



Department
for Transport

Equality Monitoring 2013/14 VOSA (DVSA Vehicle Side)

January 2015



GOVERNMENT OPERATIONAL RESEARCH SERVICE

In House Analytical Consultancy

The Department for Transport has actively considered the needs of blind and partially sighted people in accessing this document. The text will be made available in full on the Department's website. The text may be freely downloaded and translated by individuals or organisations for conversion into other accessible formats. If you have other needs in this regard please contact the Department.

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

© Crown copyright 2014

Copyright in the typographical arrangement rests with the Crown.

You may re-use this information (not including logos or third-party material) free of charge in any format or medium, under the terms of the Open Government Licence. To view this licence, visit

www.nationalarchives.gov.uk/doc/open-government-licence **OGI** or write to the Information Policy Team, The National Archives, Kew, London TW9 4DU, or e-mail: psi@nationalarchives.gsi.gov.uk.

Where we have identified any third-party copyright information you will need to obtain permission from the copyright holders concerned

Summary of diversity analysis

1. Introduction

This report contains an analysis of the diversity of VOSA staff for 2013-14.

The aims of the analysis were to:

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

Data on staff in post on 31st March 2014, and job applicants and leavers, plus performance management, sickness absence, training, and grievances and disciplines for staff in VOSA between 1st April 2013 and 31st March 2014 were analysed to determine whether there were statistically significant differences with respect to protected characteristics.

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.

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

Full details of the analytical approach (including notes on the data) can be found in the technical annex published separately.

2. VOSA background

The Vehicle and Operator Services Agency (VOSA) was an executive agency of the Department for Transport until 31 March 2014, when it was merged with the Driving Standards Agency (DSA) to form the Driver and Vehicle Standards Agency (DVSA). Throughout this report, we refer to VOSA.

VOSA aimed to improve the roadworthiness of vehicles in the UK by providing licensing, testing, and enforcement services, and supporting independent Traffic Commissioners.

At the end of 31st March 2014 there were 2,214 staff in post. There were 1,295 technical staff (58% of all staff), and 919 non-technical staff (42%). This excludes staff on long term leave¹.

VOSA staff were located across the whole of Great Britain.

A large proportion of non-technical staff were located in the headquarters building in Bristol, in offices in Swansea and in Yorkshire and Humberside (20%, 23% and 14% respectively).

Technical staff were generally located in regional offices and test stations, with

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.

4% of technical staff located in either Berkeley House or Ellipse.

The number of staff in VOSA has decreased by 11 (0.5%) from 2,225 to 2,214 since the previous year. Technical staff saw a 0.7% increase, and non-technical staff a 1.3% decrease.

3. Diversity statistics

The table below shows the key diversity statistics for VOSA.

	% of those who declared	% all staff declared ²
40 years and older	76%	100%
Female	29%	100%
Part-time	13%	100%
BME	4%	85%
Disabled	4%	91%
Lesbian, gay man, or bisexual	3%	25%
Declared a religion or belief	67%	24%

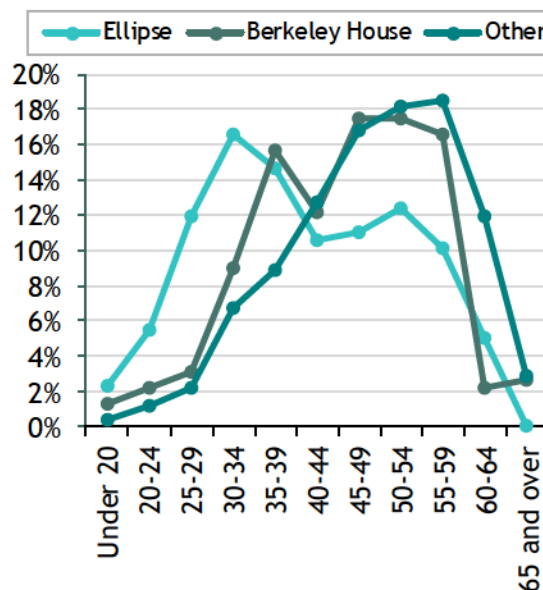
4. Diversity analysis key findings

VOSA compared with local working-age populations

Generally, the age profile of VOSA staff was older than the profile of local working-age populations.

