

# THE RACE REPORT

## RACIAL ACTION FOR THE CLIMATE EMERGENCY - PROJECT PLAN

### 1. Summary

[Green 2.0](#) is an annual transparency report and league table of staff racial diversity in the top 40 environmental not-for-profits and top 40 environmental foundations in the USA. Following the success and impact of the campaign in the USA, we have developed our own version, called The RACE Report, which launched on 05 April 2022. We intend to run it on an annual cycle for a period of at least five years. Our project is centred on charities, and trusts and foundations, that predominantly work on, or fund, environmental, climate, nature or sustainability issues. This project plan details our methodology and the timeline for the first two years of the project.

### 2. Context

In 2017 a [Policy Exchange report](#) showed that the occupation of 'environmental professional' was the second-least racially diverse in the UK, after farming. Environmental professionals were made up of just 3.1% people Black, Asian and other ethnic minority identities, compared to the average of 19.9% for all professions. When other White ethnicities are excluded from these figures this is reduced to 0.6% compared with an average of 12.1% across all UK professions. NUS followed this up with their [own study in 2018](#) which further quantified the lack of racial diversity in the sector and showed this trend could be traced upstream to a lack of diversity amongst students choosing to study feeder courses in higher education for careers in our sector.

From a career prospects perspective, we know that people of colour face barriers [getting into and progressing within our sector](#). From purely an organisational management perspective, ethnically diverse organisations [perform better than less diverse competitors](#). With our sector leading on tackling the climate emergency and ecological crisis, we need every organisation to operating at their full potential, and racial and ethnic diversity<sup>1</sup> helps achieve this.

Our sector must try harder to become more representative of society and ensure we are more representative of the communities we are working to serve. Following the Black Lives Matter protests and, given the issues that we are all collectively working on, it is vital we work together to make our sector more diverse, more inclusive<sup>2</sup>, more equal<sup>3</sup> and more equitable<sup>4</sup> and just, playing our part in tackling racism in society.

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<sup>1</sup> Diversity is about having different kinds of people and the organisations 'being' that difference (Definition provided by [Full Colour](#))

<sup>2</sup> Inclusion is about making the most of differences, bringing them into decision-making, problem solving and the development of ideas and strategies etc (Definition provided by [Full Colour](#))

<sup>3</sup> Equality is about evening out how power works, ensuring power is not attached to that which does not add value (Definition provided by [Full Colour](#))

<sup>4</sup> Equity recognises that some people face more barriers and therefore need different support and resources to reach the same place as those who face fewer barriers (Definition provided by [Full Colour](#))

We should recognise that some efforts have recently been made to address the lack of racial and ethnic diversity and inclusion in the sector. Over the last three years there have been a number of further studies, collaborative groups and initiatives set up within parts of the sector:

- The [Ethnic Minority Environmental Network](#) in Scotland, led by the Council of Ethnic Minority Voluntary Organisations;
- The Institute of Environmental Management and Assessment's [Diverse Sustainability Initiative](#);
- [Wildlife and Countryside Link's work with Full Colour](#);
- The Institution of Environmental Sciences [A challenging environment report](#);
- [Race for Nature's Recovery](#) paid placements and support programme.

Additionally some of the larger organisations, like the RSPB and The Wildlife Trusts, have set up internal taskforces and developed strategies. Several organisations have hired, or contracted, equality, diversity and inclusion experts, to lead their work on this agenda.

Despite these important initiatives, over the last five years, only incremental progress has been achieved on increasing racial and ethnic diversity across the sector, and that appears to be very patchy.

On 05 April 2022, SOS-UK, in partnership with The Institute of Environmental Management and Assessment (IEMA) and the Natural Environment Research Council (NERC), published the follow-up study to the 2017 Policy Exchange report. The headline finding was that, using Office for National Statistics (ONS) data, just 4.8% of environment professionals identified as Black, Asian or minority ethnic, compared with a 12.6% average across all professions. At the current rate of increase, making assumptions on the difference between the 2017 and 2022 studies<sup>5</sup>, we estimate it will take about 21 years for environment professionals who identify as Black, Asian or minority ethnic to get up to the average figure for all professions.

### **3. The opportunity**

Currently there is no standardised methodology that the sector is using to assess organisational racial or ethnic diversity and little transparency on how organisations are performing relative to others. We believe that now is the time introduce a standardised reporting protocol for diversity and inclusion data and to centrally collect and publish institutional data on an annual basis. This approach has been successfully trialled and delivered in the US through Green 2.0 and that is why we have replicated the model here in the UK. The increased transparency will serve as a catalyst for meaningful action to tackle the barriers that are preventing more people of colour from joining our sector and progressing and thriving within it.

### **4. Framing**

RACE Report is centred on transparency, sharing case studies of effective interventions, and celebrating individual and collective progress. As with Green 2.0, there will be a league table element for just the largest organisations. We are determined to ensure that the framing of the project is not antagonistic towards any organisation that shares their data with us, and we

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<sup>5</sup> The 2017 Policy Exchange report, and the 2022 follow-up report, are both based on ONS data however the datasets used are not identical e.g. based on different national surveys and accessed to different levels of granularity. This means we cannot say with certainty that there has been an increase from 3.1% to 4.8%, although a small increase is supported by other circumstantial evidence, including perception of people working in the sector.

will work hard to ensure we deliver the project in partnership with the sector. We will be using a PR agency to help us deliver this framing to media outlets and we commit to working with participating organisations each year to shape the narrative on the data.

