DVSA Equality Monitoring Storyboard
2017-18

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

- ▶ summarise the diversity characteristics of staff and applicants;

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

- ▶ identify differences between diversity groups within DVSA; 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

GORS GOVERNMENT OPERATIONAL RESEARCH SERVICE

The Driver and Vehicle Standards Agency

Purpose

DVSA carry out driving tests, approve people to be driving instructors and MOT testers, carry out tests to make sure lorries and buses are safe to drive, carry out roadside checks on drivers and vehicles, and monitor vehicle recalls.

It is the second largest of the Department for Transport's executive agencies, with 4,658 staff on 31st March 2018.

Driver & Vehicle Standards Agency

Geographical locations

DVSA's main headquarters is Berkeley House in Bristol; other offices are Nottingham (The Axis), Swansea (Ellipse), and an office in Newcastle.

A majority of staff are located in regional offices around Great Britain.
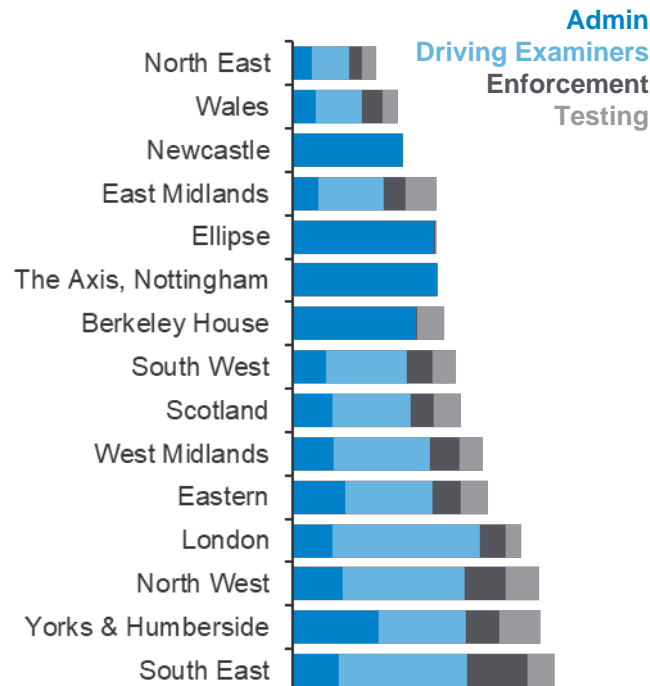
Location of DVSA staff, 31st March 2018

Legend

- Offices
- No_OfStaff
  - 0
  - 1 - 50
  - 51 - 100
  - 101 - 200
  - 201 - 409

All maps © Crown copyright, All rights reserved
Department for Transport 100039241 2018 HREMDVSA1718

Job roles

DVSA have four job roles that differ in both their responsibilities and diversity profiles.

- **Admin staff** (38%) – administrators who make up most of the offices of Berkeley House, Ellipse, The Axis, and Newcastle;

- **Driving Examiners** (38%) – carry out driving tests for a range of vehicle types;

- **Enforcement staff** (12%) – ensure that traffic meets regulations, including carrying out investigations and roadside checks; and

- **Testing staff** (12%) – responsible for the testing of vehicles (e.g. MOTs) and training of testers.

Admin
Driving Examiners
Enforcement
Testing

North East
Wales
Newcastle
East Midlands
Ellipse
The Axis, Nottingham
Berkeley House
South West
Scotland
West Midlands
Eastern
London
North West
Yorks & Humberside
South East

Introduction to DVSA staff diversity

Department for Transport

DVSA's staff are predominantly male with lower proportions of minority groups compared to the working-age population, although the diversity profiles of each of the four job roles differ. This is similar to last year, but there have been some significant reductions in the unknowns for diversity characteristics such as race and disability status. Results of the analysis of the Agency's diversity are set in context throughout this storyboard.

Analysis and reporting

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

▶ Age (slide 6)
▶ Caring responsibilities (slide 8)
▶ Disability status (slide 9)
▶ Gender (slide 11)
▶ Race (slide 15)
▶ Religion or belief (slide 17)
▶ Sexual orientation (slide 18)
▶ Working pattern (slide 19)

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 DVSA staff representative of the local working age population?
▶ Were particular applicants more or less likely to be successful through DVSA's recruitment process?
▶ Were the staff who received a performance mark 1 (the highest) or 3 (the lowest) representative?
▶ Were there any particular staff groups related to recorded sickness absence or recorded training?
▶ Were the staff who left DVSA representative?
▶ Were particular staff groups facing disciplinary and grievance cases?

Please see the 'Data used in analysis' table on slide 6 for details of which characteristics were included for each analysis.

Age – key points

Age is collected for all employees.

|	
Under 30	5%
30-39	15%
40-49	26%
50-59	40%
60+	13%
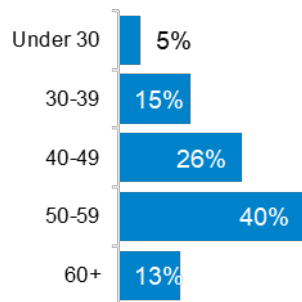
▶ Staff tended to be younger than the local population.
▶ Younger staff were more likely to receive a performance mark 3 than older staff.
▶ Staff who left last year tended to be older.

▶ Fewer applicants were under 25 or 55 years and older than in the GB working-age population.
▶ Younger applicants were less successful at sift and appointment than older ones.
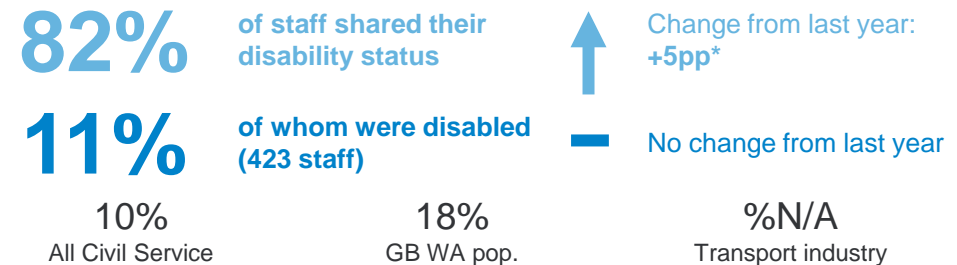
Carers – key points

Caring responsibilities are not currently collected with staff data, but some data is available from the People Survey.

34% of staff had child care responsibilities

27% of staff had other caring responsibilities
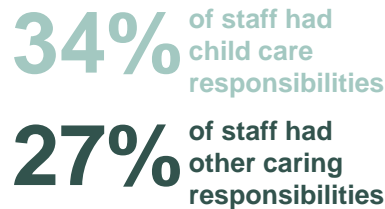
Both child carers and other carers reported higher levels of discrimination and bullying/harassment than those without any caring responsibilities.

Disability status – key points

DVSA has a significantly lower proportion of disabled staff than the working-age population. There has been little change since last year.

82% of staff shared their disability status

Change from last year: +5pp*

11% of whom were disabled (423 staff)

No change from last year

10%	18%	%N/A
All Civil Service	GB WA pop.	Transport industry

More grievance cases were raised by disabled staff (20%). Non-disabled staff were more likely to get a performance mark 1. Disabled staff were more likely to have had sickness absence and more days. Fewer disabled applicants applied to join DVSA than expected given the GB working-age population, especially for non-Admin roles.

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

Gender – key points

29% of DVSA staff were female, compared with 50% in the GB working-age population.

There has been little change since last year.

100% Gender is collected for all employees

29% **of staff were female (1,343 staff)** — No change from last year

54% All Civil Service   50% GB WA pop.   %N/A Transport industry

Only 15% of Enforcement and 2% of Testing staff were female. Female staff were more likely to have had, and had more days of, sickness absence.

25% of applicants to join DVSA were female – fewer than expected given the GB working-age population. The proportions for non-Admin roles were lower. Success rates at each stage were similar for men and women.

Race – key points

DVSA has a lower proportion of BAME (black, Asian and minority ethnic) staff than the GB working-age population, but individual locations were generally representative of their local working-age populations.

74% **of staff shared their race** ↑ Change from last year: **+9pp**

6% **of whom were BAME (202 staff)** ↑ Change from last year: **+1pp**

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

White staff were more likely to receive a performance mark 1. BAME staff were more likely to receive a performance mark 3.

18% of applicants to DVSA jobs were BAME – a higher proportion than in the GB working-age population. White applicants were more successful than BAME or those of unknown race at every recruitment stage (after age and grade were taken into consideration).

Working pattern – key points

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

15% **of staff work part-time (690 staff)** — No change from last year

▸ Driving Examiners were more likely to work part time (20%).

▸ Full-time staff were more likely to get a performance mark 1.

▸ Full-time staff were more likely to have been promoted last year.

▸ Part-time staff were less likely to have any sickness absence, but tended to take more days than full-time staff when they did.

▸ Part-time staff were less likely to have recorded training and tended to take more days.

Religion or belief – key points

55% **of staff shared their religion/belief** ↑ Change from last year: **+16pp**

65% **of whom declared a religion or belief** ↓ Change from last year: **-4pp**

Declaration rates improved last year.

Older staff were more likely to have declared a religion/belief.

Sexual orientation – key points

59% **of staff shared their sexual orientation** ↑ Change from last year: **+16pp**

4% **of whom were LGBO (118 staff)** ↑ Change from last year: **+1 pp**

Due to small numbers of LGBO and high number of unknowns, analysis was limited. However, declaration rates have improved since last year.

GB working-age population: working-age population (aged 16-65) in Great Britain.

Local working-age population: population aged 16-65 in a location's catchment area. For more details, please see the Technical Annex.

Transport industry: UK transport & storage sector (only available for race).

Introduction

Job role – key points

Job role was included in the analysis and, for gender, the individual roles' data were also analysed separately.

Where analysis was not possible due to small numbers (e.g. of gender for Testing staff), it is noted in the report.

Admin

38% of DVSA   **44%** of applicants

- Staff in all grades (AA-Grade 6) and locations.
- More reflective of the working age population, tending to be younger and have a higher proportion of female staff than other job roles.
- Tended to have fewer days of sickness absence and took fewer days of recorded training.
- Admin staff made up a majority of the promotions within DVSA last year (95%).
- 41% of applicants to Admin roles were female – significantly fewer than the proportion in the GB working-age population.
- Male applicants to HEO/SEO grades had a higher sift success rate (17%) than female applicants (15%).

