



Department
for Transport

Equality Monitoring 2013/14 DfT(c)

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GOVERNMENT OPERATIONAL RESEARCH SERVICE

In House Analytical Consultancy

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Summary of diversity analysis

1. Introduction

This report contains an analysis of the diversity of DfT(c) for 2013/14.

The aims of the analysis were to:

- summarise the diversity characteristics of staff and applicants;
- compare the diversity of DfT(c) staff with the diversity of local working-age populations;
- identify differences between diversity groups within DfT(c); and
- highlight any changes since previous years.

Data on staff, job applicants and leavers, plus performance management, sickness absence, training, and grievance and discipline cases were analysed to determine whether there were statistically significant differences with respect to protected characteristics.

Characteristics considered were: gender, race, disability, pay band, age, sexual orientation, religion and belief, job role, and working pattern.

This summary generally reports differences that were statistically significant at the 99% confidence level. Where appropriate, differences found to be significant at the 95% confidence level have also been mentioned, but described as having been at a lower level of statistical significance.

The presence of a statistically significant result does not imply causation.

2. DfT(c) background

The role of the central Department (DfT(c)) is to determine overall transport strategy and manage relationships with the agencies responsible for the delivery of a range of transport-related services.

In 2013/14, DfT(c) had six executive agencies, and IHAC has written equality monitoring reports for each, in addition to this report.

Senior Civil Service (SCS) staff across the whole Department (i.e. DfT(c) and its agencies) have been included in this report.

At the end of 31st March 2014, there were 1,922 staff in post, 10% of whom were in the SCS.

The majority of staff were based in London (1,620). 78 staff were based in Ashdown House, Hastings. The remaining staff were based either in smaller London offices or in other locations around the country.

The number of staff in post has increased by 1.6% since last year. The increases were mostly in the higher pay bands (PB5-7 and SCS), whereas the number of staff in lower pay bands (e.g. PB1-2, PB4, Driver/Workshop) decreased.

3. Diversity statistics

The following table contains the proportion of staff with known data (i.e. not unknown or preferred not to say) and

the declaration rate, which includes those who preferred not to say.

A database coding problem has affected 8% of staff in post. Although these staff had declared their race, the problem meant that they had to be classed as having unknown race. This is being remedied.

	% of those who declared	% all staff who declared ¹ , excl. prefer not to say	% all staff who declared, incl. prefer not to say
40 years and older	64%	100%	100%
Female	36%	100%	100%
Part-time	10%	100%	100%
BME	19%	65%	81%
Disabled	5%	74%	74%
Lesbian, gay man, or bisexual	5%	52%	75%
Declared a religion or belief	66%	48%	75%

4. Diversity analysis key findings

DfT(c) compared with local working-age populations

Staff based in both London and other DfT locations (excluding Hastings) tended to be older and were more likely to be male than the local working-age populations.

In London, PB4FS staff were an exception, with a much younger age profile. Compared with the local working-

age population, there were also fewer white staff than expected in PB2-3 and fewer BME staff in PB6-7.

In contrast, staff working in Hastings were more representative of the local working-age population.



Trends in key diversity statistics

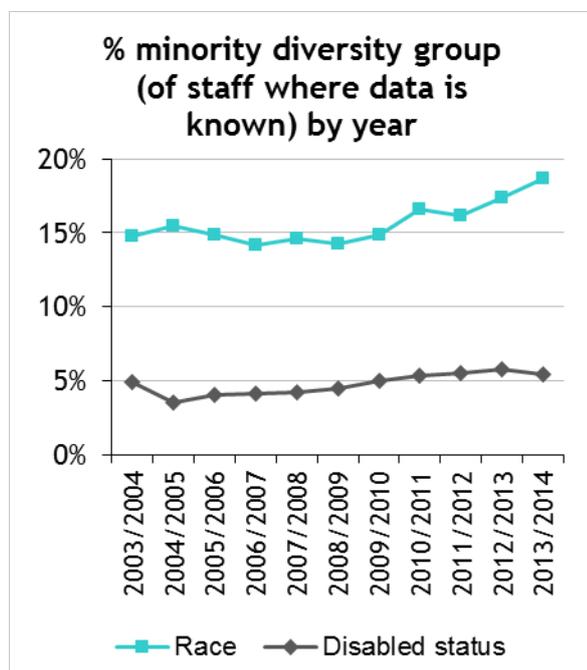
There have been few changes in diversity statistics since last year. The

¹ This column relates to all staff and shows the % of all staff for whom the diversity characteristic is known (e.g. how many have declared a sexual orientation).

