



The University of
Nottingham

UNITED KINGDOM • CHINA • MALAYSIA

Annual Diversity Report 2013

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1 Employee Profile Data and Trends

Employee profile figures are based on a 1st June census date. This is the latest point in the academic year when sessional staff remain in post. Figures are given by headcount, unless otherwise stated. Trends in the employee profile are considered over the last three years. All figures relate to headcount rather than FTE unless otherwise stated.

1.1 Gender

The gender balance of the University is fairly even, with the University employing slightly more women than men. Over the last 3 years the University staff numbers have continued to grow steadily whilst maintaining its equally balanced gender distribution.

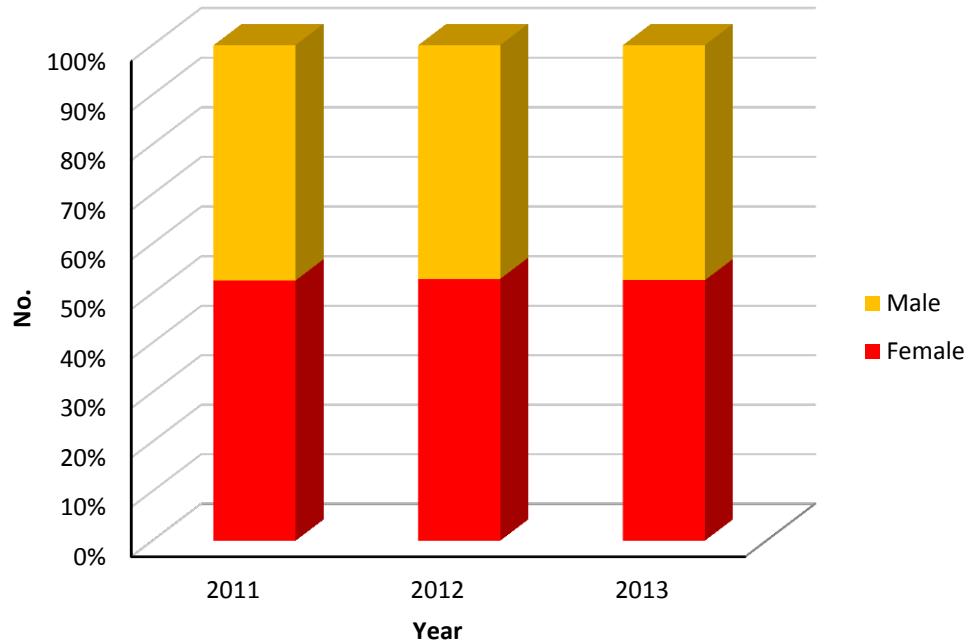


Figure 1.1.1 Employee Profile by Gender

Gender	2011		2012		2013	
	No.	%	No.	%	No.	%
Female	3,754	53%	3,816	53%	3,836	53%
Male	3,383	47%	3,396	47%	3,452	47%
Total	7,137	100%	7,212	100%	7,288	100%

Table 1.1.1 Employee Profile by Gender

1.2 Ethnicity

The ethnicity profile of the University continues to be representative of the Nottingham East Midlands Area (Comparable data taken from the 2011 Census). The University population is largely white (85%) compared with (89%) for the wider Nottingham area. However 3.3% of the university population has an unknown ethnicity.

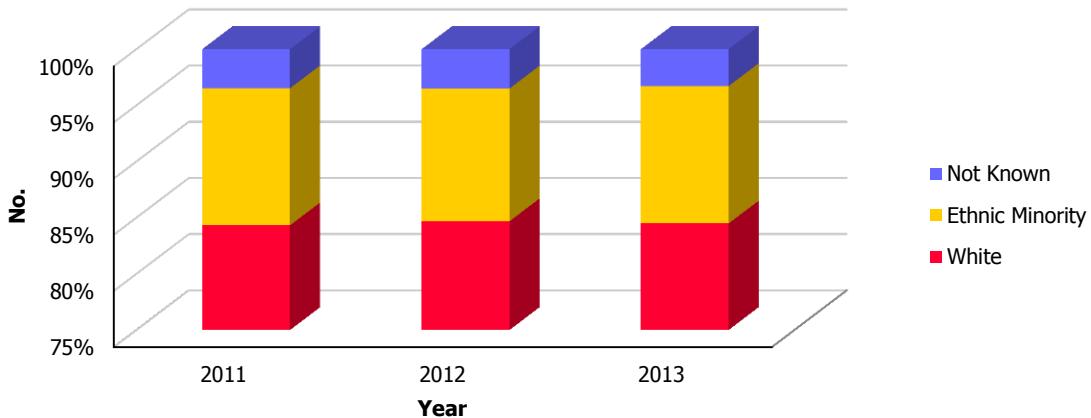


Figure 1.2.1 Employee Profile by Ethnicity

Within the ethnic minority group the university population does have a significantly higher representation of Chinese, Chinese British (27%) compared with a local comparative population of (7%) This is likely to be due to the international presence of the University in the Chinese Asia region. All other Ethnic groups remain comparable with the local area; however the number of staff identifying as Other or Mixed ethnicities are slightly lower than their local comparator.

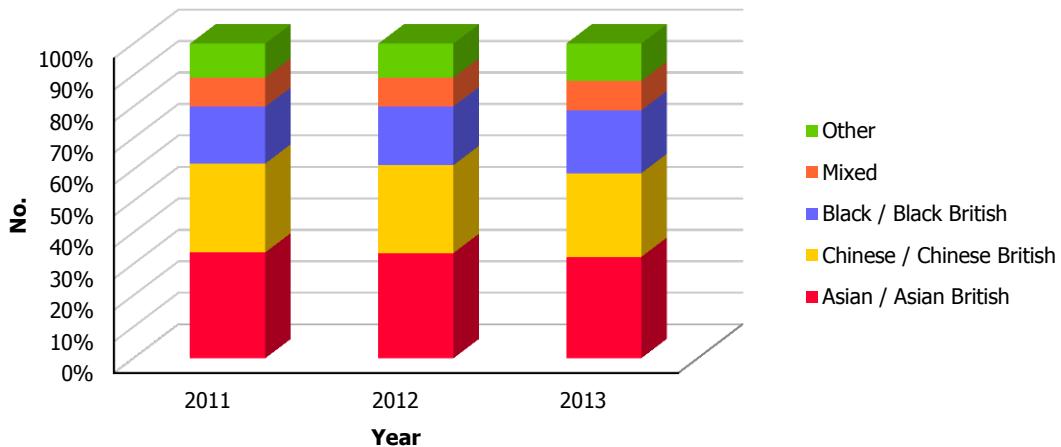


Figure 1.2.2 Employee Profile by Ethnic Minority

Ethnicity	2011		2012		2013	
	No.	%	No.	%	No.	%
Asian / Asian British	293	34%	285	33%	287	32%
Chinese / Chinese British	246	28%	238	28%	237	27%
Black / Black British	157	18%	159	19%	178	20%
Mixed	81	9%	78	9%	83	9%
Other	94	11%	92	11%	106	12%
Total	871	100%	852	100%	891	100%

Table 1.2.1 Employee Profile by Ethnic Minority

1.3 Disability

Just under 2% of University employees have declared a disability, this has remained approximately constant over the past 3 years but is still some way short of the 2014/2015 target of 4% referenced in the 2010-2015 University plan and will therefore require some focus over the coming years.

The University has shown a slight improvement from 2011 in reducing the 'Not known' category from 6.7 to 5.7%

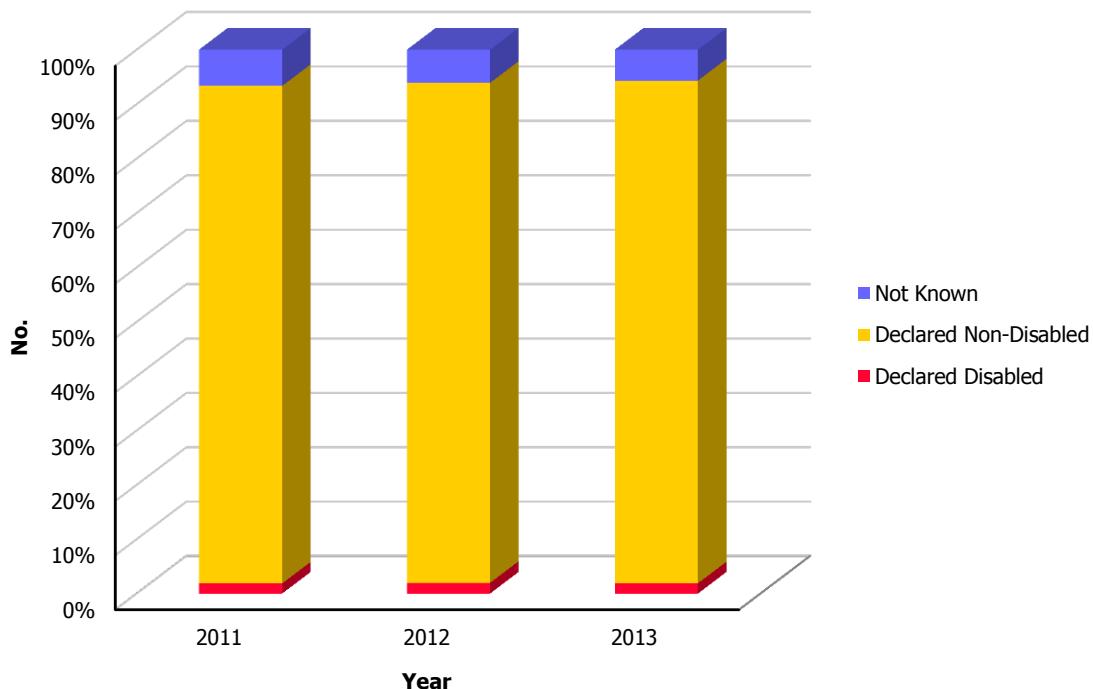


Figure 1.3.1 Employee Profile by Declared Disability

Disability	2011		2012		2013	
	No.	%	No.	%	No.	%
Declared Disabled	132	1.8%	142	2.0%	138	1.9%
Declared Non-Disabled	6,529	91.5%	6,630	91.9%	6,737	92.4%
Not Known	476	6.7%	440	6.1%	413	5.7%
Total	7,137	100%	7,212	100%	7,288	100%

Table 1.3.1 Employee Profile by Declared Disability

1.4 Age

The age profile of University employees continues to show a good balanced distribution compared to the working population of the local area. As you would expect in an academic environment the 16-24 age group is underrepresented due to the complexity of the work performed by the institution, though small increases in this population have been seen following the introduction of the University's apprenticeship scheme. The proportion of under representation in this area is equally distributed throughout the other age groups. The removal of the default retirement age in 2011 has increased, and is likely to continue to increase, the 65 and over category compared to previous years.

