Department for Transport

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Government Operational Research Service

Equality Monitoring 2014/15

Equality Monitoring Summary 2014/15

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In House Analytical Consultancy

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Foreword

DfT is pleased to introduce its annual summary of equality monitoring reports produced by DfT centre and Agencies. The Department recognises that in order to deliver transport that works for everyone and meet its business objectives, staff need to be representative of the diverse communities we serve.

The data enables us to examine trends, identify key issues and explore future action as well as monitoring progress against our objectives. This report is intended to provide people with the “bigger employment picture” in relation to equality monitoring for the DfT throughout the UK.

If you have any queries or comments on the contents of this report, please contact the DfT Corporate Diversity and Inclusion Team through the following link

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DfT Corporate Diversity and Inclusion Team

Human Resources Directorate

Chapter 1: Management summary

1.1 Introduction

This report summarises the results of the diversity analyses of the Department for Transport and its Executive Agencies[1] for 2014/15.

The aims of the analyses were to:

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

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

For the first time, this year's report contains an analysis of progressions during the year (i.e. staff who moved up at least one grade).

The 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 were used to identify statistically significant differences between groups – that is, differences larger than might be expected to occur through natural variation. Throughout this report, when a difference is reported as being significant this means it was statistically significant at the 99% confidence level.

The presence of a statistically significant result does not necessarily imply a direct link. Where possible, the report tries to identify what might be a causal link, as opposed to coincidence or correlation.

1.2 DfT background

DfT works with its agencies and partners to support the transport network. It plans and invests in transport infrastructure, provides testing and regulation for drivers and vehicles, and implements the Government's transport safety policies.

At the end of March 2015, there were 16,846 staff in the central department and its Executive Agencies.

Annex C contains a map showing the geographical distribution of staff.

Between March 2014 and March 2015, the number of staff increased by 505 (3%). The increase partially reverses the decrease of 1,041 staff in the previous year. Except for VCA and HA, the

[1] In 2014/15 DfT consisted of the central department, DfT(c), and five executive agencies: DVLA, DVSA, HA, MCA, and VCA.

agencies have had long term decreasing trends in staff numbers.

1.3 Diversity statistics

The table below gives key diversity statistics for DfT.

The accompanying annex tables give more detailed statistics for each of the protected characteristics.

	% all staff making specific declaration against characteristic[2]	…of whom % declaring particular characteristic shown in brackets [3]
Age (40 years and older)	100%	65%
Gender (Female)	100%	42%
Working pattern (Part-time)	100%	19%
Race (BAME)	72%	6%
Disability status (Disabled)	76%	11%
Sexual Orientation (Lesbian, gay man, or bisexual)	41%	3%
Religion or belief (Declared a religion or belief)	32%	76%

[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.

1.4 Diversity analysis key findings

1.4.1 DfT compared with local working-age populations

Throughout DfT, staff in post were generally older than the local working-age populations (there were some exceptions in some agencies, for example the DVSA Newcastle office had more staff aged 30-39).

With the exception of DVLA, all agencies in DfT had more male staff than female staff.

Three agencies (DVSA, HA and MCA) had disproportionately fewer disabled staff or more non-disabled staff.

In most locations, the race distributions of staff reflected the local working-age populations. However, at three locations there were disproportionately fewer BAME staff or more white staff – DVSA in the North West, HA traffic officer service in the South East, and all VCA.

1.4.2 Year on year changes

Within DfT, there has been an increasing trend in the proportion of disabled staff since 2007/08. However, there has also been a decreasing trend in declaration rates.

The proportions of part-time staff have increased in every agency.

There were no significant trends found in the proportion of BAME or female staff. However, as with disability status,

[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).

declaration rates for race have decreased, particularly in recent years.

The decline in declaration rates for race and disability status is a concern (in March 2015, only 72% of staff had declared their race and 76% their disability status. This is compared to 90% and 89% in March 2009 respectively). **Action must be taken to reverse this decline in order that meaningful analysis can be undertaken in future years.**

1.4.3 Differences within DfT

Throughout DfT, there tended to be differences between the generalist job types (e.g. admin) and the specialist roles (e.g. driving examiners, engineers, marine surveyors). In particular, the specialist roles tended to have lower proportions of female and part-time staff than the generalist roles.

For some specialist job types, this might be because they require knowledge or experience in fields that tend to be male dominated (e.g. engineering). But, for other specialist job types, the requirements are less likely to affect the diversity mix (e.g. driving examiners).

There were some differences between job types with regard to race, disability status, and age, but there were no consistent organisation wide patterns. These differences may be due to the different recruitment pools for each job type: job types that require highly specialised skills/experience may require recruitment from across Great Britain and in some cases oversees. In contrast, job types that required general skills can probably be more easily recruited from within the local population.

For example, in MCA, coastguards had a lower proportion of BAME staff than other job types, which reflected the race distributions of the coastal locations where they work. Marine surveyors, who require highly specialised knowledge and are possibly recruited from outside the immediate coastal area where the job is located, had a higher proportion of BAME staff than coastguards.

In many of the agencies, there were disproportionately more male staff, white staff, non-disabled staff and full-time staff in the higher grades. This is related to the recruitment and leaving rates of the high grades and the way these vary across diversity groups.

For example, analysis to support workforce planning has shown that, in recent years, the proportion of female staff joining the SCS has been higher than the proportion of females in the SCS[4]. While this has had the positive effect of increasing the proportion of females in the SCS, the rate of increase has been slowed by the fact that female SCS have had a higher leaving rate than male SCS. **The reasons for the higher leaving rate of female SCS is not known and may be something HR should investigate**.

1.4.4 Recruitment

Across DfT, there were 42,485 applications for posts up to Grade 6 and 2,597 people were offered a post during 2014/15.

Generally, DfT posts attracted proportionally more male applicants and more BAME applicants, compared with the local working-age populations.

[4] In 2013/14, 30% of new SCS were female. From 2003/04 to 2013/14, the proportion of female SCS increased from 26% to 29%.

However, in all agencies except VCA and MCA, BAME applicants and male applicants were often less successful at the various stages of the recruitment process than white or female applicants.

Although male applicants had a lower success rate than female applicants, there were still more male applicants who were offered a post – this is because there were more male applicants in the first place. **This is one of the key reasons why the Department consistently has more male staff than female staff**. **This suggests that the department does not appear to be as an attractive place to work to females as it does to males.**

There were often either more non-disabled applicants or fewer disabled applicants than expected and (in DVLA, HA, and MCA) non-disabled applicants were more likely to be offered a post.

1.4.5 Performance management

All of DfT is now on a three tier performance management system. 19% of staff received a performance rating 1, 74% a performance rating 2, and 8% a performance rating 3.

The distribution of performance ratings varied greatly across agencies and job types. For example, in DVSA, only 15% of staff were awarded a rating 1 and only 4% were awarded a rating 3, despite the recommended distribution of 25% receiving rating 1 and 10% receiving rating 3. **This suggests a large amount of inconsistency in how the different job types are assessed and further investigation into this is required**.

Several characteristics were significantly related to receiving a performance rating 1. The following groups of staff were more likely to have received a performance rating 1 than other staff:

- staff who had worked more days[5];
- staff who had less sickness absence;
- younger staff;
- white staff;
- staff who managed more staff; and,
- female staff.

Staff who had more sickness absence, AA staff, TM2 staff, male staff and disabled staff were more likely to have received a performance rating 3. White staff were less likely to have received a performance rating 3 than other staff.

Some characteristics (working pattern, sickness absence, number of staff managed, grade) are possibly related to the amount of evidence staff can produce and the visibility/impact of their work. For example, if someone worked more days, then they are likely to have more evidence of their work; staff in higher grades and those that manage other staff may have jobs with greater impact and visibility. **HR guidelines recommend that these factors should be taken into account during the performance management process and this may require further investigation**.

Other characteristics (race, gender, disability status) are more complicated. They may be related to other factors, for example, disabled staff were more likely to be part-time and have disproportionately more sickness absence; the proportions of BAME and female staff varied across job types and grades.

DfT(c) has had the three tier performance management system for

[5] This variable is a combination of sickness absence, working pattern and time in agency.

three years. Analysis of the staff that had received a performance rating in each year showed that there was a disproportionate high number of BAME staff receiving a performance rating 3 in all three years. **This is likely to be contributing to the difference in performance ratings between white and BAME staff in DfT(c) and should be investigated further.**

There were relatively low declaration rates for race and disability status, particularly amongst younger staff, which may have affected the results (younger staff were more likely to have received a performance rating 1). Again, action must be taken to reverse this decline in order that meaningful analysis can be undertaken in future years.

1.4.6 Progression

Staff who progressed up the grade structure during 2014/15 were compared with those who did not. The analysis used only staff who were in post (in the same agency) on both 31st March 2014 and 31st March 2015.

In all agencies except VCA and MCA, younger staff and staff who received a performance rating 1 in the previous year were more likely to have progressed up the grade structure[6].

As stated in the previous section, race, disability status, and gender were all related to performance ratings. But there was no evidence of any effect of race or disability status on progression, either directly or indirectly via performance ratings. Gender rarely had an effect and this effect varied across agencies.

In DVSA, DVLA, and HA, staff with a higher FTE were more likely to have progressed up the grade structure.

1.4.7 Sickness absence

Both the likelihood of having sickness absence and the number of days was analysed for each agency.

Grade, disability status, age and gender were each found to be associated with sickness absence in more than one agency (in some cases this was only in part of the agency).

In general, staff in lower grades, disabled staff, older staff and female staff were more likely to have had sickness absence and tended to have had more days of sickness absence.

Sickness absence is one of the key drivers of performance management results. Staff with lower levels of sickness absence tend to receive higher performance ratings. In DfT(c) and HA, sickness absence was also related to progression – staff with more sickness absence were less likely to progress up the grade structure.

1.4.8 Other

Sexual orientation and religion/belief

There was generally too little data to analyse sexual orientation and religion or belief (59% had unknown sexual orientation and 68% had unknown religion or belief). Of those who had declared, 3% indicated they were lesbian, gay or bisexual and 76% indicated they had a religion or belief.

Cessations

1,548 staff left DfT during 2014/15, 9% of the staff in post at the beginning of the

[6] In some cases, the result may only apply to part of an agency (e.g. one particular job role), rather than the whole agency. See full equality monitoring reports for full details.

year. The vast majority (73%) left for "voluntary" reasons (e.g. retirement and resignations). 16% left for "other" reasons (e.g. end of contract and dismissals). 11% had unknown leaving reasons.

Age was a significant characteristic in most agencies – leavers tended to be older than the staff in post, which is likely to be due to retirements.

Learning and development

Training data was not consistently available in a form that could be analysed. Details of what has been analysed can be seen in the individual agency reports.

Grievance and disciplines

97 grievance cases and 290 discipline cases were recorded across DfT. Most agencies had too few cases for statistical analysis to be meaningful.

In DVSA and HA, driving examiners and traffic officer service staff had raised proportionally more grievances. Within both DVLA and HA, there were proportionally more cases involving male staff and full-time staff.

Chapter 2: Introduction

2.1 DfT background

DfT works with its agencies and partners to support the transport network. It plans and invests in transport infrastructure, provides testing and regulation for drivers and vehicles, and implements the Government's transport safety policies.

In 2014/15 DfT consisted of the following organisations:

- Driver and Vehicle Standards Agency (DVSA)[7];
- Driver and Vehicle Licensing Agency (DVLA);
- Highways Agency (HA)[8];
- Maritime and Coastguard Agency (MCA);
- Vehicle Certification Agency (VCA); and
- Department for Transport Centre (DfT(c)).

2.2 Equality Monitoring

This report contains an analysis of the diversity of DfT staff for 2014-15.

It considers the diversity of the whole DfT family and collates findings from individual agency reports. The individual reports:

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

2.3 Analysis and reporting

This analysis has considered the following areas of diversity:

- Gender
- Race
- Disability
- Age
- Working pattern
- Sexual orientation
- Religion and belief

And for the following datasets:

- Staff in post
- Recruitment
- Cessations
- Performance management reports
- Learning and development
- Disciplinary cases

[7] DVSA was formed in April 2014 by merging the Driving Standards Agency (DSA) and the Vehicle and Operator Services Agency (VOSA). In this report, DSA and VOSA have been combined in historical years to create a dataset that can be compared with DVSA.

[8] On the 1st April 2015, the functions, roles and responsibilities of the Highways Agency transferred to a new government-owned company, Highways England.

- Grievance cases
- Sickness absence

It also gives information about maternity leavers and returners.

Analyses of progressions (i.e. staff whose grade increased) during 2014-15 have been included for the first time this year.

Results described in this report are based on the outcomes of statistical tests. These tests were used to identify statistically significant differences between groups – that is, differences larger than the likely range of natural variation.

Results reported here are those that were significant at the 99% level, unless otherwise stated.

Data for these reports were provided by Human Resources functions in DfT(c) and each agency, and has been summarised in the annex tables provided with this analysis. Recruitment data is held by Civil Service Resourcing, and was provided by the DfT Resourcing Group (DRG), and some training data was provided by Civil Service Learning.

2.4 Data coverage and quality

Data related to staff in post at the end of 31st March 2015, and recruitment and cessations between 1st April 2014 and 31st March 2015.

For the purpose of these reports, Senior Civil Service (SCS) staff in DfT(c)'s agencies have been included along with the SCS in DfT(c).

Staff on long-term leave (for instance long term sickness absence, secondments, and career breaks) are not included in the analysis, and nor are staff who are not civil servants (e.g. consultants, temporary administrators etc.).

Staff on maternity leave[9] are included in the staff in post dataset, although excluded from the training and sickness absence analyses.

Data on staff gender, age and grade are held for each member of staff, but data on disability, race, sexual orientation and religion / belief are voluntarily provided. As a result, and because staff may be unwilling to provide this information, these data often have significant numbers of unknowns or undeclared statuses and subsequently analysis was not always possible.

2.4.1 Data groupings

DfT staff occupy a wide range of posts including administrators, coastguards, driving examiners, marine surveyors, traffic officers, engineers, operational staff, industrial staff, and vehicle/traffic examiners.

Each type of role has its own diversity characteristics, and some summary information relating to particular roles can be seen in this report. More detailed discussions of job type can be found in individual agency reports.

