



DfTc Equality Monitoring Storyboard 2017-18

This storyboard contains an analysis of the diversity of DfTc staff for 2017/18. The objectives of the analysis were to:

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

This storyboard was prepared by the In House Analytical Consultancy in the Department for Transport, and 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 Equality Monitoring Reports 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 be one of the most inclusive departments in the Civil Service.



The Department for Transport (centre)

Purpose

The [Department for Transport \(DfTc\)](#) is a ministerial department with four executive agencies: [Driver and Vehicle Licensing Agency](#); [Driver and Vehicle Standards Agency](#); [Maritime and Coastguard Agency](#) and [Vehicle Certification Agency](#)

Its purpose, working with its agencies and other partners, is to support the transport network that helps the UK's businesses and gets people and goods travelling around the country. It plans and invests in transport infrastructure to keep the UK on the move.

Its objectives are to:

1. Support the creation of a stronger, cleaner, more productive economy
2. Help to connect people and places, balancing investment across the country
3. Make journeys easier, modern and reliable
4. Make sure transport is safe, secure and sustainable
5. Prepare the transport system for technological progress, and a prosperous future outside the EU
6. Promote a culture of efficiency and productivity in everything we do

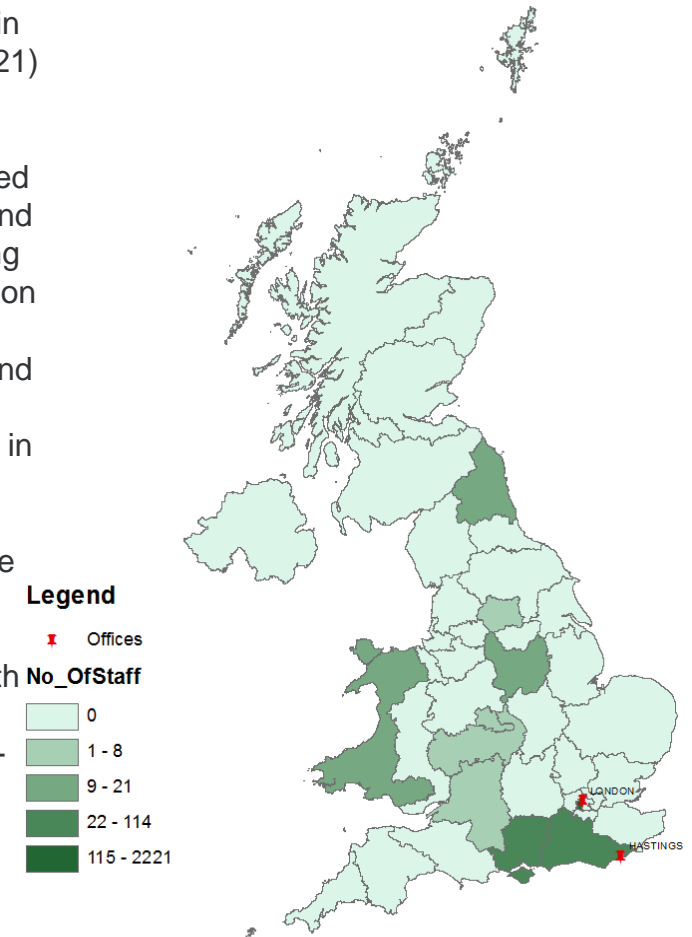
Geographical locations

On 31st March 2018, there were 2,504 staff in DfTc. 89% of staff (2,221) were based in London.

DfTc staff are also based in Hastings (88 staff) and other locations including the accident investigation branches in Southampton, Derby and Farnborough, and the shared services centre in Swansea (195 in total)

For our analysis we use London, Hastings and Other locations. And where comparisons with local populations are made, we use working-age populations of Greater London; East Sussex and Great Britain.

Location of DfTc staff, March 31st 2018



Legend

- ✦ Offices
- No_OfStaff
- 0
- 1 - 8
- 9 - 21
- 22 - 114
- 115 - 2221

All maps © Crown copyright. All rights reserved
Department for Transport 100039241 2018 HRF M DfTc:1718





Introduction to DfTc staff diversity

DfTc has **lower proportions of staff from minority groups** than its local working-age populations, but **representation is improving**. Declaration rates have improved but, for race, disability and sexual orientation, there are still more staff whose characteristic is not known than have positively declared they are in a minority group. BAME and female staff are more likely to be in the lower grades, and there are some differences in how people fare in HR processes.

Analysis and reporting

This analysis has considered the following areas of **staff diversity**:

- ▶ [Age](#) (slides 7&8)
- ▶ [Caring responsibilities](#) (slide 9)
- ▶ [Disability](#) (slides 10&11)
- ▶ [Gender](#) (slides 12&13)
- ▶ [Race](#) (slides 14&15)
- ▶ [Religion or belief](#) (slide 16&17)
- ▶ [Sexual Orientation](#) (slide 18)
- ▶ [Working pattern](#) (slide 19)

Analysis has been conducted to help understand if any staff are advantaged or disadvantaged by any particular **HR processes**, and we have also analysed **long term trends** relating to gender, race and disability:

- ▶ DfTc staff representative of the local working age population?
- ▶ Were particular applicants more or less likely to be successful through DfTc's recruitment process?
- ▶ Were the staff who received a performance mark 1 (highest) or 3 (lowest) representative?
- ▶ Was sickness absence related to any particular characteristic?
- ▶ Long term trends in gender, race and disability status analysed.

It was not possible to conduct diversity analysis for the following areas due to small numbers of cases or absence of data:

- ▶ Were particular staff groups facing disciplinary and grievance cases? [28 grievances, 13 disciplines and 5 litigations]
- ▶ Were there any patterns in learning and development activity?
- ▶ SCS recruitment.

Age – key points

Age is collected for all employees. Staff at DfTc are a little older than the local working age populations yet younger than the Civil Service. There are fewer staff at either end of the age range than in working-age populations. Recruitment has reduced the average age of the staff cohort this year.

53% of staff were aged over 40

↓ Change from last year: -1 pp

67%

All Civil Service

50%

GB WA pop.

41

Average age

Younger staff were more likely to be female, to work full time, to have fewer days of sickness absence, to have received higher performance marks, and to have been promoted.

Older Grade 7-6 staff were less likely to be in the top right (highest potential/performance) of the 9-box grid. Older staff were more likely to have a higher 9-box grid performance descriptor, but a lower potential descriptor.

Applicants for DfTc roles tended to have a younger age profile than local populations. Younger applicants had more success throughout the recruitment process than older applicants.

Carers – key points

Caring responsibilities are not currently collected with staff data, but is asked about in the People Survey so some analysis is possible.

31% of staff had child care responsibilities

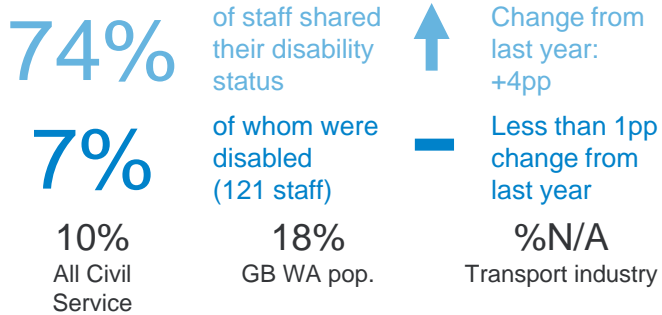
16% of staff had other caring responsibilities

Other carers reported higher levels of discrimination and bullying/ harassment.



Disability status – key points

DfTc had a lower proportion of disabled staff than the local working-age population, but this has been increasing. Disability declaration rates improved last year.



Disabled staff were more likely to have had sickness absence, and to have had more days of sickness absence.

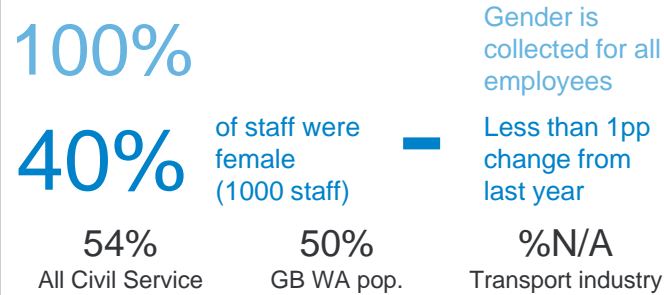
8% of applications for roles in DfTc were made by disabled candidates, a lower rate than in local populations.

Non-disabled candidates had higher interview success levels. Ultimately 5% of those offered roles were disabled.

[Figures given are based on applicants with known disability status].

Gender – key points

DfTc has a lower proportion of female staff than the working-age population. No change since last year but there is a long term increase in the proportion of females, particularly in the SCS.



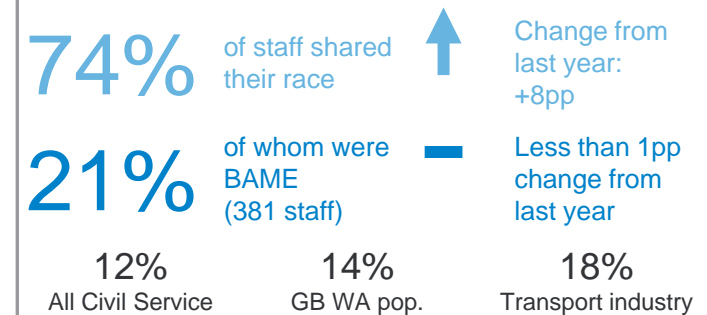
Females were more likely than males to have had performance rating 1, to be younger and to work part-time. Females were also more likely to be BAME, and to be in the lower grades.

