

Civil Service People Survey 2016

 \diamondsuit Statistically significant difference from comparison

Response rate: 58%

Strength of association with engagement

Employee engagement is shaped by experience at work, as measured by nine themes in the survey shown below.

Engagement	Index
56	%
Difference from previous survey	-3 ♦
Difference from CS2016	-3 ÷
Difference from CS High Performers	-8 💠

My worl	K
66	%
Difference from previous survey	-2
Difference from CS2016	-9 \$
Difference from CS High Performers	-12 ♦

Organisatio objectives a purpose	and
84	% iii
Difference from previous survey	-1 ♦
Difference from CS2016	+1
Difference from CS High Performers	-3 ♦

Returns : 2,433

My manag	ger
64	% 1
Difference from previous survey	-2
Difference from CS2016	-4 💠
Difference from CS High Performers	-7 ♦

My tean	า
81	% "]
Difference from previous survey	0
Difference from CS2016	+1
Difference from CS High Performers	-2 ÷

Learning a developm	
45	%
Difference from previous survey	-6 \$
Difference from CS2016	-5 ÷
Difference from CS High Performers	-10 ♦

Inclusion an treatme	
69	% "]
Difference from previous survey	- 5
Difference from CS2016	-7 ÷
Difference from CS High Performers	-10 ♦

Resources a workload	
76	%
Difference from previous survey	- 2
Difference from CS2016	+3 ♦
Difference from CS High Performers	-1

Pay and ber	nefits
26	% 📶
Difference from previous survey	-6 ÷
Difference from CS2016	-4 ÷
Difference from CS High Performers	-11 💠

Leadership managing ch	
40	% 11
Difference from previous survey	-2 ♦
Difference from CS2016	-3 ÷
Difference from CS High Performers	-12



Returns : 2,433

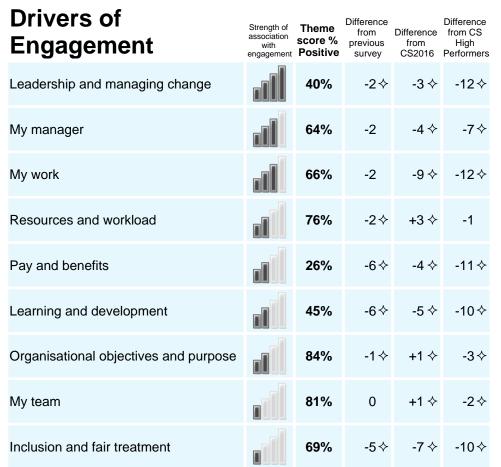
HM Passport Office

Response rate: 58% Civil Service People Survey 2016

Strength of association with engagement

♦ Statistically significant difference from comparison

The table below shows how you performed on each of the nine themes ranked by the strength of association with engagement. The themes which have the strongest association with engagement should be the focus for action. See the appendix for further details.



Wellbeing

% responding positively (Answering 7,8, 9 or 10 for W01 – W03; Answering 0,1,2 or 3 for W04)









W01. Overall, how satisfied are you with your life nowadays?

W02. Overall, to what extent do you feel that the things you do in your life are worthwhile?

W03. Overall, how happy did you feel yesterday?

W04. Overall, how anxious did you feel yesterday?

Discrimination, bullying and harassment

% responding Yes

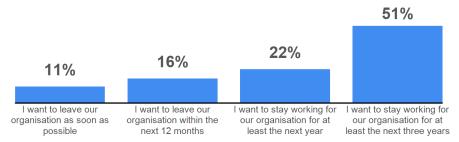


During the past 12 months have you personally experienced discrimination at work?



During the past 12 months have you personally experienced bullying or harassment at work?

