Department
for Transport

Equality Monitoring 2015/16

Equality Monitoring in DVSA: Management Summary

Version 1.0

In House Analytical Consultancy

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Management summary

Introduction

This report contains an analysis of the diversity of DVSA staff for 2015-16.

The aim of the analysis was 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, 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 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.

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 2016, DVSA employed 4,370 staff (excluding staff on long term leave[1]).

There were 1,409 support staff, who work in administrative offices, and customer service, licensing, and training centres. The remaining 2,961 staff were service delivery staff, of which 1,805 were driving examiners and 1,156 were vehicle/traffic examiners. Vehicle/traffic examiners include vehicle standards assessors and traffic examiners.

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[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.

For the purpose of this report, the service delivery job types also included staff in management roles who do not work primarily as driving examiners or vehicle/traffic examiners.

DVSA had four main offices: Berkeley House in Bristol, the Ellipse in Swansea, Nottingham 'Axis' Office, and the Newcastle Local Area Office. The majority (59%) of support staff were based at these offices.

Driving examiners and vehicle/traffic examiners were generally located in regional offices and test centres spread across the whole of Great Britain (only 1% of service delivery staff were located in the four main offices).

There was a net decrease of 12 staff from 31st March 2015. This differed by job type: the numbers of vehicle/traffic examiners and support staff decreased by 20 and 81 respectively but the number of driving examiners increased by 89.

Diversity statistics

The table below 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%	82%
Gender (Female)	100%	29%

	% all staff making specific declaration against characteristic[2]	…of whom % declaring particular characteristic shown in brackets [3]
Working pattern (part-time)	100%	15%
Race (BAME)	74%	5%
Disability Status (Disabled)	84%	10%
Religion and belief (Declared a religion or belief)	40%	70%
Sexual orientation (Lesbian, gay man, or bisexual)	44%	3%

Figure 1 Key diversity statistics

Diversity analysis key findings

DVSA compared with local working-age populations

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.

[2]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.

[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).

At all locations, except the Ellipse and Newcastle offices, staff had older age profiles than the local working-age populations.

Similarly, in the recruitment data, there were fewer applicants aged under 25 for driving examiner[4] and vehicle/traffic examiner posts, compared with working-age populations. For support staff posts, the results varied by location, but in general applicants were younger than expected given the local working-age population.

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

In the 11 regional locations, there were more male staff than expected compared with local populations. The Newcastle office had more female staff than expected.

This matched recruitment results, where there were more male applicants for driving examiner and vehicle/traffic examine posts than expected. In addition, there were more male applicants than expected for support staff posts in East Midlands and Scotland.

Figure 3 Proportions of female applicants by location and job type

There were no significant differences in the race profiles of staff in post[5], but there were higher proportions of BAME (black, Asian, and minority ethnic) applicants for driving examiner posts at various locations and for support staff posts in East Midlands, North East, Scotland and South West.

All locations, except the Nottingham office, had fewer disabled staff than expected, compared with local working-age populations[6].

In addition, in the recruitment data, there were fewer disabled applicants than expected for posts at all locations, except East Midlands, North West and Scotland.

Diversity differences within the organisation

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

- Support staff were more likely to be female and work part time. They tended to be younger than other staff.

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[4] This result is to be expected as driving examiners are required to be at least 24 years old.
[5] The lack of significant results may be due to the relatively low declaration rates for race in certain locations.
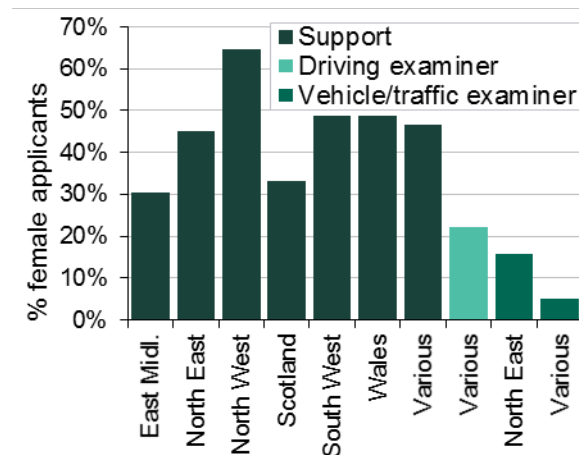
[6] Note that the definition of disability in the population data is not worded in the same way as the disability declaration text for staff. It is possible that the figures are not precisely comparable. Annex A has further details.

