not upheld at Stage 1 and did not appeal.

Flexible Working Requests

The College has supported and processed 13 Flexible Working requests in year as follows:

- Ten were approved and implemented
- One was not approved
- Two employees resigned from their post before a decision could be given (both were informal requests rather than formal but have been included in these figures for completeness).

Sickness

The College has introduced information and programmes around stress, depression and anxiety over the year which have been well received by staff. The College has retained the accreditations of a Disability Confident Employer and Mindful Employer last year. Over the year over 130 people engaged with the services of a hypnotherapist on managing stress and improving confidence. The College also had five people engage with a physiotherapist to help them return to work following absence more quickly. The College also provided 30 flu jabs last year.

The College's absence figures this year annualised for 2018/2019 are 2.56% against a target of 3% which is one of the best in the sector. The College understands that the average for the sector is 3.1%. The College has outlined the reasons for the absences below split between teaching staff and non-teaching. As you would expect, the majority of illness is categorised as

minor illness, however, for the first year ever, the College has lost more days to mental ill health for teaching staff.

Teaching	Days	%
Acute Medical Condition	19.2	1.64
Back Pain	137	11.76
Drink or drug related condition	0	0
Injury/Accident not related to work	5	0.43
Mental Ill Health	243	20.85
Minor Illness	221.14	18.99
Musculo Skeletal injury	67.08	5.76
Operations & Recovery time	126	10.81
Pregnancy Related illness/absence	20.8	1.78
Recurring Medical condition	93.5	8.02
Stress	89.51	7.68
Work Related injury/accident	0	0
Work Place Stress	143	12.28
	1165.23	

For non-teaching staff, as expected, the highest number of absences are attributable to minor illness.

Non-Teaching	Days	%
Acute Medical Condition	280.8	16.2
Back Pain	40.41	2.3
Drink or drug related condition	0	0
Injury/Accident not related to work	77.69	4.5
Mental Ill Health	0	0
Minor Illness	549.75	31.7
Musculo Skeletal injury	19.55	1.1
Operations & Recovery time	205.48	11.9
Pregnancy Related illness/absence	22.1	1.3
Recurring Medical condition	61.58	3.6
Stress	107.42	6.2
Work Related injury/accident	169.24	9.8
Work Place Stress	196.8	11.4
	1730.82	