Your plans for the future





Returns: 2,433 Response rate: 58% Civil Service People Survey 2016

♦ indicates statistically significant difference from comparison All questions by theme ^ indicates a variation in question wording from your previous survey Difference from CS2016 Difference from CS High Performers % Positive Difference **66**% My work Strength of association with previous survey engagement B01 I am interested in my work 54 8 87% -3 ♦ -5 ♦ 12 B02 I am sufficiently challenged by my work 47 13 72% +1 -8 ♦ -11 ♦ B03 My work gives me a sense of personal accomplishment 50 15 10 71% -3 ♦ -5 ♦ **-9** � B04 I feel involved in the decisions that affect my work 35 18 24 46% -15 ♦ -11 ♦ B05 I have a choice in deciding how I do my work 41 56% -3 ♦ **-**18 ♦ **-23** ♦ **Organisational** Difference from Strength of objectives and purpose Strongly Agree association with previous engagement survey B06 I have a clear understanding of our organisation's purpose 85% 58 8 5 **-2** ♦ 0 -5 ♦ B07 I have a clear understanding of our organisation's objectives 57 10 6 83% 0 +3 ♦ **-2** ♦ B08 I understand how my work contributes to our organisation's objectives 57 10 5 84% **-2** ♦ +1 -3 ♦



Response rate: 58% Civil Service People Survey 2016

All questions by theme

♦ indicates statistically significant difference from comparison ^ indicates a variation in question wording from your previous survey

My manager

64%

from





Returns: 2,433







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ence CS2016

rence CS High ormers

previous survey	association with Stron agree		Neither Disagree	Strongly disagree	% Po	Differe from p surve)	Differe from C	Differe from C Perfor
B09 My manager motivates me to be more effective in my job		22	42 16	12 7	64%	-3 ♦	-4 💠	-9 💠
B10 My manager is considerate of my life outside work		34	40 1	4 7 5	74%	-2 ♦	-9 ♦	-12 ♦
B11 My manager is open to my ideas		29	46	13 7 5	75%	0	-6 ♦	-9 💠
B12 My manager helps me to understand how I contribute to our org objectives	anisation's	21	46 19	9 5	67%	-1	+2 ♦	-3 ♦
B13 Overall, I have confidence in the decisions made by my manage	er	25	43 14	10 7	68%	-2	-5 ♦	-11 ♦
B14 My manager recognises when I have done my job well		29	46 1	3 8 5	75%	-1	-4 ❖	-7 ♦
B15 I receive regular feedback on my performance		23	43 14	14 6	66%	+2	0	-3 ♦
B16 The feedback I receive helps me to improve my performance	2	21	39 22	12 6	60%	-2 ♦	-3 ♦	-6 ♦
B17 I think that my performance is evaluated fairly	1	18 36	3 18 1	6 11	54%	-3 ♦	-9 ♦	-14 ♦
B18 Poor performance is dealt with effectively in my team	10	0 28	30 18	14	38%	-4 💠	-1	-4 💠

My team

Difference from previous survey



Strength of association with engagement







Strongly

B19	The people in my team can be relied upon to help when things get difficult in my job
	The people in my team work together to find ways to improve the service we

provide

The people in my team are encouraged to come up with new and better ways of doing things

46

49 9 11 5 49 14 7

85% -1 83%

75%

-1 +1 +2 ♦

-2 ♦ **-4** ♦

-2 ♦



Response rate: 58% Civil Service People Survey 2016

All questions by theme

Learning and development

45[%]

-6 from prev

Difference from previous survey

S as

Strength of association with engagement

Returns: 2,433

Strongly Agree Nei

48

38

31

29

Neither Disagree Strong

21

27

% Positive % Difference from previous

Difference from CS2016

♦ indicates statistically significant difference from comparison

^ indicates a variation in question wording from your previous survey

Difference from CS High Performers

-10 ♦

-12 ♦

-6 ♦

-15 ♦

-8 ♦

B22	I am able to access the right learning and development opportunities when I need to
B23	Learning and development activities I have completed in the past 12 months have

B23 Learning and development activities I have completed in the past 12 months have helped to improve my performance

