**Staffing**

**compendium**

**December 2011**

**Produced by Human Resources**



**Introduction**

This is the fourth annual staffing compendium produced by HR.

The purpose of the compendium is to provide managers and other users with up to date information about UWE’s workforce profile and to highlight emerging trends. Managers will be able to use this information to identify where we need to make improvements.

This compendium also provides a rich source of data for managers carrying out equality assessments.

The compendium is based on data held in the University’s HR payroll system (SAP). The SAP database is populated with information supplied by new staff on their application forms; we then update the database with information supplied by current employees in response to periodic data surveys. Our latest data survey was carried out in December 2010, and the next one will be carried out within the next 12 months.

This compendium should be read in conjunction with results from the 2012 staff survey. The staff survey results will be available from May.

I hope you find the compendium interesting and informative. If you have any ideas for how it might be improved, or have any queries relating to the data and its analysis, then please contact Lesley Donnithorne in the Business Development Team ([Lesley2.Donnithorne@uwe.ac.uk](mailto:Lesley2.Donnithorne@uwe.ac.uk)) or Angeline Carrozza in the Equality and Diversity Unit (Angeline.Carrozza@uwe.ac.uk).

Ian Apperley

HR Director

March 2012

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*At a glance 1:*

TABLE 1 – STAFF IN POST AT 31/12/2011

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FACULTY / SERVICE** | **HEADS**  **2011** | **FTE\***  **2011** | **HEADS 2010** | **FTE\***  **2010** | **HEADS**  **2009** | **FTE\* 2009** |
| Business and Law | 296 | 270 |
| Arts Creative Inds & Education | 430 | 355 |
| Environment & Technology | 437 | 399 |
| Health & Life Sciences | 532 | 468 |
| *Faculty totals* | *1695* | *1493* | *1896* | *1659* | *1872* | *1665* |
| Corporate & Academic Services\*\*\* | 41 | 38 |
| Admissions & International Dev. | 30 | 27 |
| Centre for Performing Arts | 5 | 5 |
| Directorate | 22 | 20 |
| Dean of Students | 5 | 5 |
| Development and Alumni | 4 | 4 |
| Facilities | 458 | 350 |
| Finance | 80 | 72 |
| Human Resources | 56 | 48 |
| IT Services | 178 | 168 |
| Library Services | 141 | 111 |
| Marketing and Communications | 24 | 19 |
| Research, Business & Innovation | 39 | 33 |
| Schools & Colleges Partnership | 15 | 13 |
| Student Services | 88 | 73 |
| *Service totals* | *1186* | *984* | *1246* | *1040* | *1124* | *937* |
| Faculty and service sub total | 2881 | 2477 | 3142 | 2699 | 2966 | 2602 |
| Associate Lecturers | 342 | 75 | 392 | 111\*\* | 454 | 97\*\* |
| Temporary staff (in assignment) | 268 | 158 | 276 | 159 | 336 | 184 |
| **All staff** | **3491** | **2701** | **3810** | **2969** | **3786** | **2904** |

\* FTE = full time equivalent

\*\* AL FTE relates to the total for the previous academic year.

\*\*\* Includes Academic Registry and BIP staff; census predates the OUA transfer of faculty based staff.

In 2011, 60% of all staff were located in faculties and 40% in services. In 2010, these figures were 62% and 38% respectively. This change follows the impact of academic restructuring in summer 2011.

There has been an 8% reduction is staffing numbers and a 9% reduction in staffing FTEs compared with 2010; this was as a result of organisational restructuring.