2.4.2 Declaration rates

All employees are encouraged to complete an equality monitoring form which records their race, religion or belief, sexual orientation, disability status, age and gender. The individual information is confidential but the overall

[9] 208 staff were on maternity leave on 31st March 2014.

statistics are used to analyse trends and support diversity action plans. DfT is keen to achieve high declaration rates and to exceed 90% for all diversity strands (protected characteristics).

For some characteristics, staff members may actively declare that they “prefer not to say”. In general in this report, they have been classified as having an unknown status.

Data for some of the staff who declared their race during the year are subject to a database coding problem that means that it has not been possible to determine whether they are white or BAME. They have been classed as "unknown/prefer not to say" for the purpose of this report, and work is underway to rectify the problem.

The table below shows declaration rates both with and without “prefer not to say”. Declaration rates for each agency are given in Annex C.

(Age and gender have a 100% declaration rate because this data is automatically available for all employees).

	Declaration rate	
Protected characteristic	**Including “prefer not to say”**	**Excluding “prefer not to say”**
Age	100%	100%
Gender	100%	100%
Race	87%	72%
Disability status	78%	76%
Religion and belief	67%	32%
Sexual orientation	73%	41%

High declaration rates are important for robust analysis and results that can be confidently extrapolated to all staff; where there are large proportions of unknowns in the data (either “prefer not to say” or undeclared), if these non-respondents are not representative of all staff, we may introduce bias into the results.

A systematic bias was present in many agencies as new staff (staff who joined after 31st March 2014) had a much higher proportion of unknowns in each of the protected characteristics than existing staff.

For race, this was partly due to new staff being disproportionately affected by the database coding problem.

New staff tended to be younger than existing staff which may have introduced a bias into the results.

2.4.3 Other data quality issues

Learning & development

Training data is held by Civil Service Learning (CSL) on both e-learning and face to face courses provided via CSL. However, it has not been possible to confidently match the records to staff data held by agencies for a statistical analysis. Some of the CSL data includes diversity characteristics, and these have been tabulated where no other information exists.

Some agencies also hold their own records of learning and, where these exist, they have been analysed, although it is likely that the coverage is only partial, and may be biased towards particular job roles.

Recruitment

Data on recruitment up to Grade 6, covering all campaigns advertised outside DfT, is held by Civil Service Recruitment. There were some continuing issues with the recruitment data due to the format in which it is

available. The data includes the last known status of each candidate (e.g. awaiting interview) but not any intermediate status (e.g. passed sift). In particular, when an applicant has withdrawn from a campaign it is unknown how far through the process they had progressed – in other words, whether or not they had passed the sift and the interview. As a result, there may be a high number of applicants with an unknown sift result. In addition, 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.

Data on internal moves has not generally been available.

This year data on SCS recruitment has been provided by DRG and also by external recruitment consultancies. No statistical analysis has been completed because individual level data were not currently available. We are working with data providers to improve the data for the reporting year 2015/16.

2.5 Data recommendations

Given the importance of high declaration rates, the primary recommendation is to improve declaration rates and to ensure that it is at least 80% for each characteristic in each agency (excluding “prefer not to say”). This should include ensuring that the database coding error relating to race is properly corrected and that, if possible, there is an automatic transfer of diversity data captured during the recruitment process to staff records for new staff.

In addition, equality and diversity leads should continue to work with Civil Service Learning to improve the information that is provided. In particular, it should be a requirement that those participating in learning and development register a valid staff number so that their learning records may be matched with information held by departments for diversity purposes.

The recruitment data held by Civil Service Recruitment would ideally be improved so that it is possible to identify all of the relevant stages a candidate has gone through in the course of the recruitment process. However, this would require structural change to the Civil Service Recruitment database and, as such, is unlikely to be possible, at least in the short term.

Chapter 3: Statistical summary

This chapter considers the diversity mix across the whole DfT family and describes key results, in particular those that are common across the DfT family. Further detail is provided in individual agency reports.

For ease of reading, the generic description "agencies" also includes DfT(c).

3.1 Key diversity statistics

The table below gives key diversity statistics for DfT. The accompanying annex tables give more detailed statistics for each of the protected characteristics.

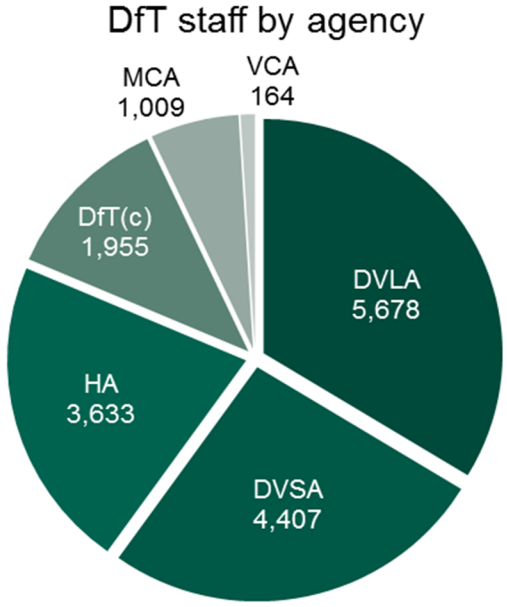
	% all staff making specific declaration against characteristic[10]	**…of whom % declaring particular characteristic shown in brackets [11]**
Age (40 years and older)	100%	65%
Gender (Female)	100%	42%
Working pattern (Part-time)	100%	19%
Race (BAME)	72%	6%
Disability status (Disabled)	76%	11%
Sexual Orientation (Lesbian, gay man, or bisexual)	41%	3%
Religion or belief (Declared a religion or belief)	32%	76%

[10]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.

[11] 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).

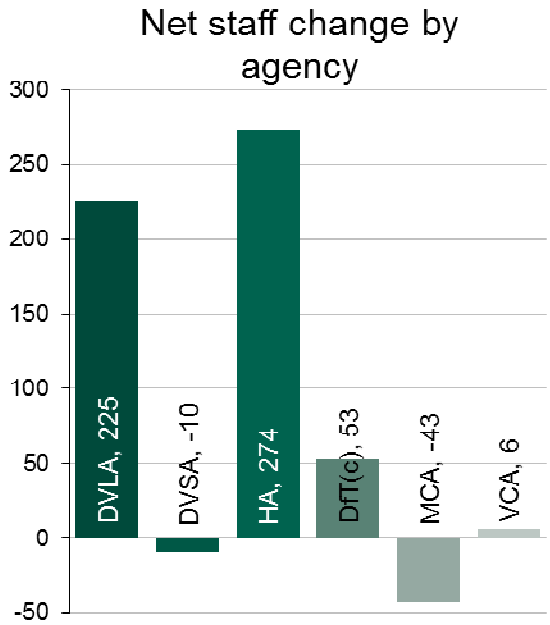
3.2 Overall staff numbers

The following chart shows the number of DfT staff by agency on 31st March 2015.

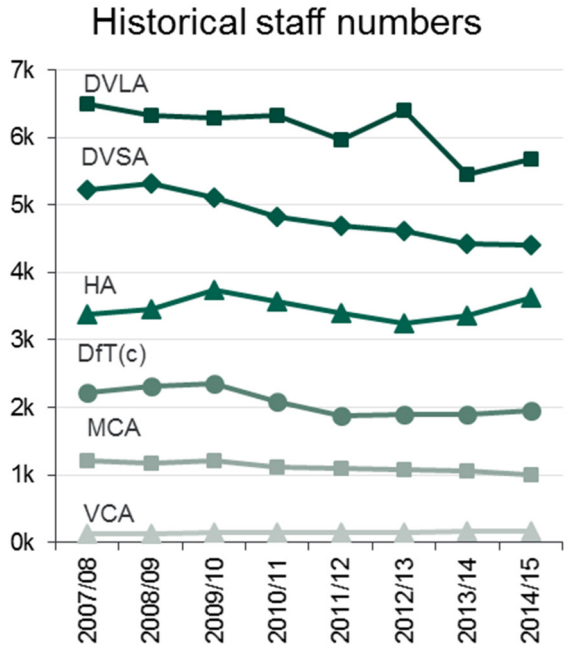


Annex C contains a map showing the geographical distribution of staff.

Since March 2014, the total number of staff in DfT has increased from 16,341 to 16,846 – a rise of 505 (3%). The overall increase was largely due to increases in DVLA and HA, as shown in the chart below. The decrease in MCA was due to the Future Coastguard Programme.



The increase in 2014/15 partially reverses the decrease of 1,041 staff in the previous year. Except for VCA and HA, the agencies have seen long term decreasing trends in staff numbers.



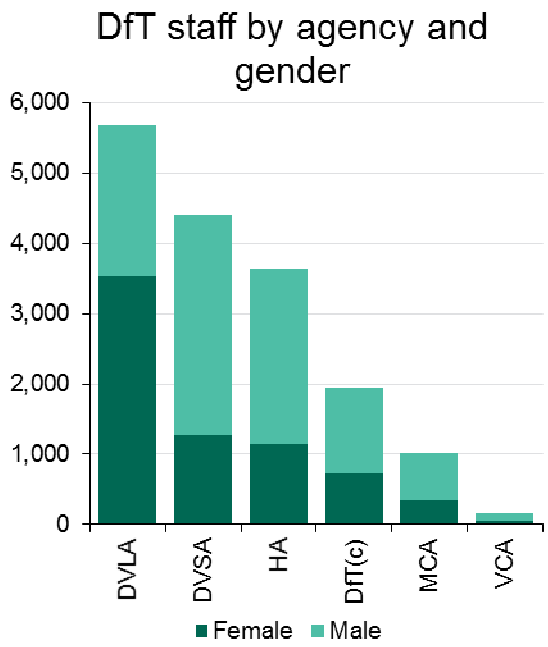
3.3 Maternity leavers and returners

There were 208 staff on paid or unpaid maternity leave at the end of March 2015. 225 staff returned from maternity leave during the year. Staff in post figures in this analysis include staff on maternity leave at 31st March 2015.

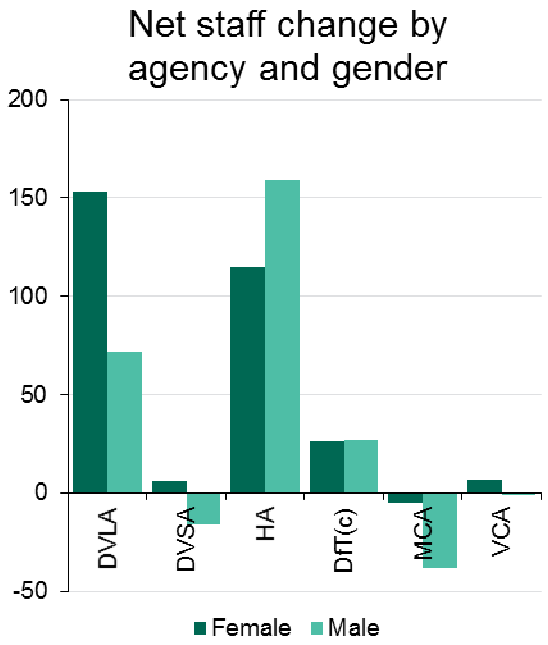
3.4 Gender

Key findings and year on year changes

In DfT as a whole, 42% of staff were female. Within each individual agency except DVLA, there were fewer females than males – the proportion of female staff ranged between 29% and 37%. In DVLA, 62% were female. DVLA accounted for half of all DfT's female staff.



Between 2013/14 and 2014/15, there was a slight increase in both the number and proportion of females in the workforce. 7,067 (42%) of DfT staff in post at 31st March 2015, and 6,765 (41%) at 31st March 2014, were female. DVLA accounted for most of this increase.



There has been no significant trend in the proportion of female staff in DfT as a whole since 2007/08. The only agencies that did have significant trends in female staff were:

- DVLA: decreasing trend for non-operational AA-EO staff;
- DVSA: increasing trend for service delivery staff;
- DfT(c): increasing trend for HEO-Grade 6 staff; decreasing trend for AA/EO/Driver/Workshop staff.

DfT compared with local working-age populations

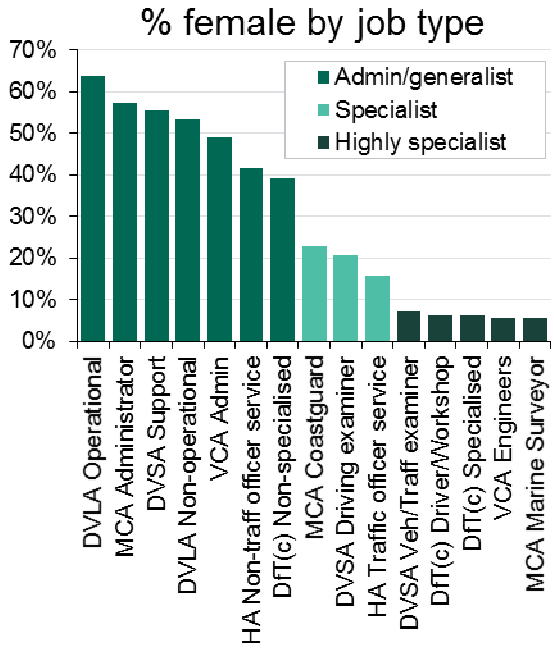
Across most locations within the Department, there were proportionally fewer female employees compared with local working-age populations.

There were some exceptions, mainly at the locations with more generalist or administrative staff. In particular, there were proportionally more females in DVSA's Newcastle office, and in DVLA.

The gender split of staff largely reflected the local working-age population at: DVSA's head offices (except Newcastle); most of HA's non-traffic officer service; DfT(c)'s Hastings office; and MCA's Spring Place and Highcliffe offices.