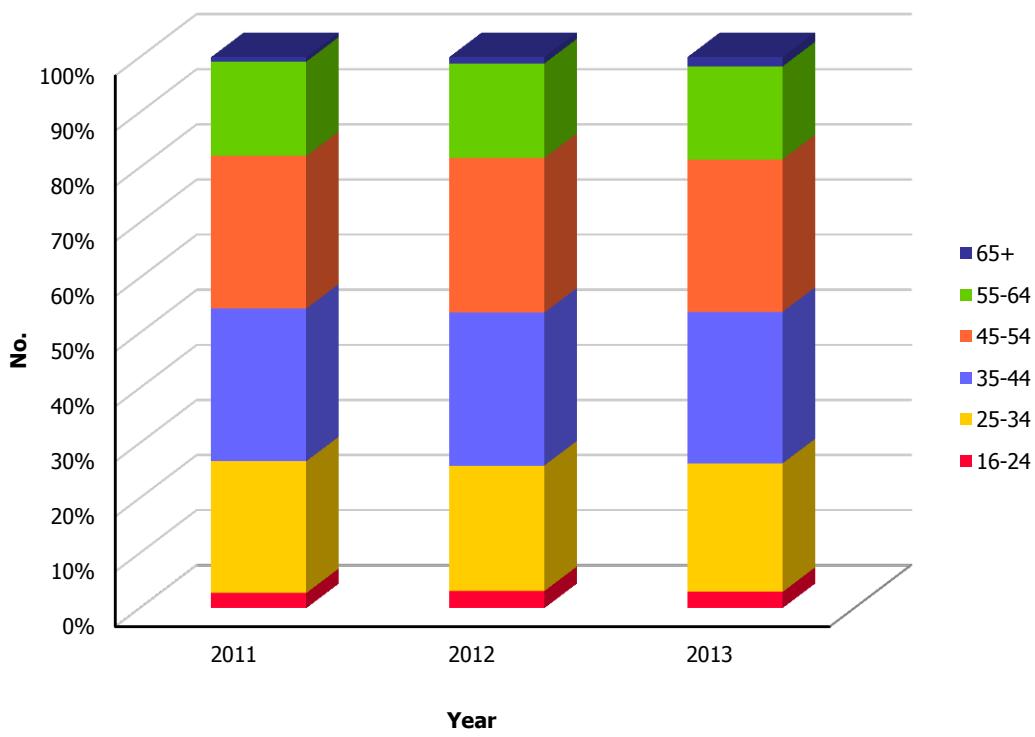


Figure 1.4.1 Employee Profile by Age

Age	2011		2012		2013	
	FTE	%	FTE	%	FTE	%
16-24	141	2%	156	2%	162	3%
25-34	1,537	25%	1,472	23%	1,509	24%
35-44	1,743	28%	1,773	28%	1,775	28%
45-54	1,720	28%	1,771	28%	1,779	28%
55-64	1,033	17%	1,048	17%	1,054	17%
65+	27	0%	45	1%	75	1%
Total	6,201	100%	6,265	100%	6,353	100%

Table 1.4.1 Employee Profile by Age

1.5 Mode of Employment – Full-time/Part-time

The University recognises the needs of staff to balance their work commitments with that of family, parental and other responsibilities. In order to remain competitive in the employment market place the university has adopted a number of family-friendly policies that enable a more flexible way of working for both the employer and employee to ensure it can maximise the contribution from its workforce. As a result of this commitment 29% of University's workforce work part-time hours. This has remained consistent over the last 3 years.

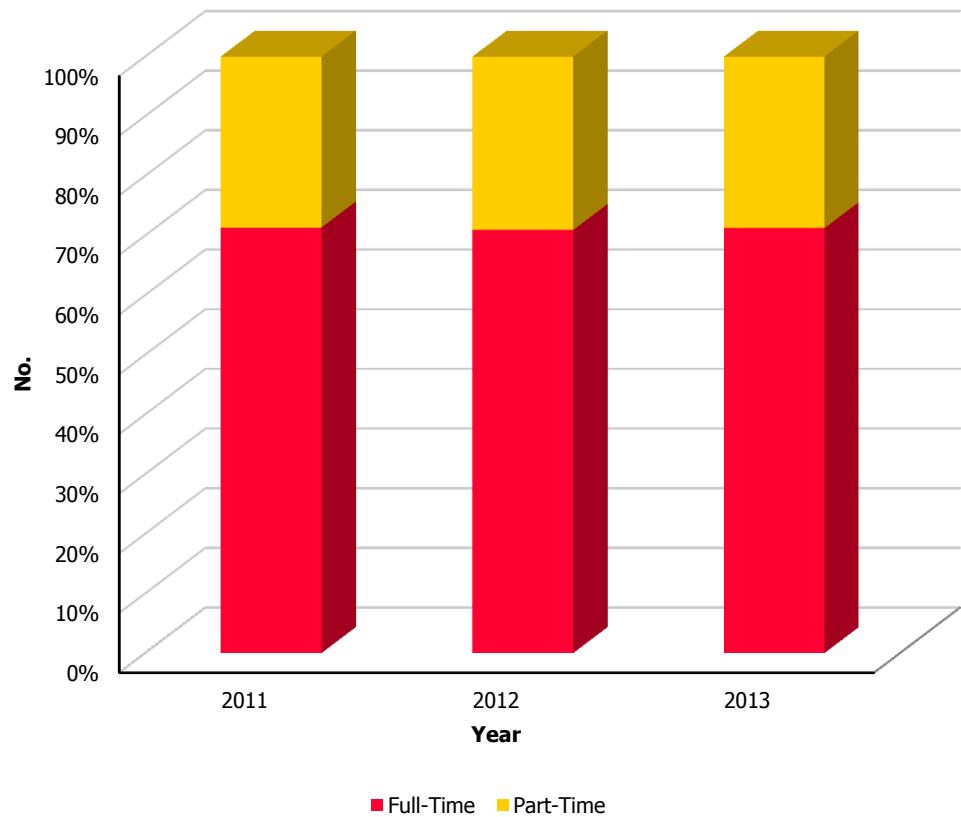


Figure 1.5.1 Employee Profile by Mode of Employment

Mode of Employment	2011		2012		2013	
	No.	%	No.	%	No.	%
Full-Time	5,091	71%	5,114	71%	5,191	71%
Part-Time	2,046	29%	2,098	29%	2,097	29%
Total	7,137	100%	7,212	100%	7,288	100%

Table 1.5.1 Employee Profile by Mode of Employment

Gender and Mode of Employment

Although flexible working arrangements are available to both male and female employees, as with the majority of employers, flexible working arrangements are requested and worked in the main by female employees (42% part-time). There has been a slight decrease in the proportion of men working part-time, down 1% from 2012 to 14%.

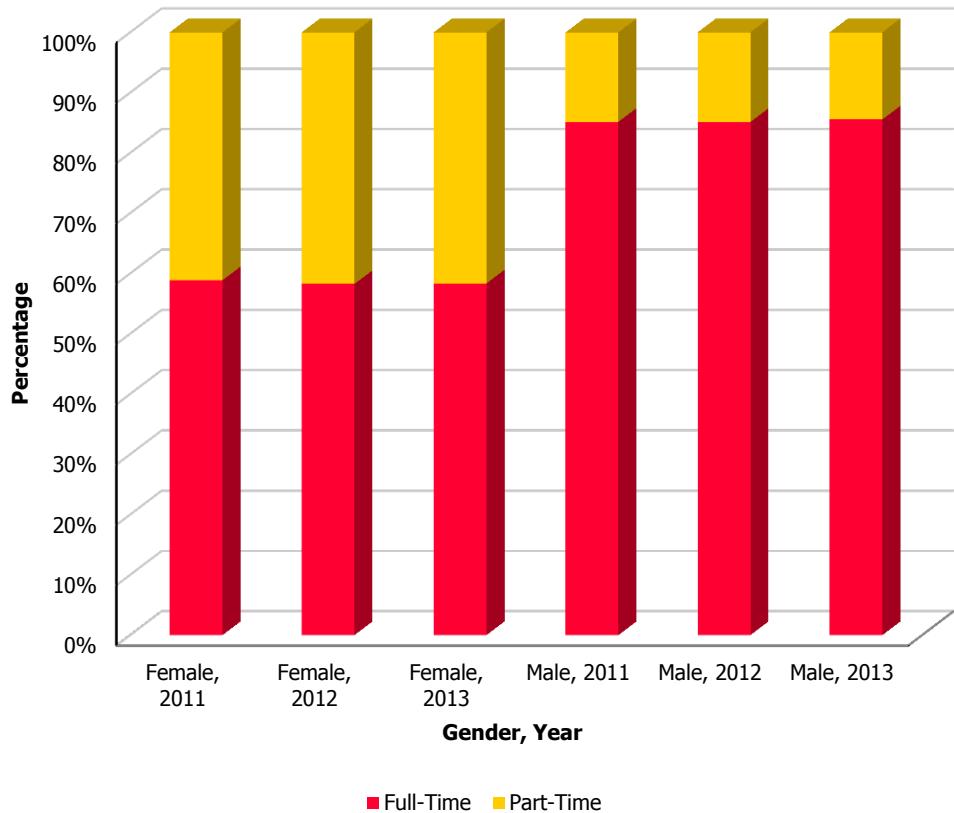


Figure 1.5.2 Employee Profile by Mode of Employment and Gender

Gender	Full-Time		Part-Time		Total	
	No.	%	No.	%		
2011	Female	2,210	59%	1,544	41%	3,754
	Male	2,881	85%	502	15%	3,383
	Total	5,091	71%	2,046	29%	7,137
2012	Female	2,223	58%	1,593	42%	3,816
	Male	2,891	85%	505	15%	3,396
	Total	5,114	71%	2,098	29%	7,212
2013	Female	2,238	58%	1,598	42%	3,836
	Male	2,953	86%	499	14%	3,452
	Total	5,191	71%	2,097	29%	7,288

Table 1.5.2 Employee Profile by Mode of Employment and Gender

Ethnicity and Mode of Employment

Over the three year period, proportionally there has been no change in full-time / part-time working in the minority ethnic employee population as a whole. However, significantly higher proportion of Black/Black British employees continue to work part-time than other ethnic minority groups, reflecting the fact that a higher proportion of Black/Black British staff work in Operations and Facilities roles compared with other ethnic minority groups.