B24 There are opportunities for me to develop my career in our organisation

our

24

47

22 1

16

18

48% 39%

70%

58%

-3 **♦**

-4 ♦

-6 ♦

-3 ♦ -9 ♦ -4 ♦ -12 ♦

Learning and development activities I have completed while working for our organisation are helping me to develop my career

7

30

22

36%

-4 ♦

-3 ♦

-7 **♦** -15 **♦**

Inclusion and fair treatment

styles, backgrounds, ideas, etc)

69%

I think that our organisation respects individual differences (e.g. cultures, working

Difference from previous survey



Strength of association with engagement





17

B26 I am treated fairly at work 71% -5 ♦ 51 10 5 -8 💠 11 5 B27 I am treated with respect by the people I work with 56 81% **-2** ♦ -3 ♦ 39 I feel valued for the work I do 20 17 55% -5 ♦ **-9 \$**



Response rate: 58% Civil Service People Survey 2016

25%

-6 ♦

-2 ♦

26

Returns: 2,433 All questions by theme ♦ indicates statistically significant difference from comparison ^ indicates a variation in question wording from your previous survey Difference from CS2016 Difference from CS High Performers Positive Difference Resources and workload Strength of association with previous survey engagement B30 In my job, I am clear what is expected of me 87% +5 ♦ 62 6 5 -1 +1 ♦ B31 I get the information I need to do my job well 54 15 12 69% **-2** ♦ +1 -5 ♦ B32 I have clear work objectives 59 12 7 78% -1 +3 ♦ -1 ♦ **-2** ♦ **-2** ♦ B33 I have the skills I need to do my job effectively 59 9 86% -5 ♦ B34 I have the tools I need to do my job effectively 55 13 11 72% +2 ♦ -4 ♦ B35 I have an acceptable workload 52 15 66% -6 ♦ +8 ♦ +1 ♦ B36 I achieve a good balance between my work life and my private life 53 9 72% -1 +5 ♦ 0 Difference Pay and benefits Strength of Strongly Agree Neither Disagree Strongly previous association with B37 I feel that my pay adequately reflects my performance 23 17 30 26 27% -6 ♦ -5 ♦ **-12** ♦ B38 I am satisfied with the total benefits package 23 22 27% -6 ♦ **-7** ♦ -14 ♦ 29 Compared to people doing a similar job in other organisations I feel my pay is

21

19

30

reasonable

-9 \$



Response rate: 58%

Civil Service People Survey 2016

♦ indicates statistically significant difference from comparison ^ indicates a variation in question wording from your previous survey

All questions by theme

Leadership and managing change





Returns : 2,433









erence n CS High formers

managing change	survey association with engagement	agree	7.9.00		disagree	% P	Differ from surve	Differ	Differ from Perfc
B40 I feel that our organisation as a whole is managed	d well	5	38	23	22 12	43%	-2 	-4 💠	-15 ♦
B41 Senior managers in our organisation are sufficien	itly visible	8	40	19	21 12	48%	-4 💠	- 7 ♦	-18 💠
B42 I believe the actions of senior managers are consvalues	sistent with our organisation's	6	34	29	19 11	40%	-5 ♦	-9 💠	-17 ♦
B43 I believe that our Directors have a clear vision for	the future of our organisation	10	40	28	12 9	50%	+1	+8 ♦	-4 ♦
B44 Overall, I have confidence in the decisions made managers	by our organisation's senior	6	30	28	22 14	36%	-3 💠	-8 💠	-19 💠
B45 I feel that change is managed well in our organisa	ation		32	20	29 15	37%	0	+7 ♦	-4 ♦
B46 When changes are made in our organisation they	are usually for the better		27	31	25 12	31%	-2 ♦	+1 �	-7 ♦
B47 Our organisation keeps me informed about matte	ers that affect me	6	44	22	17 11	50%	-3 ♦	-6 ♦	-14 💠
B48 I have the opportunity to contribute my views before affect me	ore decisions are made that	5	25	22 2	29 18	31%	- 2 ♦	-7 \$	-17 ♦
B49 I think it is safe to challenge the way things are de	one in our organisation	5	32	23	24 16	37%	-3 ♦	-6 ♦	-11 ♦