- Driving examiners were more likely to be male and work part time.

- Vehicle/traffic examiners were more likely to be male, non-disabled, and work full time than other staff. They were less likely to be BAME.
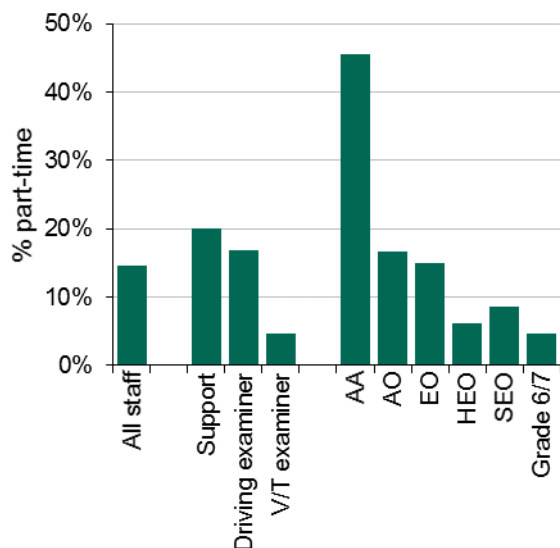
were more likely to be female, compared with other grades.
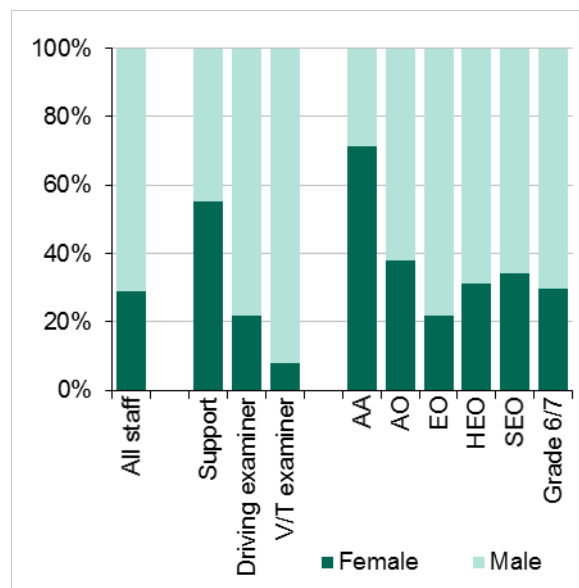
Figure 5 Gender split for different staff groupings

Figure 4 Proportion of part-time staff in different staff groupings

There was a mix of job types in each of the grades: driving examiners were predominantly in grade EO (89% of driving examiners were EO); vehicle/traffic examiners tended to be in grades AO and EO (43% and 51% respectively)[7]; and support staff were more evenly spread across the grades, although 37% were in grade AO.

As there were low numbers of driving examiners outside of grade EO, there were very few significant differences between grades for driving examiners.

For support staff, lower grades (AA-AO) were more likely to be female than higher grades (EO-Grade 6). In contrast, for vehicle/traffic examiners, AO staff were more likely to be male and EO staff

AO support staff were less likely to be white than support staff in other grades.

HEO vehicle/traffic examiners were more likely to be non-disabled than other grades.

Due to how the job types were distributed across grades (e.g. driving examiners are nearly all EO staff), the different age profiles for the job types had an impact on the age profiles of different grades – for example, EO staff were older than other grades. When analysis is conducted looking at each job type individually, the age results for grade show different patterns.