*At a glance 2:*

TABLE 2 –EMPLOYEE GROUP AND GRADE BY EQUALITY GROUP

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **EMPLOYEE GROUP/ GRADE** | **YEAR** | **ALL** | **MALE** | | **FEMALE** | | **BME** | | **WHITE** | | **ETHNICITY NOT KNOWN** | | **DISABLED** | | **NOT DISABLED\*** | | **DISABLED STATUS NOT KNOWN\*** | |
|  | **Heads** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** |
| Senior Management | *2011*  *2010*  *2009* | 77  82  62 | 55  58  47 | 71%  71%  76% | 22  24  15 | 29%29%  24% | 0  0  0 | 0%  0%  0% | 75  81  61 | 97%  99%  98% | 2  1  1 | 2.6%  1.2%  1.6% | 6  6  6 | 7.8%  7.3%  9.7% | 70  75  55 | 91%  92%  88% | 1  1  1 | 1.3%  1.2%  1.6% |
| Academic  Grade J  Grade I  Grade H  Grade G | *2011*  *2010*  *2009*  *2011*  *2010*  *2009*  *2011*  *2010*  *2009*  *2011*  *2010*  *2009* | 85  107  133  163  206  212  751  785  748  22  38  62 | 54  67  83  88  111  113  348  365  357  9  17  28 | 64%  63%  62%  54%  54%  53%  46%  46%  48%  41%  45%  45% | 31  40  50  75  95  99  403  420  391  13  21  34 | 36%  37%  38%  46%  46%  47%  54%  54%  52%  59%  55%  55% | 5  5  6  13  15  15  46  53  49  5  6  9 | 5.9%  4.6%  4.5%  8.0%  7.3%  7.0%  6.1%  6.7%  6.6%  23%  16%  15% | 78  97  126  147  181  193  678  703  669  16  29  48 | 92%  91%  95%  90%  88%  91%  90%  90%  89%  73%  76%  77% | 2  5  1  3  10  4  27  29  30  1  3  5 | 2.4%  4.6%  0.8%  1.8%  4.8%  1.9%  3.6%  3.7%  4.0%  4.5%  7.8%  0.6% | 3  4  2  8  9  6  34  35  22  1  1  1 | 3.5%  3.7%  1.5%  4.9%  4.3%  2.8%  4.5%  4.5%  2.9%  4.5%  2.6%  1.6% | 81  102  129  152  193  203  709  742  724  21  37  61 | 95%  95%  97%  93%  94%  96%  94%  95%  97%  95%  97%  98% | 1  1  2  3  4  3  8  8  2  0  0  0 | 1.2%  0.9%  1.5%  1.8%  1.9%  1.4%  1.1%  1.0%  0.3%  0%  0%  0% |
| Associate Lecturers  (previously Hourly Paid  Lecturers) | *2011*  *2010*  *2009* | 342  392  454 | 139  138  173 | 41%  35%  38% | 203  254  281 | 59%  65%  62% | 25  27  35 | 7.3%  6.9%  7.7% | 294  342  389 | 86%  87%  85% | 23  23  30 | 6.7%  5.9%  6.6% | 10  13  18 | 2.9%  3.3%  4.0% | 326  374  432 | 95%  95%  95% | 6  5  4 | 1.8%  1.2%  0.9% |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **EMPLOYEE GROUP/ GRADE** | **YEAR** | **ALL** | **MALE** | | **FEMALE** | | **BME** | | **WHITE** | | **ETHNICITY NOT KNOWN** | | | **DISABLED** | | | **NOT DISABLED\*** | | **DISABLED STATUS NOT KNOWN\*** | |
|  | **Heads** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | | **%** | **Heads** | | **%** | **Heads** | **%** |
| Research  Grade H  Grade F&G | *2011*  *2010*  *2009*  *2011*  *2010*  *2009* | 36  40  34  128  137  107 | 22  26  23  61  66  48 | 61%  65%  68%  48%  48%  45% | 14  14  11  67  71  59 | 39%  35%  32%  52%  52%  55% | 2  4  4  14  21  14 | 5.6%  10%  12%  11%  15%  13% | 31  35  30  108  109  89 | 86%  88%  88%  84%  80%  83% | 3  1  0  6  7  4 | 8.3%  2.5%  0%  4.7%  5.1%  3.7% | 1  1  0  3  5  3 | | 2.8%  2.5%  0%  2.3%  3.6%  2.8% | 34  38  33  122  128  102 | | 94%  95%  97%  95%  93%  95% | 1  1  1  3  4  2 | 2.8%  2.5%  3.9%  2.3%  2.9%  1.9% |
| Admin & Prof  G & above  Grade A to F | *2011*  *2010*  *2009*  *2011*  *2010*  *2009* | 322  334  306  805  847  801 | 137  141  132  200  205  185 | 43%  42%  43%  25%  24%  23% | 185  193  174  605  642  616 | 57%  58%  57%  75%  76%  77% | 21  23  18  43  51  44 | 6.5%  6.9%  5.9%  5.3%  6.0%  5.5% | 291  299  283  741  774  746 | 90%  89%  93%  92%  91%  93% | 10  12  5  21  22  11 | 3.1%  3.6%  1.6%  2.6%  2.6%  1.4% | 18  19  12  38  46  43 | | 5.6%  5.7%  3.9%  4.7%  5.4%  5.4% | 299  310  291  753  791  749 | | 93%  93%  95%  94%  93%  94% | 5  5  3  11  10  9 | 1.6%  1.5%  1.0%  1.4%  1.2%  1.1% |
| Technical  G & above  Grade A to F | *2011*  *2010*  *2009*  *2011*  *2010*  *2009* | 63  69  74  182  216  195 | 52  56  58  120  136  127 | 53%  81%  78%  66%  63%  65% | 11  13  16  62  80  68 | 17%  19%  22%  34%  37%  35% | 2  2  2  15  13  13 | 3.2%  2.9%  2.7%  8.2%  6.0%  6.7% | 57  63  68  158  191  170 | 90%  91%  92%  87%  88%  87% | 4  4  4  9  12  12 | 6.3%  5.8%  5.4%  4.9%  5.6%  6.2% | 1  2  2  12  16  7 | | 1.6%  2.9%  2.7%  6.6%  7.4%  3.6% | 62  67  72  165  296  185 | | 98%  97%  97%  91%  91%  95% | 0  0  0  5  4  3 | 0%  0%  0%  2.7%  1.9%  1.5% |
| Manual  Grade C to E | 2011  2010  2009 | 87  96  84 | 68  72  64 | 78%  75%  76% | 19  24  20 | 22%  25%  24% | 2  4  3 | 2.3%  4.2%  3.6% | 82  88  77 | 94%  92%  92% | 3  4  4 | 3.4%  4.2%  4.8% | 6  6  4 | | 6.9%  6.3%  4.8% | 80  89  80 | | 92%  93%  95% | 1  1  0 | 1.1%  1.0%  0% |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **EMPLOYEE GROUP/ GRADE** | **YEAR** | **ALL** | **MALE** | | **FEMALE** | | **BME** | | **WHITE** | | **ETHNICITY NOT KNOWN** | | **DISABLED** | | **NOT DISABLED\*** | | **DISABLED STATUS NOT KNOWN\*** | |
|  | **Heads** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** |
| Manual  Grade A&B | *2011*  *2010*  *2009* | 160  174  178 | 37  45  46 | 23%  26%  26% | 123  129  132 | 77%  74%  74% | 11  12  13 | 6.9%  6.9%  7.3% | 138  152  157 | 86%  87%  88% | 11  10  8 | 6.9%  5.7%  4.5% | 12  12  13 | 7.5%  6.9%  7.3% | 146  160  163 | 91%  92%  92% | 2  2  2 | 1.3%  1.1%  1.1% |
| TSU Temps | *2011*  *2010*  *2009* | 298  347  429 | 95  112  132 | 32%  32%  31% | 203  235  297 | 68%  68%  69% | 24  40  34 | 8.1%  12%  7.9% | 254  279  359 | 85%  80%  84% | 20  28  36 | 6.7%  8%  8.4% | 14  11  10 | 4.7%  3.2%  2.3% | 279  332  417 | 94%  96%  97% | 5  4  2 | 1.7%  1.2%  0.5% |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| ALL STAFF  (excluding ALs/HPLs &TSU) | *2011*  *2010*  *2009* | 2881  3131  2996 | 1251  1365  1311 | 43%  44%  44% | 1630  1766  1685 | 57%  56%  56% | 179  209  190 | 6.2%  6.7%  6.0% | 2600  2802  2717 | 90%  89%  91% | 102  120  89 | 3.5%  3.8%  3.0% | 146  162  121 | 5.1%  5.2%  4.0% | 2694  2928  2847 | 94%  94%  95% | 41  41  28 | 1.4%  1.3%  0.9% |
| **ALL STAFF** | 2011  2010  2009 | 3521  3870  3879 | 1485  1615  1616 | 42%  42%  42% | 2036  2255  2263 | 58%  58%  58% | 228  276  259 | 6.5%  7.1%  6.7% | 3148  3423  3465 | 89%  88%  89% | 145  171  155 | 4.1%  4.4%  4.0% | 170  186  149 | 4.8%  4.8%  3.8% | 3299  3634  3696 | 94%  94%  95% | 52  50  34 | 1.5%  1.3%  0.9% |

\* Figures for “Not Disabled” include “not known” for staff who did not respond to the survey. The “Disabled Status Not Known” figure is the number of staff that responded to the survey but preferred not to provide information about disabled status.

