



Department  
for Transport



GOVERNMENT OPERATIONAL RESEARCH SERVICE

Equality Monitoring 2016/17

# Equality Monitoring in Maritime and Coastguard Agency

V1.0

**In House Analytical Consultancy**

**January 2018**

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Department for Transport  
Great Minster House  
33 Horseferry Road  
London SW1P 4DR  
Telephone 0300 330 3000  
General enquiries <https://forms.dft.gov.uk>  
Website [www.gov.uk/dft](http://www.gov.uk/dft)



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# Summary of diversity analysis

## Introduction

This report contains an analysis of the diversity of Maritime and Coastguard Agency (MCA) staff for 2016/17.

The objectives of the analysis were to:

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

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

Characteristics considered were age, gender, race, disability status, grade, job type, and working pattern, though some exclusions were applied for MCA this year.

Race and disability status were excluded for some job types. Sexual orientation and religion or belief were excluded from all analysis. These exclusions were made due to low declaration rates and/or small numbers of staff in the minority group. Figure 1.1 summarises which characteristics were considered for each job role.

	Administrators	Aeronautical	Coastguards	Marine surveyors	All staff
<b>Gender</b>	√		√	√	√
<b>Age</b>	√		√	√	√
<b>Race</b>				√	√
<b>Disability status</b>	√				
<b>Sexual orientation</b>					
<b>Religion or belief</b>					

**Figure 1** Characteristics included in statistical analysis by job role

As there were only 33 aeronautical staff it has not been possible to conduct any statistical analysis for them. However, they are included in the descriptive statistics.

Results described in this report are based on the outcomes of statistical tests. These tests are used to identify statistically significant differences between groups – that is, differences larger than the likely range of natural variation. Throughout this report, if a difference is reported as being significant this means it was statistically significant.

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, although in some cases there may be an obvious explanation for at least some of the difference seen.

This equality monitoring report (EMR) sits alongside the Department for Transport’s “Diversity and Inclusion strategy 2017-2021 – Different People. One Team”. The D&I strategy is published on GOV.UK. The strategy explains how we use the data in our EMRs and from other sources such as staff surveys, to develop interventions that will make a difference to how included our people feel at work. The strategy is based on five goals which include increasing the representation of underrepresented groups in all professions and grades including the senior civil service and attracting and nurturing diverse talent. It sets our aspiration to one of the most inclusive departments in the Civil Service.

Data tables to accompany this report are provided separately.

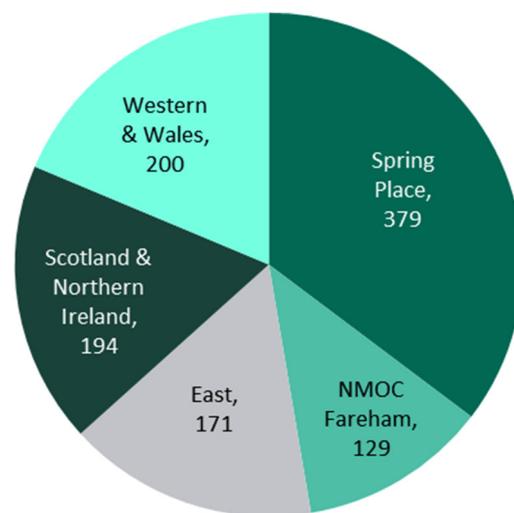
### MCA background

The primary purpose of the MCA is to implement the government's maritime safety policy in the United Kingdom and work to prevent the loss of life on the coast and at sea. The MCA provides a 24-hour maritime search and rescue service around the UK coast, and in the international search and rescue region, through HM Coastguard. They inspect and survey ships to ensure that they meet UK and international safety rules. MCA also provides certification to seafarers, registers vessels, and responds to pollution incidents from shipping and offshore installations.

At the end of 31 March 2017 there were 1,073 staff in post. These can be grouped by job type:

- 453 Administrators;
- 33 Aeronautical staff;
- 411 Coastguards; and,
- 176 Marine surveyors.