For support staff and driving examiners, lower grades tended to be younger than higher grades. For vehicle/traffic examiners, AO staff were older and EO staff were younger.

Additionally, for service delivery staff (driving examiners and vehicle/traffic

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[7] Service delivery staff who were in higher grades were in management roles and did not work in true driving examiner of vehicle/traffic examiner roles. For example driving examiners in higher

grades are actually "warrant card holders" who are able to conduct tests, but it is not their primary job.

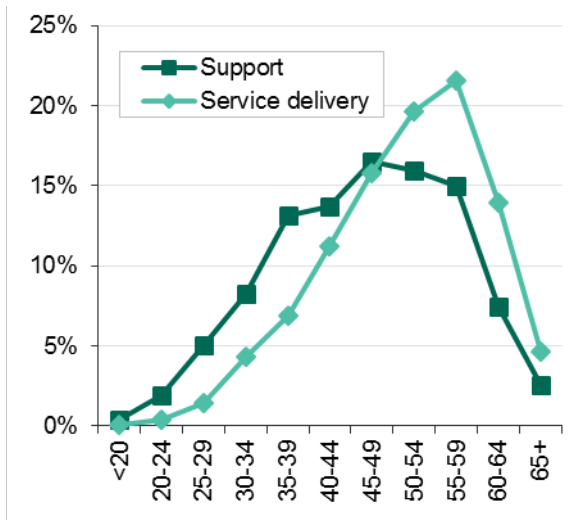examiners), male staff tended to be older than female staff.

Figure 6 Age profiles for support staff and service delivery staff

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

Trends in key diversity statistics

The 2015/16 workforce was slightly older than the 2014/15 workforce (the average age increased from 49.2 to 49.4). There was also a significant drop in the proportion of non-disabled staff (from 91% to 90%).

Since 2008/09, the proportions of female driving examiners and female vehicle/traffic examiners have increased significantly.
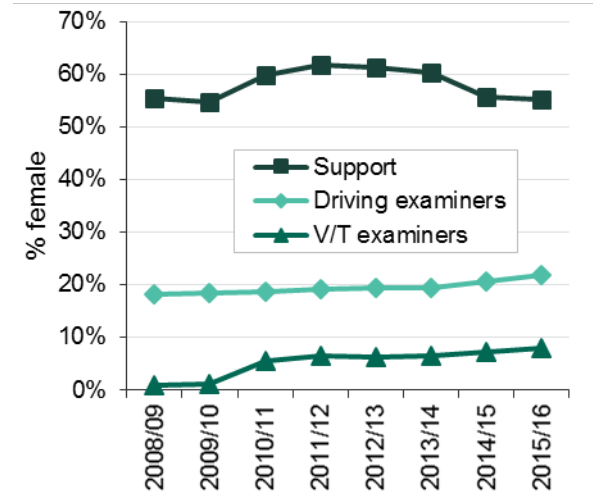

Figure 7 Proportion of female staff by year and job type

The proportion of BAME driving examiners (of those who declared their race) also had a significantly increasing trend over this time period.
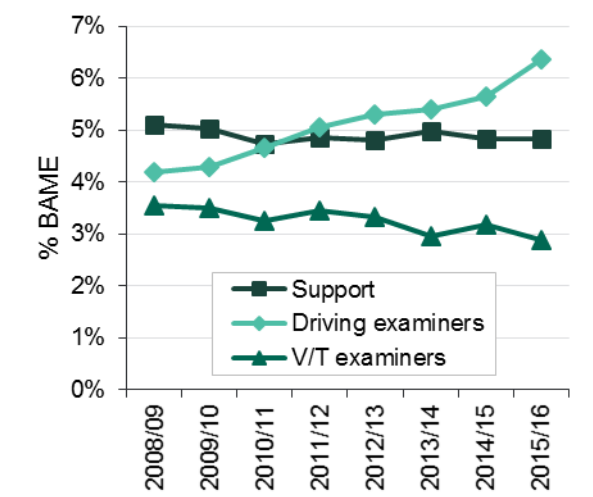