Response rate: 58% C

Civil Service People Survey 2016

♦ indicates statistically significant difference from comparison All questions by theme ^ indicates a variation in question wording from your previous survey Difference from CS2016 Difference from CS High Performers Positive **Engagement** Strongly agree B50 I am proud when I tell others I am part of our organisation -6 ♦ 10 53% **-4** ♦ -13 ♦ 41 33 B51 I would recommend our organisation as a great place to work 33 29 19 43% -8 < -8 <> -18 ♦ B52 I feel a strong personal attachment to our organisation 31 30 18 44% -12 ♦ -3 ♦ **-4** ♦ B53 Our organisation inspires me to do the best in my job 32 17 33 42% -5 ♦ -4 ♦ -11 ♦ B54 Our organisation motivates me to help it achieve its objectives 31 33 18 40% -5 ♦ -11 ♦ **Taking action** Strongly agree I believe that senior managers in our organisation will take action on the results 31 39% -15 ♦ 24 21 **-4** ♦ -7 ♦ from this survey I believe that managers where I work will take action on the results from this 36 **B56** 22 16 49% -5 ♦ **-7** ♦ -16 ♦ Where I work, I think effective action has been taken on the results of the last 28 32 18 37% -1 +2 ♦ **-4** ♦

Returns: 2,433



Response rate: 58% Civil Service People Survey 2016

♦ indicates statistically significant difference from comparison All questions by theme ^ indicates a variation in question wording from your previous survey Difference from previous survey Difference from CS2016 Difference from CS High Performers % Positive **Organisational culture** Strongly agree B58 I am trusted to carry out my job effectively 87% 58 6 5 0 **-1** ♦ -3 ♦ B59 I believe I would be supported if I try a new idea, even if it may not work 45 12 5 21 62% +1 -7 ♦ -11 ♦ B60 When I talk about our organisation I say "we" rather than "they" 44 20 13 62% -2 **-10** ♦ -17 ♦ B61 I have some really good friendships at work 83% 47 12 +1 +6 ♦ +3 ♦ **Leadership statement** Strongly Strongly agree Senior managers in our organisation actively role model the behaviours set out in 32 38% 36 17 +1 -6 ♦ **-12** ♦ the Civil Service Leadership Statement My manager actively role models the behaviours set out in the Civil Service 60% +2 ♦ 45 -1 💠 -7 ♦ 23 10 Leadership Statement

Returns: 2,433



Wellbeing

HM Passport Office

Response rate: 58%

Civil Service People Survey 2016

♦ indicates statistically significant difference from comparison

All questions by theme





^ indicates a variation in question wording from your previous survey

% Positive

Difference from CS2016

Difference from CS High Performers

Unlike the questions B01-B63 which ask people to rate their agreement from strongly agree to strongly disagree, the four wellbeing questions use a 11-point scale. The scale ranges from 0 to 10 for each question, where 0 is equivalent to 'not at all' (e.g. 'not at all satisfied' or 'not at all worthwhile') and where 10 is equivalent to 'completely satisfied' or 'completely anxious').

Returns: 2,433

For questions W01, W02 and W03 the percent positive is the proportion answering 7, 8, 9 or 10 to each question.

W01 Overall, how satisfied are you with your life nowadays?	15 2	23	45	16	62%	-3 ♦	- 5 ♦	-8 💠
W02 Overall, to what extent do you feel that the things you do in your life are worthwhile?	12 20		45	24	69%	-3 ♦	-2 ♦	-5 ♦
W03 Overall, how happy did you feel yesterday?	18 2	21	38	24	61%	-3 💠	- 2 ♦	-5 ♦
For question W04 the percent positive is the proportion answering 0, 1, 2 or 3 to the question.	0-1	2-3	4-5	6-10				
W04 Overall, how anxious did you feel yesterday?	27	24	20	29	51%	-1	+1	-2 💠



Response rate: 58%

% No

Civil Service People Survey 2016

All questions by theme

Your plans for the future

C01. Which of the following statements most reflects your current thoughts about working for our organisation?