Differences within DfT

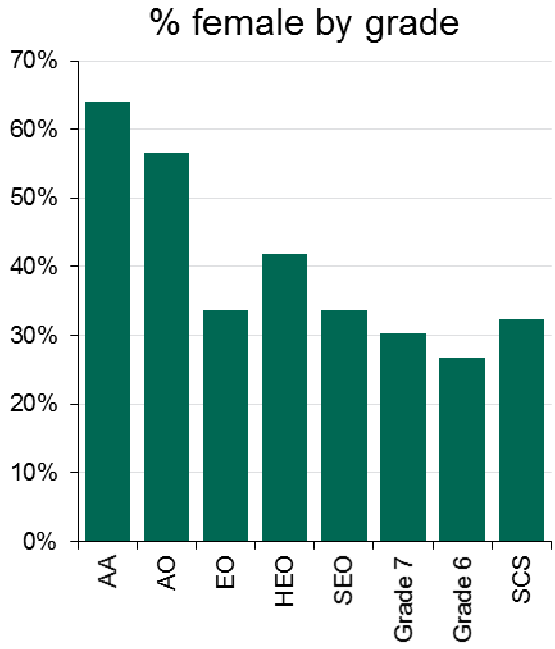
Across DfT, there were differences in the job roles occupied by males and females. Broadly speaking, males tended to be in specialist roles, such as driving examiners and marine surveyors, whereas females were more likely to be in generalist (administrative) roles.



Much of the analysis considered job roles separately, because the characteristics of the staff within each role tended to be different. In some cases there were also different grade structures, meaning that the analysis across grades was more meaningful when the job roles were considered separately.

In all parts of the DfT family (except VCA) there was at least one significant finding indicating that female staff were more likely to be in the lower grades, even after taking into account the different job roles.

The chart below shows the proportion of female staff in each grade for all of DfT. It does not include non-standard grades[12], which account for 12% of DfT staff.



Across DfT, females were more likely than males to work part time.

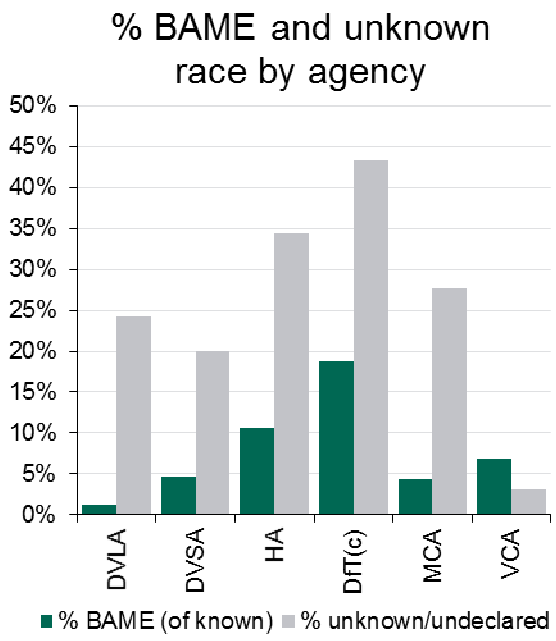
3.5 Race

Key findings and year on year changes

Of those who had declared their race, 6% declared that they were from a black, Asian or minority ethnic (BAME) group (1% black, 3% Asian, 1% mixed ethnicity, 0.2% other).

The proportion of BAME staff (of those who declared) varied across DfT: DfT(c) had the highest proportion (19%) and DVLA had the lowest proportion (1%). This is partially reflective of the differences in the geographical locations of the agencies and the proportions of BAME people in the local working-age populations. For example, we would expect to see a higher proportion of BAME staff in London than elsewhere, because there is a higher proportion of BAME in the local population.

[12] HA TM1-3 and PB5, DfT(c) Fast Stream and Driver/Workshop, MCA MS1, and DVLA MED.



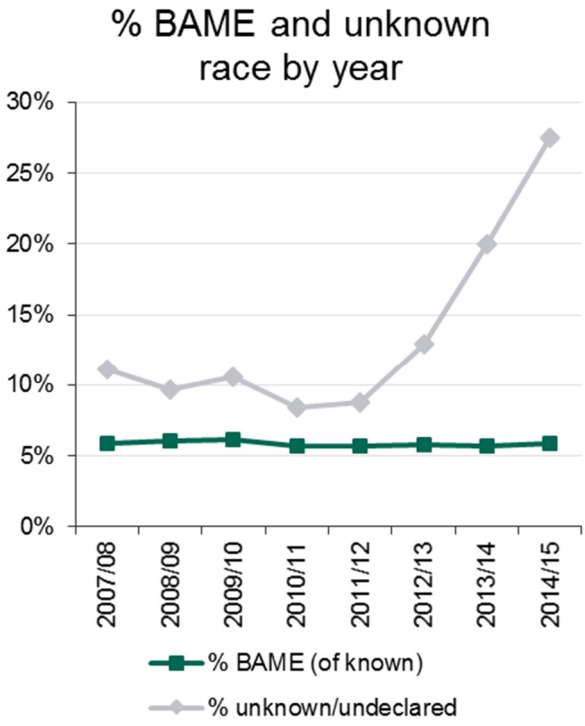
A large proportion of staff (28%) were of unknown or undeclared race, an increase from the previous year (20%). There was a particularly high proportion of staff with unknown/undeclared race in DfT(c). This is partly due to the database coding problem described in Chapter 2, which also affected other agencies

There was also a long-term trend (from 2007/08) of decreasing race declaration rates in DfT as a whole, and within each agency.

In contrast, there was no significant trend in the proportion of BAME staff in DfT as a whole since 2007/08 – the proportion of BAME staff has remained at 6% since 2007/08.

Several agencies did have significant trends:

- DVLA: proportion of BAME has been decreasing;
- HA: proportion of BAME in the non-traffic officer service has been increasing;
- DfT(c): proportion of BAME has been increasing;
- MCA: proportion of BAME coastguards has been decreasing.



DfT compared with local working-age populations

There were proportionally fewer BAME staff or more white staff compared with the local working-age populations, at only three locations: DVSA in the North West, HA traffic officer service in the South East, and all of VCA.

Differences within DfT

The distributions of BAME staff within each agency were analysed to see whether there were any differences in the grade or job types of BAME staff, white staff and those with unknown/ undeclared race.

Regarding job types, there were only significant differences within:

- DVSA: driving examiners were less likely to be white and vehicle/traffic examiners were more likely to be BAME, compared with other staff.
- HA: traffic officer service staff were more likely to be white than non-

traffic officer service staff, non-traffic officer service staff were more likely to be BAME.

- MCA: admin staff were more likely to be white and coastguards were less likely to be BAME, compared with marine surveyors.

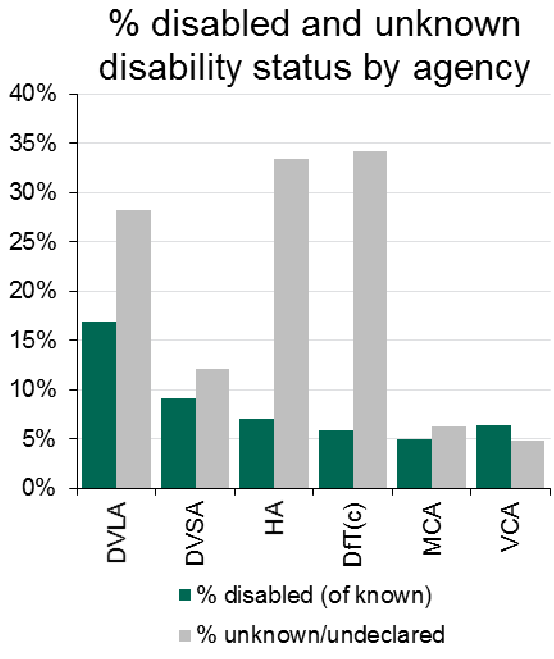
Regarding pay bands, in some agencies (DVSA, HA traffic officer service, DfT(c)) higher grades were more likely to be white and lower grades were more likely to be BAME. In particular, there were no BAME SCS (although 40% had unknown race).

3.6 Disability status

Key findings and year on year changes

Of those who had declared their disability status, 11% had indicated that they were disabled. This is the same as the figure for last year.

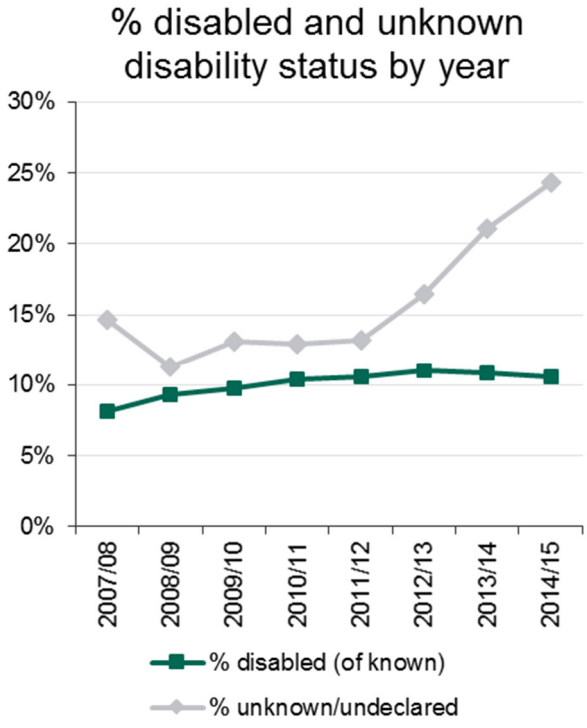
This proportion varied across agencies – DVLA had the highest proportion of disabled staff (17%) and MCA had the lowest (5%).



However, as with race, a large proportion of staff had unknown or undeclared disability status (24%).

There has been an increasing trend in the proportion of disabled staff in DfT since 2007/08. Overall, the proportion of disabled staff has increased on average by 0.3% per year. There were also significant trends in some agencies:

- DVSA: proportion of disabled driving examiners and support staff has been increasing;
- HA: proportion of disabled staff in the traffic officer service has been increasing;
- DfT(c): proportion of disabled staff has been increasing;
- MCA: proportion of disabled staff has been decreasing.



However, across the same period, the disability status declaration status has decreased – there was a significant downward trend in declaration rates in DfT as a whole and in all agencies, except VCA and MCA.

DfT compared with local working-age populations

Three agencies (DVSA, HA and MCA) had proportionally fewer disabled staff or more non-disabled staff, compared with the local working-age populations at several locations.

Differences within DfT

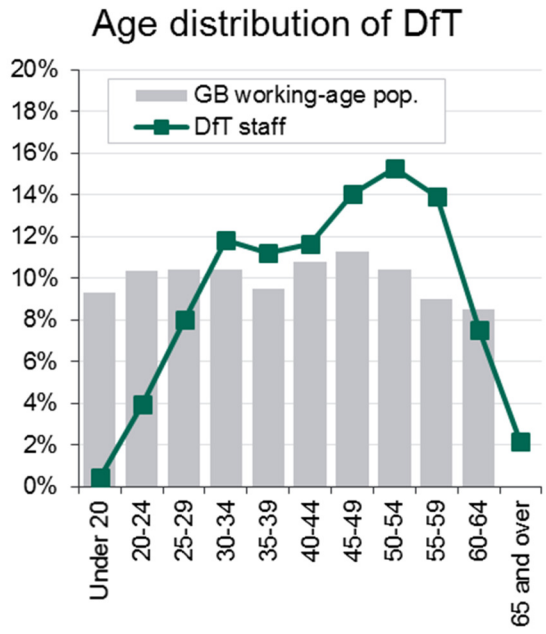
In two of the agencies (DVSA and HA), there were some job roles (driving examiners, non-traffic officer service) with higher proportions of disabled staff than the other job roles in these agencies.

In all of the agencies except DVSA and MCA, there were some individual grade differences, indicating that staff in higher grades were more likely to be non-disabled, for some job types.

3.7 Age

Key findings and year on year changes

Nearly two thirds of DfT staff were aged 40 or over and less than 5% were aged under 25. There were two peaks in the age profile: one at 50-54 and a smaller one at 30-34.



All the agencies had a peak around 45-54, but there were some differences in the age profiles; in particular, DVLA had a larger peak at the 30-34 age band. DVSA had an older age profile with a single large peak at 50-54.

DfT compared with local working-age populations

The age profile of DfT staff tended to be older than local working-age populations. In particular, within most agencies, there were fewer staff aged under 30.

Differences within DfT

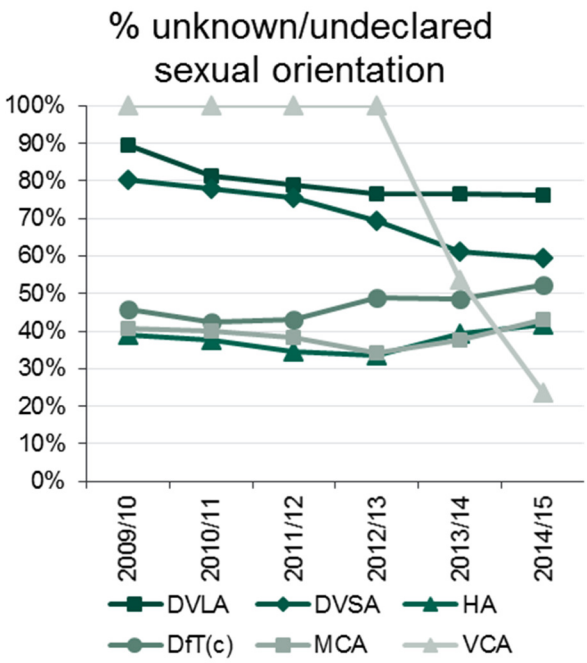
In DVLA, DVSA, DfT(c) and VCA, staff in higher grades tended to be older than those in lower pay bands. In addition, the Fast Stream and Grade 7 in DfT(c) were younger than other grades.

Only two agencies had significant differences in age profiles between job types – operational staff in DVLA and support staff in DVSA were younger than the other job types in these agencies.

3.8 Sexual orientation

Declaration rates varied across DfT. Overall, 59% of staff had unknown or undeclared sexual orientation.

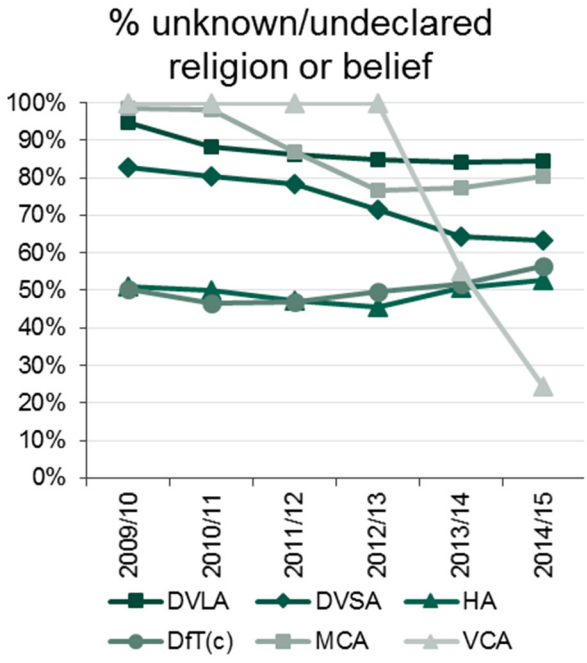
In general, there was not enough data on sexual orientation to include it in the analysis.



