



Department
for Transport



GOVERNMENT OPERATIONAL RESEARCH SERVICE

Equality Monitoring 2016/17

Equality Monitoring in DfT(c)

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In House Analytical Consultancy

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Summary of diversity analysis

Introduction

This report contains an analysis of the diversity of DfT(c) staff for 2016/17.

The objectives of the analysis were to:

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

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

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

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

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

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

Data tables to accompany this report are provided separately.

This equality monitoring report (EMR) sits alongside the Department for Transport's "Diversity and Inclusion strategy 2017-2021 – Different People. One Team". The D&I strategy is published on GOV.UK.

The strategy explains how we use the data in our EMRs and from other sources such as staff surveys, to develop interventions that will make a difference to how included our people feel at work. The strategy is based on five goals which include increasing the representation of underrepresented groups in all professions and grades including the senior civil service and attracting and nurturing diverse talent. It sets our aspiration to one of the most inclusive departments in the Civil Service.

DfT(c) background

The role of the central Department (DfT(c)) is to determine overall transport strategy and manage relationships with the agencies responsible for the delivery of a range of transport-related services.

In 2016/17 DfT had four executive agencies. Individual equality monitoring reports for each agency have been written in addition to this report.

Senior Civil Service (SCS) staff across the whole Department (DfT(c) and its executive agencies) have been included in this report.

At the end of March 2017, there were 2,329 staff in post in DfT(c), including SCS in the agencies. This represents an

increase of nearly 11% since March 2016¹.

The majority of staff were based in London (88%). A further 4% were in Hastings (82 staff). The remaining staff were based in a range of other locations including the Accident Investigation Branches in Southampton, Derby and Farnborough.

Diversity statistics

The following table, Figure 1.1, gives key diversity statistics for DfT(c). It shows the proportion of staff with known data (i.e. not unknown or 'prefer not to say') and the proportion of these staff who declared the particular characteristics listed.

	% all staff making specific declaration against characteristic²	...of whom % declaring particular characteristic shown in brackets³
Age (40 years and older)	100%	56%
Gender (Female)	100%	40%
Working pattern (Part-time)	100%	10%
Race (BAME)	66%	21%
Disability status (Disabled)	70%	7%
Religion or belief (Declared a religion or belief)	58%	57%
Sexual Orientation (Lesbian, gay man, or bisexual)	62%	6%

Figure 1 Declaration rates and key diversity statistics

¹ 2016 baseline figures have been adjusted to account for the transfer of staff and responsibilities to the Government Legal Service

²In this column, the % relates to the proportion of staff for whom the **overall** diversity characteristic is known (e.g. how many have declared a sexual orientation). Declarations of "prefer not to say" are treated as unknown/not declared.

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

Diversity analysis key findings

DfT(c) compared with local working-age populations

For all diversity types⁴, comparisons have been drawn with local working-age populations. This means:

- **London** – all London boroughs and the neighbouring counties;
- **Hastings** – East Sussex;
- **Other locations** – Great Britain.

Gender

40% of DfT(c) staff were female. In Hastings, the proportion of females was not significantly different from the local population, but in London and other locations, there were fewer female staff than expected.

Age

DfT(c) staff tended to be older than local working-age populations.

Race

Of the 66% of staff that had made a specific declaration of their race, 21% were BAME. It was not possible to statistically test differences in race outside London, but in London there was no significant difference in the proportion of staff who were BAME and the proportion in the local working-age population.

Disability

7% of DfT(c) staff were disabled (of the 70% of staff who had declared their disability status). Statistical testing was possible for London locations: there were fewer disabled staff than expected compared to the local working-age population.

⁴ Note that definition of disability in the population data is not worded in the same way as the disability

Sexual Orientation

62% of staff had declared their sexual orientation, and 6% had identified themselves as lesbian, gay man, bisexual or other (LGBO).

Religion or belief

58% of staff had declared whether or not they held a religious belief. 57% of those declared that they had a religion or belief.

Recruitment and the local population

Applicants for roles in DfT(c) were not representative of local working-age populations: they were more likely to be male; were younger; were more likely to be BAME; and less likely to be disabled.