♦ indicates statistically significant difference from comparison

from

^ indicates a variation in question wording from your previous survey

C01. Which of the following statements most reflects your current thoughts about working for our organisation?		Difference from previous survey	Difference from CS2016	Difference from CS High Performers
I want to leave our organisation as soon as possible	11%	+1 ❖	+2 ♦	0
I want to leave our organisation within the next 12 months	16%	+3 ♦	+1 �	-3 ♦
I want to stay working for our organisation for at least the next year	22%	-1	-10 ♦	-17 ♦
I want to stay working for our organisation for at least the next three years	51%	-3 💠	+8 �	-1

Returns: 2,433

The Civil Service Code

Differences are based on '% Yes' score

	_	_	% Yes	Difference previous s	Difference CS2016	Difference CS High Performer
D01. Are you aware of the Civil Service Code?	86	14	86%	0	-5 ♦	-9 💠
D02. Are you aware of how to raise a concern under the Civil Service Code?	65	35	65%	-1	-1 💠	-9 💠
D03. Are you confident that if you raised a concern under the Civil Service Code in our organisation it would be investigated properly?	59	41	59%	-6 ♦	-9 💠	-17 ♦

% Yes



♦ indicates statistically significant difference from comparison

^ indicates a variation in question wording from your previous survey

Response rate: 58% Civil Service People Survey 2016

All questions by theme

Discrimination, harassment and bullying

E01. During the past 12 months, have you personally experienced discrimination at work?

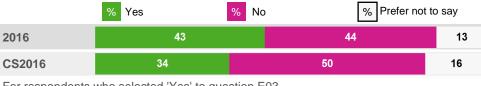


E03. During the past 12 months, have you personally experienced bullying or harassment at work?



For respondents who selected 'Yes' to question E03.

E05. Did you report the bullying and harassment you experienced?



For respondents who selected 'Yes' to question E03. E06. In your opinion, has this issue been resolved?

2016	21	61	17
CS2016	20	60	20

For respondents who selected 'Yes' to question E01.

Returns: 2,433

E02. On which of the following grounds have you personally experienced discrimination at work in the past 12 months? (multiple selection)

	Respons	se Count
Age	76	
Caring responsibilities	61	
Disability	58	
Ethnic background	51	
Gender	42	
Gender reassignment or perceived gender		
Grade, pay band or responsibility level	118	
Main spoken/written language or language ability	34	
Religion or belief	35	
Sexual orientation	12	
Social or educational background	23	
Working location	45	
Working pattern	100	
Any other grounds	102	
Prefer not to say	59	
•		·

For respondents who selected 'Yes' to question E03.

E04. Who were you bullied or harassed by at work in the past 12 months? (multiple selection)

 . Who were you builled of harassed by at work in the past	12 1110111113 :	(maniple selection)
A colleague	132	
Your manager	121	
Another manager in my part of our organisation	123	
Someone you manage	25	
Someone who works for another part of our organisation	24	
A member of the public	13	
Someone else	12	
Prefer not to say	49	

Please note: Counts of fewer than ten responses are suppressed and replaced with '--'





Response rate: 58%

Civil Service People Survey 2016

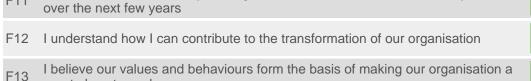
All questions by theme

HM Passport Office questions

♦ indicates statistically significant difference from comparison ^ indicates a variation in question wording from your previous survey

