Staff Equality and Diversity Annual Monitoring 2014

Staff data from SAP HR was dated 31 July 2014. Recruitment and selection data from i-GRasp covers 1 August 2013 – 31 July 2014. Promotions data from SAP HR is effective from 1 August 2014. The most recent HESA data available for comparison is from 2012/13. Staff data tables can be found in the Staff Monitoring Appendix.

Ethnic Monitoring

Staff Employed

1. The percentage of Black or Minority Ethnic (BME) staff employed in 2012/13 and 2013/14 is shown in the figure 1.

2. 7.3% of all University employees are BME; an increase from 6.9% in 2013. HESA data shows that the national proportion of all BME staff is 10.7%. Average total BME employees in North East universities in 2012/13 is 5.8%.
3. The proportion of academic staff who are BME is 12.4%, comparable with HESA data of 12.3%.
4. The proportion of support staff who are BME has increased by 0.2% to 3.2%. HESA data shows that the national proportion of support staff who are BME is 9.6%. As most of the organisation’s support staff travel to work from within the North East a comparison with the local population is made. The Office for National Statistics 2011 census data shows the North East population of BME residents to be 4.7%.
5. The percentage of support staff at the University who are both British nationality and BME is 1.8% a small increase from 1.6% in 2012/13.
6. Human Resources will engage with current staff from BME communities and look at effective ways to promote the range of employment opportunities in the organisation to BME communities.
Recruitment and Selection

7. In 2013/14 22% of all job applicants were BME, an increase from 17.5% in 2012/13.
8. As in 2012/13 the highest proportion of applications from BME applications were for academic and research roles. Figure 2 shows a comparison of applications and interviews by ethnicity. BME applicants have a lower chance of being interviewed than white applicants in all academic and research roles apart from Professorial roles.

9. For support roles, the highest proportion of job applications from BME applicants were for Technical and IT roles. Applications from BME applicants are at higher proportions than the BME staff population for all staff groups. Figure 3 shows a comparison of applications and interviews by ethnicity. BME applicants have a lower chance of being interviewed than white applicants for all support roles.

10. In all support roles there was a higher proportion of BME applications than in 2012/13.
11. Previous investigation has shown that a proportion of BME applications come from overseas locations where people are not eligible to work in the UK, which may distort the picture. The current e-recruitment system asks people to indicate in a free text response if they are eligible to work in the UK, if they answer no this is then picked up at shortlisting stage, it is not possible to report via e-recruitment on free text responses. As part of the development of a new e-recruitment system we will aim to ensure responses to this question can be reported on to enable better analysis of the data.

**Academic Promotions**

12. The proportion of applications for academic promotions from BME staff has increased from 11% to 12%, although the number of successful applicants who are BME is lower than 2012/13 with 17 being successful in their application compared to 25. Figure 4 shows the trend over the past 7 years.

![Figure 4. Academic Promotions: Applications and Success rate for BME Staff compared to total applications and total successful applications](image)

13. The academic staff profile in 2013 is 83.5% White, 12.5% BME, an increase from 11.7% in 2013. The promotion application rate was 86% White, 12% BME. Success rates are similar, 59% of White and 65% of BME applications were successful, although these are lower success rates overall than in 2012/13 (81.1% White and 80.6% BME). The successful candidates profile of 84% White, 13% BME, reflects the academic staff profile.

**Support Staff Pay Review**

14. BME staff were less likely than White staff to have a case submitted, with only one case from a BME member of staff submitted, the case was successful.
Training and Development

15. Ethnic monitoring of staff training records show that 6.6% of staff who attended training events were BME compared to the BME staff population of 7.3%. This is an improvement on the previous 2 years when there has been a larger difference when comparing the proportion of staff attending training with the population.

16. The proportion of BME staff attending training is in proportion with staff employed when analysed by staff type for Administrative and Professional Services, Research, Teaching and Enterprise and Operational Services. This is a big improvement for Operational Services who for the past 2 years have been underrepresented in training attendance. For Specialist, Technical and Professional Services the proportion of BME staff attending training remains lower than the staff population with 2.8% attending training compared to 4.2% staff.