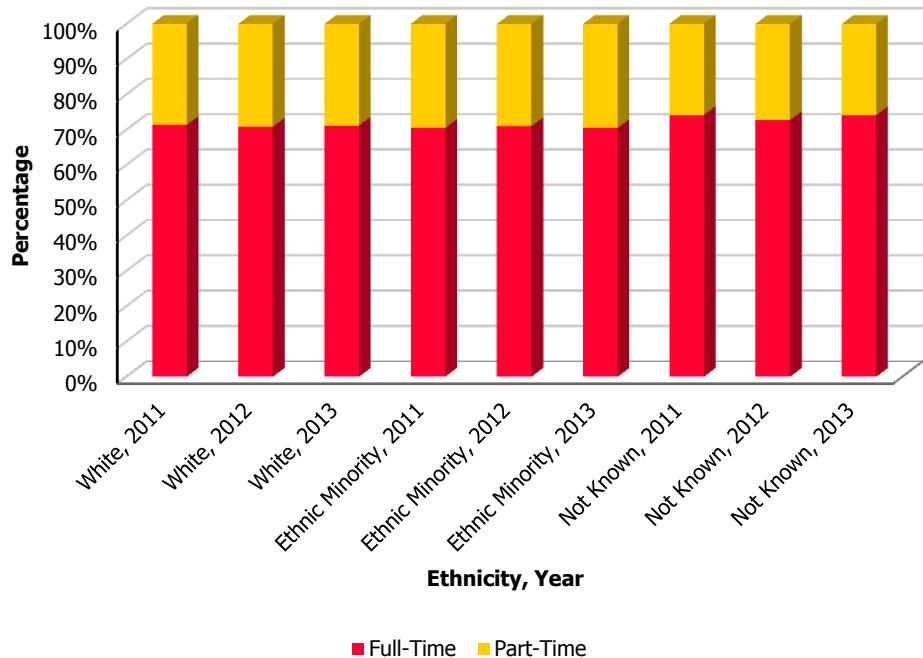


Figure 1.5.3 Employee Profile by Mode of Employment and Ethnicity

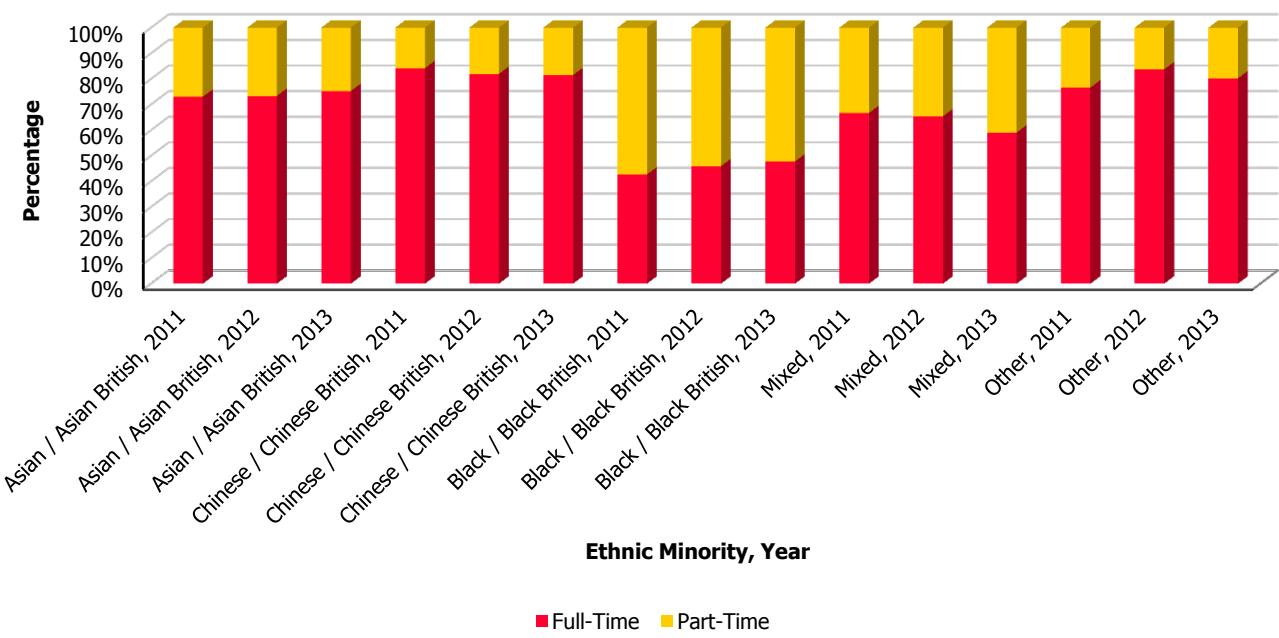


Figure 1.5.4 Employee Profile by Mode of Employment and Ethnic Minority

Year and Ethnicity		Full-Time		Part-Time		Total	
		No.	%	No.	%		
2011	White	White	4,293	71%	1,725	29%	6,018
		Total	4,293	71%	1,725	29%	6,018
	Ethnic Minority	Asian / Asian British	214	73%	79	27%	293
		Chinese / Chinese British	207	84%	39	16%	246
		Black / Black British	67	43%	90	57%	157
		Mixed	54	67%	27	33%	81
		Other	72	77%	22	23%	94
		Total	614	70%	257	30%	871
	Not Known	Not Known	184	74%	64	26%	248
		Total	184	74%	64	26%	248
	Total		5,091	71%	2,046	29%	7,137
2012	White	White	4,325	71%	1,782	29%	6,107
		Total	4,325	71%	1,782	29%	6,107
	Ethnic Minority	Asian / Asian British	209	73%	76	27%	285
		Chinese / Chinese British	195	82%	43	18%	238
		Black / Black British	73	46%	86	54%	159
		Mixed	51	65%	27	35%	78
		Other	77	84%	15	16%	92
		Total	605	71%	247	29%	852
	Not Known	Not Known	184	73%	69	27%	253
		Total	184	73%	69	27%	253
	Total		5,114	71%	2,098	29%	7,212
2013	White	White	4,385	71%	1,772	29%	6,157
		Total	4,385	71%	1,772	29%	6,157
	Ethnic Minority	Asian / Asian British	216	75%	71	25%	287
		Chinese / Chinese British	193	81%	44	19%	237
		Black / Black British	85	48%	93	52%	178
		Mixed	49	59%	34	41%	83
		Other	85	80%	21	20%	106
		Total	628	70%	263	30%	891
	Not Known	Not Known	178	74%	62	26%	240
		Total	178	74%	62	26%	240
	Total		5,191	71%	2,097	29%	7,288

Table 1.5.3 Employee Profile by Mode of Employment and Ethnicity

Disability and Mode of Employment

Proportionally more staff with disabilities work part-time than the overall University working population, although the proportion of staff with disabilities that work part-time has fallen by 3%.

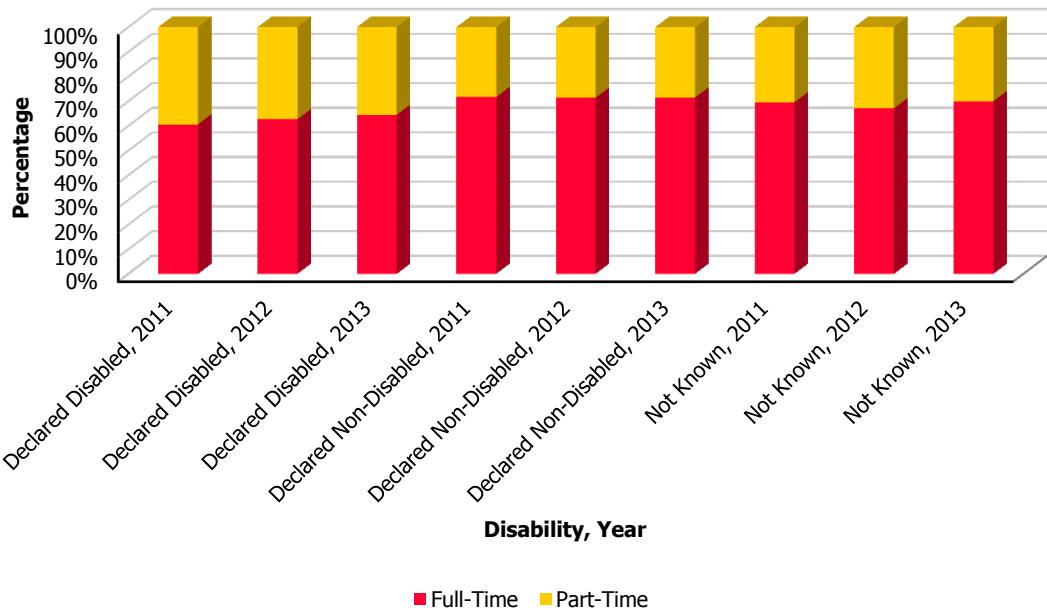


Figure 1.5.5 Employee Profile by Mode of Employment and Declared Disability

Year and Disability	Full-Time		Part-Time		Total	
	No.	%	No.	%		
2011	Declared Disabled	80	61%	52	39%	132
	Declared Non-Disabled	4,680	72%	1,849	28%	6,529
	Not Known	331	70%	145	30%	476
	Total	5,091	71%	2,046	29%	7,137
2012	Declared Disabled	89	63%	53	37%	142
	Declared Non-Disabled	4,730	71%	1,900	29%	6,630
	Not Known	295	67%	145	33%	440
	Total	5,114	71%	2,098	29%	7,212
2013	Declared Disabled	89	64%	49	36%	138
	Declared Non-Disabled	4,813	71%	1,924	29%	6,737
	Not Known	289	70%	124	30%	413
	Total	5,191	71%	2,097	29%	7,288

Table 1.5.5 Employee Profile by Mode of Employment and Declared Disability

Age and Mode of Employment

Apart from the highest and lowest age groups 16-24 and 65+ where there are significantly smaller data sets and where part-time work is more prevalent, part-time working is approximately evenly distributed throughout the majority of age groups. The lowest proportion of part-time employees occurs in the 25-34 age bracket at 20% where the majority of staff are starting their careers. The proportion of staff aged over 65 working full-time has increased by 10% since 2011; this is likely due to the removal of the default retirement age.

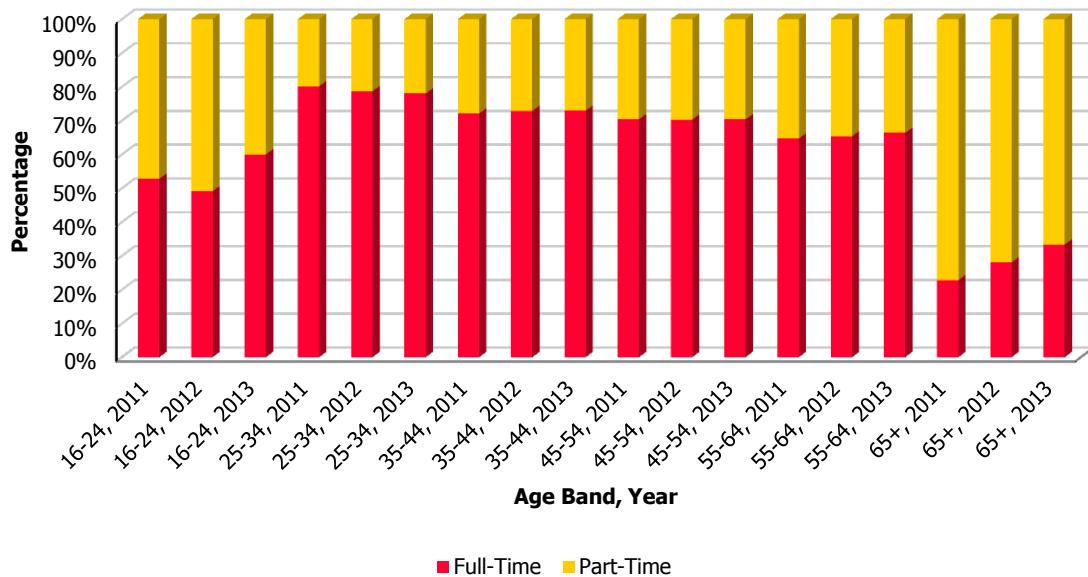


Figure 1.5.6 Employee Profile by Mode of Employment and Age

Year and Age Band	Full-Time		Part-Time		Total	
	No.	%	No.	%		
2011	16-24	104	53%	93	47%	197
	25-34	1,369	80%	339	20%	1,708
	35-44	1,426	72%	553	28%	1,979
	45-54	1,388	70%	585	30%	1,973
	55-64	791	65%	432	35%	1,223
	65+	13	23%	44	77%	57
	Total	5,091	71%	2,046	29%	7,137
2012	16-24	110	49%	114	51%	224
	25-34	1,294	79%	351	21%	1,645
	35-44	1,459	73%	544	27%	2,003
	45-54	1,420	70%	601	30%	2,021
	55-64	808	65%	429	35%	1,237
	65+	23	28%	59	72%	82
	Total	5,114	71%	2,098	29%	7,212
2013	16-24	129	60%	86	40%	215
	25-34	1,327	78%	374	22%	1,701
	35-44	1,463	73%	544	27%	2,007
	45-54	1,417	70%	598	30%	2,015
	55-64	814	66%	413	34%	1,227
	65+	41	33%	82	67%	123
	Total	5,191	71%	2,097	29%	7,288

Table 1.5.6 Employee Profile by Mode of Employment and Age

1.6 Contract Status

The contract status profile of the University shows that the proportion of permanent/indefinite and fixed-term contracts has remained consistent for the last 3 years at approximately 80% permanent and 20% fixed-term employees.