Declarations of "prefer not to say" are treated as unknown/not declared.

main difference was an increase in the unknown/undeclared characteristics, especially race (which increased from 26% to 35%). The increase for race, however, is at least partially due to a data issue. The average age had also increased.

Analysis of diversity data back to 2003/04 revealed that there has been a significant, increasing trend in the proportion of BME staff and that of disabled staff.



However, the proportions of staff with unknown/undeclared race and disability status have also seen a significant increase, reducing the proportion of data on which we can perform useful analysis. It would therefore be beneficial to encourage staff to update their records before the next round of Equality Monitoring.

Recruitment – diversity of applicants

Applicants to posts in all locations generally reflected the local working-age populations. Compared with the local working-age populations, there were:

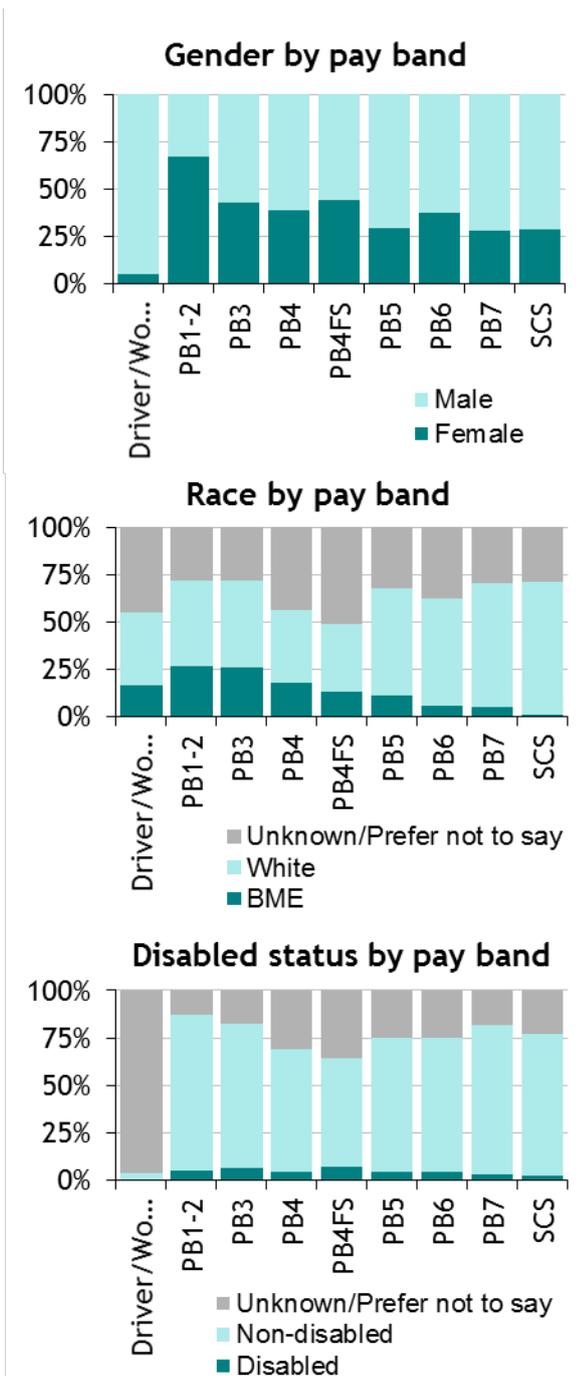
- more male applicants than expected in London and other GB locations;
- more BME applicants than expected in London, and more white applicants in other GB locations (except Hastings); and
- applicants to Hastings were generally reflective of the local working-age population.