Grade profile of Admin staff

| AA | AO | EO | HEO | SEO | G7 | G6 |
| 43 | 579 | 348 | 529 | 186 | 60 | 18 |
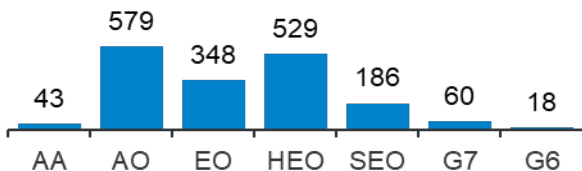
Driving Examiners

38% of DVSA   **22%** of applicants

- All staff in the EO grade.
- Tended to be older and more male than the working age population.
- 20% part-time, a greater proportion than other roles.
- Less likely to declare their race.
- More likely to have recorded training last year.
- More likely to have had sickness absence.
- Less likely to receive performance mark 1 or be promoted last year (it is worth noting that promotion would mean changing job role).
- 23% of DE staff were female and 23% of applicants to DE posts were female, less than in the GB working-age population.
- Male and female applicants had similar success rates at each recruitment stage.

Grade profile of Driving Examiners

| AA | AO | EO | HEO | SEO | G7 | G6 |
| | | 1760 | | | | |
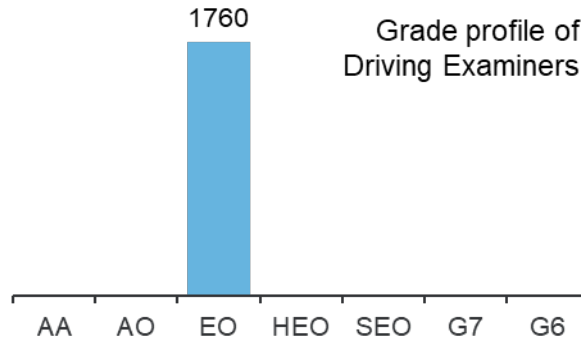
Enforcement

12% of DVSA   **12%** of applicants

- Mostly male (85%) and full-time (90%).
- 90% in EO grade, rest in AO grade.
- A higher proportion of AO staff left last year than expected (41% of Enforcement leavers were AO, compared to 10% of staff in post).
- Only 13% of applicants to Enforcement posts were female, but they had similar success rates at recruitment to males.

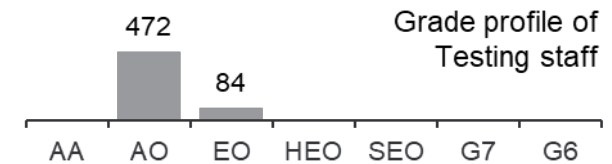Grade profile of Enforcement staff

| AA | AO | EO | HEO | SEO | G7 | G6 |
| | 65 | 514 | | | | |
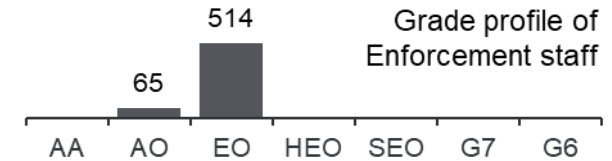
Testing

12% of DVSA   **22%** of applicants

- 98% male and 96% work full time.
- 85% in the AO grade, the rest were EOs.
- More likely to have recorded some training last year than other job roles.
- Only 4% of applicants to Testing roles were female.

Grade profile of Testing staff

| AA | AO | EO | HEO | SEO | G7 | G6 |
| | 472 | 84 | | | | |

Data sources

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

Data on staff gender, age and grade are held for each member of staff, but data on disability status, 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.

Where comparisons have been made with the working-age (WA) population (aged 16-65), the data is based on ONS population estimates. Where results refer to a local WA population, data was used for the location's catchment area.

For more detail, see the Technical Annex. Annex tables summarising the data used are provided alongside this report.

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 & disciplines	✓	SN	✓		SN	✓	✓	NA
Cessations	✓	✓	✓	✓	✓	✓	✓	NA
Learning and development	✓	✓	✓	✓	✓	✓	✓	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.

Other data quality issues

Whilst some **training data** was available for analysis, the records include a range of mandatory courses (e.g. the introduction of satellite navigation devices in the driving test meant that all Driving Examiners needed to attend a one-day course).

In addition, the data for Testing staff comes from an online system that records every time a staff member logs on, not necessarily when they are undertaking training. A cut-off of 15 minute was used to filter out sessions where training wasn't being undertaken.
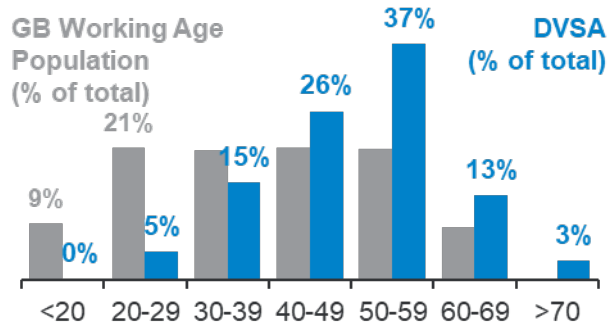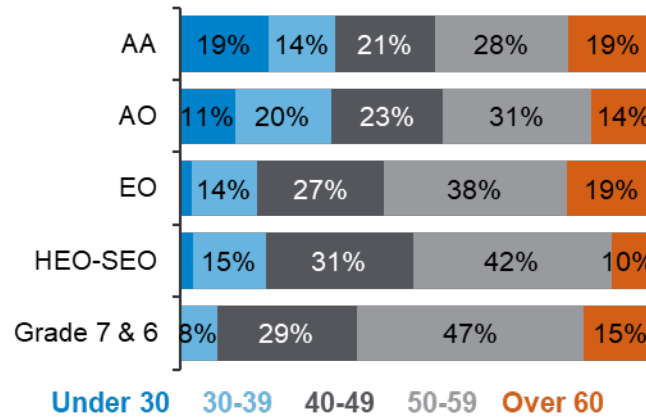
Department for Transport

Age

Context

DVSA staff are older than the local working-age population at all locations, with fewer younger staff and more aged between 40 and 60 years.
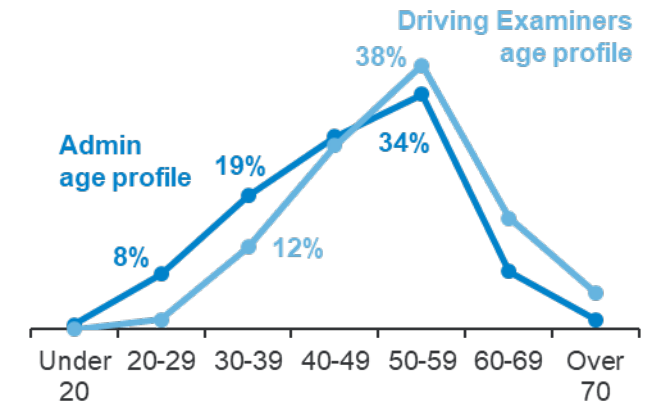
There has been very little change in the age profile over the past decade.

GB Working Age Population (% of total): 9%, 21%, 15%(grey), 26%(grey?), 50-59 grey

DVSA (% of total): 0%, 5%, 15%, 26%, 37%, 13%, 3%

Age bands: <20, 20-29, 30-39, 40-49, 50-59, 60-69, >70

AA and AO grades had more staff under 30 than other grades, whilst staff in HEO grades and above tended to be older.

	Under 30	30-39	40-49	50-59	Over 60
AA	19%	14%	21%	28%	19%
AO	11%	20%	23%	31%	14%
EO	14%		27%	38%	19%
HEO-SEO		15%	31%	42%	10%
Grade 7 & 6	8%		29%	47%	15%

When job roles were compared, Driving Examiners tended to be older and Admin staff tended to be younger than other job roles.

Driving Examiners age profile: 38%, 34%
Admin age profile: 8%, 19%, 12%

Age bands: Under 20, 20-29, 30-39, 40-49, 50-59, 60-69, Over 70

Correlations

Age was correlated with gender, working pattern, grade, and job role.

Older staff were also more likely to have declared their disability status and race.

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.

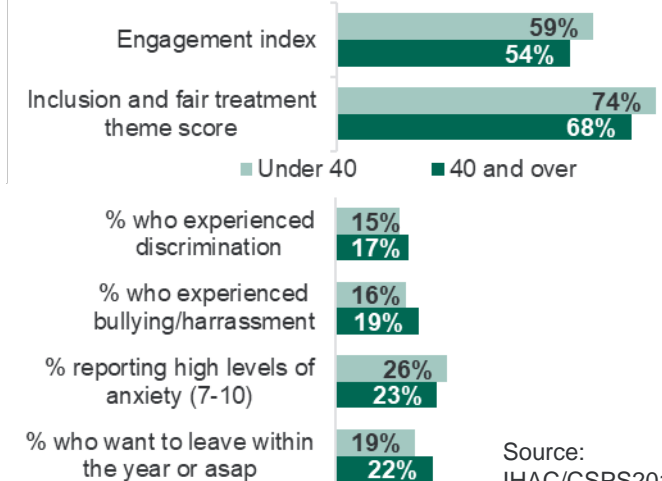|	Age	Gender	Grade	Working pattern	Job role
Younger staff tended to be female	✓	✓			
Younger staff were more likely to be in Admin roles and older staff to be Driving Examiners	✓				✓
Older staff were more likely to work part time	✓			✓	
Younger staff were more likely to be in the AO grade, whilst older staff were more likely to be in HEO grades and above	✓	✓			

People Survey 2018

|	Under 40	40 and over
Engagement index	59%	54%
Inclusion and fair treatment theme score	74%	68%
% who experienced discrimination	15%	17%
% who experienced bullying/harrassment	16%	19%
% reporting high levels of anxiety (7-10)	26%	23%
% who want to leave within the year or asap	19%	22%

Source: IHAC/CSPS2018

Recruitment

The age profile of applicants differed to that of the GB working-age population[1]: fewer were aged under 25, and more were aged 25-54.

The differences varied by grade, with more younger applicants and fewer older applicants applying to the lower grades.

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

These differences were seen at every location, except for Eastern, Scotland, and South East, which were representative of the local populations[2].

Younger applicants had lower success rates at sift and appointment than older ones. No difference was found in the overall success rate for interviews.

Success rates by age band
Sift: 10%, 16%, 20%, 25%, 25%
Interview: 55%, 51%, 57%, 57%, 49%
Appointed: 3%, 4%, 6%, 8%, 5%
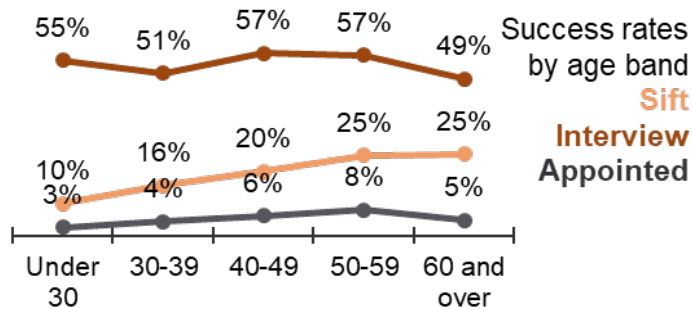
There were also differences by grade: applicants to AO posts were less successful at sift and appointment, whilst those to HEO posts were more successful. Applicants for EO posts were more successful at interview than those to other grades.

