



Department
for Transport



GOVERNMENT OPERATIONAL RESEARCH SERVICE

Equality Monitoring 2016/17

Equality Monitoring in DVSA

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In House Analytical Consultancy

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Summary of diversity analysis

Introduction

This report contains an analysis of the diversity of DVSA staff for 2016/17.

The objectives of the analysis were to:

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

Data on staff, job applicants and leavers, plus performance management, sickness absence, participation in talent management schemes and progression were analysed to determine whether there were statistically significant differences with respect to protected characteristics.

Characteristics considered were gender, race, disability, grade, age, sexual orientation, religion or belief, job type and working pattern.

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.

DVSA background

The Driver and Vehicle Standards Agency (DVSA) is an executive agency of the Department for Transport.

DVSA is responsible for making sure drivers, riders, vehicle operators and MOT garages understand and follow road worthiness standards by providing a range of licensing, testing, education and enforcement services.

On 31st March 2017, DVSA employed 4,566 staff (excludes staff on long term leave)¹:

- 1,816 (40%) driving examiners;
- 1,705 (37%) administration staff;
- 526 (12%) enforcement staff; and
- 519 (11%) vehicle testing staff.

The job types used this year were slightly different to those used last year, which may affect some results. Last year the organisation was split into three parts for analysis: support, driving examiners, and vehicle/traffic examiners. This year the vehicle/traffic examiner job type has been split into enforcement and vehicle testing. In addition, support staff who directly work on one of the three operational areas have been moved to the relevant job type and the remainder have been placed into the administration job type. For the remainder of this report, the job type “testing” refers to vehicle testing.

Half (50%) of administrative staff were located in the four main offices: Ellipse in Swansea, Nottingham ‘Axis’ Head Office, Berkeley House in Bristol and the Newcastle Local Area Office.

Nearly all driving examiners, testing staff and enforcement staff were located in

regional offices and test centres spread across the whole of Great Britain.

There was a net increase of 199 staff from 31st March 2016.

Diversity statistics

Figure 1 shows the key diversity statistics for DVSA.

	% all staff making specific declaration against characteristic ²	...of whom % declaring particular characteristic shown in brackets ³
Age (40 years and older)	100%	80%
Gender (Female)	100%	29%
Working pattern (Part-time)	100%	15%
Race (BAME)	65%	5%
Disability status (Disabled)	77%	11%
Religion or belief (Declared a religion or belief)	39%	69%
Sexual Orientation (Lesbian, gay man, bisexual or other)	43%	3%

Figure 1 Key diversity statistics

¹ Long term leave includes employees who were on long-term sickness absence, loans and secondments. Staff on maternity leave are, however, included in these figures.

²In 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.

³ 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).

Diversity analysis key findings

DVSA 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 disability⁴.

For the Ellipse, Berkeley House, Nottingham, and Newcastle offices, local working-age populations have been drawn from Swansea, Bristol, Nottingham and Newcastle and their respective surrounding local authority areas.

The rest of DVSA's offices and test centres have been grouped into 11 regions and comparisons have been made with the working-age populations in the local authorities in those regions.

profiles than the local working-age populations.

Similarly, in the recruitment data, there were fewer young applicants (aged under 25) to all grades and locations, except AO posts at specific locations and regions, where there were more younger applicants than expected, compared with working-age populations.

The proportions of male and female staff across locations corresponds to how the job types were distributed. Driving examiners, testing staff and enforcement staff were significantly more likely to be male than administration staff, and therefore locations with more staff in these job types had higher proportions of male staff. In the 11 regional locations, there were more male staff than expected compared with local working-age populations. The Newcastle office had more female staff than expected.

Due to the low race declaration rates and small numbers of staff declaring themselves BAME (black, Asian, or minority ethnic), analysis of race was not possible for any location.

The Nottingham office had more disabled staff than expected compared with the local working-age population. Due to low declaration rates and small numbers of staff declaring themselves disabled, analysis was not possible at other locations.

In the recruitment data, there were fewer female applicants and disabled applicants than expected, compared with working-age populations. There were more BAME applicants to some grades at specific locations, compared with local working-age populations.

