Staffing Statistics

Including Equality Act 2010 publication of equality information

December 2018

Produced by Human Resources

Introduction

This is the eleventh annual staffing statistics report produced by HR. The purpose of the report 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.

UWE has a longstanding commitment to the promotion of equality, diversity and inclusivity and undertakes a wide range of activities to promote better outcomes and meet the needs of different groups of staff. In November 2016, we published Inclusivity 2020, our second full single equality scheme (2017-2020) which spells out how we intend to embed inclusivity in both strategic and day-to-day activities. It can be accessed on the UWE website: www.uwe.ac.uk/equalityanddiversity.

This staffing statistics report provides the information needed to monitor progress; it also provides a rich source of data for managers carrying out equality analysis. This report will additionally assist us to track our equality objectives on staff recruitment, development and promotion.

The data is taken from a snapshot of the staff population on 31 December 2018 held in the University's HR payroll system, iTrent. The database is populated from information supplied by new staff on their application forms. iTrent Employee Self Service enables staff to update their own equality data directly into the system.

This report should be read in conjunction with results from the 2017 staff survey available in the HR intranet.

The University's latest statutory Gender pay gap reporting is available here. Information about Vice Chancellor pay is available in the Remuneration Committee Annual Report.

The University also publishes annual statistics on its students and the latest report can be found here.

I hope you find the report 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 HR Systems and Information Team (Lesley2.Donnithorne@uwe.ac.uk) or Valerie Russell Emmott in the Equality and Diversity Unit (Valerie.Russellemmott@uwe.ac.uk).

Debbie England
Director of HR and OD

May 2019

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Section 1 – Staff Employment

Staff-student Ratio (all staff FTEs)

This chart shows over time the ratio of student FTEs to each staff FTE, including all employee groups (senior management, academic and professional services). The ratio increased in 2009/10 due to an increase in student FTEs, and in 2011/12 due to a decrease in staff FTEs resulting from change programmes affecting both academic and professional services staff.

Total Expenditure and Staff Cost
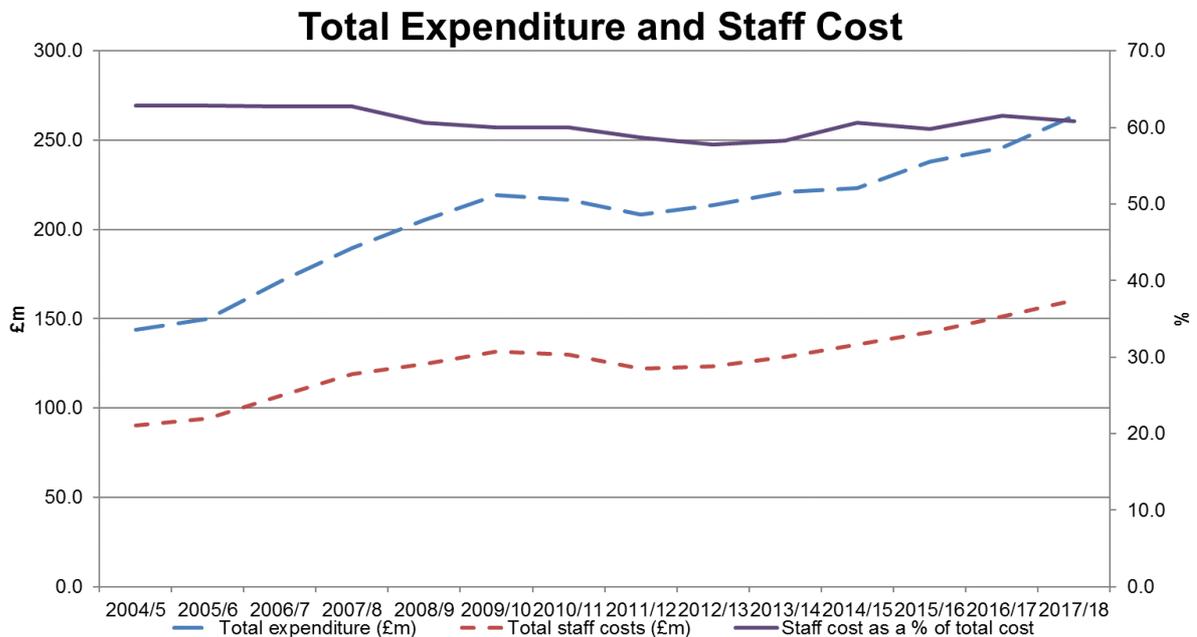
UWE's staff costs as a proportion of its total expenditure reduced in 2017/18 to 60.8% from 61.5% in 2016/17.

Staff by Faculties or Services
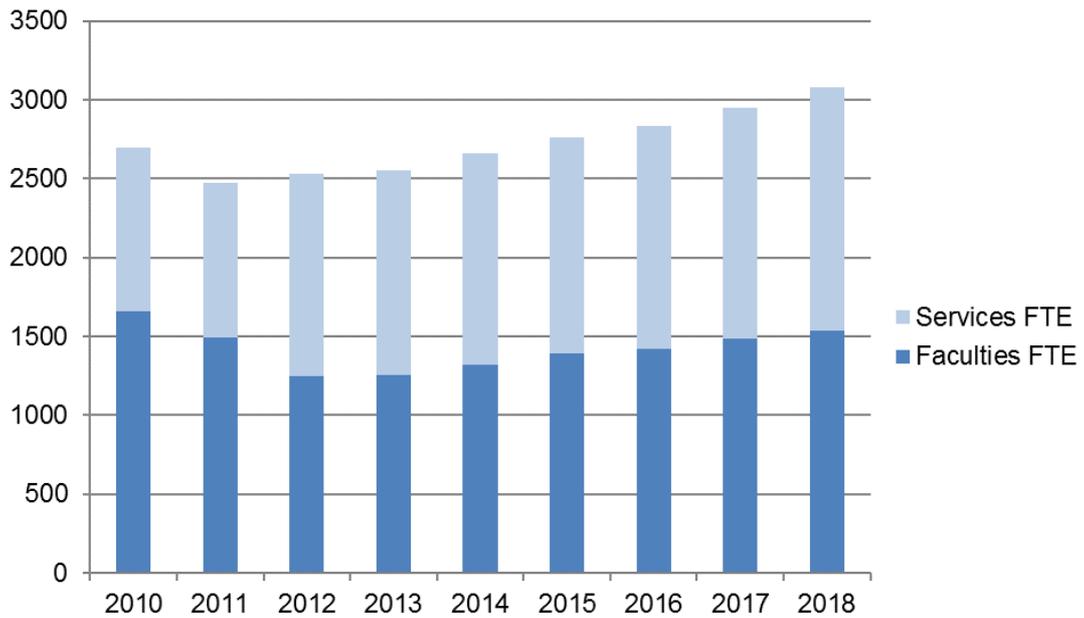
In 2018 50% of staff were located in faculties and 50% in services. The 2010 and 2011 figures reflect the position prior to the One University Administration restructuring in January 2012. In 2018 there has been a 2.9% increase in staffing numbers and 2.6% increase in FTEs compared to 2017. A breakdown of the data, including by individual faculty and service, is in Table 1 on page 7.

Staff by Employee Group 2018
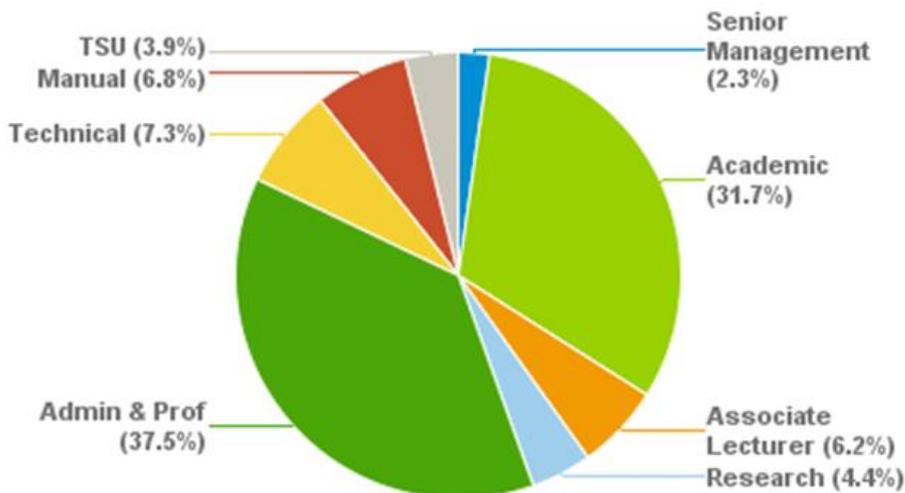
In term of headcount, the largest employee group is administrative/ professional and the smallest is senior management.

TABLE 1 – STAFF IN POST AT 31/12/2018

FACULTY/SERVICE	HEADS 2018	FTE* 2018	HEADS 2017	FTE* 2017
ACE Faculty of Arts Creative Industries & Education	343	276	332	269
FBL Faculty of Business & Law	319	294	305	279
FET Faculty of Environment & Technology	483	442	472	431
HAS Faculty of Health & Applied Sciences	600	522	584	508
Faculty totals	**1745**	**1534**	**1693**	**1487**
APD Academic Practice Directorate	14	12	6	5
DIR Directorate	44	41	40	38
FAC Facilities	499	387	477	369
FIN Finance Department	93	86	99	91
HRS Human Resources	74	64	73	64
ITS IT Services	177	171	168	161
RBI Research Business & Innovation	93	78	82	69
SAS Student and Academic Services	416	354	467	393
SCM Strategic Communications and Marketing	79	69	74	64
SFS Future Students	102	89	99	83
SPO Strategic Programmes Office	24	23	23	21
SSS Student Success Services	228	173	142	109
Service totals	**1843**	**1547**	**1750**	**1467**
Faculty and Service sub total	**3588**	**3081**	**3443**	**2954**
Associate Lecturers/Instructors [1]	310	65	304	72
Temporary staff (in assignment)	114	35	149	49
All staff	**4012**	**3181**	**3896**	**3075**

* FTE = full time equivalent
[1] FTE relates to the total for the previous academic year

Values for SAS Student Academic Services and SSS Student Success Services are affected by restructuring during 2018.

Section 1.1 - Staff by Gender

Employee Group by Gender 2018
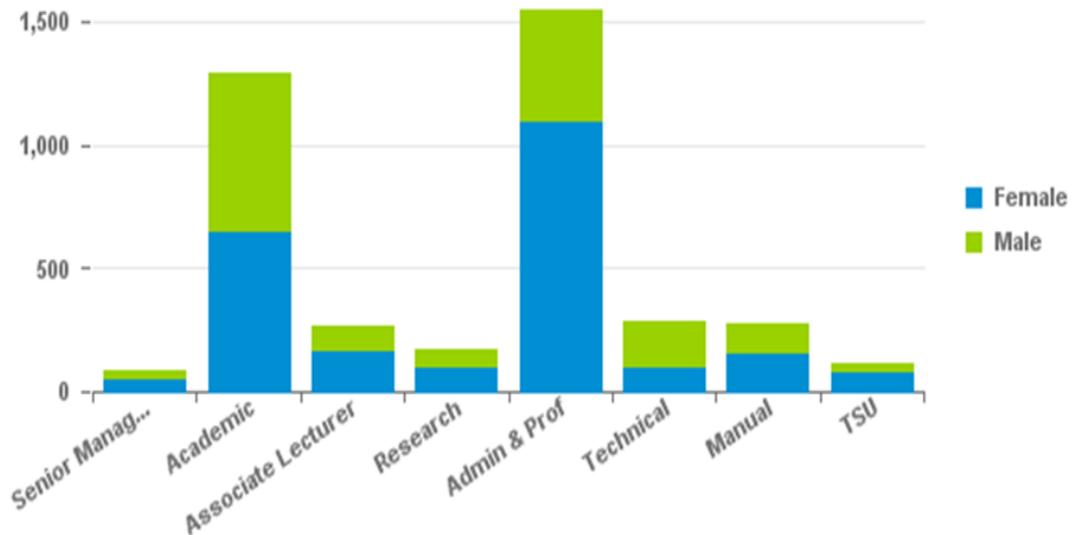
Academic and administrative/professional are the largest staff groups; senior management is the smallest. The UWE workforce is 59% female and 41% male but there are differences in gender balance between the employee groups. A full breakdown, including historical data, is available in Table 2 on page 10.

% Female in Senior Academic & Management Grades
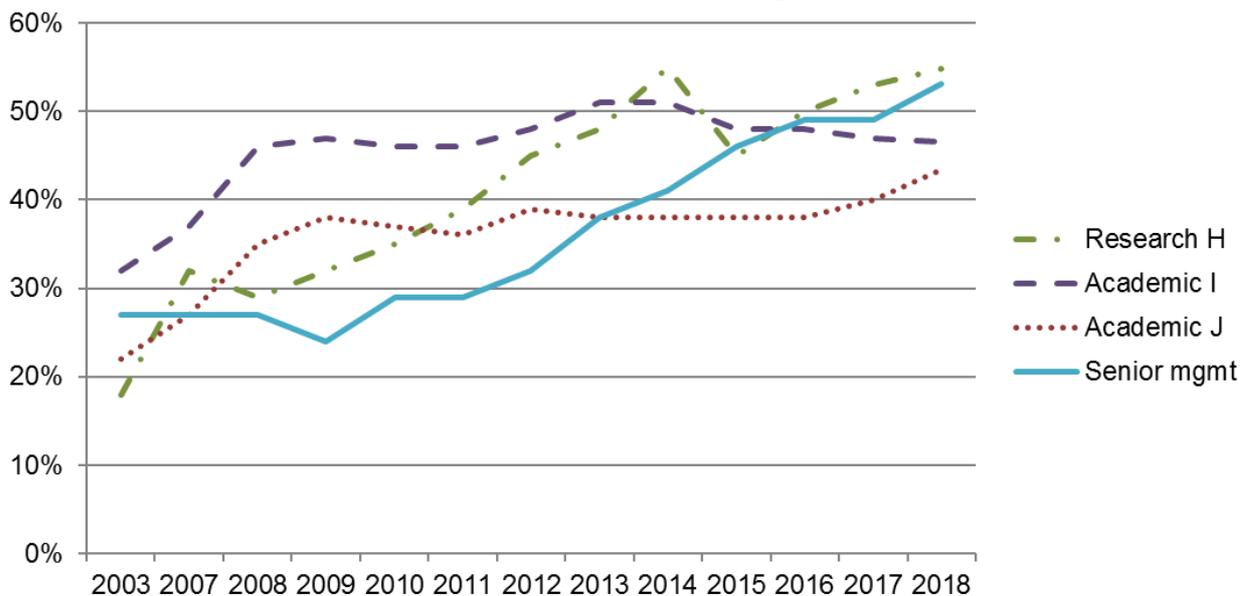
The representation of women in senior academic and management grades has increased over time, with further increases in 2018.