Declaration rates for age by applicants were very good.

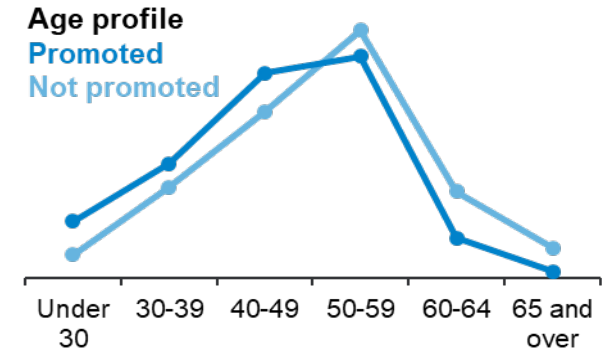**99%** of applicants declared their age

Performance

Younger staff were more likely to receive a performance mark 3 than older staff.

Age profile — PR1, PR2, PR3
7%, 13%, 38%, 31%, 10%, 2%
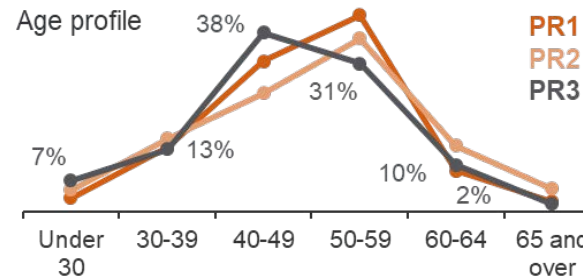
There was no difference in the age profiles of staff who received a performance mark 1 and those who did not.

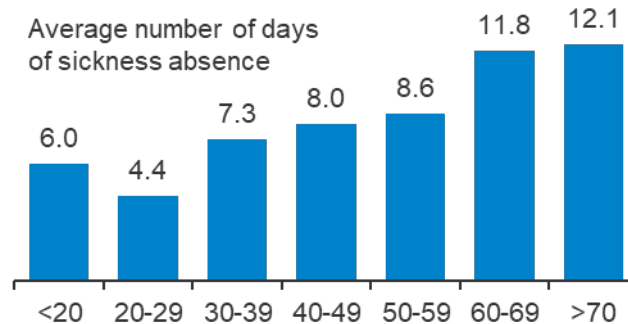## Sickness absence

Whilst age wasn't found to impact upon sickness absence, other factors correlated with it were, including:

- grade;
- working pattern;
- gender; and
- job role.

This explains the visible increase in the average number of days of sickness absence by age.

Average number of days of sickness absence
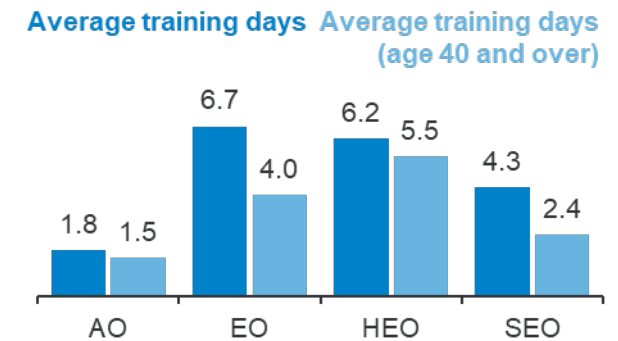<20: 6.0, 20-29: 4.4, 30-39: 7.3, 40-49: 8.0, 50-59: 8.6, 60-69: 11.8, >70: 12.1

Leavers

Staff who left DVSA last year tended to be older than those in post, in particular in EO grade.

Promotion

The age profiles of staff who were promoted was similar to that of staff who were not.

Age profile
Promoted
Not promoted

Training

In AO-EO grades, younger staff were more likely to undertake training than their older colleagues.

This pattern extended to the number of days of training. In all grades where there was enough data for analysis (AO-SEO), younger staff tended to take more days of training than older staff.

Grade, correlated age, was also significant: HEO and Grade 7 staff were more likely to have taken training last year. HEO staff tended to take more days than other grades, whilst AO staff took fewer.

Average training days — **Average training days (age 40 and over)**
AO: 1.8, 1.5
EO: 6.7, 4.0
HEO: 6.2, 5.5
SEO: 4.3, 2.4

[1] **GB working-age population:** working-age population (aged 16-65) in Great Britain.

[2] **Local working-age population:** population aged 16-65 in a location's catchment area. See the Technical Annex for details.

Caring responsibilities

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).

  34% of DVSA 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.
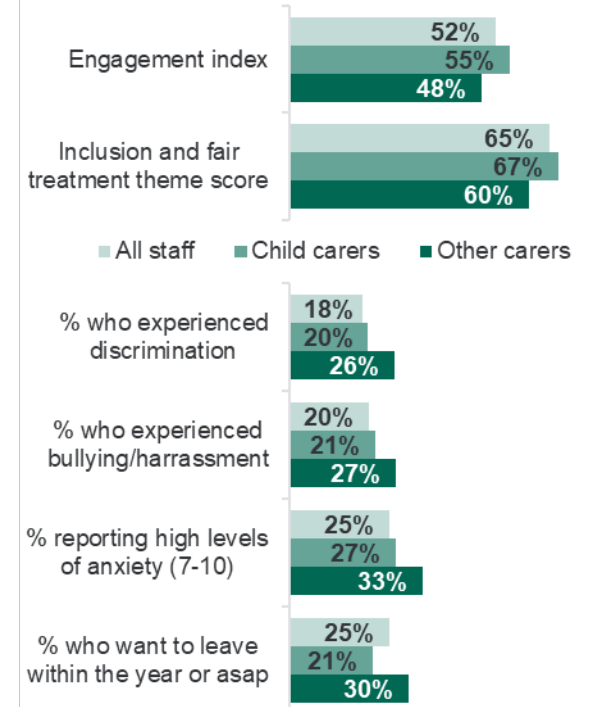
  27% responded that they had other carer responsibilities.

Child carers were younger, with most aged between 30 and 50. Other carers tended to be older.
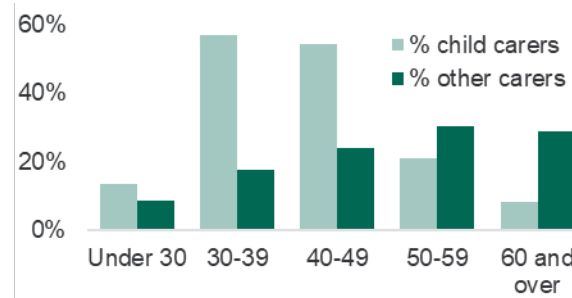
12% of child carers worked part time – the same proportion as all DVSA staff. Other carers were more likely to work part time (15%) than their colleagues.

People Survey 2018

Source: IHAC/CSPS2018

Department for Transport

Context

11% of DVSA staff declared themselves disabled.

There has been little change since last year, but the proportion of staff sharing their disability status has increased significantly.

82% of staff shared their disability status

Change from last year: **+5pp** ↑

11% of whom were disabled (423 staff)
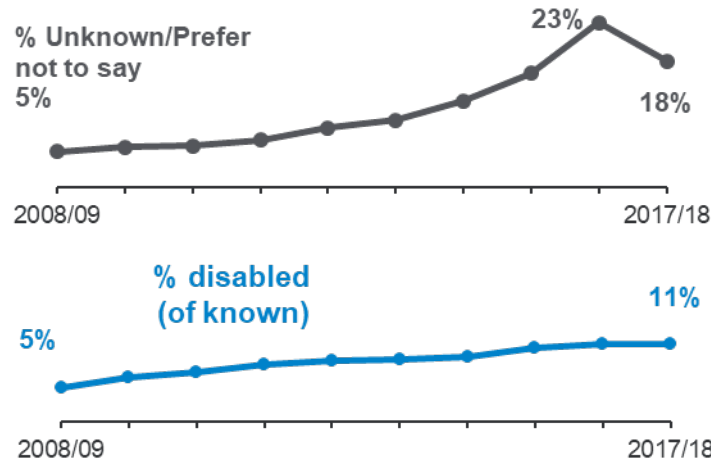
— No change from last year

10% All Civil Service

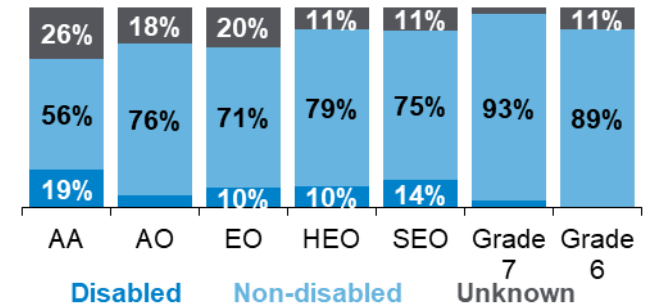**18%** GB WA pop.

%N/A Transport industry

The Agency has seen an increase in the proportion of disabled staff over the last decade.

% Unknown/Prefer not to say
5%

23%

18%

2008/09 — 2017/18

% disabled (of known)

5%

11%

2008/09 — 2017/18

When grades were compared, fewer AA staff declared themselves to be non-disabled (56%), whilst more Grade 7 staff did (93%).

	AA	AO	EO	HEO	SEO	Grade 7	Grade 6
Unknown	26%	18%	20%	11%	11%		11%
Non-disabled	56%	76%	71%	79%	75%	93%	89%
Disabled	19%		10%	10%	14%		

Disabled   **Non-disabled**   **Unknown**

Some locations had fewer disabled staff than expected given the local population, including: Ellipse and regional offices in the North East, Yorks. & Humberside, West Midlands, and the North West.

Correlations

No conclusive correlations were found for disabled staff, but those who had not declared their status were more likely to have not declared other characteristics, e.g. sexual orientation, religion or belief.

Grievances and Discipline

20% of **grievance cases** raised by disabled staff (17 staff)

More grievance cases were raised by disabled staff than expected, given the staff in post.

The proportion of discipline cases involving disabled staff was reflective of the staff in post.

10% of **discipline cases** related to disabled staff (12 staff)

People Survey 2018

Engagement index — 56% / 43%

Inclusion and fair treatment theme score — 71% / 54%

■ Non-disabled   ■ Disabled

% who experienced discrimination — 14% / 36%

% who experienced bullying/harrassment — 17% / 19%

% reporting high levels of anxiety (7-10) — 21% / 37%

% who want to leave within the year or asap — 20% / 39%

Source: IHAC/CSPS2018

Recruitment

Of the 19,969 applicants to roles in DVSA last year, 8% were disabled – a lower proportion than the proportion in the working-age population of Great Britain (18%).