Identifying aeronautical staff is new this year. Last year they were grouped within coastguard.



**Figure 2** Number of staff by location

The largest single group of staff (35% of all staff) was in the main headquarters, Spring Place in Southampton. Smaller numbers of staff were based at the National Maritime Operations Centre (NMOC) in Fareham (12%). The remaining staff were based in coastal locations in one of the following regions: East, Western & Wales, and Scotland & Northern Ireland.

### Diversity statistics

Figure 1.3 gives key diversity statistics for MCA. The accompanying annex tables give more detailed statistics for each of the protected characteristics.

There were nine staff on paid or unpaid maternity leave at the end of March 2017. Three staff returned from maternity leave during the year. Staff in post figures in this analysis include staff on maternity leave at 31st March.

	<b>% all staff making specific declaration against characteristic<sup>1</sup></b>	<b>...of whom % declaring particular characteristic shown in brackets <sup>2</sup></b>
Age (40 years and older)	100%	58%
Gender (Female)	100%	34%
Working pattern (Part time)	100%	12%
Race (BAME)	70%	8%
Disability status (Disabled)	47%	10%
Religion or belief (Declared a religion or belief)	44%	68%
Sexual Orientation (Lesbian, gay man, or bisexual)	61%	2%

**Figure 3** Key diversity statistics

## Diversity analysis key findings

Throughout the analysis it is important to bear in mind that some diversity characteristics were positively correlated:

- Older staff tended to be male, white, non-disabled, and to have declared a religion or belief.

- Female staff tended to work part time, and male staff tended to work full time.
- BAME staff tended to have declared a religion or belief.
- Compared with other job roles, marine surveyors tended to be older, male, and were more likely to be BAME.
- Compared with other job roles, coastguards tended to be younger, male, work full time, and of unknown race or white.
- Compared with other job roles, administrators tended to be female, work part time, and were more likely to be white.

Those with unknown race tended to have other characteristics also undeclared.

### MCA compared with local working-age populations

For all diversity types, comparisons have been drawn with local working-age populations.

Comparisons include gender, race, age, and disability status<sup>3</sup>, as shown in the next table. Comparisons were excluded when the declaration rate fell below 50%.

<sup>1</sup>In this column, the % relates to the proportion of staff for whom the **overall** 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.

<sup>2</sup> This column shows the proportion of staff who have declared that they are (e.g.) BAME or Disabled. It is based

only on staff who have made a specific declaration – not including “prefer not to say” (Declarations of prefer not to say are treated as unknown/not declared).

<sup>3</sup> Note that definition of disability in the population data is not worded in the same way as the disability declaration text for staff. It is possible that the figures are not precisely comparable. The Technical Annex has further details.

	Spring Place	NMOC Fareham	Scotland and NI	East	Western and Wales
<b>Gender</b>	√	√	√	√	√
<b>Age</b>	√	√	√	√	√
<b>Race</b>	√		√	√	√
<b>Disability status</b>	√				

**Figure 4** Characteristics included in statistical analysis by location

Staff in Spring Place were compared with the local working-age population of Southampton and Hampshire, and staff based in the NMOC Fareham were compared with the local working-age populations of Southampton, Hampshire and Portsmouth (full details can be found in Annex A and the Technical Annex).

For the remaining locations, the diversity of staff was compared against those of the local working-age populations of coastal counties (as opposed to the whole of the UK). For instance, the diversity statistics for the Western & Wales location were compared with the consolidated diversity statistics of coastal counties within the Western & Wales area.

Compared with the local working-age population, in Spring Place there were more staff aged 35-39 than expected and fewer young staff aged under 20.