Male Grade 6s and 7s were more likely than females to be in the lower left corner of the 9-box grid, and more likely to have one of the lower potential descriptors.

Applicants for DfTc roles were disproportionately male, but female applicants had a higher success rate throughout the recruitment process. 41% of those offered roles were female.

Race – key points

DfTc had a lower proportion of BAME staff than the local working-age population, but the proportion is increasing. The race declaration rate improved last year.



BAME staff were less likely to have had a performance rating 1, and tended to have recorded more days sickness absence than white staff.

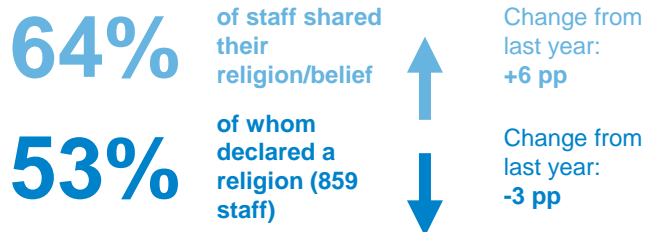
BAME staff were more likely to be female, work in the lower grades, and to have declared a religion or belief.

This year, there were more applications from BAME candidates than expected given local populations. But BAME applicants had lower success rates throughout the recruitment process and ultimately 4% of BAME applications resulted in a job offer, compared with 10% of applications from white candidates. 26% of those offered roles were BAME.

[Figures given are based on applicants with known race].



Religion or belief – key points



Recent improvement in declaration rates, Steady decrease in proportion with a religion or belief.

Staff with a religion or belief were more likely to be older, female and/or BAME.

Job applicants with a religion or belief tended to have lower sift and overall recruitment success..

Grade 6 & 7s declaring no religion or belief were more likely to have a top right (higher) 9-box grid marking and higher potential mark.

Sexual orientation – key points



Recent improvement in declaration rates. Steady increase in proportion LGBO. Heterosexual staff less likely to have performance rating 3.

Working pattern – key points



Part-time staff were more likely to be older and female. Part-time staff were more likely to have had absence, but absences no longer than full-time staff with absence.

Full time grade 6s and 7s were more likely than part time staff to have one of the lower 9 box grid performance descriptors.

Grade – key points

Grade / diversity correlations:

- Age: Younger staff were more likely to be in the lower grades;
- Disability: Grade 7-6 and SCS staff were more likely to have identified as non-disabled (than disabled/unknown);
- Gender: Female staff were more likely to be in the lower grades;
- Race: BAME staff were more likely to be in the lower grades;
- Sickness absence: Staff in the lower grades were more likely to have recorded some sickness absence.

Grade 6s had higher 9-box grid markings than grade 7s.

The appointment rate of applicants to HEO was lower than other grades.

Grade and job roles

Grades

Standard civil service grades have been used throughout, except for Driver/workshop staff (all in the Government Car Service), who are treated as a separate single grade. For analysis, driver/workshop staff are often grouped together with AA, AO and EO staff and termed “industrial” or “ind”.

Fast stream staff (FS) are the fast streamers directly employed by DfT and are mostly fast stream analysts. These fast stream staff are sometimes grouped with HEO and SEO staff for analysis.

In previous years, generalist fast streamers would have appeared within DfT’s staff in post data. Because they are now employed centrally and not by DfTc, they are not included in this analysis.

We treat the Senior Civil Service as one group for the purpose of analysis, so SCS means all SCS staff across the DfT family.

Job roles

Job role is not recorded centrally for staff within DfTc, so job role was not used as a factor in the analysis, nor are results broken down by job role.

Job role would be useful information to have for future equality monitoring analysis – it is highly likely that the type of work an individual is connected to, for example, performance and promotion, and job role may also be correlated with different protected characteristics.



Data sources

The data

This storyboard is based on analysis of six datasets:

- Individual staff diversity records, snapshots at 31st March in 2017 and 2018
- Civil Service Recruitment
- Grievance and discipline
- 2018 Civil Service People Survey, analysed by IHAC
- Performance management
- 9-box grid assessments for Grade 6 & 7

Data on staff gender, age and grade are held for each member of staff, but data on disability, race, sexual orientation and religion or 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.

Data used in analysis

Characteristics used in each analysis:

	Gender	Race	Disability status	Age	Sexual orientation	Religion / belief	Working pattern	Caring responsibilities
Comparison of staff and population	✓	✓	✓	✓	NA	NA	NA	NA
Change from last year	✓	✓	✓	✓	✓	✓	✓	NA
Long term trends	✓	✓	✓		NA	NA	NA	NA
Across grades analysis	✓	✓	✓	✓	✓	✓	✓	NA
Sickness Absence	✓	✓	✓	✓	✓	✓	✓	NA
Performance Management	✓	✓	✓	✓	✓	✓	✓	NA
Promotion	✓	✓	✓	✓	✓	✓	✓	NA
Recruitment	✓	✓	✓	✓	✓	✓	NA	NA
Grievances & discipline	✓	SN	SN	SN	SN	SN	SN	NA
Cessations	✓	✓	✓	✓	✓	✓	✓	NA
9-box grid for Grade 6 and 7	✓	✓	✓	✓	✓	✓	✓	NA
People survey	✓	✓	✓	✓	✓	✓	✓	✓

Where a tick is not shown, the variable was not included in the analysis. SN = small numbers, NA = information not available

Data quality

Declaration rates

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. 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. For example, a systematic bias may be introduced by the fact that new staff may not have declared their race or disability status yet, and these new staff may also be more likely to be younger, or in lower grades; a behavioural bias may be introduced by staff who prefer not to declare any diversity characteristics.

Low declaration rates can reduce the quality of analysis, introduce biases or prevent analysis altogether.

DfTc’s declaration rates have improved since last year, so it has been possible to include all variables in the analysis. However it is worth bearing in mind that there are more staff with no declaration of disability status, or sexual orientation than there are staff who have declared themselves either disabled or LGB.

Long term trends in declaration rates for race and disability status have been statistically tested. Year on year changes in the number of staff with each characteristic have also been tested and the number of unknowns has significantly decreased in each case.





Context

100%

Age collected for all employees

53%

of staff were aged 40+

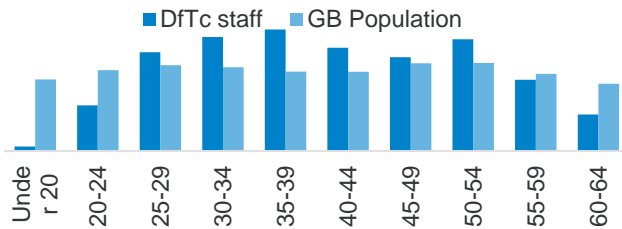
67%

Civil service aged 40+

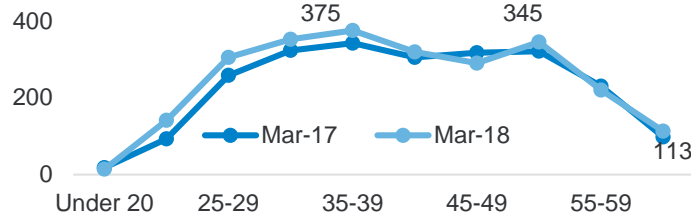
Average age

41

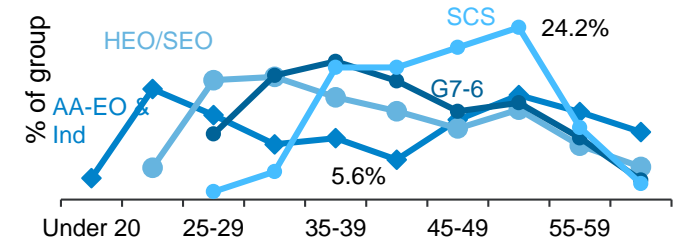
DfTc has a lower proportion of staff at either end of the age range than the GB working-age population.



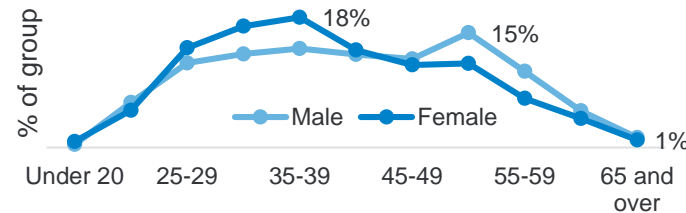
Between 2016/17 and 2017/18, the age profile of DfTc staff became younger: the average age of DfTc staff fell by 8 months, to 41.2. DfTc grew in size and most of the net increase was in the younger age groups.



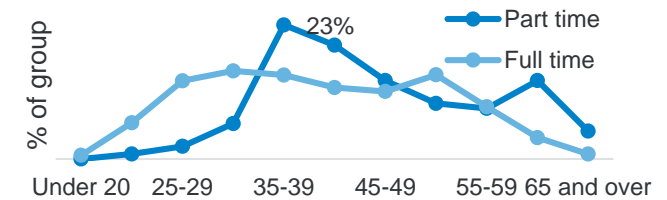
Staff at lower grades tended to be younger than staff at more senior grades. All fast stream staff were aged between 20 and 29 (omitted from the chart).



Female staff tended to be younger than male staff.



Older staff were more likely to work part time



Correlations

Across DfTc, age was significantly correlated with other characteristics. Significant results can obscure significances in correlated characteristics.