This was also the case when applicants to specific locations were compared with the local working-age populations, except for Eastern and South East locations, which were representative.

8%
Of applicants declared themselves disabled (1,050 applicants)

18%
Of GB working-age population are disabled

The proportions of disabled applicants to Driving Examiner, Enforcement, and Testing job roles were particularly low (all 4% and under).

No significant difference by disability status was found in the success rate at different stages.

Declaration rates for disability status by applicants were very good.

**98%** of applicants declared their disability status

Leavers

8% of the 466 staff who left DVSA this year were disabled (39 staff), similar to the proportion of staff in post.

More leavers from the EO grade had unknown disability status than expected, but this was correlated with other unknowns and therefore represents staff who have not declared their diversity characteristics.

Performance

Non-disabled staff were more likely to get a performance mark 1 than disabled staff or those with unknown disability status. The profile of those receiving performance mark 3 marks was similar for staff of all disability statuses.

|	PR1	PR2	PR3
Non-Disabled	20%	78%	1%
Disabled	14%	83%	2%
Unknown / Prefer not to say	11%	87%	2%
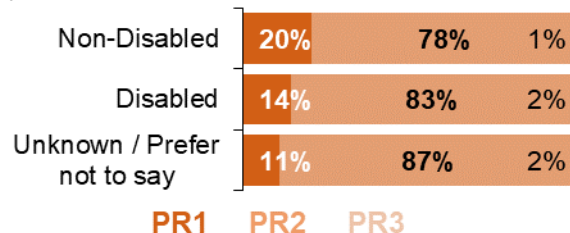
Disability status was also correlated with sickness absence: disabled staff tended to have more days, whilst non-disabled staff tended to have fewer.

Staff who had more days of sickness absence were less likely to get a performance mark 1 than those who had fewer days. Sickness absence was the most significant factor in analysis of performance mark 3: staff who had more days of sickness absence were more likely to get this mark.

Sickness absence

Disabled staff were more likely to have sickness absence than non-disabled staff, or those with unknown disability status. They also had more days of sickness absence than their colleagues.

Number of days of sickness absence

All	8.6
Disabled	16.3
Non-Disabled	7.9
Unknown / Prefer not to say	7.3
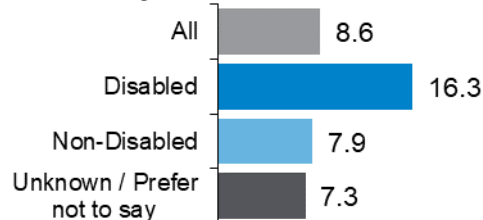
Staff who had more sickness absence were less likely to have recorded training and had fewer days when they did.

Promotion

The 192 staff who were promoted last year reflected the Agency as a whole regarding disability status.

5% of **disabled staff were promoted** last year (20 staff)

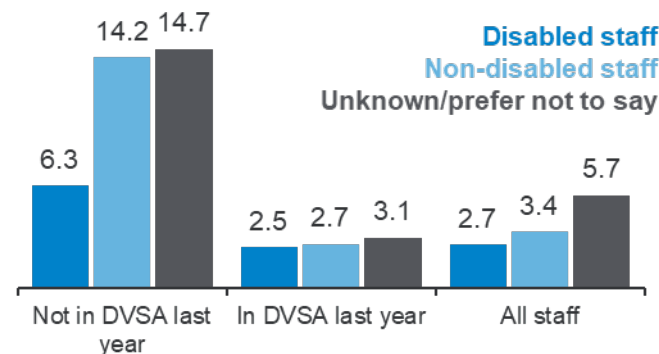**5%** of **non-disabled staff were promoted** last year (153 staff)

3% of **staff with unknown disability status were promoted** last year (19 staff)

Training

Disabled and non-disabled staff had similar rates and number of days of training.

Staff with unknown disability status took significantly more days of training than other staff, but having unknown disability status was correlated with other unknown characteristics (e.g. race). This result may therefore represent staff who haven't declared their diversity data, including staff who joined DVSA this year, who – as shown below – tended to take more days of training.

Average number of days training

Disabled staff
Non-disabled staff
Unknown/prefer not to say

	Not in DVSA last year	In DVSA last year	All staff
Disabled staff	6.3	2.5	2.7
Non-disabled staff	14.2	2.7	3.4
Unknown/prefer not to say	14.7	3.1	5.7

Department for Transport

Context

29% of DVSA staff were female; significantly less than in the working-age population.

This was the case at all locations except the largely Admin offices of Berkeley House, Ellipse, and the Axis; the Newcastle office was 66% female - more than the local population.

The representation of females in DVSA has not changed significantly over the past ten years.

100%

29% of staff were female (1,343 staff) — No change from last year
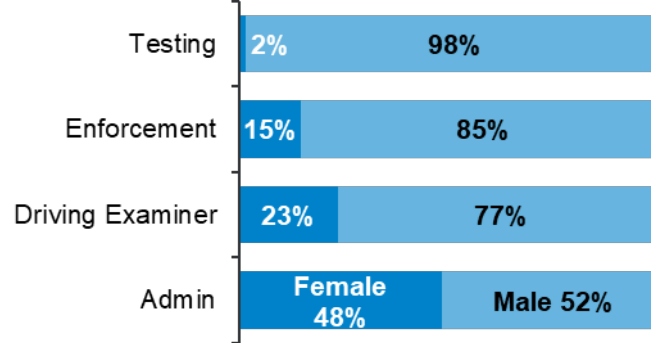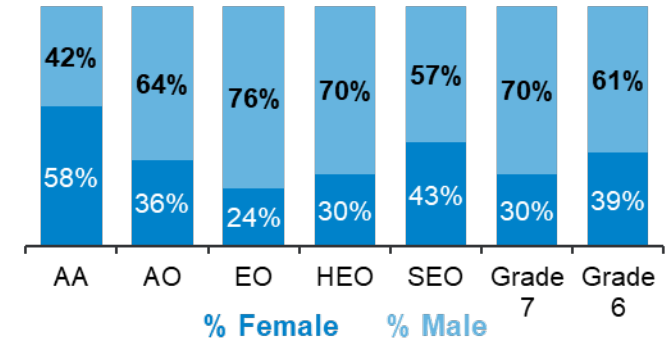
Gender is collected for all employees

54% All Civil Service

50% GB WA pop.

DVSA's job roles differed considerably: whilst 48% of administrators were female, other job types were less diverse.

Job type	Female	Male
Testing	2%	98%
Enforcement	15%	85%
Driving Examiner	23%	77%
Admin	Female 48%	Male 52%

Women were more likely to work part time (25%) than their male colleagues (11%), and tended to be younger.

The AO grade had more women than higher grades, in particular HEO and G7.

Grade	% Female	% Male
AA	58%	42%
AO	36%	64%
EO	24%	76%
HEO	30%	70%
SEO	43%	57%
Grade 7	30%	70%
Grade 6	39%	61%

% Female   **% Male**

AA grade had the highest proportion of female staff (58%), reflecting the higher proportions of part-time and Admin staff in this grade.

Correlations

Gender was significantly correlated with age, grade, working pattern, and job type.

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.

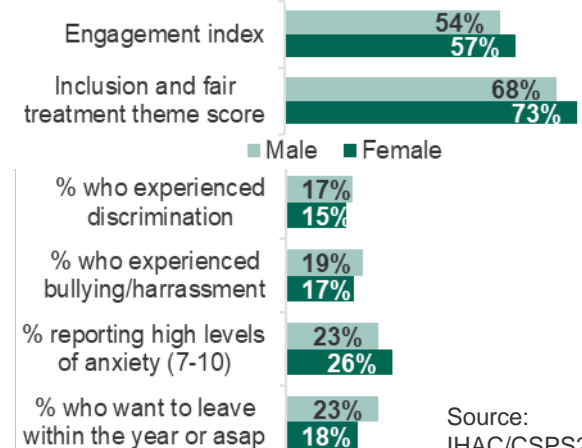|	Gender	Age	Grade	Working pattern	Job type
Female staff tended to be older than male staff	✓	✓			
Administrators were more likely to be female	✓				✓
Female staff were more likely to work part time than male staff	✓			✓	
Female staff were more likely to be in lower grades (AA-EO) and male staff were more likely to be in higher grades (HEO/SEO)	✓		✓		

People Survey 2018

	Male	Female
Engagement index	54%	57%
Inclusion and fair treatment theme score	68%	73%
% who experienced discrimination	17%	15%
% who experienced bullying/harrassment	19%	17%
% reporting high levels of anxiety (7-10)	23%	26%
% who want to leave within the year or asap	23%	18%

■ Male ■ Female

Source: IHAC/CSPS2018

Recruitment

The proportion of women who applied to DVSA posts last year was lower than the proportion in the GB working-age population.

25%
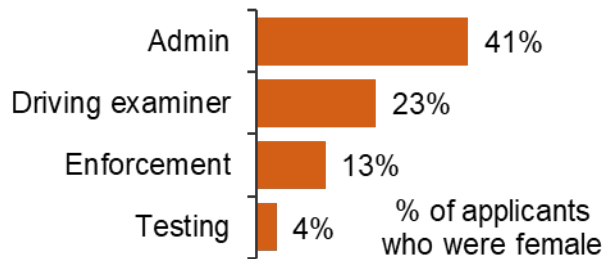of applicants were female (5,057 applicants)

50%
of GB working-age population are female

This varied by location: most applications (75%) were to roles in Other (GB) locations. Only 19% of these were female – significantly less than in the working-age population.

When applicants to roles in more specific locations were compared with their local populations, most were representative, with the exception of applicants to:

- East Midlands (36% female); and
- South West (39%).

Similar to the proportions in post, the proportions of female applicants to Driving Examiner, Enforcement, and Testing roles were low.

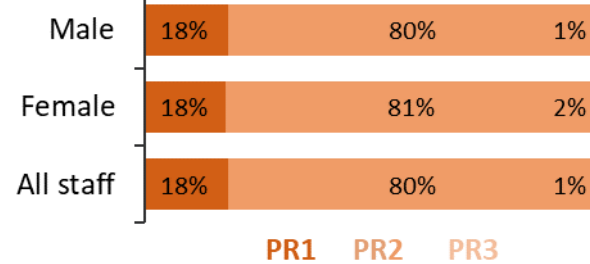|	% of applicants who were female
Admin	41%
Driving examiner	23%
Enforcement	13%
Testing	4%

Male and female applicants had similar success rates at each stage. The exception was the sift for HEO/SEO posts, where male staff were more successful (29%, compared with 24% of women).

Declaration rates for gender by applicants were very good.

99%
of applicants declared their gender

Performance management

No significant differences were found in the distribution of performance marks for male and female staff.

	PR1	PR2	PR3
Male	18%	80%	1%
Female	18%	81%	2%
All staff	18%	80%	1%

Leavers

466 staff left in the past year, of which 37% were female. This was generally reflective of the Agency as a whole, although more women left the AO grade than expected given the proportion in post.