The overall male/female ratio remained constant in 2011 compared to 2010 and 2009. The senior research grade showed an increase on 2010 in the proportion of women; for other senior grades the proportion of women remained the same or declined. The BME staff percentage declined because a higher proportion of leavers in 2011 were BME staff (11%) and, although the same proportion of new recruits in 2011 were BME (11%), the number of new recruits was significantly fewer than the number of leavers.

*At a glance 3:*

TABLE 3 – AGE

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **AGE BAND** | **HEADS**  **2011** | **PERCENTAGE**  **2011** | **PERCENTAGE**  **2010** | **PERCENTAGE**  **2009** |
| Under 24 | 127 | 3.6% | 4.2% | 4.5% |
| 25-34 | 666 | 18.9% | 20% | 20% |
| 35-44 | 881 | 25.0% | 25% | 24% |
| 45-54 | 1020 | 29.0% | 28% | 28% |
| 55-64 | 786 | 22.3% | 22% | 22% |
| 65 + | 41 | 1.2% | 1.3% | 1.2% |

The average age of a UWE employee has risen to 45 years from 44 years in 2010 and 2009.

TABLE 4 – SEXUAL ORIENTATION

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **GROUP** | **HEADS**  **2011** | **PERCENTAGE**  **2011** | **PERCENTAGE**  **2010** | **PERCENTAGE**  **2009** |
| Bisexual | 23 | 0.7% | 0.7% | 0.5% |
| Gay man | 26 | 0.7% | 0.8% | 0.7% |
| Gay woman/lesbian | 36 | 1.0% | 1.2% | 0.7% |
| Heterosexual/straight | 1996 | 56% | 56% | 46% |
| Other | 7 | 0.2% | 0.3% | 0.2% |
| Not declared/prefer not to say | 207 | 5.9% | 5.6% | 4.5% |
| No data held | 1226 | 35% | 36% | 48% |

Table 4 shows that UWE has 2.4% of staff declaring as lesbian, gay or bisexual (LGB) compared to 2.7% in 2010. Table 4 also shows an increasing proportion of staff providing information on their sexual orientation.

*At a glance 4:*

TABLE 5 – RELIGION AND BELIEF

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **GROUP** | **HEADS**  **2011** | **PERCENTAGE**  **2011** | **PERCENTAGE**  **2010** | **PERCENTAGE**  **2009** |
| Buddhist | 29 | 0.8% | 0.9% | 0.6% |
| Christian | 905 | 26% | 26% | 22% |
| Hindu | 18 | 0.5% | 0.5% | 0.2% |
| Jewish | 10 | 0.3% | 0.2% | 0.2% |
| Muslim | 31 | 0.9% | 0.9% | 0.7% |
| Sikh | 5 | 0.1% | 0.1% | 0.1% |
| Another faith/religion | 59 | 1.7% | 2.1% | 2.0% |
| No faith/religion | 959 | 27% | 26% | 21% |
| Not declared/prefer not to say | 270 | 7.7% | 7.3% | 5.8% |
| No data held | 1235 | 35% | 36% | 48% |

Table 5 shows 31% of staff declaring as having a religion; this is unchanged from 2010. Table 5 shows more staff providing information on their religion and belief.

TABLE 6 – ETHNIC ORIGIN

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **GROUP** | **HEADS**  **2011** | **PERCENTAGE**  **2011** | **PERCENTAGE**  **2010** | **PERCENTAGE**  **2009** |
| Asian – Bangladeshi | 9 | 0.3% | 0.2% | 0.3% |
| Asian – Indian | 31 | 0.9% | 0.9% | 0.3% |
| Asian – Pakistani | 13 | 0.4% | 0.4% | 0.5% |
| Asian – Other | 22 | 0.6% | 0.8% | 0.7% |
| Black – African | 20 | 0.6% | 0.9% | 0.7% |
| Black – Caribbean | 29 | 0.8% | 0.8% | 0.7% |
| Black – Other | 3 | 0.1% | 0.1% | 0.1% |
| Chinese | 30 | 0.9% | 0.9% | 1.0% |
| Mixed – White/African | 6 | 0.2% | 0.2% | 0.1% |
| Mixed – White/Asian | 13 | 0.4% | 0.4% | 0.4% |
| Mixed – White/Caribbean | 5 | 0.1% | 0.2% | 0.2% |
| Mixed – Other | 15 | 0.4% | 0.5% | 0.4% |
| Other Ethnic background | 32 | 0.9% | 0.9% | 0.8% |
| *Sub total* | *228* | *6.4%* | *7.1%* | *6.7%* |
| White – British | 2874 | 82% | 81% | 82% |
| White – Irish | 52 | 1.5% | 1.2% | 1.1% |
| White – Other | 222 | 6.3% | 6.6% | 6.3% |
| *Sub total* | *3148* | *89%* | *88%* | *89%* |
| Prefer not to say | 19 | 0.5% | 0.5% | 0.1% |
| No data held | 126 | 3.6% | 3.9% | 3.9% |
| *Sub total* | *145* | *4.1%* | *4.4%* | *4.0%* |
| **All staff** | **3521** | **100%** | **100%** | **100%** |

Table 6 shows that UWE’s declared BME staffing population is 6.5% compared to 7.1% in 2010. The reasons for this reduction are given on page 10.

TABLE 7 – NATIONALITY

|  |  |  |  |
| --- | --- | --- | --- |
| **GROUP** | **HEADS 2011** | **PERCENTAGE**  **2011** | **PERCENTAGE**  **2010** |
| British | 3127 | 91.4% | 88% |
| Irish | 29 | 0.8% | 0.7% |
| German | 25 | 0.7% | 0.9% |
| American | 24 | 0.7% | 0.5% |
| Italian | 16 | 0.5% | 0.5% |
| Spanish | 13 | 0.4% | 0.4% |
| French | 13 | 0.4% | 0.4% |
| Canadian\* | 12 | 0.3% | 0.3% |
| Indian \* | 12 | 0.3% | 0.3% |
| Chinese | 9 | 0.3% | 0.4% |
| Malaysian | 9 | 0.3% | - |
| *Sub total* | *3289* | *93.4%* | *92%* |
| **All staff** | **3521** | **100%** | **100%** |

Table 7 shows UWE’s top ten nationalities at 2011 (\* joint 10th place).

