



Department  
for Transport



GOVERNMENT OPERATIONAL RESEARCH SERVICE

Equality Monitoring 2015/16

# Equality Monitoring in VCA: Management Summary

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**In House Analytical Consultancy**

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# Management summary

## Introduction

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

The aim of the analysis was to:

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

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

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

Results described in this report are based on the outcomes of statistical tests. These tests are used to identify statistically significant differences between groups – that is, differences larger than the likely range of natural variation. Throughout this report, if a difference is reported as being significant this means it was statistically significant.

This summary generally reports differences that were statistically

significant at the 99% confidence level. Where appropriate, differences found to be significant at the 95% confidence level have also been mentioned, but described as having been at a lower level of statistical significance.

The presence of a statistically significant result does not imply causation, although in some cases there may be an obvious explanation for at least some of the difference seen.

## VCA background

VCA is the designated UK Vehicle Type Approval authority and supports industry by providing internationally recognised testing and certification for vehicles, their systems and components.

It is the smallest of the Department for Transport's executive agencies, with 155 staff on 31<sup>st</sup> March 2016 (excluding staff on long term leave)<sup>1</sup>.

The majority of its staff were based at either the Bristol headquarters or in the Midlands centre in Nuneaton. 14 staff were based either overseas, in the Dangerous Goods Office in Leatherhead, or in the Millbrook Office near Milton Keynes.

<sup>1</sup> Long term leave includes employees who were on long-term sickness absence, loans and

secondments. Staff on maternity leave are, however, included in these figures.

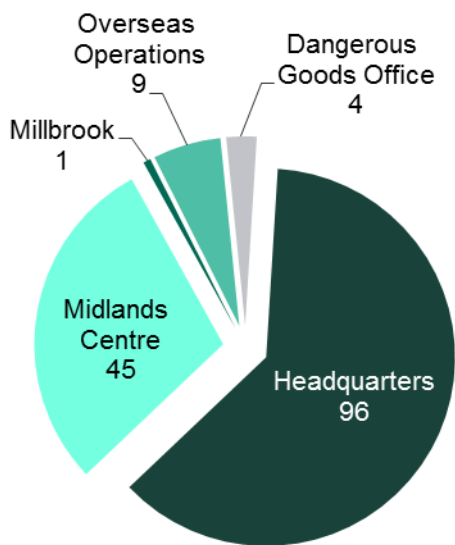


Figure 1 Staff by locations

There were two main job roles: administrative (admin) and engineers.

### Diversity statistics

The key diversity statistics for VCA are shown in Figure 2.

	% all staff making specific declaration against characteristic <sup>2</sup>	...of whom % declaring particular characteristic shown in brackets <sup>3</sup>
Age (40 years and older)	100%	62%
Gender (Female)	100%	26%
Working pattern (Part-time)	100%	15%
Race (BAME)	94%	8%
Disability status (Disabled)	99%	8%
Sexual Orientation (Lesbian, gay man, or bisexual)	88%	1%
Religion or belief (Declared a religion or belief)	86%	54%

Figure 2 Key diversity statistics

<sup>2</sup>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.

<sup>3</sup> This column shows the proportion of staff who have declared that they are (e.g.) BAME or Disabled. It is based only on staff who have made a specific declaration – not including “prefer not to say” (Declarations of prefer not to say are treated as unknown/not declared).

## Diversity analysis key findings

### VCA compared with GB working-age population

As there were relatively few staff in each VCA location, the whole organisation was compared with the working-age population of Great Britain. Comparisons include gender, race, age and disability<sup>4</sup>.

Compared with the GB working-age population, there were more male staff, fewer staff aged under 30, and fewer disabled staff than expected.

Overall, there was a net decrease of nine staff between 31<sup>st</sup> March 2015 and 31<sup>st</sup> March 2016.

Between these two dates, the only statistical significance changes were in declaration rates: declaration rates had improved for disability status and sexual orientation but the proportion of staff who have declared “prefer not to say” for race has increased.

There have been no significant long-term trends in the proportions of female, BAME (black, Asian and minority ethnic) or disabled staff in VCA.

