DVLA Equality Monitoring Storyboard
2017-18

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

▶ summarise the diversity characteristics of staff and applicants;

▶ compare the diversity of DVLA staff with the diversity of the local working-age populations;

▶ identify differences between diversity groups within DVLA; 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.

In House Analytical Consultancy

The Driver and Vehicle Licensing Agency

Department for Transport

Driver & Vehicle Licensing Agency

Purpose

The Driver and Vehicle Licensing Agency (DVLA) is an executive agency of the Department for Transport (DfT). DVLA is responsible for maintaining the registration and licensing of GB drivers and UK vehicles, as well as the collection and enforcement of Vehicle Excise Duty in the UK.

DVLA is the largest of DfT's Executive Agencies, and employed 5,966 staff on 31st March 2018 (excluding staff on long-term leave).
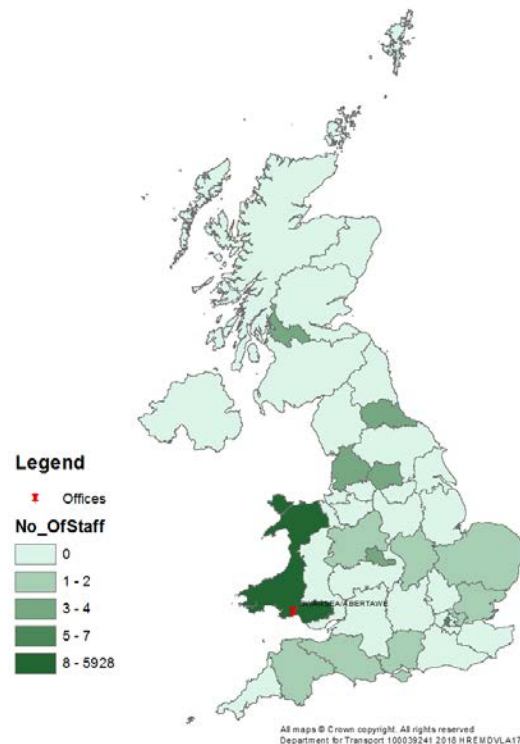
Geographical locations

DVLA's main headquarters is based in Swansea, where over 99% of staff are located. There are a small number of staff in other locations around the country.

Location of DVLA staff, March 31st 2018

Legend

⚔ Offices

No_OfStaff
- 0
- 1 - 2
- 3 - 4
- 5 - 7
- 8 - 5928

All maps © Crown copyright. All rights reserved
Department for Transport 100039241 2018 H R E M D V L A 1718

Job roles

DVLA staff have been grouped into two different job roles for the purpose of this Equality Monitoring analysis: Operational and Non-Operational roles.

Staff in Operational roles:	Staff in Non-Operational roles:
78%	**22%**

Operational roles are public facing and tend to be administrative; Non-Operational roles include HR and finance functions.

Staff in Operational roles were more likely than staff in non-operational roles to:
➢ Work part time (less than 0.95 FTE)
➢ Be female
➢ Have a younger age profile

Introduction to DVLA staff diversity

DVLA's staff are predominantly female with a higher proportion of women compared to the working-age population. This picture has changed little in the last 10 years, although the total number of staff has fallen by c. 500 (8%). The profile of staff differs by job role – a higher proportion of non-operational roles are filled by men, in particular in positions at G7-G6.

Analysis and reporting

This analysis has considered the following areas of **staff diversity**:
- Age (slides 12&13)
- Caring responsibilities (slide 14)
- Disability (slides 8&9)
- Gender (slides (10&11)
- Race (slides 6&7)
- Religion or belief (slide 17)
- Sexual orientation (slide 17)
- Working pattern (slides 15&16)

Analysis has been conducted to help understand (1) if any staff are advantaged or disadvantaged by any particular **HR processes** and (2) **long term trends** in gender, race, and disability status:
- Were DVLA staff representative of the local working-age population? (Swansea only – the number outside Swansea comprise too small a sample to look at specifically).
- Were particular applicants more or less likely to be successful through DVLA's recruitment process? See also side 18 - Recruitment
- Were the staff who received higher performance descriptors representative of all staff?
- Were there any particular staff groups related to recorded sickness absence?
- Were particular staff more or less likely to be promoted at DVLA?

Age – Key Points

Age is collected for all employees.

DVLA staff / Local working-age pop
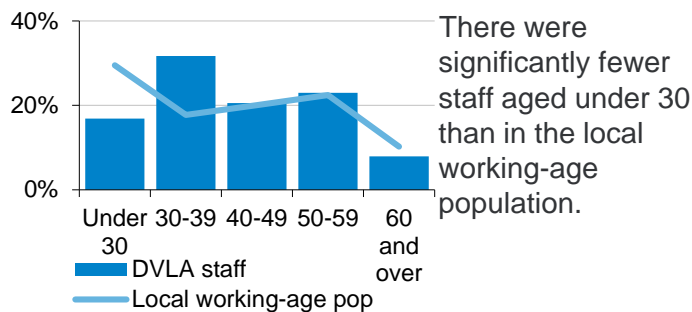
There were significantly fewer staff aged under 30 than in the local working-age population.

The age profile of applicants to recruitment campaigns was different to the local working-age population: more applicants aged 25-39 and fewer under 25 or over 45..

Carers – Key Points

Caring responsibilities are not currently collected with staff data, but are asked about in the People Survey so some analysis is possible.
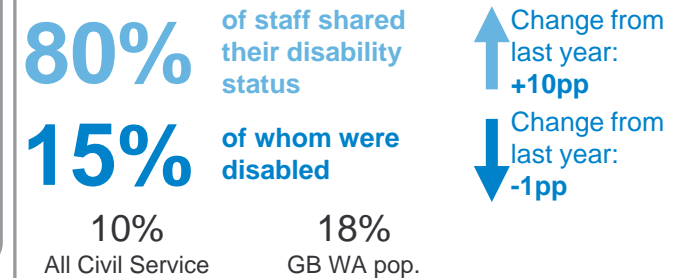
39% of staff had **child care responsibilities**

25% of staff had **other caring responsibilities**

*pp (percentage point) – difference between two percentages.

GB WA pop.: Working-age population (aged 16-65) in Great Britain. **Transport industry:** UK transport & storage sector (only available for race).

Disability Status – Key Points

DVLA had a significantly lower proportion of disabled staff than the local working-age population (21%)**.** There has been little change since last year.

80% of staff shared their disability status

15% of whom were disabled

Change from last year: **+10pp**

Change from last year: **-1pp**

10% All Civil Service

18% GB WA pop.

Non-disabled staff were less likely to have had sickness absence, and also to have had fewer days of sickness absence.

Gender – Key Points

61% of DVLA staff were female compared to 50% in the local working-age population.
There has been little change since last year.

100%

61% of staff were female

Gender is collected for all employees
Change from last year: **0pp** ↓

54% All Civil Service   50% GB WA pop.

Female staff were more likely to receive a higher performance descriptor than male staff.

Male staff were more likely to leave DVLA than female staff.

Females were more successful than males at all stages of the recruitment process (sift, interview/assessment, appointed)

Race – Key Points

DVLA had a significantly lower proportion of BAME staff than the local working-age population (5%). There has been no change since last year.

81% of staff shared their race ↑ Change from last year: **+17pp***

2% of whom were BAME — No change from last year

12% All Civil Service   14% GB WA pop.   18% Transport industry

White staff were more likely to have received a higher performance descriptor, compared to BAME staff and staff who had not declared their race.

The % of BAME applicants to jobs was lower than in the local working-age population

Religion or belief – Key Points

43% of staff shared their religion/belief ↑ Change from last year: **+6pp**

53% of whom declared a religion ↑ Change from last year: **-6pp**

Religion or belief has not been included in the analysis as the declaration rate is low.