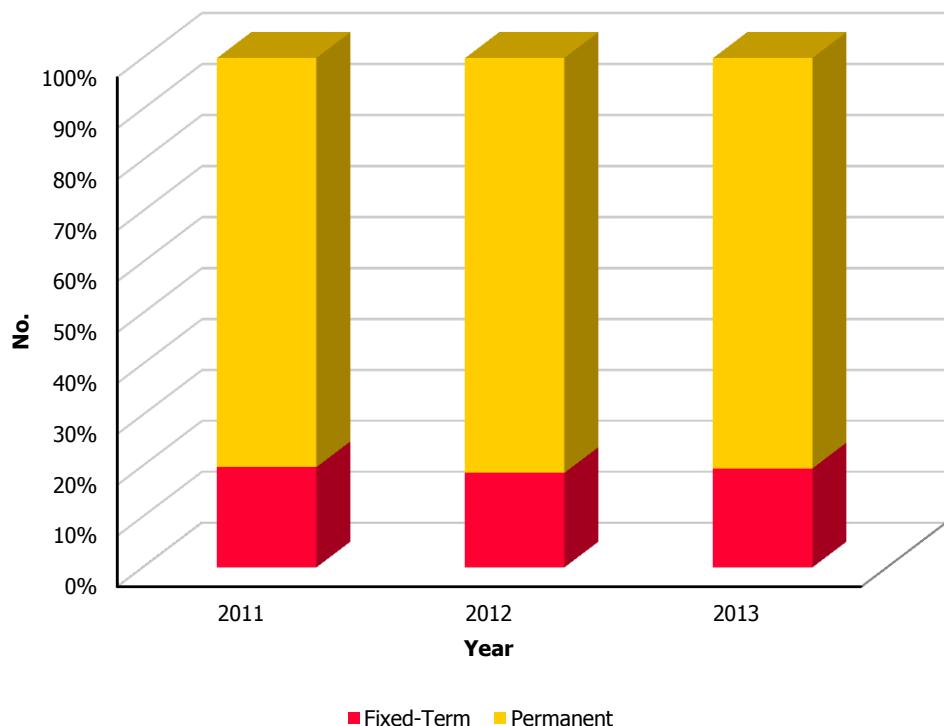


Figure 1.6.1 Employee Profile by Contract Status

Contract Status	2011		2012		2013	
	No.	%	No.	%	No.	%
Fixed-Term	1,407	20%	1,341	19%	1,419	19%
Permanent	5,730	80%	5,871	81%	5,869	81%
Total	7,137	100%	7,212	100%	7,288	100%

Table 1.6.1 Employee Profile by Contract Status

Gender and Contract Status

The gender split of staff on fixed-term contracts is equally distributed and has been for the last 3 years.

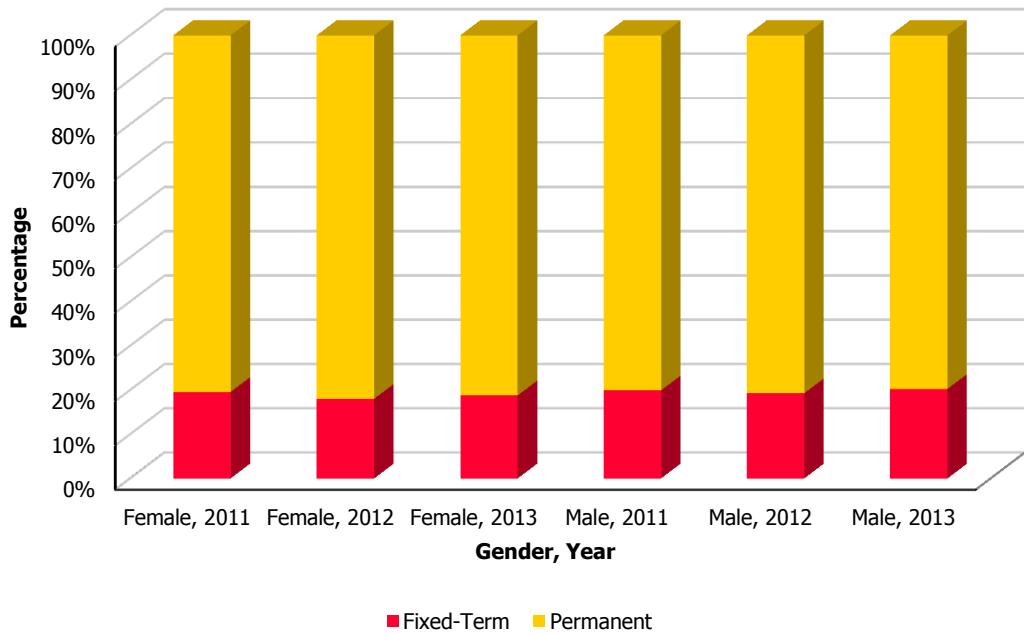


Figure 1.6.2 Employee Profile by Contract Status and Gender

Gender		Fixed-Term		Permanent		Total
		No.	%	No.	%	
2011	Female	734	20%	3,020	80%	3,754
	Male	673	20%	2,710	80%	3,383
	Total	1,407	20%	5,730	80%	7,137
2012	Female	687	18%	3,129	82%	3,816
	Male	654	19%	2,742	81%	3,396
	Total	1,341	19%	5,871	81%	7,212
2013	Female	720	19%	3,116	81%	3,836
	Male	699	20%	2,753	80%	3,452
	Total	1,419	19%	5,869	81%	7,288

Table 1.6.2 Employee Profile by Contract Status and Gender

Ethnicity and Contract Status

A significantly higher proportion of Ethnic Minority / Unknown staff are employed on fixed-term contracts compared to White employees. This reflects the higher use of fixed-term contracts and higher number of employees from ethnic minority groups in research and teaching occupations; see section 1.8.

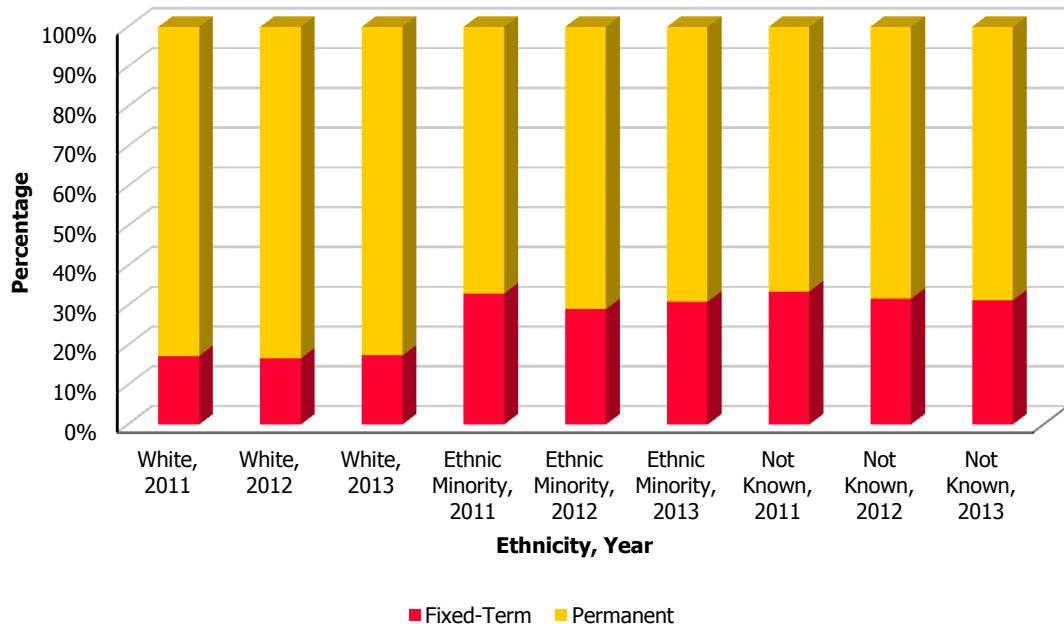


Figure 1.6.3 (a) Employee Profile by Contract Status and Ethnicity

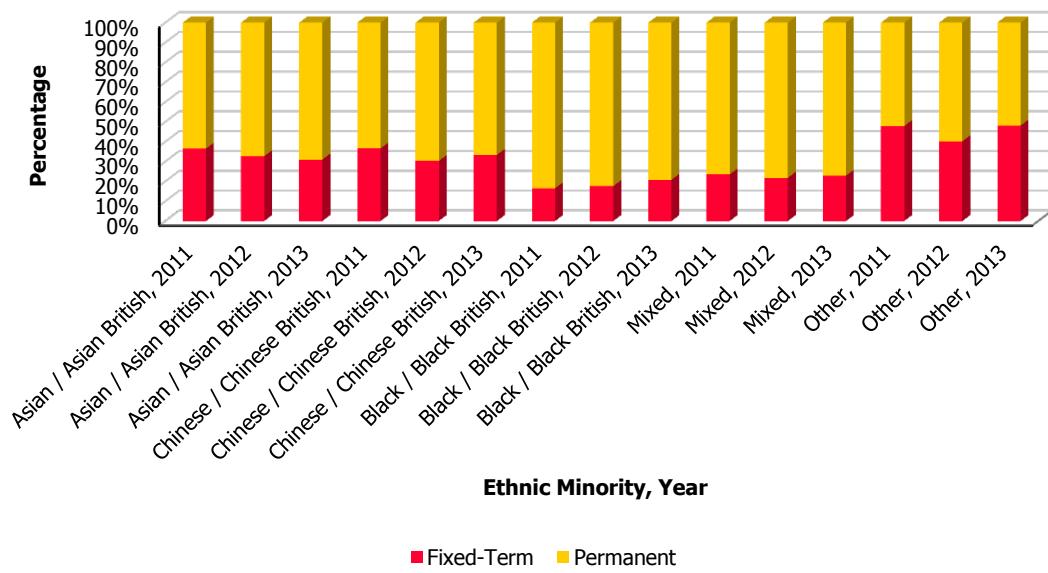


Figure 1.6.3 (b) Employee Profile by Contract Status and Ethnic Minority

Year and Ethnicity		Fixed-Term		Permanent		Total	
		No.	%	No.	%		
2011	White	White	1,037	17%	4,981	83%	6,018
		Total	1,037	17%	4,981	83%	6,018
	Ethnic Minority	Asian / Asian British	107	37%	186	63%	293
		Chinese / Chinese British	90	37%	156	63%	246
		Black / Black British	26	17%	131	83%	157
		Mixed	19	23%	62	77%	81
		Other	45	48%	49	52%	94
		Total	287	33%	584	67%	871
	Not Known	Not Known	83	33%	165	67%	248
		Total	83	33%	165	67%	248
	Total		1,407	20%	5,730	80%	7,137
2012	White	White	1,014	17%	5,093	83%	6,107
		Total	1,014	17%	5,093	83%	6,107
	Ethnic Minority	Asian / Asian British	93	33%	192	67%	285
		Chinese / Chinese British	72	30%	166	70%	238
		Black / Black British	28	18%	131	82%	159
		Mixed	17	22%	61	78%	78
		Other	37	40%	55	60%	92
		Total	247	29%	605	71%	852
	Not Known	Not Known	80	32%	173	68%	253
		Total	80	32%	173	68%	253
	Total		1,341	19%	5,871	81%	7,212
2013	White	White	1,069	17%	5,088	83%	6,157
		Total	1,069	17%	5,088	83%	6,157
	Ethnic Minority	Asian / Asian British	89	31%	198	69%	287
		Chinese / Chinese British	79	33%	158	67%	237
		Black / Black British	37	21%	141	79%	178
		Mixed	19	23%	64	77%	83
		Other	51	48%	55	52%	106
		Total	275	31%	616	69%	891
	Not Known	Not Known	75	31%	165	69%	240
		Total	75	31%	165	69%	240
	Total		1,419	19%	5,869	81%	7,288

Table 1.6.3 Employee Profile by Contract Status and Ethnicity

Disability and Contract Status

The proportion of declared disabled staff working on a fixed-term basis has reduced by 7% since 2011. The proportion of staff who have declared themselves as non-disabled working on a fixed-term basis has remained constant for the past 3 years.

