

EQUALITY & DIVERSITY ANNUAL REPORT

2023/24



LTE group[®]

Learning | Training | Employment

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Our social mission is to improve lives and economic success through learning and skills.



INTRODUCTION

LTE Group is committed to providing an environment where everyone is valued as an individual, and where learners and staff can work, learn, flourish and develop their skills and knowledge in an atmosphere of dignity and respect.

We aim to:

- Have a fully inclusive culture that celebrates, supports, attracts and values diversity
- Tackle the barriers to equality and work to eliminate bias (conscious or unconscious)
- Have a culture where everyone understands their responsibility for, and promotes equality, diversity and inclusion

Each area of the Group takes responsibility for:

- Ensuring there is an understanding and recognition of equality, diversity and inclusion
- Ensuring learners and staff achieve their potential free of barriers to their progress
- Ensure that teaching, learning and assessment promote equality, raise awareness of diversity, tackle discrimination, victimisation and stereotyping
- Developing and maintaining knowledge of the legislation and best practice.

Our Values and Behaviours

Our values and behaviours serve to underpin the framework of our mission statement; setting out how our group of businesses behave and guide every aspect of the Group by demonstrating what we need to accomplish in order to continue improving lives and economic success.

Integrity

We are honest, trustworthy and open.

One Team

We collaborate, respect each other and contribute to team goals.

Always improving

We are forward-thinking, we innovate and take ownership.

Sustainable

We take a long-term view, environmentally, financially and socially.

Can do

We are positive, inclusive, flexible and proactive.

Single Equality Strategy

Our single equality strategy is embedded throughout our group of businesses and our EDI Strategy Group meets regularly to discuss progress, share good practice and agree future strategies, providing a governance framework for our EDI activity and chairing business unit EDI Committees to encourage participation, colleague voice and drive local actions.

The scope of the strategy covers each of the 9 protected characteristics and sets out our intention to:

- Eliminate discrimination, harassment and victimisation
- Promote equality of opportunity
- Foster good relations between people and between different groups
- Celebrate what we have in common and capitalise on our diversity
- Recognise and take account of people's differences.

We are committed to:

- Clearly defining our ethos and culture
- Constantly assessing the impact of activities within the Group to ensure they are not discriminatory and promote inclusivity and equity
- Raising awareness through regular and purposeful engagement
- Embedding and enhancing inclusivity
- Collecting data and monitoring to support making informed decisions.

Our Equality Action Plan Progress

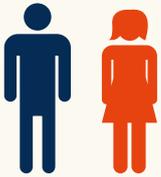
During 2023/2024, we laid the foundations to enable us to further develop our commitment to create an inclusive, respectful and healthy environment for all colleagues.

We embedded local EDI committees in each business unit that meet regularly to discuss initiatives and promote inclusive practices and projects, working in collaboration to drive progress.

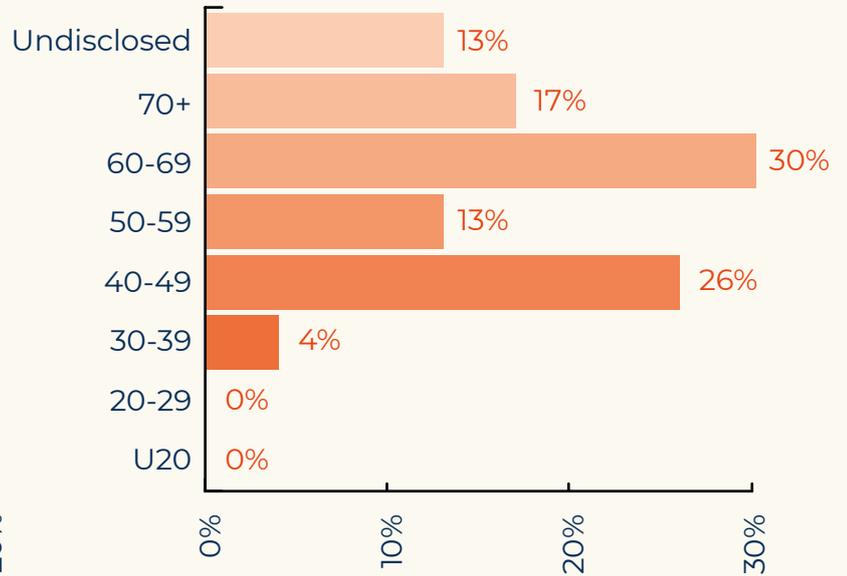
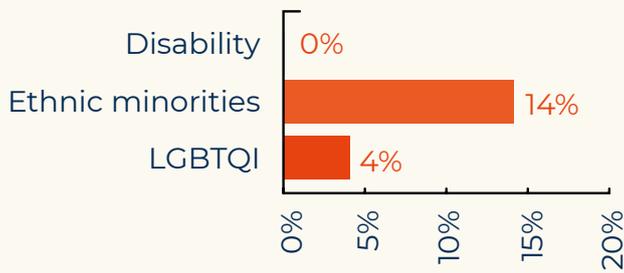
We launched a number of high-profile campaigns in support of national awareness days or specific local activities such as the Manchester Pride Festival, International Women's Day and International Men's Day. Hosted via our intranet, our campaigns reach all business units to increase awareness, prompt conversation and inspire local action. We share inspirational stories through our internal and external communication channels to celebrate success, challenge stereotypes, and demonstrate how diversity can add value to our Group.

We actively promoted activities undertaken by individual business units across our social media channels.

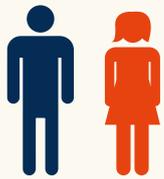
LTE Group Board



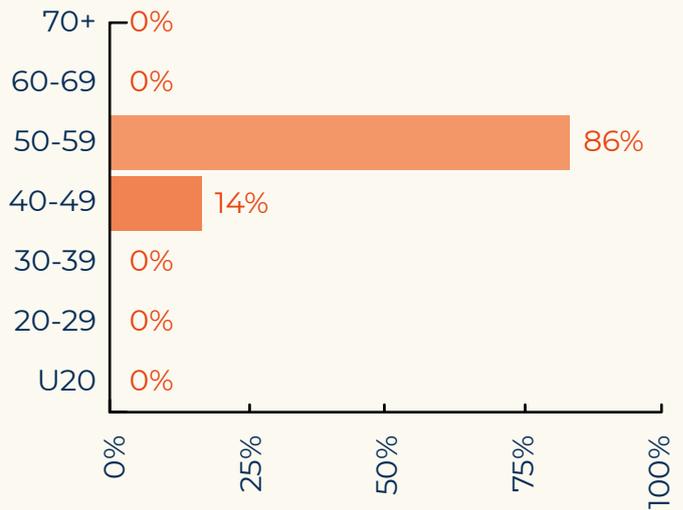
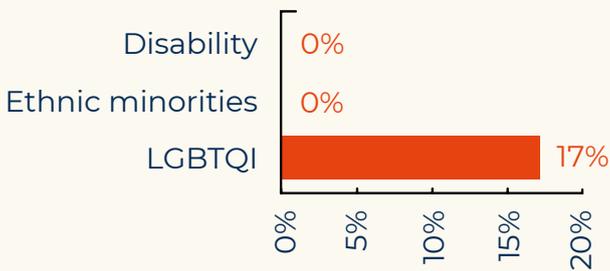
Male **62.5%**
Female **37.5%**