Sexual Orientation – Key Points

49% of staff shared their sexual orientation ↑ Change from last year: **+12pp**

4% of whom were LGBO ↑ Change from last year: **+1 pp**

Sexual orientation has not been included in the analysis as there were too few declared LGBO staff.

Working pattern – Key Points

100% Working pattern is collected for all staff

33% of staff work part time ↑ Change from last year: **+1pp**

24% All Civil Service

More female staff worked part time (47% of female staff, 11% of male staff)

More staff in operational roles worked part time: 38% for operational roles, 15% for non- operational roles

Staff working part time tended to be older than those working full time.

Data sources

The data

This storyboard is based on analysis of five datasets:
- Individual staff diversity records, snapshots at 31st March in 2017 and 2018
- Civil Service Recruitment
- Grievance and discipline
- 2017 Civil Service People Survey
- Performance management

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, this data often have significant numbers of unknowns or undeclared statuses and subsequently analysis was not always possible.

Data tables to support the storyboard are provided separately.

Characteristics used in the analysis:

	Gender	Race	Disability status	Age	Sexual orientation	Religion or/ 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	✓	✓	✓	✓	SN	✓	✓	NA
Sickness Absence	✓	✓	✓	✓	SN	✓	✓	NA
Performance Management	✓	✓	✓	✓	SN	✓	✓	NA
Recruitment	✓	✓	✓	✓	✓	✓	NA	NA
Grievances & disciplines	✓	SN	SN	SN	SN	SN	SN	NA
Cessations	✓	SN	✓	✓	SN	✓	✓	NA
Progressions	✓	SN	SN	✓	SN	SN	SN	SN

Where a tick is not shown, the variable was not included in the analysis. SN = small numbers, NA = information not available.
Sexual orientation has generally been excluded as a variable in the analysis as the declaration rate is low, and the minority group is small.

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.

Declaration rates for all self-declared characteristics rose in 2017/18, the year in which DVLA introduced a pop-up message which greets staff to remind them to fill in their diversity data if they log onto Shared Services and their diversity fields are blank. DVLA also ran a communication campaign explaining the importance of capturing diversity information.

Up until 2016/17 there was an overall decline in the declaration rates for race and disability, but this trend has been reversed and declaration rates are increasing.
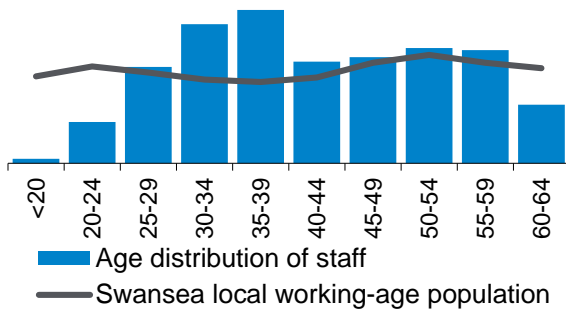
Age

Context

The age profile of DVLA staff differs from the local working-age population, with fewer staff under 25 or over 60, and more aged between 30 and 39 years old.

There has been very little change in the age profile over the past decade.

- Age distribution of staff
- Swansea local working-age population

Grade is significantly associated with staff age – staff in lower grades are younger on average.

Grade	% of staff under 40
AA	45%
AO	52%
EO	47%
HEO	42%
SEO	28%
G7	18%
G6	9%
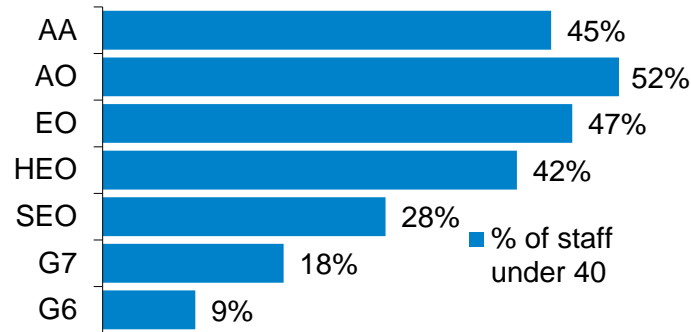
Aged 40+

53% Local Pop	54% DVLA	67% All Civil Service

The age profile of staff differs for males and females – female staff tend to be older than male staff.

- Male age profile
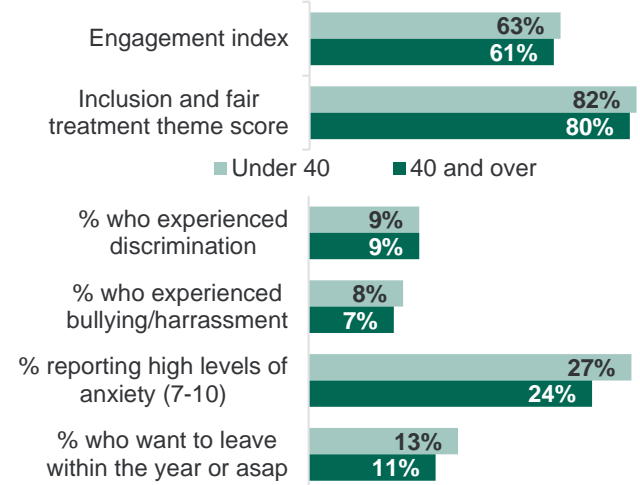- Female age profile
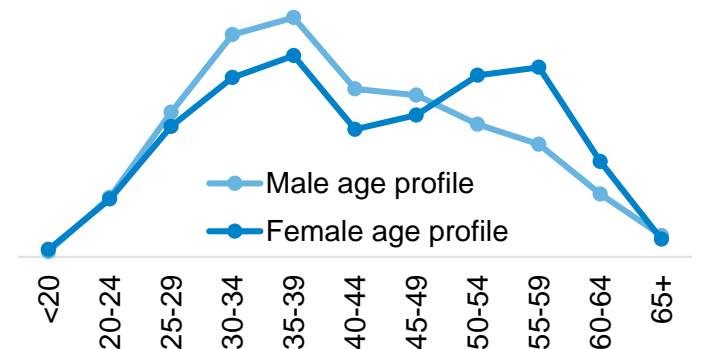
Correlations

Age was correlated with gender, race, disability status, working pattern and religion or belief.

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.

Older staff were more likely than younger staff to:

	Age	Race	Gender	Religion	Working pattern	Disability status
Be female	✓		✓			
Be white, than BAME or with unknown race	✓	✓				
Work part time	✓				✓	
Be disabled	✓					✓
Have declared a religion or belief				✓		

People Survey 2018

|	Under 40	40 and over
Engagement index	63%	61%
Inclusion and fair treatment theme score	82%	80%
% who experienced discrimination	9%	9%
% who experienced bullying/harrassment	8%	7%
% reporting high levels of anxiety (7-10)	27%	24%
% who want to leave within the year or asap	13%	11%

Source: IHAC/CSPS2018

Recruitment

The age profile of applicants to jobs in DVLA was significantly different to the age profile of the local working-age population. Overall there were more applicants aged 25-39 than expected given the local working-age population, and fewer over 45 or under 25. The table below also shows how this profile varied by grade of post applied for.

Grade	Age range								
	<25	25-29	30-34	35-39	40-44	45-49	50-54	55-59	60+
AA	more	more				fewer	fewer	fewer	fewer
AO	more	more	more	more		fewer	fewer	fewer	fewer
EO	fewer	more	more	more		fewer	fewer	fewer	fewer
HEO	fewer	more	more	more		fewer	fewer	fewer	fewer
SEO	fewer		more	more	more	more		fewer	fewer
G7	fewer			more	more	more			fewer
G6	fewer			more		more			fewer
All grades	fewer	more	more	more		fewer	fewer	fewer	fewer

Older applicants were more likely than younger applicants to pass the **sift** for higher graded roles.