Staff Turnover

17. Staff turnover is calculated including planned and voluntary leavers data. As in 2012/13 in 2013/14 staff turnover is still higher for BME staff than for white staff (16% compared to 11%), however the difference in turnover has reduced from last year (21% BME compared to 10% White). Some explanation for the higher staff turnover for BME staff may be explained by job type with 47 out of 66 BME leavers being academic and research staff, 17 of these 47 left due to the expiry of their fixed term contract. Of the 9 BME academic and research resignations, 4 were near to the expiry of permissions to work in the UK.

Gender Monitoring

Staff Employed

18. The percentage of women staff, 53.5% is very similar to 2012/13, 53.3%.

19. For Academic staff, the percentage of women employed is 40.2%, similar to 40.5% in 2012/13. The 2012/13 HESA national UK figure is 44.5% female. For Professorial staff the percentage of women employed has increased from 22.5% in 2012/13 to 23.3% as at 31 July 2014. The HESA national figure is 21.6%.

Recruitment and Selection

20. Gender monitoring in recruitment and selection shows that in 2013/14 overall more women applied for positions at the University than men (women 52.2%, men 46.6%). 1.2% of job applicants choose not to declare their gender at the application stage, compared to 18.5% in 2012/13. Figures for those invited to interview also show a higher proportion of women, 58.6% than men, and 40.4%.

21. The proportion of men and women applying for positions by job category varies. There is a difference between the types of jobs that men and women apply for which broadly reflects the staff population as shown in table 1.
Table 1. Population and Applications by Gender

<table>
<thead>
<tr>
<th>Job Family</th>
<th>Female %</th>
<th>Male %</th>
</tr>
</thead>
<tbody>
<tr>
<td>Population Administrative and Professional Services</td>
<td>76.4</td>
<td>23.6</td>
</tr>
<tr>
<td>Applications Administrative and Professional Services</td>
<td>65.3</td>
<td>33.8</td>
</tr>
<tr>
<td>Population Operational Services</td>
<td>48.7</td>
<td>51.3</td>
</tr>
<tr>
<td>Applications Operational Services</td>
<td>31.6</td>
<td>67.3</td>
</tr>
<tr>
<td>Population Research, Teaching and Enterprise</td>
<td>40.2</td>
<td>59.8</td>
</tr>
<tr>
<td>Applications Research, Teaching and Enterprise</td>
<td>36.2</td>
<td>62.1</td>
</tr>
<tr>
<td>Population Specialist, Technical and Professional Services</td>
<td>40.0</td>
<td>60.0</td>
</tr>
<tr>
<td>Applications Specialist, Technical and Professional Services</td>
<td>38.5</td>
<td>60.2</td>
</tr>
</tbody>
</table>

Academic Promotions

22. The proportion of applications for promotion reflects the population with 41% from female staff (40.2% population) and 59% from male staff (59.8% population). The success rate was again higher for female staff, 67% and 56% for male staff. With effect from 1 August 2014 the percentage of female professors increased to from 23.3% to 24.4%.

Support Staff Pay Review

23. The proportion of cases and awards by gender is very similar with 5% of cases from females and 4.8% from males, 4.2% of awards were made to females and 4.1% to males when compared to the eligible population.

Training and Development

24. The proportion of men attending training events is lower than the proportion of men employed, 35.2% compared to 46.5%. This is a reduction in attendance from 2012/13. The proportion of men and women by staff group attending training compared to staff population varies as shown in Table 2. Men in Administrative and Academic Roles and women in Operational roles attended in lower proportions.