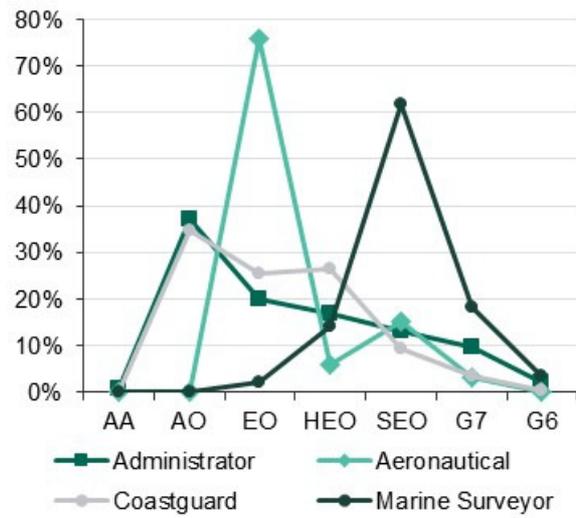
At NMOC Fareham there were more staff aged 25-29 and there were more male staff than expected.

A number of significant differences were found for staff at coastal locations. Generally, a greater proportion of MCA

staff were older, male, and/or white than expected.

**Diversity differences within the organisation**

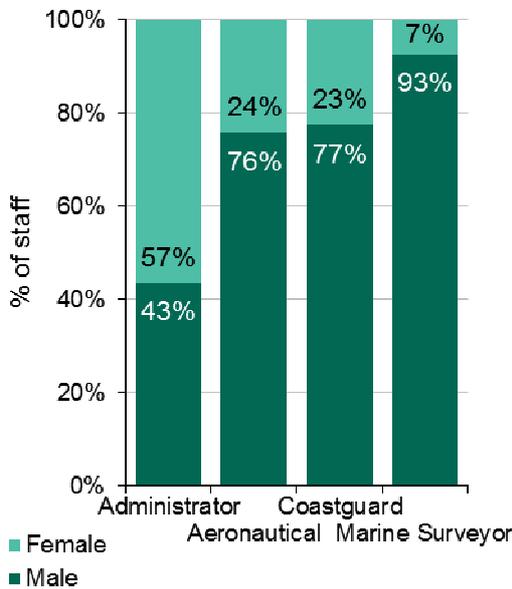
Administrators, coastguards, and aeronautical staff had higher proportions of staff in the lower grades (HEO and below) than marine surveyors who had over 60% of their staff at SEO grade<sup>4</sup>.



**Figure 5** Grade distribution by job role

<sup>4</sup> Staff in the MS1 grade have been combined with staff at SEO grade.

When considering gender, there were disproportionately more female administrators and disproportionately more male coastguards and marine surveyors.



**Figure 6** Gender distribution by job role

For marine surveyors there were fewer white staff at grades HEO-SEO and more white staff at grades 6-7.

For administrators<sup>5</sup>, there were fewer non-disabled staff at AO and more non-disabled staff at SEO.

All job roles showed that staff in higher grades tended to be older than staff in lower grades.

The average age of each job role varied from 40 years old (coastguards and aeronautical staff) to 43 years old (administrators) to 51 years old (marine surveyors).

Across MCA there was a difference in the age profiles of male and female staff<sup>6</sup>. On average, male staff were 44 years old whereas female staff were 41.

<sup>5</sup> Disability status was only considered for administrators, see Figure 1.1.

Part-time staff tended to be older than full-time staff: a quarter of part-time staff were aged over 60 compared to only 8% of full-time staff.

Part-time staff tended to be female, older and were more likely to be white when compared to full-time staff.

Administrators had the highest proportion of part-time staff (21%) compared with other job roles.

The proportion of part-time staff was higher in the AO grade compared with other grades.

**Trends in key diversity statistics**

Over the past year, the declaration rate for race has improved from 63% to 70%. The declaration rate for disability status has seen a large drop from 74% to 47%.

Over a longer time frame, since 2007:

- There has been a downward trend in the declaration rate for race.
- There has been an increasing trend in the proportion of people declaring themselves BAME.
- There has been a downward trend in the declaration rate for disability status.