Age was not significantly associated with success rates at **interview.**

For grades AA-EO, applicants under 25 were more likely than others to be **appointed.** For grades HEO/SEO, applicants aged 30-34 were more likely than others to be appointed.
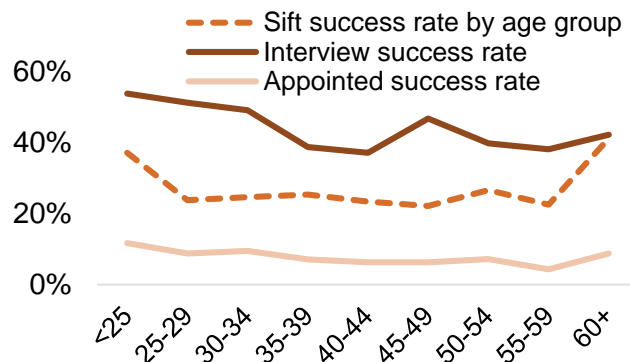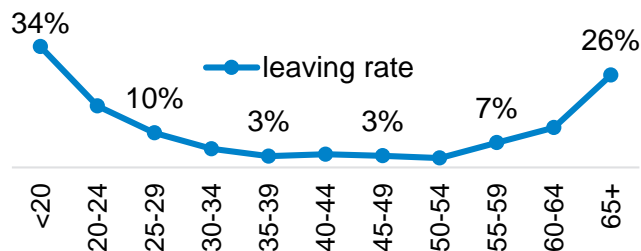

Performance management

Age was not associated with performance descriptors, and in fact the distribution of performance descriptors between staff aged less than 40 and 40 or older was almost identical.

	Higher	Middle	Lower
40+	42.5%	55.6%	1.9%
Under 40	42.4%	55.2%	2.3%
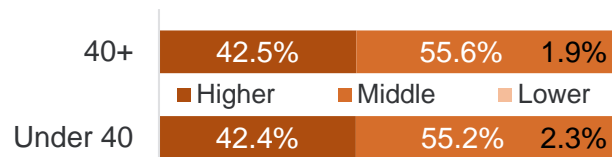
Leavers

The age profile of leavers followed the classic "U" shaped distribution, with a higher leaving rate for staff at the extremes of the age range.

Promotion

5,552 staff were present at the start and end of the year of whom 259 (5%) were promoted.

Younger staff were more likely to be promoted than older staff, although the most significant factor in whether staff were promoted or not was job role – operational staff were more likely to be promoted than non-operational staff.

3%
of **staff 40+ were promoted** last year (78 staff)

7%
of **staff under 40 were promoted** last year (181 staff)

Grievances and discipline

There were 15 grievances raised by DVLA staff in 2017/18 – 10 of these were for staff aged 40+.

There were 58 discipline cases for DVLA staff in 2017/18 – 18 of these were for staff aged 40+.

The number of grievance and discipline cases were too small to carry out statistical analysis.

Sickness absence

Age was a significant factor in whether staff had had sickness absence, but only after grade and disability status had been taken into account (non-disabled staff were less likely to have recorded sickness absence, and staff in lower grades more likely to have recorded sickness absence). Older staff were less likely to have had sickness absence than younger staff.

46%
of **staff 40+ had had sickness absence**

53%
of **staff under 40 had had sickness absence**

Age was not significantly associated with the number of days sickness absence taken, although the top two factors that were associated (gender and disability status), are correlated with age, so age could be an underlying driver.
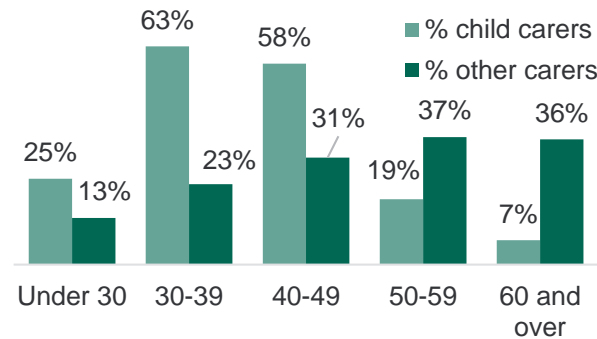
Department for Transport

Context

Caring responsibilities data is from the People Survey. Staff were asked if they had one of two types of caring responsibilities (note staff can belong to both groups):
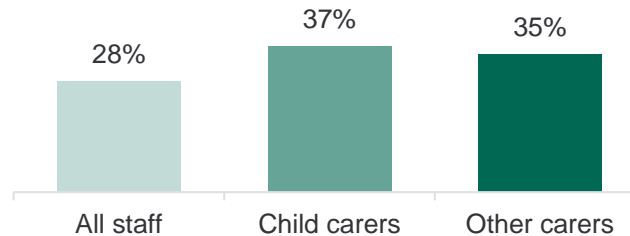
- **Child carers:** Those with childcare responsibilities as a primary care giver (e.g. parent/guardian). **42% of DVLA responders to the People Survey responded that they were a child carer.**

- **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. **28% responded that they had other carer responsibilities.**

Child carers were younger, with higher proportions of staff aged between 30 and 50 being child carers than staff in other age groups. Other carers tended to be older.
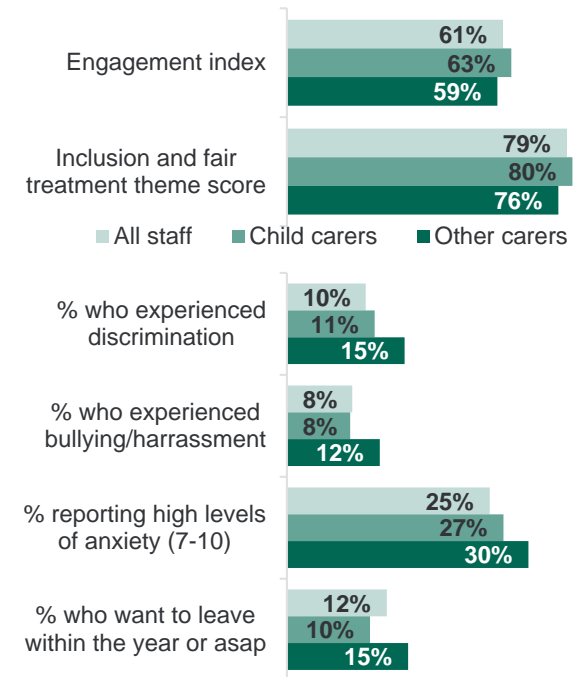

Legend: ■ % child carers ■ % other carers

Age group	% child carers	% other carers
Under 30	25%	13%
30-39	63%	23%
40-49	58%	31%
50-59	19%	37%
60 and over	7%	36%

Carers of both types were more likely to work part-time than DVLA staff in general.

% staff who were carers

All staff	Child carers	Other carers
28%	37%	35%

People Survey 2018

Legend: ■ All staff ■ Child carers ■ Other carers

	All staff	Child carers	Other carers
Engagement index	61%	63%	59%
Inclusion and fair treatment theme score	79%	80%	76%
% who experienced discrimination	10%	11%	15%
% who experienced bullying/harrassment	8%	8%	12%
% reporting high levels of anxiety (7-10)	25%	27%	30%
% who want to leave within the year or asap	12%	10%	15%

Source: IHAC/CSPS2018

Disability status

Context

DVLA has a significantly lower proportion of disabled staff than the local working-age population (21%). There has been little change since last year.