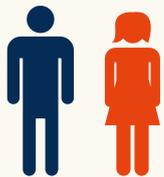
LTE Group Executive Team



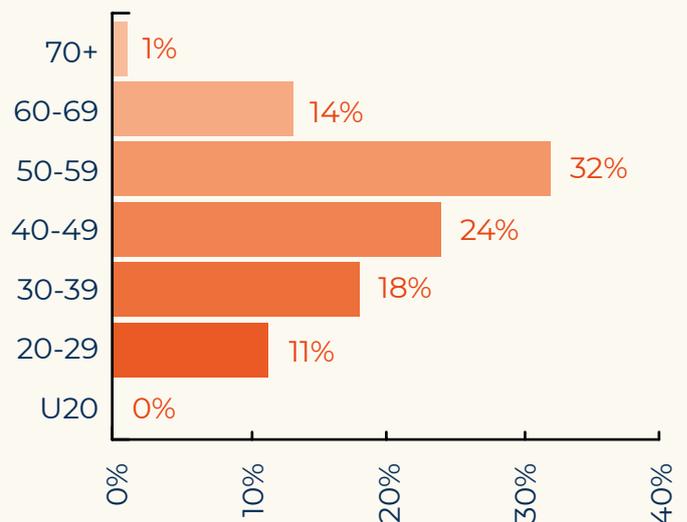
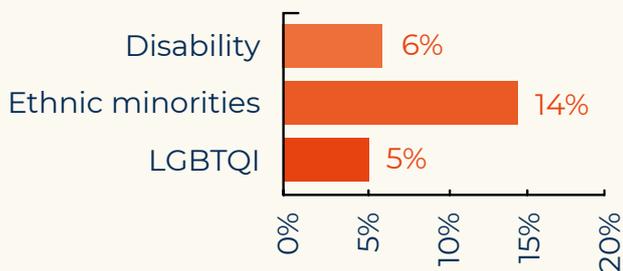
Male **29%**
Female **71%**



LTE Group Colleagues



Male **36%**
Female **64%**



Action Plan

1

Promote EDI Awareness and education through online learning and regular communications campaigns

2

Improve our data capture, MI and insight to support our businesses and influence action

3

Review and improve our EDI Policies and approach to ensure meaningful Equality Impact Awareness and practice



87%
Achievement rates for students with an Education, Health & Care Plan

The Manchester College Learners



16-18 Students

Male **54%**
Female **46%**

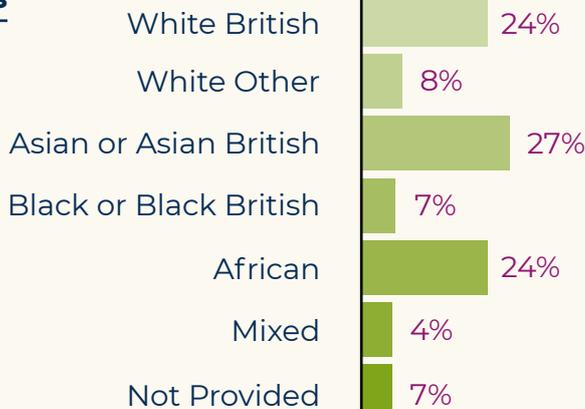
19+ Students

Male **45%**
Female **55%**

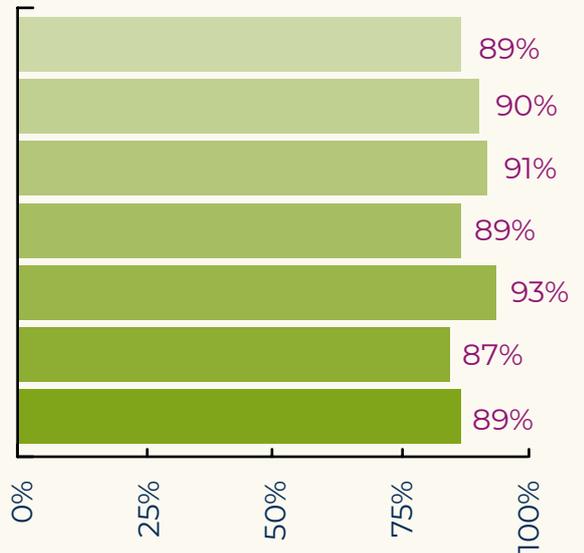
Achieved



Enrolments

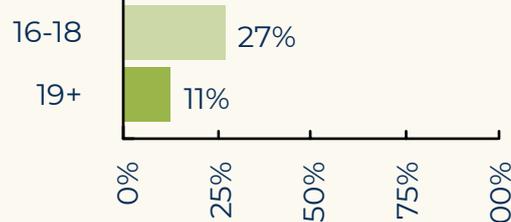


Achievement

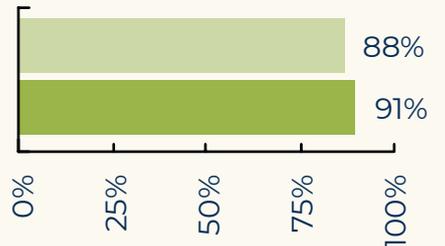


Declared LDD:

Enrolments



Achieved



Action Plan

1

Embed Teaching and Learning strategies that are inclusive for all students

2

To develop campus diversity groups where students lead on raising awareness initiatives and projects

3

Continue to ensure that the voices of all our communities are heard and inform decision making



Case Studies

Fatima

Fatima joined the course after relocating to the UK from Pakistan. At the age of 18, she was living independently in a hostel.

Fatima had previously completed Functional Skills Level 2 in English and Maths and was proficient in spoken English. Despite her capabilities, she faced challenges in finding suitable employment and desired guidance on the best approach to achieve this. Additionally, she sought to build a social network as she experienced isolation in her new living environment.

In September 2023, Fatima enrolled in the Prince's Trust course at Wythenshawe. She excelled throughout the programme, maintaining 100% attendance, forging new friendships, and completing a successful work placement.

With the support of Prince's Trust staff, Fatima applied for the NHS Sector-Based Work Academy course in partnership with TMC at City Labs. She was successful in securing a place, with aspirations of becoming a lab assistant within the NHS. Fatima once again thrived during the programme and was selected for a five-week work placement as a lab assistant with the NHS. Following the completion of this placement, Fatima was offered a paid role. She is now gainfully employed and living independently.

Fatima's journey highlights the transformative impact of the Prince's Trust programme and Pre-Employment offer within the Foundation Learning Department. Her commitment and resilience, combined with the tailored support she received, enabled her to overcome challenges, achieve her goals, and embark on a promising career in the science sector.