Figure 8 Proportion of BAME staff by year and job type (of those with known race)

The proportions of disabled driving examiners and disabled support staff have increased significantly.
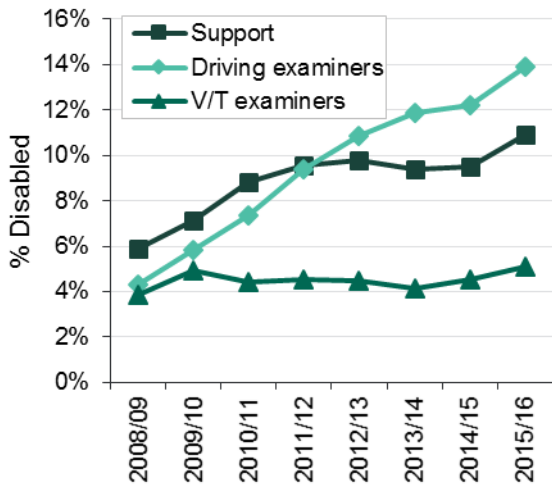
Figure 9 Proportion of disabled staff by year and job type (of those with known disability status)

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.

Recruitment

9,927 applications were received for posts at DVSA.

For support staff posts, applicants for Grade 7 posts were more likely to be successful at sift than applicants for other grades.

For driving examiner posts, BAME applicants were less likely to be successful at interview/assessment and less likely to be offered a post than white and unknown race applicants.

In addition, female applicants for driving examiner posts were less likely to be offered a post than male applicants.

Similarly, male applicants for vehicle/traffic examiner posts were more likely to be successful at sift and more likely to be offered a post than female applicants.

Applicants for EO vehicle/traffic examiner posts were less likely to be successful at interview/assessment than

applicants for other vehicle/traffic examiner posts.

The number of applicants per post has 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

388 DVSA employees left during the year, 9% of those who had been in post at the beginning of the year.

The majority of leavers were voluntary (346 staff, 89% of leavers). The voluntary leavers group includes retirement, and in 2015/16 36% of leavers retired. This was reflected in the fact that leavers were older than staff in post.
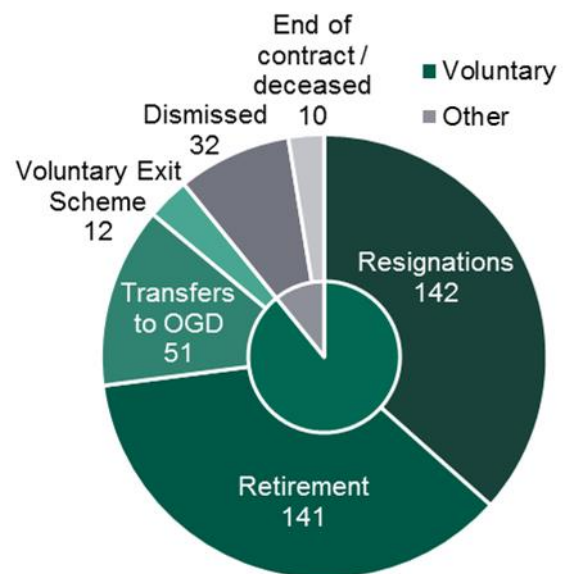

Figure 10 Reasons for leaving

Significantly higher proportions of older staff, AA staff, staff who had not declared their disability status, part-time staff, male staff, and Grade 6 staff left during the year, compared with staff in post at the end of the year.

Performance assessment

4,155 performance ratings were analysed. 14% of all staff received a performance rating 1 and 1.5% received a performance rating 3.

