Staff Equality and Diversity Annual Monitoring 2013

Staff data from SAP HR was dated 31 July 2013. Recruitment and selection data from i-GRasp covers 1 August 2012 – 31 July 2013. Promotions data from SAP HR is effective from 1 August 2013. Data tables can be found in Appendix A.

Ethnic Monitoring

Staff Employed

1. The percentage of Black or Minority Ethnic (BME) staff employed is shown in the table below:

<table>
<thead>
<tr>
<th></th>
<th>2011/12</th>
<th>2012/13</th>
</tr>
</thead>
<tbody>
<tr>
<td>All staff</td>
<td>6.8%</td>
<td>6.9%</td>
</tr>
<tr>
<td>Academic Staff</td>
<td>11.8%</td>
<td>11.7%</td>
</tr>
<tr>
<td>Support staff</td>
<td>2.9%</td>
<td>3.0%</td>
</tr>
</tbody>
</table>

2. Figure 1 shows employees who are from a Black or Minority Ethnic (BME) background as a percentage of all employees, by academic staff and support staff groups. 6.9% of all University employees are BME; the proportion of BME staff has remained fairly static since 2011. Other North East Universities total BME employees is 5.7%.

3. HESA data for 2011/12 shows that the national proportion of academic staff who are BME is 11.6% slightly lower than the proportion at Newcastle of 11.7%.

4. The proportion of support staff who are BME has increased by 0.1%. HESA data for 2011/12 shows that the national proportion of support staff who are BME is 9.5%. The Office for National Statistics 2011 census data shows the North East population of BME residents to be 4.7%. Human Resources are progressing with a project aimed at increasing the proportion of BME staff in support roles.

5. The percentage of support staff at the University who are both British nationality and BME is 1.6%.
Recruitment and Selection

6. In 2012/13 17.5% of all job applicants were BME, a decrease from 20% in 2011/12. Of the whole workforce 6.9% of staff are from a BME background.

7. As in 2011/12 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.

8. For support roles, the highest proportion of job applications from BME applicants were for Technical and IT roles where 18.2% of job applicants were BME compared to 3.7% of current Technical and IT staff being BME. The level of applications from BME for Professional and Administrative staff was lower at 12.2% and for Administrative Support 8.7% compared to 2.4% of current staff, and for Facilities Support 8.2%, compared to 4.1% staff.
9. Compared to 2011/12 the proportion of BME applicants to support roles has increased for Professional and Administrative roles, but has decreased for all other support staff groups.

10. Previous investigation has shown that a proportion of BME applications come from overseas locations where people are not eligible to work in the UK, distorting the picture. The current project aimed at increasing the proportion of BME staff in support roles involves engaging with local community groups and educational institutions to publicise the University as an employer and encourage more applications and appointments from the local BME community.

**Academic Promotions**

11. The proportion of applications for academic promotions from BME staff has decreased to 11%, although the number of successful applicants who are BME is higher with 25 being successful in their application compared to 16 in 2012. Figure 4 shows the trend over the past 7 years.

12. The academic staff profile in 2013 is 83.9% White, 11.7% BME, very similar to 2012. The application rate was 86% White, 11% BME. Success rates are very similar, 81.1% of White and 80.6% of BME applications were successful, and this is a noticeable difference from 2012 which was 67% White and 53% BME. Overall the successful candidates profile was 85.6% White, 10.6% BME.

![Figure 4. Academic Promotions: % Applications and success rate for BME Staff 2013](image)

**Training and Development**

13. Ethnic monitoring of staff training records show the same as last year, that 5.6% of staff who attended training events were BME compared to staffing levels where 6.9% of all staff are BME. The number of BME staff attending training is in proportion with staff employed when analysed by staff type for Administrative and Professional Services and Research, teaching and
Enterprise. However for Operational Services 1.3% BME staff have attended training compared to 4.1% staff, this is a similar difference to that shown last year. For Specialist, Technical and Professional Services there is a smaller difference with 2.6% BME staff attending training compared to 3.7% staff.

Staff Turnover

14. Staff turnover is calculated including all leavers planned and voluntary. As in 2011/12 in 2012/13 staff turnover is still significantly higher for BME staff than for white staff (21% compared to 10%). Some explanation for the disproportionate staff turnover for BME staff may be explained by job type with 56 out of 78 BME leavers being academic and research staff, 21 of who left due to the expiry of their fixed term contract. Of the 35 BME academic and research resignations, 14 were near to the expiry of permissions to work in the UK.

Gender Monitoring

Staff Employed

15. The percentage of women staff, 53.3% is very similar to 2012, 53.4%.
16. For Academic staff, the percentage of women employed is 40.5%, up 0.5% from 2012. The HESA national UK figure is 44.5% female. For Professorial staff the percentage of women employed has increased from 21.7% in 2012 to 22.5% as at 31 July 2013. The HESA national figure is 20.5%.

Recruitment and Selection

17. Gender monitoring in recruitment and selection shows that in 2012/13 overall more women applied for positions at the University than men (women 45.5%, men 36%). 18.5% of job applicants choose not to declare their gender at the application stage. Figures for those invited to interview also show a higher proportion of women, 53.4% than men, 45.5%.
18. 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. For example, 51.4% of Facilities Support applicants are male, but for Administrative roles only 24.3% of applicants are male.
19. This gender segregation by application is also reflected in the University’s current staff profile, for example 33.2% of job applicants for academic roles are female and 52.2% male. The proportion of academic staff is 40.5% female and 59.5% male.
20. For administrative support roles 24% of current Administrative and Professional Services staff are men. 24.3% of applicants for these roles are men.