However there were some differences in success rates of these applicants, meaning that those offered roles were closer in profile to local populations – in particular, nearly half of job offers were made to female applicants despite their lower application rate. The higher application rate for BAME candidates did not translate into a significantly higher appointment rate, but one more in line with the local populations – 24% of those offered posts were BAME (compare with working-age populations in London – 27% BAME, and GB – 16% BAME).

It is worth noting that some applicants may be existing DfT(c) staff, and around half were existing civil servants (some of whom may have been DfT(c) staff).

Note also that that analysis of recruitment data does not include Senior Civil Service recruitment because individual level data were not available. Summary tables for recruitment to the Senior Civil Service have been provided in Annex A3.

declaration text for staff. It is possible that the figures are not precisely comparable.

Diversity differences within the organisation

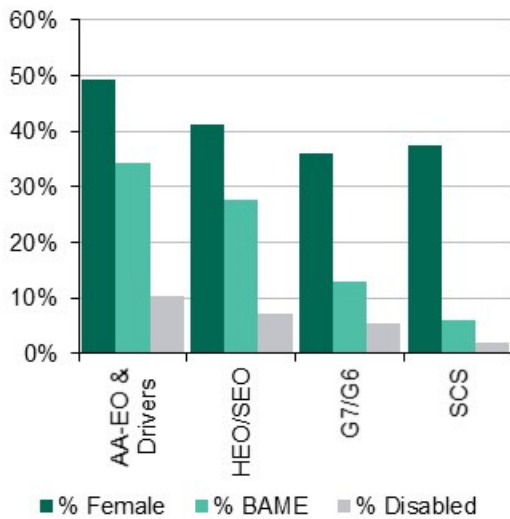


Figure 2 Gender, race and disability by grade group

Gender

Females tended to be over-represented in the lower grades (AO and EO – though not Driver/Workshop), and underrepresented in the higher grades (Grades 6/7).

Age

Fast stream staff tended to be younger, whilst Driver/workshop, AO, G6, SCS1 and SCS2 staff tended to be older than staff in other grades.

Disability

30% of staff had no known disability status.

Race

BAME staff were more likely to be in lower grades (AA-SEO), and less likely to be in Grade 6/7.

34% of staff had no declared race.

Working pattern

11% of staff worked part time.

SEO and Grade 6 staff were significantly less likely to work part time than staff in other grades. (7% of staff in each grade worked part time, compared with 10% overall in DfT(c)).

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

Trends in key diversity statistics

Since last year, there have been increases in declaration rates for all characteristics after several years of downward trends. This follows a declaration drive in February and March 2017.

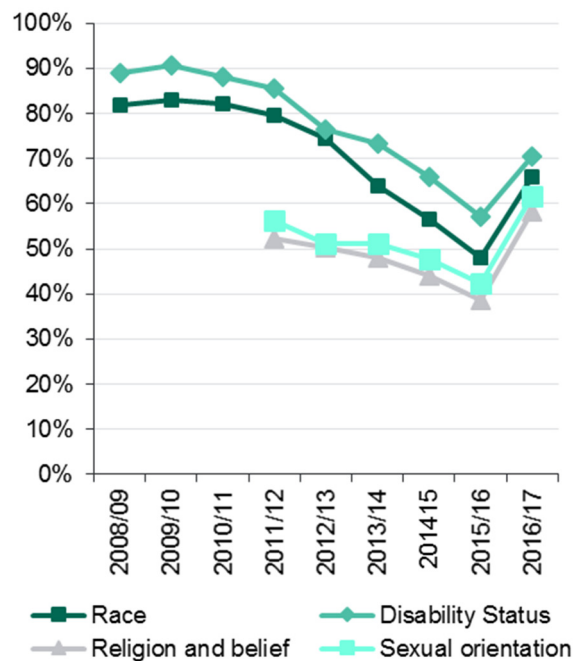


Figure 3 Trends in declaration rates 2008/09 to 2016/17

There has been an 11% increase in staff numbers, with the largest increases in SEO and Grade 7 – and a fall in the number of fast streamers.

There was a fall in the average age of staff, from 42.6 to 41.9, and an increase

in the proportion that declared they have no religion or belief.

Longer term trends

Overall, and in most grade groups, there have been increases in the proportions of females, BAME staff and disabled staff.

The exceptions were AA-EO/Driver workshop grade group, where the proportion of females fell, and the SCS, where there was no significant trend in the proportion of BAME or disabled staff.