² 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).

Age profile of staff, by location



In all locations, with the exception of Berkeley House and Ellipse, there were significantly more male staff compared with the local working-age population. This pattern was also seen in recruitment, where in many locations the proportion of male applicants was significantly greater than the proportion of males in the local working-age population.

The racial profile of staff at most locations was not significantly different from the local working-age populations, with the exception of staff in the West Midlands; staff here were significantly less likely to be BME than expected given the local working-age population.

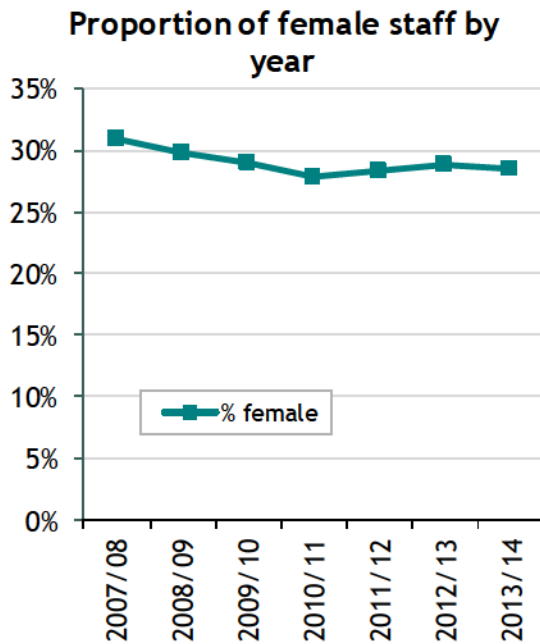
Trends in key diversity statistics

There were no significant differences in the diversity profile of VOSA staff this year compared with the previous year. The declaration rate for sexual orientation had increased significantly

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

from 2012/13 to 2013/14, up from 14% to 25%.

Since 2007/8 there has been a significant decrease in the proportion of female staff (-0.4% per year on average), and a small, non-significant, decrease in the proportion of BME staff. The proportion of disabled staff has remained level.



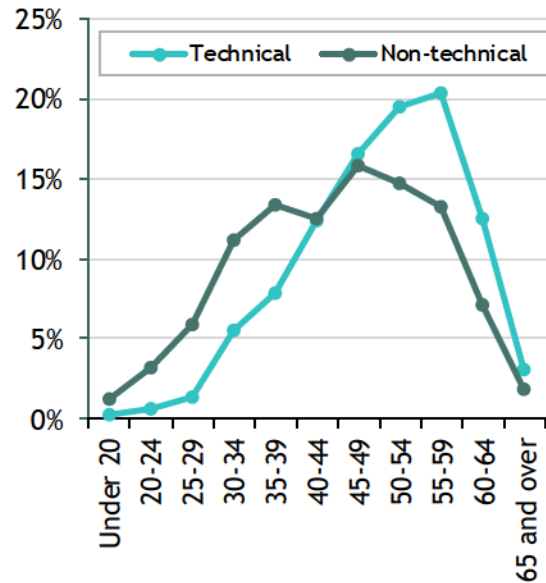
The proportion of staff with undeclared or unknown race and undeclared or unknown disability status has fluctuated each year since 2007/8. The proportion of staff with unknown race has ranged from 8% to 19%, while for disability status this has ranged from 4% to 11%.

Diversity differences within the organisation

The analysis considered how the minority groups were distributed across the pay bands.

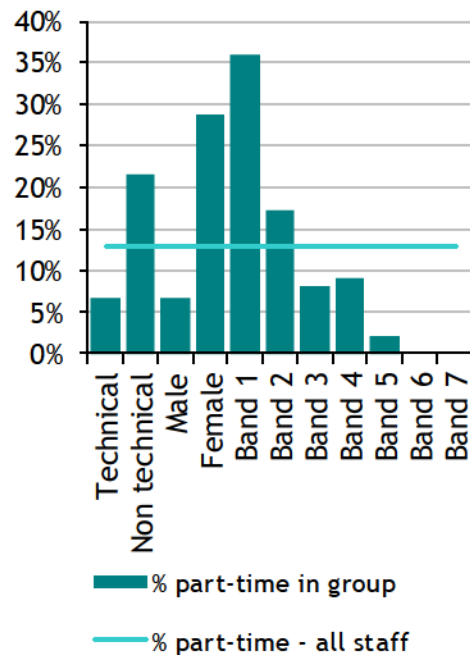
Non-technical staff were more likely than technical staff to be younger, female, disabled or to work part time.