Younger staff more likely than older staff to:

- work full time
- be female (average age 40 – females, and 42 – males)
- have unknown race
- be in the lower grades
- have unknown disability status

	Age	Race	Grade	Gender	Working pattern	Disability status
work full time	✓				✓	
be female	✓			✓		
have unknown race	✓	✓				
be in the lower grades	✓		✓			
have unknown disability status	✓					✓

Leavers

The age profile of the 293 people who left DfTc was similar to the profile of those in post.

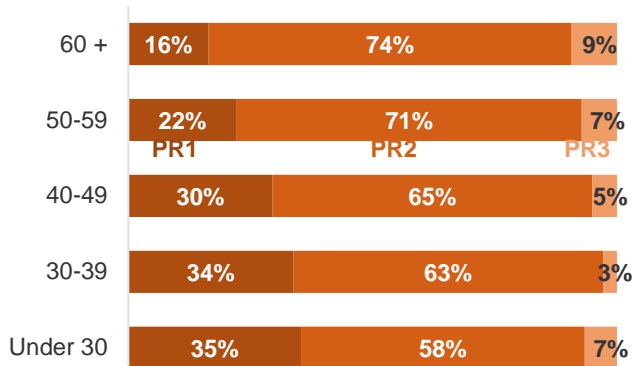
Grievances and disciplines

There were 28 Grievances, 13 Discipline and 5 Litigation cases opened during the year. Numbers were too small to analyse by age group



Performance management

Younger staff were more likely to have been awarded a performance mark 1.

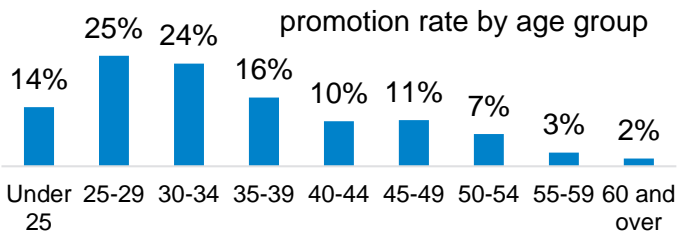


Staff in post for more than a year, and staff managing more staff were also more likely to have received a performance rating 1.

Promotion

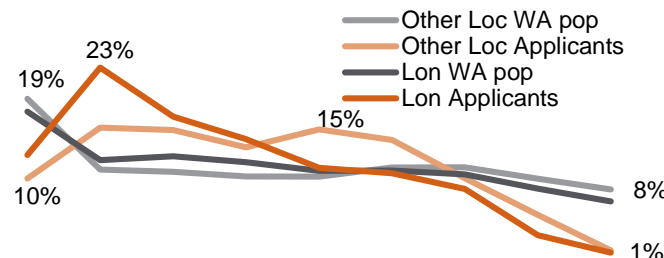
Younger staff were more likely to have been promoted. But staff with less than a year in the pay band were less likely to have been promoted.

Age was significantly related to the likelihood of promotion, whether or not performance mark was also included as a variable in the analysis – i.e. age was a factor in its own right even though it is also correlated with performance mark.



Recruitment

Applicants tended to be younger than working-age populations. In London, two thirds of applicants were under 40, For Other locations, most applicants were between 25 and 50 years old: younger overall than the GB working-age population, but older than London applicants.

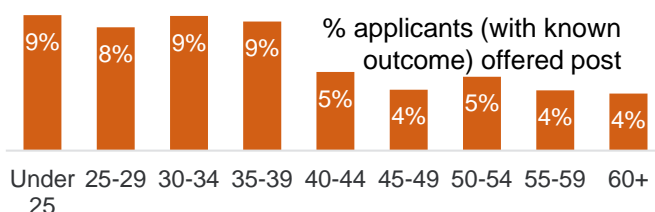


Under 25-29 30-34 35-39 40-44 45-49 50-54 55-59 60-64 25

For Grade 6/7 roles, those aged 25-35 were more likely to pass the sift than older applicants.

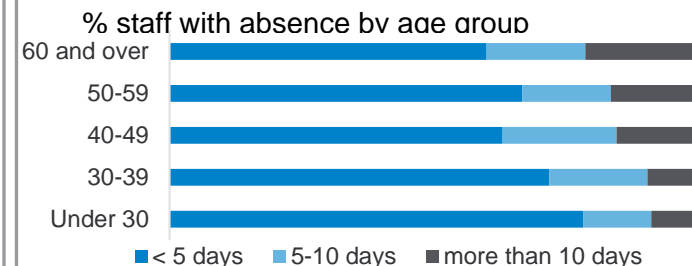
Younger applicants had more interview success too – particular age groups with higher success rates were applicants under 30 for AA-EO posts, under 40 for the higher grades – in particular, age groups 25-29 and 35-39 for Grade 7-6 posts.

Overall, across the grades, younger applicants were more likely to be offered a role. In the lower grades (AA-EO) those under 25 were most successful, and under 40s were more successful at HEO and above.



Sickness absence

There was no significant difference in the likelihood of sickness absence as age increased; but where staff had been absent, older staff had more days absence.



9 box grid

Information on the 9-box grid is on slide 19.

Older staff were less likely to be in one of the upper right grid squares and more likely to be in the lower left. They were more likely to be high performance but less likely to be high potential (and the reverse).

Average age		
High potential (34)	Excellent (40)	Star (37)
Early Promise (36)	Good (41)	Strong (42)
Inconsistent (48)	Effective (47)	Expert (50)

People Survey 2018



Source: IHAC/CSPS2018





Caring responsibilities

Context

Caring responsibilities data is from the People Survey.

Child carers: Those with childcare responsibilities as a primary care giver (e.g. parent/guardian)

Other carers: Those who look after, help or support any family members, friends, neighbours or others who have a long-term illness or disability, or problems related to old age.

Staff can belong to both groups.

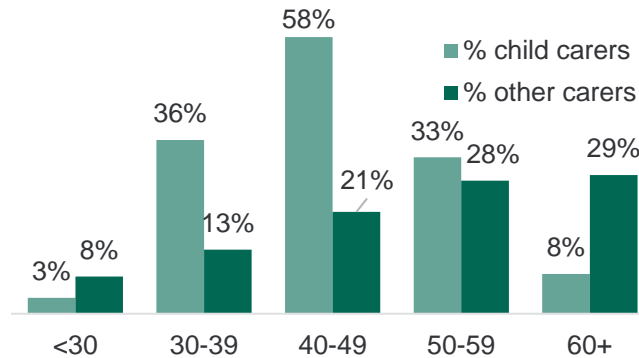
DfTc staff – child carers:

31%

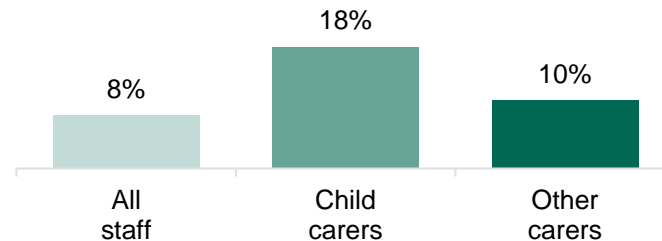
DfTc staff – other carers:

18%

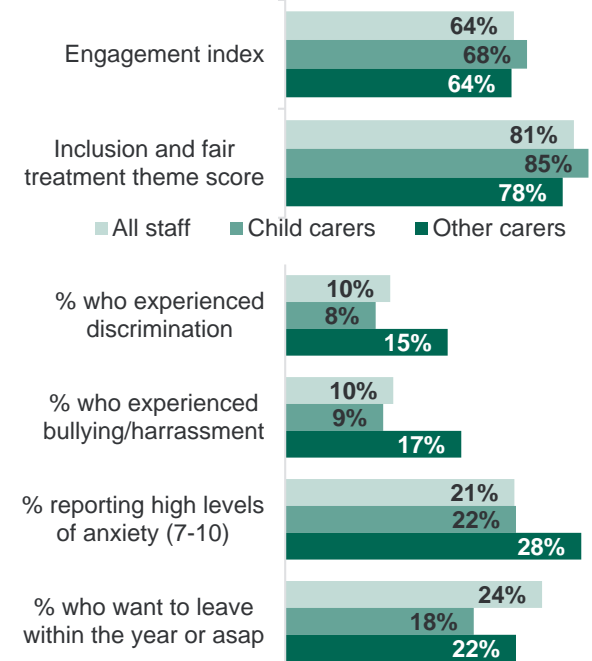
Child carers were younger - the majority of child carers were under the age of 50. Other carers tend to be older.



Carers were more likely to work part time than those without caring responsibilities.



People Survey 2018



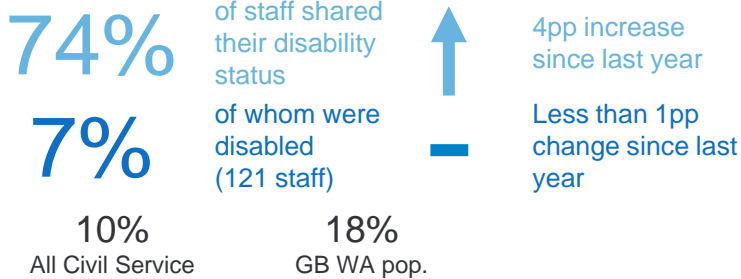
Source: IHAC/CSPS2018





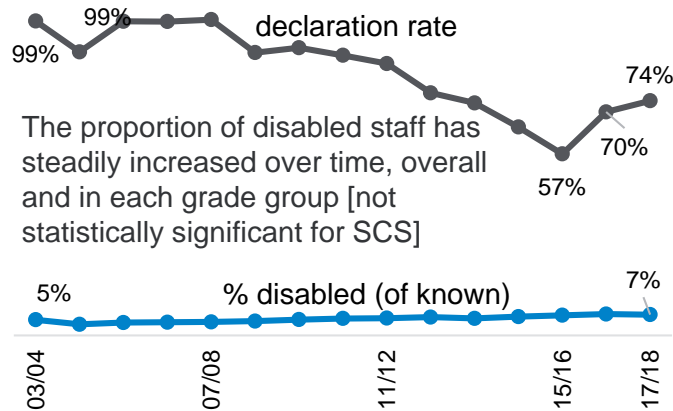
Context

More staff had not declared their disability status than had declared that they were disabled, and this may affect the quality of the analysis.