% Female in Senior Professional Services Grades
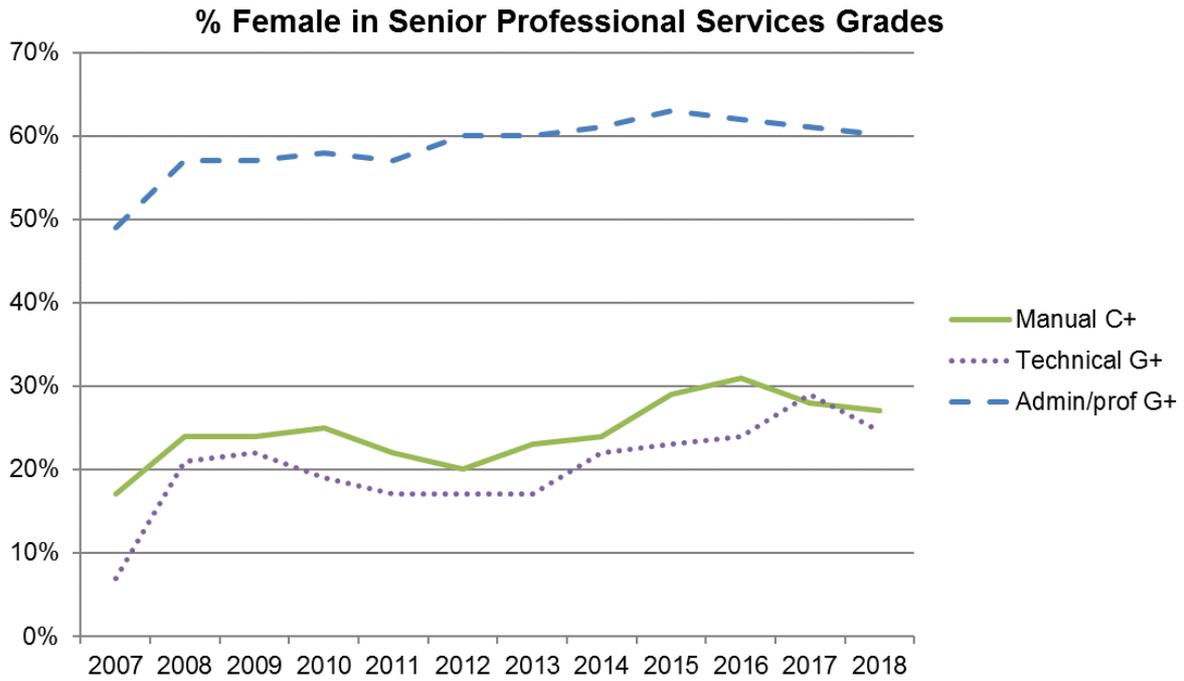
The representation of women in senior professional services grades increased significantly with the implementation of the University wide job evaluation exercise in 2008. In 2018 the representation of women in senior grades has slightly decreased.

TABLE 2 – EMPLOYEE GROUP AND GRADE BY GENDER

JOB GROUP	GRADE	YEAR	ALL HEADS	MALE	MALE %	FEMALE	FEMALE %
Senior Management		2018	81	38	47%	43	53%
		2017	87	44	51%	43	49%
Academic	**Grade F**	2018	4	1	25%	3	75%
		2017	9	3	33%	6	67%
	Grade G	2018	118	54	46%	64	54%
		2017	98	52	53%	46	47%
	Grade H	2018	839	408	49%	431	51%
		2017	820	399	49%	421	51%
	Grade I	2018	198	106	54%	92	46%
		2017	176	93	53%	83	47%
	Grade J	2018	129	73	57%	56	43%
		2017	121	73	60%	48	40%
Associate Lecturer		2018	263	101	38%	162	62%
		2017	263	117	44%	146	56%
Research	**Grade F&G**	2018	136	61	45%	75	55%
		2017	140	61	44%	79	56%
	Grade H	2018	31	14	45%	17	55%
		2017	30	14	47%	16	53%
Admin & Prof	**Grade A to F**	2018	1074	271	25%	803	75%
		2017	1021	248	24%	773	76%
	Grade G & Above	2018	470	187	40%	283	60%
		2017	429	164	38%	265	62%
Technical	**Grade A to F**	2018	215	136	63%	79	37%
		2017	221	141	64%	80	36%
	Grade G & Above	2018	69	52	75%	17	25%
		2017	70	50	71%	20	29%
Manual	**Grade A & B**	2018	156	36	23%	120	77%
		2017	163	40	25%	123	75%
	Grade C & D	2018	115	84	73%	31	27%
		2017	99	71	72%	28	28%
Temporary Staff		2018	114	34	30%	80	70%
		2017	149	50	34%	99	66%

	YEAR	ALL HEADS	MALE	MALE %	FEMALE	FEMALE %
ALL STAFF (excluding ALs/&TSU)	**2018**	**3635**	**1521**	**42%**	**2114**	**58%**
	2017	**3484**	**1453**	**42%**	**2031**	**58%**
ALL STAFF	**2018**	**4012**	**1656**	**41%**	**2356**	**59%**
	2017	**3896**	**1620**	**42%**	**2276**	**58%**

Family Friendly Leave Take-Up 2018
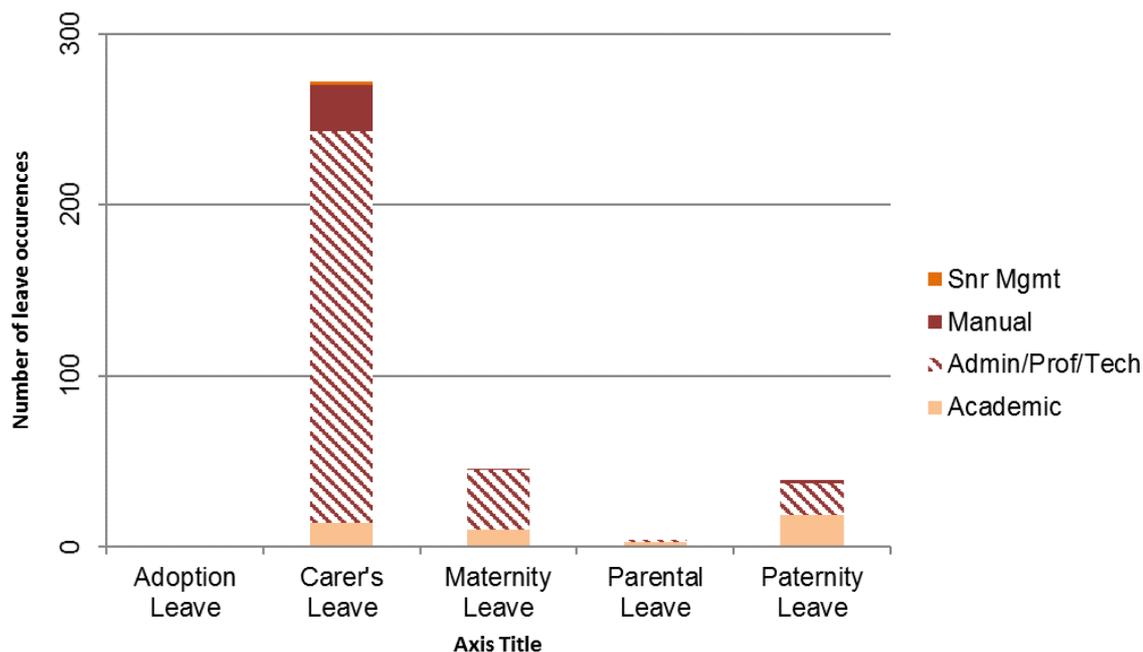
Academic staff (including associate lecturing and research) and administrative/ professional/technical staff make up 43% and 48% of the workforce respectively; 6.8% of the workforce is manual staff and 2.2% senior management. The chart illustrates that in 2018 family friendly leave was taken up in greatest proportion by administrative/ professional/technical staff, the staff group with the highest proportion of women.

TABLE 3 – TAKE UP OF FAMILY FRIENDLY LEAVE BY EMPLOYEE GROUP

CATEGORY	YEAR	ALL	SNR MGMT	ACADEMIC	ADMIN/PROF/ TECH	MANUAL
Adoption	2018	1			1	
	2017	3		1	2	
Carers Leave	2018	272	2	14	229	27
	2017	262	1	17	225	19
Maternity	2018	46		10	35	1
	2017	61		22	37	2
Paternity	2018	39		19	18	2
	2017	28	3	11	12	2
Shared Parental Leave	2018	4		3	1	
	2017	7	1		6	
All Leave Types	2018	362 (9%)	2 (2.3%)	46 (2.7%)	284 (15%)	30 (11%)
	2017	361 (9%)	5 (5.7%)	51 (3.1%)	282 (15%)	23 (8.8%)

% indicates the proportion of the workforce

Child Care Voucher Take-Up by Employee Group 2018
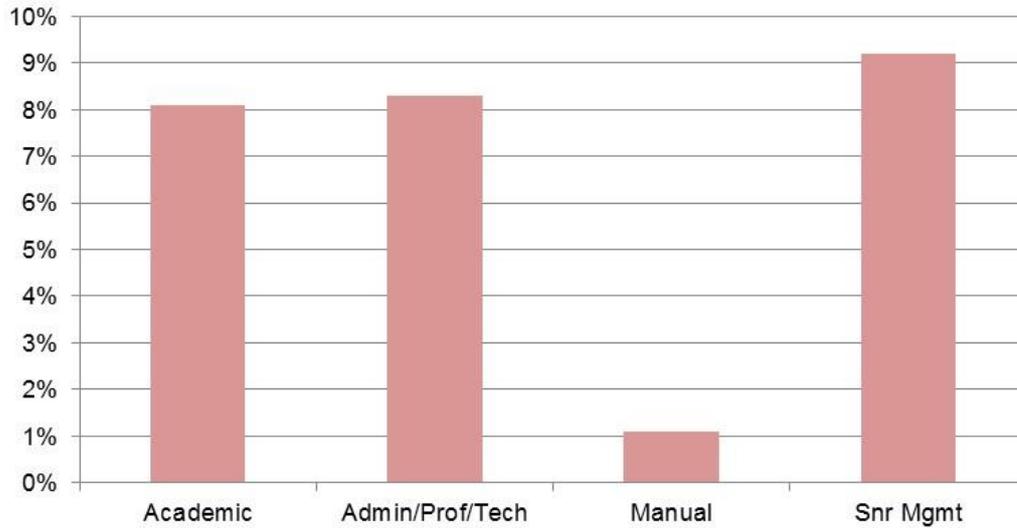
Child care vouchers are taken up by female and male staff approximately in proportion to the workforce gender split. This chart shows that as a proportion of the workforce, child care vouchers are taken up in much lower numbers by manual staff, an employee group with a high proportion of women but the lowest pay rates. See table below for historical data by gender .

TABLE 4 – TAKE UP OF CHILD CARE VOUCHERS

	ALL	MALE		FEMALE	
	Heads	Heads	%	Heads	%
2018	313	122	39%	191	61%
2017	288	115	40%	173	60%

Section 2.2 - Staff by Ethnicity

Black and Minority Ethnic (BME) Staff %
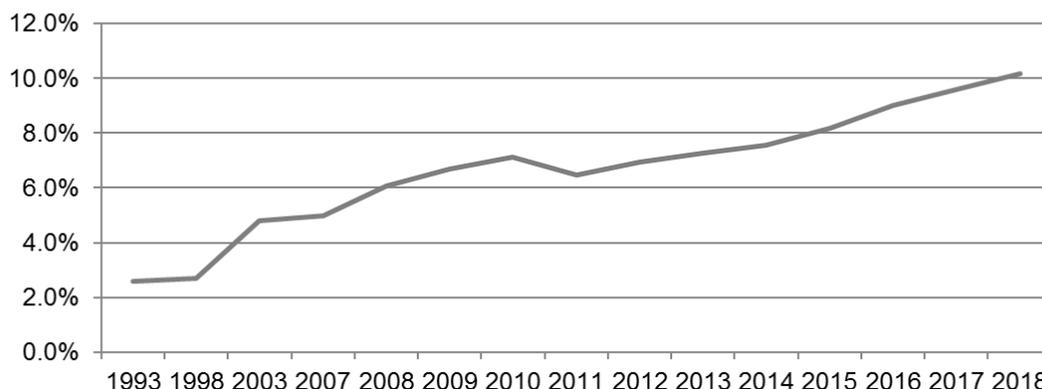
UWE's BME staff percentage has increased over time to 10.2% in 2018. See Table 6 on page 15 for a breakdown by employee group and grade.

BME Ethnic Origin 2018
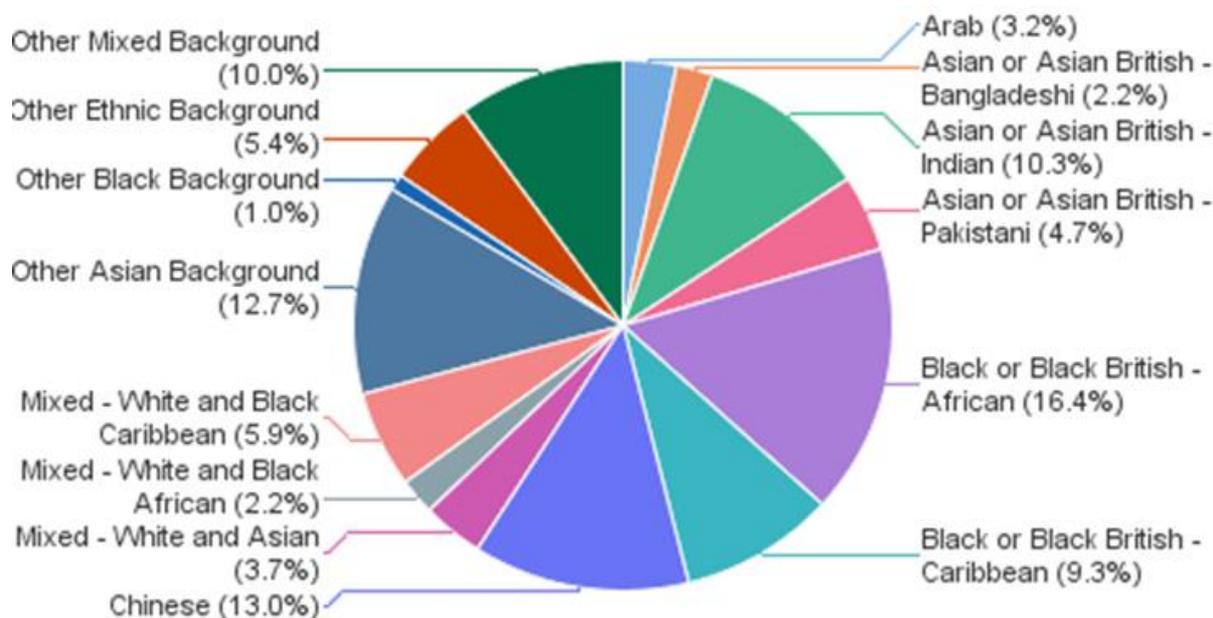
The UWE workforce is 85% White. Data is not held for 4.8% of staff. A full breakdown, including historical data, is available in Table 5 below.