Hanna

Hanna enrolled at The Manchester College in September 2022. Despite multiple disabilities and learning difficulties, she completed a Health and Social Care Level 2 Transition, completing the first year of the Extended Diploma. At that point, she secured permanent employment in the Care Sector at the establishment of her Work Placement, organised by the Employability Team in partnership with Supported Learning.

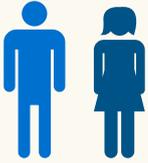
Hanna has a range of visual impairments and has great difficulty in being able to read the written word and is registered Blind.

Initially, with the college's Assistive Technologist, they were able to identify the best means to assist Hanna in overcoming her challenges with regular support from Manchester Sensory Support Services. Recommendations were made leading to the purchase of a laptop, and iPad Pro and peripheral equipment. Hanna was registered at an early stage with RNIB Book share, and was shown how to download electronic books so that she can read and listen via the Easy Reader app on her smartphone. Further to the technological solutions provided to Hanna, she also received support from the Study Hub, where she was able to improve her spelling, writing and structure, enabling her to write at the level of competency necessary to succeed on her Level 3 Extended Diploma.

All these strategies, collectively, have been designed to support her to become independent.

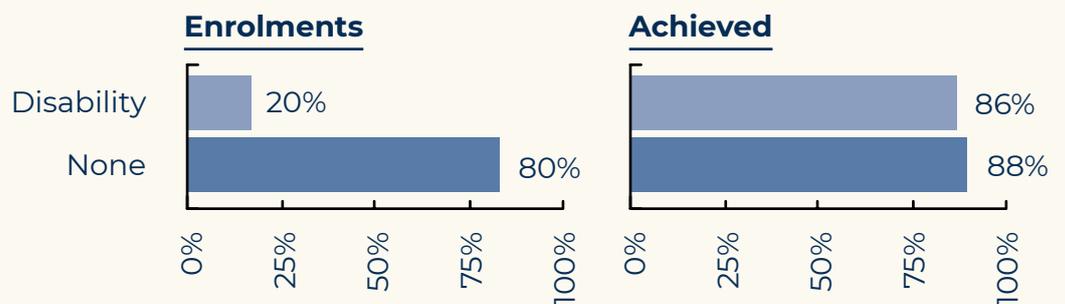
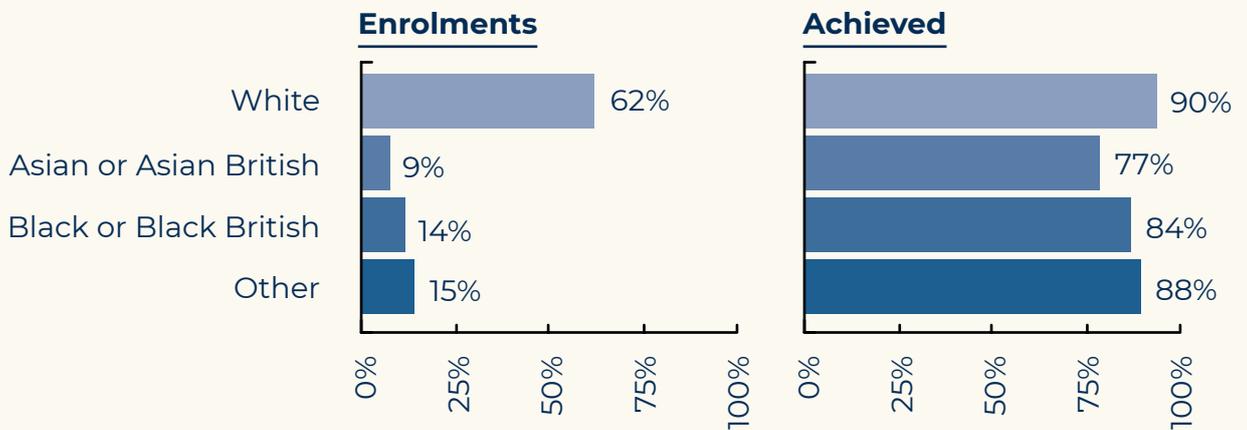
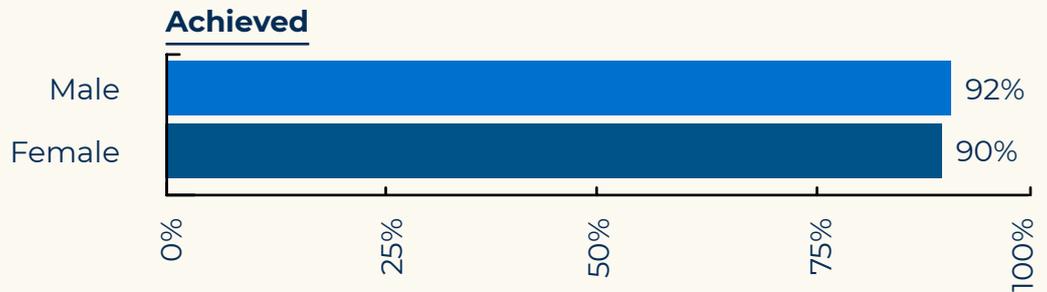
Despite her difficulties Hanna's attendance over her two years with the college was consistently above 90%. She deserves the success she has achieved through hard work and determination.

UCEN Manchester Students



Enrolments

Male **37%**
Female **63%**



Action Plan

1

Increase the proportion of BAME student accessing creative courses in the Creative Industries Faculty

Increase the proportion of male students accessing Higher Education courses at UCEN Manchester

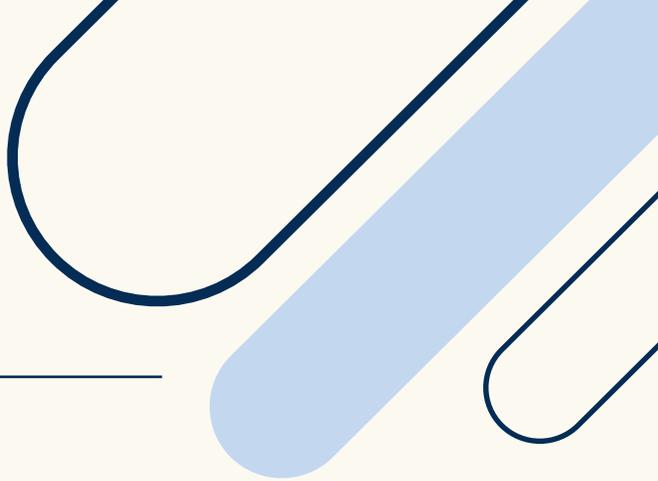
2

To reduce the completion rate gap between IMDQ1 and IMDQ5 students

To reduce the completion rate gap between Black and White students

3

Raise awareness of mental health and wellbeing services, specifically for students under 21 within the Creative Industries Faculty



Case Study

Khadega Al - Shair

My name is Khadega Al-Shair, studying on the FdA Business Management course. I have successfully secured a position within the Students' Union as the Equality, Diversity, and Inclusion Officer. In my role as an EDI officer, I have participated in campaigns such as the cost of living.