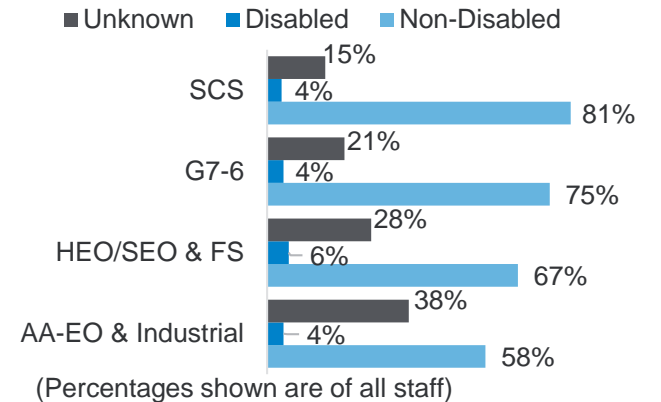
There was a lower proportion of disabled staff in London offices (5% of London staff with a declared disability status) than in the local (London) working-age population (15%).

There has been an improvement in the disability declaration rate since last year, but in the context of a longer term decline.



The proportion of disabled staff has steadily increased over time, overall and in each grade group [not statistically significant for SCS]

Staff in the lowest grade group (AO-EO & industrial) were more likely to have unknown disability, and staff in G7-6 and SCS were more likely to have declared themselves non-disabled



Correlations

Across DfTc, disability status was significantly correlated with other characteristics, but the correlations tended to be with the presence or absence of a declaration (whether disabled or non-disabled). There is a relatively small number of staff with a declared disability, and the number of unknowns was much higher. It is worth bearing in mind therefore that any results for disability may well be influenced by declaration rates.

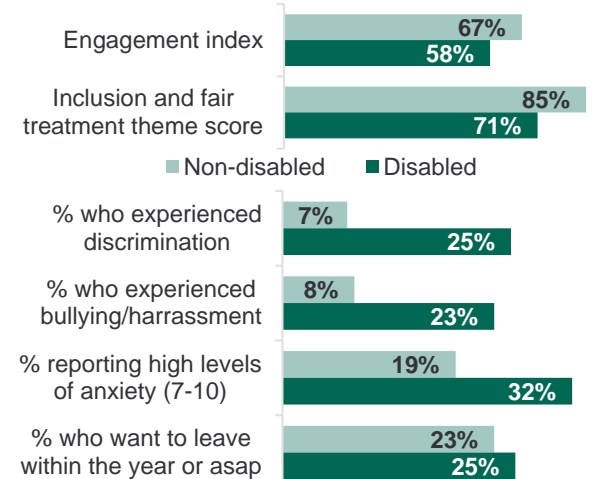
Staff with unknown disability status are more likely to:

	Disability status	Age	Grade	Other declarations
be younger	✓	✓		
Have other unknown characteristics	✓			✓
Be in the lowest grade group	✓		✓	

Staff declaring they are not disabled more likely to:

Be in G7-6 or SCS grade groups	✓		✓	
--------------------------------	---	--	---	--

People Survey 2018

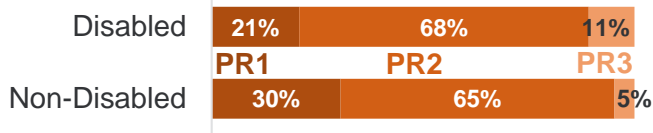


Source: IHAC/CSPS2018



Performance management

There was no significant difference in the performance ratings awarded to disabled staff and non-disabled / unknown status staff.



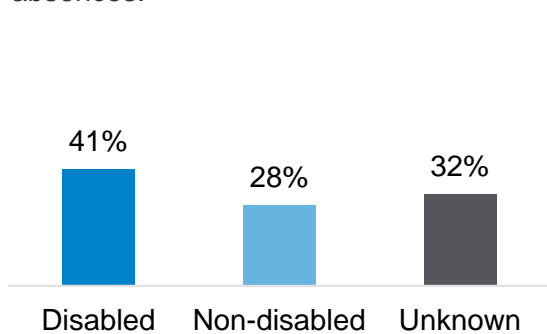
But some correlated characteristics were related: staff with more sickness absence were less likely to have been awarded a Performance Rating 1. And younger staff (correlated with not having made a disability declaration) were more likely to have a performance rating 1.

Grievances and disciplines

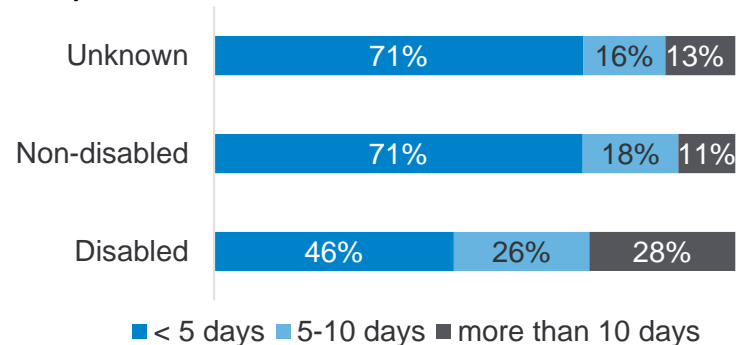
There were 28 Grievances, 13 Discipline and 5 Litigation cases opened during the year. Numbers were too small to analyse by disability status.

Recorded sickness absence

Disabled staff were more likely to have had sickness absence, and when they did, recorded longer absences.



Days absence for staff with absence



Leavers

Overall the proportion of disabled leavers was in line with staff in post – although in the AA-EO & industrial group, fewer leavers were non-disabled than expected (compared with unknown & disabled combined).

Just 14 of the 293 leavers were disabled, but 106 had an unknown disability status.

Promotion

12% of non-disabled staff, 10% of disabled staff, and 15% of staff with unknown disability status were promoted. The difference in these rates were not statistically significant, although there are some relevant correlations: younger staff were less likely to have declared their disability status, and more likely to have been promoted.

Recruitment

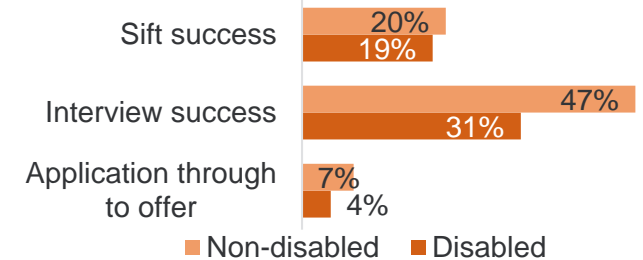
2 of the 20 successful SCS recruits had declared a disability, 7 had either declared they preferred not to say or no data was available, and the remaining 11 were non-disabled. More information on SCS recruitment is in slide 21.

For roles below SCS:

A lower proportion of applicants were disabled, compared with local populations. (8% of applicants with known disability status were disabled).

There was no difference in sift success, but non-disabled applicants were more likely to pass the interview stage. 5% of those offered a role were disabled.

Success rates through interview process:



(success rates shown are for those applicants with known outcome)

9 box grid

[Information on the 9-box grid is on slide 19.](#)

No significant differences in 9-box grid descriptors were observed in relation to disability – only 37 of the staff with a 9-box grid marking had indicated that they were disabled. (157 unknown or prefer not to say, and 583 non-disabled).





Context

40% of DfTc staff were female, lower than the 50% in the GB working-age population.

100%
40%

Gender is collected for all employees*
of staff were female (1000 staff)

*Male/Female only is recorded for each staff member

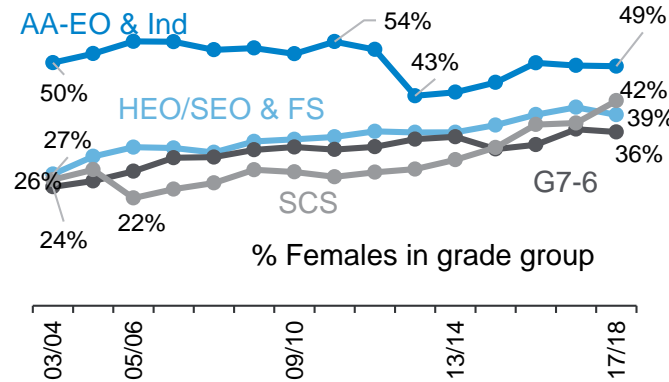
Less than 1pp change from last year

54% All Civil Service
50% GB WA pop.

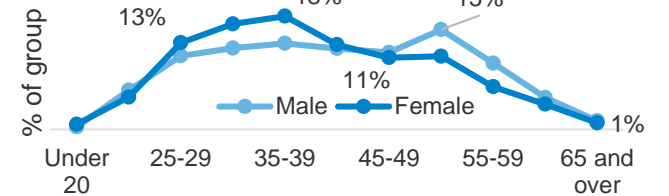
Hastings staff were evenly split between males and females, but London and other locations were not.

The proportion of females was similar to the previous year, but over the longer term, female representation in DfTc has been increasing.