TABLE 5 – ETHNIC ORIGIN

GROUP		HEADS 2018	PERCENTAGE 2018	PERCENTAGE 2017
Asian or Asian British - Bangladeshi		9	0.2%	0.2%
Asian or Asian British - Indian		42	1.0%	1.1%
Asian or Asian British - Pakistani		19	0.5%	0.5%
Other Asian Background		52	1.3%	1.1%
Black or Black British - African		67	1.7%	1.4%
Black or Black British - Caribbean		38	0.9%	0.9%
Other Black Background		4	0.1%	0.1%
Arab		13	0.3%	0.3%
Chinese		53	1.3%	1.3%
Mixed - White and Asian		15	0.4%	0.4%
Mixed - White and Black African		9	0.2%	0.3%
Mixed - White and Black Caribbean		24	0.6%	0.5%
Other Mixed Background		41	1.0%	0.8%
Other Ethnic Background		22	0.5%	0.6%
	BME sub total	*408*	*10.2%*	*9.6%*
White - British		2722	67.8%	69.0%
White - English		207	5.2%	5.2%
White - Gypsy or Traveller		2	0.0%	0.0%
White - Irish		52	1.3%	1.4%
White - Northern Irish		5	0.1%	0.2%
White - Scottish		21	0.5%	0.4%
White - Welsh		69	1.7%	1.8%
Other White Background		334	8.3%	8.1%
	White sub total	*3412*	*85%*	*86%*
Prefer Not to Say		68	1.7%	1.6%
No Data Held		124	3.1%	2.8%
	Not known sub total	*192*	*4.8%*	*4.4%*
All staff		**4012**	**100%**	**100%**

TABLE 6 – EMPLOYEE GROUP AND GRADE BY ETHNICITY

JOB GROUP	GRADE	YEAR	ALL HEADS	BME	BME %	WHITE	WHITE %	ETHNICITY NOT KNOWN	ETHNICITY NOT KNOWN %
Senior Management		2018	81	4	4.9%	76	94%	1	1.2%
		2017	87	6	6.9%	80	92%	1	1.1%
Academic	Grade F	2018	4	1	25.0%	3	75%		
		2017	9	1	11.1%	8	89%		
	Grade G	2018	118	20	16.9%	93	79%	5	4.2%
		2017	98	22	22.4%	74	76%	2	2.0%
	Grade H	2018	839	95	11.3%	707	84%	37	4.4%
		2017	820	84	10.2%	701	85%	35	4.3%
	Grade I	2018	198	25	12.6%	169	85%	4	2.0%
		2017	176	16	9.1%	156	89%	4	2.3%
	Grade J	2018	129	15	11.6%	112	87%	2	1.6%
		2017	121	10	8.3%	110	91%	1	0.8%
Associate Lecturer		2018	263	26	9.9%	215	82%	22	8.4%
		2017	263	25	9.5%	213	81%	25	9.5%
Research	Grade F&G	2018	136	31	22.8%	101	74%	4	2.9%
		2017	140	24	17.1%	112	80%	4	2.9%
	Grade H	2018	31	1	3.2%	30	97%		
		2017	30	2	6.7%	28	93%		
Admin & Prof	Grade A to F	2018	1074	89	8.3%	954	89%	31	2.9%
		2017	1021	80	7.8%	916	90%	25	2.4%
	Grade G & Above	2018	470	26	5.5%	435	93%	9	1.9%
		2017	429	25	5.8%	396	92%	8	1.9%
Technical	Grade A to F	2018	215	23	10.7%	168	78%	24	11.2%
		2017	221	23	10.4%	176	80%	22	10.0%
	Grade G & Above	2018	69	2	2.9%	61	88%	6	8.7%
		2017	70	2	2.9%	62	89%	6	8.6%
Manual	Grade A & B	2018	156	21	13.5%	118	76%	17	10.9%
		2017	163	20	12.3%	125	77%	18	11.0%
	Grade C & D	2018	115	12	10.4%	101	88%	2	1.7%
		2017	99	12	12.1%	85	86%	2	2.0%
Temporary Staff		2018	114	17	14.9%	69	61%	28	24.6%
		2017	149	22	14.8%	108	72%	19	12.8%

		YEAR	ALL HEADS	BME	BME %	WHITE	WHITE %	ETHNICITY NOT KNOWN	ETHNICITY NOT KNOWN %
ALL STAFF (excluding ALs/&TSU)		2018	3635	365	10.0%	3128	86%	142	3.9%
		2017	3484	327	9.4%	3029	87%	128	3.7%
ALL STAFF		2018	4012	408	10.2%	3412	85%	192	4.8%
		2017	3896	374	9.6%	3350	86%	172	4.4%

% BME in Senior Grades
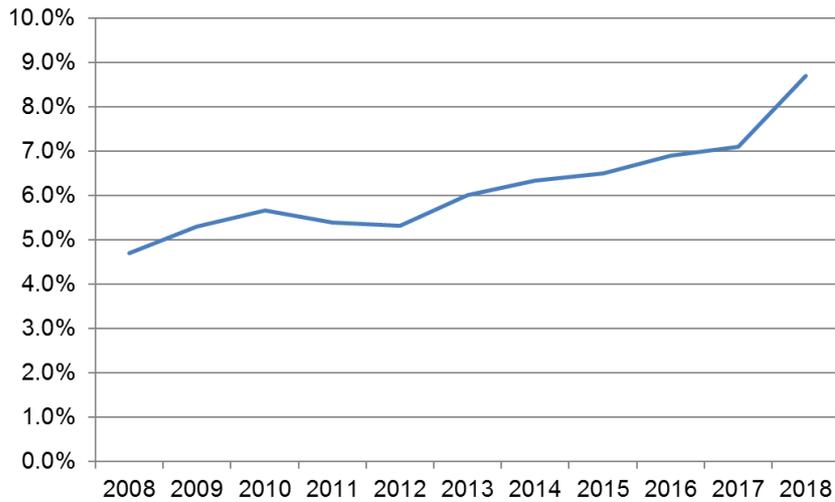
Overall, the BME staff percentage in the senior grades has continued to increase. Grades counted as senior are I and J for academic staff, H for research staff, G and above for admin/ professional/ technical staff, C and above for manual staff and the Senior Management grades.

Top 10 Nationalities 2018
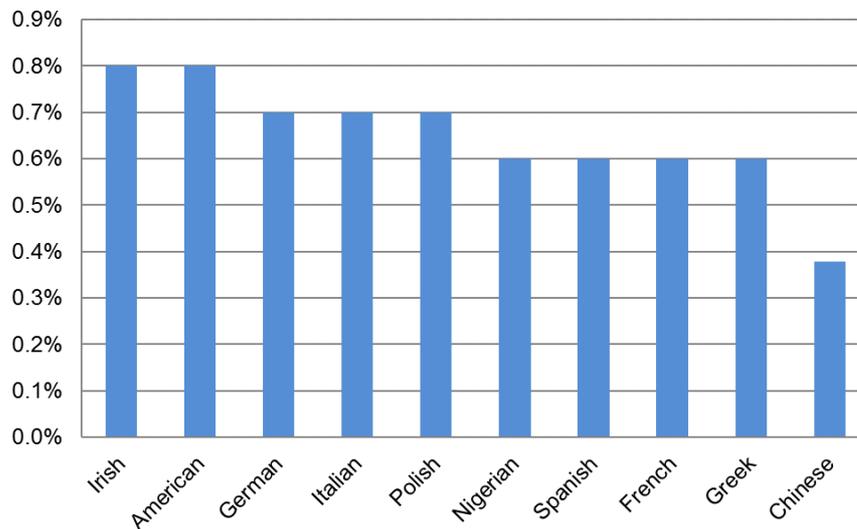
The UWE workforce is 87% British. Historical data, is available in Table 7 below.

TABLE 7 – NATIONALITY

GROUP	HEADS 2018	PERCENTAGE 2018	PERCENTAGE 2017
British	3484	87%	87%
Irish	32	0.8%	0.9%
American	31	0.8%	0.7%
German	29	0.7%	0.9%
Italian	28	0.7%	0.7%
Polish	28	0.7%	0.6%
Nigerian	25	0.6%	0.5%
Spanish	25	0.6%	0.5%
French	24	0.6%	0.5%
Greek	24	0.6%	0.5%
Chinese	19	0.4%	0.4%
Sub total	*3749*	*93%*	*92%*
All staff	**4012**	**100%**	**100%**

Section 1.3 - Staff by Disability
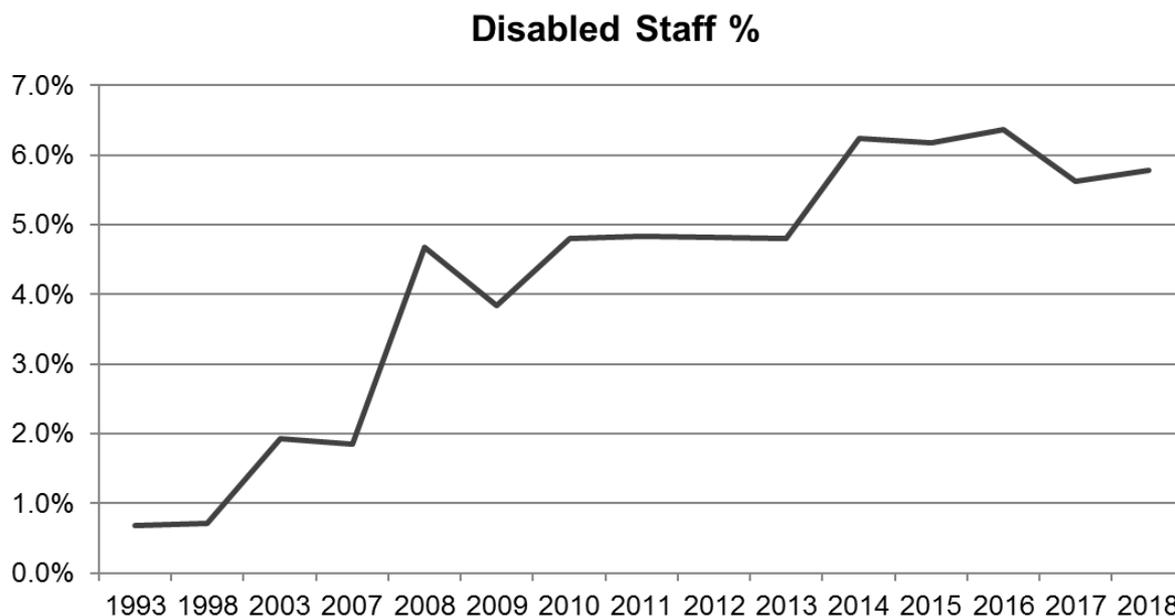
Disabled Staff %

The proportion of UWE Bristol staff who are disabled increased to 5.8% in 2018. There was a higher proportion of disabled leavers in 2018. A full breakdown, including historical data, is available in Table 8 on page 18.

Disabled staff representation in senior grades has decreased in 2018 – see Table 8 on page 18 for details. Grades counted as senior are I and J for academic staff, H for research staff, G and above for admin/professional/ technical staff, C and above for manual staff and the Senior Management grades.

% Disabled Staff in Senior Grades
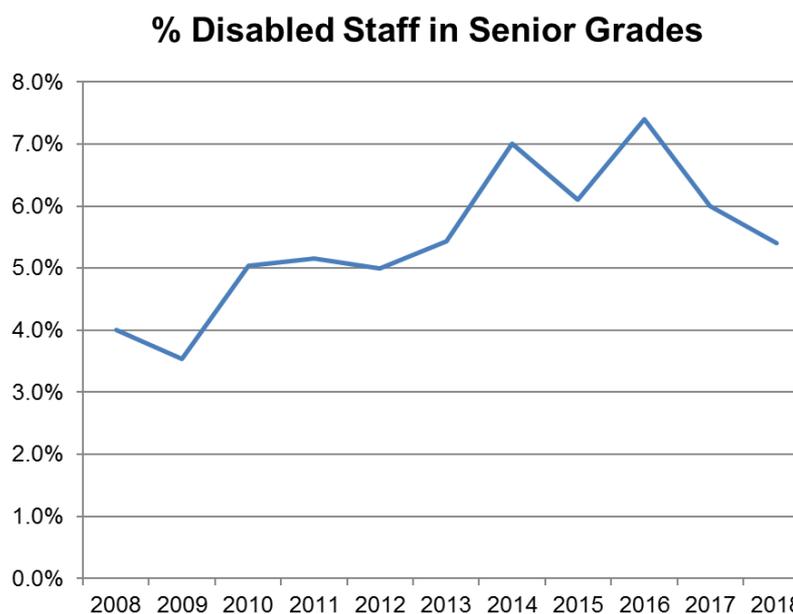
TABLE 8 – EMPLOYEE GROUP AND GRADE BY DISABILITY

JOB GROUP	GRADE	YEAR	ALL HEADS	DISABLED	DISABLED %	NOT DISABLED/ NOT KNOWN	NOT DISABLED/ NOT KNOWN %
Senior Management		2018	81	4	4.9%	77	95%
		2017	87	4	4.6%	83	95%
Academic	Grade F	2018	4	1	25.0%	3	75%
		2017	9	1	11.1%	8	89%
	Grade G	2018	118	2	1.7%	116	98%
		2017	98	4	4.1%	94	96%
	Grade H	2018	839	42	5.0%	797	95%
		2017	820	40	4.9%	780	95%
	Grade I	2018	198	10	5.1%	188	95%
		2017	176	11	6.3%	165	94%
	Grade J	2018	129	5	3.9%	124	96%
		2017	121	4	3.3%	117	97%
Associate Lecturer		2018	263	10	3.8%	253	96%
		2017	263	4	1.5%	259	98%
Research	Grade F&G	2018	136	6	4.4%	130	96%
		2017	140	7	5.0%	133	95%
	Grade H	2018	31	1	3.2%	30	97%
		2017	30	2	6.7%	28	93%
Admin & Prof	Grade A to F	2018	1074	84	7.8%	990	92%
		2017	1021	82	8.0%	939	92%
	Grade G & Above	2018	470	31	6.6%	439	93%
		2017	429	35	8.2%	394	92%
Technical	Grade A to F	2018	215	14	6.5%	201	93%
		2017	221	14	6.3%	207	94%
	Grade G & Above	2018	69	1	1.4%	68	99%
		2017	70	1	1.4%	69	99%
Manual	Grade A & B	2018	156	9	5.8%	147	94%
		2017	163	10	6.1%	153	94%
	Grade C & D	2018	115	7	6.1%	108	94%
		2017	99	8	8.1%	91	92%
Temporary Staff		2018	114	5	4.4%	109	96%
		2017	149	4	2.7%	145	97%
ALL STAFF (excluding ALs/&TSU)		2018	3635	217	6.0%	3418	94%
		2017	3484	223	6.0%	3261	94%
ALL STAFF		2018	4012	232	5.8%	3780	94%
		2017	3896	231	5.6%	3665	94%

Section 1.4 - Staff by Age
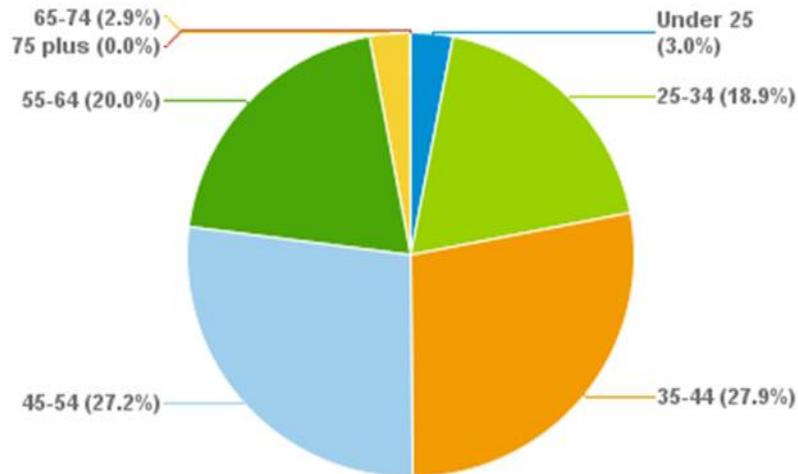
The average age of a UWE employee in 2018 is 43 years, down from 44 years in 2017.