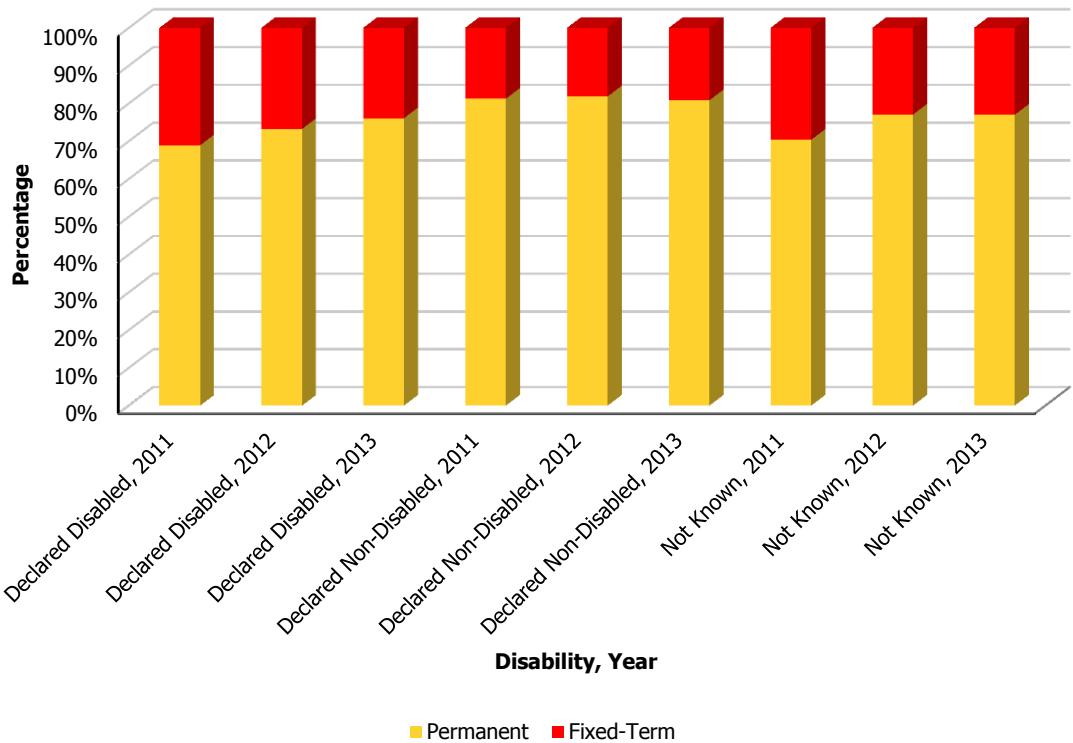


Figure 1.6.4 Employee Profile by Contract Status and Declared Disability

Year and Disability		Fixed-Term		Permanent		Total
		No.	%	No.	%	
2011	Declared Disabled	41	31%	91	69%	132
	Declared Non-Disabled	1,225	19%	5,304	81%	6,529
	Not Known	141	30%	335	70%	476
	Total	1,407	20%	5,730	80%	7,137
2012	Declared Disabled	38	27%	104	73%	142
	Declared Non-Disabled	1,202	18%	5,428	82%	6,630
	Not Known	101	23%	339	77%	440
	Total	1,341	19%	5,871	81%	7,212
2013	Declared Disabled	33	24%	105	76%	138
	Declared Non-Disabled	1,291	19%	5,446	81%	6,737
	Not Known	95	23%	318	77%	413
	Total	1,419	19%	5,869	81%	7,288

Table 1.6.4 Employee Profile by Contract Status and Declared Disability

Age and Contract Status

A higher proportion of employees aged 16-34 (40%, 44%) and over 65 (28%) are employed on a fixed-term basis than other age bands. In the 16-34 age range this higher proportion of fixed-term contracts may be due to this being the age which for many marks the commencement of academic careers, particularly in research-focussed roles, which tend to be funded through short-term grants from Research Councils.

In most age groups the proportion of employees who are employed on a fixed-term basis was consistent over the past three years although the proportion of staff aged over 65 working in fixed-term contracts has decreased by 23%, which likely marks the effects of the removal of the default retirement age.

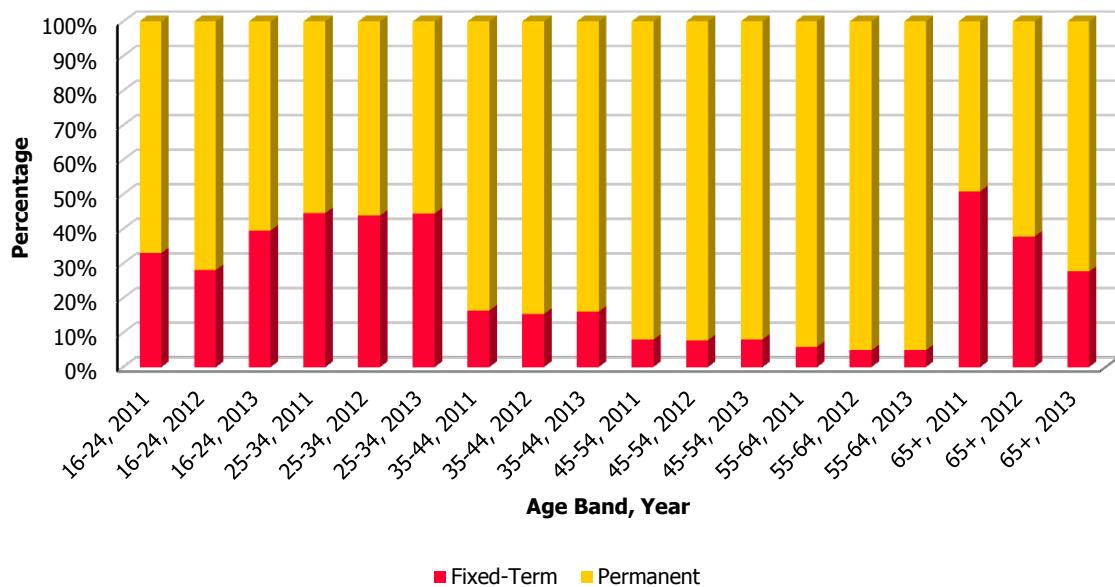


Figure 1.6.5 Employee Profile by Contract Status and Age

Year and Age Band	Fixed-Term		Permanent		Total	
	No.	%	No.	%		
2011	16-24	65	33%	132	67%	197
	25-34	761	45%	947	55%	1,708
	35-44	324	16%	1,655	84%	1,979
	45-54	156	8%	1,817	92%	1,973
	55-64	72	6%	1,151	94%	1,223
	65+	29	51%	28	49%	57
	Total	1,407	20%	5,730	80%	7,137
2012	16-24	63	28%	161	72%	224
	25-34	721	44%	924	56%	1,645
	35-44	308	15%	1,695	85%	2,003
	45-54	158	8%	1,863	92%	2,021
	55-64	60	5%	1,177	95%	1,237
	65+	31	38%	51	62%	82
	Total	1,341	19%	5,871	81%	7,212
2013	16-24	85	40%	130	60%	215
	25-34	756	44%	945	56%	1,701
	35-44	322	16%	1,685	84%	2,007
	45-54	162	8%	1,853	92%	2,015
	55-64	60	5%	1,167	95%	1,227
	65+	34	28%	89	72%	123
	Total	1,419	19%	5,869	81%	7,288

Table 1.6.5 Employee Profile by Contract Status and Age

1.7 Level

In general the number of staff in the organisation has continued to rise slightly, between 2011 and 2013, with the overall grade distribution remaining stable. Growth in the overall number of employees over the three years has been approximately 2.1%. Level 4 has enjoyed the largest increase, 6.4% over the three years, increasing the proportion of staff at level 4 by 1%. Levels 2, 6 and 7 have reduced slightly in numbers.

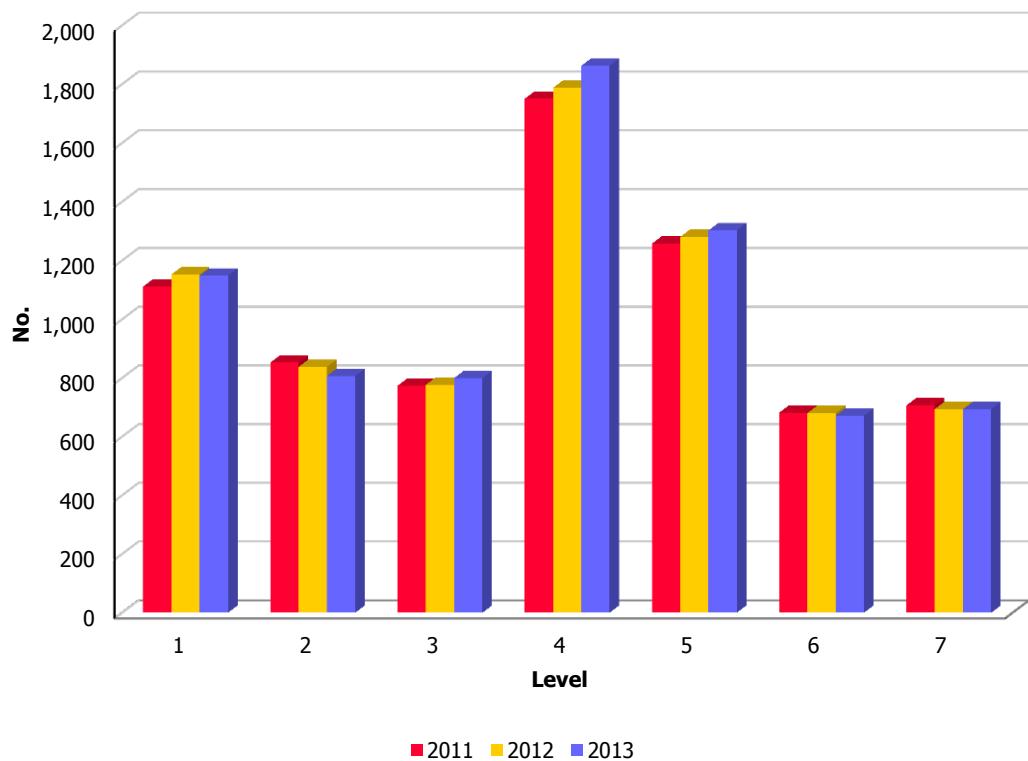


Figure 1.7.1 Employee Profile by Level

Level	2011		2012		2013	
	No.	%	No.	%	No.	%
1	1,112	16%	1,153	16%	1,149	16%
2	853	12%	838	12%	807	11%
3	774	11%	777	11%	800	11%
4	1,751	25%	1,788	25%	1,863	26%
5	1,258	18%	1,281	18%	1,303	18%
6	682	10%	681	9%	672	9%
7	707	10%	694	10%	694	10%
Total	7,137	100%	7,212	100%	7,288	100%

Table 1.7.1 Employee Profile by Level

Gender and Level

The gender profile by level within the organisation continues to show a decrease in the proportion of female employees as the level increases. The University Plan 2010-2015 sets a target of 33% of female staff in senior roles (levels 6 and 7) by 2014/2015. Although year on year since 2009 the proportion of female staff at senior levels has shown small improvements, this is an area where continued focus is required.