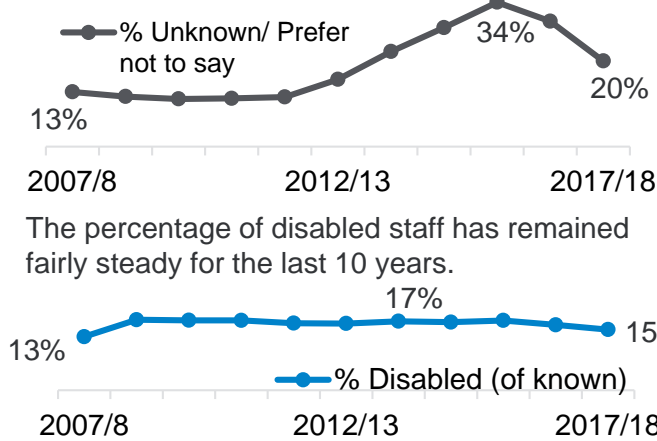**80%** of staff shared their disability status

Change from last year: **+10pp**

15% of whom were disabled
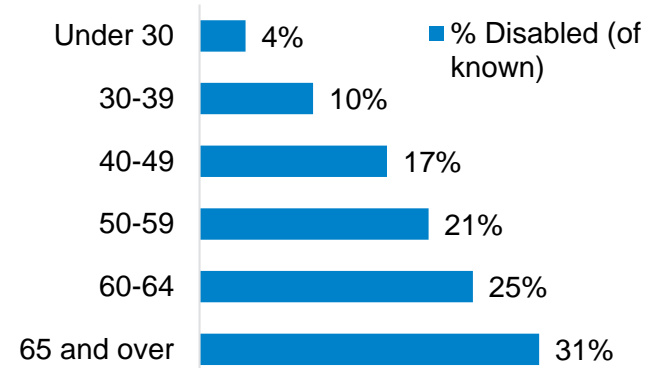
Change from last year: **-1pp**

10% All Civil Service

18% GB WA pop.

The percentage of staff sharing their disability status has increased since last year, reversing a declining trend in declarations.

— % Unknown/ Prefer not to say

13%   34%   20%

2007/8   2012/13   2017/18

The percentage of disabled staff has remained fairly steady for the last 10 years.

13%   17%   15%

— % Disabled (of known)

2007/8   2012/13   2017/18

Younger staff were less likely to be disabled than older staff.

■ % Disabled (of known)

Age	% Disabled
Under 30	4%
30-39	10%
40-49	17%
50-59	21%
60-64	25%
65 and over	31%

Correlations

There were correlations between disability status and other protected characteristics.

Disabled staff were more likely than non-disabled staff to be:

➤ female
➤ older

A significant result for disability status 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 disability status.
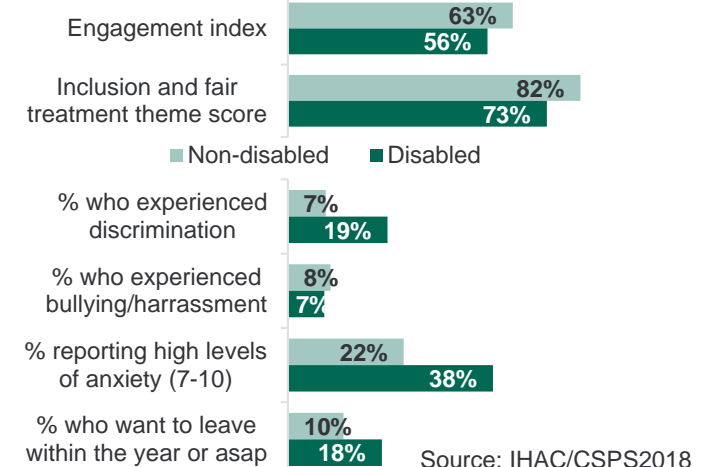
Grievances and discipline

There were 15 grievances raised by DVLA staff in 2017/18 – 5 of these were for disabled staff.

There were 58 discipline cases for DVLA staff in 2017/18 – 17 of these were for disabled staff.

The number of grievance and discipline cases were too small to carry out statistical analysis.

People Survey 2018

	Non-disabled	Disabled
Engagement index	63%	56%
Inclusion and fair treatment theme score	82%	73%
% who experienced discrimination	7%	19%
% who experienced bullying/harrassment	8%	7%
% reporting high levels of anxiety (7-10)	22%	38%
% who want to leave within the year or asap	10%	18%

■ Non-disabled ■ Disabled

Source: IHAC/CSPS2018

Recruitment

The proportion of applicants who were disabled was significantly lower than the proportion in the local working-age population.

4%
Of applicants were disabled (331 applicants)

21%
Of local working-age population are disabled

Declaration rates for disability status by applicants were good.

97%
of applicants declared their disability status

Generally there were no significant differences in success rates for applicants with different disability statuses. The exception was during the sift, when, for roles in some grades (AA all roles, AO-EO Non-operational), non-disabled applicants were less likely to be successful (compared with disabled applicants or those with unknown disability status).

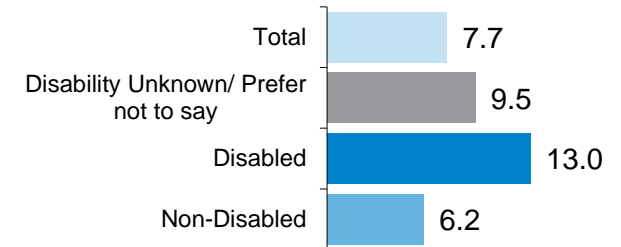|	Non-Disabled	Disabled
Sift success rate	26%	32%
Interview success rate	47%	47%
Appointed success rate	8%	9%
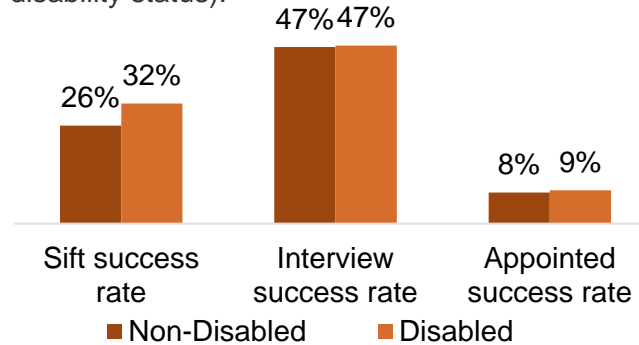
Sickness absence

Staff who had declared themselves to be non-disabled were significantly less likely to have had sickness absence than staff who were disabled. Non-disabled staff were also likely to have recorded fewer days sickness absence.

Disability status was the most significant factor associated with sickness absence.

Average number of days of sickness absence

Total	7.7
Disability Unknown/ Prefer not to say	9.5
Disabled	13.0
Non-Disabled	6.2

Leavers

416 staff left DVLA between March 2017 and March 2018.

Disability status was not significantly associated with whether staff left or not.

5%
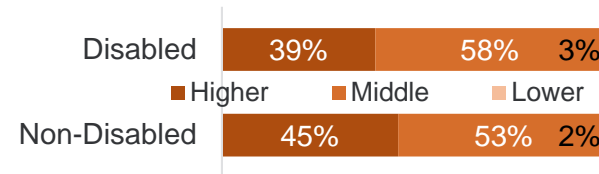of **disabled staff left** last year (35 staff)

4%
of **non-disabled staff left** last year (166 staff)

15%
of **staff with unknown disability status left** last year (215 staff)

Performance management

Disability status was not significantly related to performance descriptor.

	Higher	Middle	Lower
Disabled	39%	58%	3%
Non-Disabled	45%	53%	2%

Promotion

259 staff were promoted in DVLA between March 2017 and March 2018.

2% of disabled staff were promoted, compared with 5% of non-disabled staff. The numbers were too small to allow for statistical testing.

2%
of **disabled staff were promoted** last year (2 staff)

5%
of **non-disabled staff were promoted** last year (203 staff)

6%
of **staff with unknown race were promoted** last year (54 staff)

Disability status

Gender

Context

61% of DVLA staff were female compared to 50% in the population.
There has been no change since last year.