Age profile of staff, by job role



Female staff tended to be younger than male staff, full-time staff tended to be older than part-time staff, and a significantly higher proportion of female staff worked part time than male staff.

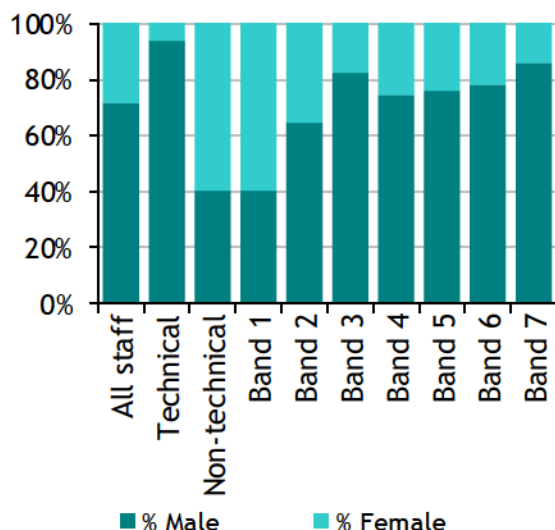
Percentage of part-time staff



Almost half of all **technical staff** were in PB3.

There were significantly more male technical staff in PB2 and more female technical staff in PB3 when compared with technical staff in other pay bands.

Gender split in different staff groups



Just under half of all **non-technical staff** were in PB2.

There were significantly more male non-technical staff in PB5 and female non-technical staff in PB2 when compared with non-technical staff in other pay bands.

There was a significantly higher proportion of white non-technical staff in PB5 compared with other pay bands, and fewer non-disabled non-technical staff in PB1 when compared with other pay bands.

Recruitment

2,982 applications were made to VOSA during 2013/14, 104 (3%) of which resulted in a job offer.

There was a 33% success rate at the **sift stage**. Applicants to posts in PB3 and PB2 were more successful than

applicants to other pay bands³. For applicants to posts in PB1 to PB3, applicants aged less than 30 years old were less successful than older applicants; male applicants were more successful than female applicants.

24% of applicants who attended an **interview** were successful. Applicants to posts in PB2 were more successful than applicants to other pay bands; those applying to PB3 were less successful compared to other pay bands.

For applicants to technical posts in PB1 to PB3, those aged less than 30 years old or 60-64 years old were more successful at interview than other applicants; BME applicants were less successful at interview for technical posts in these pay bands than white applicants, or those who had not declared their race.

There were no significant diversity differences in applicants who were offered a job compared with those who were not offered a job.

Cessations

130 (6%) staff left VOSA during 2013/14; this was a similar proportion to the previous year. 4.5% of leavers were technical staff; 7.8% were non-technical. 38% of cessations were due to retirement.

Staff who had not declared their disability status, and part-time staff, were more likely to have left VOSA than other staff.

A significantly higher proportion of older **technical** staff left VOSA, compared with the age profile of the staff who remained.

Significantly higher proportions of **non-technical** staff who had not declared

³ This may be to do with the volume of applications for posts at these pay bands.

their race left VOSA compared with staff in post.

Performance assessment

Staff with the following characteristics were significantly more likely to have received a box mark 1 than staff without these characteristics:

- Staff with reportees;
- Staff in PB4 or PB5; and
- Younger staff.

Staff with the following characteristics were significantly less likely to have received a box mark 1 than staff without these characteristics:

- Staff with more sickness absence;
- Staff who had not declared their disability status; and
- Technical staff in PB2, and non-technical staff in PB1.

Staff with more days of sickness absence were more likely to have received a box mark 3 than staff with fewer days of sickness absence.