17.10.2013 – Jan Halliburton, HR Adviser (Policy and Projects)
**Academic Promotions**

21. At University level in 2012/13 the overall population of academic staff was 40.5% female and 59.5% male. The proportion of applications for promotion from female staff was 37.5% and from male staff 62.5%. The success rate was higher for female staff, 84.4%, and 73.6% for male staff. With effect from 1 August 2013 the percentage of female professors has increased to 23%. Faculty data for promotion to Academic roles is shown in tables 1 – 3 in Appendix A.

**Training and Development**

22. The proportion of men attending training events is slightly lower than the proportion of men employed, 44.1% compared to 46.7%. This is a marked improvement from 2011/12, which showed the proportion of men attending to be 34% compared to a staff population of 47%. In 2011/12 there was a noticeable difference in the proportions of men attending training compared to men employed in operational roles, this difference is not evident in 2012/13.

**Staff Turnover**

23. In 2012/13 staff turnover is similar for female and male staff at 9% and 11% respectively.

**Disability Monitoring**

**Staff Employed**

24. The number of staff employed who have declared a disability has increased from 1.5% in 2011/12 to 3.9% in 2012/13. This figure is higher than other UK HEIs according to HESA statistics for the UK 2011/12 (3.4%) and it shows a significant increase for the University. This increase is likely to be due to an Equality Survey that the University carried out during 2013 aimed at collecting data on, amongst other things, disability.

**Recruitment and Selection**

25. This year the percentage of job applicants who declared a disability was 3.9%, almost the same as 4% in 2011/12. Those interviewed has increased from 2.6% in 2011/12 to 3.1% in 2012/13.

**Academic Promotions**

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

27. The proportion of disabled staff who attended training events, 4.4%, is higher than the proportion of disabled staff employed (3.9%).

Turnover

28. Staff turnover for disabled staff has decreased significantly this year from 11.5% to 5%, compared to 11% for non disabled staff.

Age Monitoring

Staff Employed

29. Similarly to 2011/12 the age profile of women employed in the 25-34, 35-44 and 45-54 age bands is fairly even. The profile shows an increase in the numbers of men employed as these age bands go up.

30. Women form the majority of the staff profile in under 55 age groups, but are in the minority for 55 and over. This is similar to the national HEI profile.

31. There are almost twice as many men working who are over the age of 65 than women. This is a change from 2011/12 when there were more than twice as many men working over the age of 65 than women.

Recruitment and Selection

32. The age profile of job applicants is much younger than the current staff profile with the largest proportion of job applicants being in the 15-24 and 25-34 age bands, compared to the largest proportion of staff being in the 35-44 and 45-54 age bands. Some explanation for this difference in proportions may be length of time staff tend to stay in the organisation, with the average length of service for staff in post on 31 July 2013 being 9.1 years.

17.10.2013 – Jan Halliburton, HR Adviser (Policy and Projects)
33. The proportion of job applicants who have not given their ages during the recruitment process has increased again from 16.9% to 18.5% perhaps demonstrating concerns over age discrimination in the recruitment process.

**Academic Promotions**

34. The proportion of applications from different age bands is broadly in line with the proportion of academic staff age bands, apart from for the age band 35-44 which makes up 29.4% of the academic staff population, but submitted 40.5% of the promotions applications.

35. The success rate of applications is similar for all age bands, ranging between 73% and 78%, apart from in age band 25-34 where the success rate is 84.6%.

**Training and Development**

36. The majority of training and development is undertaken by three age bands in similar proportions (25-34 = 24.5%, 35-44 and 45-54 = 26.6%). By age band the proportion of staff who attend training is in line with the proportion of the staff population.

**Turnover**

37. The staff turnover varies by age band as demonstrated in Table 4.

<table>
<thead>
<tr>
<th>Table 4. Turnover by age band</th>
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<tbody>
<tr>
<td>2012/13</td>
</tr>
<tr>
<td>Turnover</td>
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17.10.2013 – Jan Halliburton, HR Adviser (Policy and Projects)
Gender reassignment

38. The University conducted an equality survey of existing staff which included a question on gender identity. Due to the data only being available for a small proportion of staff, further analysis will not be done on gender reassignment.

Marriage and Civil Partnership

39. 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

40. From the Equality Survey the University now has more data on religion or belief as outlined in Figure 7. 15.3% of staff have declared their religion, with 14% declaring themselves to be Christian, and 1.3% declaring another religion, including Buddhist, Hindu, Jewish, Muslim, Sikh and Spiritual.

![Figure 7. Religion or belief of staff as at 31 July 2013](image)

Sexual Orientation

41. From the Equality Survey the University now has more data on staff sexual orientation. We now have data on the sexual orientation of 27.3% of all staff.

Monitoring staff grievance and Dignity at Work complaints

42. The number of grievances at Newcastle continues to remain low with 0.2 cases per 1,000 employees.

43. During the period August 2012 to July 2013 there were 4 complaints under the dignity at work procedure. 2 of the complaints were upheld.

For queries about this report, please contact:
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