TABLE 8 – TRANS/TRANSGENDER

|  |  |  |  |
| --- | --- | --- | --- |
| **CATEGORY** | **HEADS**  **2011** | **PERCENTAGE**  **2011** | **PERCENTAGE**  **2010** |
| Yes | 18 | 0.5% | 0.4% |
| No | 2092 | 59% | 59% |
| Prefer not to say | 60 | 1.7% | 1.7% |
| No data held | 1351 | 38% | 39% |

Table 8 shows that UWE’s declared trans/transgender population is 0.5% compared to 0.4% in 2010.

TABLE 9 – TAKE UP OF PARENTAL LEAVE

|  |  |
| --- | --- |
| **CATEGORY** | **HEADS**  **2011** |
| Maternity leave | 69 |
| Adoption leave | 1 |
| Paternity leave | 31 |
| **All parental leave** | **101** |

TABLE 10 – CONTRACT TYPE BY EQUALITY GROUP

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **CONTRACT TYPE** | **YEAR** | **ALL** | **GENDER** | | | | **ETHNICITY** | | | | | | **DISABLED STATUS** | | | | | |
| **MALE** | | **FEMALE** | | **BME** | | **WHITE** | | **NOT KNOWN** | | **DISABLED** | | **NOT DISABLED\*** | | **NOT KNOWN\*** | |
| **Heads** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** |
| Permanent  Fixed Term  Temporary | *2011*  *2010*  *2009*  *2011*  *2010*  *2009*  *2011*  *2010*  *2009* | 2760  3063  3124  463  460  322  298  347  433 | 1191  1307  1342  199  196  140  95  112  134 | 43%  43%  43%  43%  43%  43%  32%  32%  31% | 1569  1756  1782  264  264  182  203  235  299 | 57%  57%  57%  57%  57%  57%  68%  68%  69% | 160  178  182  44  58  42  24  40  35 | 5.8%  5.8%  5.8%  9.5%  13%  13%  8.1%  12%  8.1% | 2510  2764  2834  384  380  270  254  279  361 | 91%  90%  91%  83%  83%  84%  85%  80%  83% | 90  121  108  35  22  10  20  28  37 | 3.3%  4.0%  3.5%  7.6%  4.8%  3.1%  6.7%  8.1%  8.5% | 129  158  130  12  17  9  13  11  10 | 4.7%  5.2%  4.2%  2.6%  3.7%  2.8%  4.4%  3.2%  2.3% | 2598  2869  2965  437  433  310  280  332  421 | 94%  94%  95%  94%  94%  96%  94%  96%  97% | 33  36  29  14  10  3  5  4  2 | 1.2%  1.2%  0.9%  3.0%  2.2%  0.9%  1.7%  1.2%  0.5% |

\* Figures for “Not Disabled” include “not knowns” for staff who did not respond to the survey. The “Disabled Status Not Known” figure is the number of staff that responded to the survey but preferred not to provide information about disabled status.

TABLE 11 – MODE OF EMPLOYMENT BY EQUALITY GROUP

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **MODE** | **YEAR** | **ALL** | **MALE** | | **FEMALE** | | **BME** | | **WHITE** | | **ETHNICITY NOT KNOWN** | | **DISABLED** | | **NOT DISABLED\*** | | **DISABLED STATUS NOT KNOWN\*** | |
| **Heads** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** |
| Full-time  Part-time | *2011*  *2010*  *2009*  *2011*  *2010*  *2009* | 2085  2283  2254  1436  1587  1532 | 1067  1161  1159  418  454  436 | 51%  51%  51%  29%  29%  28% | 1018  1122  1095  1018  1133  1096 | 49%  49%  49%  71%  71%  72% | 137  159  137  91  117  111 | 6.6%  6.9%  6.1%  6.3%  7.3%  7.2% | 1067  2028  2040  1281  1395  1352 | 90%  89%  91%  89%  88%  88% | 81  96  77  64  75  69 | 3.9%  4.2%  3.4%  4.5%  4.7%  4.5% | 87  107  79  67  79  69 | 4.2%  4.7%  3.5%  4.7%  5.0%  4.5% | 1969  2144  2157  1346  1490  1447 | 94%  94%  96%  94%  94%  95% | 29  32  18  23  18  16 | 1.4%  1.4%  0.8%  1.6%  1.1%  1.0% |

\* “Not Disabled” includes Not Knowns for staff who did not respond to the survey. The “Disabled Status Not Known” figure is the number of staff that responded to the survey but preferred not to provide information about disabled status.

**Section 2 – Staff recruitment**

TABLE 12 – RECRUITMENT BY EQUALITY GROUP

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **ALL** | **MALE** | | **FEMALE** | | **BME** | | **WHITE** | | **ETHNICITY NOT KNOWN** | | **DISABLED** | | **NOT DISABLED\*** | |
| **Heads** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** |
| 2011  Applied  Shortlisted  Appointed | 4418  943  274 | 2470  454  123 | 56%  48%  45% | 1934  488  150 | 44%  52%  55% | 1027  138  31 | 23%  15%  11% | 3338  794  238 | 76%  84%  87% | 53  11  5 | 1.2%  1.2%  1.8% | 175  35  9 | 4.0%  3.7%  3.3% | 4243  908  265 | 96%  96%  97% |
| 2010  Applied  Shortlisted  Appointed | 5340  1221  357 | 3223  597  164 | 60%  49%  46% | 2117  624  193 | 40%  51%  54% | 888  126  35 | 17%  10%  10% | 4107  1027  309 | 77%  84%  87% | 345  68  13 | 6.5%  5.6%  3.6% | 254  57  14 | 4.8%  4.7%  3.9% | 5086  1164  343 | 95%  95%  96% |
| 2009  Applied  Shortlisted  Appointed | 9343  1469  385 | 4262  693  175 | 46%  47%  45% | 5081  776  210 | 54%  53%  55% | 1,539  166  37 | 17%  11%  10% | 7232  1212  323 | 77%  83%  84% | 572  91  25 | 6.1%  6.2%  6.5% | 139  16  7 | 1.5%  1.1%  1.8% | 9204  1453  378 | 99%  99%  98% |

\* Figures for “Not Disabled” include applicants who did not provide data.

From 2011 data relates to the period August to July.

The volume of staff recruitment declined by 23% in 2011. This is due to the University carrying out major restructuring programmes to achieve cost savings. The number of job applicants decreased by 17% over 2010 due to the temporary policy of jobs being advertised internally first.

The 2011 figures show that the success rate for female applicants through the recruitment process continues to be better than for male applicants.