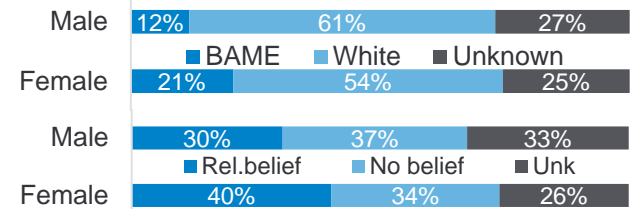
Females were more likely than males to be in lower grades. Over the long term there have been increases in the proportions of females in every grade \group except AA-EO & Industrial. This year, there is a higher proportion of females in the SCS than HEO/SEO and grade7-6.



Female staff had a younger age profile than male staff.



Female staff were more likely to work part time; more likely to be BAME; and more likely to have declared a religion or belief.



Correlations

Across DfTc, gender was significantly correlated with age, race, grade, working pattern, and religion or belief. Therefore a significant result for gender can obscure what may have otherwise been a significant result for one of these other characteristics. Similarly, a significant result for those correlated variables could mask a result for gender.

Female staff were more likely than males to:

- work part time (16% females, 5% males worked part time)
- be younger (average age 40 – females, and 42 – males)
- have declared themselves BAME
- be in the lower grades
- have declared that they had a religion or belief

	Gender	Race	Grade	Age	Working pattern	Religion / Belief
work part time	✓				✓	
be younger	✓			✓		
have declared themselves BAME	✓	✓				
be in the lower grades	✓		✓			
have declared that they had a religion or belief	✓					✓

People Survey 2018



Source: IHAC/CSPS2018

In the People Survey, 0.2% of staff declared a gender identity other than male or female – these staff are not included in these figures.



Recruitment

Within the SCS recruitment, half the successful applicants were female (10 out of 20). More information on SCS recruitment is in slide 21.

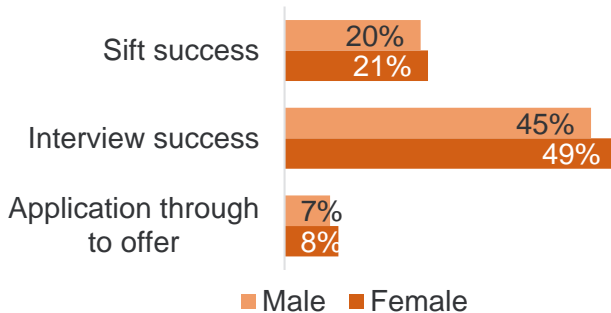
For roles below SCS:

Applicants for externally advertised roles in DfTc were disproportionately male, with more male applicants than expected at each grade and location except in Hastings, and London EO posts. Overall, 37% of applicants were female.

Female applicants were more likely to pass the sift than males, overall, but particularly for Grade 7-6 roles. At Grade 6, 35% of female applicants passed the sift, whereas only 19% of male applicants did.

Overall, and in particular, at Grade 7-6, Female applicants were more likely than males to eventually be offered a role. 41% of all those offered roles were female.

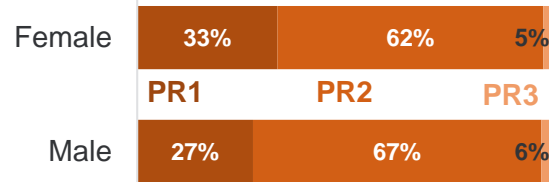
Success rates through interview process:



(success rates shown are for those applicants with known outcome)

Performance management

Female staff were more likely to have received a performance rating 1.



Promotion

15% of female staff and 11% of males had been promoted. This was not statistically significant but some correlated variables were: females were more likely to have received a performance rating 1, and were younger. Both of these were strongly related to the likelihood of being promoted.

Grievances and Discipline

There were 28 Grievances (16 brought by female staff), 13 Discipline cases (2 involving females) and 5 Litigation cases opened during the year. No statistically significant gender differences.

Leavers

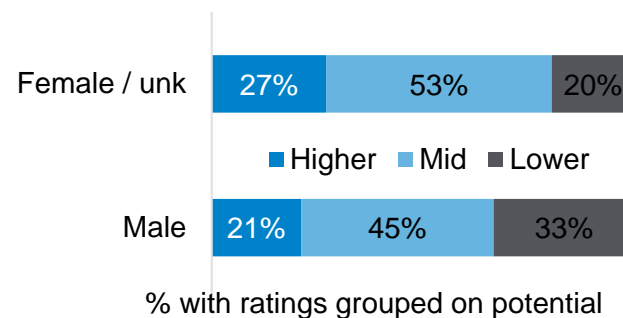
The proportion of leavers of each gender was in line with the staff in post. During 2017/18, 118 female staff left, and 175 males (40% female leavers).

9 box grid

[Information on the 9-box grid is on slide 19.](#)

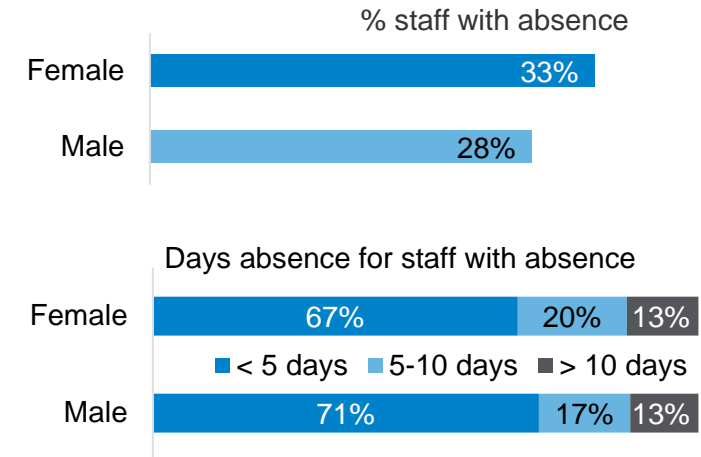
Male staff were more likely than females to be in the lower left corner of the 9-box grid (early promise, inconsistent or effective).

They were also more likely to have one of the descriptors in the lower potential row (inconsistent, early promise, high potential)



Sickness absence

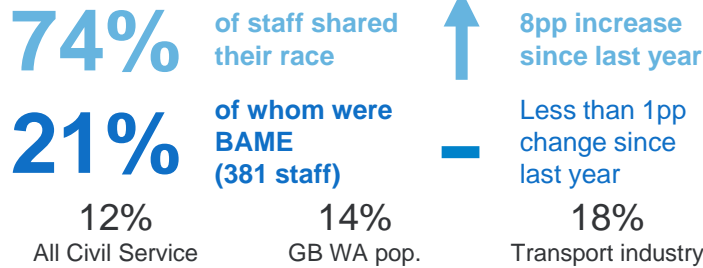
Gender was not significant in relation to the likelihood or amount of sickness absence, although two correlated variables – age, and grade were.



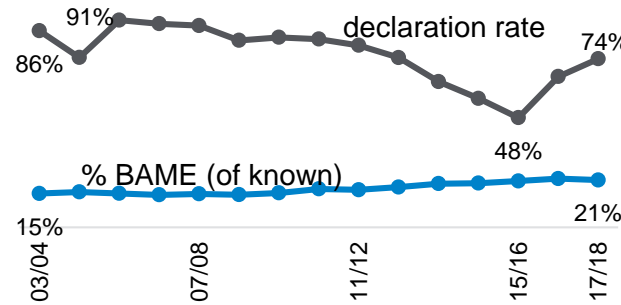


Context

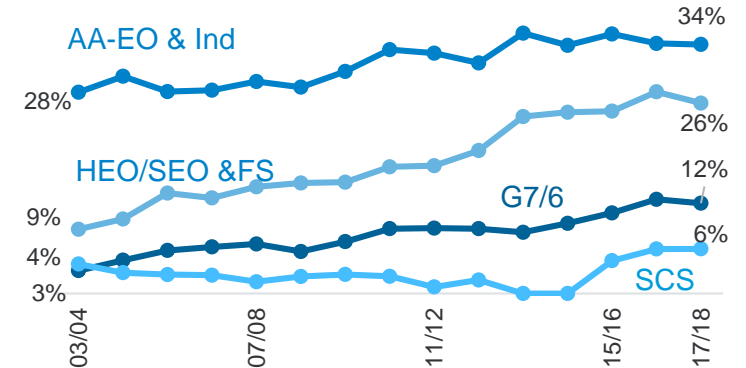
All but 10 of DfTc's BAME staff were based in London. There was a lower proportion of BAME staff in London offices (23% of staff with a declared race) than in the local (London) working-age population (28%).



There has been an improvement in the race declaration rate since last year, but in the context of a longer-term decline.



The proportion of BAME staff has steadily increased over time, overall and in each grade group.



BAME staff were more likely to be in the lower grades (AA-EO & Industrial) and less likely to be in Grade 7 and above.

Correlations

Across DfTc, race was significantly correlated with other characteristics. Therefore a significant result for race can obscure what may have otherwise been a significant result for one of these other characteristics. Similarly, a significant result for those correlated variables could mask a result for race.