100%

61% **of staff were female (5,966 staff)**

Gender is collected for all employees

— Change from last year: **0pp**

54%
All Civil Service

50%
GB WA pop.

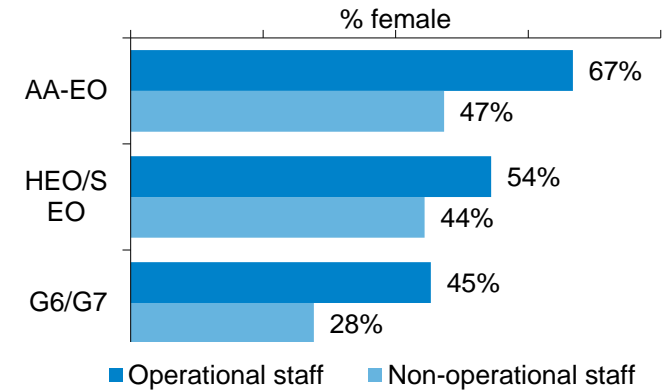47% of female staff work part time whereas only 11% of male staff work part time.

DVLA has seen little change in the proportion of female staff over the last decade.

63% ●●●●●●●●●● 61%

— % female

2007/8   2012/13   2017/18
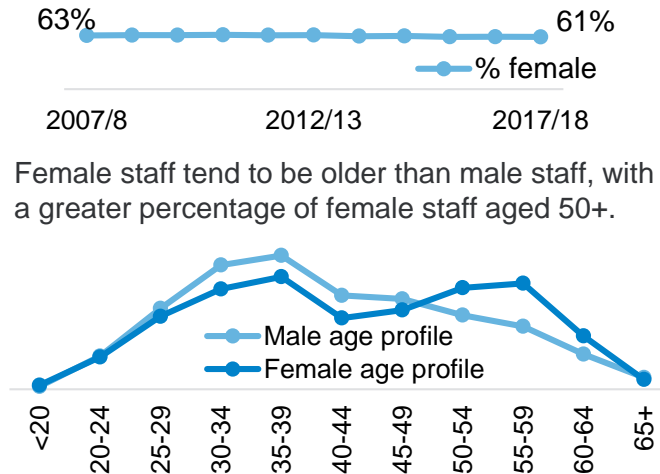
Female staff tend to be older than male staff, with a greater percentage of female staff aged 50+.

— Male age profile
— Female age profile

<20, 20-24, 25-29, 30-34, 35-39, 40-44, 45-49, 50-54, 55-59, 60-64, 65+

A greater proportion of operational roles were filled by females than males, and females were also over represented in the lower grades compared to the higher grades.

% female

Grade	Operational staff	Non-operational staff
AA-EO	67%	47%
HEO/SEO	54%	44%
G6/G7	45%	28%

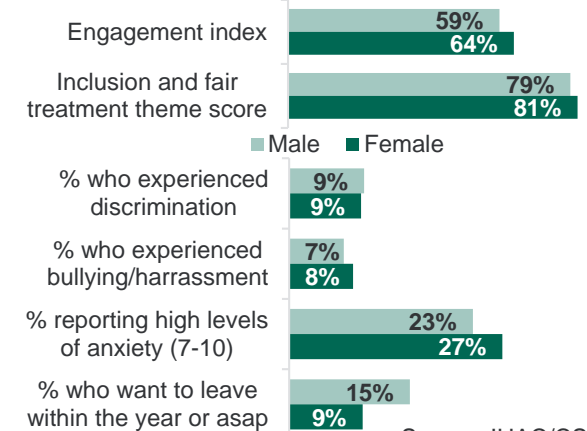■ Operational staff   ■ Non-operational staff

Correlations

Across DVLA, gender was significantly correlated with age, disability status, working pattern and job role. 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 male staff to:	Gender	Age	Disability status	Working pattern	Job type
Be older	✓	✓			
Work part time	✓			✓	
Be disabled	✓		✓		
Work in operational roles					✓

People Survey 2018

	Male	Female
Engagement index	59%	64%
Inclusion and fair treatment theme score	79%	81%
% who experienced discrimination	9%	9%
% who experienced bullying/harrassment	7%	8%
% reporting high levels of anxiety (7-10)	23%	27%
% who want to leave within the year or asap	15%	9%

■ Male   ■ Female

Source: IHAC/CSPS2018

Recruitment

The proportion of applicants who were female (51%) was similar to the proportion in the local working-age population.

The proportion differed for different job roles:

57%
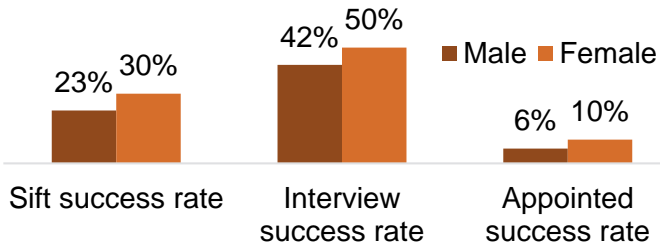Of applicants for **Operational** roles were female

45%
Of applicants for **Non-operational** roles were female

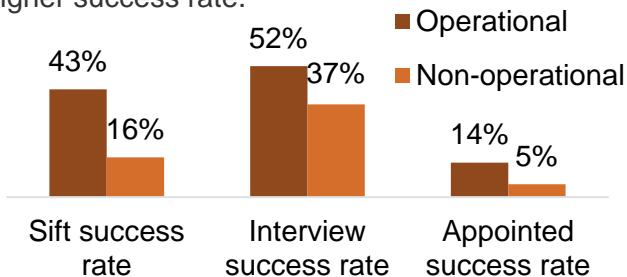Declaration rates for gender by applicants was good.

99%
of applicants declared their gender

Females were more successful than males at all stages of the recruitment process.

■ Male ■ Female

|	Male	Female
Sift success rate	23%	30%
Interview success rate	42%	50%
Appointed success rate	6%	10%

This difference is partly driven by the different success rates for recruitment to Operational and Non-operational posts, as more females apply for Operational posts, and Operational roles had a higher success rate.

■ Operational ■ Non-operational

	Operational	Non-operational
Sift success rate	43%	16%
Interview success rate	52%	37%
Appointed success rate	14%	5%

Performance management

Female staff were more likely to have received a higher performance descriptor than male staff.

	Higher	Middle	Lower
Female	44%	54%	2%
Male	40%	58%	2%
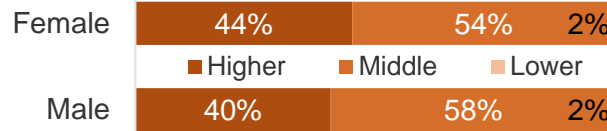
Leavers

Gender was a significant factor in leaving rates, with more male staff leaving than female staff, but only after grade had been taken into account (being in AA grade was the factor most significantly associated with leaving).

6%
of **female staff left** last year

7%
of **male staff left** last year

Sickness absence

Gender was a significant factor in whether staff had had sickness absence or not, but only after disability status, age and grade had been taken into account (female staff were more likely to have had sickness absence than male staff)

52%
of **female staff had had sickness absence**

45%
of **male staff had had sickness absence**

Promotion

259 staff were promoted in DVLA between March 2017 and March 2018.

3% of female staff were promoted, compared with 7% of male staff.

Gender was not significantly associated with whether or not a member of staff was promoted, but job role and age were, and these are correlated with gender (female staff are more likely to work in operational roles and to be older, and these age and job role factors were associated with a lower chance of promotion.).

3%
of **female staff were promoted** last year (116 staff)

7%
of **male staff were promoted** last year (143 staff)

Grievances and discipline

There were 15 grievances raised by DVLA staff in 2017/18 – 10 of these were for female staff.