**AO staff in post** who were female:
36%

AO leavers who were female:
51%

Sickness absence

Women were more likely to have sickness absence than men and tended to have more days of sickness absence.

Average days of sickness absence

Female / Male

	Admin	Driving examiner	All roles
Female	8.0	14.8	10.3
Male	5.6	9.5	7.9

Promotion

4,179 staff were in post at both the start and end of the year. Of these, 5% were promoted.

This was similar for both men and women.

4%
of **male staff were promoted last year** (128 staff)

5%
of **female staff were promoted last year** (64 staff)
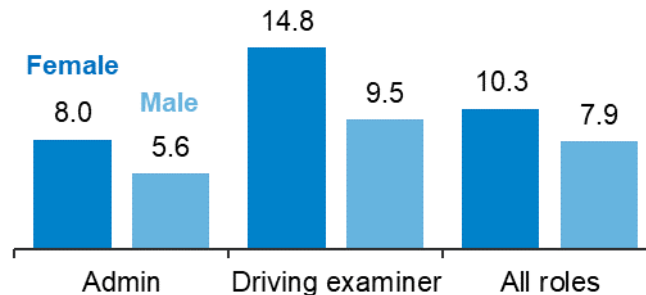
Training

The patterns in training data differed significantly by job role, but when all job roles were considered together, no significant differences were found in the undertaking of training by male and female staff.

Male staff took an average of
4.0 days
of **training** (3,315 staff)

Female staff took an average of
3.1 days
of **training** (1,329 staff)

Grievances and discipline

Numbers of grievance and discipline cases by gender were reflective of the Agency as a whole.

84 grievance cases were raised this year; 39% from women.

119 discipline cases were brought against staff in the past year; 21% involved female staff.
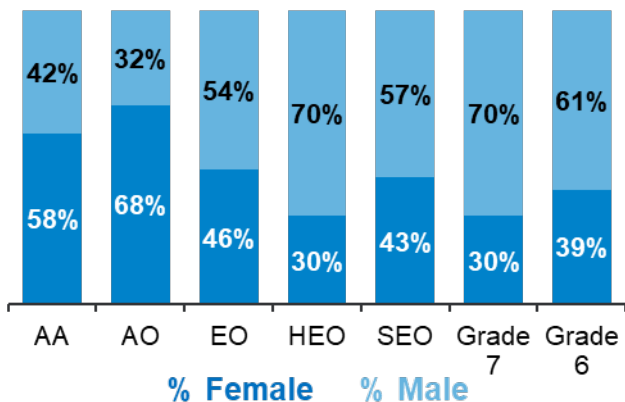
48%
of Admin staff were female (840 staff)

In previous years, women made up the majority of Admin staff, but this has been steadily decreasing and now reflects the working age population: 48% of Admin staff were female on 31st March 2018.

For Admin staff, gender was correlated with:

- **working pattern**, with more women working part time (26%, compared with only 4% of men) and
- **grade:** women were more likely to be AOs, and less likely to be HEOs.

|	AA	AO	EO	HEO	SEO	Grade 7	Grade 6
% Male	42%	32%	54%	70%	57%	70%	61%
% Female	58%	68%	46%	30%	43%	30%	39%

% Female   **% Male**

Women were also more likely to have declared their race than men.

As for the Agency as a whole, there were more female Admin staff in the Newcastle office (66%) than in the local population.

For other offices, the only difference with the local population was in HEO/SEO grades in the West Midlands (18%) and Yorks & Humberside (9%), which had fewer female staff.

Women in the HEO grade were significantly younger than their male colleagues – there were noticeable more male staff aged 50-65.

Age profiles of HEO Admin staff
Female
Male

17%   23%

(Age bands: 20-24, 25-29, 30-34, 35-39, 40-44, 45-49, 50-54, 55-59, 60-65, >65)
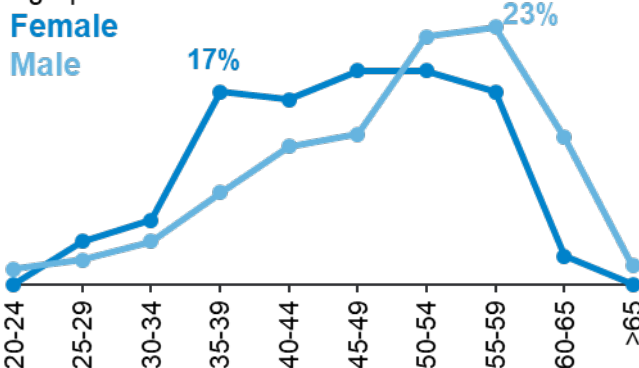
Leavers

Admin staff who left DVSA last year tended to have not declared their diversity characteristics and be older than staff in post. More AA and AO staff left than other grades.

Sickness absence

Female Admin staff were more likely to have had some sickness absence last year, but gender wasn't a significant factor in the number of days taken.

Performance Management

Too few staff received a performance mark 3 for useful analysis to be possible. A similar proportion of men and women received a performance mark 1.

Promotions

A majority of last year's promotions were for Admin staff, so the results reflect those of DVSA overall. However, male Admin staff were more likely to be promoted than their female colleagues.

Recruitment

A lower proportion of women applied to DVSA Admin roles than expected, given the GB working-age population.

41%
of applicants to Admin roles were female (3,566 applicants)

50%
of GB working-age population are female

When individual locations were compared against their local working-age populations, they were generally representative, except for East Midlands and Other (GB) locations, which had fewer female applicants than expected.

Female applicants had similar success rates to male applicants at each stage, except for sift for HEO/SEO grades, where men had a higher success rate (17%) than women (15%).

No significant differences were found between male and female Admin staff for: training, or receiving a performance mark 1.

No analysis was possible on receiving performance mark 3 due to small numbers.
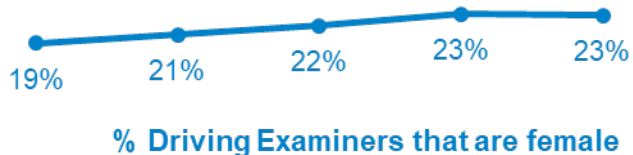
Gender - Driving Examiners

23% of DE staff were female (410 staff)

Female representation has been gradually increasing over the past decade, but was lower than the local population at all locations.

% Driving Examiners that are female

19% — 21% — 22% — 23% — 23%

2013/14   2014/15   2015/16   2016/217   2017/18

For Examiners, gender was correlated with age, with women tending to be younger than their male colleagues.

Women were also more likely to work part time (26%, compared with 18% of male colleagues), more likely to have declared themselves LGBO than male staff, and were less likely to have declared their disability status or race.

Female Driving Examiners were both more likely to have had sickness absence than their male colleagues and tended to take more days.

Male staff had an average of
9.5 days of sickness absence (1,361 staff)

Female staff had an average of
14.8 days of sickness absence (411 staff)

Fewer women applied for Driving Examiner posts (23%) than were in the GB working-age population. However, those that did apply had similar success rates to male applicants at each recruitment stage.

23% of applicants to DE roles were female (993 applicants)

No significant differences were found for: training or receiving a performance mark 1.

No analysis was possible due to small numbers on receiving a performance mark 3.

Gender - Testing

Testing staff had the lowest proportion of female staff of all job roles: 2%. This increased from 1% last year. The proportion of female staff was lower than in the local working-age population at all locations.

As with other job roles, gender was correlated with age for Testing staff, with female staff tending to be younger.

2% of Testing staff were female (9 staff)

4% of applicants to Testing roles were female (171 applicants)

Only 4% of applicants to Testing posts were female. No further analysis of success rates by recruitment stage was possible due to the small number of female applicants.

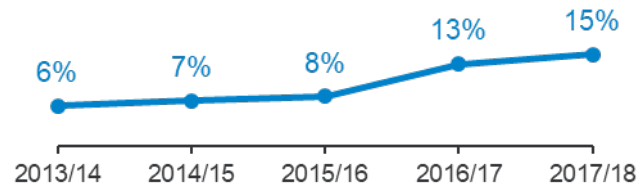All other analysis on gender was limited due to the small number of female Testing staff.

Gender - Enforcement

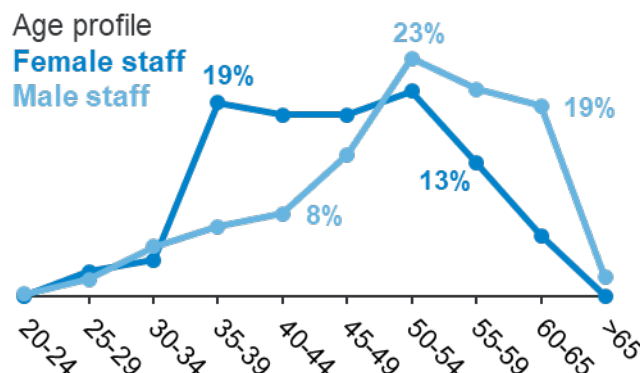**15%** of Enforcement staff were female (84 staff)

Female representation in Enforcement roles has been showing a positive trend over the past ten years.

% Enforcement staff that are female by year

6% — 7% — 8% — 13% — 15%

2013/14   2014/15   2015/16   2016/17   2017/18

The proportion of female Enforcement staff was lower than in the local working-age population at all locations.

Gender was significantly correlated with age for all Enforcement staff: women tended to be younger than their male colleagues, and had a more even spread across the age bands.

Age profile
Female staff
Male staff

19%   23%   19%   8%   13%

20-24   25-29   30-34   35-39   40-44   45-49   50-54   55-59   60-65   >65

When staff who left DVSA last year were compared with those in post, more female Enforcement staff left than expected (39% of leavers were female, compared with 15% of staff in post).

Male Enforcement staff tended to had fewer days of sickness absence than female staff.

Fewer women applied for Enforcement posts (13%) than were in the GB working-age population, but male and female applicants had similar success rates at each stage.