BAME staff are more likely to:

be female

work in the lower grades

have declared a religion or belief*

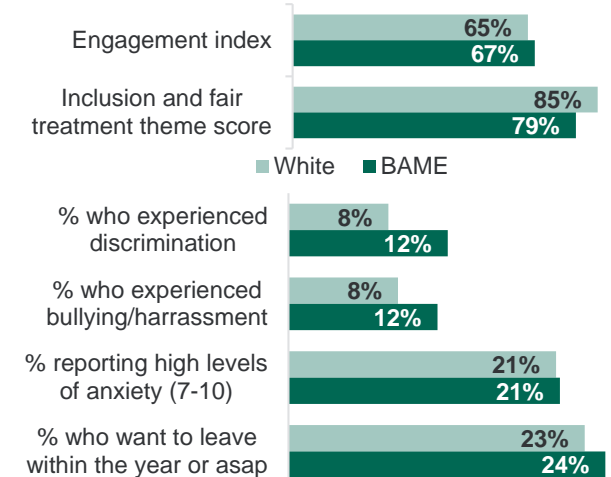
Those with unknown race are more likely to:

have other unknown characteristics

be younger

	Race	Gender	Grade	Belief	Age	Other declarations
be female	✓	✓				
work in the lower grades	✓		✓			
have declared a religion or belief*	✓	✓		✓		
have other unknown characteristics	✓					✓
be younger	✓				✓	

People Survey 2018



Source: IHAC/CSPS2018

*[interpretation more difficult because of unknowns in both characteristics]



Performance management

BAME staff were less likely to have received a performance rating 1 than white staff or those with unknown race.



Leavers

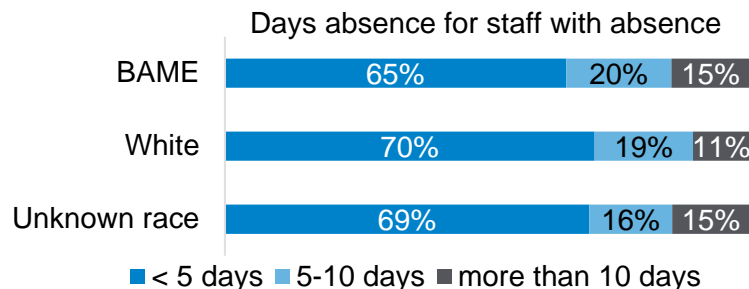
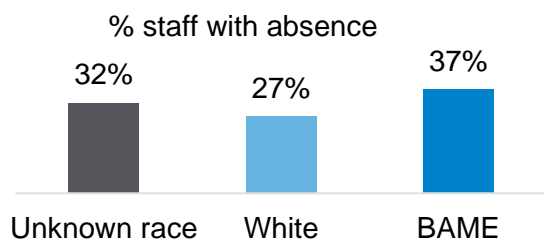
46% of leavers were white; 13% BAME, and 41% had unknown race. Leavers were more likely to have had unknown race than staff in post at the end of the year, but otherwise there was no statistically significant difference...

Grievances and disciplines

There were 28 Grievances, 13 Discipline and 5 Litigation cases opened during the year. Numbers were too small to analyse by race.

Recorded sickness absence

Of staff with absences, white staff had recorded fewer days of sickness absence than BAME staff or those with unknown race. A higher proportion of BAME staff had also had absence than white staff (though this was not significant at the 99% level). Note that grade was significant – staff in the lower grade groups were more likely to have had sickness absence. BAME staff were more likely to be in the lower grade groups.



Promotion

Of the 233 staff who were promoted within DfTc in 2017/18, 147 were white, 30 were BAME and the remaining 56 had unknown race.

13% who had identified themselves as white had been promoted. 10% of BAME staff had been promoted.

When the previous year's performance mark is included in the analysis as a variable, this is very strongly related to the likelihood of promotion – staff with a performance mark 1 in the previous year are more likely to have been promoted. Race does not appear as a related variable.

Performance mark was correlated with race, and if performance mark is not included as a variable for analysis then race appears as a correlated variable with promotion, after a number of more strongly related variables.

Recruitment

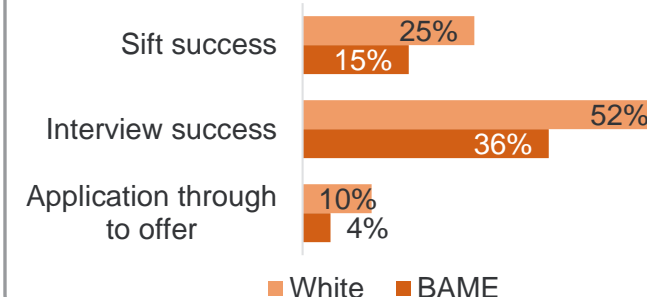
Within SCS recruitment, more than half of the 20 successful recruits in 2017-18 had unknown race. Most of those who had made a declaration were white. More information on SCS recruitment is on slide 21.

For roles below SCS:

DfTc roles attracted a high proportion of BAME applicants (45% of applications, where race was specified) – higher than local working age populations would suggest.

BAME applicants had lower sift and interview success rates than white applicants, and consequently, were less likely to be offered a role. 26% of those offered a role were BAME. (74% white) (where race specified).

Success rates through interview process:



9 box grid

[Information on the 9-box grid is on slide 19.](#)

76 of the 777 staff with a 9-box grid marking were BAME, and 171 had unknown race. There were no statistically significant differences relating to race.





Religion or belief

Context

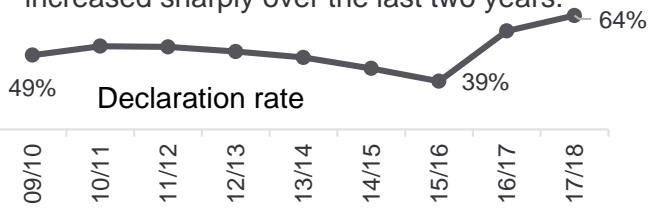
64%

of staff declared if they had a religion or belief or not of whom had a religion or belief (859 staff)

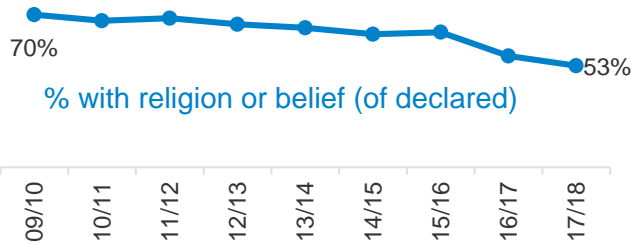
53%

↑ Change from last year: +6pp
↓ Change from last year: -3pp

Declaration rates for religion and belief have increased sharply over the last two years.



There has been a steady decrease in the proportion of staff declaring that they have a religion or belief.



Grade differences: Driver / workshop staff had low declaration rates.

Grade group AA-EO & Industrial were less likely and Grade 7s more likely to say they had no religion than other grades / grade groups.

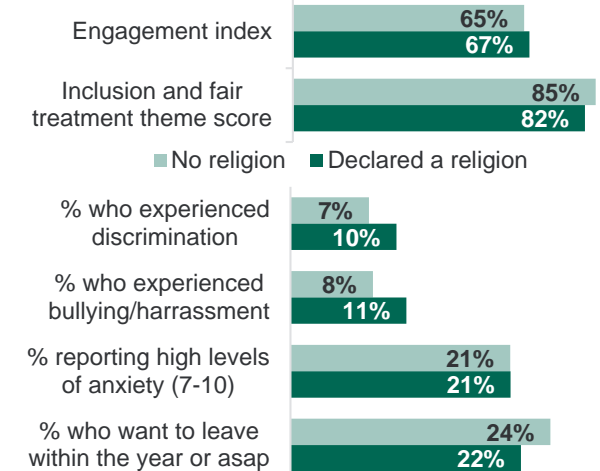
Correlations

Across DfTc, religion and belief was significantly correlated with other characteristics. Therefore a significant result for religion and belief can obscure what may have otherwise been a significant result for one of these other characteristics. Similarly, a significant result for those correlated variables could mask a result for religion and belief.

Staff declaring a religion or belief were more likely to be:

	Religion & belief	Age	Gender	Race	Other declarations
older	✓	✓			
female	✓		✓		
BAME	✓			✓	
Staff with no declaration of religion or belief were likely to have other missing data	✓				✓

People Survey 2018



Source: IHAC/CSPS2018



Performance management

There was no relationship between PMR rating and religion and belief.

Leavers

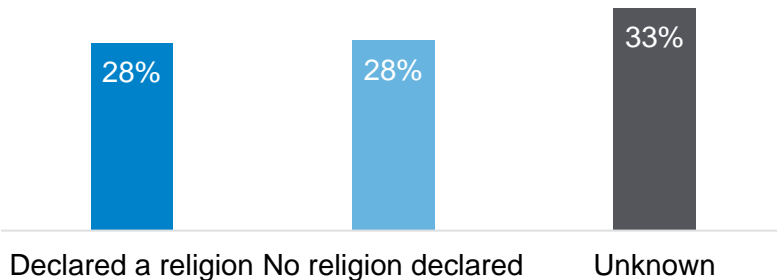
Leavers were less likely to have had unknown religion or belief than staff in post.

Grievances and disciplines

There were 28 Grievances, 13 Discipline and 5 Litigation cases opened during the year. Numbers were too small to analyse by religion or belief.

Recorded sickness absence

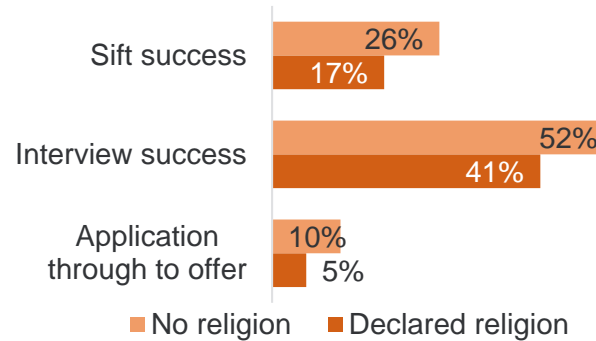
Staff declaring that they had a religion or belief were less likely to have had sickness absence. [This result is significant after the impact of other characteristics such as grade and working pattern]



Recruitment

Applicants who had declared a religion were less likely to pass the sift. At HEO only, those declaring a religion or belief were also less likely to pass the interview. Overall, those declaring a religion or belief were less successful in the recruitment process – 5% of those applying were offered posts, compared with 10% who indicated they had no religion or belief.