There were 58 discipline cases for DVLA staff in 2017/18 – 25 of these were for female staff.

The number of grievance and discipline cases were too small to carry out statistical analysis.

Gender was also related to the number of days sickness absence staff had, with female staff having more days of sickness absence than male staff.

Average number of days of sickness absence

Total	7.7
Female	8.8
Male	6.0

Gender

Race

Context

DVLA had a significantly lower proportion of BAME staff than the local working-age population (5%). There has been no change since last year.

81% of staff shared their race — Change from last year: **+17pp**

2% of whom were BAME — No change from last year

| 12%	14%	18%
All Civil Service	GB WA pop.	Transport industry

There has been a big increase in declaration rates for race since last year, with 81% of staff sharing their race. This has reversed a trend for decreasing declaration rates.

The number of staff with unknown race has ranged widely over the last decade, rising to over 2,000 staff (36%) in 2015/16 and 2016/17.

% Unknown race/Prefer not to say — 7% (2007/8) ... 36% ... 19% (2017/18)
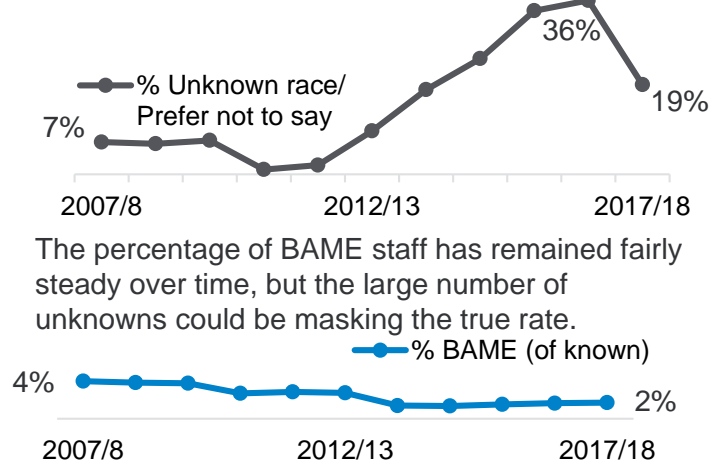
The percentage of BAME staff has remained fairly steady over time, but the large number of unknowns could be masking the true rate.

% BAME (of known) — 4% (2007/8) ... 2% (2017/18)

Most BAME staff are in AA-EO grades, and there was a higher proportion of BAME staff in AA-EO grades (2%) than HEO – G6 grades (1%).

No. of BAME staff in grade group — AA-EO: 65, HEO/SEO: 7, G6/G7: 2
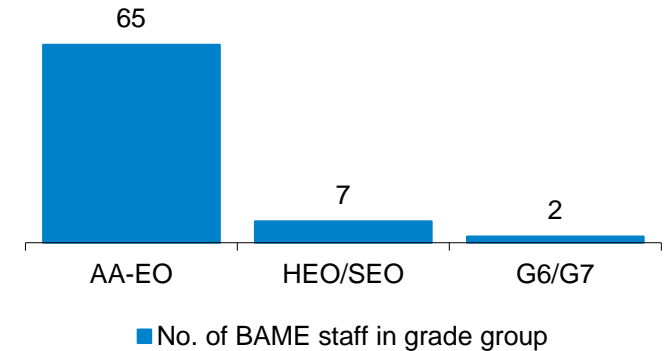
Leavers

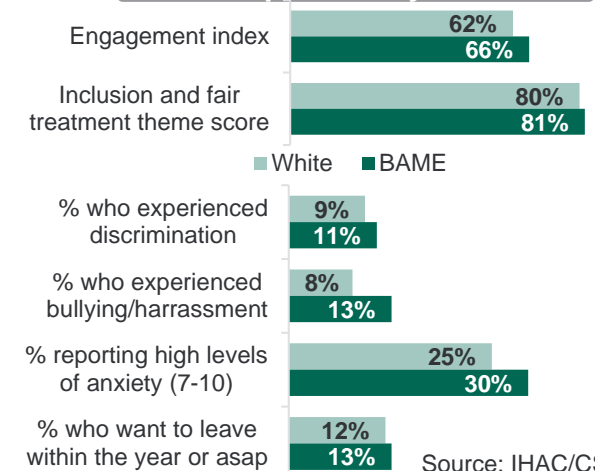Of the 416 staff who left DVLA this year, seven declared themselves as BAME.

The numbers were too small for statistical analysis.

Correlations

With only a small number of BAME staff there were only a few correlations within the data.

BAME staff were more likely than white staff to be younger, and to work full-time.

People Survey 2018

	White	BAME
Engagement index	62%	66%
Inclusion and fair treatment theme score	80%	81%
% who experienced discrimination	9%	11%
% who experienced bullying/harrassment	8%	13%
% reporting high levels of anxiety (7-10)	25%	30%
% who want to leave within the year or asap	12%	13%

Source: IHAC/CSPS2018

Recruitment

The proportion of applicants who were BAME was generally lower than the proportion in the local working-age population, and particularly for lower grades.

4%
Of applicants were BAME (338 applicants)

5%
Of local working-age population are BAME

Declaration rates for race by applicants was good.

98%
of applicants declared their race

There were no significant differences in success rates at different stages of the recruitment process for white and BAME applicants.

|	Sift success rate	Interview success rate	Appointed success rate
White	26%	47%	8%
BAME	24%	37%	5%

■ White ■ BAME
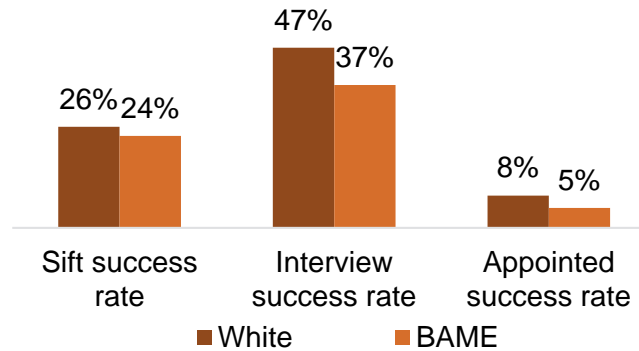
BAME applicants were more likely to be male than female. As gender and job role were significant factor in success rates at each stage of the recruitment process it is possible that the difference in success rates for BAME and white staff is accounted for by the success rates for males and females and for Operational and Non-Operational posts.

Performance management

Race was one of the three most significant factors associated with performance descriptors.

White staff were more likely to have received a higher performance descriptor and less likely to have received a lower performance descriptor than staff whose race was unknown and BAME.

	Higher	Middle	Lower
BAME	33%	59%	8%
White	44%	54%	2%

■ Higher ■ Middle ■ Lower
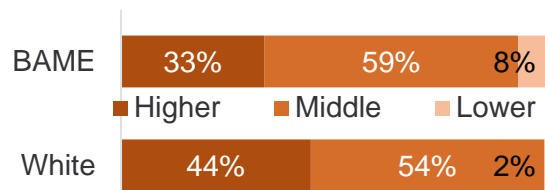
Sickness absence

The number of days of sickness absence taken were similar for BAME, white, and race unknown staff.

Race was not a significant factor in the likelihood of staff having had sickness absence, nor in the number of days of sickness absence that were taken.

Grievances and discipline

In 2017/18 there were:

- 15 grievances raised by DVLA staff
- 58 discipline cases for DVLA staff, and
- 6 litigation cases for DVLA staff.

The number of grievance and discipline cases relating to BAME staff were too small to analyse.

Promotion

259 staff were promoted in DVLA between March 2017 and March 2018.

3% of BAME staff were promoted, compared with 4% of white staff. The numbers were too small for statistical testing.