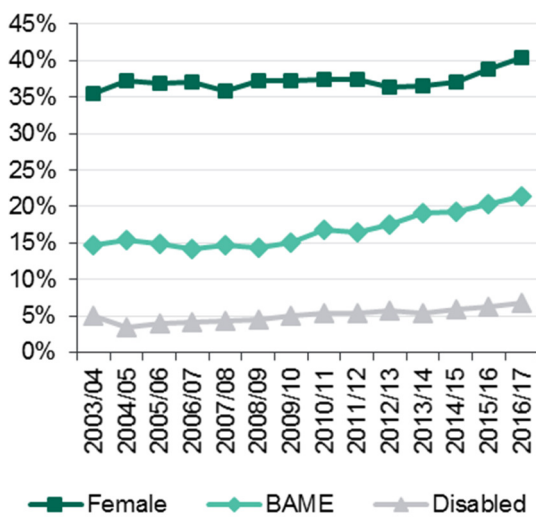


Figure 4 Trends in minority group (% of known) 2003/04 to 2016/17

Recruitment

Statistical analysis of recruitment for posts up to and including Grade 6 is described below. Summary tables for SCS recruitment are supplied in the attached annex.

Gender

Applicants for jobs in DfT(c) were more likely to be male than female – 60% of applicants for posts advertised across the civil service were male, and 69% for the posts also advertised outside the civil service. However female applicants tended to be more successful once in the

recruitment process, and 49% of offers were ultimately made to females.

Age

Applicants for jobs in DfT(c) tended to be younger than the local working-age populations. Whilst there was no significant difference in sift success rates for applicants of different ages, younger interviewees tended to be more successful. For Grade 6 and 7 posts, younger applicants tended to have a higher offer rate than older applicants.

Disability

Applicants were less likely to be disabled than expected given local working-age populations, but the proportion of disabled applicants was similar to the proportion within DfT(c) staff in post. Once in the recruitment process, no significant differences were observed in the success rates of disabled and non-disabled, or unknown status applicants. Overall the proportion of offers made to disabled applicants was 5% - lower than the 7% of DfT(c) staff-in-post who were disabled.

Race

There were generally more BAME applicants than expected (all locations except Hastings were tested), although the exception was for Grade 6 posts, where there were significantly more white applicants than expected. However, BAME applicants were less likely to be successful at sift, and overall through the recruitment process. Overall, the proportion of offers made to BAME applicants (24%) was slightly higher than the proportion of BAME staff in post at the end of the year (21%).

Leavers

Gender

There was no significant gender difference in those leaving DfT(c) and those who had been in post during the year.

Age

As a group, leavers tended to be older – this result is driven by retirements. – although excluding retirements, there were higher proportions of leavers in the younger age groups.

Grade

Fast stream staff were more likely to have left the Department than staff in other grades.

Disability

No significant differences between those leaving DfT(c) and those who had been in post during the year with respect to disability.

Race

There was a declaration drive during the year - leavers had significantly lower declaration rates than staff in post at the end of the year.

Performance assessment

1,973 performance ratings were analysed. Of these:

26% of staff received a performance rating 1, 66% of staff a performance rating 2 and 7% of staff a performance rating 3.

Diversity factors associated with performance ratings included age, gender and race – but also sickness absence and time in grade.

The strongest association was with sickness absence – staff with less, or no recorded sickness absence were more

likely to have received a rating 1 and less likely to have received a rating 3.

Younger staff were more likely to have received a rating 1 and less likely to have received a rating 3 than older staff.

White staff were more likely to have received a rating 1 and less likely to have received a rating 3 than staff who were BAME or of unknown race.

Female staff were more likely to have received a rating 1 and less likely to have received a rating 3 than male staff.

Staff who had been in their grade for less than a year were less likely to have received a rating 1 than other staff.

Progression

Staff in post at both ends of the year were considered (1,780 staff) - 12% of these staff had progressed up the grade structure (208).

Age, previous performance ratings, and grade were all associated with likelihood of progression.