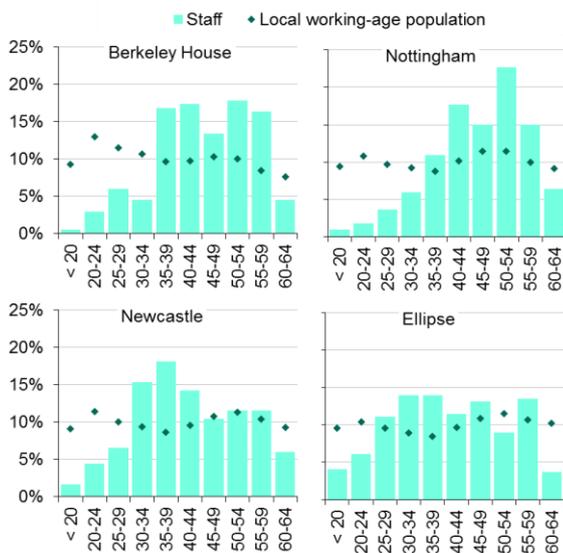


Figure 2 Age profiles of staff at the four main office compared with local working-age populations.

At all locations, except the Ellipse and Newcastle offices, staff had older age

⁴ Note that definition of disability in the population data is not worded in the same way as the disability declaration text for DVSA staff. It is possible that the

figures are not precisely comparable. The technical Annex has further details.

Diversity differences within the organisation

The staff in the different job types had different diversity profiles:

- Administration staff were more likely to be female, to work part time and to have declared their race and disability status. They tended to be younger than other staff.
- Driving examiners were more likely to be male and to work part time. They tended to be older than other staff.
- Testing staff were more likely to be male.
- Enforcement staff were more likely to be male, and to have declared their race and disability status.

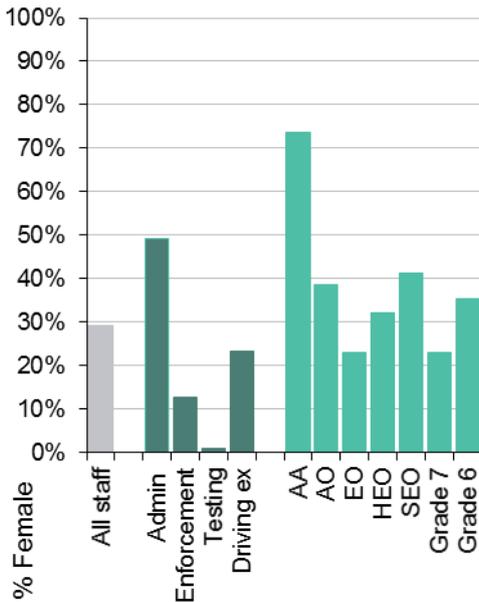


Figure 3 Proportion of female staff in different staff groupings

All driving examiners were grade EO. Testing staff were predominantly grade AO and enforcement staff grade EO. Administration staff were more evenly spread across the grades.

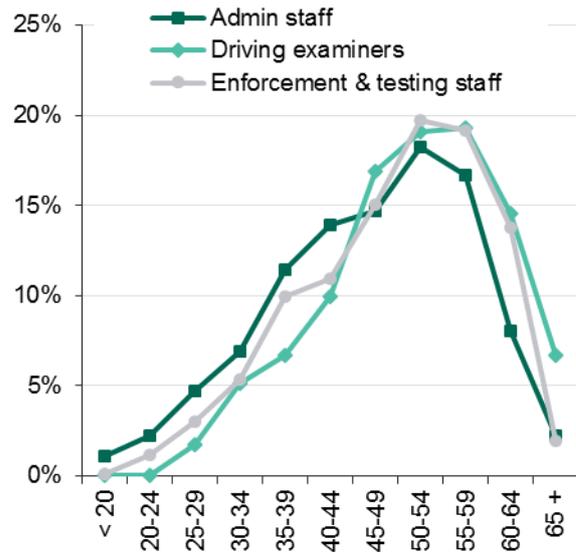


Figure 4 Age profiles of staff by job type

Due to how the job types were distributed across grades, the different profiles for the job types had an impact on the profiles of different grades – for example, driving examiners tended to be older than other staff, hence EO staff tended to be older than other grades.

For administration staff, AA/AO staff were more likely to be female than staff in other grades. AO staff tended to be younger than staff in other grades.