3%
of **BAME staff were promoted** last year (2 staff)

4%
of **white staff were promoted** last year (203 staff)

6%
of **staff with unknown race were promoted** last year (54 staff)
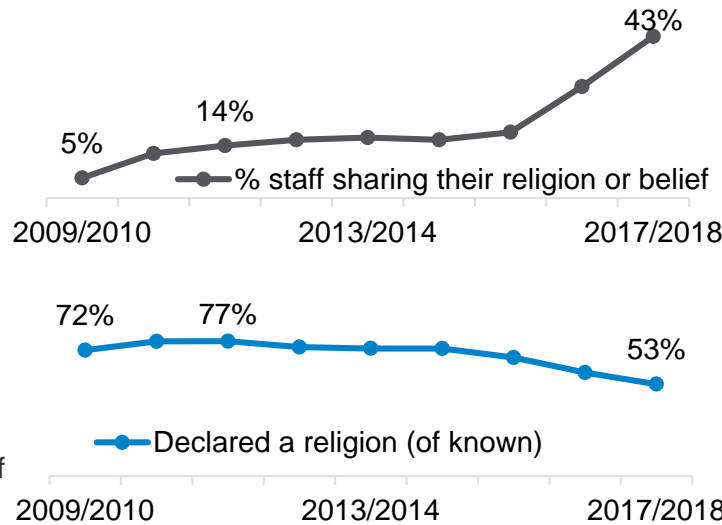
Race

Religion or belief, and sexual orientation

Context – Religion or belief

53% of DVLA staff who shared their religion or belief declared they had a religion or belief.

The proportion who shared their religion or belief (43%) increased significantly in the past year.

43% of staff shared their religion/belief — ↑ Change from last year: **+13pp**

53% of whom declared a religion — ↓ Change from last year: **-6pp**

DVLA has seen an increase in the proportion of staff that have declared a religion or belief over time.

% staff sharing their religion or belief
5% — 14% — 43%
2009/2010 — 2013/2014 — 2017/2018

Declared a religion (of known)
72% — 77% — 53%
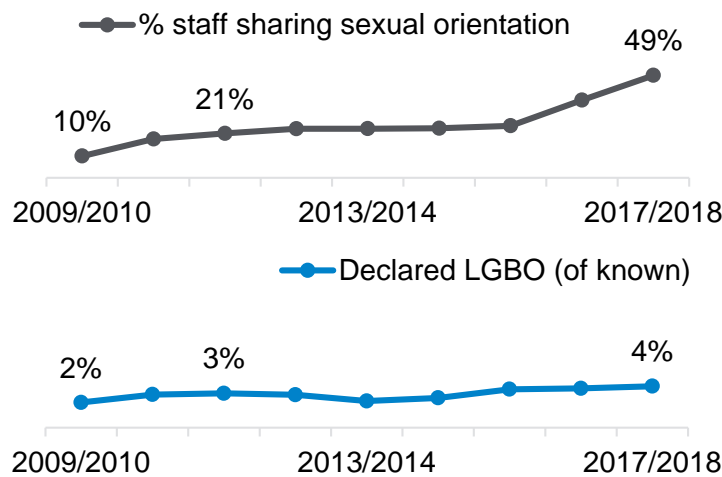2009/2010 — 2013/2014 — 2017/2018

Context – Sexual orientation

Just under half of staff have shared their sexual orientation. Of those, 4% declared themselves to be LGBO.

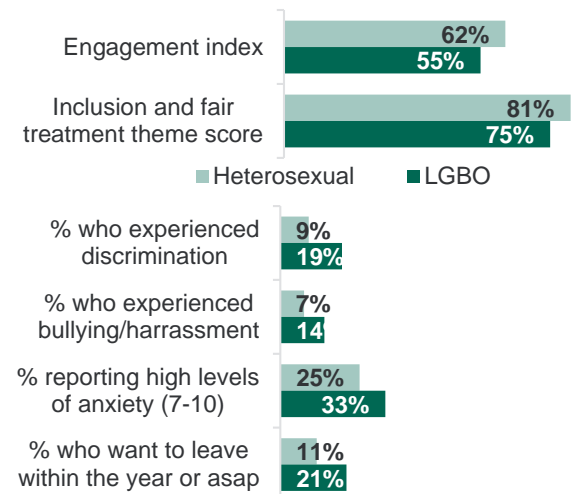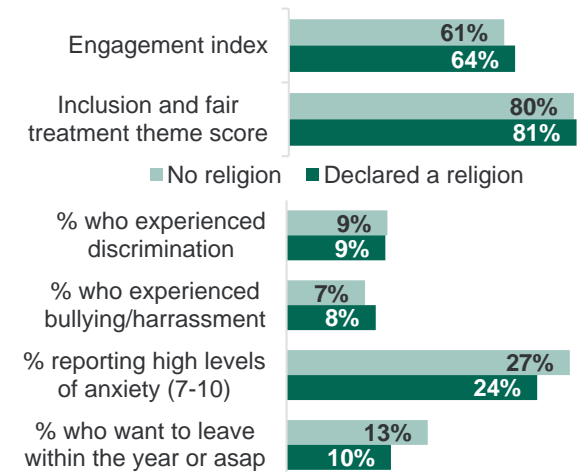**49%** of staff shared their sexual orientation — ↑ Change from last year: **+12pp**

4% of whom were LGBO — ↑ Change from last year: **+1 pp**

The proportion of staff who had shared their sexual orientation has seen big increases in the last two years. The percentage of LGBO staff remains steady.

% staff sharing sexual orientation
10% — 21% — 49%
2009/2010 — 2013/2014 — 2017/2018

Declared LGBO (of known)
2% — 3% — 4%
2009/2010 — 2013/2014 — 2017/2018

People Survey 2018

	No religion	Declared a religion
Engagement index	61%	64%
Inclusion and fair treatment theme score	80%	81%
% who experienced discrimination	9%	9%
% who experienced bullying/harrassment	7%	8%
% reporting high levels of anxiety (7-10)	27%	24%
% who want to leave within the year or asap	13%	10%

	Heterosexual	LGBO
Engagement index	62%	55%
Inclusion and fair treatment theme score	81%	75%
% who experienced discrimination	9%	19%
% who experienced bullying/harrassment	7%	14
% reporting high levels of anxiety (7-10)	25%	33%
% who want to leave within the year or asap	11%	21%

Source: IHAC/CSPS2018

Working pattern

Context

33% of DVLA staff worked part time on 31st March 2018.

100% — **Working pattern is collected for all staff**

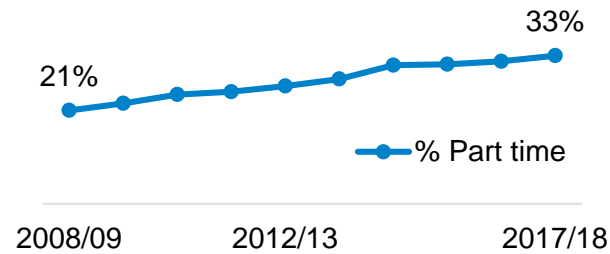**33%** — **of staff work part time (1965 staff)** ↑ Change from last year: **+1pp**

24% All Civil Service

There is a big difference in the proportion of males and females who work part time: 11% for males and 47% for females.

The proportion of staff working part time in DVLA has steadily increased over the last decade.

33%

21%

—●— % Part time

2008/09   2012/13   2017/18

Staff in operational roles are more likely to work part time (38%) than staff in non-operational roles (15%).

Part-time working is more common in lower grades, and staff working part time are more likely to be older than staff working full time.