TABLE 9 — AGE BY GENDER

AGE BAND	HEADS 2018	FEMALE 2018	MALE 2018	PERCENTAGE 2018	PERCENTAGE 2017
Under 25	122	77	45	3.0%	4.2%
25-34	759	473	286	18.9%	18.7%
35-44	1119	650	469	27.9%	27.0%
45-54	1090	626	464	27.2%	26.5%
55-64	803	486	317	20.0%	20.8%
65-74	117	42	75	2.9%	2.7%
75 plus	2	2	0	0.0%	0.1%

Section 1.5 - Staff by Sexual Orientation
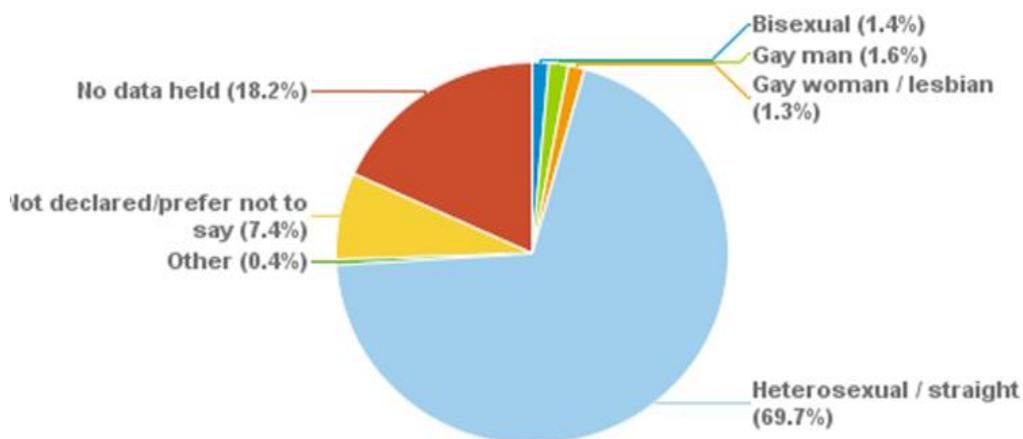
In 2018 UWE has 4.7% of staff declaring as lesbian, gay, bisexual (LGB) or other, compared to 4.8% in 2017.

TABLE 10 – SEXUAL ORIENTATION

GROUP	HEADS 2018	PERCENTAGE 2018	PERCENTAGE 2017
Bisexual	55	1.4%	1.4%
Gay man	64	1.6%	1.5%
Gay woman / lesbian	54	1.3%	1.4%
Other	18	0.4%	0.5%
Heterosexual / straight	2797	69.7%	68.6%
Not declared/prefer not to say	295	7.4%	7.0%
No data held	729	18.2%	19.6%

Section 1. 6 - Staff by Religion and Belief
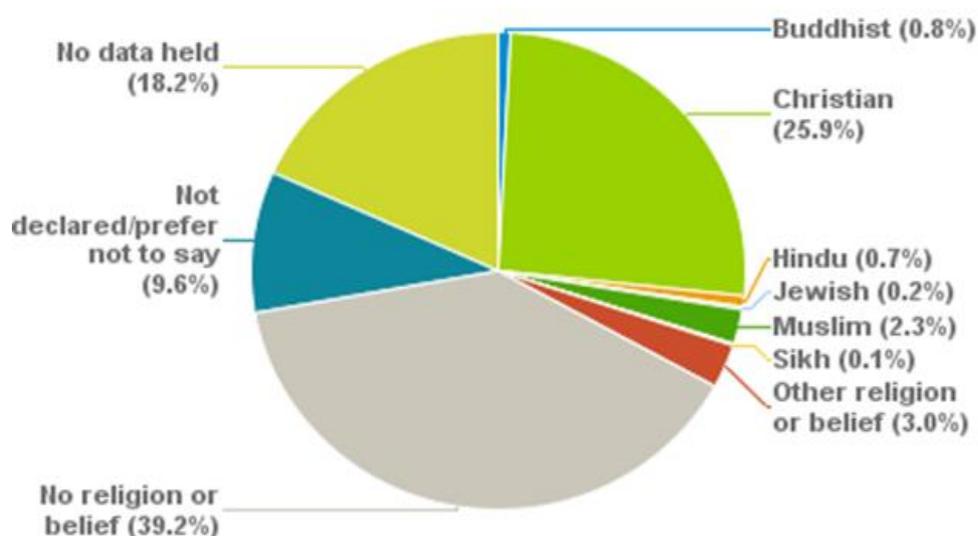
33% of UWE staff have declared as having a religion/belief in 2018; the same as in 2017.

TABLE 11 – RELIGION AND BELIEF

GROUP	HEADS 2018	PERCENTAGE 2018	PERCENTAGE 2017
Buddhist	32	0.8%	0.9%
Christian	1038	25.9%	26.8%
Hindu	29	0.7%	0.7%
Jewish	8	0.2%	0.2%
Muslim	94	2.3%	2.0%
Sikh	5	0.1%	0.1%
Other religion or belief	119	3.0%	2.8%
No religion or belief	1571	39.2%	38.2%
Not declared/prefer not to say	384	9.6%	8.6%
No data held	732	18.2%	19.7%

Section 1. 7 - Staff by Trans/Transgender
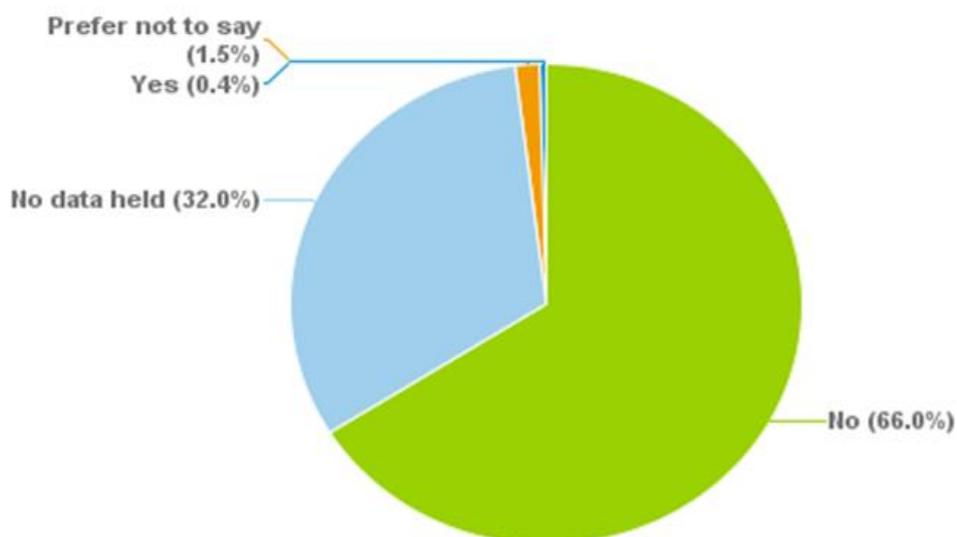
In 2018 UWE's declared trans/transgender population is 0.4%, the same as in 2017.

TABLE 12 – TRANS/TRANSGENDER

CATEGORY	HEADS 2018	PERCENTAGE 2018	PERCENTAGE 2017
Yes	17	0.4%	0.4%
No	2649	66.0%	64.5%
Prefer not to say	62	1.5%	1.8%
No data held	1284	32.0%	33.3%

Section 1.8 - Staff by Contract Term
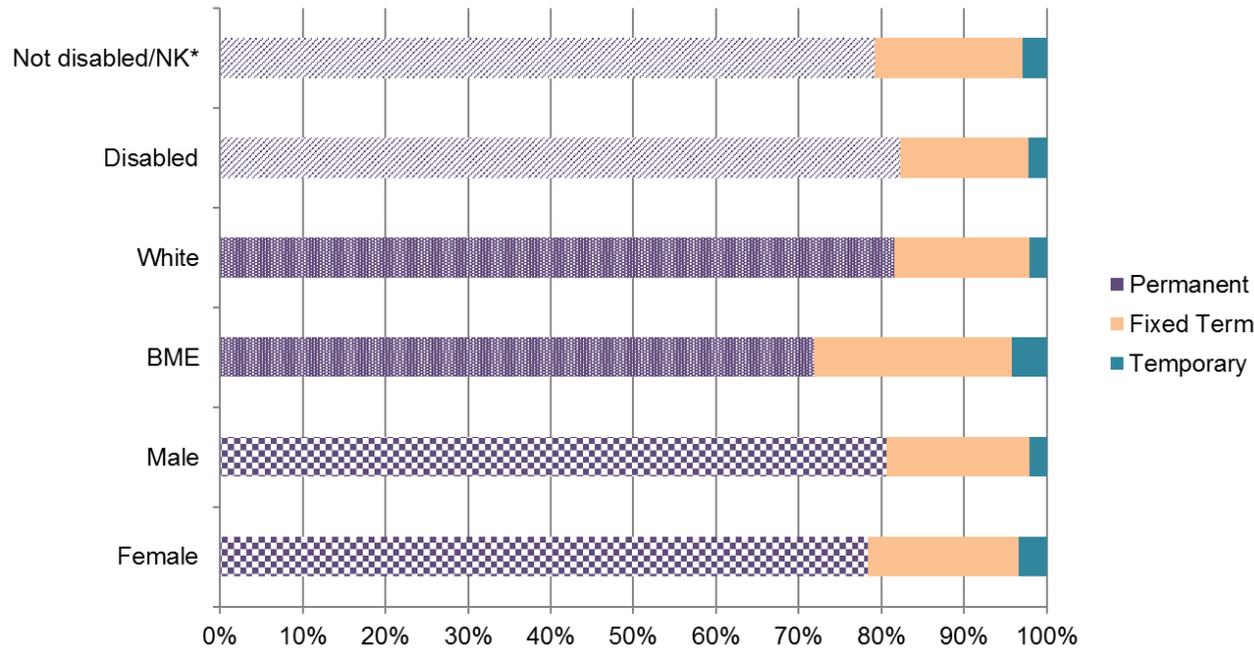
In 2018 a higher proportion of disabled staff were on permanent contracts compared to staff with no declared disability; a higher proportion of BME staff were on fixed term and temporary contracts compared to white staff; a higher proportion of male staff were on permanent contracts than female staff.

Overall in 2018 the workforce is 79% permanent, 18% fixed term and 3% temporary.

*NK = not known

TABLE 13 – CONTRACT TYPE BY EQUALITY GROUP

CONTRACT TYPE	YEAR	ALL HEADS	MALE	MALE %	FEMALE	FEMALE %	BME	BME %	WHITE	WHITE %	ETHNICITY NOT KNOWN	ETHNICITY NOT KNOWN %	DISABLED	DISABLED %	NOT DISABLED/ NOT KNOWN	NOT DISABLED/ NOT KNOWN %
Permanent	2018	3183	1335	42%	1848	58%	293	9.2%	2785	87%	105	3.3%	191	6.0%	2992	94%
	2017	3054	1286	42%	1768	58%	269	8.8%	2684	88%	101	3.3%	189	6.2%	2865	94%
Fixed Term	2018	715	287	40%	428	60%	98	13.7%	558	78%	59	8.3%	36	5.0%	679	95%
	2017	693	284	41%	409	59%	83	12.0%	558	81%	52	7.5%	38	5.5%	655	95%
Temporary	2018	114	34	30%	80	70%	17	14.9%	69	61%	28	24.6%	5	4.4%	109	96%
	2017	149	50	34%	99	66%	22	14.8%	108	72%	19	12.8%	4	2.7%	145	97%

Section 1.9 - Staff by Contract Mode

*NK = not known
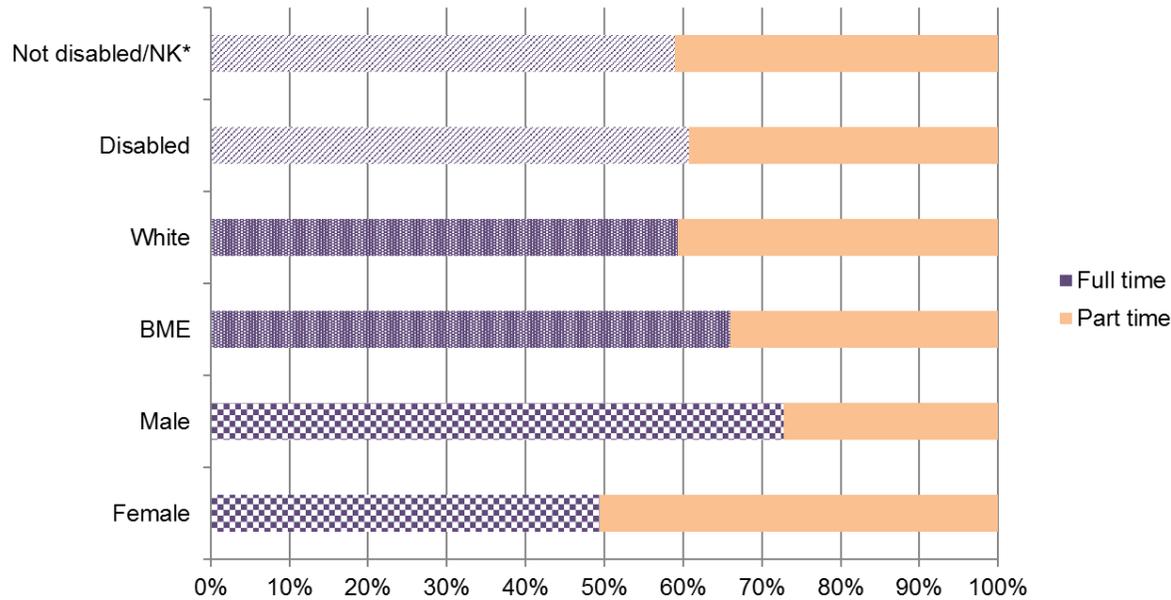
In 2018 a slightly higher proportion of disabled staff were working full time compared to staff without a declared disability staff; a higher proportion of BME staff were working full time compared to white staff; a higher proportion of male staff were working full time compared to female staff.