## 5. Our partnership

The founding partners of The RACE Report are [Hindu Climate Action](#), [Nature Youth Connection and Education](#), [South Asians for Sustainability](#) and [Students Organising for Sustainability UK](#). We are supported by [JEMA](#), [The Institution of Environmental Sciences](#) and [Voyage Youth](#).

## 6. Methodology

### 6.1 Consultation

We consulted widely across the sector on all aspects of our plans between November 2021 and March 2022. The main changes made in response to feedback can be seen in the footnote below<sup>6</sup>. We have also consulted with and received expert feedback from a leading equality, diversity and inclusion professional.

### 6.2 Standardised reporting

After engaging with key individuals across the sector, we drafted a standardised reporting protocol for race equity, diversity and inclusion data. We would like to see every charitable organisation in the sector, and the trusts and foundations that fund them, routinely collecting the data listed in our standardised reporting protocol, so there is a standardised approach, and comparable and collective data points.

We have tried to ensure that it is a practicable reporting protocol that works for different sizes of organisation across all four nations of the UK. The identity categories in our reporting protocol are based on the categories used in the Diversity, Equity and Inclusion Staff and Trustee survey created, developed as part of the Diversity, Equity and Inclusion Data Standard by The Funders Collaborative. The Diversity, Equity and Inclusion Data Standard categories are based on the Equalities Act protected characteristics, which also forms the foundation for the Office for National Statistics (ONS) race and ethnicity categories.

We have not lifted categories directly from the ONS and because some of the organisations that we spoke to have concerns about the inclusivity of different aspects of the terminology used by the ONS. The Diversity, Equity and Inclusion Data Standard includes a broader set of identities, including Jewish<sup>7</sup>, to fully capture identities experiencing racial or ethnic inequity. In addition we have included identities from Latin / South / Central America with the aim of

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<sup>6</sup> Major changes we have included are: Not publishing individual organisational data in year one; making a long-term commitment for collecting and publishing over a five year period; adding in sub-headings for racial groups, instead of just people of colour; adding in other aspects of diversity including age and gender, given the intersectional nature of the issues; removing the collection of pay band information; all of section B is now compulsory and all of C is now optional; changed the question on retention and promotion from open-ended to data based; given organisations longer to collect and submit the data; inclusion of a staff survey template that EDI leads or HR teams can use to collect their data; introduction of a qualitative verification of inclusivity through an anonymised staff perceptions survey from 2023; including commitments to working with organisations that submit their data on the narrative for any press work; any sector targets will be shaped and owned by the sector; removed the impact rating for section C; removed the question on the number of staff with a disability; moved some of the perception questions in section C to the anonymised staff perceptions survey.

<sup>7</sup> We understand that there are different interpretations of Jewish identities but have included Jewish as an ethnicity in recognition of the individuals that identify in this way.

adopting a more inclusive question set. These identities are currently not listed in the ONS categories. Additionally, although the ONS covers all of the UK, the devolved nations each have their own set of demographics meaning there isn't a single question set to replicate. The final version of our reporting protocol can be viewed in Part B of our data collection form, which can be found in Appendix 1, or online [here](#).

### **6.3 Launch**

We launched The RACE Report project on 05 April 2022 on the back of the publication of the SOS-UK / IEMA / NERC follow-up study to the 2017 Policy Exchange report, which showed that the sector still has less than 5% of its workforce from minority ethnic backgrounds. Our call to action was that executive leaders within the sector, including organisations that fund the sector, ask their EDI leads or HR teams collect the data listed in our reporting protocol and submit it to us each year through our annual data collection.<sup>8</sup>

### **6.4 Eligible organisations**

Any UK-based environmental, climate, nature or sustainability charity, not-for profit, social enterprise, trust or foundation can submit their data to us. We will only proactively invite organisations that *predominantly* work on or fund environmental, climate, nature or sustainability issues. Our definition of this is that any of these issues forms the main part of their mission statement on their website. RACE Report is not open to for profit businesses, as our focus is the charitable sector.

### **6.5 Data collection and analysis**

In this first year we are allowing five months for organisations to collect and submit the data as we appreciate that many organisations will have to collect this data for the first time, and that will take time. We have provided a [staff survey template](#) that organisations can use to survey their own staff so they can collect the data needed to participate in The RACE Report<sup>9</sup>. The first year's data collection will close on 16 September 2022. Throughout late September and October 2022 we will analyse the data and prepare the inaugural RACE Report, which will be our annual summary report of the sectoral data.

### **6.6 The RACE Report and transparency cards**

Although the first report will be generic, and will not allow individual organisations to be identified, it will provide the sector with a detailed and robust benchmark, and useful comparative analysis with existing data from other sectors where possible.

During October 2022, after report drafting but before publication, we will consult with all organisations that have submitted data on how media coverage for the first year should be framed, and whether or not we want to collectively agree to a sector challenge or target.