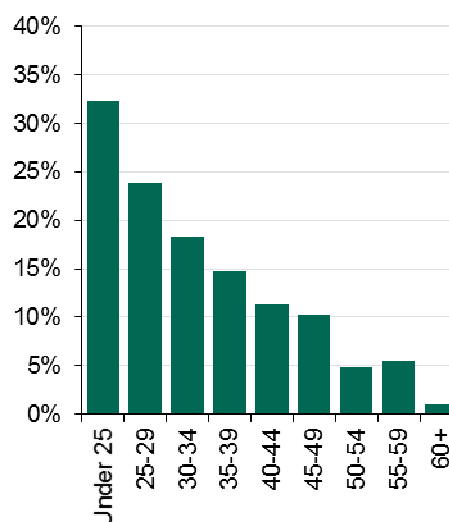


Figure 5 Progression rates by age group

Younger staff, and staff who had received a performance rating 1 in the previous year were more likely to have

progressed up the grade structure than other staff.

Grade 7s were less likely to have progressed compared to staff who were in other grades at the start of the year.

Learning and development

Data on learning and development for individuals was not available, but participation in talent schemes and the nine-box grid assessments of Grade 6 and 7 staff were analysed.

A number of talent management schemes were in operation during 2016/17: 22 staff were on Positive Action Pathways (PAP) – a cross-Civil Service development programme for talented staff from underrepresented groups; and 84 were on other schemes - the commercial development programme, commercial expertise programme, the future leaders scheme and the senior leaders scheme.

Analysis of gender diversity was performed on Non-PAP schemes: there was no significant difference in the participation rates for males and females (small numbers meant that other analysis was not possible).

As part of career conversations with their line managers, Grade 6 and 7 staff were each assigned a talent marking on a nine-box grid measuring both performance and potential. 682 staff received a mark.

		Number of staff		
		High potential	Excellent	Star
Potential ↑	High potential	79 (12%)	63 (9%)	23 (3%)
	Early Promise	95 (14%)	131 (19%)	110 (16%)
	Inconsistent	19 (3%)	94 (14%)	68 (10%)
		Performance →		

Figure 6 9-box grid summary data

Analysis was conducted to see whether there was a significant difference between the profile of those assigned one of the upper right markings (excellent, star, and strong) and those who did not, as well as looking for any significant differences in the diversity profile of those assigned the lower left markings (early promise, inconsistent, effective) and those who did not.

Grade 6 staff, staff who had fewer or no recorded days of sickness absence, younger staff, and staff who had been in their grade longer were more likely to be assigned one of the upper right markings and less likely to be assigned one of the lower left markings, compared to other staff.

However, when looking at staff by age or time in grade it makes more sense to separate the grid into its two dimensions, performance and potential – older staff and staff who had been in their grade longer were more likely to be classed as an exceptional performer, but less likely to be assessed as having strong potential and vice versa.

Annex A contains further detail of the 9-box grid.

Grievances and disciplines

There were 21 discipline cases and 5 grievances across the year – the

numbers involved were too small for statistical testing.

Sickness absence

The official source of sickness absence figures for DfT(c) are the figures reported quarterly to the Cabinet Office:

Average days of sickness absence (Average Working Days Lost)	3.6
% employees with recorded sickness absence	29%

Figure 7 Cabinet Office sickness absence figures

The figures used in this diversity analysis are not exactly the same as these figures – the main difference is that there are no adjustments for available working time in this analysis.

All figures quoted from here on in are based on staff in post at midnight of 31st March 2017 and do not include employees on long-term leave at this point in time (except those with long-term sickness absence).

31% of staff had had some sickness absence, and these staff had on average 9.7 days of sickness absence each.

Across all staff the average number of sickness days was 3.

The same characteristics were associated with both incidence and amount of sickness absence: staff in lower grades, disabled staff, female staff and older staff were more likely to have had sickness absence and to have had more days of absence.

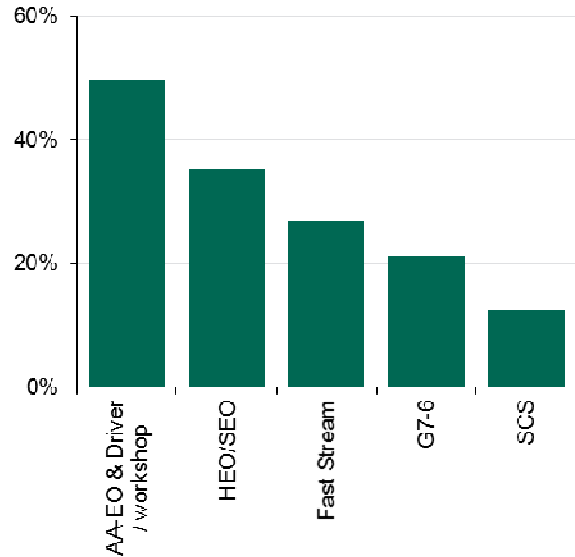


Figure 8 Incidence of sickness absence by grade

Information quality

Declaration rates have significantly improved. Because there are still more staff with unknown status than there are in the known minority groups across most characteristics, further work in this area would be welcomed. Higher declaration rates would increase the reliability of the analysis.