Overall in 2018 the workforce is 59% full time and 41% part time.

TABLE 14 – MODE OF EMPLOYMENT BY EQUALITY GROUP

MODE	YEAR	ALL HEADS	MALE	MALE %	FEMALE	FEMALE %	BME	BME %	WHITE	WHITE %	ETHNICITY NOT KNOWN	ETHNICITY NOT KNOWN %	DISABLED	DISABLED %	NOT DISABLED/ NOT KNOWN	NOT DISABLED/ NOT KNOWN %
Full Time	2018	2371	1206	51%	1165	49%	269	11.3%	2025	85%	77	3.2%	141	5.9%	2230	94%
	2017	2291	1175	51%	1116	49%	237	10.3%	1977	86%	77	3.4%	145	6.3%	2146	94%
Part Time	2018	1641	450	27%	1191	73%	139	8.5%	1387	85%	115	7.0%	91	5.5%	1550	94%
	2017	1605	445	28%	1160	72%	137	8.5%	1373	86%	95	5.9%	86	5.4%	1519	95%

Section 2 – Staff Recruitment

Recruitment by Gender
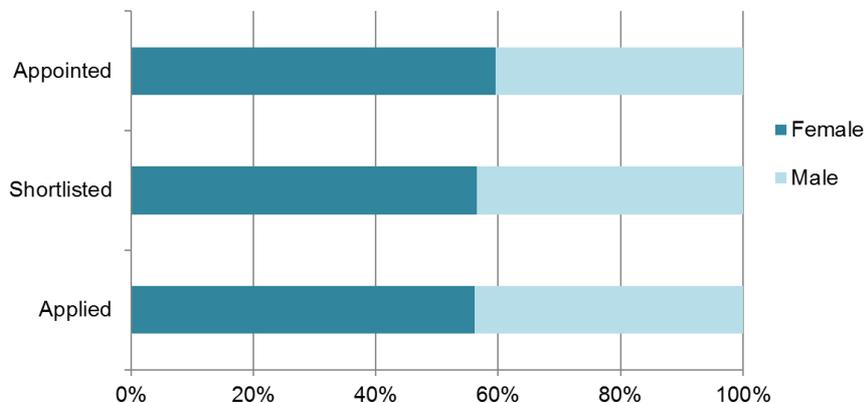
The 2017/18 data shows that female applicants are appointed in higher proportion compared to male applicants. See table 15 on page 26 for historical data.

Recruitment by Ethnicity
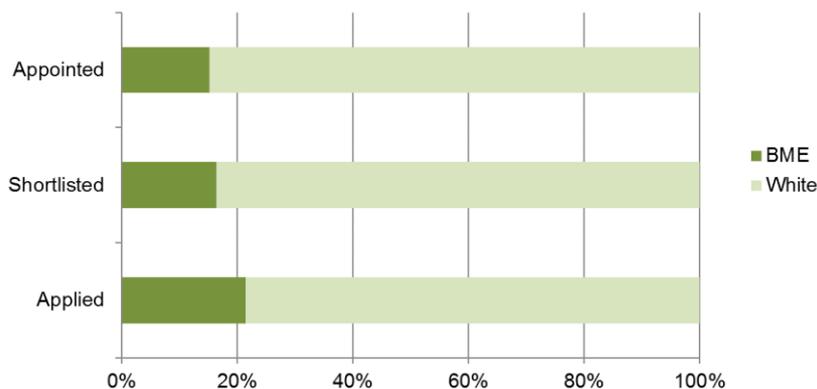
BME applicants have a lower rate of recruitment success compared to white applicants. In 2018 18% of BME applicant did not have right to work in the UK. See table 15 on page 26 for historical data.

Recruitment by Disability
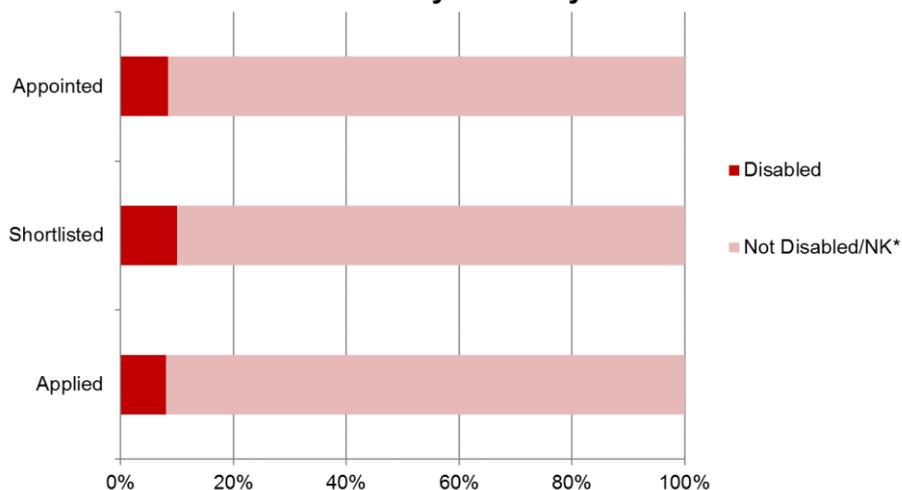
*NK = not known

Applicants declaring a disability were shortlisted in higher proportion to those who did not declare a disability and were appointed in slightly lower proportion; 8% of applicants declared a disability. See table 15 on page 26 for historical data.

The average age of UWE starters in 2018 was 36 years, compared to 34 in 2017.

TABLE 15 – RECRUITMENT BY EQUALITY GROUP

	ALL	MALE*		FEMALE*		BME		WHITE		ETHNICITY NOT KNOWN		DISABLED		NOT DISABLED / NOT KNOWN	
	Heads	Heads	%	Heads	%	Heads	%	Heads	%	Heads	%	Heads	%	Heads	%
2018															
Applied	11090	4795	43%	6133	55%	2351	21%**	8513	77%	226	2.0%	884	8.0%	10206	92%
Shortlisted	2238	962	43%	1243	56%	353	16%	1846	82%	39	1.7%	233	10%	2005	90%
Appointed	783	315	40%	463	59%	120	15%	656	84%	7	0.9%	66	8.4%	717	92%
2017															
Applied	11382	5137	45%	6073	53%	2489	22%	8619	76%	274	2.4%	833	7.3%	10549	93%
Shortlisted	2343	1013	43%	1305	56%	387	17%	1912	82%	44	1.9%	205	8.7%	2138	91%
Appointed	774	297	38%	471	61%	105	14%	655	85%	14	1.8%	47	6.1%	727	94%
2016															
Applied	8314	3636	44%	4483	54%	1750	21%	6305	76%	259	3.1%	612	7.4%	7702	93%
Shortlisted	1843	789	43%	1027	56%	291	16%	1502	81%	50	2.7%	148	8.0%	1695	92%
Appointed	672	286	43%	379	56%	83	12%	568	85%	21	3.1%	42	6.3%	630	94%

Data relates to the period August to July.

* Data excludes applicants who selected other as their gender: 195 in 2016; 172 in 2017; 162 in 2018.

** In 2018 there were 434 BME applicants and 140 White applicants who did not have right to work in the UK.

Recruitment to the Temporary Staff Unit Bank

TSU Recruitment by Gender
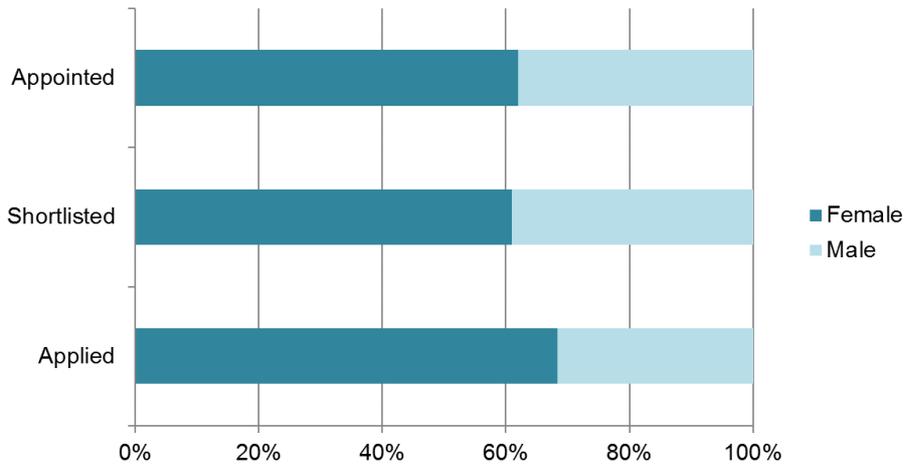
The 2017/18 figures show that the female applicants were shortlisted in lower proportion and appointed in higher proportion compared to male applicants. See table 16 on page 28 for historical data.

TSU Recruitment by Ethnicity
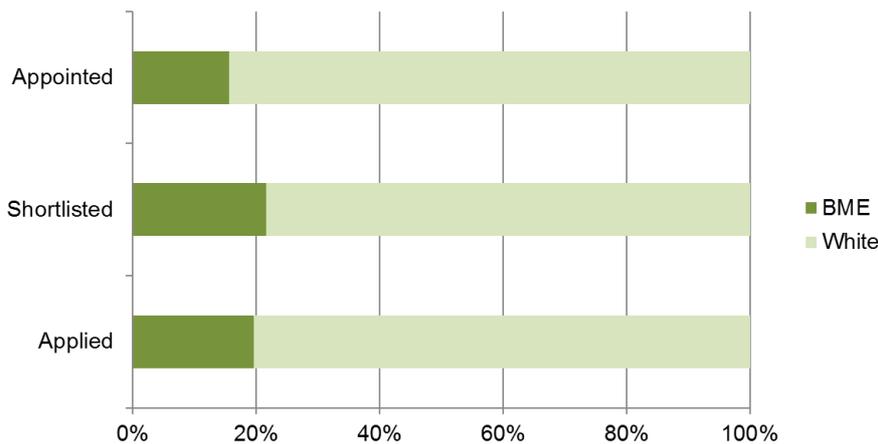
Compared to white applicants, a higher proportion of BME applicants were shortlisted and a lower proportion appointed. See table 16 on page 28 for historical data.

TSU Recruitment by Disability
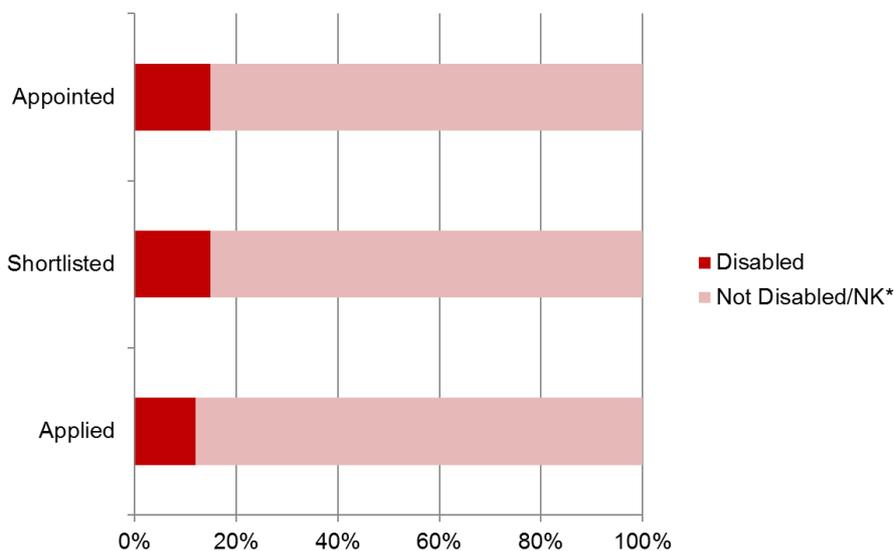
Applicants declaring a disability were shortlisted in higher proportion to those who did not declare a disability; 12% of applicants declared a disability. See table 16 on page 28 for historical data.

*NK = not known

TABLE 16 - RECRUITMENT TO THE TEMPORARY STAFF UNIT BANK BY EQUALITY GROUP

|	ALL Heads	MALE* Heads	MALE* %	FEMALE* Heads	FEMALE* %	BME Heads	BME %	WHITE Heads	WHITE %	ETHNICITY NOT KNOWN Heads	ETHNICITY NOT KNOWN %	DISABLED Heads	DISABLED %	NOT DISABLED / NOT KNOWN Heads	NOT DISABLED / NOT KNOWN %
2018															
Applied	58	18	31%	39	67%	11	19%	45	78%	2	3.4%	7	12%	51	88%
Shortlisted	33	13	39%	20	61%	7	21%	25	76%	1	3.0%	5	15%	28	85%
Appointed	26	10	38%	16	62%	4	15%	21	81%	1	3.8%	4	15%	22	85%
2017															
Applied	226	62	27%	159	70%	44	19%	175	77%	7	3.1%	20	8.8%	206	91%
Shortlisted	83	23	28%	59	71%	11	13%	69	83%	3	3.6%	5	6.0%	78	94%
Appointed	73	20	27%	53	73%	10	14%	61	84%	2	2.7%	5	6.8%	68	93%
2016															
Applied	271	94	35%	176	65%	40	15%	226	83%	5	1.8%	19	7.0%	252	93%
Shortlisted	89	33	37%	56	63%	7	7.9%	82	92%	0	0.0%	5	5.6%	84	94%
Appointed	70	24	34%	46	66%	6	8.6%	64	91%	0	0.0%	4	5.7%	66	94%

Data relates to the period August to July.
* Data excludes applicants who selected Other as their gender: 1 in 2016; 5 in 2017; 1 in 2018.
In 2018 there was a reduced need to recruit temporary staff due to lower turnover and reduced demand.

Recruitment of Internal Candidates

Internal Candidate Recruitment by Gender
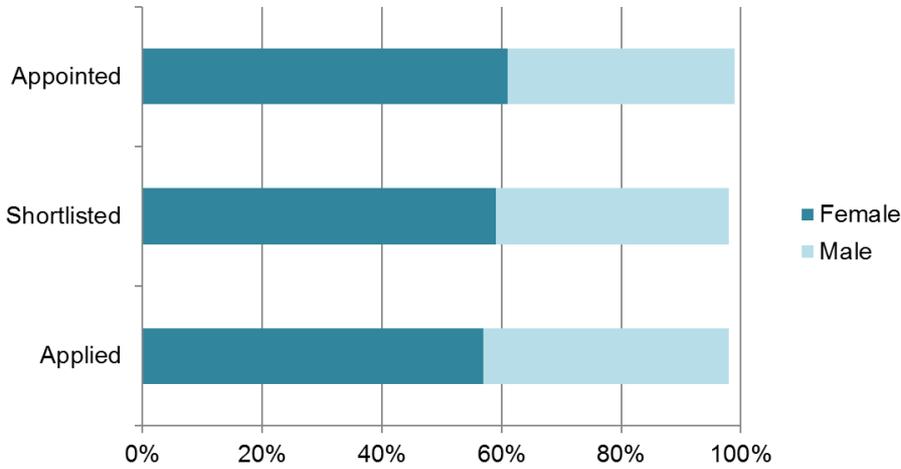
In 2017/18 female internal applicants had a higher rate of recruitment success compared to internal male applicants. See table 17 on page 30 for historical data.

