

EQUALITY, DIVERSITY AND INCLUSION

ANNUAL REPORT 2024/25

**PRESTON
VOCATIONAL
CENTRE**



Building Skills | Building Futures

Introduction

Equality, Diversity and Inclusion (ED&I) continues to be a high priority for Preston Vocational Centre (PVC), and over the past year we have embedded the requirements of the Charities Code of Governance to further enhance our approach.

This report provides an overview of the diversity of our Board and workforce and highlights the good practice we have embedded into our working practices.

Diversity in the workplace is important for many reasons. It brings innovation to our working practices, fosters an inclusive culture where our employees and students feel they belong, and is essential in delivering an excellent and inclusive service.

Our Workforce Profile

As at 31/07/24, PVC employed 13 members of staff. The gender mix of our workforce is 46% females and 53% males. Just over 23% of our workforce are from an ethnic minority background which is broadly comparable with the population of Preston which has 25.6% ethnic minorities (Asian / Mixed / Black). We have 15% of employees under the age of 40 years, with 85% over 40 years. Our workforce has 7.5% of employees who have declared a disability.

We are a disability confident employer and will actively promote this in all recruitment advertising. We will actively encourage new job applicants from underrepresented groups but will always appoint to positions on merit.

Over the past year we have delivered ED&I training to all employees. The PVC values include ED&I and are well embedded into all working practice and recruitment activities.

Our Board Profile

We are proud to have a diverse Board of 8 Trustees made up of 37.5% females and 62.5% males. 12.5% of Trustees are from an ethnic minority background and 12.5% of Trustees have declared a disability. The average age of our Board of Trustees is 48 years.

We have recently completed an assessment of the Boards knowledge and experience in a range of equality, diversity and inclusion matters, which clearly demonstrated a good range of understanding. Over the past year we have delivered ED&I training to all Trustees. The Board have overseen the delivery of an ED&I action plan to embed the requirements of the Charities Code of Governance.

Conclusions and actions

Over the coming year we will continue the work we are doing to ensure our workforce and Board remain diverse and inclusive.

- We will continue to scrutinise recruitment activities to check for fairness and inclusivity.
- We will promote that we are a disability confident employer in all job adverts.
- We will actively encourage applicants from underrepresented groups to apply for any vacant positions.
- We will continue to review and update our website to assist people in applying for jobs.
- We will check job adverts for gender neutral language, particularly in roles where there is underrepresentation from a gender.
- We will review our application form for recruitment to ensure that it is straightforward and clear.
- We will deliver ED&I training for all employees on an annual basis.
- We will deliver ED&I training for all Trustees on an annual basis.
- We will continue to embed the PVC values in all we do.

Claire Smith, Head of Culture and Engagement
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