13% of applicants to Enforcement roles were female

No significant differences were found for: training or performance management.
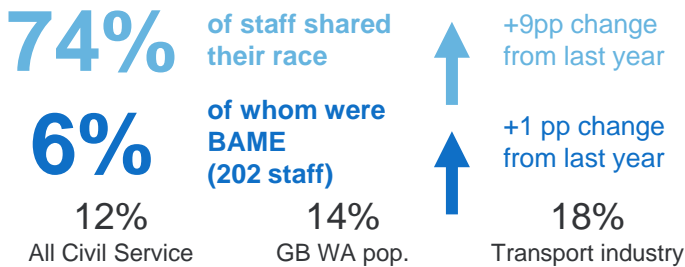
Gender

Context

DVSA has a lower proportion of BAME staff than the GB working-age population[1]. However, all locations except the North West had proportions of BAME staff that were representative of their local working-age populations[2].
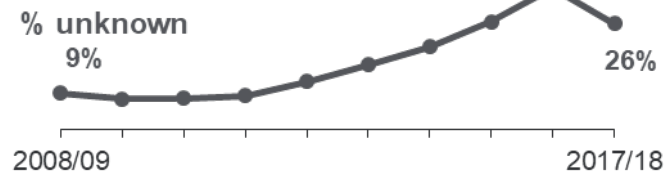
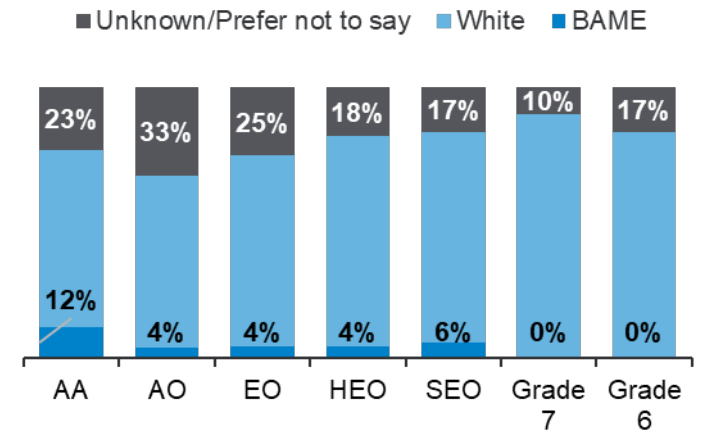There has been a slight increase in the proportion of BAME staff since last year.

74% of staff shared their race — ↑ +9pp change from last year

6% of whom were BAME (202 staff) — ↑ +1 pp change from last year

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

DVSA has seen a very gradual upwards trend in the proportion of BAME staff over the last decade.

4%   % **BAME (of known)**   6%
2008/09   2017/18
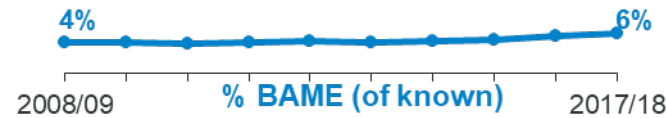
The proportion of staff with unknown race decreased significantly this year, reversing the upward trend from previous years, and remains higher than the proportion of BAME.
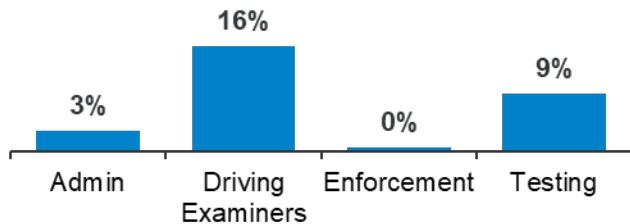
% unknown
9%   35%   26%
2008/09   2017/18

Compared with the other grades, there were fewer white staff in the AO grade.

■ Unknown/Prefer not to say   ■ White   ■ BAME

	AA	AO	EO	HEO	SEO	Grade 7	Grade 6
Unknown	23%	33%	25%	18%	17%	10%	17%
BAME	12%	4%	4%	4%	6%	0%	0%

Job role

The proportion of staff who declared their race has increased in the past year, in particular for Driving Examiners and Testing staff.

Percentage point change in proportion of staff who declared their race in the past year

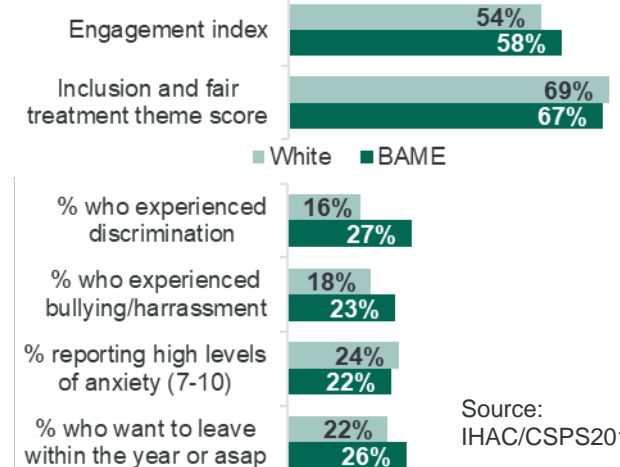| Admin	Driving Examiners	Enforcement	Testing
3%	16%	0%	9%

Correlations

There were no definitive correlations between race and other characteristics.

However, there were strong correlations between unknowns between characteristics: staff with unknown race were more likely to have other unknown characteristics, such as disabled status, religion/belief, and sexual orientation.

[1] **GB working-age population:** working-age population (aged 16-65) in Great Britain.

[2] **Local working-age population:** population aged 16-65 in a location's catchment area. For more details, please see the Technical Annex.

People Survey 2018

	White	BAME
Engagement index	54%	58%
Inclusion and fair treatment theme score	69%	67%

	White	BAME
% who experienced discrimination	16%	27%
% who experienced bullying/harrassment	18%	23%
% reporting high levels of anxiety (7-10)	24%	22%
% who want to leave within the year or asap	22%	26%

Source: IHAC/CSPS2018

Recruitment

Nearly 20,000 applications were made to posts in DVSA last year. The proportion who declared themselves BAME was significantly higher than in the working-age population.

This was the case for all locations except for Wales, where the proportion was similar to the local working-age population.

19%
Of applicants declared themselves BAME (3,624 applicants)

14%
Of GB working-age population are BAME

White applicants were more successful than BAME or those with unknown race at every stage. For sift and appointment, the most significant factors explaining differences in success rates were age and grade, followed by race.

57%
45%
18% 13%
5% 4%

Sift success rate · Interview success rate · Appointed success rate
■ White ■ BAME
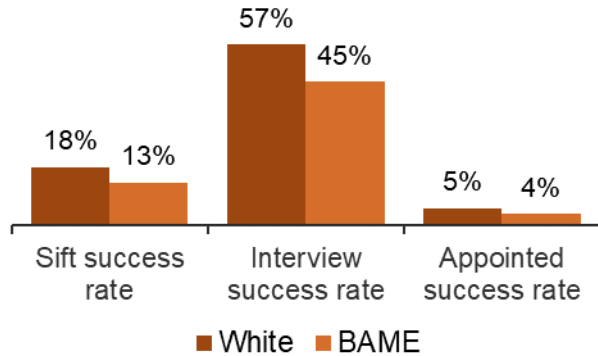
Declaration rates for race by applicants were very good.

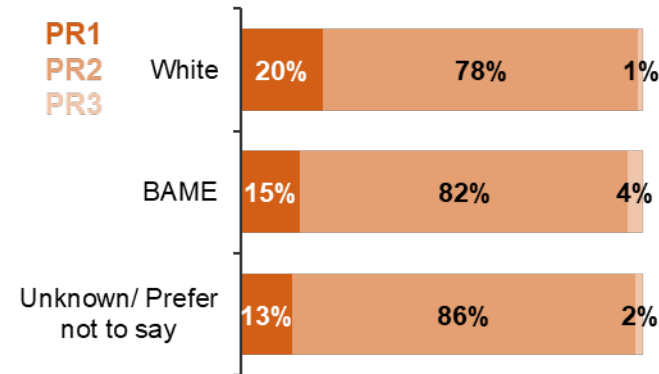**98%** of applicants declared their race

Leavers

5% Of the 466 staff who left DVSA this year, 5% were BAME (22 staff) – reflective of the proportion of staff in post.

Performance

BAME staff were more likely to receive a performance mark 3 than white staff or those with unknown race.

White staff were more likely to receive a performance mark 1.

PR1
PR2
PR3

White: 20% | 78% | 1%
BAME: 15% | 82% | 4%
Unknown/ Prefer not to say: 13% | 86% | 2%

Sickness absence

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

No significant differences were found in the likelihood of these groups to have had any sickness absence.

Grievances and discipline

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

5% of **grievance cases** raised by BAME staff (4 staff)

5% of **discipline cases** related to BAME staff (6 staff)

Promotion

192 staff were promoted in DVSA last year.

The proportion of BAME staff who were promoted was reflective of the Agency as a whole.

5% of **BAME staff were promoted** last year (9 staff)

5% of **white staff were promoted** last year (149 staff)

3% of **staff with unknown race were promoted** last year (34 staff)

Training

There were no significant differences in whether training was undertaken and how many days were taken by race.

Within the SEO grade, BAME staff tended to have more days than white staff or those of unknown race; it is worth noting, however, that there are only 11 BAME staff in this group.

Average number of days training undertaken by SEO staff

5.5
2.6
2.4

BAME · White · Unknown/Prefer not to say
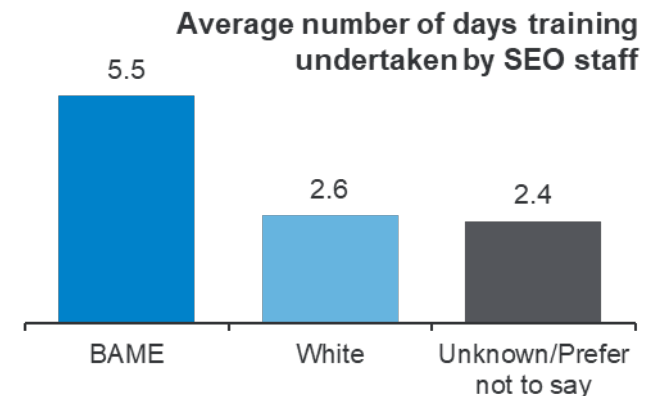
Context

65% of DVSA staff who declared their religion or belief declared that they had a religion or belief.

The proportion who shared their religion/belief (55%) increased significantly in the past year.

55% of staff shared their religion/belief

↑ Change from last year: **+16pp**

65% of whom declared a religion or belief

↓ Change from last year: **-4pp**
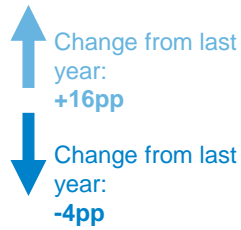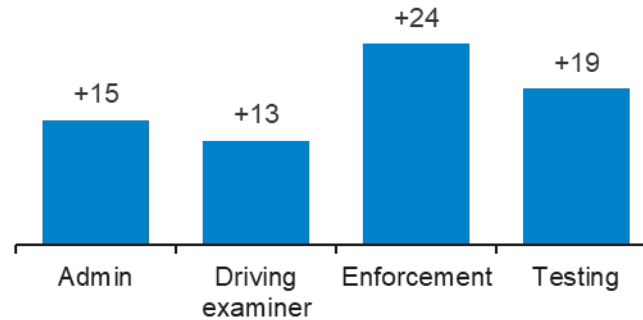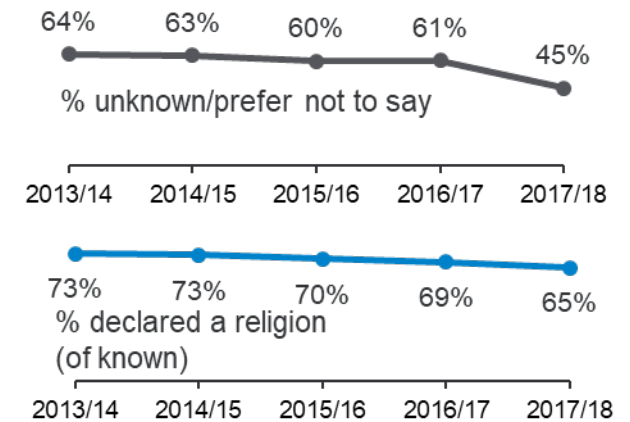
The declaration rate for religion/belief went up for all job roles in the past year, but especially Enforcement and Testing staff.