Internal Candidate Recruitment by Ethnicity
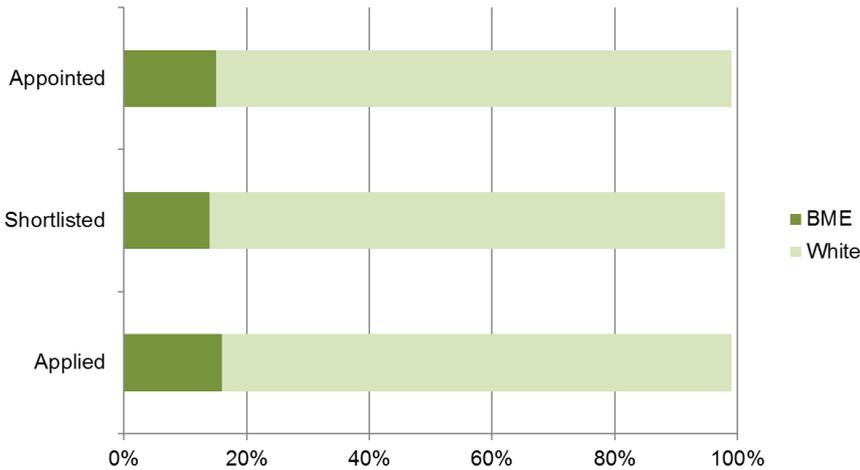
In 2017/18 internal BME applicants were appointed in higher proportion than white applicants. The proportion of BME internal applicants is higher than the UWE BME workforce of 10%. See table 17 on page 30 for historical data.

Internal Candidate Recruitment by Disability

*NK = not known
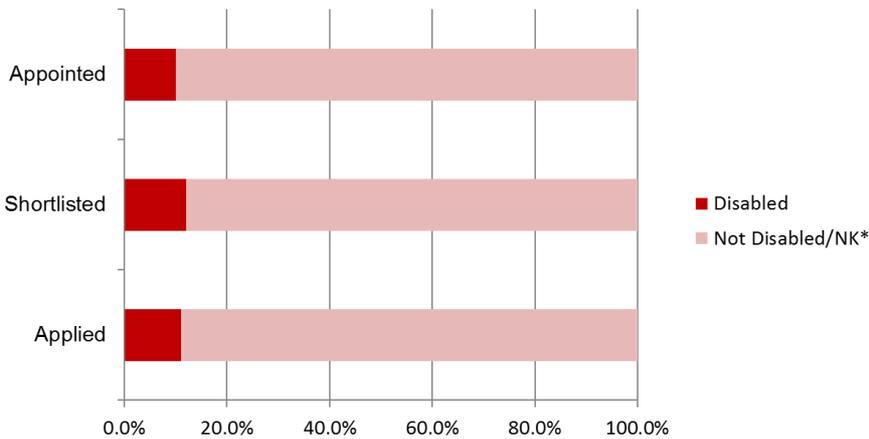
The proportion of internal applicants declaring as disabled is 11% and is higher than the UWE disabled workforce of 5.8%. The figures show a slightly higher proportion were shortlisted and a lower proportion appointed compared to those not declaring as disabled. See table 17 on page 30 for historical data.

TABLE 17 - INTERNAL RECRUITMENT ONLY BY EQUALITY GROUP

	ALL	MALE*		FEMALE*		BME		WHITE		ETHNICITY NOT KNOWN		DISABLED		NOT DISABLED / NOT KNOWN	
	Heads	Heads	%	Heads	%	Heads	%	Heads	%	Heads	%	Heads	%	Heads	%
2018															
Applied	1215	501	41%	696	57%	191	16%	1006	83%	18	1.5%	128	11%	1087	89%
Shortlisted	655	257	39%	387	59%	93	14%	551	84%	11	1.7%	77	12%	578	88%
Appointed	324	124	38%	198	61%	50	15%	271	84%	3	0.9%	34	10%	290	90%
2017															
Applied	1230	509	41%	710	58%	224	18%	975	79%	31	2.5%	98	8.0%	1132	92%
Shortlisted	698	282	40%	411	59%	99	14%	583	84%	16	2.3%	57	8.2%	641	92%
Appointed	329	139	42%	189	57%	40	12%	281	85%	8	2.4%	20	6.1%	309	94%
2016															
Applied	1036	409	39%	602	58%	153	15%	844	81%	39	3.8%	88	8.5%	948	92%
Shortlisted	615	241	39%	359	58%	61	10%	530	86%	24	3.9%	51	8.3%	564	92%
Appointed	293	114	39%	174	59%	18	6.1%	263	90%	12	4.1%	21	7.2%	272	93%

Data relates to the period August to July.

* Data excludes applicants who selected Other as their gender: 25 in 2016; 11 in 2017; 18 in 2018.

Section 3 - Leavers
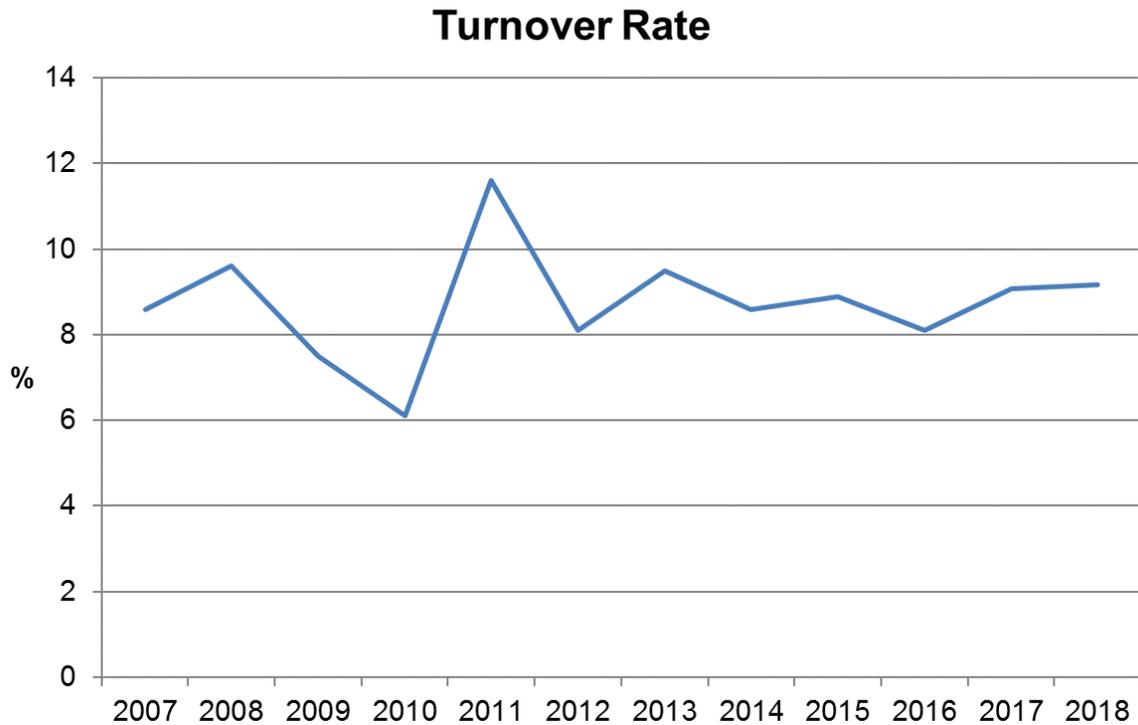
Turnover Rate

Between 2008 and 2010, the rate at which staff left UWE employment (excluding at the end of a fixed term contract) showed the effect of the economic downturn. The peak in 2011 was the result of organisational restructuring. In 2018 the turnover rate has increased to 9.2% from 9.1% in 2017.
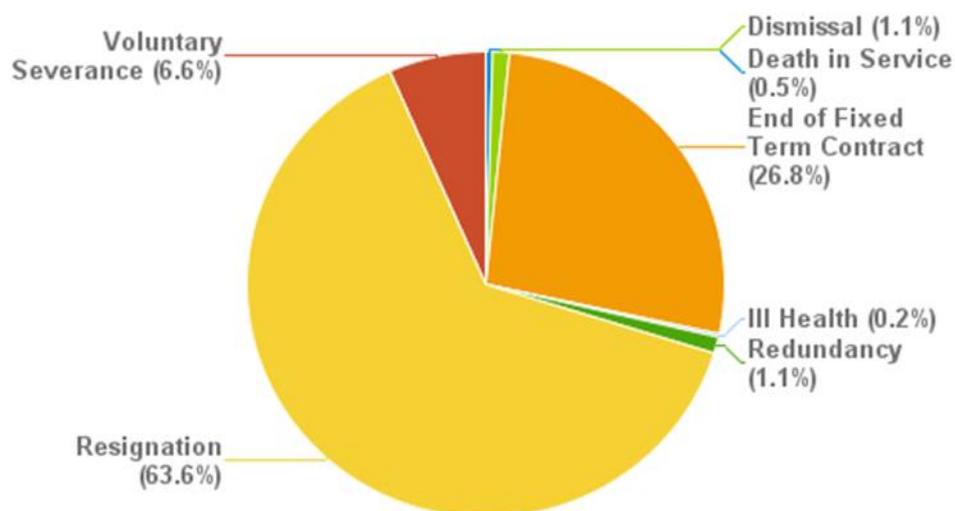
The main categories of leaver in 2018 were resignation, followed by end of fixed term contract. See table 18 on page 33 for historical data.

The average age of UWE leavers in 2018 was 42 years, slightly lower than the average age of all UWE staff which is 43 years.

TABLE 18 – LEAVERS BY CATEGORY BY EQUALITY GROUP

LEAVER CATEGORY	HEADS	MALE	FEMALE	BME	WHITE	ETNICITY NOT KNOWN	DISABLED	NOT DISABLED/ NOT KNOWN
Death in Service	2		2		2			2
Dismissal	5	4	1	2	2	1		5
End of Fixed Term Contract	118	39	79	18	93	7	13	105
Ill Health	1		1	1				1
Redundancy	5	3	2		5			5
Resignation	280	108	172	27	248	5	22	258
Voluntary Severance	29	14	15	3	26		8	21
ALL LEAVERS - 2018	440	168 (38%)	272 (62%)	51 (12%)	376 (85%)	13 (3.0%)	43 (9.8%)	397 (90%)
ALL LEAVERS - 2017	438	179 (41%)	259 (59%)	48 (11%)	362 (83%)	28 (6.4%)	33 (7.5%)	405 (92%)

TABLE 19 – REASONS FOR LEAVING (data is taken from the exit survey completed by leavers)

REASON	FACULTIES	SERVICES	TOTALS 2018	TOTALS 2017
Change of career path	6	10	16	5
Giving up employment	8	7	15	9
Seeking a more challenging role/development	5	8	13	7
Promotion/prospects	6	5	11	26
Moving out of area	3	4	7	5
End of fixed term contract	1	6	7	8
Personal/domestic reasons	1	5	6	4
Higher salary/better benefits	4	2	6	2
Workload demands/stress	3	2	5	6
Organisational culture/working relations	2	3	5	7
Management style	1	4	5	4
Job insecurity/impact of changes	1	3	4	0
Discrimination/harassment	3	1	4	1
Travel difficulties to/from work	1	2	3	7
Returning to education	0	1	1	3
Seeking more flexible working	1	0	1	1
NUMBER OF RESPONDENTS	46	63	109	95

Section 4 – Staff Development and Career Progression

Internal Training Attendances 2018
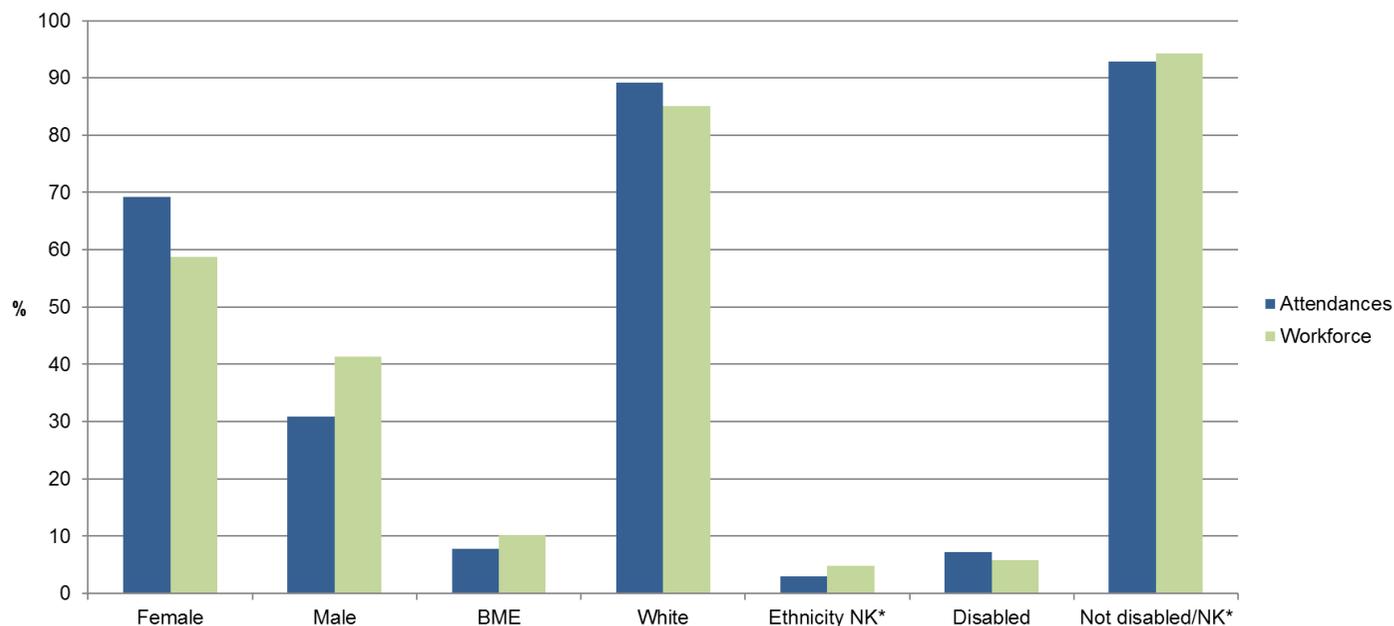
*NK = not known

In 2018 UWE internal training course opportunities were taken up in higher proportion by female staff and disabled staff, and in lower proportion by BME staff and compared to their representation in the workforce.