Despite being self-motivated and dedicated to my studies, a recent challenge I faced was the transition between level 4 and 5, which required advanced academic skills, as well as a deeper understanding of various business terminologies. I have received continuous support from both my tutors, who have dedicated time for online support sessions, as well as in class one-to-one conversations. Being a student at UCEN Manchester has allowed me to develop a deeper understanding into the world of business and excel in vital skills, such as leadership and adaptability through group projects and engagement activities.

A key aspect which makes UCEN Manchester special to me, is that it holds a vibrant community, with students coming from a vast range of backgrounds and beliefs. I have been able to build my network effectively as an Equality, Diversity, and Inclusion Officer with SU peers through our event plannings and meetings. To conclude, becoming a voice for students has become an influential and beneficial experience, with knowledge and skills which I will continue to develop in my future career. I am immensely proud of the achievements I have made with team members across UCEN Manchester and will continue my collaborations with staff and students.



Novus Learners



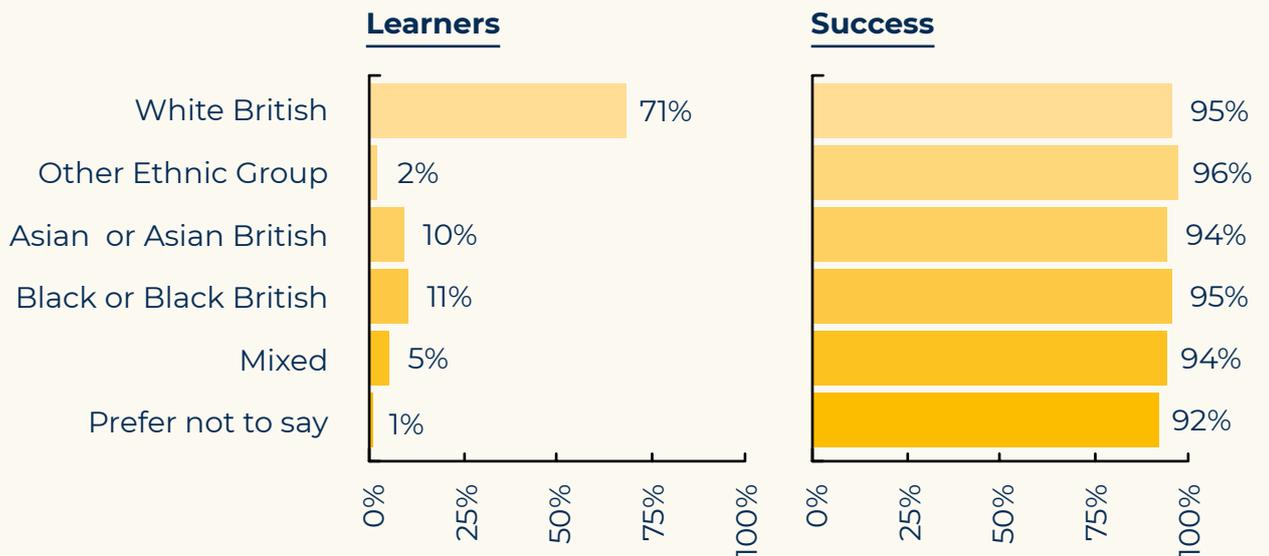
Learners*

Male **97%**
Female **3%**

Success

Male **95%**
Female **96%**

* Novus deliver Education in a significantly higher number of male prisons than female prisons



Action Plan

1

Develop strategic partner network including protected characteristic groups and vulnerable groups

2

Promote events and celebrations on the enrichment calendar by sharing activities through internal and external communications

3

Develop evaluation of creative enrichment activities to include EDI

Case Studies

DA Languages are now a Strategic Advisory Partner of Novus.

DA Languages is a national provider of interpretation and translation services based in GM. It is one of the largest and best providers in its field.

They provide language services for over 450 languages and have an in-depth understanding of many cultural differences as well as insight into the most effective engagement methods for individuals belonging to specific cultures.

They have committed to:

- Joining our strategic advisory partner forum
- Helping ESOL teachers to engage learners by providing an insight into culturally significant events and cultural norms for different cultures
- Supporting with cultural awareness and celebration days
- Introducing us, our colleagues and our learners to faith/cultural groups
- Delivering career awareness sessions (which they have done in schools previously) to highlight career opportunities in translation

Working with DA Languages provides us with access to thousands of translators who provide translation services for over 550 languages. This includes access to BSL interpreters and BSL Courses.

A Year of EDI Projects in HMP/YOI Isis

Novus colleagues and peer mentors work with prison colleagues to select and plan monthly activities to raise awareness and promote inclusivity in HMP /YOI Isis. Learners on all courses participate in the activities.

The planned events:

2023

June - Windrush day/Eid

July - South Asian heritage month

August - The international day for the remembrance of the slave trade and its abolition

September - East & Southeast Asian heritage month/Read a book day

October - Black history month

November - Poetry month

December - Human Rights Day

2024

January - National thesaurus day

February - World Day of social justice

March - International Women's day

April - International day for monuments and sites

May - Origins of labour day/international workers day

A learner wrote about the World Day of social justice, 'Create an action plan' section of *the theory task*, "*I would create a group for anyone that would want to join and tell them, advise them on how to get the opportunities with what they want to do. I would also create an online page. A step-by-step plan for people that want better for their life.*"

Celebrating EDI in Vocational Training

Learners in the vocational courses complete both theoretical and practical elements. The practical elements are then feature on the display wall. All learners are highly engaged with the projects and discussions on related topics.

Learners in the Painting and Decorating course worked on tasks for International Day for Monuments and Sites and many of them were keen to showcase subjects from their home country and add to the cultural capital of our learners.