In 2023, and every year thereafter until at least 2027, we will repeat the data collection and publish The RACE Report. From 2023 we will also publish the online transparency cards for individual organisations, as is done in Green 2.0. As with Green 2.0, we will show only

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<sup>8</sup> All irrelevant data from other organisations that is not used will be deleted.

<sup>9</sup> The staff survey template includes wider aspects of diversity in addition to race/ethnicity in the understanding that the data collected should be used by organisations for EDI activities beyond the scope of The RACE Report.

aggregated diversity data for small organisations, or organisations with only a small number of people of colour working at them, so we can avoid the risk of individuals being identified<sup>10</sup>.

We plan for the transparency cards to show year on year changes and trends for each organisation and for them to be interactive so anyone can easily compare comparative organisations or cut the data in various ways to look at trends (by size of organisation, region of the country, by nation, organisations working on the same issues, etc.).

As with Green 2.0, organisations that we invite to take part that do not submit organisational data will be presented as 'Did not participate' on their transparency card, and in The RACE Report, which itself provides an incentive for participation.

In addition to The RACE Report and transparency cards, from 2023 we plan to partner with a media organisation to publish the headline racial diversity statistics for the top 15 sector organisations by turnover, the top 10 funders by the amount of funding they distribute to the sector, and the top 5 representative organisations or coalitions<sup>11</sup> by the number of members. This is the only 'league table' element of the project, and we won't introduce that until 2023. We believe that this element will help provide a catalyst for further action, and that progressive action by the largest organisations in the sector will have positive knock-on impact on the whole sector.

From 2022 onwards we will seek to develop case study resources to sit alongside The RACE Report transparency data that outline effective and impactful initiatives that have helped progress equality, equity, diversity and inclusion in organisations and the sector.

## **6.7 Staff perceptions survey**

From 2023 we will introduce a bi-annual anonymised staff perceptions survey that we will ask organisations that have previously submitted data, or intend to do so, to share with their all their staff during a defined period e.g. April and May 2023. The responses from this staff survey will come direct to The RACE Report team. The purpose of the anonymised staff perceptions survey is to understand how quantitative diversity data collected through the annual data submissions translates to inclusive working environments.

The survey will be based on closed questions asking staff to identify their experiences e.g. through agreement/disagreement scales on topics like the provision of a working environment free of discrimination and harassment, if they have witnessed any discrimination, the ability to be themselves at work without worrying about how they will be accepted, their sense of belonging to the organisation, access to opportunities and progression, and organisational culture.

We do not intend to attribute this data to individual organisations in The RACE Report, or on the transparency cards, although it will provide a useful steer on which organisations we can be confident about celebrating and promoting in our case studies. Organisations will be able to request their summary data from us and it should provide a useful insight for the

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<sup>10</sup> Racial and ethnicity data falls within the category of "special" data under the UK Data Protection Act 2018, which means that additional care is needed when handling such data. The legal basis for collecting and processing this data is that it is in the public interest. We will remind organisations through our guidance document of the importance of them reviewing their privacy notices to ensure that there is provision for this data to be shared with us and published.

<sup>11</sup> These could be coalitions like the Climate Coalition, Green Alliance and Stop Climate Chaos, or membership organisations like IEMA, Wildlife and Countryside Link, The Wildlife Trusts, etc.

management of each participating organisation. Key findings will be published in aggregate form to provide a cross-sector benchmark through which progress can also be tracked over time.

### **6.8 Project governance**

The RACE Report project will be steered by an advisory group predominantly made up of people of colour from the founding partners and our partner organisations, as well as people from a range of backgrounds from across the sector. You can see who sits on the advisory group [here](#). The accountable organisation for the project is [SOS-UK](#).

## **7. Funding**

This work has been funded for the first two year by the Esmée Fairbairn Foundation, and we are very grateful to the Foundation for the grant. The funding will be distributed between the four founding partners in proportion to The RACE Report work that each organisation delivers.

## **8. Objectives of The RACE Report**

1. To get environmental, climate, nature and sustainability charitable organisations, and the trusts and foundations that fund them, collecting comparable data on racial/ethnicity diversity.
2. To publish the data for individual organisations so there is greater transparency on their progress to becoming more racially/ethnically diverse, inclusive, equal and equitable <sup>12</sup>organisations.
3. To collate and share good and best practice on racial/ethnic equity throughout the sector.
4. To mainstream understanding and acknowledgement of the barriers to inclusion that people of colour face within our sector.
5. To enable the sector to be in a position where it better represents the racially/ethnically diverse communities that it serves. This will be for the betterment of the sector and will help us collectively deliver climate and environmental justice.

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<sup>12</sup> Please refer to definitions outlined earlier in this document.