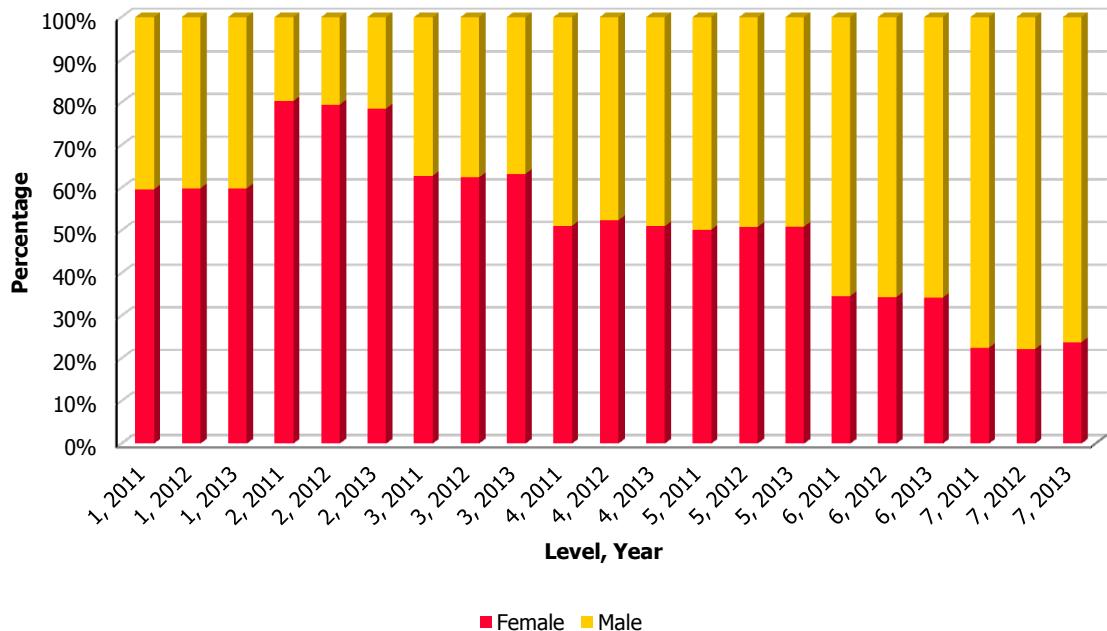


Figure 1.7.2 Employee Profile by Level and Gender

Level	Female		Male		Total	
	No.	%	No.	%		
2011	1	663	60%	449	40%	1,112
	2	685	80%	168	20%	853
	3	486	63%	288	37%	774
	4	894	51%	857	49%	1,751
	5	631	50%	627	50%	1,258
	6	236	35%	446	65%	682
	7	159	22%	548	78%	707
	Total	3,754	53%	3,383	47%	7,137
2012	1	690	60%	463	40%	1,153
	2	666	79%	172	21%	838
	3	485	62%	292	38%	777
	4	936	52%	852	48%	1,788
	5	651	51%	630	49%	1,281
	6	234	34%	447	66%	681
	7	154	22%	540	78%	694
	Total	3,816	53%	3,396	47%	7,212
2013	1	688	60%	461	40%	1,149
	2	634	79%	173	21%	807
	3	506	63%	294	37%	800
	4	950	51%	913	49%	1,863
	5	663	51%	640	49%	1,303
	6	230	34%	442	66%	672
	7	165	24%	529	76%	694
	Total	3,836	53%	3,452	47%	7,288

Table 1.7.2 Employee Profile by Level and Gender

Ethnicity and Level

There continues to be a higher proportion of ethnic minority employees at levels 1 and 4 within the organisation than at other levels. These anomalies are due to a large proportion of employees that identify as Black and Black British in level 1 roles and a large proportion of employees that identify as Chinese / Chinese British in Level 4 roles.