<sup>6</sup> Based on a chi-square test not multivariate analysis.

## Recruitment

2,467 applications were received for 119 recruitment campaigns for posts up to Grade 6 across MCA. In total, 185 applicants were offered a post.

Compared with the local working-age population:

- There were disproportionately more male applicants for HEO posts in East locations, SEO posts in Scotland and NI, and AO-G7 posts in nationwide campaigns.
- There were disproportionately more BAME applicants for AO posts in Spring Place, and nationwide SEO posts.
- There were disproportionately more white applicants for nationwide AO and HEO posts; and AO posts in Western and Wales.
- Disproportionately fewer applications were received from disabled applicants: for AO and HEO posts in Spring Place; and AO, EO, and SEO posts in nationwide campaigns.

Analysis of success rates through the recruitment process showed that:

- Applicants were less likely to be successful at sift if they were applying for a marine surveyor role and/or applying for a role at AO or HEO grade. This could in part be due to large numbers of applicants for these posts.
- Female applicants had a higher success rate at interview.
- Applicants were more likely to be offered a post if they applied for a coastguard role, were female, and/or

were not applying for a role at AO grade.

## Leavers

104 staff left MCA during 2016/17 – an attrition rate of around 9%<sup>7</sup>.

Staff were more likely to leave if they:

- were older;
- were at AA grade; and/or
- had undeclared or unknown race.

Staff were less likely to leave if they were at HEO grade.

<sup>7</sup> The number of staff who could have left is calculated by combining the total number of staff in post at the end of the year with those who did leave. This is a

different calculation than that used in last year's analysis.

### Performance assessment

1,027 performance marks were analysed. Of these 19% were awarded a Performance Rating 1 (PR1) and 10% were awarded a Performance Rating 3 (PR3).

Coastguards were less likely to be awarded a PR1 and marine surveyors were more likely to be awarded a PR3.

In addition, staff with the following characteristics were more likely to have received a PR1:

- staff who managed more staff;
- HEO staff;
- staff with a higher FTE; and/or
- white staff (compared with BAME staff and staff with unknown race).

Staff with the following characteristics were more likely to have received a PR3:

- staff with unknown disability status;
- staff with more recorded sickness absence;
- staff with a lower FTE; and/or
- male staff.

### Progression

838 staff were in post on both 31<sup>st</sup> March 2016 and 31<sup>st</sup> March 2017. Of these, 81 staff (10%) progressed up the grade structure. The progression rate was highest for aeronautical staff, with 32% progressing up the grade structure, however, they were subject to a specific campaign.

Staff were more likely to progress if they were:

- younger;
- at AO grade;
- in the aeronautical job role;
- not new to grade; and/or
- male.

### Learning and development

Across MCA a total of 7,013 days of training were recorded, an average of 6.6 days per person.

58% of staff recorded at least one day of training.

Administrators recorded the lowest level of training at 2 days each.

Staff in specialist job roles recorded most training: coastguards recorded 10 days and marine surveyors 11 days training each. This includes their specialist and technical training requirements.

### Grievances and disciplines

There were six grievance cases across MCA – around half of last year's 13.

There were 14 discipline cases across MCA – double the number seen last year.

### Sickness absence

The official source of sickness absence figures for MCA are the figures reported quarterly to the Cabinet Office:

<b>Average days of sickness absence (Average Working Days Lost)</b>	6.1
<b>% employees with recorded sickness absence</b>	40%

The figures used in this diversity analysis are not exactly the same as these figures – the main difference is that there are no adjustments for available working time in this analysis.

All figures quoted from here on in are based on staff in post at midnight of 31<sup>st</sup> March 2017 and do not include employees on long-term leave at this point in time (except those with long-term sickness absence). The figures are different.

On average, MCA staff who were in post at 31<sup>st</sup> March 2017 had recorded an average of 4.7 days of sickness absence each in 2016/17. 41% of staff had recorded some sickness absence during the year.