Learning and development

Learning and development considered in this report includes only training booked and recorded through the VOSA learning team. It is therefore highly likely that this understates the total amount of learning and development activity actually undertaken, and explains the difference seen in the data between the amount of recorded training undertaken by technical and non-technical staff.

On average, staff had 1.9 days of recorded training each. The amount of recorded training varied between technical and non-technical staff, and across pay band. 6% of non-technical staff had had some recorded training; this figure was 62% for technical staff.

Diversity characteristics associated with training, and the amount of training, varied for technical and non-technical staff.

Gender, pay band, age and disability status were associated with the number of days recorded training, or whether **technical staff** had had recorded training. The following groups were more likely to have had training:

- PB3 and PB4 staff;
- Younger staff; and
- Staff who had not declared their disability status.

The following groups tended to have more days of training:

- Female staff in PB1 to PB3 (compared with male staff in these pay bands);
- PB3 and PB4 staff;
- Younger staff; and
- Staff who had not declared their disability status.

Pay band, gender, sick absence and race were associated with the number of days recorded training, or whether **non-technical staff** had had recorded training. The following groups were less likely to have had training:

- Staff in PB1 and PB2.

The following groups were more likely to have had training:

- Male staff.

The following groups tended to have more days of training:

- PB3 to PB5 staff;
- Male staff;
- Staff who had had sickness absence; and

- White staff in PB1 to PB3.

Grievances & discipline

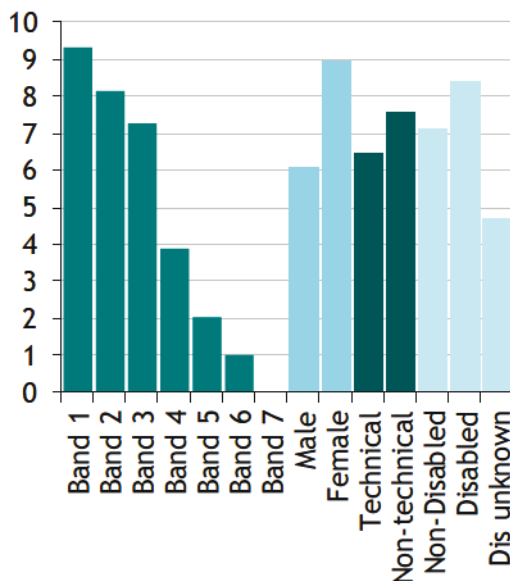
There were 14 grievance cases and 40 discipline cases, covering a range of diversity groups. The small number meant more detailed analysis was not possible.

Sickness absence

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

VOSA staff in post at 31st March 2014 had an average of 6.9 days of sickness absence; technical staff had 6.4 days and non-technical staff had 7.6 days on average⁴.

Average number of days sickness absence per person, for different groups



47% of staff had had sickness absence; the average working days lost for these staff was 15.1 days.

Gender, pay band and race were significant factors in whether staff had had sickness absence. The **incidence** of sickness absence was lower for:

- Male staff;
- Staff in higher pay bands; and
- Staff who had not declared their disability status.

The incidence of sickness absence was higher for:

- White staff in PB1; and
- BME staff in PB4 and PB5.

Gender, age, pay band and working pattern were significant factors in how many **days** of sickness absence staff had had. The following staff groups tended to have more days of sickness absence:

- Female staff;
- Older staff;
- Staff in higher pay bands; and
- Full-time staff.

The following staff groups tended to have fewer days of sickness absence:

- Staff who had not declared their race; and
- Staff who had not declared their disability status.

For technical staff, age was the biggest factor in the number of days of sickness absence (older staff had had more days); for non-technical staff, gender was the biggest factor, with female staff having had significantly more days than male staff.

⁴ Note the calculation of these averages is different from the official Cabinet Office statistics – which remain the primary source

5. Information quality

Data was collected on sexual orientation and religion/belief for the second year this year. The declaration rates for these have improved, but are still very low and it is recommended efforts are made to improve them.

The declaration rate for race has been decreasing for the last few years, so it is recommended that efforts are made to increase the declaration rate.