TABLE 20 – INTERNAL TRAINING ATTENDANCES BY EQUALITY GROUP

YEAR	ALL	MALE	MALE %	FEMALE	FEMALE %	BME	BME %	WHITE	WHITE %	ETHNICITY NOT KNOWN	ETHNICITY NOT KNOWN %	DISABLED	DISABLED %	NOT DISABLED/ NOT KNOWN	NOT DISABLED/ NOT KNOWN %
2018	6317	1949	31%	4368	69%	496	7.9%	5636	89%	185	2.9%	455	7.2%	5862	93%
2017	4941	1649	33%	3292	67%	358	7.2%	4453	90%	130	2.6%	374	7.6%	4567	92%

Data excludes compulsory fire safety, equality and information security training.

Career Progression 2018
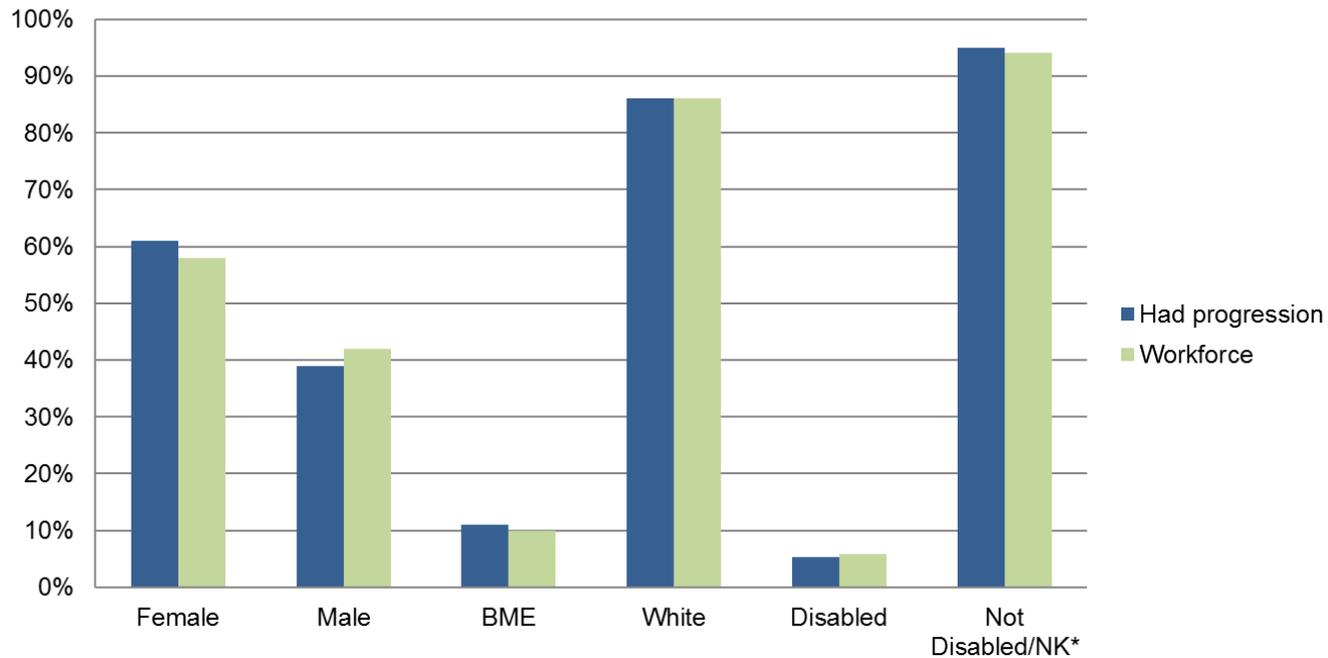
In 2018 career progression opportunities (promotion, regrading, secondment/ temporary upgrade) were taken up in higher proportion by female staff, and BME staff, and slightly lower proportion by disabled staff compared to their representation in the workforce.

*NK = not known

TABLE 21 – CAREER PROGRESSION BY EQUALITY GROUP

YEAR	TOTAL	MALE		FEMALE		BME		WHITE		ETHNICITY NOT KNOWN		DISABLED		NOT DISABLED/ NOT KNOWN	
		Heads	%	Heads	%	Heads	%	Heads	%	Heads	%	Heads	%	Heads	%
2018	302	117	39%	185	61%	34	11%	259	86%	9	3.0%	16	5.3%	286	95%
2017	222	96	43%	126	57%	22	9.9%	192	86%	8	3.6%	17	7.7%	205	92%

TABLE 22 – CAREER PROGRESSION BY TYPE

TYPE	YEAR	TOTAL	MALE		FEMALE		BME		WHITE		ETHNICITY NOT KNOWN		DISABLED		NOT DISABLED/ NOT KNOWN	
			Heads	%	Heads	%	Heads	%	Heads	%	Heads	%	Heads	%	Heads	%
Promotion	2018	163	66	40%	97	60%	17	10%	140	86%	6	3.7%	8	4.9%	155	95%
	2017	126	61	48%	65	52%	11	8.7%	111	88%	4	3.2%	8	6.3%	118	94%
Regrading	2018	41	23	56%	18	44%	6	15%	34	83%	1	2.4%	1	2.4%	40	98%
	2017	36	15	42%	21	58%	4	11%	31	86%	1	2.8%	4	11%	32	89%
Secondment & Acting up	2018	98	28	29%	70	71%	11	11%	85	87%	2	2.0%	7	7.1%	91	93%
	2017	60	20	33%	40	67%	7	11.7%	50	83%	3	5.0%	5	8.3%	55	92%

Section 5 – Formal Procedures
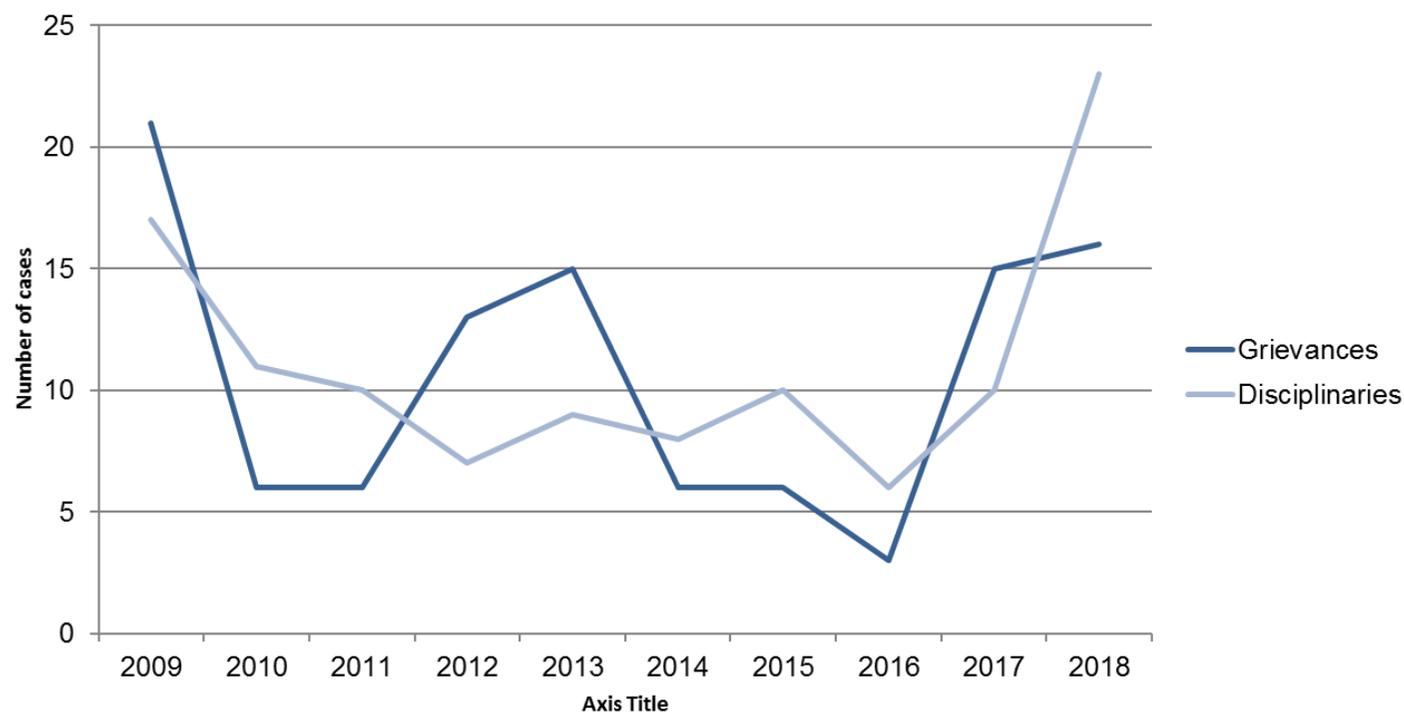
Although varying over time, the number of formal grievances remains low. The number of disciplinaries increased in 2018. A full breakdown, including historical data and analysis by equality strand, is shown in the tables below, but it is difficult to ascribe statistical significance to the data due to low numbers.

TABLE 23 – STAFF GRIEVANCES BY EQUALITY GROUP

YEAR	ALL	MALE		FEMALE		BME		WHITE		ETHNICITY NOT KNOWN		DISABLED		NOT DISABLED/ NOT KNOWN	
	Heads	Heads	%	Heads	%	Heads	%	Heads	%	Heads	%	Heads	%	Heads	%
2018	16	6	38%	10	62%	-	-	15	94%	1	6%	4	25%	12	75%
2017	15	6	32%	9	60%	2	13%	12	80%	1	7%	2	13%	13	87%
2016	3*	2	100%	-	-	1	50%	1	50%	-	-	-	-	2	100%

* One collective grievance not included in equality analysis.

TABLE 24 – STAFF DISCIPLINARIES BY TYPE BY EQUALITY GROUP

YEAR/TYPE	ALL	MALE		FEMALE		BME		WHITE		ETHNICITY NOT KNOWN		DISABLED		NOT DISABLED/ NOT KNOWN	
	Heads	Heads	%	Heads	%	Heads	%	Heads	%	Heads	%	Heads	%	Heads	%
2018 Conduct Capability Performance	14 8 1	11 1 -	79% 13%	3 7 1	21% 87% 100%	2 2 -	14% 25% -	12 6 1	86% 75% 100%	- - -	- - -	1 1 -	7% 13% -	13 7 1	93% 87% 100%
Total 2018	23	12	52%	11	48%	4	17%	19	83%	-	-	2	9%	21	91%
Total 2017	10	7	70%	3	30%	-	-	9	90%	1	10%	-	-	10	100%
Total 2016	6	5	83%	1	17%	-	-	5	83%	1	17%	-	-	6	100%

Section 6 – Sickness Absence

Sickness Absence % Rate
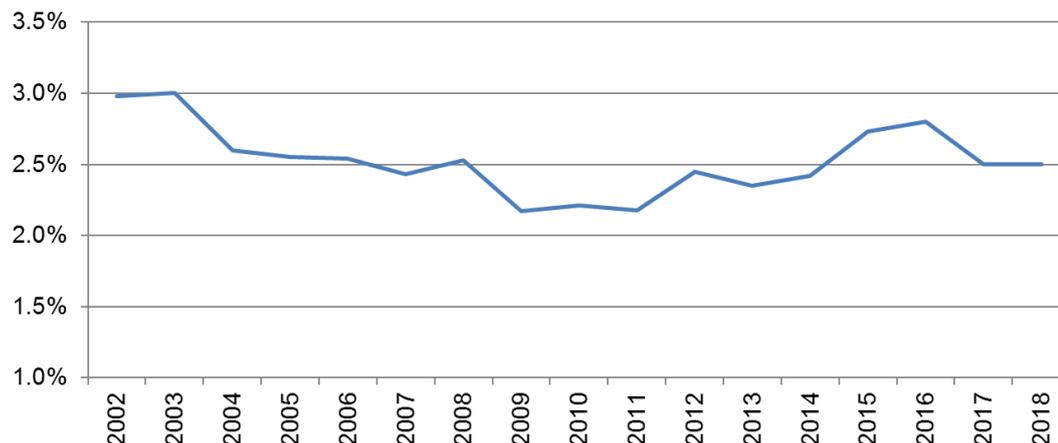

In 2018 the sickness absence rate was 2.5%. There were 23,865 days lost and 4,484 incidents, so on average sickness incidents were 5.3 days in duration.

TABLE 25 – SICKNESS ABSENCE RATES BY FACULTY/SERVICE

FACULTY/SERVICE	DAYS LOST 2018	INCIDENTS 2018	ASBENCE RATE 2018	ASBENCE RATE 2017
ACE Faculty of Arts Creative Industries & Education	1890	227	2.2%	2.8%
FBL Faculty of Business & Law	1719	116	2.1%	201.0%
FET Faculty of Environment & Technology	1300	147	1.1%	0.7%
HAS Faculty of Health & Applied Sciences	3182	355	2.1%	1.9%
Faculty sub total	**8091**	**845**	**1.8%**	**1.8%**
APD Academic Practice Directorate	23	6	0.9%	1.8%
DIR Directorate	36	14	0.3%	0.2%
FAC Facilities	5900	824	4.8%	4.2%
FIN Finance Department	707	184	2.5%	3.2%
HRS Human Resources	550.2	140	3.2%	2.2%
ITS IT Services	1392	282	3.1%	2.6%
RBI Research Business & Innovation	538	149	2.5%	3.0%
SAS Student and Academic Services	3996	1137	3.8%	3.6%
SCM Strategic Communications and Marketing	533	129	3.0%	1.9%
SFS Future Students	611	207	2.5%	2.7%
SPO Strategic Programmes Office	73	31	1.2%	1.2%
SSS Student Success Services	1415	536	2.9%	2.1%
Services sub total	**15774**	**3639**	**3.3%**	**3.2%**
All services excluding manual staff	12049	3093	3.0%	2.9%
Manual staff only	3725	546	5.0%	5.3%
All Staff	**23865**	**4484**	**2.5%**	**2.5%**

Sickness Absence Rate by Equality Group 2018
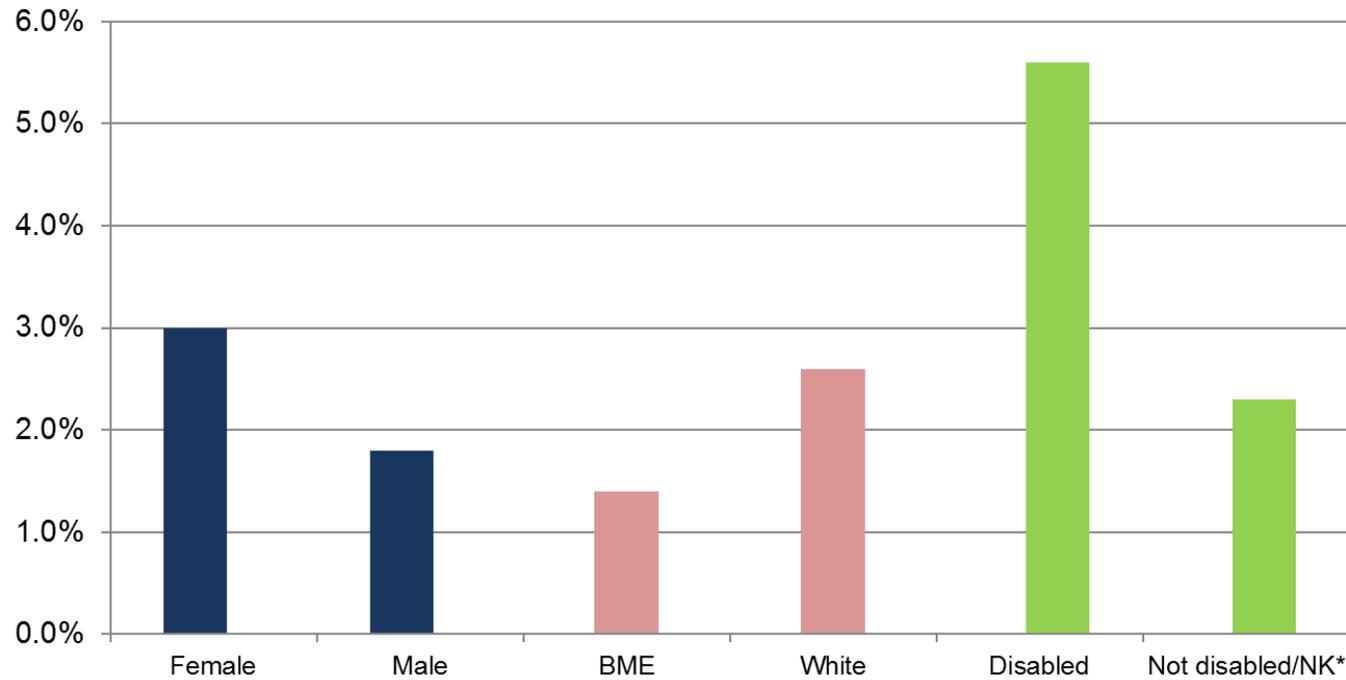
In 2018 the absence percentage rate was higher for female staff, lower for BME staff and higher for disabled staff (NB: data includes disability-related absence – see below).