Novus Cambria Learners



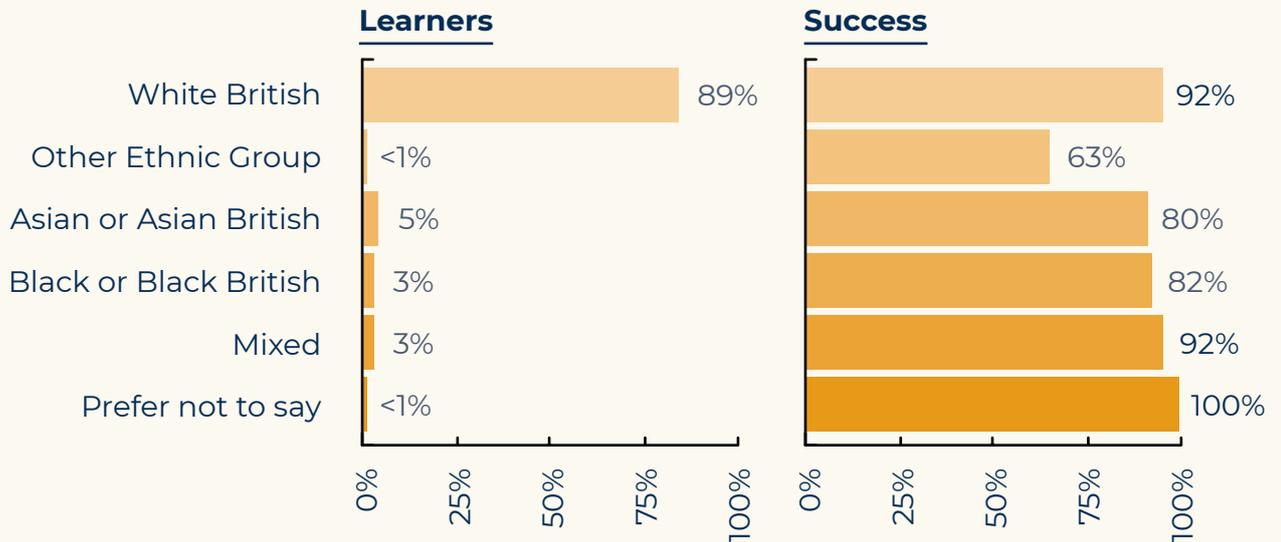
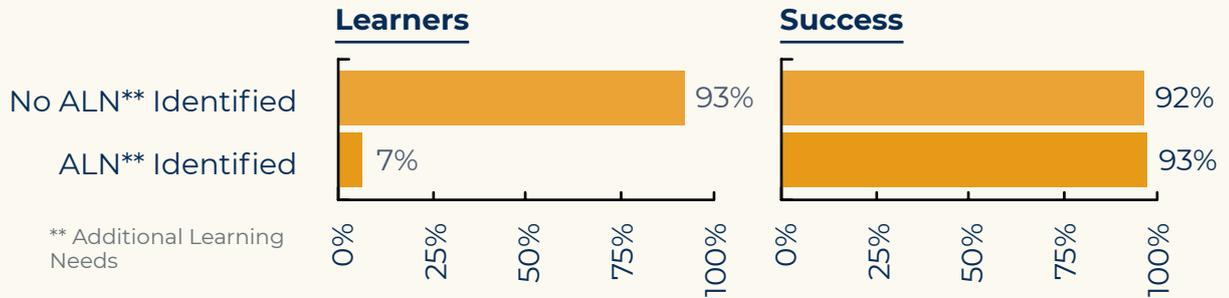
Learners*

Male **100%**

Success

Male **92%**

* HMP Berwyn is a male only prison



Action Plan

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Develop strategic partner network including protected characteristic groups and vulnerable groups

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Promote events and celebrations on the enrichment calendar by sharing activities through internal and external communications

3

Develop evaluation of creative enrichment activities to include EDI

Case Studies

The National Celebrations and Events Calendar is refreshed each year.

Events are selected for celebration, recognition and awareness raising, in most cases planned alongside HMPPS Wales' colleagues creating whole prison celebrations and awareness raising events.

This year's events have included:

- Mental Health Awareness
- Dydd Miwsig Cymru (Welsh Language Music Day)
- National Holocaust Memorial Day
- Owain Glyndwr Day
- Black History Month
- International Women's Day

Novus Cambria Team engages proactively with establishment stakeholders (Governors and other providers), peer mentors and often with other Novus Colleagues to coordinate celebrations and develop engaging, cross-curricular projects and activities.

For each event tutors plan and build their lessons to give learners the opportunity to build their cultural capital extend their wider skills and develop their awareness of EDI.

Digital activities linked to the celebration days calendar are created for use in classrooms and in cell.

The planned events:

World Health Day
National Libraries Week
Anti-Knife Crime Week
Mental Health Awareness Week
Festival of Learning Week
International Day Against Homophobia, Transphobia and Biphobia
Africa Day
Healthy Eating Week
Men's Health Week
Food Safety Week

Learning Disability Week
National Writing Day | World Music Day
Windrush Day
International Women in Engineering Day
Armed Forces Day
Deafblind Awareness Day

Wellbeing Hub Launch

Novus Cambria Wellbeing Hub was created working in partnership with 'The Right Course', Fred Sirieix's charity that aims to transform prison staff restaurants into inspirational training facilities that match the high street, helping graduates to secure jobs in the hospitality industry on release.

The Wellbeing Hub features a full industrial standard kitchen and barber shop, together with spaces for teaching and supporting learners in small groups. Spaces like these make a real difference to the support we are able to offer learners and gives them the opportunity to gain skills that are directly transferable to employment on release.

Education and employment are vital to improving prisoner outcomes and we are looking forward to seeing the successes that are achieved across the next 7 years of Novus Cambria learning and skills provision at HMP Berwyn, changing the lives of those that we support.

The launch of the new Hub and the success of Novus Cambria is also thanks to the collaborative relationship that we have with HMPPS Wales colleagues, helping us to support learners as effectively as possible.

<https://www.novus.ac.uk/news/new-novus-cambria-contract-starts-at-hmp-berwyn/>

Novus Gower Learners



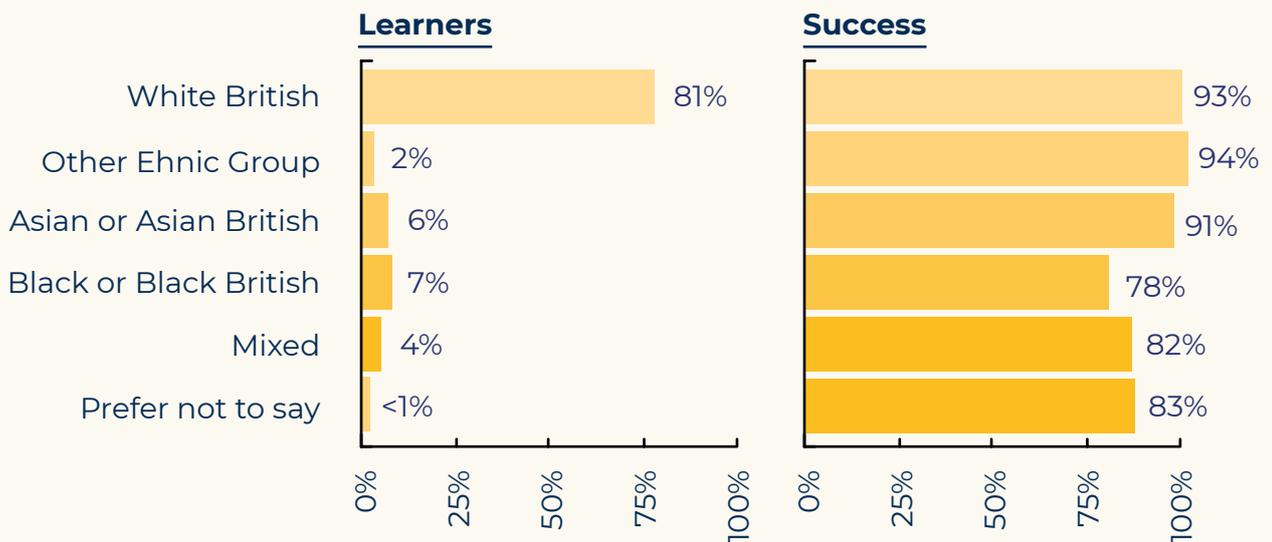
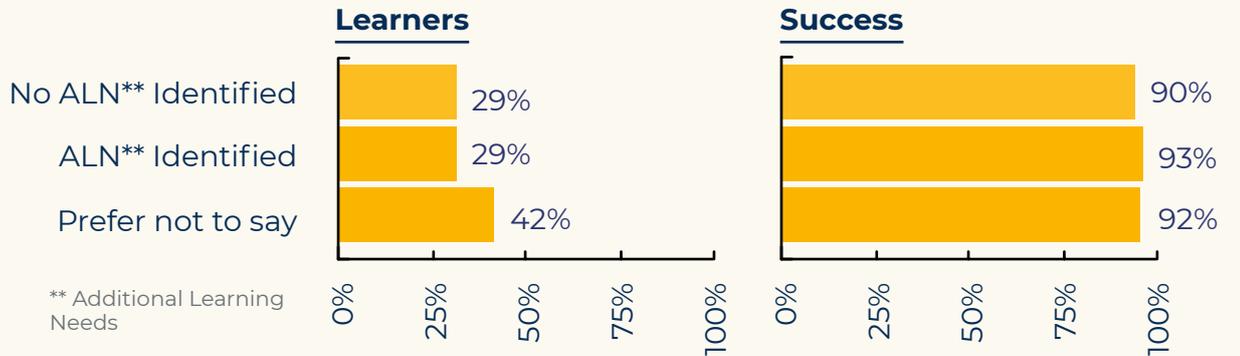
Learners*