## 9. Timeframe for years one and two (2022 and 2023)

	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23
<b>2022 reporting year</b>																								
Advisory Group engagement and meetings																								
Buy domain																								
Recruit for advisory group																								
Consult on project and standardised reporting survey																								
Secure grant funding																								
Finalise concept note and 2022 reporting survey																								
Commission graphic design and website																								
Commission PR agency																								
Outreach to secure participation																								
Launch website				5																				
Publication of follow-up to Policy Exchange report, and RR launch				5																				
Publish project plan, completion instructions and staff survey template				5																				
Organisations collect data and submit data collection form																								
Deadline to submit data collection form									16															
Data checking and analysis																								
Consult with sector on sector challenge target(s)																								
Publish baseline data set and sector challenge target(s)												5												
Press coverage on data, sector challenge and good practices																								
Review survey sent to participants and webinars																								
Data collection form amends																								
<b>2023 reporting year</b>																								
Advisory Group engagement and meetings																								
2023 data collection form launched																								
Commission dashboard build																								
Outreach to secure participation																								
Organisations collect data and submit data collection form																								
Qualitative verification anonymised staff perceptions survey																								
Deadline to submit data collection form																				18				
Analysis and copying two year's of data into transparency cards																								
Launch dashboard																								
Publish data set																								
Press coverage on data and good practice case studies																								

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 05 April 2022

## Appendix 1: RACE Report data collection form

Participating organisations will send us their data through an online data collection form, which is presented below in tabular form for illustrative purposes. The live version can be accessed [here](#). Section B of the data collection form contains our standardised reporting protocol, which we would like the sector to adopt. This protocol is also incorporated into the staff survey template for participating organisations.

### THE RACE Report

This form sets out to collect data on the proportion of people of colour in UK environmental, climate, nature and sustainability charities and not-for profit organisations, and the organisations that fund their work. It also sets out to identify what policies, strategy and action on race equity is being taken within the sector.

The form should be completed by a senior member of staff who leads on HR and / or equality, diversity and inclusion for your organisation. If you do not already have compatible data on the race and ethnicity of your staff, we recommend you survey staff to gather information on how they identify. We anticipate most organisations will need to do this in their first year of data submission. After data collection, the data should then be securely retained for existing staff and collected from new starters on a routine and rolling basis e.g. when new employees join the organisations. We have a [staff survey template](#) that you can use to develop your own survey.

Please read the [completion instructions pack](#) before starting your submission to The RACE Report.

We include age and gender identity as controls, so we can further understand what is influencing the data and trends, but also because of the intersectionality of diversity issues.

For organisations with offices overseas, please only include staff that are based in the UK.

**Please only start to complete this form once you have all the data required for your submission. You will not be able to save your submission part way through. You can see a list of each data point that we are requesting.**

**Please note: All of the questions in section A and B are compulsory. All of the questions in section C are optional.**

We recognise that there are likely to be multiple definitions of race and ethnicity across the organisations taking part in this research. In section C we use the phrase 'people of colour' and by that we mean any person who identifies as being from the following ethnic minorities or marginalised communities:

Arab
Asian/Asian British - Indian
Asian/Asian British – Pakistani
Asian/Asian British – Bangladeshi
Asian/Asian British – Chinese
Asian/Asian British – Any other Asian background
Black/African/Caribbean/Black British – Caribbean
Black/African/Caribbean/Black British – African
Black/African/Caribbean/Black British – British
Black/African/Caribbean/Black British – Any other Black/African/Caribbean/Black British background
Jewish



Latin/South/Central American
Mixed/Multiple ethnic groups – White and Black Caribbean
Mixed/Multiple ethnic groups – White and Black African
Mixed/Multiple ethnic groups – White and Asian
Mixed/Multiple ethnic groups – White and Latin/South/Central American
Mixed/Multiple ethnic groups – Any other Mixed/Multiple ethnic background

## SECTION A. ADMINISTRATION AND ORGANISATION CHARACTERISTICS

Please provide the following details for administrative purposes:

<b>A1</b>	<b>What is your name?</b>	
<b>A2</b>	<b>What is your role in your organisation?</b>	
<b>A3</b>	<b>Please provide your email address</b>	

Now please tell us more about your organisation

<b>A4</b>	<b>What is the name of your organisation?</b>	
<b>A5</b>	<b>Please provide your organisation's charity (and/or company) number(s)</b>	

<b>A6</b>	<b>Approximately how many paid members of staff (FTE) does your organisation employ overall? Please write your answers in the boxes below</b>	
	0-9	
	10-49	
	50-249	
	250-499	
	500-1,000	
	1,000 or more	

<b>A7</b>	<b>What is the total number of paid staff (headcount) in your organisation?</b>	
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<b>A8</b>	<b>Which UK region are most of your staff based in? Please select one answer only</b>	
	East Midlands	
	East of England	
	London	
	North East	
	North West	
	Northern Ireland	
	Scotland	
	South East	
	South West	
	Wales	
	West Midlands	
	Yorkshire and The Humber	
	No dominant region	

For the remainder of the survey, please provide all answers as staff headcount, not full time equivalent (FTE).