Success rates through interview process:



Promotion

There was no relationship between the likelihood of being promoted and religion and belief.

9 box grid

[Information on the 9-box grid is on slide 19.](#)

Staff in Grades 7-6 declaring they did not have a religion or belief were more likely to have one of the upper right 9-box grid descriptors (excellent, star, strong), and more likely to have a high potential descriptor (high potential, excellent, star).





Sexual orientation

Context

68%

of staff declared their sexual orientation



Change from last year: +6pp

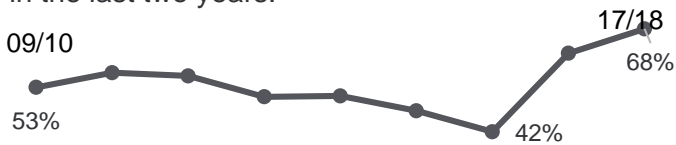
7%

of whom were LGB (111 staff)



Change from last year: Less than 1pp

DfTc has seen a large increase in the proportion of staff who have declared their sexual orientation in the last two years.



And, over the longer term, there has been a steady increase in the proportion of staff declaring they are LGBO.



Correlations

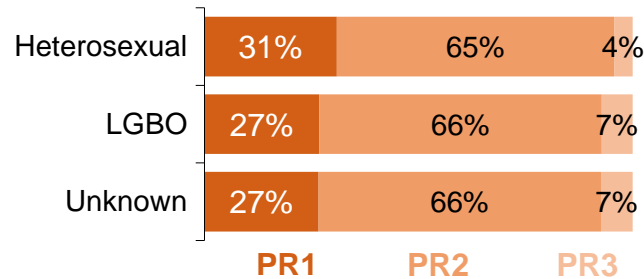
There were strong correlations between unknown sexual orientation and other unknown characteristics.

Correlations between unknowns tended to obscure any other relationships that could be in the dataset.

There were no significant relationships to report between sexual orientation and age, FTE or grade.

Performance

Heterosexual staff were less likely to have received a performance rating 3.



There was no significant difference associated with sexual orientation in the 9-box grid descriptors assigned to Grade 6 and 7 staff).

Leavers

There was no significant difference in the sexual orientation of leavers and staff in post.

Sickness absence

There was no relationship between sexual orientation and the likelihood of having sickness absence. But of those with absence, staff declaring that they were LGBO had fewer days.

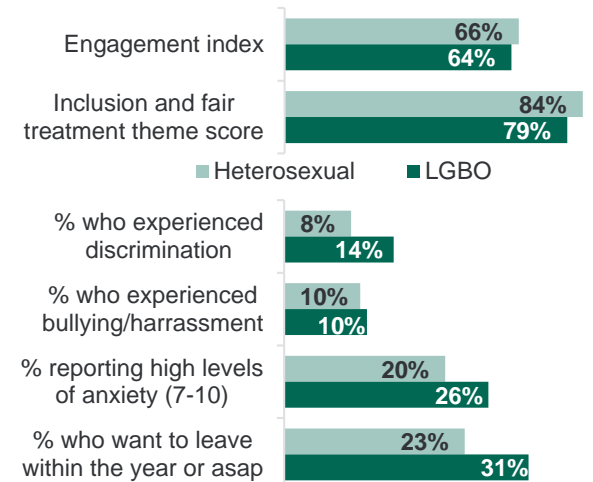
Promotion

The likelihood of being promoted was not significantly different for LGBO, heterosexual or unknown sexual orientation.

Recruitment

There were no significant differences in success rates of LGBO applicants through the recruitment process.

People Survey 2018



Source: IHAC/CSPS2018





Working pattern

Context

100%

Data is held for all staff

9%

of whom worked part time (234 staff)

Change from last year: -1pp

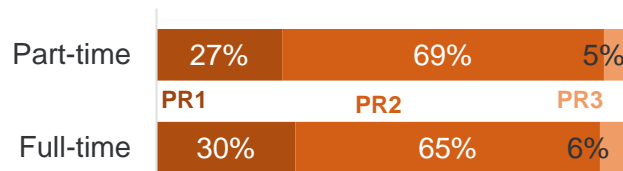
24%

All Civil Service part time

There was no significant change in the proportion of staff working part time since last year.

The last recorded working pattern for staff who left DfTc was similar to the working pattern for staff in post overall, although at Grade 7-6, more of the leavers had worked part time.

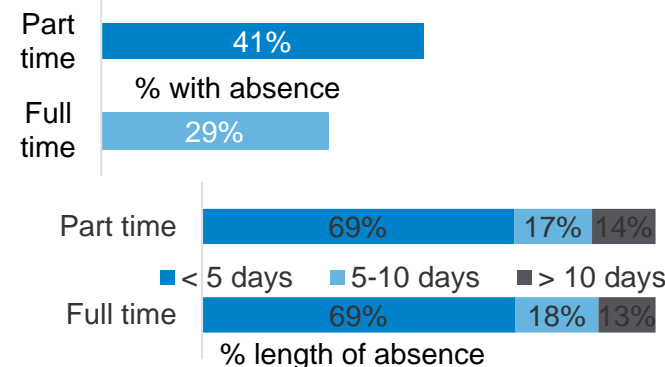
There was no relationship between performance ratings and working pattern (although gender, sickness absence and age – all correlated with working pattern - were related to the likelihood of receiving a performance rating 1)



8% of part-time staff and 13% of full-time staff were promoted. No significant difference was found – although part-time staff did tend to be older, which was strongly related to a lower promotion rate.

Sickness Absence

Part-time staff were more likely to have recorded some sickness absence, but there was no significant difference in the amounts recorded by part time and full time staff that had been absent.



Correlations

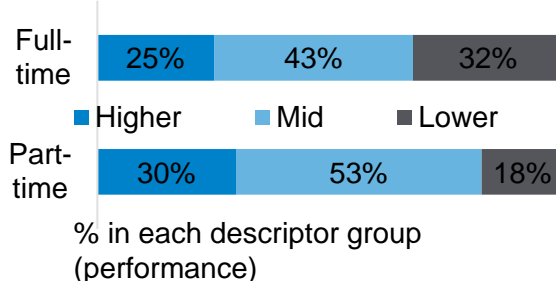
Across DfTc, working pattern was significantly correlated with other characteristics. Therefore a significant result for working pattern can obscure what may have otherwise been a significant result for one of these other characteristics. Similarly, a significant result for those correlated variables could mask a result for working pattern.

Staff working part time were more likely to be:

	Working pattern	Age	Gender
older	✓	✓	
female	✓		✓

9 box grid

Full-time staff in Grades 7-6 were more likely to have one of the lower performance descriptors (high potential, early promise, inconsistent) than part-time staff.



People Survey 2018



Source: IHAC/CSPS2018





Context

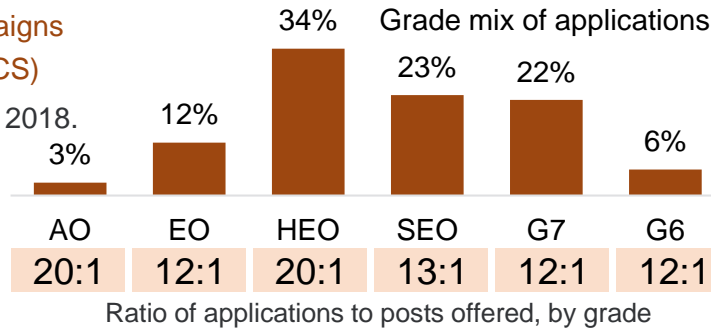
12,453 applications received, for

539 campaigns (posts below SCS)

Launched between 31st March 2017 and 31st March 2018.

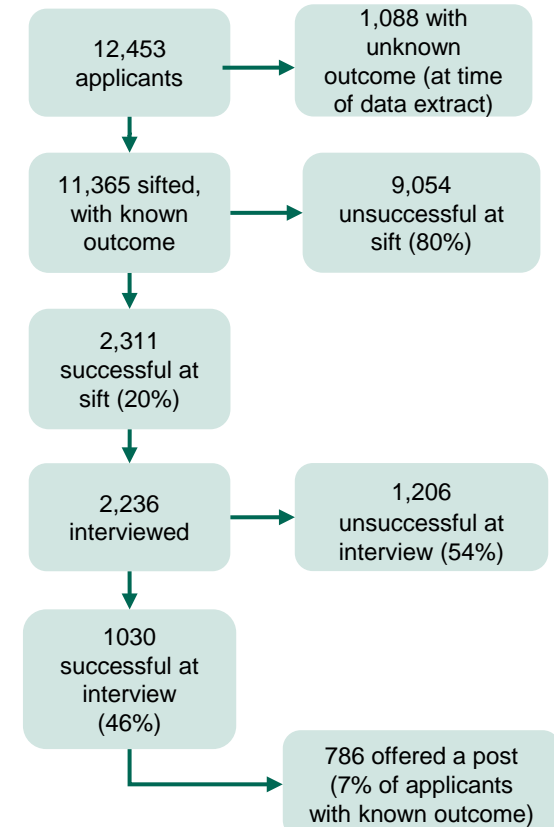
53% more applications than in 2016/17

20 Successful SCS applicants.



Success rates

Number of applicants and success rates through the whole recruitment process (not including SCS).