Table 2. Population and Training Attendance by Gender

<table>
<thead>
<tr>
<th>Job Family</th>
<th>Female %</th>
<th>Male %</th>
</tr>
</thead>
<tbody>
<tr>
<td>Population Administrative and Professional Services</td>
<td>76.4</td>
<td>23.6</td>
</tr>
<tr>
<td>Training attendance Administrative and Professional Services</td>
<td>81.8</td>
<td>18.2</td>
</tr>
<tr>
<td>Population Operational Services</td>
<td>48.7</td>
<td>51.3</td>
</tr>
<tr>
<td>Training attendance Operational Services</td>
<td>40.5</td>
<td>59.5</td>
</tr>
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<td>Population Research, Teaching and Enterprise</td>
<td>40.2</td>
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</tr>
<tr>
<td>Training attendance Research, Teaching and Enterprise</td>
<td>48.5</td>
<td>51.5</td>
</tr>
<tr>
<td>Population Specialist, Technical and Professional Services</td>
<td>40.0</td>
<td>60.0</td>
</tr>
<tr>
<td>Training attendance Specialist, Technical and Professional Services</td>
<td>39.8</td>
<td>60.2</td>
</tr>
</tbody>
</table>
Staff Turnover

25. As in 2012/13 staff turnover is higher for males than females at 13% and 10% respectively.

Disability Monitoring

Staff Employed

26. The number of staff employed who have declared a disability has decreased from 3.9% in 2013 to 3.6% in 2014. This figure is slightly lower than the average of 3.9% for other UK HEIs according to HESA statistics.

Recruitment and Selection

27. This year the percentage of job applicants who declared a disability was 4.9% an increase of 1% from 2012/13.

28. The percentage of interviewees declaring a disability was 3%, very similar to 3.1% in 2012/13.

<table>
<thead>
<tr>
<th>Applications</th>
<th>No.</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Not disabled/unknown</td>
<td>21356</td>
<td>95.1</td>
</tr>
<tr>
<td>Disabled</td>
<td>1095</td>
<td>4.9</td>
</tr>
<tr>
<td>Total Applications</td>
<td>22451</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Interviews</th>
<th>No.</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Not disabled/unknown</td>
<td>1031</td>
<td>97</td>
</tr>
<tr>
<td>Disabled</td>
<td>32</td>
<td>3</td>
</tr>
<tr>
<td>Total Interviews</td>
<td>1063</td>
<td></td>
</tr>
</tbody>
</table>

29. When looking a progression from application to interview, 2.9% (32 of 1095) of all disabled applicants were interviewed, whereas 4.8% (1031 of 21356) of applicants who had not declared a disability were interviewed.

30. It should be noted that information on disability is not available to managers at the shortlisting stage.

Academic Promotions

31. The proportion of academic staff with a disability who have applied for promotion is lower than the population of academic staff with a disability. This year’s promotions showed the success rate of disabled staff is lower than staff who have not declared a disability, although it should be noted that the number of academic staff with a disability is small.

Support Staff Pay Review

32. The percentage of cases put forward for disabled staff was slightly higher than for other staff, although successful cases are at a slightly lower rate.

Training and Development

33. The proportion of disabled staff who attended training events, 4.2%, is higher than the proportion of disabled staff employed (3.6%).
Turnover
34. Staff turnover for disabled staff is slightly lower at 10% than for non-disabled staff at 11%.

Age Monitoring

Staff Employed

35. The age profile of staff employed reflects the national profile.  
36. Figure 5 shows the age profile of current staff by gender. As in 2013 the profile shows more male employees in age bands 55 upwards. There are still more men working who are over the age of 65 than women, however 2013/14 has seen an increase of 25% of women over 65 working, compared to an increase of 10% of men over 65.

Recruitment and Selection

37. The age profile of job applicants and staff is shown in figure 6. The age profile of job applicants is younger than the current staff profile with the largest proportion of job applicants being in the 15-34 age bands. The average length of service for staff has reduced slightly from 9.10 years in 2012/13 to 8.95 years in 2013/14.
38. The proportion of job applicants who have not given their ages during the recruitment process has decreased again from 18.5% to 1.2% perhaps demonstrating reduced concerns over age discrimination in the recruitment process.

**Academic Promotions**

39. As can be seen in Table 3 the highest proportion of applications is from the 35-44 age band.

40. The success rate of applications varies by age band as shown below, but is broadly consistent with the proportions of staff who apply.