Male **100%**

Success

Male **92%**

* HMP YOI Parc is a male only prison



Action Plan

1

Develop strategic partner network including protected characteristic groups and vulnerable groups

2

Plan and promote events and celebrations on the enrichment calendar by sharing activities through internal and external communications

3

Develop evaluation of creative enrichment activities to include EDI

Case Studies

Urdd Gobaith Cymru, are a national youth organisation in Wales with over 55,000 members under the age of 25.

They provide opportunities throughout the medium of Welsh for young people in Wales to make positive contributions to their communities.

Learners at Parc YOI worked on the theme 'habitat' or 'own choice' in several different categories and work was displayed in the chapel – Parc was the first ever prison to join the URDD and compete in that year's National Eisteddfod.

Sian Lewis, Urdd Chief Executive says:

"This first Eisteddfod at the Parc to celebrate St David's Day was a very special heartfelt event; to have so many young people taking part in the various competitions was truly inspirational and I would like to congratulate all those that competed in their efforts."

[The Urdd's new partnership with HMP Parc | Urdd Gobaith Cymru](#)

<https://www.pressreader.com/uk/south-wales-echo/20230602/281741273805053>

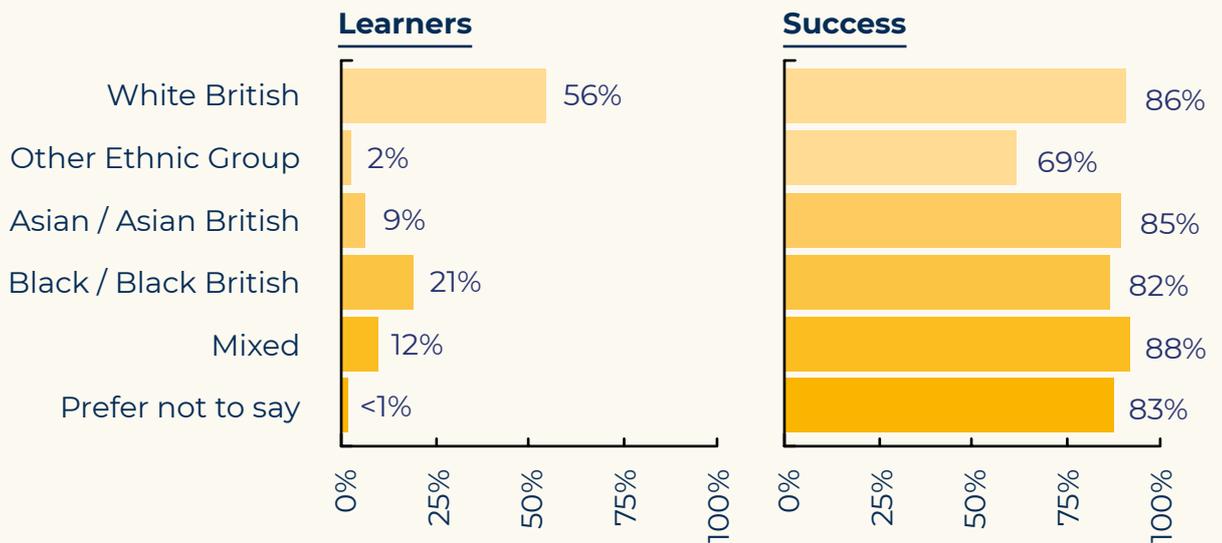
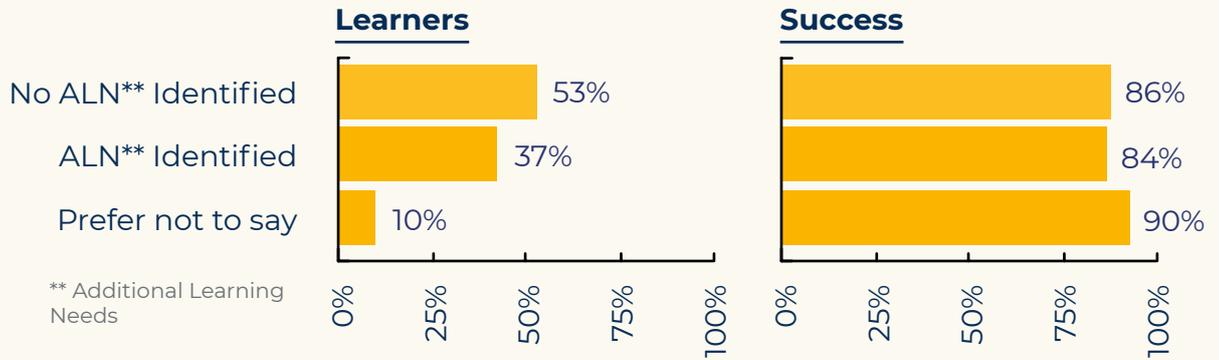
Novus Transforming Lives



Learners*
Male 100%

Success
Male 86%

* HMP Lowdham Grange is a male only prison



Action Plan

1

Develop strategic partner network including protected characteristic groups and vulnerable groups

2

Plan and promote events and celebrations on the enrichment calendar by sharing activities through internal and external communications

3

Develop evaluation of creative enrichment activities to include EDI

Case Studies

The National Celebrations and Events Calendar is refreshed each year.

Events are selected for celebration, recognition and awareness raising, in most cases planned alongside Prison Colleagues creating whole prison celebrations and awareness raising events.

This year's events included:

- Mental Health Awareness
- Neurodiversity Awareness
- National Holocaust Memorial Day
- Black History Month
- International Women's Day

Novus Transforming Lives Team engage proactively with establishment stakeholders (Prison Colleagues and Teams and other providers and organisations in HMP Lowdham Grange), Novus Colleagues, Peer Mentors and Prison Colleagues work

together to coordinate celebrations, and develop engaging, cross-curricular projects and activities.