Administrators were more likely to record a sickness absence than staff in other job roles. For each job role the following characteristics were significantly associated with higher incidence of sickness absence:

- Administrators: staff at AO and EO grades;
- Coastguards: female staff and those at AO or EO grades; and
- Marine surveyors: younger staff.

For each job role the following characteristics were significantly associated with sickness absence:

- Administrators: staff at HEO and SEO grades, and full-time staff had fewer days of sickness absence;
- Coastguards: female staff and older staff had more days of sickness absence. Staff at HEO grade had fewer days of sickness absence; and
- Marine surveyors: BAME staff had fewer days of sickness absence than white staff or those with unknown race.

### Information quality

The datasets were generally of good quality, except in a few areas:

- Whilst declaration rates for race, sexual orientation, and religion or belief have increased they remain low with scope for improvement.
- The declaration rate for disability status saw a noticeable drop from 74% to 47%. This was due to the way data were captured and a change in the criteria used to create the datasets.
- In the MCA data, a systematic bias has been introduced by the fact that new staff (149 of the 1,073 staff) have a much higher proportion of unknowns in the disability status, religion or belief, and sexual orientation characteristics than existing staff.
- An error was found in last year’s sickness absence data. This has been corrected in this year’s report, but this means comparisons cannot be made to the previous year.

# Annex A: Tables and Charts

## A.1 Year on year comparison – all staff

Staff Type	March 31st 2016			March 31st 2017			Percentage point change	% change from 2015
	2015 /2016	% of total	% of total that declared	2016 /2017	% of total	% of total that declared		
<b>All staff</b>	1012			1073				
<b>Males</b>	669	66.1%	66.1%	703	65.5%	65.5%	-0.6	+5.1%
<b>Females</b>	343	33.9%	33.9%	370	34.5%	34.5%	+0.6	+7.9%
<b>White</b>	600	59.3%	94.2%	687	64.0%	92.1%	+4.7	+14.5%
<b>BAME</b>	37	3.7%	5.8%	59	5.5%	7.9%	+1.8	+59.5%
<b>Unknown Race</b>	375	37.1%	-	327	30.5%	-	-6.6	-12.8%
<b>Non-disabled</b>	699	69.1%	93.4%	452	42.1%	89.7%	-26.9	-35.3%
<b>Disabled</b>	49	4.8%	6.6%	52	4.8%	10.3%	+0.0	+6.1%
<b>Unknown disability status</b>	264	26.1%	-	569	53.0%	-	+26.9	+115.5%
<b>Full Time</b>	881	87.1%	87.1%	946	88.2%	88.2%	+1.1	+7.4%
<b>Part Time</b>	131	12.9%	12.9%	127	11.8%	11.8%	-1.1	-3.1%
<b>Average age</b>	43.8			43.1				

## A.2 Geographical Comparisons

The following table shows the catchment areas for each MCA location. This is described more fully in Annex A.