Of those who had declared, 3% had indicated that they were lesbian, gay or bisexual (LGB). This has not changed since 2009/10 (the first year data on sexual orientation was collected).

3.9 Religion and belief

Declaration rates for religion or belief varied across DfT. Overall, 68% of staff had unknown or undeclared religion or belief.



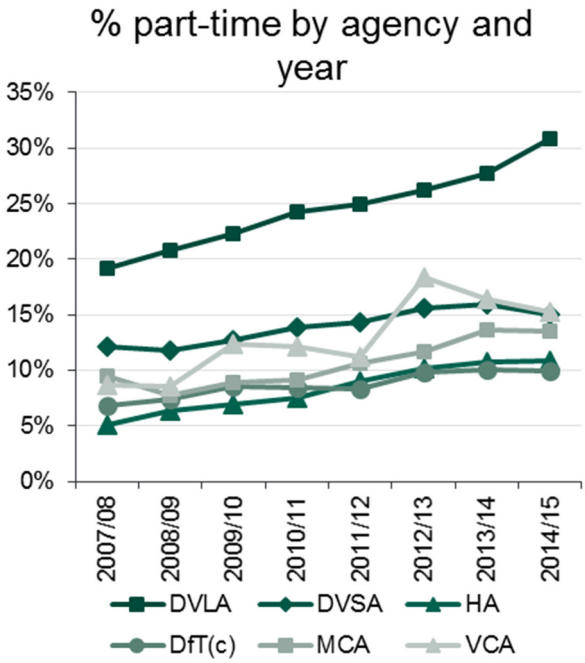
In general, there was not enough data on religion or belief to include it in the analysis.

Of those who had declared, 76% indicated that they had a religion or belief (last year 77% declared a religion or belief).

3.10 Working Pattern

19% of staff worked part time. This number is similar to the figure for last year (18%).

The proportion of part-time staff varied across agencies, ranging from 10% in DfT(c) to 31% in DVLA. The proportions of part-time staff have increased in every agency since 2007/08.



Across DfT, compared with full-time staff, part-time staff were more likely to be:

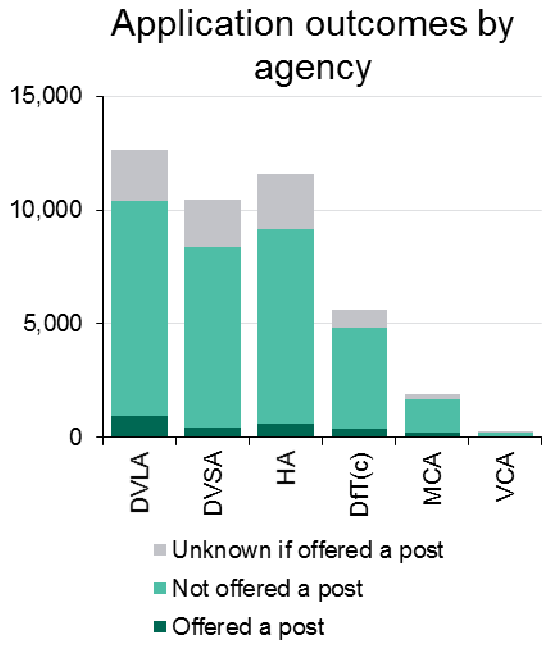
- In lower grades (all agencies except DfT(c));
- Female (all agencies except DfT(c));
- Older (DVLA, DVSA, HA, DFT(c));
- White (DVSA, DfT(c)).

Where there were differences by job type, there tended to be higher proportions of part-time staff in the more administrative or office-based roles. This was seen in DVLA, DVSA, HA, and MCA. These were also the roles that had higher proportions of female staff.

3.11 Recruitment

Across DfT, there were 42,485 applications for posts up to Grade 6 and 2,597 people were offered a post during 2014/15.

30% of the applications were for posts in DVLA, 27% for posts in HA and 25% were for posts in DVSA. Similarly, 36% of those offered a post had applied for posts in DVLA, 24% for posts in HA and 17% for posts in DVSA.



601 applications were made to posts advertised in the SCS, and 148 of these applicants were interviewed. The diversity profile of applicants at each of these stages is shown in the DfT(c) report. Information is not available on the diversity profile of applicants who were offered a post. No statistical analysis has been completed of SCS recruitment because individual level data are not currently available.

The remaining results in this section are for recruitment up to Grade 6 and do not include SCS recruitment.

Applicants compared with local working-age populations

In all of the agencies, there was at least one subset of posts which had proportionally more male applicants when compared with the local working-age populations. The exceptions was for DVLA operational AO posts, where there were proportionally more female applicants.

Similarly, each agency had at least one location which had proportionally more BAME applicants than expected compared with the local working-age population. In some HA locations, there were fewer BAME applicants than expected.

All agencies had at least one location with either proportionally more non-disabled applicants or fewer disabled applicants compared with the local working-age population. MCA posts in the Eastern region had fewer non-disabled applicants.

Sift to appointment analysis

The profile of applicants who were successful at each recruitment stage (sift, interview, and offered a post) was compared with those who were unsuccessful. In the case of race and disability, there were three diversity classifications tested (e.g. BAME, white and unknown/prefer not to say), so any result compares each classification with the other two.

Across the agencies, there were some consistent patterns of success through the recruitment process.

For all agencies except MCA and VCA, race was a significant factor throughout the process:

- BAME applicants were less successful at sift (DVSA[13], DVLA), white applicants were more successful at sift (DfT(c));
- BAME applicants were less successful at interview (DVLA, DFT(c)), white applicants were more successful at interview (HA); and
- BAME applicants were less likely to be offered a post (DVSA, DVLA), white applicants were more likely to be offered a post (DfT(c), HA).

Female applicants were often more successful than male applicants:

- DfT(c) and DVLA: female applicants were more successful at sift;
- DVSA and HA: female applicants were more successful at interview;
- DfT(c) and HA: female applicants were more likely to be offered a post.

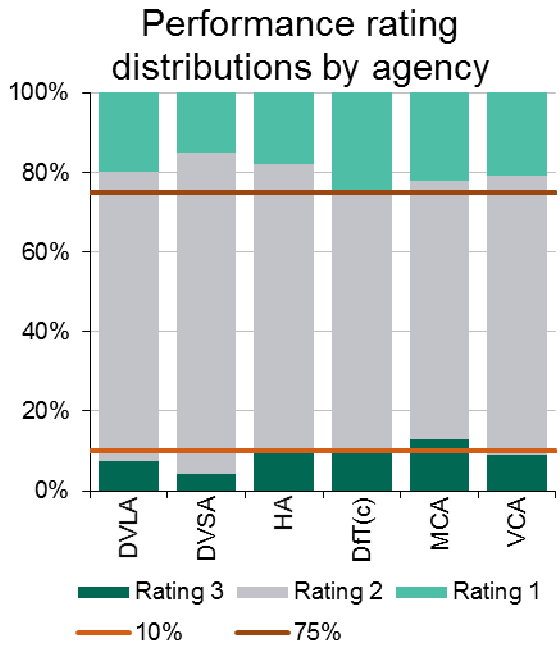
Non-disabled applicants for posts in DVLA and MCA were more likely to be successful at interview. Additionally, in DVLA, HA, and MCA, non-disabled applicants were more likely to be offered a post. .

The results for age were more mixed: in some agencies older applicants were more successful, but in others they were less successful.

3.12 Performance management

All of DfT is now on a three-box performance management system.

There were some differences in the distribution of performance ratings across the agencies. DfT(c)'s ratings matched the recommended distribution of performance marks (25% rating 1, 65% rating 2 and 10% rating 3), but the other agencies differed from this.



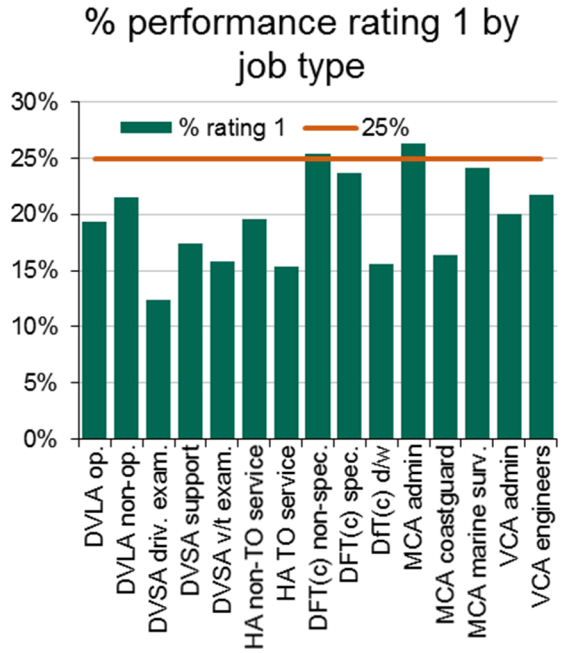
Overall, 19% received a performance rating 1, 74% a performance rating 2, and 8% a performance rating 3. The table below summarises the results by agency (figures may not sum due to rounding)[14].

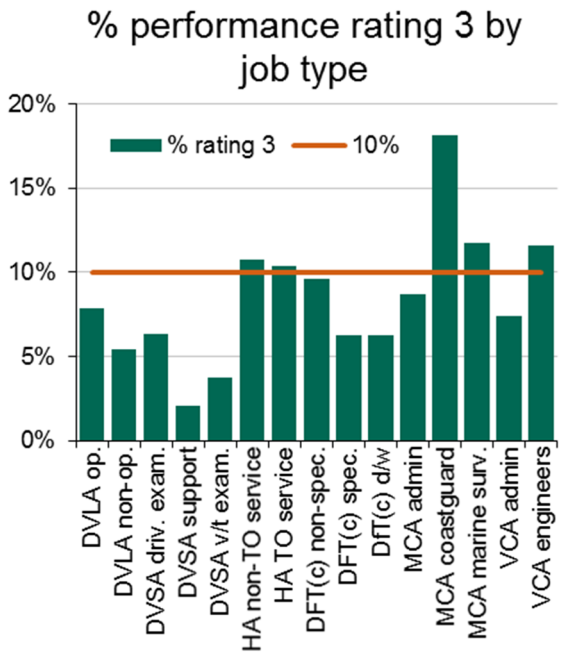
	Rating 1	Rating 2	Rating 3
DVLA	20%	73%	7%
DVSA	15%	81%	4%
HA	18%	72%	11%
DfT(c)	25%	66%	9%
MCA	22%	65%	13%
VCA	21%	70%	9%

[13] In some cases, the result may only apply to part of an agency (e.g. one particular job role), rather than the whole agency. See full equality monitoring reports for full details.

[14] 8 members of staff were undergoing performance measures and are not included in this analysis.

There was a large amount of variation between job types. The proportion receiving a performance rating 1 ranged from 12% of DVSA driving examiners to 26% of MCA administrators. The proportion receiving a performance rating 3 ranged from 2% of DVSA support staff to 18% of MCA coastguards.





Charts and tables of the performance management results by many of the key diversity characteristics can be found in Annex C.3.

Characteristics associated with performance rating 1

As all agencies were using the same performance management system, analysis of the department as a whole was possible.

The analysis examines whether there was a significant difference between the profile of those achieving the top performance rating, and those who did not receive that rating.

Employee characteristics significantly related to receiving a performance rating 1 were (in order of importance):

- Number of days worked (a combination of FTE, sickness absence and time in agency): Staff who had worked more days were more likely to have received a performance rating 1 than other staff;
- Sickness absence: Staff who had more sickness absence recorded were less likely to have received a performance rating 1 than those with less or no sickness absence recorded;
- Age: Younger staff were more likely to have received a performance rating 1 than older staff;
- Race: White staff were more likely to have received a performance rating 1 than BAME and unknown race staff;
- Number of staff managed: Staff who manage more staff were more likely to have received a performance rating 1 than those who manage fewer or no staff;
- Gender: Female staff were more likely to have received a performance rating 1 than male staff.

These characteristics were each significant in several of the individual agency analyses.

Characteristics associated with performance rating 3

The analysis examines whether there was a significant difference between the profile of those achieving the bottom performance rating, and those who did not receive that rating.

Employee characteristics significantly related to receiving a performance rating 3 were (in order of importance):

- Sickness absence: Staff who had more sickness absence recorded were more likely to have received a performance rating 3 than those with less or no sickness absence recorded;
- Race: White staff were less likely to have received a performance rating 3 than BAME and unknown race staff;
- Grade: AA and TM2 staff were more likely to have received a performance rating 3 than staff in other grades;
- Gender: Male staff were more likely to have received a performance rating 3 than female staff;
- Disability status: Disabled staff were more likely to have received a performance rating 3 than non-disabled staff and staff with unknown disability status.

In the individual agency analyses, there were generally fewer significant characteristics, because there were small numbers of staff with a lower performance rating. But the characteristics above did occur in at least one agency analysis each.

Interpreting the PMR results

When interpreting PMR results, bear in mind that some diversity characteristics may be correlated. When two characteristics are correlated, only one of them may be reported as being related to receiving a particular performance mark, unless the second characteristic adds additional explanatory power.

The following correlations were present in the data:

- Older staff were more likely to be male, white, have more sickness absence, have declared a religion or belief, manage more staff, and have a lower FTE. They were less likely to be LGB.
- Younger staff were more likely to have unknown race and unknown disability status.
- Female staff were more likely to be disabled. They tended to have a lower FTE and less overtime recorded.
- White staff tended to manage more staff and have more sickness absence. They tended to have a lower FTE and less overtime recorded.
- BAME staff were more likely to have declared a religion/belief and tended to have a higher FTE.
- Disabled staff tended to have more sickness absence recorded and a lower FTE.
- Staff in higher grades tended to be older and manage more staff.