Male driving examiners tended to be older than female driving examiners. BAME driving examiners tended to be younger than white driving examiners.

Full-time staff were more likely to be male, younger and in grades EO-Grade 7, than part-time staff.

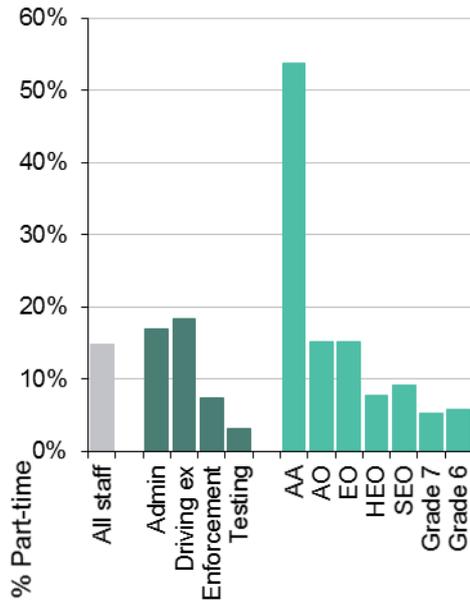


Figure 5 Proportion of part-time staff in different staff groupings.

Trends in key diversity statistics

The declaration rates for race and disability status had long term decreasing trends, which should be taken into consideration when looking at the trends in the proportion of BAME and disabled staff.

The proportion of disabled staff (of those who declared their disability status) has a significant increasing trend since 2008/09

Recruitment

14,336 applications were received for posts at DVSA.

Note that in the recruitment data it is not generally possible to see whether both an interview and assessment have taken place, and so the two have been combined into one stage. Therefore, “interview” refers to all stages between sift and appointment, which may include various forms of assessment.

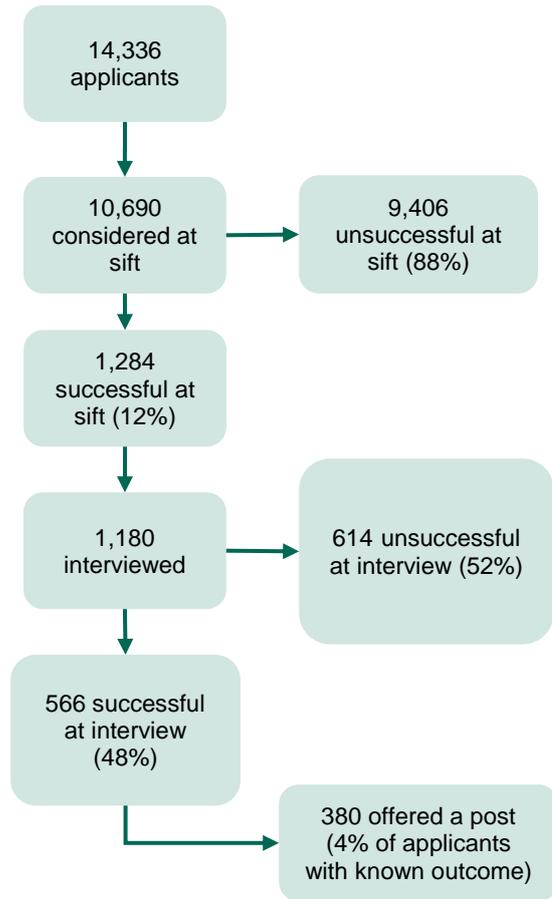


Figure 6 Numbers of applicants and success rates through the recruitment process

Applicants for EO posts were less likely to be successful at sift and less likely to be offered a post than applicants to other grades.

Applicants for SEO posts were more likely to be successful at sift compared with applicants for other grades.

Young applicants (aged under 25) were less likely to be successful at sift than older applicants.

Male applicants were more likely to be successful at sift, but female applicants were more likely to be successful at interview.

White applicants were more likely to be successful at interview than BAME

applicants and applicants with unknown race.

Applicants aged 55-59 were less likely to be successful at interview than other applicants.

White applicants for HEO/SEO posts were more likely to be offered a post than BAME applicants and applicants with unknown race for HEO/SEO posts.