Diversity differences within the organisation

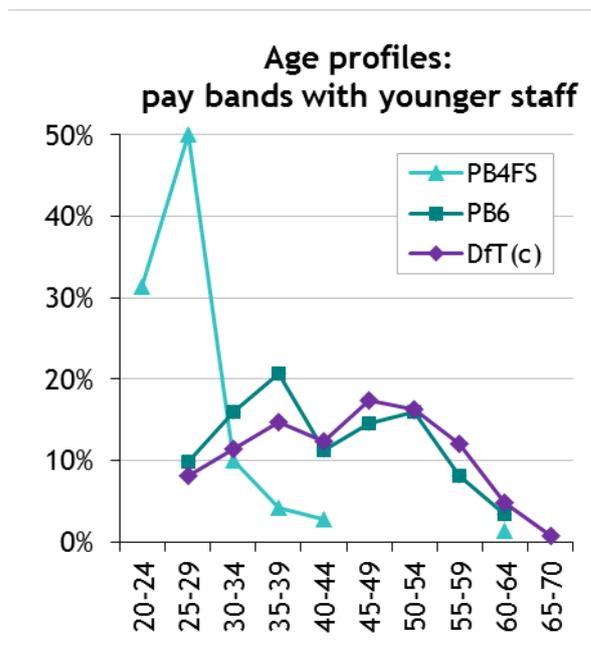
Diversity characteristics varied by pay band. There were:

- more females in PB2 and fewer in both PB5 and the Driver/Workshop pay band;
- more BME staff in the lower pay bands and fewer in the higher pay bands;
- more staff with an unknown/undeclared disabled status in PB6 and in Driver/Workshop roles; and
- more non-disabled staff than expected in PB7.

The following charts show how the major diversity characteristics varied by pay band.



Age profile varied a great deal by pay band. The fast stream (PB4FS) had a very different, much younger, age profile than the other pay bands. PB6 staff were also significantly younger than those in other pay bands, with a peak in staff aged 35-39.



In contrast, Driver/Workshop staff and those in PB2, PB7, and the SCS tended to be older than those in other pay bands.

10% of staff worked part-time. Staff in Driver/Workshop roles were more likely to do so (26%).

Correlations within staff data

Some diversity characteristics were significantly correlated with others; the main correlations are listed below.

- Staff who had declared one characteristic, such as race, were more likely to have declared others.
- Part-time staff were more likely to be female, more likely to be white, and tended to be older than full-time staff.
- Females tended to be younger than males.
- White staff tended to be older than their colleagues.
- Driver/Workshop staff tended to be older and were less likely to have declared diversity characteristics other than race.

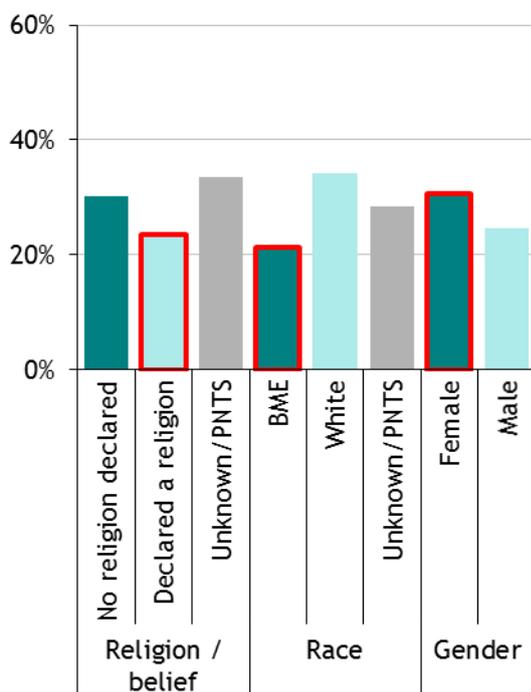
- Older staff were more likely to have declared their race and disabled status than younger staff, and were more likely to have declared themselves to be non-disabled.

Success through the recruitment process

When success at each recruitment stage was analysed, the following significant differences were found.