For each event tutors plan and build their lessons to give learners opportunity to build their cultural capital and extend their wider skills and develop their awareness of EDI.

Digital activities linked to the celebration days calendar are created for use classrooms and in cell.

<https://mancoll.sharepoint.com/sites/NewsCentre/SitePages/National-Celebrations-and-Events-calendar.aspx>

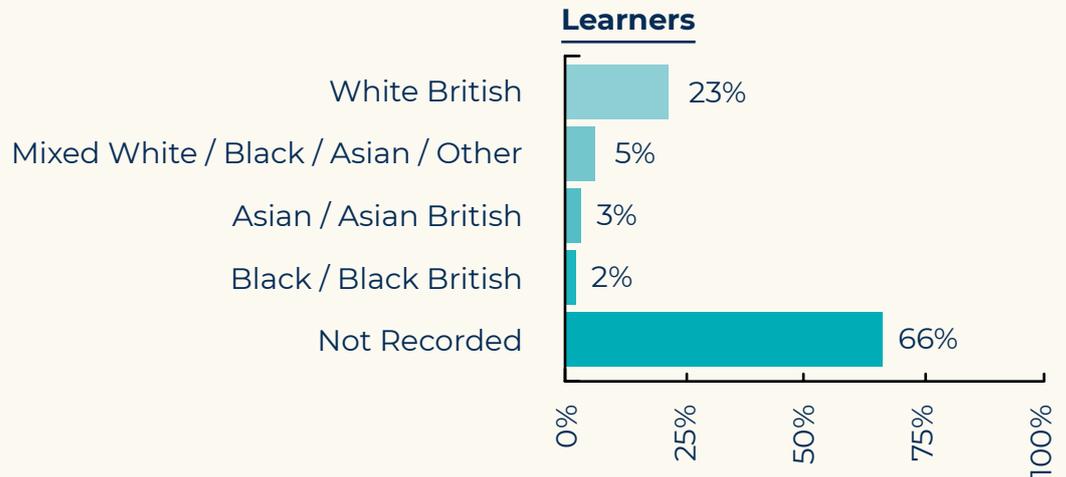
MOL Learners



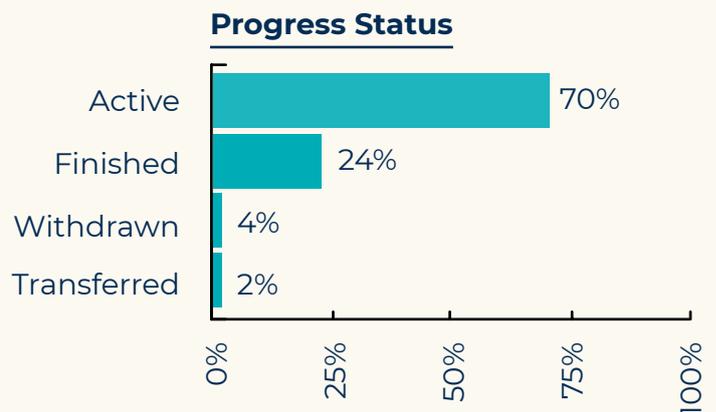
Learners

Male **18%**
Female **43%**
Not recorded **38%**

All MOL learners are commercially funded. They are asked for personal information such as gender, ethnicity and LLD in the application process, but these fields are not mandatory.



These changes have allowed us to make small but important changes and set 3 new actions in response to the global community MOL serves.



Action Plan

1

Exploring/using innovative technologies aimed at enhancing inclusivity - Increased use of AI video generator that uses a range of avatars to increase inclusivity

2

Implement and integrate processes that promote an EDI-centered approach throughout all levels of the business

3

Equip all MOL staff with the tools and understanding necessary to incorporate EDI principles into both their professional and personal lives

Case Study

Brendan

Soon after Brendan began his studies, his family faced significant personal challenges, leading him to temporarily put his studies on hold. However, with the guidance and support of MOL's Learner Support Team, he was able to resume his learning journey and is now over halfway toward completing a Level 4 SQA Diploma in Conveyancing Law & Practice.

Reflecting on his experience, Brendan said, *"If I hadn't had that conversation with you, this would never have happened."*

As a single father, despite overcoming numerous personal difficulties, he is proud of his accomplishments so far. Brendan is excited about furthering his qualifications by progressing to Level 6 next year, bringing him closer to his ultimate goal of becoming a qualified Licensed Conveyancer.

The importance of maintaining relationships, listening, communications and meeting the needs of single parent/carers is one small example of promoting inclusion. In this case with a father, whose needs were met to allow Brendan to continue on his journey. The staff training and VLE portal allowed staff to deal with the issues in confidence, whilst the portal has supported Brendan to continue on his current Level 4.