Note that the number of applicants per post will have had an effect on success rates at each stage – some posts may have had many more applicants than others and would therefore have lower success rates. In particular, this is likely to be the cause of differences across grades.

Leavers

523 DVSA employees left during the year, 10% of those staff who could have left.

The majority of leavers were voluntary (431 staff, 82% of leavers). The voluntary leavers group included retirement (21% of all leavers). This was reflected in the fact that leavers were generally older than staff in post.

The voluntary leavers group also included resignations (27% of all leavers) and voluntary exit schemes (24% of all leavers).

Staff that left the Agency tended to be older than the staff who remained. Additionally, significantly higher proportions testing staff, staff who had not declared their disability status and lower proportions of EO staff left during the year, compared with staff in post at the end of the year.

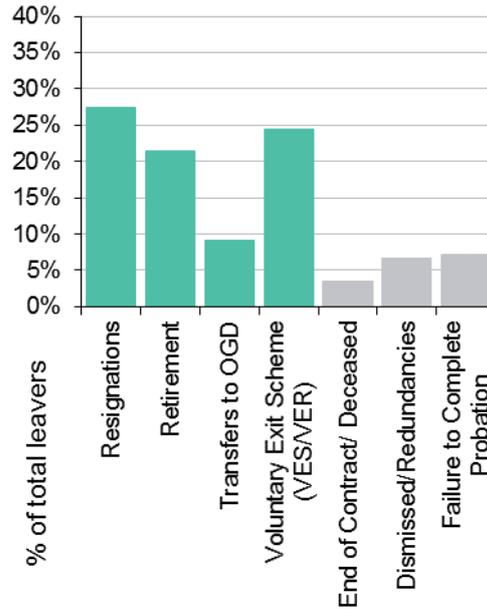


Figure 7 Reasons for staff leaving.

Performance assessment

3,990 performance ratings were analysed. 16% of all staff received a performance rating 1 and 1.6% a performance rating 3.

Results by job type are given in Figure 8 (due to rounding the percentages may not add up to 100%).

Performance rating	% driving examiners	% admin staff	% enforcement staff	% testing staff
1	12%	21%	17%	10%
2	86%	77%	80%	89%
3	2%	1%	3%	1%

Figure 8 Performance ratings by job type.

Staff who managed more staff, staff who had less or no sickness absence, staff with a higher FTE, SEO staff and white staff were more likely to have received a performance rating 1 than other staff.

Testing staff were less likely to have received a performance rating 1 than other staff.

Staff with unknown disability status, older staff and enforcement staff were more likely to have received a performance rating 3 than other staff.

Progression

3,894 staff were in post on both 31st March 2015 and 31st March 2016. Of these, 112 (3%) had progressed up the grade structure.

88% of staff that progressed up the grade structure were administration staff.

As all driving examiners are in the EO grade, promotion for driving examiners requires movement into another job type (administration). Similarly, for testing and enforcement staff there are only two grades for these staff (AO and EO), and promotion beyond these grades requires a move into another job type (administration).

For administration staff, AA staff, younger staff, EO staff, and staff who had been in their grade 3-6 years were more likely to have progress up the grade structure than other staff.

Sickness absence

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

Average days of sickness absence (Average Working Days Lost)	10.3
% employees with recorded sickness absence	53%

⁵ The figures used in this analysis are not exactly the same as the official sickness absence figures reported quarterly to the Cabinet Office due to which staff have been included/excluded. In addition, this diversity

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 31st March 2017 and do not include employees on long-term leave at this point in time (except those with long-term sickness absence).

DVSA staff had recorded an average of 8.1 days of sickness absence⁵. 54% of staff had some recorded sickness absence; of these staff, the average working days lost was 17.3 days.

Both the likelihood of having had sickness absence and the amount of sickness absence were analysed.

Compared with enforcement and testing staff, driving examiners were more likely to have had sickness absence and administration staff were less likely.