In addition, different job types had different diversity profiles, as described in sections 3.4-3.7 and the individual agency reports.

3.13 Progression

Staff who progressed up the grade structure during 2014/15 were compared with those who did not.

The analysis used only staff who were in post (in the same agency) on both 31st March 2014 and 31st March 2015.

It used staff diversity characteristics at 31st March 2015, as well as some other explanatory variables that relate to the previous reporting year: grade and time in that grade at 31st March 2014, the amount of sickness absence and the amount of overtime recorded for the year ending 31st March 2014, and the performance rating received for that year (i.e. the year prior to their progression).

For VCA there were no results due to small numbers. For MCA, the only result was job type and grade (coastguards and EO were more likely to have progressed) which was related to the future coastguard programme.

Age and last year's performance rating were significant in all of the other four agencies: younger staff and staff who received a performance rating 1 were more likely to have progressed up the grade structure[15].

In addition, number of hours worked was significant in DVSA, DVLA and HA – staff with a higher FTE were more likely to have progressed up the grade structure.

Grade, gender and job type were significant in some agencies but there were no consistent patterns.

3.14 Sickness absence

Both the likelihood of having sickness absence and the number of days of absence was analysed for each agency. Several factors were found to be significant in more than one agency.

The sickness absence that was analysed applies only to staff who were in post at the end of 2014/15, including those on long-term sick leave, but excluding those on other types of long-term leave.

Staff with sickness absence

The most common characteristics linked with incidence of sickness absence were (in order of importance):

- Grade: In DVLA, DVSA, HA, and DfT(c), higher grades were less likely to have had sickness absence.
- Disability status: In DVLA, DVSA, and HA, disabled staff were more likely to have had sickness absence;
- Age: In DVLA and DVSA, younger staff were more likely to have had sickness absence;
- Gender: In DVSA and HA, female staff were more likely to have had sickness absence.

Race and job type also appeared more than once, but there were no consistent patterns for these.

Amount of sickness absence

The results for amount of sickness absence were similar:

- Age: In all agencies[15], older staff tended to have more days of sickness absence;
- Grade: In all agencies, staff in lower grades tended to have more days of sickness absence;
- Disability status: In DVLA, DVSA, HA, and DfT(c), disabled staff tended to have more days of sickness absence;
- Gender: In DVLA and DVSA, female staff tended to have more days of sickness absence.

[15] In some cases, the result may only apply to part of an agency (e.g. one particular job role), rather than the whole agency. See full equality monitoring reports for full details.

Race, job type, and working pattern appeared more than once, but there were no consistent patterns for these.

3.15 Cessations

1,548 staff left DfT during 2014/15, 9% of the staff in post at the beginning of the year.

The vast majority (73%) left for "voluntary" reasons. 16% left for "other" reasons and 11% had unknown leaving reasons.

Leaving reason		Number leaving
Voluntary	Resignations	410
	Transfers to OGD	377
	Retirement	335
	Voluntary Exit Scheme (VES/VER)	4
Other	Dismissed	105
	End of Contract	104
	Deceased	19
	Failure to Complete Probation	14
	Redundancies	12
Unknown	Other	14
	Unknown/Not Stated	154

Age was a significant factor in all agencies except VCA – leavers tended to be older than staff in post. This is likely to be due to retirements.

In both DVLA and HA, leavers were less likely to be non-disabled than staff in post.

Gender and grade also appeared in two or more agencies, but did not reveal any consistent patterns.

3.16 Learning and development

As explained in Chapter 2, training data provided by Civil Service Learning could not be analysed.

Some agencies did provide their own records of training data and these were analysed. Details of the analysis are given in the individual reports.

3.17 Grievances and disciplines

97 grievance cases were recorded across DfT, an increase from last year (79 cases).

At agency level, there were generally too few cases for statistical analysis to be meaningful. However, within DVSA and HA, two job roles had more grievances than expected: driving examiners (DVSA) and the traffic officer service (HA).

Disciplinary procedures were invoked for 290 members of staff, an increase from last year (190 cases).

As with grievances, most agencies had too few disciplinary cases for statistical analysis to be meaningful. Within both DVLA and HA, there were proportionally more cases involving male staff or full-time staff. Additionally, within DVLA, proportionally more operational staff and AA/AO staff were disciplined. Within HA, there were proportionally more discipline cases in the traffic officer service.

Agency	Grievances	Disciplines	Staff in post
DVLA	118	4	5,678
DVSA	60	52	4,407
HA	84	21	3,633
DfT(c)	19	5	1,955
MCA	7	11	1,009
VCA	2	4	164
Total	290	97	16,846

Annex A: Notes on data

A.1 Working-age populations

A.1.1 Reporting locations

To compare the diversity of staff in post with local working-age populations, we attached each building where staff were located to a Reporting Location, e.g. London, Swansea, etc. So all staff based in London, for example, were considered as being in one location, irrespective of which part of London they were located in.

For each Reporting Location we identified a catchment area and generated local working-age population figures based on data for that catchment area.

A catchment area would typically include the relevant Local Authority area for the Reporting Location, plus neighbouring Local Authorities, as agreed with each Agency. For example, the London Reporting Location included the working-age population of all the London boroughs as well as those counties that border them.

A detailed list of catchment areas may be seen in Annex C.

A.1.2 Data sources

The UK population data at Local Authority[16] level is from the **Annual Population Survey (APS).** This survey is a combined survey of households in the United Kingdom, updated quarterly and available at Local Authority level and above. It is a residence-based labour market survey which includes population and economic activity, broken down by gender, age, race, industry and occupation[17] .

The majority of DfT agencies have staff based only in Great Britain, but the Maritime and Coastguard Agency (MCA) also has staff working in Northern Ireland. Where a nationwide population comparison was required, the GB working-age population (i.e. not including Northern Ireland) was used. The exception was MCA, which was compared with the UK.

APS data used in the 2014/15 Equality Monitoring reports was based on the one year period October 2013 - September 2014, and downloaded from www.nomisweb.co.uk ("Nomis") on 23rd April 2015.

A.1.3 Population

Population data at local authority level from the APS was combined with **mid-year** (30 June) **population estimates** for 2013 – the most recent year available when we started

[16] Local authorities including County Councils rather than District Councils.

[17] Further information on the survey can be found at http://www.ons.gov.uk/ons/guide-method/method-quality/specific/labour-market/labour-market-statistics/index.html

our analysis. These were also available at Local Authority level and were based upon results from the 2011 Census with allowance for under-enumeration. These figures covered the entire population, not just the working-age population, so to estimate the working-age population (those aged 16-64 years) we took the number of males and females aged 15-64 years[18] (only five year age bands were available).

A.1.4 Disability status

The APS questions relating to disability changed in 2013, and respondents are now questioned about "physical or mental health conditions or illnesses" instead of "health problems or disabilities". We did not include this dataset as a comparison with staff disability for the 2013/14 equality monitoring reports as it was a new data item that did not appear to be comparable enough. However, we have now decided to use the data with caution this year, since it is the most similar available data in the APS, and the questions asked were intended to measure disability. Staff data tends to simply ask for an indication of "Declared Disabled" or "Disabled".

A.1.5 Race

APS data was available for the following ethnic groups:

- Mixed;
- Indian;
- Pakistani/Bangladeshi;
- Black/Black British; and
- Other.

For our analysis, we have combined all the above into a single Black, Asian and Minority Ethnic BAME category.

A.1.6 Sickness absence data

For DfT(c) and all agencies, data was available on the number of days of recorded sickness absence for each member of staff, with one record per incidence.

Working pattern

No adjustment has been made to absence records for part-time staff. The analysis has been performed on the number of days absent (i.e. how many days of work were recorded as missed).

If the analysis suggests that part-time staff had significantly more sickness absence, then we can be confident that this finding is correct. i.e. we are saying that they were absent for more actual calendar days than other staff- not making any allowance for the fact that they may have been due to work fewer calendar days in the first place.

[18] Please note that as of August 2010, the official definition of "working age" expanded to include both males and females aged 16-64 years old; this reflects a planned change in the female state pension age. All have been included in our working-age populations.

However, given that part time staff have fewer available working days, the reverse result (part-time staff having significantly less absence) may not be a meaningful finding.

Annex B: Analytical approach

Two statistical approaches have been used to test for differences in the data: univariate methods that test one variable at a time and multivariate methods that compare several variables simultaneously. Wherever possible, multivariate methods have been used.

B.1 Multivariate methods – Regression Analysis

The main technique used to analyse data taking into account several factors simultaneously was regression: either multiple, logistic, Poisson or negative binomial.

Regression attempts to predict a dependent variable (e.g. the amount of sickness absence taken) using one or more independent variables (such as gender, age etc). In using multiple regression, the principle is to find the "line of best fit" by minimising the sum of the squared distance from the fitted line to each observation. (This approach is sometimes referred to as ordinary least squares regression). The aim is to find a set of independent variables that have a significant relationship with the dependent variable.

Much of the data that was analysed had a binary (0/1) result, for example, was in a grade or not; obtained the top performance rating or did not; was selected for interview or was not etc. This type of data lends itself to being analysed using logistic regression. Logistic regression is analogous to ordinary least squares regression, with the exception that a logistic curve rather than a straight line is fitted to the data. In some cases, neither multiple nor logistic regression was suitable – for example for analysing the amount of sickness absence taken, which for the majority of people was nothing or very little but for a small number of cases was very high. For this analysis Poisson or negative binomial models were used.

In all these approaches, the first step is for each characteristic to be tested in turn to see if it is significantly associated with the outcome (e.g. passed a recruitment stage or not). By significant, we mean that a staff characteristic accounted for an unusually high proportion of the variation seen in the dependent variable. For example, to see if age was a significant factor as to whether someone had passed the interview stage. In this case we would say something was successful or significant in "explaining the variation", to mean that if you knew the characteristic of the staff member, you would have a better chance of predicting the outcome (for example if you knew the age, you would also know something about the likely interview outcome). The starting assumption was that prior knowledge of someone's gender, race, age etc. should not enable the model to predict whether they were more likely to have received the highest performance rating or were interviewed etc. Again, as with the univariate approach, significance does not necessarily equate to bias but gives the relative likelihood of it occurring.

The next step in the modelling process was to include the characteristic that explained the majority of the remaining variation after taking account of the first variable. This step was repeated until the variables outside the model could explain no further variation.

Generally an outcome could not simply be explained by a single characteristic. Often, it was several characteristics together that were important. For example, age, gender and race were quite often found to be a powerful combination. A major advantage of the multivariate approach, compared with univariate, is that it is easier to see the relative importance of the characteristics.

There was an element of judgment involved in deciding which variables to include. In some cases variables were highly correlated, e.g. gender and full time equivalence: females were more likely to be part-time than males. Where both were statistically significant and improved the amount of variation that could be explained, both were included.

B.2 Univariate methods – Chi-squared and Proportions tests

These tests were employed where further investigation was needed of staff age combined with other diversity characteristics. Additionally, the univariate approach was the primary approach used for analysing whether the proportion of job applicants by each diversity grouping was significantly different from that of the local working-age population.

The results of these statistical tests give an indication of whether the pattern observed in the data was “significantly different from what would have been expected” or conversely whether any difference in proportions could be explained by natural variation.

For example, if there had been 100 applicants, 30 of whom were male, and the local working-age population was 50% male and 50% female, the tests would tell you whether the group was statistically different from any random sample of 100 from the working-age population.

For these tests we used the “95% confidence level”. This means that if we reported a difference as being significant it meant there was only a 5% likelihood that the difference could have occurred purely by chance. We have also reported on differences that were significant at the 99% level – i.e. a 1% likelihood that the differences would have occurred by chance.

A certain amount of variation is expected, even with completely random samples, and so it should not be assumed that something that is statistically significant indicates that there is a bias – the level of significance only indicates the likelihood of something occurring. For example, a significant result at the 99% level would indicate something which is more unusual than something that is only significant at the 95% level.

As there are several characteristics to be tested, several univariate tests had to be conducted. One of the drawbacks of multiple univariate testing is that the more tests that are undertaken the higher the probability of finding false significant results. To reduce this risk, we have used the Bonferroni adjustment to the significance levels.

A further drawback with univariate approaches is that they do not take into account all of the other factors simultaneously. In practice an individual staff member has several characteristics: their gender, race, working pattern etc. In looking at only one of these characteristics at a time (for example in relation to performance), the effect of another characteristic is not taken into account and results can be misleading. It is possible to

use multi-dimensional contingency tables for chi-squared tests, but the interpretation of the results can be difficult.

It is still, however, an appropriate approach in many circumstances – particularly when the group should be reasonably comparable with the rest of the population, but where possible we are moving away from these approaches.