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

Performance rating	% of support staff	% of driving examiners	% of vehicle/ traffic examiners
1	17%	14%	12%
2	82%	84%	87%
3	1%	2%	2%

Figure 11 Performance assessment results by job type

Staff who had had more sickness absence, staff who managed fewer or no staff, staff with a lower FTE, AO staff, and staff with unknown disability status were less likely to have received a performance rating 1 than other staff.
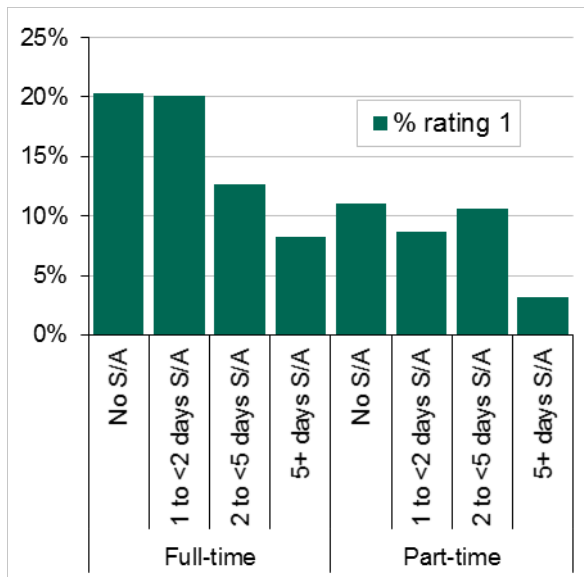

Figure 12 Percentage performance rating 1 by amount of sickness absence and working pattern

In addition, support staff were more likely to have received a performance rating 1 than service delivery staff.

BAME staff and staff who had had more sickness absence were more likely to have received a performance rating 3.

Progression

3,942 staff were in post on both 31st March 2015 and 31st March 2016. Of these, 210 (5%) had progressed up the grade structure. 112 were support staff, 77 were driving examiners and 21 were vehicle/traffic examiners.

Vehicle/traffic examiners were less likely to have progressed up the grade structure than other staff.

For support staff, staff who received a performance rating 1 last year, younger staff, staff with a higher FTE, and staff who had been in their grade 3-6 years were more likely to have progressed up the grade structure than other staff.

For driving examiners, staff who received a performance rating 1 last year, staff with known disability status, and staff with a higher FTE were more likely to have progressed up the grade structure.
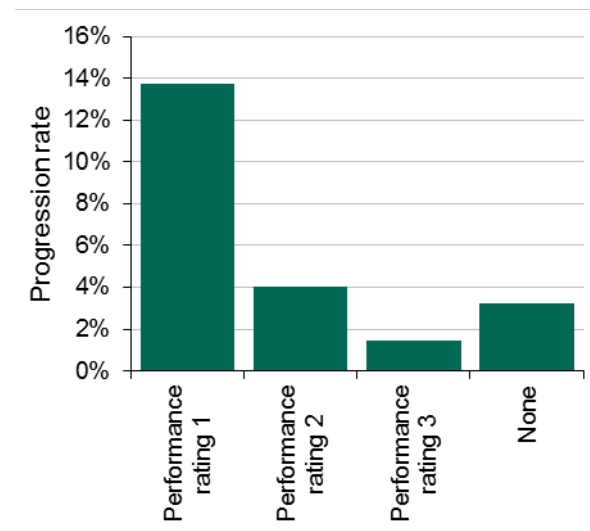

Figure 13 Progression rates for all staff by performance rating received last year

Learning and development

The training data only included training undertaken at DVSA's Cardington training centre, which is generally

specialist training for driving examiners and vehicle/traffic examiners.

It is therefore highly likely that this understated the total amount of learning and development activity actually undertaken. In addition, the amount of training recorded varied greatly by job type, due to the type of training recorded in the data.

New staff had more training recorded than existing staff. As a result, when diversity analysis of the training data was conducted the results simply reflected the traits of new staff: younger staff and staff with unknown race and disability status were more likely to have had training recorded.