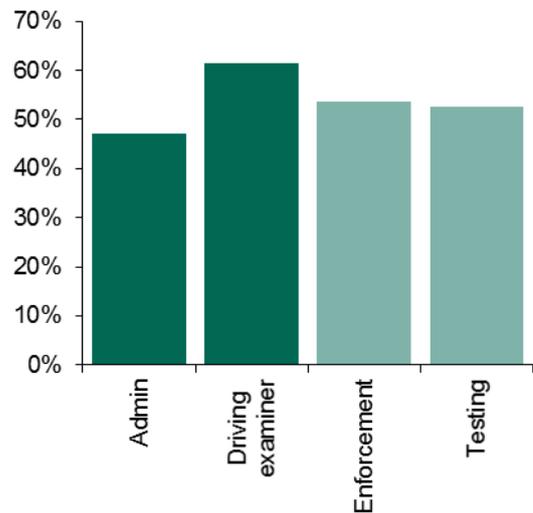


Figure 9 Proportions of staff that had had sickness absence by job type.

analysis has not made adjustments for available working time. The Cabinet Office figures those should remain the official source.

Female staff and disabled staff were more likely to have had sickness absence.

Within both administration staff and testing staff, staff in lower grades were more likely to have had sickness absence than staff in higher grades.

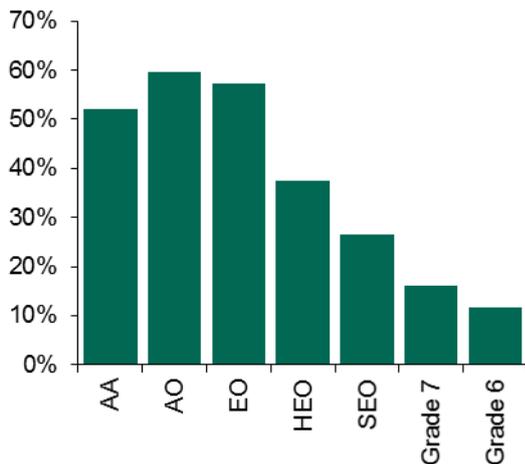


Figure 10 Proportions of administration staff that had had sickness absence by staff grade.

Compared with enforcement staff and driving examiners, administration staff were likely to have had less days and testing staff more days of sickness absence.

Across DVSA the following staff groups tended to have had more days of sickness absence than other staff:

- Disabled staff;
- BAME staff; and,
- Female staff.

Information quality

The datasets were generally of good quality, except in a couple of areas.

The declaration rates for sexual orientation and religion or belief are low which restricted the use of these characteristics in the analysis.

Whilst the declaration rates for race and disability are higher than those for sexual orientation and religion or belief, both the race and disability declaration rates have significant decreasing trends.

It is recommended that efforts are made to increase all declaration rates, particularly amongst new staff.

Grievance and disciplinary data was not available for DVSA for the year 2016/2017. The case work service was provided by DfT Central Services for part of the year and MOJ (CSHR) for the remainder of the year. It was not possible to match the datasets from the two providers to create a single robust grievance and disciplinary dataset for analysis. Therefore there was no analysis this year but from next year this will be possible.

Annex A: Tables and Charts

A.1 Year on year comparison – all staff

The following table provides a comparison of diversity characteristics between 2015/16 and 2016/17. Due to rounding, groups of numbers which should sum to 100% may not do so exactly.

Staff Type	March 31st 2016			March 31st 2017			Percentage point change	% change from 2015/16
	2015/2016	% of total	% of total that declared	2016/2017	% of total	% of total that declared		
All staff	4367			4566				
Males	3105	71.1%	71.1%	3224	70.6%	70.6%	-0.5	+3.8%
Females	1262	28.9%	28.9%	1342	29.4%	29.4%	+0.5	+6.3%
White	3065	70.2%	95.1%	2825	61.9%	94.6%	-8.3	-7.8%
BAME	158	3.6%	4.9%	162	3.5%	5.4%	-0.1	+2.5%
Unknown Race	1144	26.2%	-	1579	34.6%	-	+8.4	+38.0%
Non-disabled	3283	75.2%	89.5%	3119	68.3%	89.0%	-6.9	-5.0%
Disabled	384	8.8%	10.5%	386	8.5%	11.0%	-0.3	+0.5%
Unknown disability status	700	16.0%	-	1061	23.2%	-	+7.2	+51.6%
Full-time	3725	85.3%	85.3%	3887	85.1%	85.1%	-0.2	+4.3%
Part-time	642	14.7%	14.7%	679	14.9%	14.9%	+0.2	+5.8%
Average age	49.4			49.0				

A.2 Job type classification

DVSA was formed in April 2014 by merging the Driving Standards Agency (DSA) and the Vehicle and Operator Services Agency (VOSA). For the years before 2014, the datasets for DSA and VOSA have been combined to produce a comparable dataset for DVSA.