Correlations

For posts below SCS in DfTc, there were significant correlations between most diversity characteristics of applicants.

A significant result for one characteristic can obscure what may have otherwise been a significant result for one of these other characteristics.

Gender: Female applicants were more likely to be BAME; declare a religion or belief; were younger and less likely to be LGBO. More applications for HEO roles, fewer for G7.

Race: BAME applicants were more likely to be female; declare a religion or belief; and younger. Less likely to identify as LGBO. More likely to apply for EO/HEO than G7-6 roles

Disability: Disabled applicants more likely to have also identified as LGBO, and to be older. Those with unknown disability likely to have other unknown characteristics.

Religion or belief: Female and BAME applicants were more likely to have declared a religion or belief. LGBO applicants were more likely to say they had no religion or belief. Those with unknown religion or belief often had have unknown other characteristics.

Sexual Orientation: Females and BAME less likely to declare LGBO. LGBO more likely to be disabled. LGBO more likely to be aged 25-29.

Age: Females younger than males; white older than BAME; disabled older; U30s more likely to have no religion or belief.

Grade: Females, BAME and disabled applicants less likely to apply for higher graded roles. HEO more likely/Grade 7 less likely to have a religion or belief.

	Gender	Race	Disability	Relig. belief	Sex. Orient'n	Age	Grade
Gender							
Race		✓					
Disability			✓				
Relig. belief				✓			
Sex. Orient'n					✓		
Age						✓	
Grade							✓



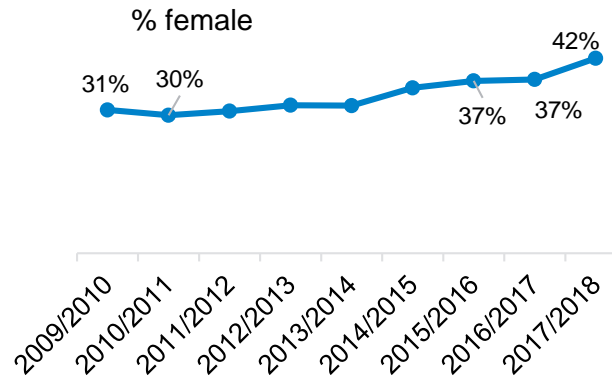


Context

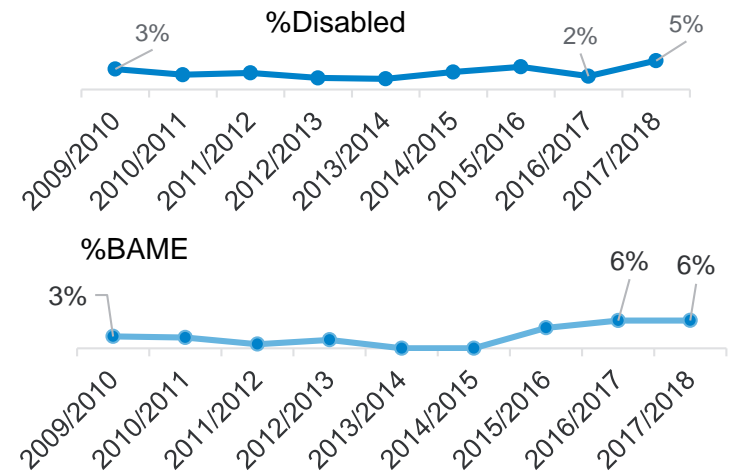
On 31st March 2018 there were 181 staff in Senior Civil Service (SCS) grades across DfTc and the Agencies. This is an increase of 10 SCS staff since the previous year.

% of SCS	who were...
77%	aged over 40
5%	disabled
42%	female
6%	BAME
51%	with a religion or belief
6%	LGBO
12%	working part time

There has been a long term increase in the proportion of females in the SCS.



The proportions of disabled and BAME staff have increased recently, but not consistently over the long term.



Recruitment

20 Successful SCS applicants for recruitment campaigns.

SCS recruitment data was poor, and candidates and campaigns could not be fully matched.

Statistical analysis of SCS recruitment has not been done

For successful applicants, some limited diversity data was available, but with high levels of unknowns.

- 10** Female
- 1** BAME – but 11 unknown race
- 2** Disabled – but 7 unknown disability status

Promotions

2 staff in SCS posts at the beginning of the year were promoted.

Leavers

22 SCS staff left during 2017/18. 6 were female, 16 were male.





9-box grid analysis

9-box grid descriptors

As part of career conversations with their managers DfTc staff in grades 6 and 7 were assessed in relation to their potential and performance, and one of 9 descriptors assigned.

POTENTIAL Strong (>50%) likelihood of progression beyond grade/ band Potential to progress beyond grade/ band Currently best suited to grade/ band	High potential High potential with strong initial impact, but new or inexperienced in current role. Ready for stretch through a variety of roles to develop sustained performance.	Excellent Frequently achieves challenging and stretching goals with strong demonstration of potential. Very experienced at grade/ band and acknowledged as a leader. Performance continually improving and now ready to consider roles at the next level.	Star An exceptional performer who stands out from their peers. Realised potential, ready for / will be successful at next level now. Acknowledged as a leader and role model.
	Early Promise Likely to be new to post or grade/band. Demonstrating early capability and signs of long-term potential.	Good Experienced at grade/band and delivering strong performance against high expectations. Has the potential to keep developing and to deliver more in either scale or complexity.	Strong A consistently strong performer, delivering excellent value. Acts as leader and role model. Regularly exhibits behaviours and competences beyond current level.
	Inconsistent Performance is inconsistent or not fully effective. Has competency gaps, or behavioural style issues.	Effective Meets all performance expectations at this level. Likely to be more suited to current grade than to progress to a more senior post.	Expert Highly valued in current role and respected as an expert. Delivers consistently strong performance and role models professional excellence.
	Inconsistent or incomplete performance, or new to grade/band	Fully effective	Exceptional performer

SUSTAINED CONTRIBUTION OVER TIME

Methodology

The analysis compared the characteristics of staff in one group of descriptors, with the characteristics of staff not in that group.

Several groups were tested:

- Upper right: Star, Excellent Strong
- Lower left: Inconsistent, Early Promise, Effective
- Higher performance: Star, Strong, Expert
- Lower performance: High potential, Early Promise, Inconsistent
- Higher potential: High potential, Excellent, Star a
- Lower potential: Inconsistent, Effective, Expert

Results against each of these tests have been reported, where statistically significant differences were observed.

Results

Results relating to protected characteristics are described in other slides. There were also differences relating to grade and time in post:

Grade 6 staff were more likely to have one of the upper right descriptors and less likely to have one of the lower left descriptors. They were also more likely to have a higher potential descriptor / less likely to be lower potential than Grade 7s.

Staff in post for longer were more likely to be assigned one of the higher performance descriptors / less likely to have a lower performance descriptor. They were less likely to be in the lower left group than those in post for a shorter time (particularly, under 1 year)





Data sources

Unless otherwise stated, the data shown is from the Equality Monitoring (EM) dataset. People Survey data has been used instead of Equality Monitoring data where the People Survey provided information that is not covered by Equality Monitoring, for example bullying and harassment.

Analysis presented here on People Survey data was carried out by IHAC on the microdata provided by Cabinet Office. Those who carried out the original collection and analysis of the people survey data bear no responsibility from their further analysis or interpretation

95% of the number of DfTc staff in post in March 2018 responded to the 2018 People Survey; the response rate for the whole DfT Group was 83%. There has been no statistical analysis of the People Survey data – the charts here show the responses of different groups of staff, without assessment of any statistically significance.

Questions about disability status are phrased differently in the People Survey to the statements that are available on SAP which is where the EM data is drawn from, so there will be slight differences in individual declarations in the two different systems. The People Survey also offered a non-binary gender option which is not currently available in SAP.

Working age population data are from the Annual Population Survey (Oct. 2016-Sept. 2017) and Office for National Statistics (ONS) mid-year population estimates for 2016. Transport sector data are from the Annual Population Survey (Apr. 2016-Mar. 2017). Civil Service statistics are from the Annual Civil Service Employment Survey (2017).

Data coverage and quality

For the purpose of this report, Senior Civil Service (SCS) staff have been included along with the SCS in DfTc.

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 paid maternity leave are included in the staff in post dataset, although excluded from the sickness absence analyses.

DfT is keen to achieve high declaration rates and has set its own target to exceed 70% of known characteristics for all diversity strands.

Recruitment data for the senior civil service is gathered from a variety of sources – including recruitment consultants, and is less complete than other recruitment data. Basic headline statistics are provided.

Other data notes

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. The 99% confidence level used unless otherwise stated.

Where the number of staff in the minority group is small, or the number in the sub group we are looking at is small (for example, when splitting staff by grade group), statistical analysis is not possible.

The diversity profile of staff was compared to the local working age population for different locations for DfTc staff. This is described more fully in the technical annex.

There has been no statistical analysis of the People Survey data – the charts here show the responses of different groups of staff, without assessment of any statistically significance.

Recruitment data for posts below SCS is provided by Civil Service Recruitment. Recruitment through other routes (for example the Fast Stream or internal Expressions of Interest) is not included. Some applicants may have applied for more than one campaign.

Sift results could be unknown for three reasons: the application is awaiting sift; the application is on hold after the sift; or, the candidate had withdrawn their application at any stage of the process.

Staff promotion data is based on staff who were in the Department on both 31st March 2017 and 31st March 2018, and considers them to have been promoted if their grade has increased during that period. It does not include staff who were promoted on entry into the Department.

For more detail on the data and analysis and full tables of results published alongside this storyboard. The People Survey results will be available here: [People Survey](#).