<table>
<thead>
<tr>
<th>Table 3. Academic Promotions Age Band comparison</th>
<th>15-24</th>
<th>25-34</th>
<th>35-44</th>
<th>45-54</th>
<th>55-64</th>
<th>65+</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Population</td>
<td>0.9%</td>
<td>27.6%</td>
<td>29.2%</td>
<td>23.2%</td>
<td>16.0%</td>
<td>3.1%</td>
</tr>
<tr>
<td>Proportion of Applications</td>
<td>0.0%</td>
<td>14.0%</td>
<td>43.3%</td>
<td>27.4%</td>
<td>14.0%</td>
<td>1.4%</td>
</tr>
<tr>
<td>Success rate compared to total</td>
<td>0.0%</td>
<td>15.4%</td>
<td>46.9%</td>
<td>26.2%</td>
<td>10.8%</td>
<td>0.8%</td>
</tr>
</tbody>
</table>

**Support Staff Pay Review**

41. The proportion of cases and awards are broadly in line with the proportion of support staff age bands.

**Training and Development**

42. The majority of training and development is undertaken by age bands 25-34, 35-44 and 45-54 in similar proportions. Age bands 55-64 and 65+ show lower attendance at training when compared with the population.

**Turnover**

43. The staff turnover varies by age band as demonstrated in Table 4. In comparison with 2012/13 staff turnover has reduced for all age bands except 45-54 which has remained the same.

<table>
<thead>
<tr>
<th>Table 4. Turnover by age band</th>
<th>15-24</th>
<th>25-34</th>
<th>35-44</th>
<th>45-54</th>
<th>55-64</th>
<th>65+</th>
</tr>
</thead>
<tbody>
<tr>
<td>Turnover</td>
<td>31%</td>
<td>15%</td>
<td>9%</td>
<td>6%</td>
<td>7%</td>
<td>23%</td>
</tr>
</tbody>
</table>

**Gender reassignment**

44. Data is only available for a small proportion of staff, so further analysis has not been done on gender reassignment.

**Marriage and Civil Partnership**

45. The University collects data relating to marriage and civil partnership for new staff when they start work, but this is not maintained and existing staff are not asked
automatically to inform HR if they marry or enter a civil partnership while at work. We are therefore unable to include this in any analysis.

Religion or Belief

46. 13.3% of staff have declared their religion, a 2% reduction from 2012/13, with 12.3% declaring themselves to be Christian, and 1% declaring another religion, including Buddhist, Hindu, Jewish, Muslim, Sikh and Spiritual. A summary of this data can be seen in Figure 7.

![Figure 7. Religion or belief of staff](image)

Sexual Orientation

47. The University has data on the sexual orientation of 24% of all staff, a decrease of 3.3% from 2012/13. 1.2% of staff have declared themselves to be Lesbian, Gay, or Bisexual, due to the small proportion of data, further analysis has not been done.

Support Staff Pay Review

48. In addition to the analyses by protected characteristics, an analysis of the support staff Pay Review showed:
   a. One-off bonuses continue to be the most common form of award made.
   b. There were 2 team award applications, both of which were successful.
   c. The Faculty of Science, Agriculture and Engineering (SAgE) was the area which awarded the most awards as a proportion of eligible staff. The distribution of awards across the University as a proportion of eligible staff varies from 3.6% in the Faculty of Medical Sciences (FMS) to 5.5% in SAgE which is a more uneven distribution than 2013 which varied from 3.5% in SAgE to 4.2% in Professional Support Services.
   d. The Operational Services family received the lowest proportion of awards again this year, decreasing from 3.5% of the eligible population in 2013 to 1.8% who received an award this year. The Administrative and Professional
Services family, the largest support staff family, again received the highest proportion of awards.

**Declaration of Protected Characteristics**

49. During 2012/13 the University undertook a voluntary questionnaire of all staff with regard to protected characteristics; this questionnaire was not repeated in 2013/14. The analysis of 2013/14 data has shown some decreases in declaration of data, which indicates an annual survey or making it easier for staff to update their personal details throughout the year, may provide more meaningful data.

**Monitoring staff grievance and Dignity at Work complaints**

50. There have been no formal grievances in 2013/14.
51. During the period August 2013 to July 2014 there were 6 complaints under the dignity at work procedure. 2 of the complaints were upheld and 1 complaint was not investigated, with the agreement of the complainant, to pursue informal resolution.

For queries about this report, please contact:
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