Annex A: Tables and charts

A.1 Year on year comparison – all staff

Staff Type	March 31st 2016			March 31st 2017			Percentage point change	% change from 2015
	2015/2016	% of total	% of total that declared	2016/2017	% of total	% of total that declared		
All staff	2101			2329				
Males	1284	61.1%	61.1%	1388	59.6%	59.6%	-1.5	+8.1%
Females	817	38.9%	38.9%	941	40.4%	40.4%	+1.5	+15.2%
White	803	38.2%	79.7%	1208	51.9%	78.7%	+13.6	+50.4%
BAME	204	9.7%	20.3%	327	14.0%	21.3%	+4.3	+60.3%
Unknown Race	1094	52.1%	-	794	34.1%	-	-18.0	-27.4%
Non-disabled	1125	53.5%	93.7%	1530	65.7%	93.3%	+12.1	+36.0%
Disabled	76	3.6%	6.3%	110	4.7%	6.7%	+1.1	+44.7%
Unknown disability status	900	42.8%	-	689	29.6%	-	-13.3	-23.4%
Full Time	1890	90.0%	90.0%	2085	89.5%	89.5%	-0.4	+10.3%
Part Time	211	10.0%	10.0%	244	10.5%	10.5%	+0.4	+15.6%
Average age	42.6			41.9				

A.2 Geographical Comparisons

The following table shows the catchment areas for each DfT(c) location. This is described more fully in Annex A.

Reporting locations	Local authorities
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

Reporting locations	Local authorities
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

A.3 SCS Recruitment

Staff are recruited to the Senior Civil Service through two routes: campaigns advertised through Civil Service recruitment (“Mainstream” recruitment), and campaigns run by recruitment consultancies. The data from these two different sources is not directly comparable, and is not as comprehensive as the data we are able to obtain for non-SCS recruitment in terms of diversity information.

The tables below show a summary of the data we have been able to obtain and combine. Detailed statistical analysis was not possible, and the details of staff who were successful at interview and then appointed have been removed for data protection reasons.

Percentages below are the proportions of applicants with each diversity characteristic for each stage.

Note that percentages may not sum to 100, due to rounding.

A.3.1 Mainstream SCS recruitment

	Applied		Shortlisted		Appointed	
Male	411	75%	54	51%	11	44%
Female	130	24%	48	46%	14	56%
Unknown	5	1%	3	3%	0	0%
	546	100%	105	100%	25	100%

	Applied		Shortlisted		Appointed	
Under 39	171	31%	44	42%	14	56%
40 to 49	191	35%	38	36%	8	32%
50+	166	30%	18	17%	3	12%
Unknown	18	3%	5	5%	0	0%
	546	100%	105	100%	25	100%

	Applied		Shortlisted		Appointed	
White	463	85%	94	90%	Redacted	
BAME	74	14%	9	9%		
Unknown	9	2%	2	2%		
	546	100%	105	100%	25	100%

A.3.2 Executive Search Agencies

	Applied		Shortlisted		Appointed	
Male	126	62%	22	96%	Redacted	
Female	14	7%	1	4%		
Unknown	63	31%	0	0%		
	203	100%	23	100%	9	100%

	Applied		Shortlisted		Appointed	
Under 39	0	0%	0	0%	Redacted	
40 to 49	0	0%	0	0%		
50+	0	0%	0	0%		
Unknown	203	100%	23	100%		
	203	100%	23	100%	9	100%

	Applied		Shortlisted		Appointed	
White	115	57%	13	57%	Redacted	
BAME	16	8%	3	13%		
Unknown	72	35%	7	30%		
	203	100%	23	100%	9	100%

A.4 Nine-box grid – accessible format