Percentage point change In % declared over past year

Admin	+15
Driving examiner	+13
Enforcement	+24
Testing	+19

DVSA has seen an increase in the proportion of staff that have declared a religion or belief over the last five years.

% unknown/prefer not to say

2013/14	2014/15	2015/16	2016/17	2017/18
64%	63%	60%	61%	45%

% declared a religion (of known)

2013/14	2014/15	2015/16	2016/17	2017/18
73%	73%	70%	69%	65%

Correlations

There was a correlation between age and religion or belief: younger staff tended to have declared no religion and older staff tended to have declared a religion or belief.

Staff who had not declared their religion/belief were more likely to have not declared other information.
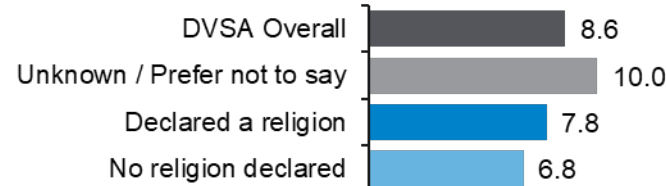
Other analysis

Where analysis was possible, no significant differences were found in analysis of the following: leavers; likelihood of having recorded training, nor how many days were recorded; success at each recruitment stage; performance management; or promotions.

Sickness absence

The likelihood of having taken some sickness absence in the past year did not vary by religion/belief, although those with unknown religion/belief tended to have taken more days of sickness absence than those who had declared.

Average number of days sickness absence by religion or belief

DVSA Overall	8.6
Unknown / Prefer not to say	10.0
Declared a religion	7.8
No religion declared	6.8

People Survey 2018

	No religion	Declared a religion
Engagement index	53%	44%
Inclusion and fair treatment theme score	66%	63%
% who experienced discrimination	18%	19%
% who experienced bullying/harrassment	21%	17%
% reporting high levels of anxiety (7-10)	25%	25%
% who want to leave within the year or asap	24%	29%

Source: IHAC/CSPS2018

Sexual orientation

Context

This year, for the first time, over half of staff have declared their sexual orientation. Of those, 4% declared themselves to be LGBO.

59% of staff shared their sexual orientation — Change from last year: **+16pp** ↑

4% of whom were LGBO (118 staff) — Change from last year: **+1 pp** ↑

The proportion of staff who had not declared their sexual orientation dropped in the past year.

% unknown/prefer not to say

2013/14	2014/15	2015/16	2016/17	2017/18
61%	60%	56%	57%	41%

% LGBO (of known)

2013/14	2014/15	2015/16	2016/17	2017/18
3%	3%	3%	3%	4%

People Survey 2018

	Heterosexual	LGBO
Engagement index	56%	45%
Inclusion and fair treatment theme score	70%	60%
% who experienced discrimination	15%	33%
% who experienced bullying/harrassment	18%	30%
% reporting high levels of anxiety (7-10)	23%	32%
% who want to leave within the year or asap	21%	35%

Source: IHAC/CSPS2018

Leavers

The proportion of leavers with unknown sexual orientation was higher than expected (58%); however, this characteristic was correlated with other unknowns and therefore may generally represent leavers who failed to declare their diversity details.

Proportion of staff
Leavers
Staff in post

	Heterosexual	LGBO	Unknown/Prefer not to say
Leavers	41%	2%	58%
Staff in post	56%	3%	41%

Other analysis

Where analysis was possible, no significant differences were found in analysis of the following by sexual orientation:

▸ likelihood of having taken sickness absence last year, nor how many days were taken;

▸ likelihood of having recorded training, nor how many days were recorded;

▸ success at each recruitment stage;

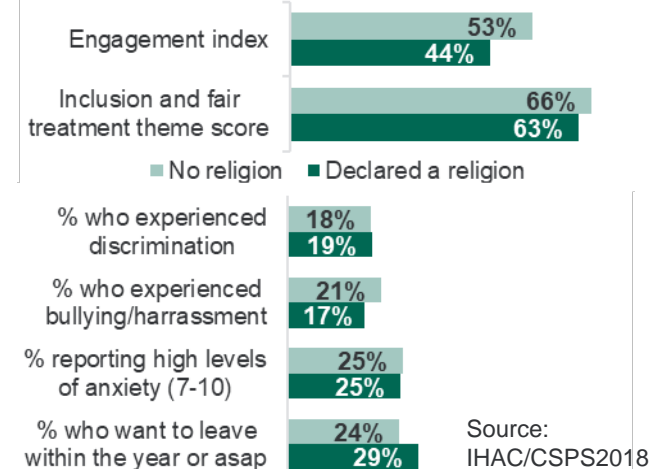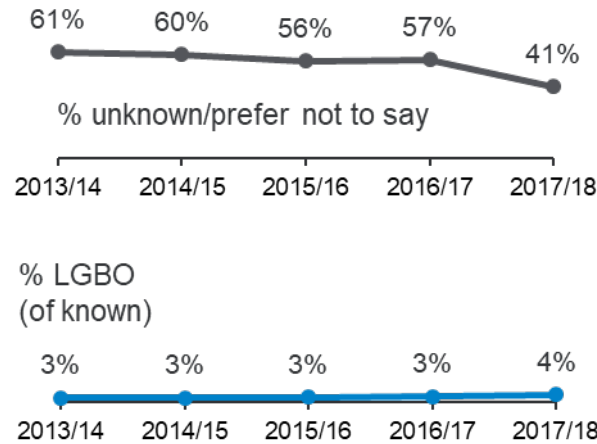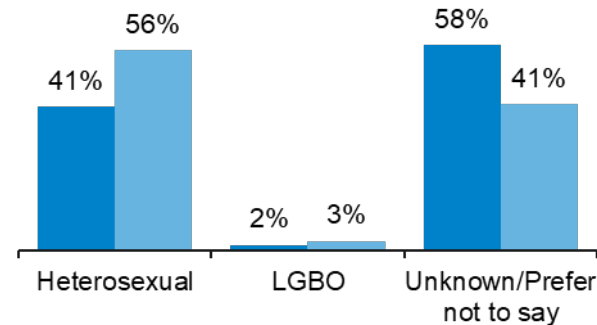▸ performance management; or

▸ promotions.

Working pattern

Context

15% of DVSA staff worked part time on 31st March 2018.

100% Working pattern is collected for all staff

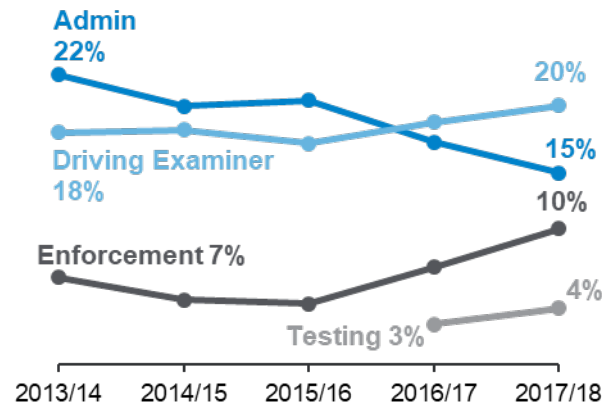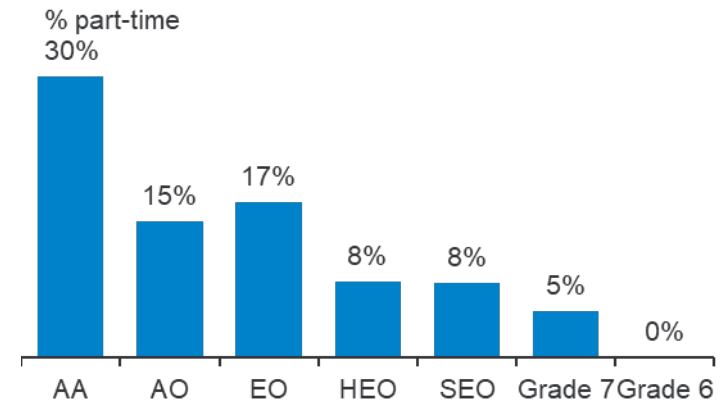**15%** of staff work part time (690 staff) — No change from last year

24% All Civil Service

The proportion of staff working part time in DVSA has not changed much over the past four years, although the values for individual job roles have changed.

Admin staff are now less likely to work part time than four years ago, whereas all other roles have seen increases.

Admin 22% → **20%**

Driving Examiner 18% → **15%**

Enforcement 7% → **10%**

Testing 3% → **4%**

2013/14 2014/15 2015/16 2016/17 2017/18

30% of AA staff worked part time, significantly more than in other grades.

% part-time

AA	AO	EO	HEO	SEO	Grade 7	Grade 6
30%	15%	17%	8%	8%	5%	0%

Correlations

Working pattern was significantly correlated with gender, age, grade, 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.

	Working pattern	Age	Grade	Gender	Job type
Part-time staff tended to be older than full-time staff	✓	✓			
Driving Examiners were more likely to work part time than other job roles	✓				✓
Part-time staff were more likely to be female than full-time staff	✓			✓	
AA staff were more likely to work part time, and staff in higher grades (HEO+) were more likely to work full time	✓		✓		

People Survey 2018

	Full-time	Part-time & Job-share
Engagement index	53%	44%
Inclusion and fair treatment theme score	66%	63%
% who experienced discrimination	18%	19%
% who experienced bullying/harrassment	21%	17%
% reporting high levels of anxiety (7-10)	25%	25%
% who want to leave within the year or asap	24%	29%

Source: IHAC/CSPS2018

Leavers

27% of the 466 staff who left DVSA this year worked part time (124 staff).

When other correlated factors are taken into consideration (like age and gender), this reflects the proportion of staff in post.

76% of the 41 leavers from AA posts worked part time, which was significantly more than the proportion of staff in post working part time.

Grievances and Discipline

19% of **grievance cases** raised by part-time staff (16 staff)

The proportion of grievance cases raised by part-time staff was reflective of that of staff in post.