2011 showed a further increase on 2010 in the proportion of BME applicants. The proportion of BME applicants being appointed increased to 11%, although BME applicants still have a lower rate of success through the recruitment process than non-BME staff. In 2011 there has been a reduction in applicants declaring as disabled.

TABLE 13 - RECRUITMENT TO THE TEMPORARY STAFF UNIT BANK BY EQUALITY GROUP

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **ALL** | **MALE** | | **FEMALE** | | **BME** | | **WHITE** | | **ETHNICITY NOT KNOWN** | | **DISABLED** | | **NOT DISABLED\*** | |
| **Heads** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** |
| 2011  Applied  Shortlisted  Appointed | 436  195  122 | 164  59  38 | 38%  30%  31% | 271  136  84 | 62%  70%  69% | 97  24  17 | 22%  12%  14% | 331  167  101 | 76%  86%  83% | 8  4  4 | 1.8%  2.1%  3.3% | 21  15  8 | 4.8%  7.7%  6.6% | 415  180  114 | 95%  92%  93% |
| 2010  Applied  Shortlisted  Appointed | 462  180  83 | 174  62  24 | 38%  34%  29% | 288  118  59 | 62%  66%  71% | 89  22  7 | 19%  12%  8.0% | 352  149  72 | 76%  83%  87% | 21  9  4 | 4.5%  5.0%  4.8% | 26  7  5 | 5.6%  3.9%  6.0% | 436  173  78 | 94%  96%  94% |
| 2009  Applied  Shortlisted  Appointed | 718  262  113 | 265  88  38 | 37%  34%  34% | 453  174  75 | 63%  66%  66% | 88  16  9 | 12%  6.1%  8.0% | 573  219  95 | 80%  84%  84% | 57  27  9 | 7.9%  10%  8.0% | 16  5  2 | 2.2%  1.9%  1.8% | 702  257  111 | 98%  98%  98% |

\* Figures for “Not Disabled” include applicants who did not provide data; from 2011 data relates to the period August to July.

Table 13 shows an increase in temporary recruitment in 2011. This was to provide a wider pool of ‘bank’ staff to provide additional interim support during the period of organisational restructuring. The number of TSU staff in assignment, however, reduced in 2011 (see table 1).

The proportion of BME applicants and appointments has again increased significantly in 2011. The higher success rate of applicants declaring as disabled has also been maintained.

TABLE 14 - INTERNAL RECRUITMENT ONLY BY EQUALITY GROUP

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **ALL** | **MALE** | | **FEMALE** | | **BME** | | **WHITE** | | **ETHNICITY NOT KNOWN** | | **DISABLED** | | **NOT DISABLED\*** | |
| **Heads** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** |
| 2011  Applied  Shortlisted  Appointed | 230  131  56 | 101  62  25 | 44%  47%  45% | 127  68  30 | 55%  52%  54% | 41  13  6 | 18%  10%  11% | 186  116  48 | 81%  89%  86% | 3  2  2 | 1.3%  1.5%  3.6% | 8  4  0 | 3.5%  3.1%  0% | 222  127  56 | 97%  97%  100% |

Table 14 shows no significant gender difference for internal applicants in terms of their success rate though the recruitment process. The proportion of female internal applicants is slightly lower that the UWE female workforce of 58%.

BME internal applicants are shortlisted in lower proportions, but have a marginally higher appointment than shortlisting rate. The proportion of BME internal applicants and BME internal appointments is significantly higher than the UWE BME workforce of 6.5%.

The number of internal applicants declaring as disabled is very low and none were appointed. The proportion of disabled internal applicants is lower than the UWE disabled workforce of 4.8%.

**Section 3 – Leavers**

TABLE 15 – LEAVERS BY CATEGORY BY EQUALITY GROUP

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **LEAVER CATEGORY** | **HEADS** | **MALE** | **FEMALE** | **BME** | **WHITE** | **ETHNICITY NOT KNOWN** | **DISABLED** | **NOT DISABLED\*** |
| Resignation | 157 | 57 | 100 | 19 | 130 | 8 | 5 | 152 |
| Voluntary severance | 144 | 59 | 85 | 9 | 132 | 3 | 9 | 135 |
| End of fixed term contract | 98 | 45 | 53 | 16 | 77 | 5 | 4 | 94 |
| Age 65 retirement | 34 | 20 | 14 | 2 | 32 | 0 | 0 | 34 |
| Early retirement | 3 | 1 | 2 | 0 | 3 | 0 | 0 | 3 |
| Maternity leave non-return\*\* | 2 | 0 | 2 | 0 | 2 | 0 | 0 | 2 |
| Ill Health | 3 | 1 | 2 | 0 | 3 | 0 | 0 | 3 |
| Death | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Dismissal | 4 | 2 | 2 | 3 | 1 | 0 | 1 | 3 |
| Redundancy | 3 | 2 | 1 | 0 | 3 | 0 | 0 | 3 |
| ALL LEAVERS - 2011 | 448 | 187  (42%) | 261  (58%) | 49  (11%) | 383  (85%) | 16  (3.6%) | 19  (4.2%) | 429  (96%) |
| ALL LEAVERS - 2010 | 226 | 97  (43%) | 129  (57%) | 20  (8.8%) | 198  (88%) | 8  (3.5%) | 9  (4.0%) | 217  (96%) |
| ALL LEAVERS - 2009 | 276 | 116  (42%) | 160  (58%) | 20  (7.2%) | 247  (89.5%) | 9  (3.3%) | 10  (3.6%) | 269  (97.5%) |

\* Figures for “Not Disabled” include staff who have not provided data. \*\*Includes non-return from adoption leave.

The analysis excludes hourly paid and temporary staff.

The UWE workforce (excluding ALs/TSU staff) is 57% female, 6.2% BME and 5.1% disabled. In 2011 the rate of leaving by gender is broadly in proportion to the population; a significantly higher proportion of BME staff were leavers and a slightly lower proportion of disabled staff.

In 2011 organisational restructuring resulted in a 100% increase in the number of leavers compared to 2010. The data shows an annual turnover rate of 11.6% (excluding fixed term contract expiry) compared to 6.1% for 2010.