Difference from previous survey Positive Strongly agree % I understand how the Home Office needs to change to continue to deliver for the F01 Yes: 89% No: 11% 89% public I understand what I need to do personally to help the Home Office improve Yes: 76% No: 24% 76% -1 I understand how to raise concerns relating to bullying or harassment 57 10 84% **-4** ♦ If you answered yes to the question "During the past 12 months, have you personally F04 Yes: 72% No: 28% 72% -1 experienced bullying or harassment at work", did you know where to go for support 31 27 Investing time in learning and development activities is given priority in my area 26 10 37% I am confident if I raised a concern/complaint relating to bullying or harassment it F06 43 57% 22 13 -6 ♦ would be dealt with appropriately I can identify improvements in how I have been managed in the past 12 months 40 13 52% -5 ♦ 29 Senior leaders in our organisation inspire me with a positive view of what they 27 F08 31 22 34% -3 ♦ aim to achieve

Returns: 2,433

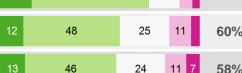


I feel that I understand why our organisation needs to transform the way we work

I feel as a member of our organisation I am able to make my voice heard with

I have the opportunity to share new and innovative ideas which could improve and

enhance operations, public protection and customer service in my area



29

59

22

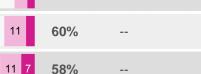
12

15 6

27

29

44



-2 ♦

+4 ♦

36%

54%

75%



F10

our Senior Leadership

great place to work



achieve Operational Excellence

HM Passport Office

Response rate: 58% Civil Service People Survey 2016

63%

Yes: 63% No: 23% Don't know: 14%

All questions by theme * indicates statistically significant difference from comparison ^ indicates a variation in question wording from your previous survey * HM Passport Office questions * Strongly agree** Agree** Neither** Disagree** Strongly disagree** Strong

Returns: 2,433

I have been involved in discussions about what my business area is doing to





Returns: 2,433 Response rate: 58% Civil Service People Survey 2016

Appendix

Glossary of key terms

% positive The proportion who selected either "agree" or "strongly agree" for a question (or all guestions within a theme in the case of **Theme score** % **positive**).

Previous survey Comparisons to the previous survey relate to the results from the 2015 Civil Service People Survey. Where a question is flagged as changed since the last

survey comparisons should be treated with caution as changes to wording may affect how people respond to the question.

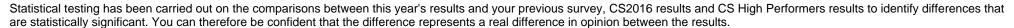
CS2016 The CS2016 benchmark is the median percent positive across all organisations that participated in the 2016 Civil Service People Survey.

CS High Performers For each question, this is the upper quartile score across all organisations that have taken part in the 2016 Civil Service People Survey.

Rounding

Results are presented as whole numbers for ease of reading, with rounding performed at the last stage of calculation for maximum accuracy.

Statistical significance: <



The employee engagement index

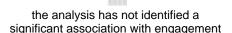
The survey includes five questions that make up the engagement index (B50-B54). The index score represents the average level of engagement in that unit and ranges from 0 to 100. An index score of 0 represents all respondents in that unit saying they strongly disagree to all five engagement questions and a score of 100 represents all respondents saying they strongly agree to all five engagement questions.

The drivers of engagement

While the engagement index shows the average level of engagement, it does not show what you can do to improve engagement. Nine themes have been included in the survey to measure employees' experiences at work. A statistical technique, stepwise regression, is used to identify the extent to which each of these themes has an association with engagement. The themes identified as having an association are called the 'Drivers of engagement'. The strength of association with engagement varies by theme and is illustrated by a 4-bar icon, as shown below. Themes with a full 4-bar icon have the strongest association with engagement.

strength of association with engagement





Confidentiality

The survey was carried out as part of the 2016 Civil Service People Survey, which is managed by the Cabinet Office on behalf of all participating organisations. The Cabinet Office commissioned ORC International to carry out the survey. ORC International is a member of the Market Research Society, and is bound by their strict code of conduct and confidentiality rules. These rules do not allow for the breakdown of the results to the extent where the anonymity of individuals may be compromised. Groups of fewer than 10 respondents will not be reported on, however their responses do contribute to the overall scores for the unit and organisation they belong to and the overall Civil Service results.