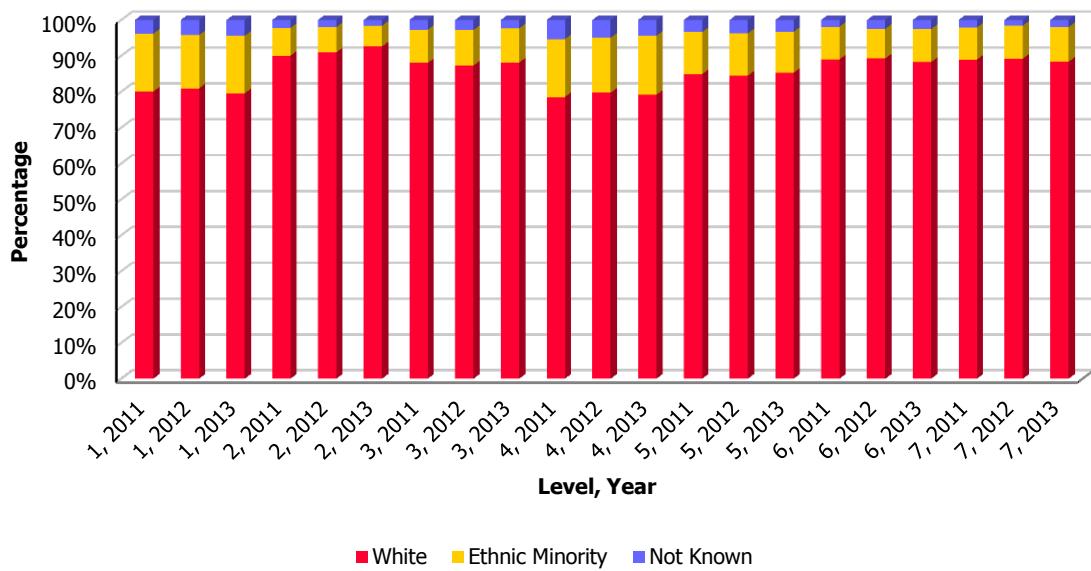


Figure 1.7.3 (a) Employee Profile by Level and Ethnicity

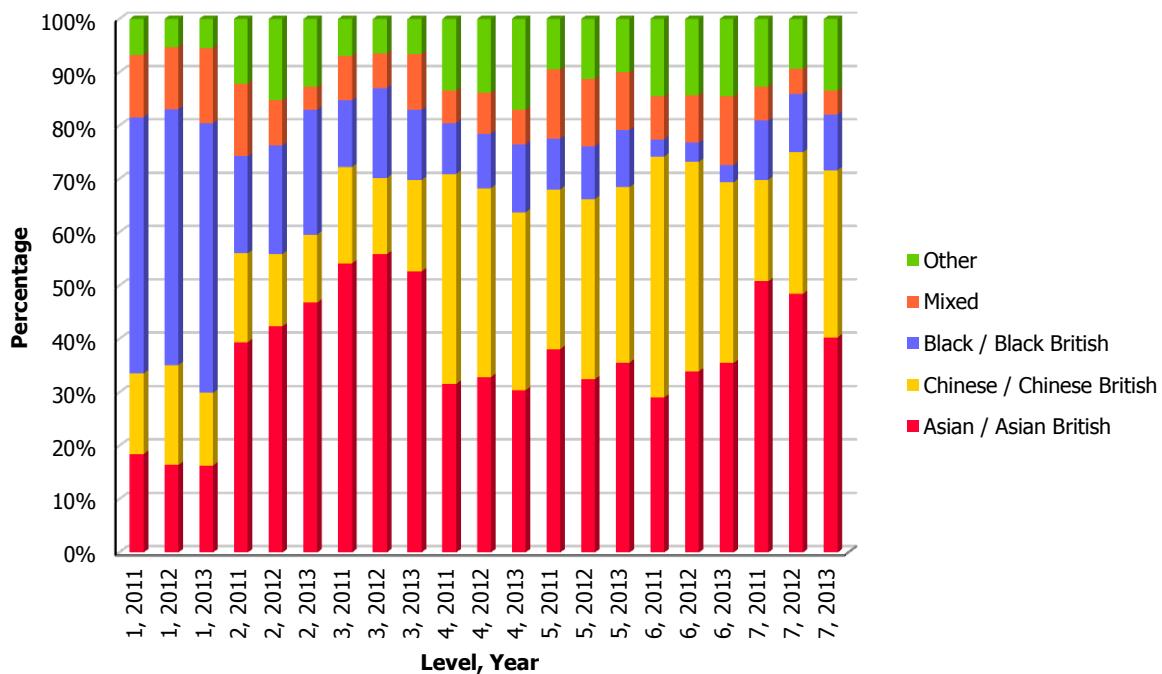


Figure 1.7.3 (b) Employee Profile by Level and Ethnic Minority

Year and Ethnicity			1		2		3		4		5		6		7	
			No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%
2011	White	White	890	15%	768	13%	681	11%	1,375	23%	1,068	18%	607	10%	629	10%
		Total	890	15%	768	13%	681	11%	1,375	23%	1,068	18%	607	10%	629	10%
	Ethnic Minority	Asian / Asian British	33	11%	26	9%	39	13%	89	30%	56	19%	18	6%	32	11%
		Chinese / Chinese British	27	11%	11	4%	13	5%	111	45%	44	18%	28	11%	12	5%
		Black / Black British	86	55%	12	8%	*	6%	27	17%	14	9%	*	1%	*	4%
		Mixed	21	26%	*	11%	*	7%	17	21%	19	23%	*	6%	*	5%
		Other	12	13%	*	9%	*	5%	38	40%	14	15%	*	10%	*	9%
		Total	179	21%	66	8%	72	8%	282	32%	147	17%	62	7%	63	7%
	Not Known	Not Known	43	17%	19	8%	21	8%	94	38%	43	17%	13	5%	15	6%
		Total	43	17%	19	8%	21	8%	94	38%	43	17%	13	5%	15	6%
	Total		1,112	16%	853	12%	774	11%	1,751	25%	1,258	18%	682	10%	707	10%
2012	White	White	933	15%	762	12%	678	11%	1,425	23%	1,082	18%	608	10%	619	10%
		Total	933	15%	762	12%	678	11%	1,425	23%	1,082	18%	608	10%	619	10%
	Ethnic Minority	Asian / Asian British	28	10%	25	9%	43	15%	90	32%	49	17%	19	7%	31	11%
		Chinese / Chinese British	32	13%	*	3%	11	5%	97	41%	51	21%	22	9%	17	7%
		Black / Black British	82	52%	12	8%	13	8%	28	18%	15	9%	*	1%	*	4%
		Mixed	20	26%	*	6%	*	6%	21	27%	19	24%	*	6%	*	4%
		Other	*	10%	*	10%	*	5%	38	41%	17	18%	*	9%	*	7%
		Total	171	20%	59	7%	77	9%	274	32%	151	18%	56	7%	64	8%
	Not Known	Not Known	49	19%	17	7%	22	9%	89	35%	48	19%	17	7%	11	4%
		Total	49	19%	17	7%	22	9%	89	35%	48	19%	17	7%	11	4%
	Total		1,153	16%	838	12%	777	11%	1,788	25%	1,281	18%	681	9%	694	10%
2013	White	White	914	15%	747	12%	705	11%	1,474	24%	1,111	18%	593	10%	613	10%
		Total	914	15%	747	12%	705	11%	1,474	24%	1,111	18%	593	10%	613	10%
	Ethnic Minority	Asian / Asian British	30	10%	22	8%	40	14%	93	32%	53	18%	22	8%	27	9%
		Chinese / Chinese British	25	11%	*	3%	13	5%	102	43%	49	21%	21	9%	21	9%
		Black / Black British	93	52%	11	6%	10	6%	39	22%	16	9%	*	1%	*	4%
		Mixed	26	31%	*	2%	*	10%	20	24%	16	19%	*	10%	*	4%
		Other	10	9%	*	6%	*	5%	52	49%	15	14%	*	8%	*	8%
		Total	184	21%	47	5%	76	9%	306	34%	149	17%	62	7%	67	8%
	Not Known	Not Known	51	21%	13	5%	19	8%	83	35%	43	18%	17	7%	14	6%
		Total	51	21%	13	5%	19	8%	83	35%	43	18%	17	7%	14	6%
	Total		1,149	16%	807	11%	800	11%	1,863	26%	1,303	18%	672	9%	694	10%

Table 1.7.3 Employee Profile by Level and Ethnicity

Disability and Level

Levels 1 and 4 have both the highest proportions of declared disabled staff and the highest proportions of staff for whom disability status is unknown. The proportion of staff with a disability at the higher levels is lower than at the lower levels.

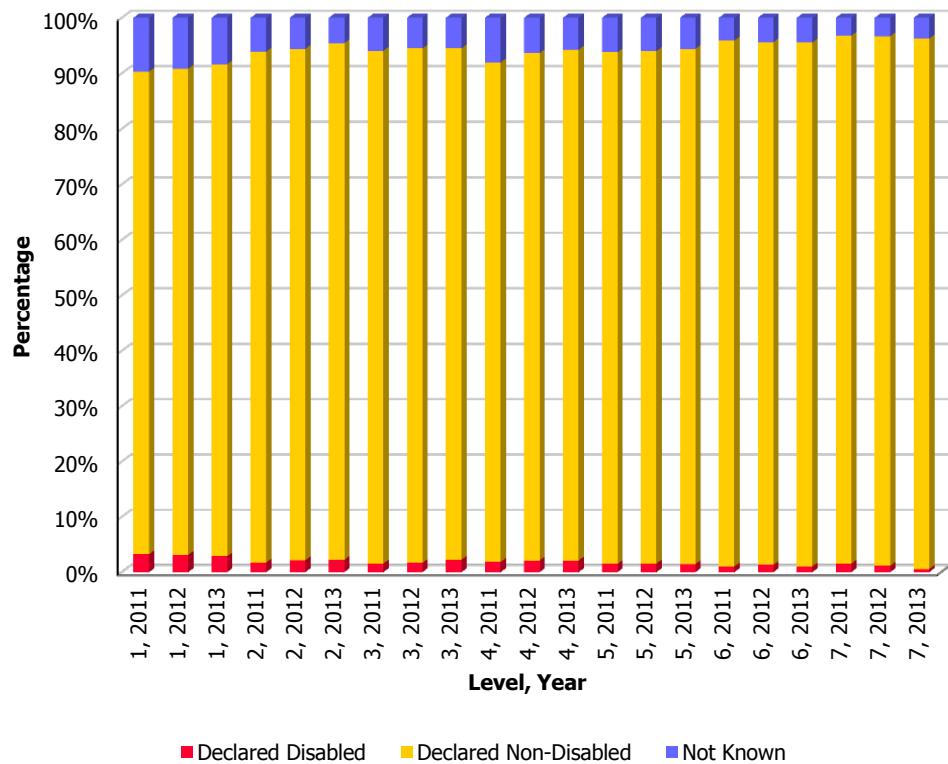


Figure 1.7.4 (a) Employee Profile by Level and Declared Disability

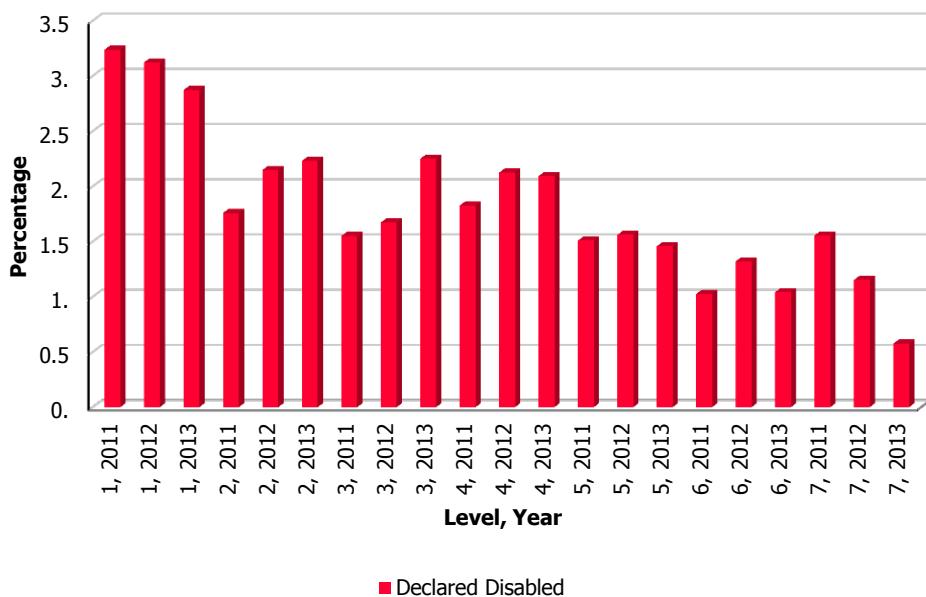


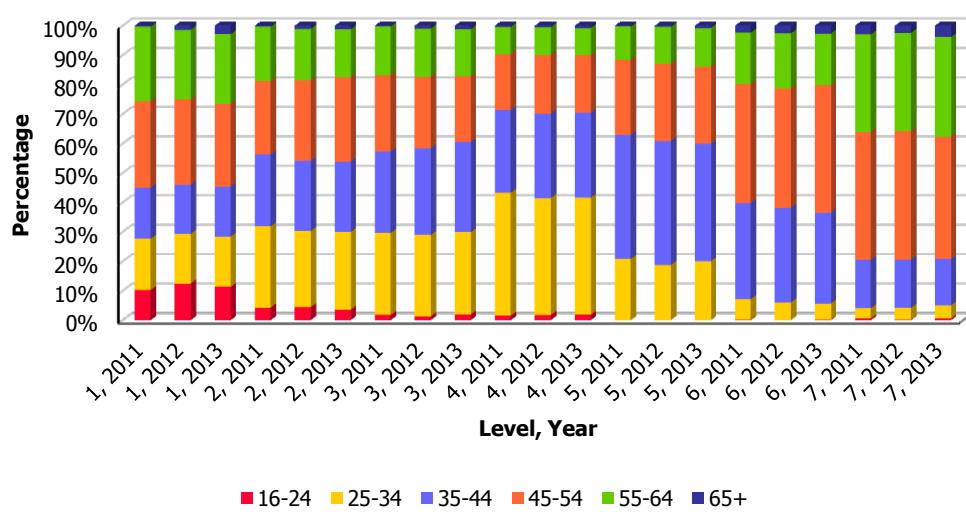
Figure 1.7.4 (b) Employee Profile by Level and Declared Disability

Year and Level	Declared Disabled		Declared Non- Disabled		Not Known		Total	
	No.	%	No.	%	No.	%		
2011	1	36	3.2%	968	87.1%	108	9.7%	1,112
	2	15	1.8%	786	92.1%	52	6.1%	853
	3	12	1.6%	716	92.5%	46	5.9%	774
	4	32	1.8%	1,578	90.1%	141	8.1%	1,751
	5	19	1.5%	1,161	92.3%	78	6.2%	1,258
	6	* ¹	1.0%	647	94.9%	28	4.1%	682
	7	11	1.6%	673	95.2%	23	3.3%	707
	Total	132	1.8%	6,529	91.5%	476	6.7%	7,137
2012	1	36	3.1%	1,011	87.7%	106	9.2%	1,153
	2	18	2.1%	773	92.2%	47	5.6%	838
	3	13	1.7%	721	92.8%	43	5.5%	777
	4	38	2.1%	1,636	91.5%	114	6.4%	1,788
	5	20	1.6%	1,184	92.4%	77	6.0%	1,281
	6	*	1.3%	642	94.3%	30	4.4%	681
	7	*	1.2%	663	95.5%	23	3.3%	694
	Total	142	2.0%	6,630	91.9%	440	6.1%	7,212
2013	1	33	2.9%	1,020	88.8%	96	8.4%	1,149
	2	18	2.2%	752	93.2%	37	4.6%	807
	3	18	2.3%	738	92.3%	44	5.5%	800
	4	39	2.1%	1,717	92.2%	107	5.7%	1,863
	5	19	1.5%	1,211	92.9%	73	5.6%	1,303
	6	*	1.0%	635	94.5%	30	4.5%	672
	7	*	0.6%	664	95.7%	26	3.7%	694
	Total	138	1.9%	6,737	92.4%	413	5.7%	7,288

Table 1.7.4 Employee Profile by Level and Declared Disability

Age and Level

The distribution of staff of different ages within levels is representative of the experience required at more senior roles level 5 and above. Between levels 1 and 4 the distribution of age within each level is more equal. In the main this distribution has remained consistent over the last 3 years.



1.7.5 Employee Profile by Level and Age

¹ An * replaces the number where there are fewer than 10 employees.