0%   20%   40%   60%   80%

AA
AO
EO
HEO
SEO
Grade 7
Grade 6

■ % male part time
■ % female part time
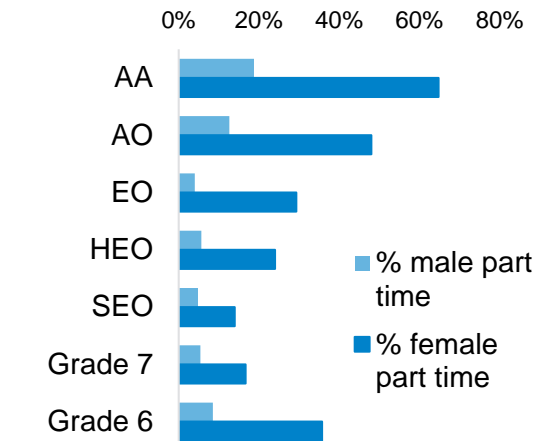
Correlations

Working pattern was significantly correlated with gender, age, race, and job type.

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.

Part-time staff were more likely than full-time staff to:

	Working pattern	Age	Race	Gender	Job type
Be female				✓	
Be older		✓	✓		
Work in an operational role		✓			✓
Be white		✓	✓		

People Survey 2018

Engagement index	61% / 61%
Inclusion and fair treatment theme score	79% / 79%

■ Full time   ■ Part time

% who experienced discrimination	10% / 10%
% who experienced bullying/harrassment	9% / 6%
% reporting high levels of anxiety (7-10)	24% / 29%
% who want to leave within the year or asap	13% / 12%

Source: IHAC/CSPS2018

Leavers

Working pattern was not associated with leaving rates: part-time staff and full-time staff had similar leaving rates (7% and 6% respectively).

Promotion

5,551 staff were present at the start and end of the year. 259 of those (5%) were promoted. Staff with a higher FTE were more likely to be promoted than those who worked fewer hours, but only once job role and age had been accounted for.

7%
of **full-time staff were promoted** last year (244 staff)

1%
of **part-time staff were promoted** last year (15 staff)

Performance Management

Working pattern was significantly associated with the performance descriptor staff received. Full-time staff were more likely to have received a higher descriptor than part-time staff and generally the higher a member of staff's FTE, the more likely they were to get a higher performance descriptor.

|	Higher	Middle	Lower
Part-time	37%	60%	2%
Full-time	45%	53%	2%
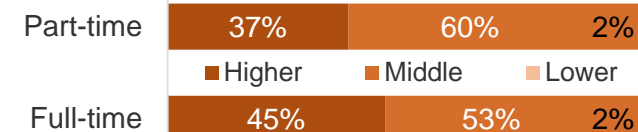
Sickness absence

Working pattern was not a significant factor in whether staff had had sickness absence.

Working pattern was also not significantly associated with the number of days of sickness absence that was taken by staff.

But working pattern was correlated with gender which was the most significant factor linked to whether or not staff had had sickness absence.

Average number of days of sickness absence

Total	7.7
Part time	8.6
Full time	7.3
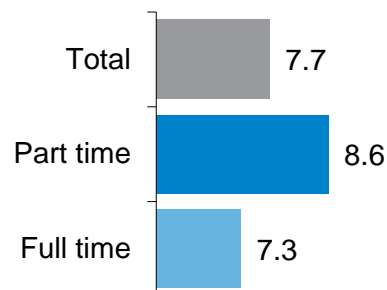
Grievances and Discipline

There were 15 grievances raised by DVLA staff in 2017/18 – 3 of these were for staff who worked part time.

There were 58 discipline cases for DVLA staff in 2017/18 – 8 of these were for staff who worked part time.

The number of grievance and discipline cases were too small to carry out statistical analysis.

Working pattern

Recruitment overview

Context
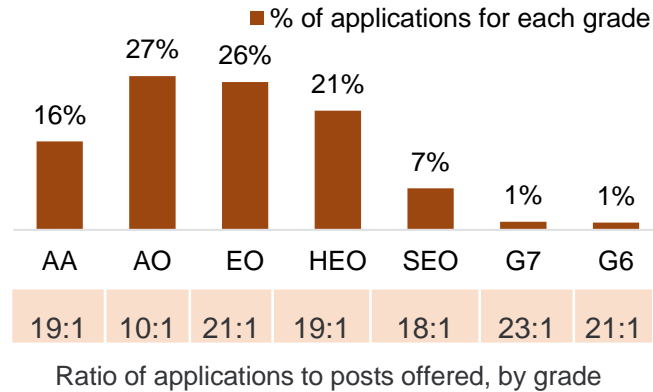
8,113 applications received, for **126** campaigns

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

Operational roles:
3,820 applications for 15 campaigns

Non-operational roles:
4,293 applications for 111 campaigns

■ % of applications for each grade

	AA	AO	EO	HEO	SEO	G7	G6
%	16%	27%	26%	21%	7%	1%	1%
Ratio	19:1	10:1	21:1	19:1	18:1	23:1	21:1

Ratio of applications to posts offered, by grade

Success rates

Number of applicants and success rates through the whole recruitment process.

- 8,113 applicants
- 6,726 considered at sift → 4,969 unsuccessful at sift (74%)
- 1,757 successful at sift (26%)
- 1,753 interviewed → 939 unsuccessful at interview (54%)
- 814 successful at interview (46%)
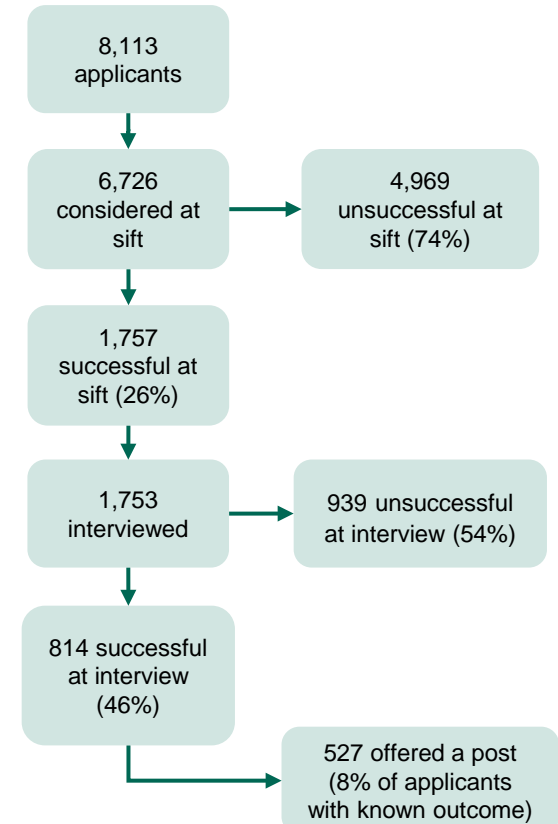- 527 offered a post (8% of applicants with known outcome)

Correlations

Within the applicants for posts at DVLA, there were significant correlations between a number of diversity characteristics.
A significant result for one characteristic can obscure what may have otherwise been a significant result for one of these other characteristics.

	Age	Gender	Race	Disability status	Sexual orientation	Religion or belief	Job role
Disabled applicants more likely to be 55+	✓				✓		
Applicants over 40 more likely to have declared a religion	✓					✓	
Applicants under 25 more likely to apply for operational roles than non operational	✓						✓
BAME applicants more likely to be male		✓	✓				
Operational applicants more likely to be female		✓					✓
White applicants were less likely to have declared a religion			✓			✓	
Disabled applicants more likely to have declared a religion				✓		✓	
Disabled applicants more likely to be LGBT				✓	✓		

Notes

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.

77% of DVLA staff 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.

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 is 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.

Geographical comparisons relate to the local working-age population in individual offices' catchment areas. For DVLA, with all but 38 staff based in Swansea, comparison was with the local working-age population combined from Carmarthenshire, Neath Port Talbot, Powys and Swansea.

Recruitment data for posts up to an including Grade 6 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. "Unsuccessful" at the sift stage also includes those who were screened out from the recruitment 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