Annex C: Tables and charts

C.1 Declaration rates

C.1.1 Including "prefer not to say"

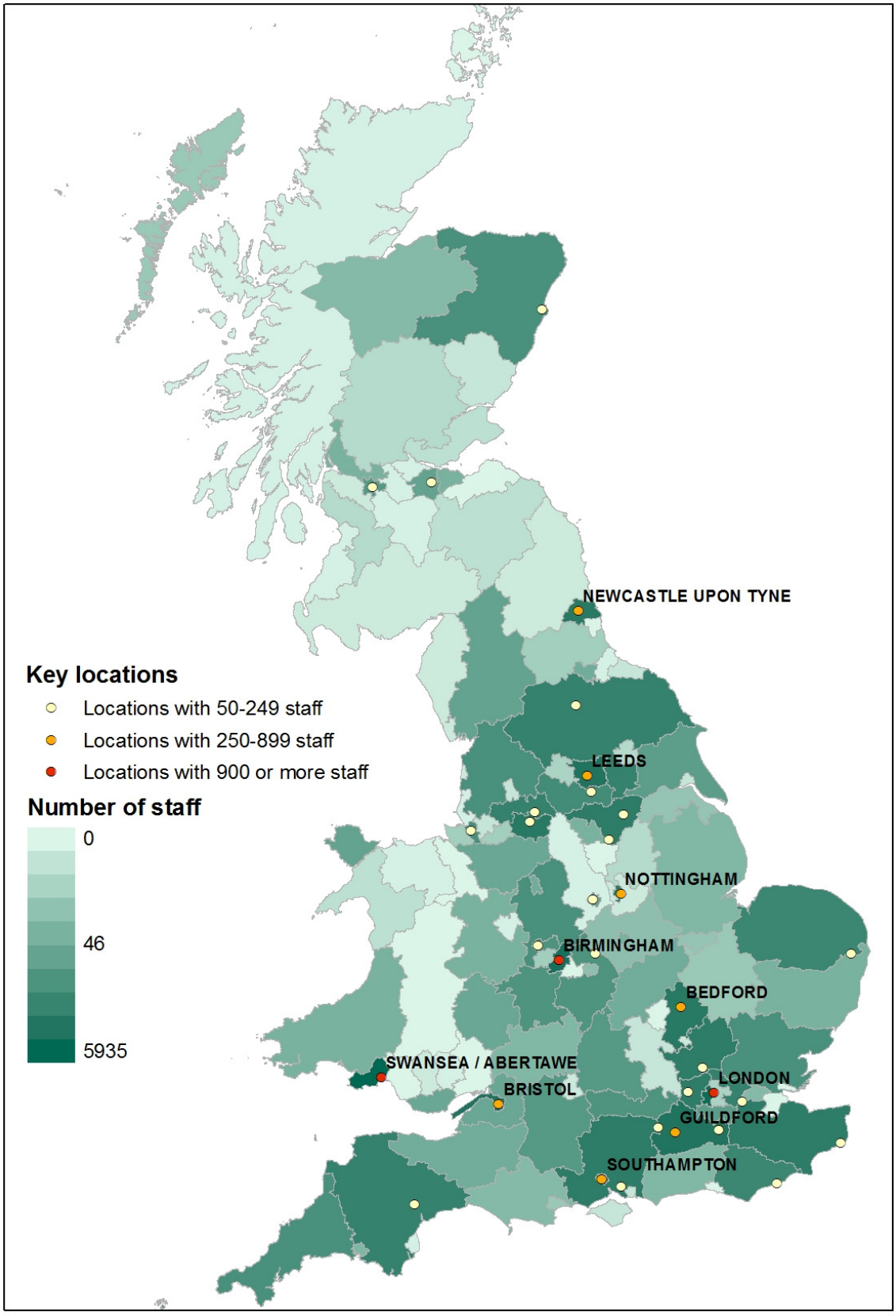
Protected characteristic	DfT(c)	DVLA	HA	MCA	VCA	DVSA	Overall
Age	100%	100%	100%	100%	100%	100%	100%
Gender	100%	100%	100%	100%	100%	100%	100%
Race	77%	88%	92%	78%	97%	89%	87%
Disability Status	66%	72%	78%	99%	95%	88%	78%
Religion and belief	66%	69%	77%	20%	86%	66%	67%
Sexual orientation	68%	76%	79%	61%	86%	67%	73%

C.1.2 Excluding "prefer not to say"

Protected characteristic	DfT(c)	DVLA	HA	MCA	VCA	DVSA	Overall
Age	100%	100%	100%	100%	100%	100%	100%
Gender	100%	100%	100%	100%	100%	100%	100%
Race	57%	76%	66%	72%	97%	80%	72%
Disability Status	66%	72%	67%	94%	95%	88%	76%
Religion and belief	44%	15%	47%	20%	76%	37%	32%
Sexual orientation	48%	24%	58%	57%	76%	40%	41%

C.2 Geographical distribution of staff

The map below shows the geographical distribution of DfT staff in Great Britain. In addition, there were 59 staff in Northern Ireland, Overseas or with no current location.

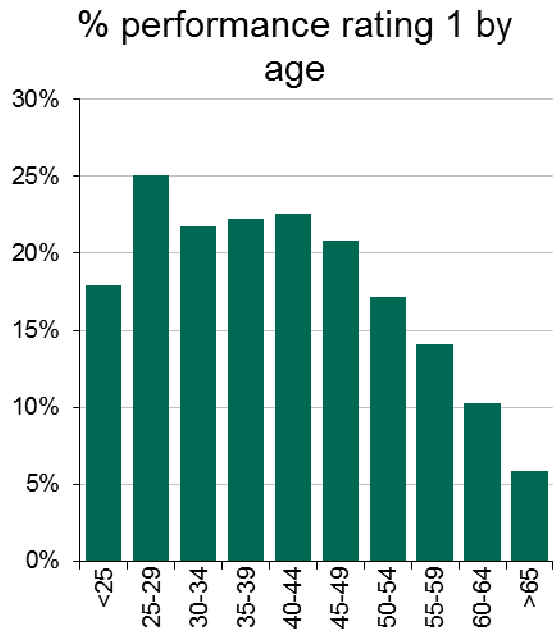


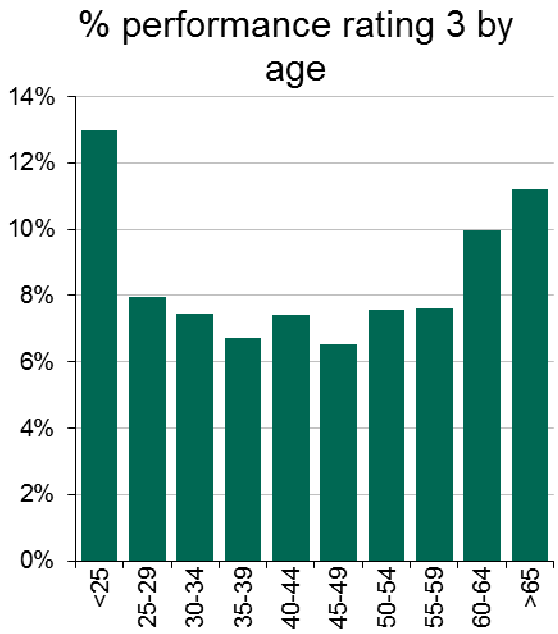
C.3 Performance management

C.3.1 Job type

Job type	Rating 1	Rating 2	Rating 3	Number of staff
DVLA operational	19%	73%	8%	3,694
DVLA non-operational	22%	73%	5%	664
DVSA driving examiners	12%	81%	6%	1,658
DVSA support	17%	80%	2%	1,450
DVSA vehicle/traffic examiner	16%	80%	4%	1,111
HA non-traffic officer service	20%	70%	11%	1,965
HA traffic officer service	15%	74%	10%	1,293
DFT(c) non-specialist	25%	65%	10%	1,401
DFT(c) specialist	24%	70%	6%	80
DfT(c) driver/workshop	16%	78%	6%	64
MCA admin	26%	65%	9%	403
MCA coastguard	16%	65%	18%	353
MCA marine surveyor	24%	64%	12%	153
VCA admin	20%	73%	7%	95
VCA engineers	22%	67%	12%	69

C.3.2 Age



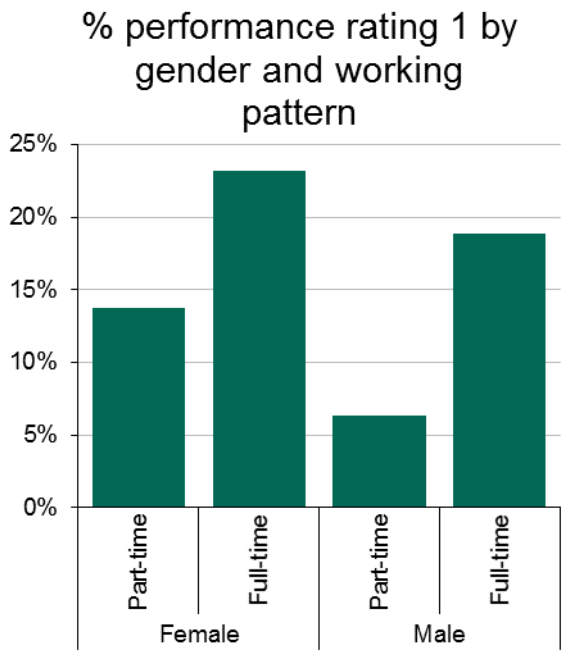


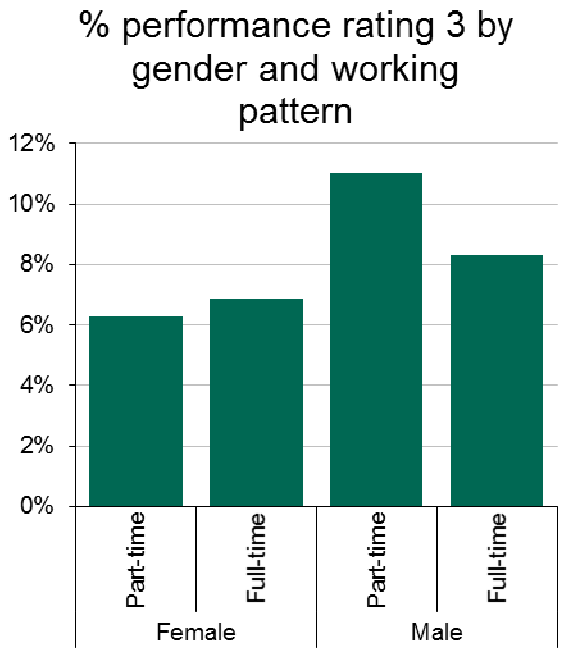
C.3.3 Grade

Grade	Rating 1	Rating 2	Rating 3	Number of staff
AA	17%	73%	10%	1,489
AO	17%	76%	7%	3,579
EO	15%	78%	7%	3,674
HEO	24%	68%	7%	1,503
SEO	25%	67%	8%	1,184
Grade 7	24%	68%	8%	892
Grade 6	31%	61%	8%	277
Fast Stream (DfT(c))	26%	70%	5%	43
Driver/Workshop (DfT(c))	16%	78%	6%	64
MED (DVLA)	16%	79%	5%	19
MS1 (MCA)	27%	66%	7%	88
PB5 (HA)	17%	73%	11%	348
TM1A (HA)	14%	74%	12%	225
TM1B (HA)	12%	79%	8%	851
TM2 (HA)	27%	55%	17%	173
TM3 (HA)	36%	55%	9%	44

C.3.4 Gender

Gender	Working pattern	Rating 1	Rating 2	Rating 3	Number of staff
Male	All	18%	74%	9%	8,563
	Part-time	6%	83%	11%	761
	Full-time	19%	73%	8%	7,802
Female	All	20%	73%	7%	5,890
	Part-time	14%	80%	6%	2,036
	Full-time	23%	70%	7%	3,854



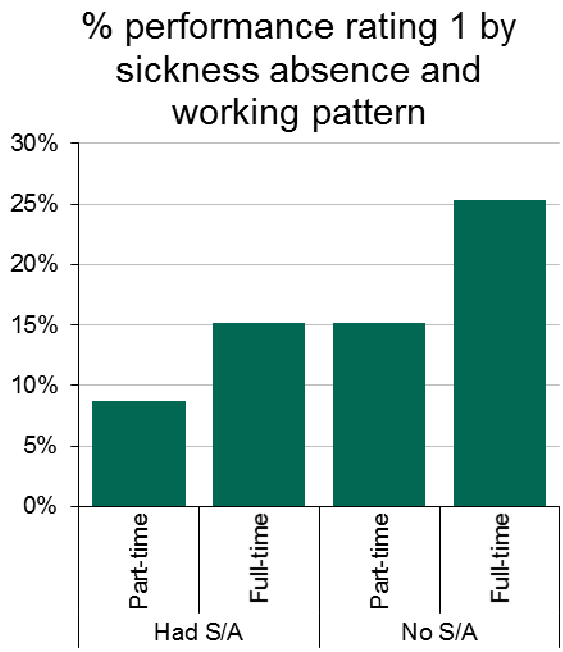


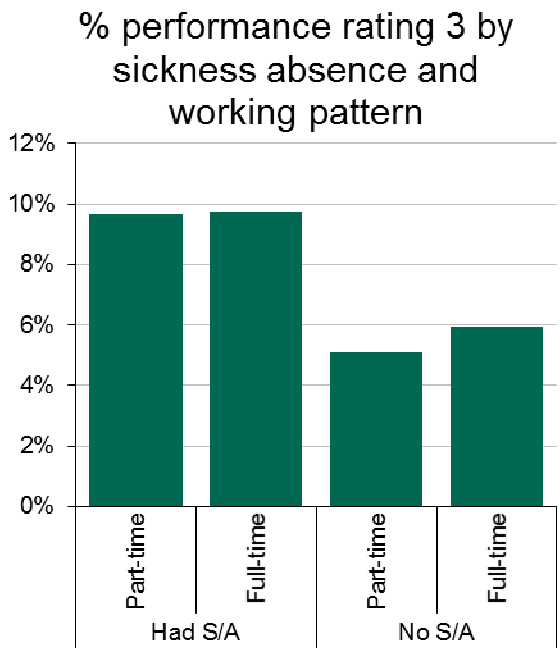
C.3.5 Sickness absence

	Rating 1	Rating 2	Rating 3	Number of staff
Had S/A	14%	76%	10%	7,240
No S/A	24%	71%	6%	7,213

Sickness absence and working pattern

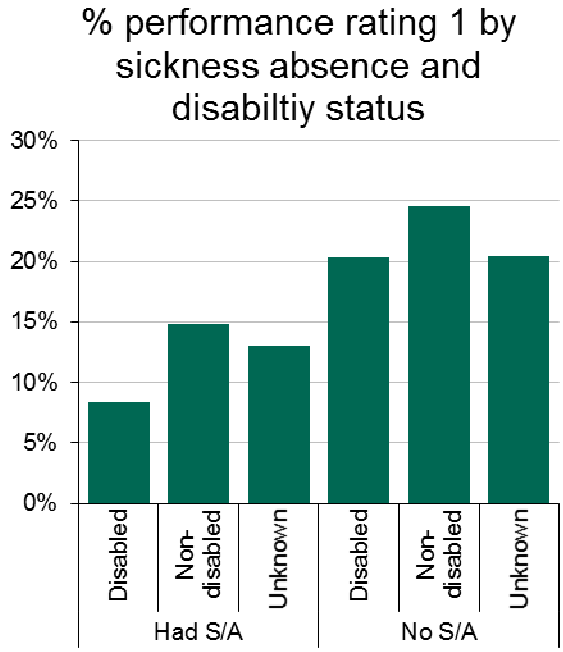
Sickness absence	Working pattern	Rating 1	Rating 2	Rating 3	Number of staff
Had S/A	Part-time	9%	82%	10%	1,523
	Full-time	15%	75%	10%	5,717
No S/A	Part-time	15%	80%	5%	1,274
	Full-time	25%	69%	6%	5,939