The proportion of discipline cases involving part-time staff was reflective of the staff in post.

14% of **discipline cases** related to part-time staff (17 staff)
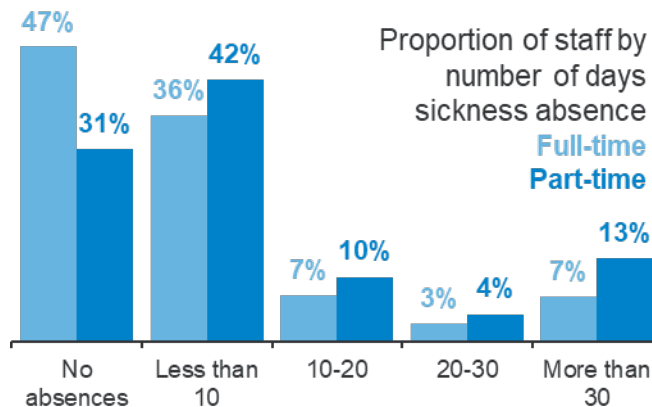
Promotion

4,179 staff were present at the start and end of the year. 192 of those (5%) were promoted. Staff with a higher FTE were more likely to be promoted than those who worked fewer hours.

5% of **full-time staff were promoted** last year (182 staff)

2% of **part-time staff were promoted** last year (10 staff)

Sickness absence

Part-time staff were less likely to take any sickness absence (31%, compared with 47% of full-time staff).

Proportion of staff by number of days sickness absence
Full-time
Part-time

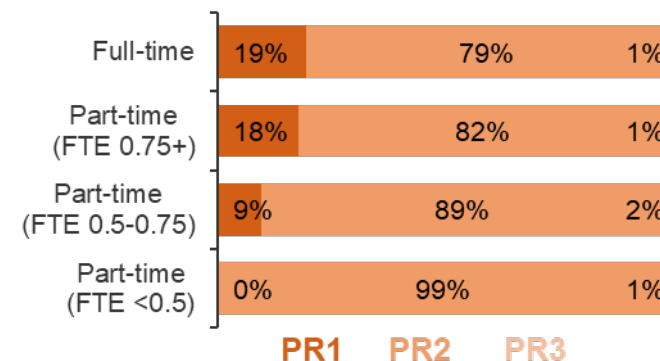|	No absences	Less than 10	10-20	20-30	More than 30
Full-time	47%	36%	7%	3%	7%
Part-time	31%	42%	10%	4%	13%

Part-time staff also tended to take more days than full-time staff.

Full-time staff had an average of **7.7 days** of **sickness absence** (3969 staff)

Part-time staff had an average of **13.6 days** of **sickness absence** (696 staff)

Performance Management

Full-time staff were more likely to get a performance mark 1 than part-time staff and generally the higher a member of staff's FTE, the more likely they are to get a performance mark 1.

	PR1	PR2	PR3
Full-time	19%	79%	1%
Part-time (FTE 0.75+)	18%	82%	1%
Part-time (FTE 0.5-0.75)	9%	89%	2%
Part-time (FTE <0.5)	0%	99%	1%

Full-time staff were also more likely to have more staff reporting to them; the more reportees staff had, the more likely they were to get a performance mark 1.

Training

Full-time staff were more likely to have taken training than part-time staff, and tended to take more days when they did.

99% of part-time staff took fewer than 10 days training, compared to 87% of full-time staff.

This pattern was evident across the job roles.

Full-time staff took an average of **4.2 days** of **training** (3960 staff)

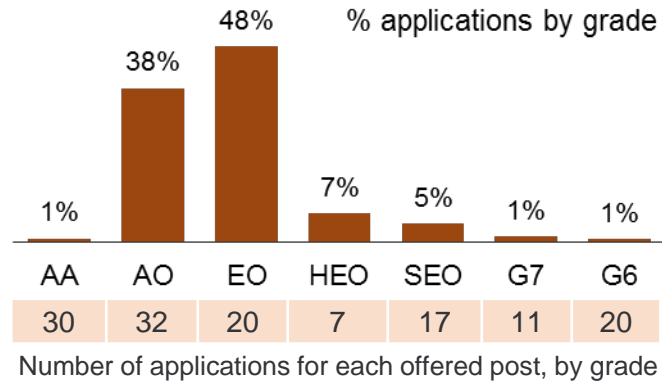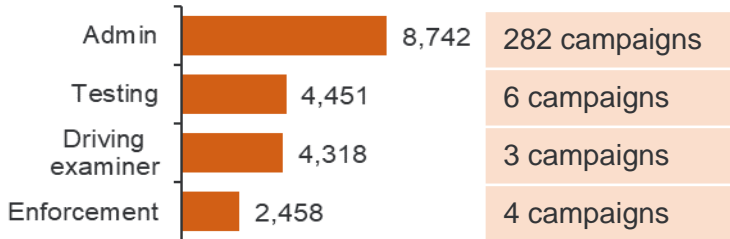Part-time staff took an average of **1.4 days** of **training** (684 staff)

Working pattern

Recruitment overview

Context

19,969 applications received for **295** campaigns

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

Category	Applications	Campaigns
Admin	8,742	282 campaigns
Testing	4,451	6 campaigns
Driving examiner	4,318	3 campaigns
Enforcement	2,458	4 campaigns

% applications by grade

	AA	AO	EO	HEO	SEO	G7	G6
%	1%	38%	48%	7%	5%	1%	1%
Number of applications for each offered post, by grade	30	32	20	7	17	11	20

Correlations

Within the applicants for posts at DVSA, 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.

As for staff in post, those who did not declare one characteristic were more likely to have not declared another.

	Age	Gender	Race	Disability status	Sexual orientation	Religion or belief	Job role
Female applicants were more likely to be white, be younger (under 25), and were more likely to be LGBT	✓	✓	✓		✓		
BAME applicants were more likely to have declared a religion or belief and be younger (under 40)	✓		✓			✓	
Disabled applicants were more likely to be LGBT and less likely to be under 25	✓				✓	✓	
LGBT applicants were more likely to have declared no religion or belief and be younger	✓				✓	✓	

Success rates

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

- 19,969 applicants
- 17,801 considered at sift → 14,702 unsuccessful at sift (83%)
- 3,099 successful at sift (17%)
- 2,362 interviewed → 1,068 unsuccessful at interview (45%)
- 1,294 successful at interview (55%)
- 882 offered a post (5% of applicants with known outcome)
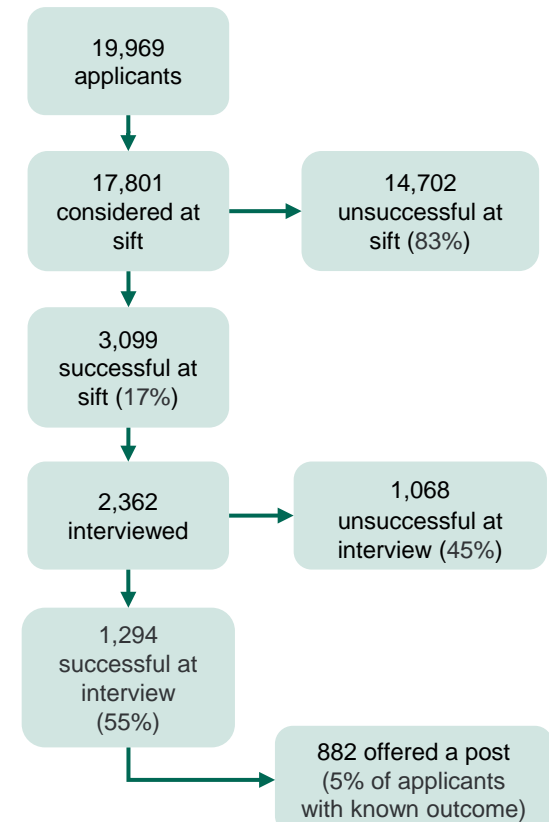
There were significant correlations between the job type being applied for and a number of other diversity characteristics. These are given below for each job role. A significant result for one characteristic can obscure what may have otherwise been a significant result for one of these other characteristics.

Admin applicants

44% of applicants applied for Admin posts (8,742 applicants) 282 campaigns

Applicants for **Admin** posts were:	Age	Gender	Race	Disability status	Sexual orientation	Religion or belief	Job role
More likely to be female		✓					✓
Less likely to declare themselves non-disabled				✓			✓
Less likely to declare themselves heterosexual than applicants for other job roles					✓		✓
Tended to be younger than other applicants (more likely to be under 30, less likely to be over 45)	✓						✓

Driving Examiner applicants

22% of applicants applied for DE posts (4,318 applicants) 3 campaigns

Applicants to be **Driving Examiners** were:	Age	Gender	Race	Disability status	Sexual orientation	Religion or belief	Job role
More likely to be BAME			✓				✓
More likely to be non-disabled				✓			✓
More likely to have declared a religion/belief						✓	✓
Tended to be older (over 45 years old)	✓						✓

Enforcement applicants

12% of applicants applied for Enforcement posts (2,458 applicants) 4 campaigns

Applicants for **Enforcement** posts were:	Age	Gender	Race	Disability status	Sexual orientation	Religion or belief	Job role
More likely to be male		✓					✓
More likely to be white			✓				✓
Less likely to be under 25 than other applicants	✓						✓

Testing applicants

22% of applicants applied for Testing posts (4,451 applicants) 6 campaigns

Applicants for **Testing** posts were:	Age	Gender	Race	Disability status	Sexual orientation	Religion or belief	Job role
More likely to be male		✓					✓
More likely to declare themselves non-disabled				✓			✓
More likely to not declare a religion or belief						✓	✓
More likely to be heterosexual than other applicants					✓		✓
Tended to be younger than other applicants (more likely to be under 25 than applicants for other job roles)	✓						✓

Notes

Data Sources

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

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.

Approximately 81% of DVSA staff responded to the 2018 People Survey; the response rate for the whole DfT Group was approximately 83% (calculated as number of respondents as a proportion of staff in post on 31st March 2018). 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 (where the EM data is drawn from), so there will be slight differences in individual declarations across 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

Data on Senior Civil Service (SCS) staff in DVSA was combined with the SCS in DfTc, and analysis of both has been covered in the DfTc storyboard.

Staff on long-term leave (for instance long term sickness absence, secondments, and career breaks) were not included in the analysis, nor were staff outside of the Civil Service (e.g. consultants, temporary administrators).

Staff on paid maternity leave were included in the staff in post dataset, although they have been 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 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. This is described more fully in the technical annex and a list of locations and their catchment areas can be found in the annex tables that accompany this storyboard.

Recruitment data for posts up to and including Grade 6 was provided by Civil Service Recruitment. Recruitment through other routes (e.g. the Fast Stream or internal Expressions of Interest) was 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 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