**For the following questions, if you do not have the data for any category, please leave the box blank. Please only use 0 if you have no members of staff in a particular category.**

<b>A9</b>	<b>How many members of staff (headcount) fall under these age groups? Please write your answers in the boxes below</b>	
	17 and under	
	18-24	
	25-34	
	35-44	
	45-55	
	56-64	
	65 and over	
	Not known	

<b>A10</b>	<b>How many members of staff (headcount) declare the following gender identities? Please write your answers in the boxes below</b>	
	Woman	
	Man	
	Non-binary	
	Self-describe in another way	
	Not known	

<b>A11</b>	<b>How many members of staff (headcount) declare that the gender they live in does not match that which they were assigned at birth? Please write your answers in the boxes below</b>	
	Number of staff	

<b>A12</b>	<b>Which sector best describes your organisation? Please select all that apply</b>	
	Climate or climate justice	
	Environment or nature	
	Sustainability	
	Other (please specify)	
	Answer	

<b>A13</b>	<b>Which activities best describe what your organisation primarily does? Please select up to three answers only</b>	
	Activism	
	Behaviour change	
	Campaigns and advocacy	
	Collaborative work with businesses	
	Consultancy, service provision and products	
	Education	
	Finance and investment	
	Grant-making and funding	
	Marketing, communications, PR	

	Membership and/or representation	
	Movement building	
	Policy	
	Programmes	
	Providing access to nature	
	Recruitment and careers	
	Regulation and/or litigation	
	Renewable energy generation	
	Research and/or academia	
	Species-specific conservation work	
	Supporting young people	
	Sustainable land management	
	Other activities (please specify)	
	Answer	

## SECTION B. RACE AND ETHNICITY

The information this section will be published on your transparency card, subject to the restrictions outlined in the completion instructions.

**Please leave the box blank if you do not have the data for a specific identity. If you do not have any data for the entire question, please indicate using the tick box beneath each question.**

<b>B1</b>	<b>How would you describe the data on the racial/ethnic diversity of the following groups in relation to your organisation...</b> <b>Please select one answer for each group</b>	1. We have accurate and up to date data 2. We have some data, but there may be gaps or it is out of date 3. We do not have any data 4. Don't know 5. Not applicable to my organisation
	Overall staff (headcount)	
	Permanent staff - headcount	
	Non-permanent staff - headcount	
	All people managers - headcount	
	Senior leaders - headcount	
	Governance / Trustee board - headcount	
	Non-permanent staff (headcount) who have received contract extensions and/or been made permanent	
	Permanent and non-permanent staff (headcount) who have been promoted to a better-paid and/or more senior role	

<b>B2</b>	<b>Overall staff - headcount</b> <b>Please write your answers in the boxes below</b>	
	Total number of staff	
	a. Total Arab	

	b. Asian/Asian British - Indian	
	c. Asian/Asian British – Pakistani	
	d. Asian/Asian British – Bangladeshi	
	e. Asian/Asian British – Chinese	
	f. Asian/Asian British – Any other Asian background	
	g. Black/African/Caribbean/Black British – Caribbean	
	h. Black/African/Caribbean/Black British – African	
	i. Black/African/Caribbean/Black British – British	
	j. Black/African/Caribbean/Black British – Any other Black/African/Caribbean/Black British background	
	k. Jewish	
	l. Latin/South/Central American	
	m. Mixed/Multiple ethnic groups – White and Black Caribbean	
	n. Mixed/Multiple ethnic groups – White and Black African	
	o. Mixed/Multiple ethnic groups – White and Asian	
	p. Mixed/Multiple ethnic groups – White and Latin/South/Central American	
	q. Mixed/Multiple ethnic groups – Any other Mixed/Multiple ethnic background	
	r. White – English	
	s. White – Scottish	
	t. White – Welsh	
	u. White – Northern Irish	
	v. White – British	
	w. White – Irish	
	x. White – Gypsy or Traveller communities	
	y. White - Roma	
	z. White – Any other White background	
	aa. Any other ethnic group	
	Total individuals that have not disclosed this information	

<b>B3</b>	<b>Overall staff</b>	
	The organisation does not collect this data at any level	

<b>B4</b>	<b>Permanent staff - headcount</b> <i>Permanent staff are those with contracts that do not have expiration dates.</i> <b>Please write your answers in the boxes below</b>	
	Total number of staff	
	a. Arab	
	b. Asian/Asian British - Indian	
	c. Asian/Asian British – Pakistani	
	d. Asian/Asian British – Bangladeshi	
	e. Asian/Asian British – Chinese	
	f. Asian/Asian British – Any other Asian background	
	g. Black/African/Caribbean/Black British – Caribbean	
	h. Black/African/Caribbean/Black British – African	
	i. Black/African/Caribbean/Black British – British	
	j. Black/African/Caribbean/Black British – Any other Black/African/Caribbean/Black British background	
	k. Jewish	
	l. Latin/South/Central American	

	m. Mixed/Multiple ethnic groups – White and Black Caribbean	
	n. Mixed/Multiple ethnic groups – White and Black African	
	o. Mixed/Multiple ethnic groups – White and Asian	
	p. Mixed/Multiple ethnic groups – White and Latin/South/Central American	
	q. Mixed/Multiple ethnic groups – Any other Mixed/Multiple ethnic background	
	r. White – English	
	s. White – Scottish	
	t. White – Welsh	
	u. White – Northern Irish	
	v. White – British	
	w. White – Irish	
	x. White – Gypsy or Traveller communities	
	y. White - Roma	
	z. White – Any other White background	
	aa. Any other ethnic group	
	Total individuals that have not disclosed this information	

<b>B5</b>	<b>Permanent staff</b>	
	The organisation does not collect this data at any level	