Job types were matched in the following way:

Agency	Job type	DVSA Job type 2015/16	DVSA Job type 2016/17

DSA	Driving examiner	Driving examiner	Driving examiner / Admin
DSA	Admin	Support	Admin / vehicle Testing / Enforcement
DSA	Support	Support	Admin / Vehicle Testing / Enforcement
VOSA	Technical	Vehicle / Traffic examiner	Vehicle Testing / Enforcement / Admin
VOSA	Non-technical	Support	Admin / Vehicle Testing / Enforcement

The job types used this year were slightly different to those used last year, which may affect some results. Last year the organisation was split into three parts: support, driving examiners, and vehicle/traffic examiners. This year the vehicle/traffic examiner job type has been split into enforcement and testing. In addition, support staff who directly work on one of the three operational areas have been moved to the relevant job type and the remainder have been placed into the administration job type.

A.3 Geographical Comparisons

The following table shows the catchment areas for each DVSA location.

Reporting Locations	Local Authority
Berkeley House	Bath and North East Somerset
Berkeley House	Bristol
Berkeley House	North Somerset
Berkeley House	South Gloucestershire
East Midlands	Derby City
East Midlands	Derbyshire
East Midlands	Leicester City
East Midlands	Leicestershire
East Midlands	Lincolnshire
East Midlands	Northamptonshire
East Midlands	Nottingham City
East Midlands	Nottinghamshire
East Midlands	Rutland
Eastern	Bedfordshire
Eastern	Cambridgeshire
Eastern	Essex
Eastern	Hertfordshire
Eastern	Norfolk
Eastern	Peterborough
Eastern	Southend-on-Sea

Reporting Locations	Local Authority
Eastern	Suffolk
Eastern	Thurrock
North East	Darlington
North East	Durham
North East	Gateshead
North East	Hartlepool
North East	Middlesbrough
North East	Newcastle-upon-Tyne
North East	North Tyneside
North East	Northumberland
North East	Redcar and Cleveland
North East	South Tyneside
North East	Stockton on Tees
North East	Sunderland
North West	Blackburn with Darwen
North West	Blackpool
North West	Bolton
North West	Bury
North West	Cheshire
North West	Cumbria
North West	Halton

Reporting Locations	Local Authority
North West	Knowsley
North West	Lancashire
North West	Liverpool
North West	Manchester
North West	Oldham
North West	Rochdale
North West	Salford
North West	Sefton
North West	St Helens
North West	Stockport
North West	Tameside
North West	Trafford
North West	Warrington
North West	Wigan
North West	Wirral
Scotland	Aberdeen City
Scotland	Aberdeenshire
Scotland	Angus
Scotland	Argyll & Bute
Scotland	Clackmannanshire
Scotland	Dumfries & Galloway
Scotland	Dundee City
Scotland	East Ayrshire
Scotland	East Dunbartonshire
Scotland	East Lothian
Scotland	East Renfrewshire
Scotland	Edinburgh, City of
Scotland	Eilean Siar
Scotland	Falkirk
Scotland	Fife
Scotland	Glasgow City
Scotland	Highland
Scotland	Inverclyde
Scotland	Midlothian
Scotland	Moray
Scotland	North Ayrshire
Scotland	North Lanarkshire

Reporting Locations	Local Authority
Scotland	Orkney Islands
Scotland	Perthshire & Kinross
Scotland	Renfrewshire
Scotland	Scottish Borders
Scotland	Shetland Islands
Scotland	South Ayrshire
Scotland	South Lanarkshire
Scotland	Stirling
Scotland	West Dunbartonshire
Scotland	West Lothian
South East	Bracknell Forest
South East	Brighton and Hove
South East	Buckinghamshire
South East	East Sussex
South East	Hampshire
South East	Isle of Wight
South East	Kent
South East	Medway
South East	Milton Keynes
South East	Oxfordshire
South East	Portsmouth
South East	Reading
South East	Slough
South East	Southampton
South East	Surrey
South East	West Berkshire
South East	West Sussex
South East	Windsor and Maidenhead
South East	Wokingham
South West	Bath and North East Somerset
South West	Bournemouth
South West	Bristol
South West	Cornwall and Isles of Scilly
South West	Devon
South West	Dorset