Grievances and disciplines

For 2015/16, only partial grievances and disciplines data could be provided by DVSA. It is unknown how many grievance and discipline cases were not recorded in the data.

In the data provided, there were 37 grievance cases and 18 discipline cases, covering a mixture of diversity groups.

Sickness absence

DVSA staff recorded an average of 9.2 days of sickness absence[8] in 2015/16. 55% of staff had recorded some sickness absence and of these staff, the average number of working days lost was 16.6 days.

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

HEO-Grade 7 staff were less likely to have had sickness absence than staff in other grades. Female staff and disabled

staff were more likely to have had sickness absence.

In addition, driving examiners with unknown race were less likely to have had sickness absence than other driving examiners.
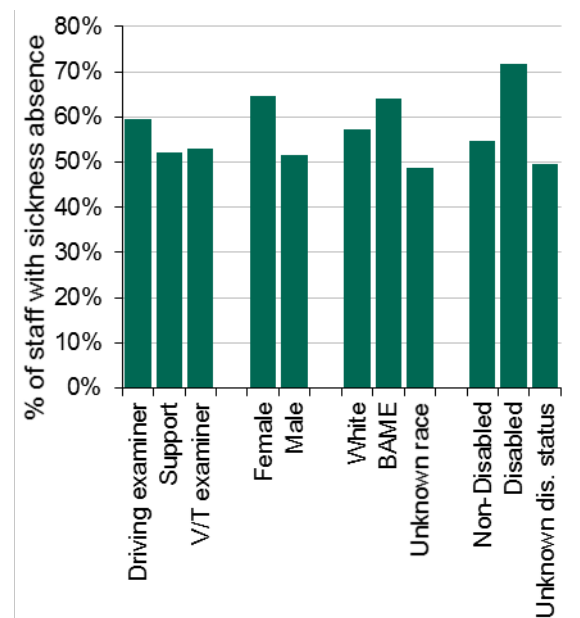

Figure 14 Proportions of staff who had had sickness absence for different staff groupings

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

- Support staff;
- Staff with unknown race;
- Younger staff.

In addition, for support staff and vehicle/traffic examiners, female staff had more days of sickness absence than male staff.

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[8] 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 analysis has not made adjustments for available working time. The Cabinet Office figures those should remain the official source.
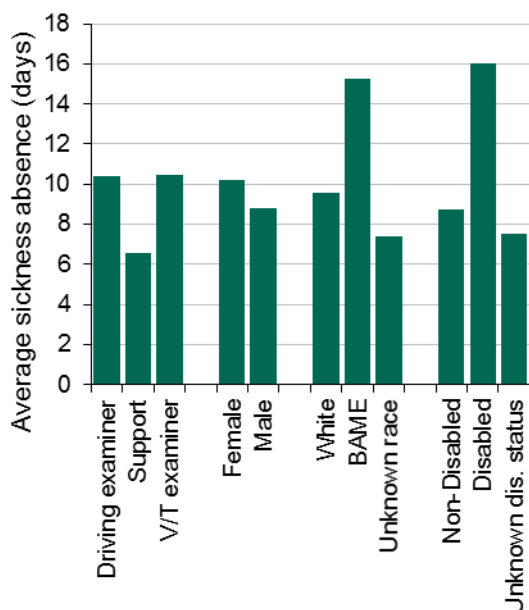
Figure 15 Average number of days of sickness absence for different staff groupings

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 have increased over the last few years, but were still fairly low which limited the analysis of these characteristics and it is recommended efforts are made to improve them.

The declaration rates for race and disability are higher than those for sexual orientation and religion or belief, but have been decreasing for the last few years, so it is recommended that efforts are made to increase these too.

This year, DVSA were unable to provide grievances and disciplines data for the entire organisation. They are expecting to be able to provide a full dataset next year.