<b>B6</b>	<b>Non-permanent staff - headcount</b> <i>Non-permanent, or temporary staff, are those on contracts that have a stated expiration date. These can include casual work, seasonal work and any other temporary work. It should not include volunteers – they are out of scope for The RACE Report.</i> <b>Please write your answers in the boxes below</b>	
	Total number of staff	
	a. Arab	
	b. Asian/Asian British - Indian	
	c. Asian/Asian British – Pakistani	
	d. Asian/Asian British – Bangladeshi	
	e. Asian/Asian British – Chinese	
	f. Asian/Asian British – Any other Asian background	
	g. Black/African/Caribbean/Black British – African	
	h. Black/African/Caribbean/Black British – Caribbean	
	i. Black/African/Caribbean/Black British – British	
	j. Black/African/Caribbean/Black British – Any other Black/African/Caribbean/Black British background	
	k. Jewish	
	l. Latin/South/Central American	
	m. Mixed/Multiple ethnic groups – White and Black Caribbean	
	n. Mixed/Multiple ethnic groups – White and Black African	
	o. Mixed/Multiple ethnic groups – White and Asian	
	p. Mixed/Multiple ethnic groups – White and Latin/South/Central American	
	q. Mixed/Multiple ethnic groups – Any other Mixed/Multiple ethnic background	
	r. White – English	
	s. White – Scottish	
	t. White – Welsh	

	u. White – Northern Irish	
	v. White – British	
	w. White – Irish	
	x. White – Gypsy or Traveller communities	
	y. White - Roma	
	z. White – Any other White background	
	aa. Any other ethnic group	
	Total individuals that have not disclosed this information	

<b>B7</b>	<b>Non-permanent staff</b>	
	The organisation does not collect this data at any level	

<b>B8</b>	<b>All people managers - headcount</b> <i>Any staff, including senior leadership, that manage one or more staff</i>	
	Total number of staff	
	a. Arab	
	b. Asian/Asian British - Indian	
	c. Asian/Asian British – Pakistani	
	d. Asian/Asian British – Bangladeshi	
	e. Asian/Asian British – Chinese	
	f. Asian/Asian British – Any other Asian background	
	g. Black/African/Caribbean/Black British – Caribbean	
	h. Black/African/Caribbean/Black British – African	
	i. Black/African/Caribbean/Black British – British	
	j. Black/African/Caribbean/Black British – Any other Black/African/Caribbean/Black British background	
	k. Jewish	
	l. Latin/South/Central American	
	m. Mixed/Multiple ethnic groups – White and Black Caribbean	
	n. Mixed/Multiple ethnic groups – White and Black African	
	o. Mixed/Multiple ethnic groups – White and Asian	
	p. Mixed/Multiple ethnic groups – White and Latin/South/Central American	
	q. Mixed/Multiple ethnic groups – Any other Mixed/Multiple ethnic background	
	r. White – English	
	s. White – Scottish	
	t. White – Welsh	
	u. White – Northern Irish	
	v. White – British	
	w. White – Irish	
	x. White – Gypsy or Traveller communities	
	y. White - Roma	
	z. White – Any other White background	
	aa. Any other ethnic group	
	Total individuals that have not disclosed this information	

<b>B9</b>	<b>All people managers</b>	
	The organisation does not collect this data at any level	

<b>B10</b>	<b>Senior leaders - headcount</b>	
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	<i>Individuals at the highest level of executive management within the organisation. They can include heads of departments, directors and chief executive. Typically these are people that sit on a senior leadership team, or similar.</i>	
	Total number of senior leaders	
	a. Arab	
	b. Asian/Asian British - Indian	
	c. Asian/Asian British – Pakistani	
	d. Asian/Asian British – Bangladeshi	
	e. Asian/Asian British – Chinese	
	f. Asian/Asian British – Any other Asian background	
	g. Black/African/Caribbean/Black British – Caribbean	
	h. Black/African/Caribbean/Black British – African	
	i. Black/African/Caribbean/Black British – British	
	j. Black/African/Caribbean/Black British – Any other Black/African/Caribbean/Black British background	
	k. Jewish	
	l. Latin/South/Central American	
	m. Mixed/Multiple ethnic groups – White and Black Caribbean	
	n. Mixed/Multiple ethnic groups – White and Black African	
	o. Mixed/Multiple ethnic groups – White and Asian	
	p. Mixed/Multiple ethnic groups – White and Latin/South/Central American	
	q. Mixed/Multiple ethnic groups – Any other Mixed/Multiple ethnic background	
	r. White – English	
	s. White – Scottish	
	t. White – Welsh	
	u. White – Northern Irish	
	v. White – British	
	w. White – Irish	
	x. White – Gypsy or Traveller communities	
	y. White - Roma	
	z. White – Any other White background	
	aa. Any other ethnic group	
	Total individuals that have not disclosed this information	

<b>B11</b>	<b>Senior leaders</b>	
	The organisation does not collect this data at any level	