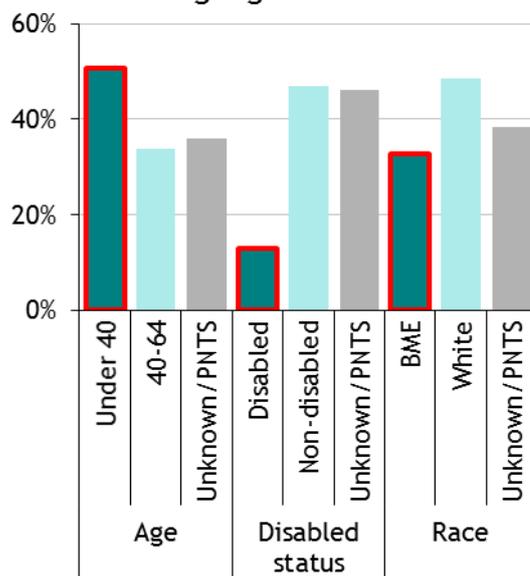
At the **sift stage**, applicants who had declared a religion or belief and those who were BME were less successful than other applicants. Female applicants were more successful than male applicants.

Success at sift (%)
Significantly different rates highlighted in red



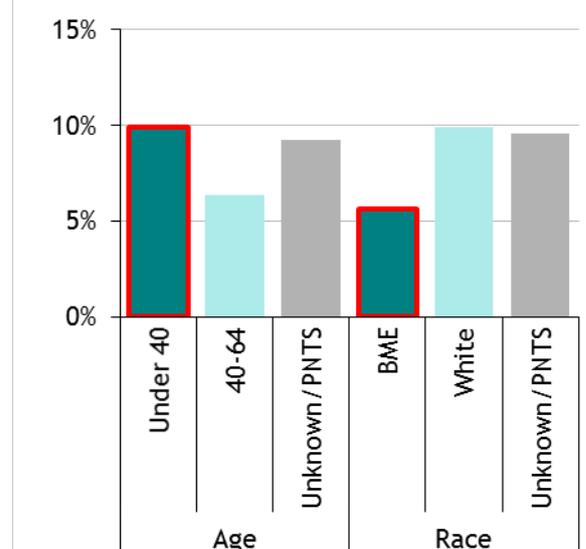
At the **interview stage**, younger applicants were more successful than older applicants, and those who were disabled or BME were less successful.

Success at interview (%)
Significantly different rates highlighted in red



Finally, applicants who were **offered a post** were compared with those who were not. Younger applicants were more likely to have been offered a post than older applicants, and BME applicants were less likely to have been offered a post than white applicants or those who had not declared their race.

% of applicants offered a job
Significantly different rates highlighted in red



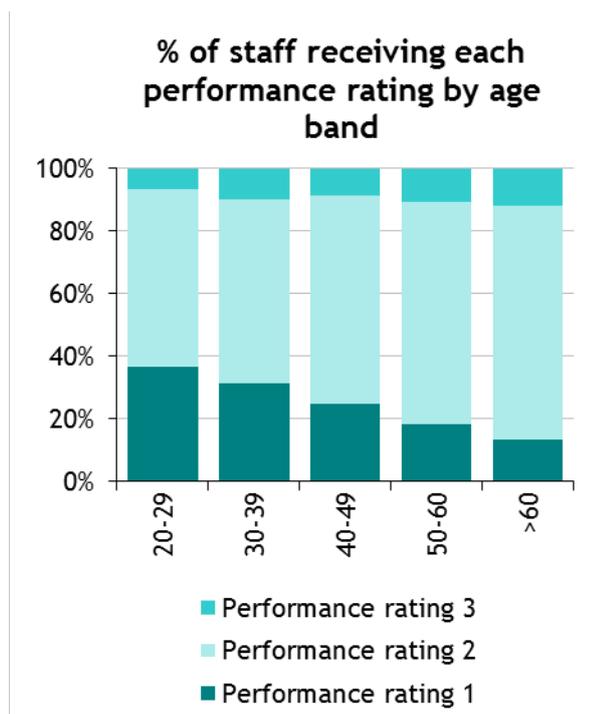
Cessations

10% of the staff in post at the beginning of 2013/14 left during the year. Compared with the proportions in staff in post, more fast stream staff and more older staff left than expected.

Performance assessment

1,600 performance ratings – ranging from 1 to 3, with 1 being the highest – were analysed.