Reporting Locations	Local Authority
South West	Gloucestershire
South West	North Somerset
South West	Plymouth
South West	Poole
South West	Somerset
South West	South Gloucestershire
South West	Swindon
South West	Torbay
South West	Wiltshire
Wales	Anglesey
Wales	Blaenau Gwent
Wales	Bridgend
Wales	Caerphilly
Wales	Cardiff
Wales	Carmarthenshire
Wales	Ceredigion
Wales	Conwy
Wales	Denbighshire
Wales	Flintshire
Wales	Gwynedd
Wales	Merthyr Tydfil
Wales	Monmouthshire
Wales	Neath Port Talbot
Wales	Newport
Wales	Pembrokeshire
Wales	Powys
Wales	Rhondda, Cynon, Taff
Wales	Swansea
Wales	Torfaen
Wales	Vale of Glamorgan
Wales	Wrexham
West Midlands	Birmingham
West Midlands	Coventry
West Midlands	Dudley
West Midlands	Herefordshire, County of
West Midlands	Sandwell
West Midlands	Shropshire

Reporting Locations	Local Authority
West Midlands	Solihull
West Midlands	Staffordshire
West Midlands	Stoke on Trent
West Midlands	Telford and Wrekin
West Midlands	Walsall
West Midlands	Warwickshire
West Midlands	Wolverhampton
West Midlands	Worcestershire
Yorks & Humberside	Barnsley
Yorks & Humberside	Bradford
Yorks & Humberside	Calderdale
Yorks & Humberside	Doncaster
Yorks & Humberside	East Riding of Yorkshire
Yorks & Humberside	Kingston upon Hull
Yorks & Humberside	Kirklees
Yorks & Humberside	Leeds
Yorks & Humberside	North East Lincolnshire
Yorks & Humberside	North Lincolnshire
Yorks & Humberside	North Yorkshire
Yorks & Humberside	Rotherham
Yorks & Humberside	Sheffield
Yorks & Humberside	Wakefield
Yorks & Humberside	York
London	Barking and Dagenham
London	Barnet
London	Bedfordshire
London	Bexley
London	Brent
London	Bromley
London	Buckinghamshire
London	Camden
London	City of London
London	Croydon
London	Ealing
London	Enfield

Reporting Locations	Local Authority
London	Essex
London	Greenwich
London	Hackney
London	Hammersmith and Fulham
London	Haringey
London	Harrow
London	Havering
London	Hertfordshire
London	Hillingdon
London	Hounslow
London	Islington
London	Kensington and Chelsea
London	Kent
London	Kingston-upon-Thames
London	Lambeth
London	Lewisham
London	Luton
London	Medway
London	Merton
London	Newham
London	Reading
London	Redbridge
London	Richmond-upon-Thames
London	Slough
London	Southwark
London	Surrey
London	Sutton
London	Thurrock
London	Tower Hamlets
London	Waltham Forest
London	Wandsworth
London	West Berkshire
London	Westminster, City of
London	Windsor and Maidenhead

Reporting Locations	Local Authority
London	Wokingham
Welcombe House	Carmarthenshire
Welcombe House	Neath Port Talbot
Welcome House	Powys
Welcombe House	Swansea
Ellipse	Carmarthenshire
Ellipse	Neath Port Talbot
Ellipse	Powys
Ellipse	Swansea
Nottingham 'Axis' Head Office	Derby City
Nottingham 'Axis' Head Office	Derbyshire
Nottingham 'Axis' Head Office	Lincolnshire
Nottingham 'Axis' Head Office	Nottingham City
Nottingham 'Axis' Head Office	Nottinghamshire
Newcastle Local Area Office	Durham
Newcastle Local Area Office	Gateshead
Newcastle Local Area Office	Newcastle-upon-Tyne
Newcastle Local Area Office	North Tyneside
Newcastle Local Area Office	Northumberland
Newcastle Local Area Office	South Tyneside
Newcastle Local Area Office	Sunderland