MOL

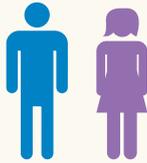
LEARN®
DEVELOP
EXCEL

Total People Learners

EPA Gender

Pass

Male **68%**
Female **56%**



Merit

Male **3%**
Female **2%**

Distinction

Male **24%**
Female **39%**

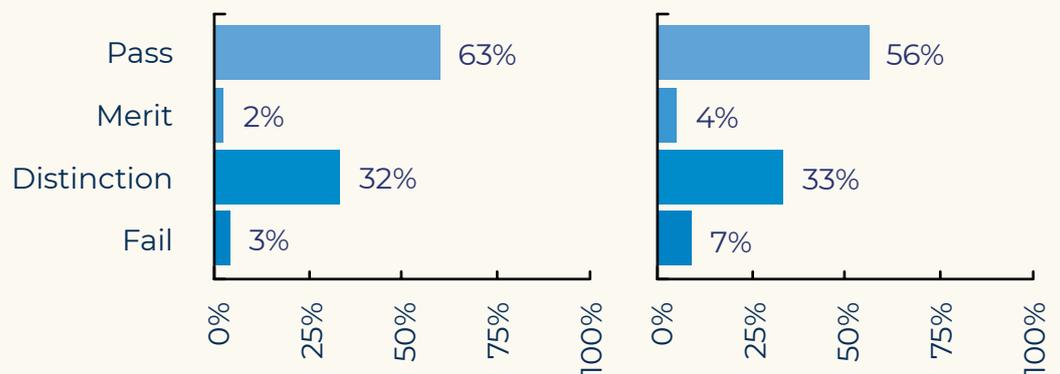
Fail

Male **5%**
Female **3%**

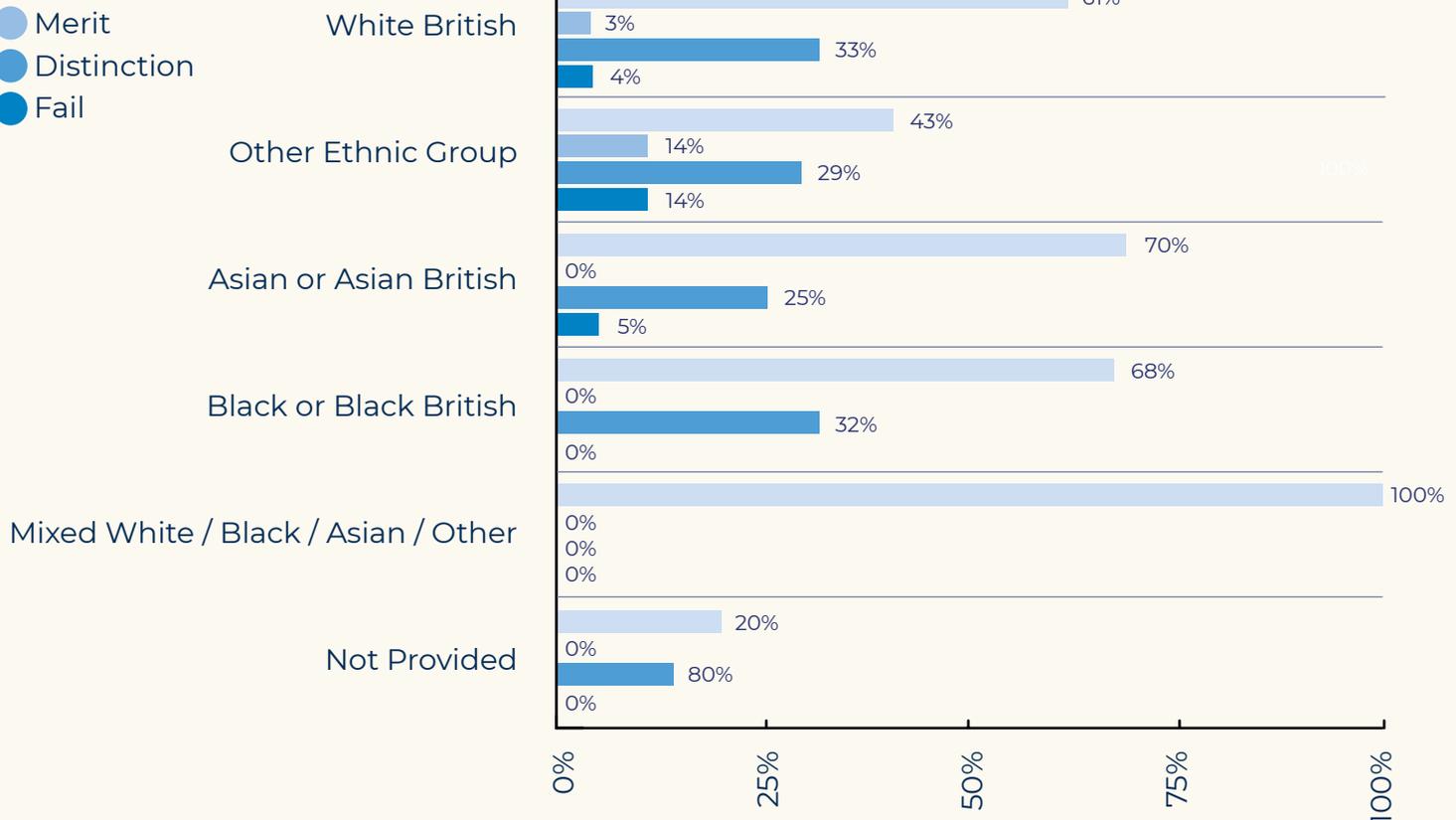
EPA Disability

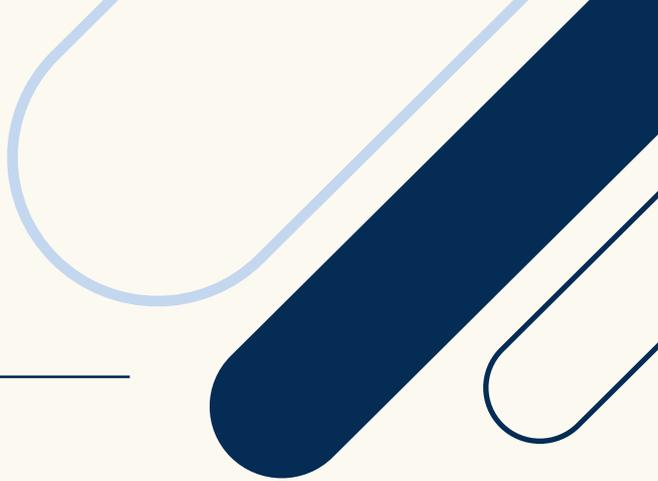
Learner does not consider themselves to have a learning difficulty and / or disability and / or health problem.

Learner considers themselves to have a learning difficulty and or disability and / or health problem.



End Point Assessment Ethnicity





Case Study

Betty

Betty has autism and an EHCP in place. She worked extremely hard not only on her work and practices but also on her personal skills which she struggled with, growing throughout this apprenticeship in many different ways.

When Betty felt overwhelmed and struggled she used the different strategies identified by her coach and employer to help her through the learning. Betty is now thriving in the busy work environment, and she is learning that she can deal with change and she is starting to put into practice the different strategies provided to her.

She has formed good relationships with the children in her place of work and is able to talk in depth about them all. Since being on the apprenticeship with Total People she has also been involved in an Ofsted inspection and talking about her experiences – again another big achievement for Betty. Betty was also nominated for apprenticeship of the month in recognition of her achievements.

Through partnership working with the staff at Total People, the employer and the SEND team at the Local Authority, Betty is a good example of a learner with SEND progressing on her apprenticeship journey to gaining her Early Years Level 3 Educator award. Regular staff training, links with the Learning Support Lead, and use of the in-house SEND processes has assisted support provided to Betty.

Action Plan

1

Continue to review and revise monthly EDI reporting to enable regular analysis of EDI achievement data, especially for males, learners with a declared LDD, and achievement levels, use appropriate meetings to analyse patterns and agree sector level actions to be taken

2

Provide regular CPD training and support to enable staff to fully embed the Learning Support Processes

3

Implement actions from the Oldham ETF peer review and Ofsted findings around High Needs and retention

Our diversity and inclusion journey continues

We're on a journey and we have made progress. Our diversity and inclusion strategy and actions will grow this year and we remain fully committed to delivering them.

We will continue engaging with our colleagues to get their support to build a culture at LTE group where everyone is actively working to eliminate discrimination and support inclusion.

This year we will:

- Embed our new learning platform and introduce new improved mandatory training modules and learning content for all colleagues to raise awareness of, and promote good practices and behaviours, to nurture a culture of acceptance, inclusion, and valuing diversity
- Continue to improve our recruitment practices, embedding our Talent Acquisition team and offering coaching and support for hiring managers in their efforts to build diverse teams
- Promote national inclusion events and campaigns and encourage staff networks that will allow diverse groups to come together
- Improve our capability to collate, track and measure colleague feedback both digitally and face-to-face
- Continue to develop the education and awareness with students.







LTE group[®]
Learning | Training | Employment

 **Group
Professional
Services**

 The
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