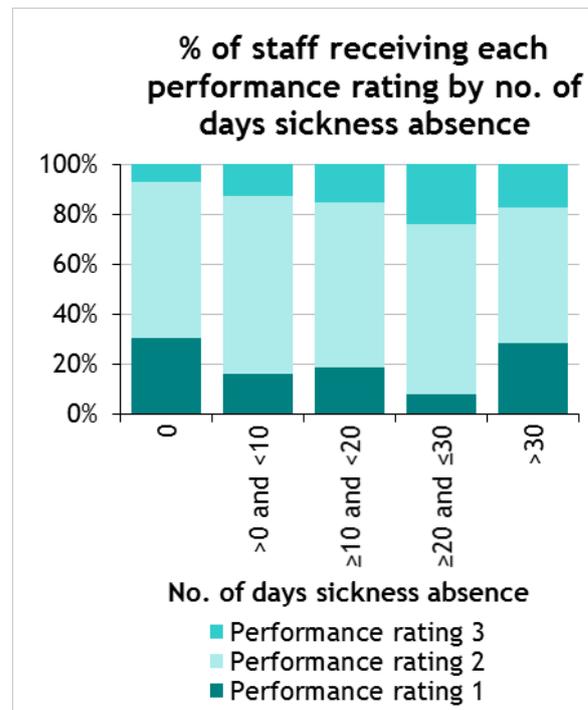
25% of staff received **performance rating 1**. Younger staff and white staff were more likely to have received performance rating 1, whilst those who had had more sickness absence were less likely to have done so.



The following differences were also found, but were statistically significant at a lower level than those above: staff who had a higher number of staff reporting to them and female staff were more likely to have received performance rating 1, whereas BME staff were less likely to have received it.

10% of staff received the lowest mark, **performance rating 3**. Staff who had

had more sickness absence, those who had not worked overtime, and those who had declared a religion or belief were more likely to have received performance rating 3 than their colleagues, whilst white staff were less likely to have received this performance rating.



Additionally, male staff were more likely to have received performance rating 3, and non-disabled staff were less likely to have received it, although these differences were statistically significant at a lower level.

No significant differences were found by pay band (including the fast stream).

Learning and development

Tables of e-learning recorded by Civil Service Learning have been provided in the annexes. However, a diversity analysis of learning and development was not possible because information on face-to-face training could not be consistently matched to staff diversity information, and information on training not provided through Civil Service Learning was not available.

Grievances & discipline

6 grievance cases were brought against the Department this year, compared with 8 last year.

13 members of staff were disciplined during the year, across all major diversity groups and pay bands.

No statistical analysis was possible on either of these datasets due to the small sample sizes.

Sickness absence

32% of staff had had sickness absence last year. Staff were more likely to have had sickness absence if they were in PB2, female, or disabled. Staff in PB4FS and PB6 and above were less likely to have had sickness absence than their colleagues.

The amount of sickness absence was also analysed. As the number of normal working days for part-time staff was not taken into consideration, data for full- and part-time staff were analysed separately.

Full-time staff in the following groups tended to have had more days of sickness absence:

- disabled staff;
- older staff;
- Driver/Workshop staff; and
- female staff.

The following groups tended to have had fewer days:

- PB6, SCSPB1 or PB4FS; and
- staff with unknown or undeclared race.

Part-time staff in the following groups tended to have had more days of sickness absence:

- disabled staff;
- staff in PB2, PB3, and PB5;
- female staff;
- older staff; and
- staff with unknown or undeclared race.

Staff with unknown/undeclared disabled status tended to have had fewer days.

5. Information quality

The data was generally of reasonable quality, but has declined since the previous year. The main areas of deficiency were:

- training data, which could not reliably be matched to DfT(c)'s staff datasets;
- data on race, disabled status, sexual orientation, and religion and belief for staff in post and cessations, all of which had relatively high proportions of unknowns. Due to the high proportion of unknowns, all results relating to the race of staff in post should be treated with caution.

As mentioned previously, the recent increase in the proportion of staff with unknown race is at least partially due to a data issue.

In June 2015, DfT(c) will transfer to a new records system. A data-cleaning exercise will be undertaken and staff will be asked to update their diversity records. This will rectify this data issue and aid the increase of declaration rates.