TABLE 16 – REASONS FOR LEAVING

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **REASON** | **ACADEMIC + SENIOR MANAGEMENT** | **PROFESSIONAL SUPPORT STAFF** | **TOTALS**  **2011** | **TOTALS**  **2010** | **TOTALS**  **2009** |
| Moving from area | 0 | 4 | 4 | 6 | 2 |
| Return to education | 0 | 0 | 0 | 5 | 2 |
| Giving up employment | 0 | 1 | 1 | 2 | 4 |
| Personal/domestic | 0 | 6 | 6 | 8 | 7 |
| Promotion/career development | 6 | 8 | 14 | 10 | 9 |
| Travel problems | 0 | 2 | 2 | 5 | 5 |
| Physical work environment | 0 | 2 | 2 | 1 | 2 |
| Organisational culture | 5 | 6 | 11 | 6 | 10 |
| Management style | 5 | 2 | 7 | 4 | 6 |
| Working relations | 1 | 1 | 2 | 2 | 3 |
| Workload/stress | 2 | 1 | 3 | 7 | 5 |
| Conditions of service | 3 | 3 | 6 | 0 | 0 |
| Discrimination | 1 | 0 | 1 | 0 | 0 |
| Retirement | 1 | 5 | 6 | 13 | 13 |
| Redundancy | 1 | 1 | 2 | 0 | 12 |
| Ill health | 0 | 0 | 0 | 1 | 3 |
| End of fixed term contract | 5 | 3 | 8 | 5 | 8 |
| Greater job satisfaction | 7 | 7 | 14 | 10 | 14 |
| Personal satisfaction | 3 | 7 | 10 | 9 | 14 |
| More training and development | 1 | 2 | 3 | 2 | 4 |
| Better career prospects | 5 | 8 | 13 | 10 | 10 |
| Better service conditions | 3 | 1 | 4 | 0 | 2 |
| Higher salary | 4 | 3 | 7 | 7 | 5 |
| Change of work pattern | 2 | 2 | 4 | 5 | 6 |
|  |  |  |  |  |  |
| NUMBER OF RESPONDENTS | 15 | 25 | 40 | 43 | 51 |

Notes: Data is taken from exit questionnaires completed by leavers; individuals can indicate more than one reason for leaving.

**Section 4 –Staff development and career progression**

TABLE 17 – INTERNAL TRAINING ATTENDANCES BY EQUALITY GROUP

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Year** | **ALL** | **MALE** | | **FEMALE** | | **BME** | | **WHITE** | | **ETHNICITY NOT KNOWN** | | **DISABLED** | | **NOISABLED\*** | |
| **Heads** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** |
| 2011\*  2010  2009 | 7517  3359  3582 | 2532  999  1141 | 34%  30%  32% | 4985  2360  2441 | 66%  70%  68% | 470  263  244 | 6.3%  7.8%  6.8% | 6832  3009  3239 | 91%  90%  90% | 215  87  99 | 2.9%  2.6%  2.8% | 364  201  165 | 4.8%  6.0%  4.6% | 7153  3158  3417 | 95%  94%  95% |

\* Includes 3138 staff attendances for compulsory fire safety training.

Table 17 shows that female staff are proportionately more likely to take up internal training places than male staff; BME staff and disabled staff attendances are proportionate to the UWE workforce (NB: UWE workforce is: 58% female, 6.5% BME and 4.8% disabled).

TABLE 18 – CAREER PROGRESSION BY EQUALITY GROUP

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **YEAR** | **TOTAL** | | **MALE** | | **FEMALE** | | **BME** | | **WHITE** | | **ETHNICITY NOT KNOWN** | | **DISABLED** | | **NOT DISABLED \*** | |
| **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** |
| 2011  2010  2009 | 184  227  222 | 5.7%  6.4%  6.4% | 75  88  84 | 5.4%  5.9%  5.7% | 109  139  138 | 5.9%  6.9%  7.0% | 10  16  12 | 4.9%  6.8%  5.3% | 167  205  200 | 5.8%  6.5%  6.4% | 7  6  10 | 5.6%  4.2%  8.4% | 1  4  3 | 0.7%  2.3%  2.2% | 183  219  219 | 5.9%  6.5%  6.6% |

% indicates the proportion of the particular group having career progression, not the proportion of all the progression occurrences.

\* Figures for “Not Disabled” include staff who have not provided data.

Career progression opportunities have been taken up in slightly higher proportion by female staff compared to male staff and in lower proportion by known BME and disabled staff. The data analysed by each type of career progression opportunity (promotion, regrading, secondment, and temporary up-grade) is shown in table 19 below.

TABLE 19 – CAREER PROGRESSION BY TYPE

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **TYPE** | **YEAR** | **TOTAL** | | **MALE** | | **FEMALE** | | **BME** | | **WHITE** | | **ETHNICITY NOT KNOWN** | | **DISABLED** | | **NOT DISABLED\*** | | |
| **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** |
| Promotion  Regrading  Secondment  Temporary Upgrade | 2011  2010  2009  2011  2010  2009  2011  2010  2009  2011  2010  2009 | 90  93  86  25  57  46  28  27  43  41  50  47 | 2.8%  2.6%  2.5%  0.8%  1.8%  1.5%  0.9%  0.9%  1.4%  1.3%  1.6%  1.6% | 45  36  34  11  22  19  10  9  16  9  21  15 | 3.2%  2.4%  2.3%  0.8%  1.6%  1.4%  0.7%  0.7%  1.2%  0.6%  1.5%  1.1% | 45  57  52  14  35  27  18  18  27  32  29  32 | 2.5%  2.8%  2.6%  0.8%  2.0%  1.6%  1.0%  1.0%  1.6%  1.7%  1.6%  1.9% | 7  6  6  1  8  1  1  0  1  1  2  4 | 3.4%  2.5%  2.7%  0.5%  3.8%  0.5%  0.5%  0%  0.5%  0.5%  1.0%  2.1% | 80  87  72  22  45  43  27  27  42  38  46  43 | 2.8%  2.8%  2.3%  0.8%  1.6%  1.6%  0.9%  1.0%  1.5%  1.3%  1.6%  1.6% | 3  0  8  2  4  2  0  0  0  2  2  0 | 2.4%  0%  6.7%  1.6%  3.3%  2.2%  0%  0%  0%  1.6%  1.7%  0% | 1  1  1  0  2  1  0  0  0  0  1  1 | 1.7%  0.6%  0.7%  0%  1.2%  0.8%  0%  0%  0%  0%  0.6%  0.8% | 89  92  85  25  55  45  28  27  43  41  49  46 | 2.9%  2.7%  2.6%  0.8%  1.9%  1.6%  0.9%  0.9%  1.5%  1.3%  1.6%  1.6% |

% indicates the proportion of the particular group having career progression, not the proportion of all the progression occurrences.

\* Figures for “Not Disabled” include staff who have not provided data.