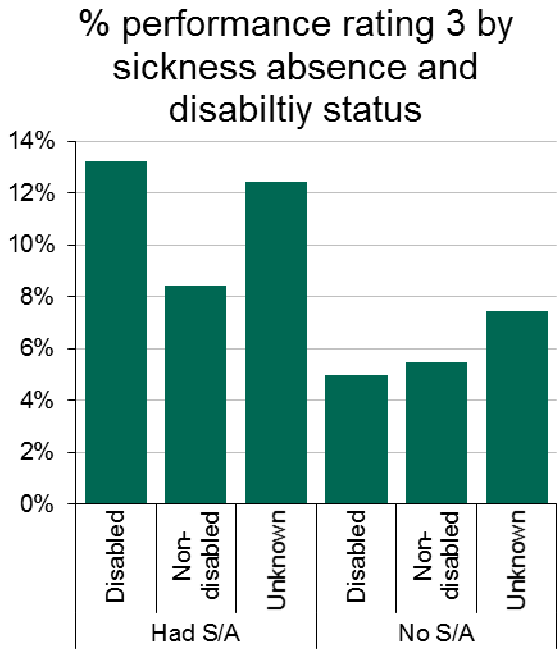




Sickness absence and disability status

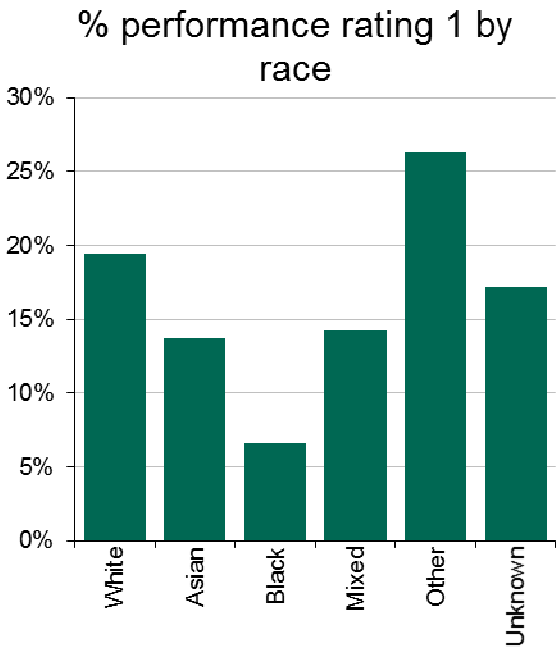
Sickness absence	Disability status	Rating 1	Rating 2	Rating 3	Number of staff
Had S/A	Disabled	8%	78%	13%	786
	Non-disabled	15%	77%	8%	5,056
	Unknown	13%	75%	12%	1,398
No S/A	Disabled	20%	75%	5%	461
	Non-disabled	25%	70%	5%	5,394
	Unknown	20%	72%	7%	1,358

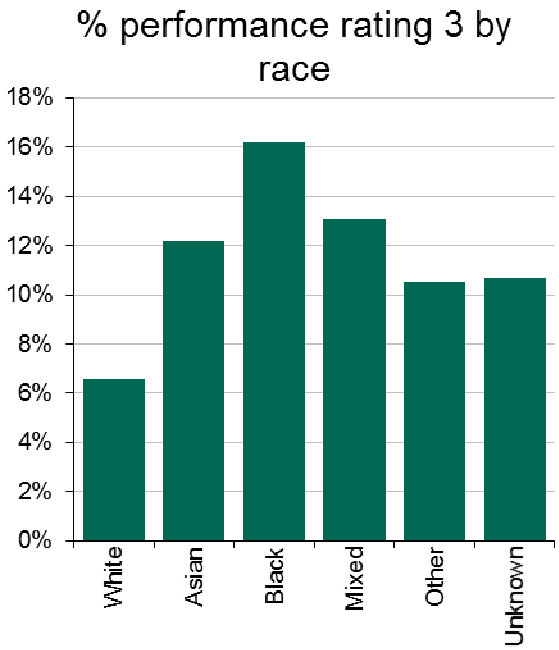




C.3.6 Detailed race

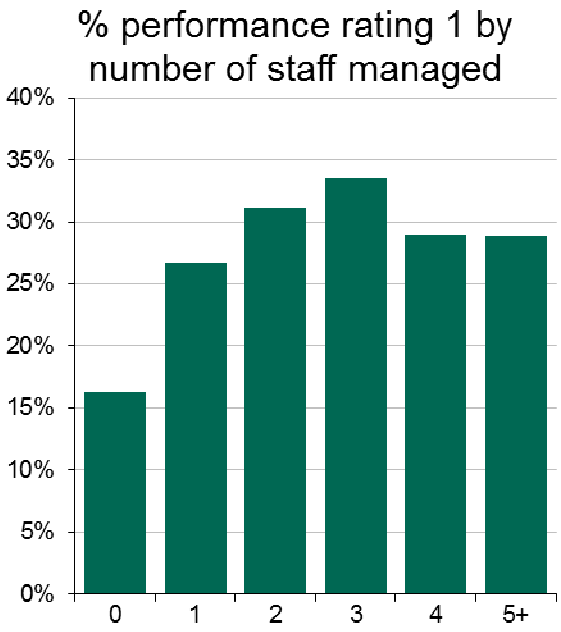
Race	Rating 1	Rating 2	Rating 3	Number of staff
White	19%	74%	7%	10,601
Asian	14%	74%	12%	386
Black	7%	77%	16%	136
Mixed	14%	73%	13%	176
Other	26%	63%	11%	19
Unknown	17%	72%	11%	3,135

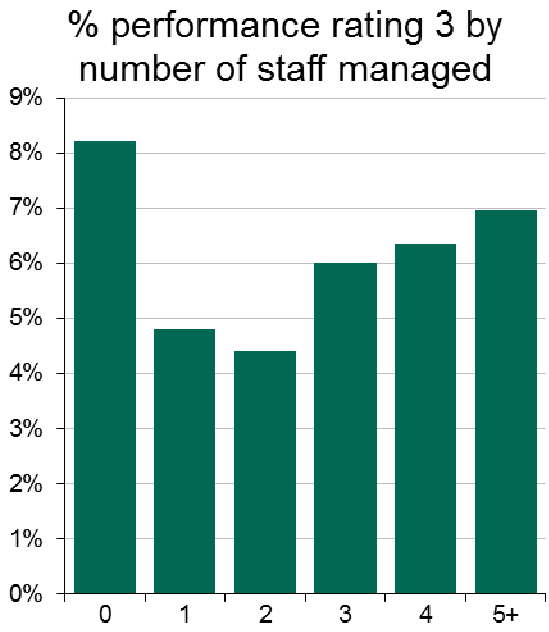




C.3.7 Number of staff managed

Number of staff managed	Rating 1	Rating 2	Rating 3	Number of staff
0	16%	76%	8%	11824
1	27%	69%	5%	645
2	31%	64%	4%	453
3	34%	60%	6%	316
4	29%	65%	6%	252
5 or more	29%	64%	7%	963





C.4 Year on year comparison – all staff

C.4.1 Overall

Staff Type	March 31st 2014			March 31st 2015			Percentage point change	% change from 2014
	2013/2014	% of total	% of total that declared	2014/2015	% of total	% of total that declared		
All staff	16341			16846				
Males	9576	58.6%	58.6%	9779	58.0%	58.0%	-0.6	+2.1%
Females	6765	41.4%	41.4%	7067	42.0%	42.0%	+0.6	+4.5%
White	12330	75.5%	94.3%	11486	68.2%	94.1%	-7.3	-6.8%
BAME	747	4.6%	5.7%	721	4.3%	5.9%	-0.3	-3.5%
Unknown Race	3264	20.0%	-	4639	27.5%	-	+7.6	+42.1%
Non-disabled	11495	70.3%	89.2%	11411	67.7%	89.5%	-2.6	-0.7%
Disabled	1398	8.6%	10.8%	1344	8.0%	10.5%	-0.6	-3.9%
Unknown disabled status	3448	21.1%	-	4091	24.3%	-	+3.2	+18.6%
Full Time	13405	82.0%	82.0%	13685	81.2%	81.2%	-0.8	+2.1%
Part Time	2936	18.0%	18.0%	3161	18.8%	18.8%	+0.8	+7.7%
Average age	44.8			44.6				

C.4.2 DVLA

Staff Type	March 31st 2014			March 31st 2015			Percentage point change	% change from 2014
	No.	% of total	% of total that declared	No.	% of total	% of total that declared		
All staff	5453			5678				
Males	2081	38.2%	38.2%	2153	37.9%	37.9%	-0.2	+3.5%
Females	3372	61.8%	61.8%	3525	62.1%	62.1%	+0.2	+4.5%
White	4431	81.3%	98.8%	4250	74.9%	98.8%	-6.4	-4.1%
BAME	56	1.0%	1.2%	52	0.9%	1.2%	-0.1	-7.1%
Unknown Race	966	17.7%	-	1376	24.2%	-	+6.5	+42.4%
Non-disabled	3501	64.2%	82.9%	3387	59.7%	83.2%	-4.6	-3.3%
Disabled	720	13.2%	17.1%	686	12.1%	16.8%	-1.1	-4.7%
Unknown disabled status	1232	22.6%	-	1605	28.3%	-	+5.7	+30.3%
Full Time	3941	72.3%	72.3%	3929	69.2%	69.2%	-3.1	-0.3%
Part Time	1512	27.7%	27.7%	1749	30.8%	30.8%	+3.1	+15.7%
Average age	41.1			41.1				

C.4.3 DVSA

Staff Type	March 31st 2014			March 31st 2015			Percentage point change	% change from 2014
	2013/2014	% of total	% of total that declared	2014/2015	% of total	% of total that declared		
All staff	4417			4407				
Males	3146	71.2%	71.2%	3130	71.0%	71.0%	-0.2	-0.5%
Females	1271	28.8%	28.8%	1277	29.0%	29.0%	+0.2	+0.5%
White	3554	80.5%	95.5%	3358	76.2%	95.3%	-4.3	-5.5%
BAME	169	3.8%	4.5%	166	3.8%	4.7%	-0.1	-1.8%
Unknown Race	694	15.7%	-	883	20.0%	-	+4.3	+27.2%
Non-disabled	3652	82.7%	91.2%	3518	79.8%	90.8%	-2.9	-3.7%
Disabled	351	7.9%	8.8%	355	8.1%	9.2%	+0.1	+1.1%
Unknown disabled status	414	9.4%	-	534	12.1%	-	+2.7	+29.0%
Full Time	3714	84.1%	84.1%	3744	85.0%	85.0%	+0.9	+0.8%
Part Time	703	15.9%	15.9%	663	15.0%	15.0%	-0.9	-5.7%

Average age	48.8			49.2				

C.4.4 HA

Staff Type	March 31st 2014			March 31st 2015			Percentage point change	% change from 2014
	2013/2014	% of total	% of total that declared	2014/2015	% of total	% of total that declared		
All staff	3359			3633				
Males	2323	69.2%	69.2%	2482	68.3%	68.3%	-0.8	+6.8%
Females	1036	30.8%	30.8%	1151	31.7%	31.7%	+0.8	+11.1%
White	2391	71.2%	90.7%	2132	58.7%	89.4%	-12.5	-10.8%
BAME	246	7.3%	9.3%	253	7.0%	10.6%	-0.4	+2.8%
Unknown Race	722	21.5%	-	1248	34.4%	-	+12.9	+72.9%
Non-disabled	2248	66.9%	93.0%	2251	62.0%	93.0%	-5.0	+0.1%
Disabled	168	5.0%	7.0%	170	4.7%	7.0%	-0.3	+1.2%
Unknown disabled status	943	28.1%	-	1212	33.4%	-	+5.3	+28.5%
Full Time	2999	89.3%	89.3%	3240	89.2%	89.2%	-0.1	+8.0%
Part Time	360	10.7%	10.7%	393	10.8%	10.8%	+0.1	+9.2%
Average age	45.6			44.8				

C.4.5 DfT(c)

Staff Type	March 31st 2014			March 31st 2015			Percentage point change	% change from 2014
	2013/2014	% of total	% of total that declared	2014/2015	% of total	% of total that declared		
All staff	1902			1955				
Males	1209	63.6%	63.6%	1236	63.2%	63.2%	-0.3	+2.2%
Females	693	36.4%	36.4%	719	36.8%	36.8%	+0.3	+3.8%
White	993	52.2%	81.1%	900	46.0%	81.3%	-6.2	-9.4%
BAME	231	12.1%	18.9%	207	10.6%	18.7%	-1.6	-10.4%
Unknown Race	678	35.6%	-	848	43.4%	-	+7.7	+25.1%

Non-disabled	1325	69.7%	94.6%	1210	61.9%	94.1%	-7.8	-8.7%
Disabled	76	4.0%	5.4%	76	3.9%	5.9%	-0.1	+0.0%
Unknown disability status	501	26.3%	-	669	34.2%	-	+7.9	+33.5%
Full Time	1711	90.0%	90.0%	1760	90.0%	90.0%	+0.1	+2.9%
Part Time	191	10.0%	10.0%	195	10.0%	10.0%	-0.1	+2.1%
Average age	43.9			43.3				

C.4.6 MCA

Staff Type	**March 31st 2014**			**March 31st 2015**			**Percentage point change**	**% change from 2014**
	2013/2014	**% of total**	**% of total that declared**	**2014/2015**	**% of total**	**% of total that declared**		
All staff	1052			1009				
Males	702	66.7%	66.7%	664	65.8%	65.8%	-0.9	-5.4%
Females	350	33.3%	33.3%	345	34.2%	34.2%	+0.9	-1.4%
White	814	77.4%	95.9%	698	69.2%	95.6%	-8.2	-14.3%
BAME	35	3.3%	4.1%	32	3.2%	4.4%	-0.2	-8.6%
Unknown Race	203	19.3%	-	279	27.7%	-	+8.4	+37.4%
Non-disabled	621	59.0%	89.0%	899	89.1%	95.0%	+30.1	+44.8%
Disabled	77	7.3%	11.0%	47	4.7%	5.0%	-2.7	-39.0%
Unknown disabled status	354	33.7%	-	63	6.2%	-	-27.4	-82.2%
Full-Time	908	86.3%	86.3%	873	86.5%	86.5%	+0.2	-3.9%
Part-Time	144	13.7%	13.7%	136	13.5%	13.5%	-0.2	-5.6%
Average age	46.2			45.2				

C.4.7 VCA

Staff Type	March 31st 2014			March 31st 2015			Percentage point change	% change from 2014
	2013/2014	% of total	% of total that declared	2014/2015	% of total	% of total that declared		
All staff	158			164				
Males	115	72.8%	72.8%	114	69.5%	69.5%	-3.3	-0.9%
Females	43	27.2%	27.2%	50	30.5%	30.5%	+3.3	+16.3%
White	147	93.0%	93.6%	148	90.2%	93.1%	-2.8	+0.7%
BAME	10	6.3%	6.4%	11	6.7%	6.9%	+0.4	+10.0%
Unknown Race	1	0.6%	0.6%	5	3.0%	3.1%	+2.4	+400.0%
Non-disabled	148	93.7%	96.1%	146	89.0%	93.6%	-4.6	-1.4%
Disabled	6	3.8%	3.9%	10	6.1%	6.4%	+2.3	+66.7%
Unknown disabled status	4	2.5%	2.6%	8	4.9%	5.1%	+2.3	+100.0%
Full Time	132	83.5%	83.5%	139	84.8%	84.8%	+1.2	+5.3%
Part Time	26	16.5%	16.5%	25	15.2%	15.2%	-1.2	-3.8%
Average age	43.6			43.6				

C.5 Standardised grades

The Government's Civil Service Reform Plan asked Departments to review the employment terms and conditions offered to staff, to ensure that they reflect good, modern practice in the wider public and private sectors. As part of this plan, DfT has moved to standardised Civil Service grades (AO, EO, HEO etc). The following table shows how the previous years' pay bands map to the standardised grades.