<b>B12</b>	<b>Governance / Trustee board - headcount</b> <i>The governing body that is responsible for the governance of the organisation – it is typically made up of unpaid individuals. The name of the governing body is usually determined in its governing document.</i>	
	Total number of trustees / people on governing body	
	a. Arab	
	b. Asian/Asian British - Indian	
	c. Asian/Asian British – Pakistani	
	d. Asian/Asian British – Bangladeshi	
	e. Asian/Asian British – Chinese	
	f. Asian/Asian British – Any other Asian background	
	g. Black/African/Caribbean/Black British – Caribbean	

	h. Black/African/Caribbean/Black British – African	
	i. Black/African/Caribbean/Black British – British	
	j. Black/African/Caribbean/Black British – Any other Black/African/Caribbean/Black British background	
	k. Jewish	
	l. Latin/South/Central American	
	m. Mixed/Multiple ethnic groups – White and Black Caribbean	
	n. Mixed/Multiple ethnic groups – White and Black African	
	o. Mixed/Multiple ethnic groups – White and Asian	
	p. Mixed/Multiple ethnic groups – White and Latin/South/Central American	
	q. Mixed/Multiple ethnic groups – Any other Mixed/Multiple ethnic background	
	r. White – English	
	s. White – Scottish	
	t. White – Welsh	
	u. White – Northern Irish	
	v. White – British	
	w. White – Irish	
	x. White – Gypsy or Traveller communities	
	y. White - Roma	
	z. White – Any other White background	
	aa. Any other ethnic group	
	Total individuals that have not disclosed this information	

<b>B13</b>	<b>Governance / Trustee board</b>	
	The organisation does not collect this data at any level	

<b>B14</b>	<b>Retention: Over the last 12 months, how many non-permanent staff (headcount) identifying as the following have received contract extensions and/or been made permanent?</b>	
	Total number of staff	
	a. Arab	
	b. Asian/Asian British - Indian	
	c. Asian/Asian British – Pakistani	
	d. Asian/Asian British – Bangladeshi	
	e. Asian/Asian British – Chinese	
	f. Asian/Asian British – Any other Asian background	
	g. Black/African/Caribbean/Black British – Caribbean	
	h. Black/African/Caribbean/Black British – African	
	i. Black/African/Caribbean/Black British – British	
	j. Black/African/Caribbean/Black British – Any other Black/African/Caribbean/Black British background	
	k. Jewish	
	l. Latin/South/Central American	
	m. Mixed/Multiple ethnic groups – White and Black Caribbean	
	n. Mixed/Multiple ethnic groups – White and Black African	
	o. Mixed/Multiple ethnic groups – White and Asian	
	p. Mixed/Multiple ethnic groups – White and Latin/South/Central American	



	q. Mixed/Multiple ethnic groups – Any other Mixed/Multiple ethnic background	
	r. White – English	
	s. White – Scottish	
	t. White – Welsh	
	u. White – Northern Irish	
	v. White – British	
	w. White – Irish	
	x. White – Gypsy or Traveller communities	
	y. White - Roma	
	z. White – Any other White background	
	aa. Any other ethnic group	
	Total individuals that have not disclosed this information	

<b>B15</b>	<b>Retention</b>	
	The organisation does not collect this data at any level	

<b>B16</b>	<b>Promotion: Over the last 12 months, how many staff (headcount, both permanent and non-permanent) in the following categories have been promoted to a better-paid and/or more senior role? This should not include staff that have only received cost of living increases.</b>	
	Total number of staff	
	a. Arab	
	b. Asian/Asian British - Indian	
	c. Asian/Asian British – Pakistani	
	d. Asian/Asian British – Bangladeshi	
	e. Asian/Asian British – Chinese	
	f. Asian/Asian British – Any other Asian background	
	g. Black/African/Caribbean/Black British – Caribbean	
	h. Black/African/Caribbean/Black British – African	
	i. Black/African/Caribbean/Black British – British	
	j. Black/African/Caribbean/Black British – Any other Black/African/Caribbean/Black British background	
	k. Jewish	
	l. Latin/South/Central American	
	m. Mixed/Multiple ethnic groups – White and Black Caribbean	
	n. Mixed/Multiple ethnic groups – White and Black African	
	o. Mixed/Multiple ethnic groups – White and Asian	
	p. Mixed/Multiple ethnic groups – White and Latin/South/Central American	
	q. Mixed/Multiple ethnic groups – Any other Mixed/Multiple ethnic background	
	r. White – English	
	s. White – Scottish	
	t. White – Welsh	
	u. White – Northern Irish	
	v. White – British	
	w. White – Irish	
	x. White – Gypsy or Traveller communities	
	y. White - Roma	
	z. White – Any other White background	
	aa. Any other ethnic group	

	Total individuals that have not disclosed this information	
<b>B17</b>		
	The organisation does not collect this data at any level	

## SECTION C. POLICY STRATEGY AND ACTION

**This section is optional, however we strongly encourage all organisations to complete.**

We'd like to understand more about the policies, actions and strategy related to equality, diversity and inclusion that cover your organisation. We believe that all of the below help to tackle discrimination, improve inclusion and increase racial diversity.

For each item, we will ask you to indicate your progress according to the following scale:

- No implementation yet
- In the process of implementing, with some progress made
- Fully implemented and operational
- Don't know
- Not applicable

This information will not be published on your organisation's transparency card but will be amalgamated with responses from other organisations participating in The RACE Report and published to present a general analysis of action across the sector.