TABLE 20 – GENDER PAY GAP

|  |  |  |  |
| --- | --- | --- | --- |
| **GROUP** | **2009** | **2005** | **2003** |
| All staff | 15.3% | \* | \* |
| All staff excluding senior management and TSU temps | 12.5% | 20.2% | 18.2% |

\* data not available

The gender pay gap is the percentage by which average female staff pay is lower than average male staff pay.

**Section 5 – Formal procedures**

TABLE 21 – STAFF GRIEVANCES BY EQUALITY GROUP

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **YEAR** | **ALL** | **MALE** | | **FEMALE** | | **BME** | | **WHITE** | | **ETHNICITY NOT KNOWN** | | **DISABLED** | | **NOT DISABLED\*** | |
| **Heads** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** |
| 2011 | 6 | 1 | 17% | 5 | 83% | - | - | 6 | 100% | - | - | - | - | 6 | 100% |
| 2010 | 6 | 4 | 67% | 2 | 33% | - | - | 5 | 83% | 1 | 17% | - | - | 6 | 100% |
| 2009 | \*\*21 | 13 | 72% | 5 | 28% | - | - | 18 | 100% | - | - | 3 | 16.7% | 15 | 83.3% |

\* Figures for “Not Disabled” include staff who have not provided data. \*\* Includes 3 group grievances not included in equality analyses.

The number of new formal grievances in 2011 is the same as in 2010. The UWE workforce (including ALs and TSU) is: 58% female, 6.5% BME and 4.8% disabled, therefore in 2011 staff grievances were brought by a higher proportion of male staff, non-BME staff, and staff not declaring as disabled. However it is difficult to ascribe statistical significance to the data due to low numbers.

TABLE 22 – STAFF DISCIPLINARIES BY TYPE BY EQUALITY GROUP

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **YEAR/TYPE** | **ALL** | **MALE** | | **FEMALE** | | **BME** | | **WHITE** | | **ETHNICITY NOT KNOWN** | | **DISABLED** | | **NOT DISABLED\*** | |
| **Heads** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** | **Heads** | **%** |
| 2011  Conduct  Capability  Performance | 7  1  2 | 5  1  1 | 71%  100%  50% | 2  -  1 | 29%  50% | 2  -  1 | 29%  50% | 5  1  1 | 71%  100%  50% | -  -  - |  | -  -  - |  | 7  1  2 | 100%  100%  100% |
| Total 2011 | 10 | 7 | 70% | 3 | 30% | 3 | 30% | 7 | 70% | - |  | - | - | 10 | 100% |
| Total 2010 | 11 | 10 | 91% | 1 | 9% | 1 | 9% | 9 | 82% | 1 | 9% | 2 | 18% | 9 | 82% |
| Total 2009 | 17 | 12 | 71% | 5 | 29% | 1 | 5.9% | 12 | 70.6% | 4 | 23.5% | 1 | 5.9% | 16 | 94.1% |

\* Figures for “Not Disabled” include staff who have not provided data.

UWE’s workforce is 58% female, 6.5% BME and 4.8% disabled. In 2011, formal procedures were initiated for a lower proportion of female staff and disabled staff, and a higher proportion of BME staff. It is difficult to ascribe statistical significance due to low numbers.

**Section 6 – Sickness absence**

*At a glance 5:*

TABLE 23 - SICKNESS ABSENCE RATES BY FACULTY / SERVICE

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **FACULTY/SERVICE** | **DAYS LOST 2011** | **INCIDENTS**  **2011** | **ABSENCE RATE 2011** | **ABSENCE RATE 2010** | **ABSENCE RATE 2009** |
| Business and Law | 1758 | 227 | 2.1% | 1.6% | 2.2% |
| Arts Creative Inds & Education | 2334 | 379 | 2.0% | 1.9% | 1.4% |
| Environment and Technology | 1377 | 283 | 1.1% | 1.6% | 1.5% |
| Health and Life Sciences | 2618 | 495 | 1.8% | 1.5% | 1.6% |
| *Faculty sub total* | *8087* | *1384* | *1.7%* | *1.7%* | *1.6%* |
| Corporate & Academic Services\* | 201 | 69 | 1.9% | - | - |
| Admissions & International Dev. | 113 | 59 | 1.3% | 3.1% | 3.7% |
| Directorate\*\* | 236 | 37 | 2.6% | 1.7% | 3.3% |
| Facilities | 4593 | 804 | 3.7% | 3.4% | 4.3% |
| Finance | 441 | 109 | 2.3% | 2.8% | 2.8% |
| Human Resources | 303 | 76 | 2.0% | 2.5% | 2.4% |
| IT Services | 1143 | 336 | 2.5% | 2.5% | 1.9% |
| Library Services | 1008 | 275 | 2.8% | 2.5% | 2.1% |
| Marketing and Communications | 182 | 52 | 2.5% | 1.4% | 1.2% |
| Research, Business & Innovation | 166 | 60 | 1.5% | 1.7% | 1.8% |
| Schools & Colleges Partnerships | 45 | 21 | 1.2% | 3.0% | 3.6% |
| Student Services | 784 | 204 | 3.2% | 2.1% | 3.1% |
| *Service sub total* | *9272* | *2109* | *2.9%* | *3.2%* | *3.2%* |
| All services excluding manual staff | 6123 | 1668 | 2.4% | 2.5% | 2.5% |
| Manual staff only | 3149 | 441 | 4.6% | 5.3% | 5.2% |
| **All staff** | **17359** | **3493** | **2.2%** | **2.2%** | **2.2%** |

\*Includes Dean of Students and Development & Alumni. \*\* Includes Academic Registry and BIP.

Excludes hourly paid staff.