C.5.1 DVLA, DfT(c), and VCA

Previous Pay Band	Standardised Grade
PB1	AA
PB2	AO
PB3	EO
PB4	HEO
PB4FS	Fast Stream
PB5	SEO
PB6	Grade 7
PB7	Grade 6
SCSPB1	SCSPB1
SCSPB2	SCSPB2
SCSPB3&4	SCSPB3&4
Driver/Workshop	Driver/Workshop
Unknown	Unknown

C.5.2 DVSA

Agency	Previous pay band	Standardised grade
DSA	AA	AA
DSA	AO	AO
DSA	EO	EO
DSA	HEO	HEO
DSA	SEO	SEO
DSA	Grade 7	Grade 7
DSA	Grade 6	Grade 6
DSA	DE	EO
DSA	SDE	EO
DSA	SE	HEO
DSA	ACDE	SEO
DSA	DCDE	Grade 7
DSA	CDE	Grade 6

VOSA	Band 1	AA
VOSA	Band 2	AO
VOSA	Band 3	EO
VOSA	Band 4	HEO
VOSA	Band 5	SEO
VOSA	Band 6	Grade 7
VOSA	Band 7	Grade 6

C.5.3 HA

Previous pay band	Standardised grade
PB1	AA
PB2	AO
PB3	EO
PB4	HEO
PB5	PB5
PB6	SEO
PB7	Grade 7
PB8	Grade 6
TM1A	TM1A
TM1B	TM1B
TM2	TM2
TM3	TM3

C.5.4 MCA

Previous pay band	Standardised grade
A	AA
B	AO
C	EO
D	HEO
E1	SEO
F	Grade 7
G	Grade 6
E3	MS1

C.6 Geographical comparisons

The following table shows the catchment areas for each agency's locations. This is described more fully in Annex A.

C.6.1 DVLA

Reporting location	Local Authority
Swansea	Swansea
Swansea	Carmarthenshire
Swansea	Neath Port Talbot
Swansea	Powys

C.6.2 DVSA

Reporting locations	Local authorities
Berkeley House	Bath and North East Somerset
Berkeley House	Bristol
Berkeley House	North Somerset
Berkeley House	South Gloucestershire
Ellipse	Carmarthenshire
Ellipse	Neath Port Talbot
Ellipse	Powys
Ellipse	Swansea
Nottingham 'Axis'	Derby City
Nottingham 'Axis'	Derbyshire
Nottingham 'Axis'	Lincolnshire
Nottingham 'Axis'	Nottingham City
Nottingham 'Axis'	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

Reporting locations	Local authorities
Newcastle Local Area Office	Sunderland
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
Eastern	Suffolk
Eastern	Thurrock
North East	Darlington
North East	Durham
North East	Gateshead
North East	Hartlepool

Reporting locations	Local authorities
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
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	All Scottish regions
South East	Bracknell Forest
South East	Brighton and Hove
South East	Buckinghamshire
South East	East Sussex
South East	Hampshire
South East	Isle of Wight

Reporting locations	Local authorities
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
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	All Welsh regions
West Midlands	Birmingham
West Midlands	Coventry
West Midlands	Dudley
West Midlands	Herefordshire
West Midlands	Sandwell
West Midlands	Shropshire

Reporting locations	Local authorities
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
Yorkshire & Humberside	Barnsley
Yorkshire & Humberside	Bradford
Yorkshire & Humberside	Calderdale
Yorkshire & Humberside	Doncaster
Yorkshire & Humberside	East Riding of Yorkshire
Yorkshire & Humberside	Kingston upon Hull
Yorkshire & Humberside	Kirklees
Yorkshire & Humberside	Leeds
Yorkshire & Humberside	North East Lincolnshire
Yorkshire & Humberside	North Lincolnshire
Yorkshire & Humberside	North Yorkshire

Reporting locations	Local authorities
Yorkshire & Humberside	Rotherham
Yorkshire & Humberside	Sheffield
Yorkshire & Humberside	Wakefield
Yorkshire & Humberside	York
London	All London boroughs and City of London
London	Bedfordshire
London	Buckinghamshire
London	Essex
London	Hertfordshire
London	Kent
London	Luton
London	Medway
London	Reading
London	Slough
London	Surrey
London	Thurrock
London	West Berkshire
London	Windsor and Maidenhead
London	Wokingham

C.6.3 HA

Reporting Location	Local Authority
Bedford	Bedfordshire
Bedford	Cambridgeshire
Bedford	Hertfordshire
Bedford	Luton
Bedford	Milton Keynes
Bedford	Northamptonshire
Birmingham	Birmingham
Birmingham	Dudley
Birmingham	Sandwell
Birmingham	Solihull
Birmingham	Staffordshire
Birmingham	Walsall

Reporting Location	Local Authority
Birmingham	Warwickshire
Birmingham	Wolverhampton
Birmingham	Worcestershire
Bristol	Bath and North East Somerset
Bristol	Bristol
Bristol	North Somerset
Bristol	South Gloucestershire
Dorking	Croydon
Dorking	Surrey
Dorking	Sutton

Reporting Location	Local Authority
Exeter	Devon
Leeds	Bradford
Leeds	Calderdale
Leeds	Kirklees
Leeds	Leeds
Leeds	North Yorkshire
Leeds	Wakefield
Leeds	York
London	All London boroughs & the City of London
Manchester	Bolton
Manchester	Bury
Manchester	Manchester
Manchester	Oldham
Manchester	Rochdale
Manchester	Salford
Manchester	Stockport
Manchester	Tameside
Manchester	Trafford
Manchester	Warrington
Manchester	Wigan
Quinton NTCC	Birmingham
Quinton NTCC	Dudley
Quinton NTCC	Sandwell
Quinton NTCC	Solihull
Quinton NTCC	Staffordshire
Quinton NTCC	Walsall
Quinton NTCC	Warwickshire
Quinton NTCC	Wolverhampton
Quinton NTCC	Worcestershire
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

Reporting Location	Local Authority
East Midlands	Rutland
Eastern	Bedfordshire
Eastern	Cambridgeshire
Eastern	Essex
Eastern	Hertfordshire
Eastern	Norfolk
Eastern	Peterborough
Eastern	Southend-on-sea
Eastern	Suffolk
Eastern	Thurrock
North East incl Yorks	Barnsley
North East incl Yorks	Bradford
North East incl Yorks	Calderdale
North East incl Yorks	Darlington
North East incl Yorks	Doncaster
North East incl Yorks	Durham
North East incl Yorks	East Riding of Yorkshire
North East incl Yorks	Gateshead
North East incl Yorks	Hartlepool
North East incl Yorks	Kingston upon Hull
North East incl Yorks	Kirklees
North East incl Yorks	Leeds
North East incl Yorks	Middlesbrough
North East incl Yorks	Newcastle-upon-Tyne
North East incl Yorks	North East Lincolnshire
North East incl Yorks	North Lincolnshire
North East incl Yorks	North Tyneside
North East incl Yorks	North Yorkshire
North East incl Yorks	Northumberland
North East incl Yorks	Redcar and Cleveland
North East incl Yorks	Rotherham
North East incl Yorks	Sheffield
North East incl Yorks	South Tyneside
North East incl Yorks	Stockton on Tees
North East incl Yorks	Sunderland

Reporting Location	Local Authority
North East incl Yorks	Wakefield
North East incl Yorks	York
North West	Blackburn with Darwen
North West	Blackpool
North West	Bolton
North West	Bury
North West	Cheshire
North West	Cumbria
North West	Halton
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
South East incl London	All London boroughs & the City of London
South East incl London	Bracknell Forest
South East incl London	Brent
South East incl London	Brighton and Hove
South East incl London	Buckinghamshire
South East incl London	East Sussex
South East incl London	Hampshire
South East incl London	Isle of Wight
South East incl London	Kent
South East incl London	Luton
South East incl London	Medway
South East incl London	Milton Keynes

Reporting Location	Local Authority
South East incl London	Oxfordshire
South East incl London	Portsmouth
South East incl London	Reading
South East incl London	Slough
South East incl London	Southampton
South East incl London	Surrey
South East incl London	West Berkshire
South East incl London	West Sussex
South East incl London	Westminster, City of
South East incl London	Windsor and Maidenhead
South East incl London	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
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
West Midlands	Birmingham
West Midlands	Coventry
West Midlands	Dudley
West Midlands	Herefordshire, County of
West Midlands	Sandwell
West Midlands	Shropshire
West Midlands	Solihull
West Midlands	Staffordshire

Reporting Location	Local Authority
West Midlands	Stoke on Trent
West Midlands	Telford and Wrekin
West Midlands	Walsall
West Midlands	Warwickshire
West Midlands	Wolverhampton
West Midlands	Worcestershire
Guildford	Croydon
Guildford	Surrey
Guildford	Sutton

C.6.4 DfT(c)

Reporting Location	Local Authority
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
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
London	Wokingham
Hastings (DfT(c))	East Sussex

C.6.5 MCA

Reporting Location	Local Authority
Scotland & NI	Aberdeen City
Scotland & NI	Aberdeenshire
Scotland & NI	Angus
Scotland & NI	Argyll & Bute
Scotland & NI	Clackmannanshire
Scotland & NI	Dumfries & Galloway
Scotland & NI	Dundee City
Scotland & NI	East Ayrshire
Scotland & NI	East Dunbartonshire
Scotland & NI	East Lothian
Scotland & NI	Edinburgh, City of
Scotland & NI	Eilean Siar
Scotland & NI	Falkirk
Scotland & NI	Fife
Scotland & NI	Highland
Scotland & NI	Inverclyde
Scotland & NI	Moray
Scotland & NI	North Ayrshire
Scotland & NI	Orkney Islands
Scotland & NI	Perthshire & Kinross
Scotland & NI	Renfrewshire
Scotland & NI	Scottish Borders
Scotland & NI	Shetland Islands
Scotland & NI	South Ayrshire
Scotland & NI	West Dunbartonshire
Scotland & NI	West Lothian
Scotland & NI	Northern Ireland
East	Bournemouth
East	Brighton and Hove
East	Cambridgeshire
East	Durham
East	East Riding of Yorkshire
East	East Sussex
East	Essex
East	Hampshire
East	Hartlepool
East	Isle of Wight

Reporting Location	Local Authority
East	Kent
East	Kingston upon Hull
East	Lincolnshire
East	Medway
East	Norfolk
East	North East Lincolnshire
East	North Lincolnshire
East	North Tyneside
East	North Yorkshire
East	Northumberland
East	Poole
East	Portsmouth
East	Redcar and Cleveland
East	South Tyneside
East	Southampton
East	Southend-on-sea
East	Stockton on Tees
East	Suffolk
East	Sunderland
East	Thurrock
East	West Sussex
East	Dorset
Spring Place	Southampton
Spring Place	Hampshire
Highcliffe	Dorset
Abbey Wood	Bristol
Abbey Wood	Bath & NE Somerset
Abbey Wood	North Somerset
Abbey Wood	South Gloucestershire
NMOC Fareham	Southampton
NMOC Fareham	Hampshire
NMOC Fareham	Portsmouth
Western & Wales	Anglesey
Western & Wales	Bath & NE Somerset
Western & Wales	Blackpool
Western & Wales	Bridgend
Western & Wales	Bristol

Reporting Location	Local Authority
Western & Wales	Cardiff
Western & Wales	Carmarthenshire
Western & Wales	Ceredigion
Western & Wales	Cheshire
Western & Wales	Conwy
Western & Wales	Cornwall and Isles of Scilly
Western & Wales	Cumbria
Western & Wales	Denbighshire
Western & Wales	Devon
Western & Wales	Flintshire
Western & Wales	Gloucestershire
Western & Wales	Gwynedd
Western & Wales	Halton
Western & Wales	Lancashire

Reporting Location	Local Authority
Western & Wales	Liverpool
Western & Wales	Monmouthshire
Western & Wales	Neath Port Talbot
Western & Wales	Newport
Western & Wales	North Somerset
Western & Wales	Pembrokeshire
Western & Wales	Plymouth
Western & Wales	Sefton
Western & Wales	Somerset
Western & Wales	South Gloucestershire
Western & Wales	Swansea
Western & Wales	Torbay
Western & Wales	Vale of Glamorgan
Western & Wales	Wirral

C.6.6 VCA

Geographical comparisons relate to the GB working-age population rather than individual offices' catchment areas.