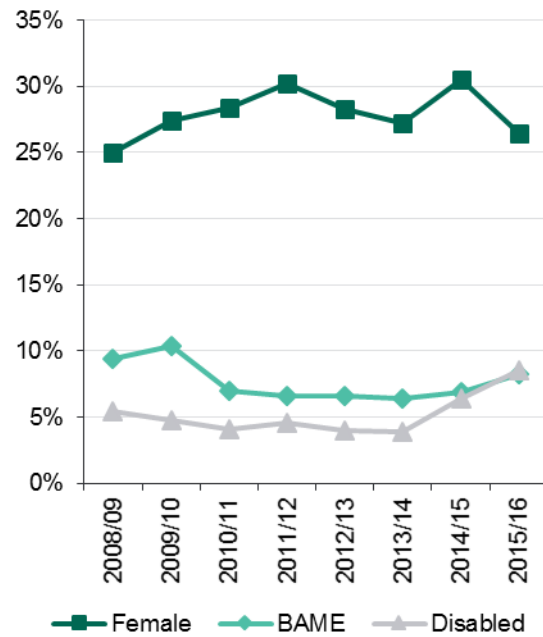


Figure 3 Proportion of BAME, female and disabled staff by year

Applicants to posts in VCA were compared with the GB working-age population. Applicants were more likely to be under 40 years, BAME or non-disabled than expected, and disproportionately more applicants to engineer posts were male than expected.

### Diversity differences within the organisation

There were two main job roles, administrative (admin) and engineer, and these tended to have different grade and diversity profiles.

Admin staff tended to be in the lower grades (AA-EO), whereas engineers occupied the higher grades (HEO-SEO).

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

that the figures are not precisely comparable. The annexes contain further details.

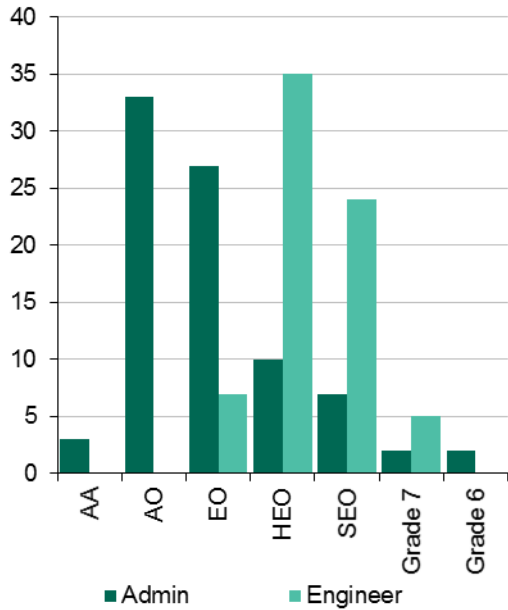


Figure 4 Number of staff by job role and grade

Engineers were more likely to be non-disabled than admin staff.

Admin staff were more likely than engineers to be female – there was only one female engineer.

Compared with staff in the lower grades (AA-EO), staff in the higher grades (HEO-SEO) were more likely to be older and to have unknown religion or belief.

Disability and race could not be included in the grade analysis due to low numbers of disabled and BAME staff.

Female staff were more likely to work part time than male staff (41% of females and 6% of males worked part time).

Older staff were more likely to work part time than younger staff.

Staff with an unknown race were more likely to have unknown disability status and unknown religion or belief, compared with staff that declared their characteristics.

### Recruitment

353 applications were received for 26 recruitment campaigns. 272 applications were for administrator posts, and 81 were for engineer posts. In total, 22 applicants were offered a post.

Applicants to AO posts were less successful at sift compared with applicants to other grades. This is likely to be related to the high number of applications to AO campaigns.

White applicants were more successful at sift than BAME applicants.

The number of successful applicants was too low to perform a statistical analysis for interview or appointment.

### Leavers

26 staff left during 2015/16: 20 admin staff and 6 engineers. There were too few leavers for statistical analysis.

### Performance assessment

23% of staff received a performance rating 1, and 7% a performance rating 3.

Older staff were less likely to have received a performance rating 1 than younger staff (at the lower level of 95% significance).

Staff who had been in their grade for less than one year were less likely to have received a performance rating 1 than those in grade for longer (at the lower 95% level of significance).

Disabled staff were more likely to have received a performance rating 3 than other staff (at the lower 95% level of significance).

### Progression

140 staff were in post on both March 31<sup>st</sup> 2015 and March 31<sup>st</sup> 2016. Of these, 18 (13%) progressed during the year – too few for statistical analysis.

**Grievances and disciplines**

There were 3 grievances raised, and 2 discipline cases, during the year.

**Sickness absence**

41% of staff had had some sickness absence during the year – 4.9 days, on average, per person across all staff, or 12 days on average, for those who had had some absence.

Admin staff were more likely to have had some sickness absence than engineers.

Non-disabled staff had fewer days' of sickness absence than disabled/unknown disability staff.

Staff in AO and EO grades had had more sickness absence than staff in other grades.

Younger staff had had more sickness absence than older staff.

Admin staff had had more sickness absence than engineers.

**Information quality**

The data provided by VCA was generally of good quality, and declaration rates were high.

Data on training is no longer collected centrally by VCA.

For many of the report sections, analysis was limited because of the size of the organisation. However, summary tables are provided in separate annexes.