TABLE 24 - REASONS FOR SICKNESS ABSENCE

Proportion of days lost Proportion of incidents

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **REASON** | **2011 (%)** | **2010 (%)** | **2009 (%)** |  | **REASON** | **2011 (%)** | **2010 (%)** | **2009 (%)** |
| Hospital admittance | 17.6% | 15.5% | 14.7% |  | Cold / flu / virus | 32.9% | 35.9% | 36.3% |
| Stress / depression | 17.2% | 17.6% | 15.2% |  | Infection | 10.8% | 11.4% | 10.1% |
| Cold / flu / virus | 13.8% | 16.7% | 19.2% |  | Stomach complaint | 9.4% | 8.5% | 9.8% |
| Infection | 8.9% | 8.7% | 10.3% |  | Sickness / diarrhoea | 7.9% | 8.5% | 8.0% |
| Back / sciatica | 6.3% | 4.6% | 4.1% |  | Headache / migraine | 7.4% | 6.6% | 7.7% |
| Disease | 5.6% | 5.2% | 7.1% |  | Hospital admittance | 4.3% | 4.2% | 3.7% |
| Injury | 4.6% | 9.1% | 7.2% |  | Stress / depression | 4.1% | 3.7% | 3.2% |
| Stomach complaint | 3.9% | 3.8% | 3.6% |  | Back / sciatica | 3.8% | 2.9% | 2.8% |
| Sickness / diarrhoea | 3.0% | 3.1% | 3.1% |  | Injury | 3.1% | 3.5% | 3.2% |
| Muscular / rheumatic | 2.9% | 2.3% | 2.4% |  | Not known | 3.1% | 2.7% | 3.7% |
| Pain | 2.9% | <1% | <1% |  | Muscular / rheumatic | 2.0% | 1.5% | 1.8% |
| Heart / blood pressure | 2.3% | 2.1% | 1.2% |  | Dizzy spells | 1.6% | 1.1% | 1.0% |
| Headache / migraine | 2.2% | 2.0% | 2.3% |  | Pain | 1.5% | 1.1% | 1.2% |
| Not known | 1.6% | 1.1% | 1.6% |  | Dental / oral | 1.3% | 1.3% | 1.2% |
| Maternity related | 1.3% | 1.2% | 1.1% |  | Disease | 1.1% | <1% | <1% |
| Arthritis | 1.3% | <1% | <1% |  | Fatigue | 1.0% | 1.5% | <1% |
| Dizzy spells | 1.2% | 1.0% | <1% |  | Hospital appointment  Allergy; Arthritis  Eye problems  Gynae/Menstral  Heart/Blood pressure  Asthma; Diabetes  Skin complaint  Maternity related | Less than 1% | Less than 1% | Less than 1% |
| Fatigue | 1.0% | 2.3% | 1.4% |  |
| Dental / oral  Gynae / menstral  Allergy; Asthma  Hospital appointment  Eye problems  Diabetes  Skin complaint | Less than 1% | Less than 1% | Less than 1% |  |

In 2011 hospital admittance accounted for 3,139 lost working days (2,907 in 2010). In 2010, stress/depression accounted for most days lost. In 2011 cold/flu/virus was the illness with the highest incident rate at 1,180 incidents in the year (1,441 in 2010).

**Section 7 – Employee assistance programme (EAP)**

TABLE 25 – USE OF EAP SERVICES

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **TYPE** | **2011** | | | **2010** | | | **2009** | | |
|  | **HEADS** | **MALE** | **FEMALE** | **HEADS** | **MALE** | **FEMALE** | **HEADS** | **MALE** | **FEMALE** |
| Helpline advice / information | 37 |  |  | 54 |  |  | 37 |  |  |
| Telephone counselling | 9 |  |  | 4 |  |  | 3 |  |  |
| Face-to-face counselling | 92 |  |  | 78 |  |  | 73 |  |  |
| Legal information | 76 |  |  | 48 |  |  | 130 |  |  |
| **TOTAL USAGE** | **214** | **54** | **160** | **184** | **52** | **132** | **243** | **49** | **194** |
| Take up by gender |  | 25% | 75% |  | 28% | 72% |  | 20% | 80% |

Data relates to the period October to September

The number of staff accessing the services of the Employee Assistance Programme in 2011 has increased by 16% compared to 2010. The UWE workforce (including HPLs and TSU) is 58% female therefore the data shows that a significantly higher proportion of female staff use the service compared to male staff.

**Section 8 – Benchmark performance indicators**

TABLE 26 – COMPARISONS WITH OTHER UNIVERSITIES

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Category** | **DLA Piper Benchmark data** | | | **UWE performance** | | | | | |
| **HEI average** | **HEI upper quartile (UQ)** | **Public sector average** | **Actual** | | | **Target** | | |
|  | **2011** | **2011** | **2011** | **2009** | **2010** | **2011** | **2012** | **2013** | **Long term** |
| HR staff: all employees | 1 : 73 |  | 1 : 73 | - | 1 : 82 |  | HEI average | | |
| HR staff cost per employee | £489 |  | £467 | - | £416 |  | HEI average | | |
| Staff costs as % of total UWE costs | - | - | - | 61% | 60% | 60% | 59% | 58% | 58% |
| PDR completions | - | - | - | - | 42% | 71% | 80% | 90% | 100% |
| Training: days per employee | 2.3 |  | 2.2 | - | 1.0 |  | HEI average | | |
| Training: spend per employee | £315 |  | £336 | - | £101 |  | HEI average | | |
| Female staff in top 5% of earners | 29% | 36% | 35% | - | 34% | 35% | 38% | 40% | 50% |
| BME staff | 11.3% | 15.5% | 9.5% | - | 6.7% | 7% | 8% | 8.5% | 10% |
| Disabled staff | 3.5% | 4.5% | 3.2% | - | 3.5% | 4.4% | 7% | 9% | 9% |
| Staff on temporary/fixed term contracts | 20.6% | 27.6% | 16.7% | 19.5% | 20.9% | 21.6% | - | - | - |
| Part time staff | 31.8% | 37% | 37.4% | 39.5% | 41.0% | 40.8% | - | - | - |
| Voluntary staff turnover | 6.2% | 7.0% | 6.8% |  | 3.8% | 4.4% | - | - | - |
| Grievances (per 1,000 employees) | 2.5 | 0.8 | 3 |  | 5.6 | 1.6 | HEI UQ | | |
| Disciplinaries (per 1,000 employees) | 4.3 | 1.6 | 6.9 |  | 3.8 | 2.7 | HEI UQ | | |
| Tribunal applications (per 1,000 employees) | 1.0 | 0.1 | 7.9 |  | 0.8 | 0.3 | HEI UQ | | |
| Sickness: days off per employee | 5.5 | 4.3 |  |  | 6.1 | 6.4 | HEI UQ | | |
| Sickness: % of working days lost | 2.5% | 1.9% | 3% |  | 2.3% | 2.5% | HEI UQ | | |
| Recruitment: cost per new recruit | £729 |  | £892 | - | - | - | HEI average | | |
| Recruitment: working days to fill vacancy | 58.5 | 42 | 56.5 | - | - | - | HEI average | | |
| Staff recommending UWE as a place to work | - | - | - | 69% | - | - | 75% | | |
| UWE in Stonewall top 100 | - | - | - | 192nd | 134th | 77th | Top 100 | | |
| UWE in Sunday Times top 100 | - | - | - | - | - | - | Top 100 | | |