*NK = not known.

TABLE 26 – SICKNESS ABSENCE RATES BY EQUALITY GROUP

YEAR	ALL	MALE	FEMALE	BME	WHITE	ETHNICITY NOT KNOWN	DISABLED	NOT DISABLED/ NOT KNOWN
2018	2.5%	1.8%	3.0%	1.4%	2.6%	2.4%	5.6%	2.3%
2017	2.5%	1.7%	3.1%	1.8%	2.5%	3.2%	4.1%	2.4%

Data includes disability related sickness absence. In 2018, 53 staff reported disability related sickness absence, amounting to 647 days and 114 incidents, compared to 30 staff in 2017 with 76 days and 46 incidents.

Sickness Reasons 2018
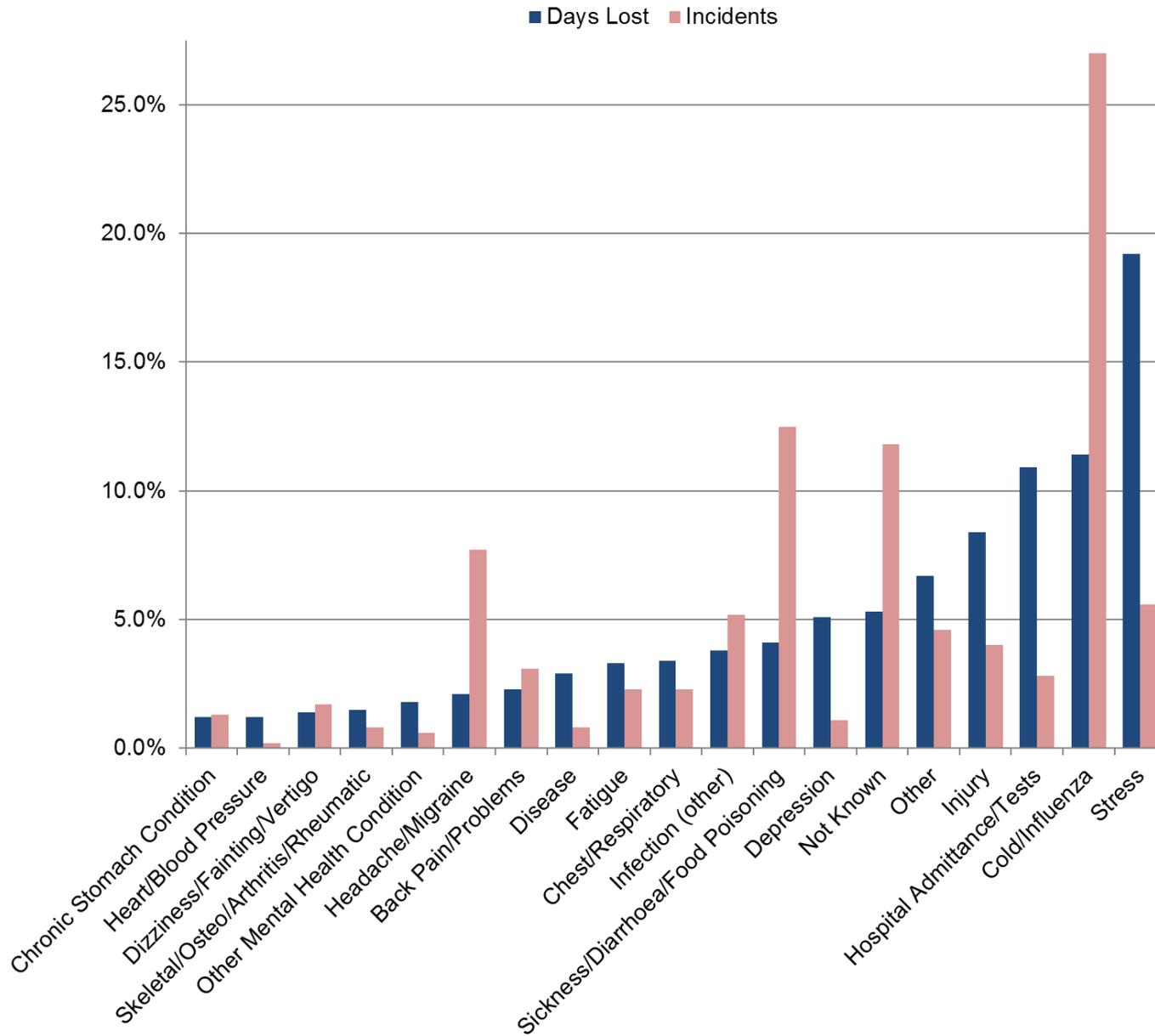
In 2018 the most days lost were due to stress/depression/anxiety/ other mental health condition at 6,362 days (up from 5,251 in 2017).

Cold/flu/virus continues to be the reason with the highest incident rate at 1,209 (up from 1,116 in 2017).

The chart is restricted to reasons with an absence rate of 1% or more; data on all reasons and historical data is available in table 27 on page 41.

TABLE 27 - REASONS FOR SICKNESS ABSENCE

Proportion of days lost

ABSENCE REASON	2018	2017
Stress	19.2%	15.3%
Cold/Influenza	11.4%	11.5%
Hospital Admittance/Tests	10.9%	9.7%
Injury (sprains/strains/bruises/broken bones)	8.4%	7.3%
Other	6.7%	9.5%
Not Known	5.3%	5.8%
Depression	5.1%	5.6%
Sickness/Diarrhoea/Food Poisoning	4.1%	4.0%
Infection (not covered by another category)	3.8%	3.7%
Chest/Respiratory	3.4%	3.0%
Fatigue	3.3%	3.2%
Disease	2.9%	3.7%
Back Pain/Problems	2.3%	4.9%
Headache/Migraine	2.1%	2.1%
Other Mental Health Condition	1.8%	2.0%
Skeletal/Osteo/Arthritis/Rheumatic	1.5%	1.0%
Dizziness/Fainting/Vertigo	1.4%	1.6%
Heart/Blood Pressure	1.2%	Less than 1%
Chronic Stomach Condition	1.2%	Less than 1%
Asthma		1.3%
Allergy		1.0%
Anxiety		
Bereavement		
Blood Disorder		
Dental/Oral		
Diabetes	Less than 1%	
Epilepsy		Less than 1%
Eye Problems		
Gynaecological Related (PMT/Menstrual/Menopause)		
Maternity Related		
Skin Condition		
Thyroid Condition		

Proportion of incidents

ABSENCE REASON	2018	2017
Cold/Flu/Virus	27.0%	25.8%
Sickness/Diarrhoea/Food Poisoning	12.5%	11.9%
Not Known	11.8%	15.8%
Headache/Migraine	7.7%	7.5%
Stress	5.6%	3.6%
Infection (not covered by another category)	5.2%	4.7%
Other	4.6%	5.8%
Injury (sprains/strains/bruises/broken bones)	4.0%	3.3%
Back Pain/Problems	3.1%	3.6%
Hospital Admittance/Tests	2.8%	2.4%
Chest/Respiratory	2.3%	2.5%
Fatigue	2.3%	2.4%
Dizziness/Fainting/Vertigo	1.7%	1.8%
Chronic Stomach Condition	1.3%	Less than 1%
Depression	1.1%	1.4%
Dental/Oral	1.1%	1.3%
Other Mental Health Condition		0.7%
Allergy		
Anxiety		
Asthma		
Bereavement		
Blood Disorder		
Diabetes		
Disease		
Epilepsy	Less than 1%	Less than 1%
Eye Problems		
Gynaecological Related (PMT/Menstrual/Menopause)		
Heart/Blood Pressure		
Maternity Related		
Skeletal/Osteo/Arthritis/Rheumatic		
Skin Condition		
Thyroid Condition		

Section 7 – Employee Assistance

Use of EAP Services
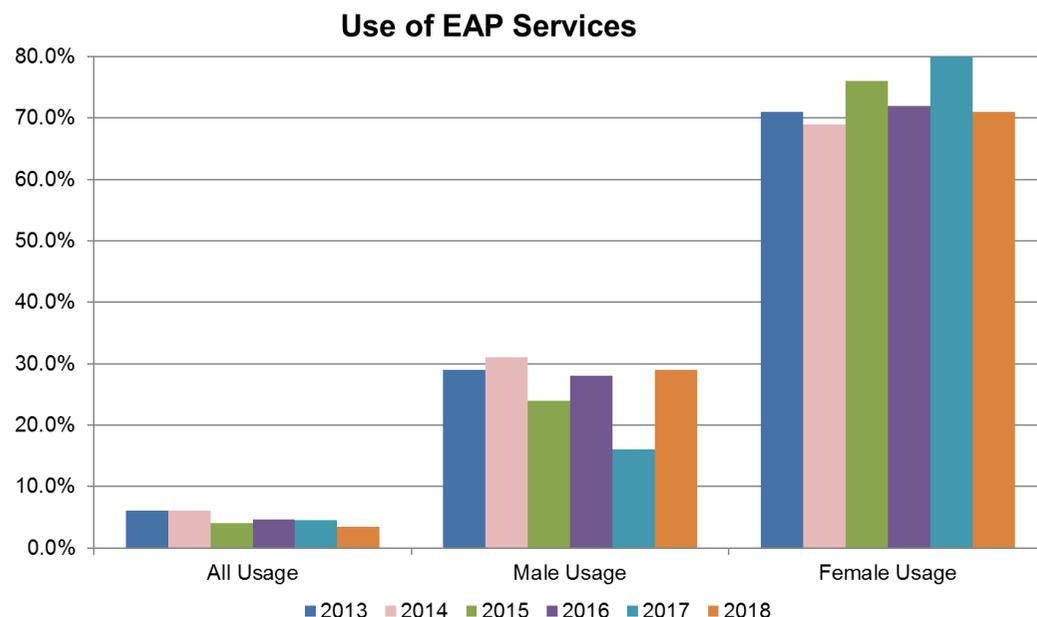
The number of staff accessing the services of the Employee Assistance Programme reduced in 2018. The UWE workforce is 59% female and 41% male, therefore the data shows that a higher proportion of female staff use the service compared to male staff, though male staff usage increased in 2018.

TABLE 28 – USE OF EAP SERVICES

TYPE	2018			2017			2016		
	HEADS	**MALE**	**FEMALE**	**HEADS**	**MALE**	**FEMALE**	**HEADS**	**MALE**	**FEMALE**
Legal helpline	45			41			49		
Telephone counselling helpline	96			134			120		
TOTAL HELPLINE USAGE	**141**	**29%**	**71%**	**175**	**16%**	**84%**	**169**	**28%**	**72%**
Referrals for structured counselling	55			68			59		

Data relates to the period October to September.

Section 8 – Benchmark Performance Indicators

This table shows the University's performance against HE benchmarking data obtained through the DLA Piper Benchmark survey. The survey report publishes data for the previous year and is based on the DLA Piper Benchmark survey data definitions so values will be different from those for the same metric and year shown elsewhere in the report.

Category	DLA Piper Benchmark data			UWE performance					
	HEI average	HEI upper quartile (UQ)	Public sector average	Year of survey publication			Target		
				2016	2017	2018	2020	2021	Long term
HR staff: all employees	1:73	1:79	1:76	1:61	1:62	1:60	HEI average		
HR staff cost per employee	£578	£676	£561	£575	£572	£589	HEI average		
Staff costs as % of total UWE costs				60%	61%	61%	58%		58%
Female staff in top 5% of earners	34%	42%	36%	42%	42%	44%	46%		50%
BME staff	13%	18%	12%	8.5%	9.5%	10.0%	12%		16%
Disabled staff	5.2%	6.1%	4.5%	6.1%	6.2%	6.0%	7.4%		9%
Staff on temporary/fixed term contracts	19%	25%	16%	23%	24%	25%	-	-	-
Part time staff	31%	36%	32%	39%	40%	42%	-	-	-
Voluntary staff turnover	8.7%	9.7%	8.6%	6.5%	7.1%	7.1%	-	-	-
Grievances (per 1,000 employees)*	3.3	1.1	4.1	1.5	1.0	1.4	HEI Average		
Disciplinaries (per 1,000 employees)*	6.5	3.5	8.7	2.5	1.4	3.9	HEI Average		
Tribunal applications (per 1,000 employees)*	0.8	0.3	1.4	0	0	0.5	HEI LQ		
Sickness: days off per employee*	5.9	5.0	7.3	8.2	8	7.7	HEI LQ		
Sickness: % of working days lost*	2.4%	2.0%	3.0%	3.2%	3.1%	2.9%	HEI LQ		
Staff recommending UWE as a place to work				-	75%	-	77%		80%
Staff feeling valued/recognised for their work				-	61%	-	75%		80%
Staff feeling proud to work for UWE				-	79%	-	80%		80%

* Values in HEI upper quarter (UQ) column are lower quartile values for these categories.