Location High Level	County Name
Spring Place (MCA)	Hampshire
Spring Place (MCA)	Southampton
Western & Wales (MCA)	Anglesey
Western & Wales (MCA)	Bath and North East Somerset
Western & Wales (MCA)	Blackpool
Western & Wales (MCA)	Bridgend
Western & Wales (MCA)	Bristol
Western & Wales (MCA)	Cardiff
Western & Wales (MCA)	Carmarthenshire
Western & Wales (MCA)	Ceredigion
Western & Wales (MCA)	Cheshire
Western & Wales (MCA)	Conwy
Western & Wales (MCA)	Cornwall and Isles of Scilly
Western & Wales (MCA)	Cumbria
Western & Wales (MCA)	Denbighshire
Western & Wales (MCA)	Devon
Western & Wales (MCA)	Flintshire
Western & Wales (MCA)	Gloucestershire
Western & Wales (MCA)	Gwynedd
Western & Wales (MCA)	Halton
Western & Wales (MCA)	Lancashire
Western & Wales (MCA)	Liverpool
Western & Wales (MCA)	Monmouthshire
Western & Wales (MCA)	Neath Port Talbot
Western & Wales (MCA)	Newport
Western & Wales (MCA)	North Somerset
Western & Wales (MCA)	Pembrokeshire
Western & Wales (MCA)	Plymouth
Western & Wales (MCA)	Sefton
Western & Wales (MCA)	Somerset
Western & Wales (MCA)	South Gloucestershire
Western & Wales (MCA)	Swansea
Western & Wales (MCA)	Torbay
Western & Wales (MCA)	Vale of Glamorgan
Western & Wales (MCA)	Wirral
East (MCA)	Bournemouth
East (MCA)	Brighton and Hove
East (MCA)	Cambridgeshire
East (MCA)	Dorset
East (MCA)	Durham
East (MCA)	East Riding of Yorkshire
East (MCA)	East Sussex
East (MCA)	Essex
East (MCA)	Hampshire

Location High Level	County Name
East (MCA)	Hartlepool
East (MCA)	Isle of Wight
East (MCA)	Kent
East (MCA)	Kingston upon Hull
East (MCA)	Lincolnshire
East (MCA)	Medway
East (MCA)	Norfolk
East (MCA)	North East Lincolnshire
East (MCA)	North Lincolnshire
East (MCA)	North Tyneside
East (MCA)	North Yorkshire
East (MCA)	Northumberland
East (MCA)	Poole
East (MCA)	Portsmouth
East (MCA)	Redcar and Cleveland
East (MCA)	South Tyneside
East (MCA)	Southampton
East (MCA)	Southend-on-sea
East (MCA)	Stockton on Tees
East (MCA)	Suffolk
East (MCA)	Sunderland
East (MCA)	Thurrock
East (MCA)	West Sussex
Highcliffe (MCA)	Dorset
Abbey Wood (MCA)	Bath and North East Somerset
Abbey Wood (MCA)	Bristol
Abbey Wood (MCA)	North Somerset
Abbey Wood (MCA)	South Gloucestershire
Scotland & NI (MCA)	Aberdeen City
Scotland & NI (MCA)	Aberdeenshire
Scotland & NI (MCA)	Angus
Scotland & NI (MCA)	Argyll & Bute
Scotland & NI (MCA)	Clackmannanshire
Scotland & NI (MCA)	Dumfries & Galloway
Scotland & NI (MCA)	Dundee City
Scotland & NI (MCA)	East Ayrshire
Scotland & NI (MCA)	East Dunbartonshire
Scotland & NI (MCA)	East Lothian
Scotland & NI (MCA)	Edinburgh, City of
Scotland & NI (MCA)	Eilean Siar
Scotland & NI (MCA)	Falkirk
Scotland & NI (MCA)	Fife
Scotland & NI (MCA)	Highland
Scotland & NI (MCA)	Inverclyde

<b>Location High Level</b>	<b>County Name</b>
Scotland & NI (MCA)	Moray
Scotland & NI (MCA)	North Ayrshire
Scotland & NI (MCA)	Northern Ireland
Scotland & NI (MCA)	Orkney Islands
Scotland & NI (MCA)	Perthshire & Kinross
Scotland & NI (MCA)	Renfrewshire
Scotland & NI (MCA)	Scottish Borders
Scotland & NI (MCA)	Shetland Islands
Scotland & NI (MCA)	South Ayrshire
Scotland & NI (MCA)	West Dunbartonshire
Scotland & NI (MCA)	West Lothian
NMOC Fareham	Hampshire
NMOC Fareham	Portsmouth
NMOC Fareham	Southampton

### A.3 Grade comparison

<b>MCA grades</b>	<b>Standardised grade</b>
AA	AA
AO	AO
EO	EO
HEO	HEO
SEO	SEO
MS1	
Grade 7	Grade 7
Grade 6	Grade 6