<b>C1</b>	<b>Has your organisation implemented any of the following aspects related to transparency? Please provide one answer for each action</b>	
		<b>ANSWER OPTIONS:</b> 1. No implementation yet 2. In the process of implementing, with some progress made 3. Fully implemented and operational 4. Don't know 5. Not applicable
A	A published statement that shows the organisation is committed to tackling racism	
B	Signed up to the <a href="#">Race at Work Charter</a> , or similar	
C	Statement on recruitment page stating the organisation is underrepresented in terms of racial diversity	
D	Reporting on diversity, equality and inclusion in the last annual report	
E	Race equity pay gap published in last 18 months	

<b>C2</b>	<b>Has your organisation implemented any of the following aspects related to strategy and targets? Please provide one answer for each aspect</b>	
		<b>ANSWER OPTIONS:</b> 1. No implementation yet

		2. In the process of implementing, with some progress made 3. Fully implemented and operational 4. Don't know 5. Not applicable
A	Race equity / diversity and inclusion strategy, or similar	
B	A progression plan to support people of colour across the organisation to be retained and/or promoted	
C	Published target to increase racial diversity by a given amount by a stated date	
D	Improvement in racial diversity in the performance targets for managers / directors	

<b>C3</b> Has your organisation implemented any of the following <u>aspects related to management and governance</u> ? Please provide one answer for each aspect		
		<b>ANSWER OPTIONS:</b> 1. No implementation yet 2. In the process of implementing, with some progress made 3. Fully implemented and operational 4. Don't know 5. Not applicable
A	Senior leader has official responsibility for equality, diversity and inclusion	
B	Senior leaders routinely champion equality, diversity and inclusion to staff and key stakeholders	
C	The risk register for the organisation includes a lack of action to tackle racial injustice / increase racial diversity	
D	Ringfenced budget to deliver race equity / diversity and inclusion work	
E	Regular review of equality, diversity and inclusion activities to ensure they remain effective and impactful	

<b>C4</b> Has your organisation implemented any of the following <u>HR processes</u> ? Please provide one answer for each action		
		<b>ANSWER OPTIONS:</b> 1. No implementation yet 2. In the process of implementing, with some progress made 3. Fully implemented and operational 4. Don't know 5. Not applicable

A	Process to measure and track staff perceptions of belonging / inclusion within the organisation	
B	Statements promoting race equity and inclusion within all new recruitment materials	
C	Guaranteed interview scheme for people of colour that meet essential criteria for all new recruitments	
D	Proactive efforts to locate / promote jobs in racially diverse communities	
E	Proactive efforts to get people of colour to apply for jobs, including advertising through specialist diversity jobs boards	
F	No requirement for a degree / work experience within the sector	
G	Collation of application data on racial diversity and ongoing monitoring	
H	Interview feedback is routinely provided to unsuccessful applicants who are people of colour	
I	Policy to have racial diversity in all recruitment / interview panels	
J	Exit interviews are routinely completed and ask about issues relating to race equity and inclusion	
K	Mechanism for complaints relating to witnessing or experiencing racial discrimination or harassment	
L	There is a culturally competent care and support programme for individuals progressing complaints relating to racial discrimination or harassment (over and above standard employee assistance programmes)	
M	Accredited for <a href="#">Investors in Diversity</a> , or similar	

<b>C5 Has your organisation implemented any of the following practical and positive actions?</b> <b>Please provide one answer for each action</b>		
		<b>ANSWER OPTIONS:</b> 1. No implementation yet 2. In the process of implementing, with some progress made 3. Fully implemented and operational 4. Don't know 5. Not applicable
A	Partnering with an organisation for people of colour to help create a talent pipeline for the organisation	
B	Have offered fixed-term paid placements or internships restricted to people of colour within last 12 months	
C	Compulsory staff training on race equality, diversity and inclusion	
D	Cultural competence and/or unconscious bias training for staff / trustees involved in recruitment	
E	Anonymised survey of people of colour in the organisation within last 12 months	

F	A safe space for staff of colour to speak about lived experiences and/or support network for employees of colour	
G	Inclusion of racism towards staff of colour in risk assessments	
H	Mentoring scheme for employees of colour	
I	Recent review of imagery and language used in marketing and websites / process in place to ensure it is representative of racial diversity and inclusive	
J	Spokespeople / patrons include people of colour	
K	If a funder, have a funding requirement for grantees to tackle racial injustice / increase racial diversity	
L	If a funder, require all existing and/or new grantees to publish race diversity data	

<b>C6</b> Please use the box below to share anything you have done that you feel is particularly innovative or impactful on equality, diversity and inclusion, explaining why it has been impactful, and, if possible, how you know what impact it has had.  We will contact you before publishing any good practice that you share in this box.	Answer
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<b>C7</b> Please use the box below to share any other comments you wish to make on your organisations work towards equality, equity, diversity and inclusion. We will not publish anything you provide in this box without your prior permission.	Answer
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Thanks for taking time to send us this information. When you submit it to us, you will receive an automatic copy of your submission to the email address you provided at the start of this form. If you have any questions about your submission, please contact [race-report@sos-uk.org](mailto:race-report@sos-uk.org). A feedback survey will be sent to all individuals that submit data so you can help us improve the reporting process.

Please click submit to complete your submission.