Year and Level		16-24	25-34	35-44	45-54	55-64	65+
2011	1	No.	114	193	194	327	280
		%	10%	17%	17%	29%	* ¹
	2	No.	37	235	208	212	158
		%	4%	28%	24%	25%	0%
	3	No.	14	215	214	201	128
		%	2%	28%	28%	26%	0%
	4	No.	27	730	494	332	161
		%	2%	42%	28%	19%	0%
	5	No.	*	262	530	319	143
		%	0%	21%	42%	25%	0%
	6	No.	*	48	223	275	119
		%	0%	7%	33%	40%	16
	7	No.	*	25	116	307	234
		%	1%	4%	16%	43%	21
No.		197	1,708	1,979	1,973	1,223	57
%		3%	24%	28%	28%	17%	1%
2012	1	No.	144	194	192	334	273
		%	12%	17%	17%	29%	16
	2	No.	37	217	199	229	147
		%	4%	26%	24%	27%	*
	3	No.	10	215	229	188	127
		%	1%	28%	29%	24%	1%
	4	No.	32	710	511	357	169
		%	2%	40%	29%	20%	*
	5	No.	*	240	539	335	162
		%	0%	19%	42%	26%	0%
	6	No.	*	41	219	276	127
		%	0%	6%	32%	41%	18
	7	No.	*	28	114	302	232
		%	0%	4%	16%	44%	17
No.		224	1,645	2,003	2,021	1,237	82
%		3%	23%	28%	28%	17%	1%
2013	1	No.	130	196	196	322	272
		%	11%	17%	17%	28%	33
	2	No.	29	213	193	230	132
		%	4%	26%	24%	29%	10
	3	No.	16	223	245	178	128
		%	2%	28%	31%	22%	10
	4	No.	35	740	537	363	173
		%	2%	40%	29%	19%	15
	5	No.		261	519	343	170
		%		20%	40%	26%	10
	6	No.	*	37	208	290	118
		%	0%	6%	31%	43%	18
	7	No.	*	31	109	289	234
		%	1%	4%	16%	42%	27
No.		215	1,701	2,007	2,015	1,227	123
%		3%	23%	28%	28%	17%	2%

Table 1.7.5 Employee Profile by Level and Age

¹ An * replaces the number where there are fewer than 10 employees.

1.8 Occupational Staff Group

The occupational groups for the University are represented as follows:

- APM: Administrative, Professional & Managerial
- C&M: Clinical & Medical-Related
- CCS: Childcare Services
- O&F: Operations & Facilities
- R&T: Research & Teaching
- TS: Technical Services

The occupational groups used are based on the University job families. Where a member of staff is not in one of the job families, they have been allocated to the most appropriate job family grouping or the clinical and medical-related staff group. The largest occupational staff group is research and teaching with 44% of staff, followed by administrative, professional and managerial staff, who constitute 30%. The proportion of staff in operations and facilities roles is 14% and the proportion of staff in clinical and medical-related, childcare services and technical services roles is 3%, 0.38% and 9% of staff respectively. These proportions have remained constant over the past three years.

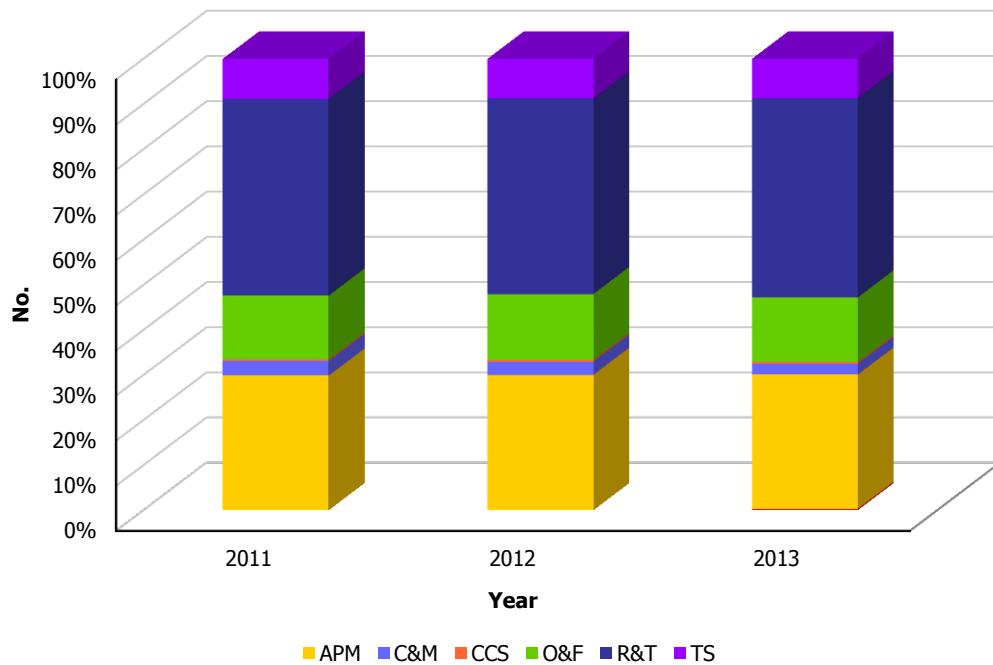


Figure 1.8.1 Employee Profile by Occupational Staff Group

Occupational Staff Group	2011		2012		2013	
	No.	%	No.	%	No.	%
APM	2,132	30%	2,165	30%	2,172	30%
C&M	231	3%	213	3%	173	2%
CCS	26	0%	27	0%	28	0%
O&F	1,010	14%	1,055	15%	1,068	14%
R&T	3,108	44%	3,120	43%	3,213	44%
TS	630	9%	632	9%	634	9%
Total	7,137	100%	7,212	100%	7,288	100%

Table 1.8.1 Employee Profile by Occupational Staff Group

Gender and Occupational Staff Group

Whilst overall the University has an even gender balance, there are clear signs of occupational segregation by gender with women representing over three quarters of administrative, professional and managerial and 100% of childcare services employees. Conversely, 71% of clinical and medical-related staff, 59% of research and teaching staff, and 61% of technical services employees are male. The operations and facilities staff group is the most gender balanced with 51% female and 49% male. The gender balance in all areas has remained consistent year on year over the last 3 years.

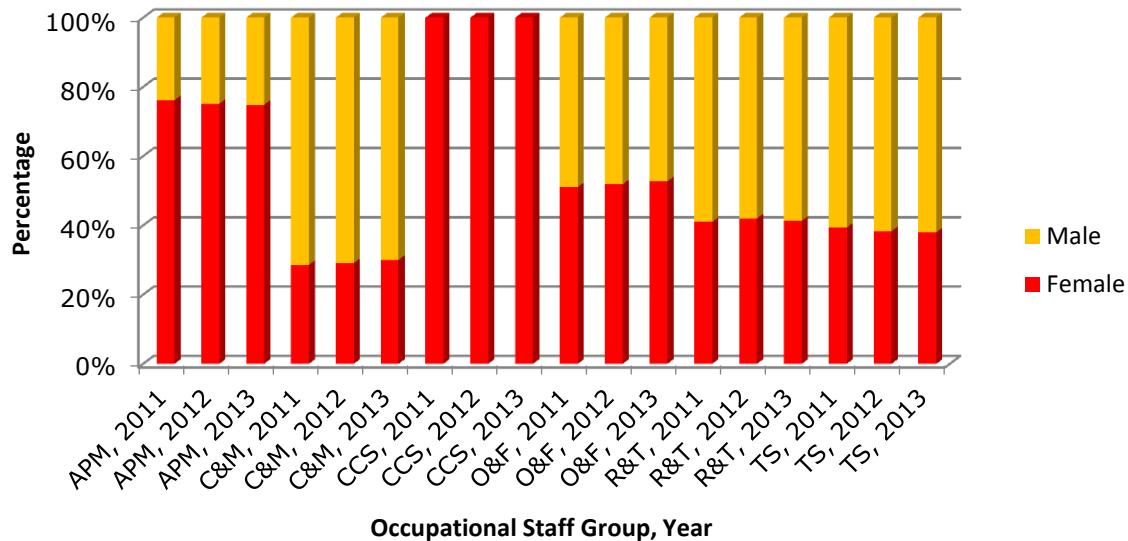


Figure 1.8.2 Employee Profile by Occupational Staff Group and Gender

Occupational Staff Group	Female		Male		Total	
	No.	%	No.	%		
2011	APM	1,624	76%	508	24%	2,132
	C&M	66	29%	165	71%	231
	CCS	26	100%			26
	O&F	516	51%	494	49%	1,010
	R&T	1,274	41%	1,834	59%	3,108
	TS	248	39%	382	61%	630
	Total	3,754	53%	3,383	48%	7,137
2010	APM	1,627	75%	538	25%	2,165
	C&M	62	29%	151	71%	213
	CCS	27	100%			27
	O&F	547	52%	508	48%	1,053
	R&T	1,311	42%	1,809	58%	3,120
	TS	242	38%	390	62%	632
	Total	3,816	53%	3,398	47%	7,212
2011	APM	1,625	75%	547	25%	2,172
	C&M	52	30%	121	70%	173
	CCS	28	100%			28
	O&F	563	52%	505	48%	1,068
	R&T	1,327	41%	1,886	59%	3,213
	TS	241	38%	393	62%	634
	Total	3,843	53%	3,467	48%	7,288

Table 1.8.2 Employee Profile by Occupational Staff Group and Gender

Ethnicity and Occupational Staff Group

There is also evidence of occupational segregation by ethnicity, with a considerably higher proportion of ethnic minority staff in clinical and medical (5% of ethnic minority staff cf 2% of white staff, see table 1.8.3), research and teaching (54% cf 42%) and operations and facilities (19% cf 13%) roles than in administrative, professional and managerial (15% cf 33%) or technical roles (6% cf 9%). In all of the occupational staff groups, the proportion of ethnic minority staff between 2011 and 2013 remains quite consistent.

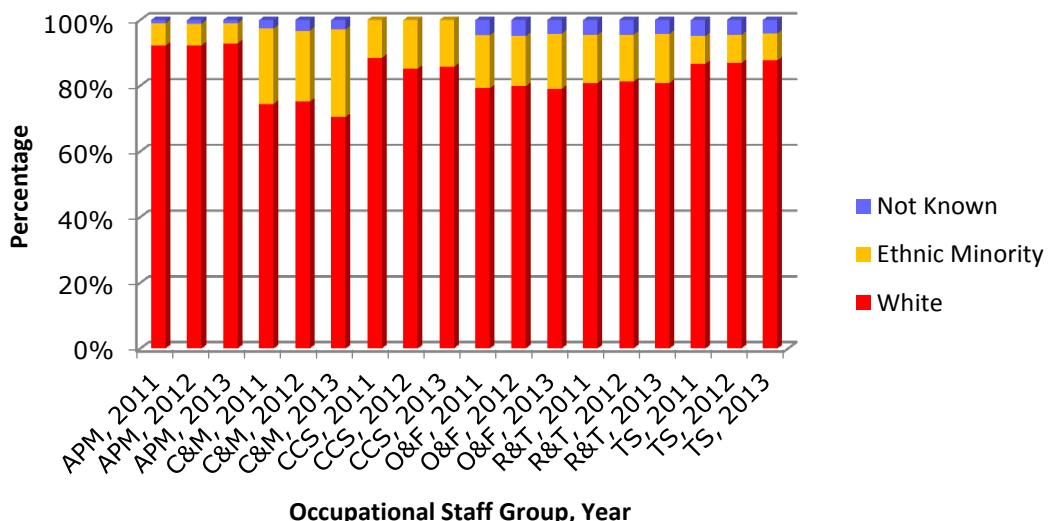


Figure 1.8.3 (a) Employee Profile by Occupational Staff Group and Ethnicity

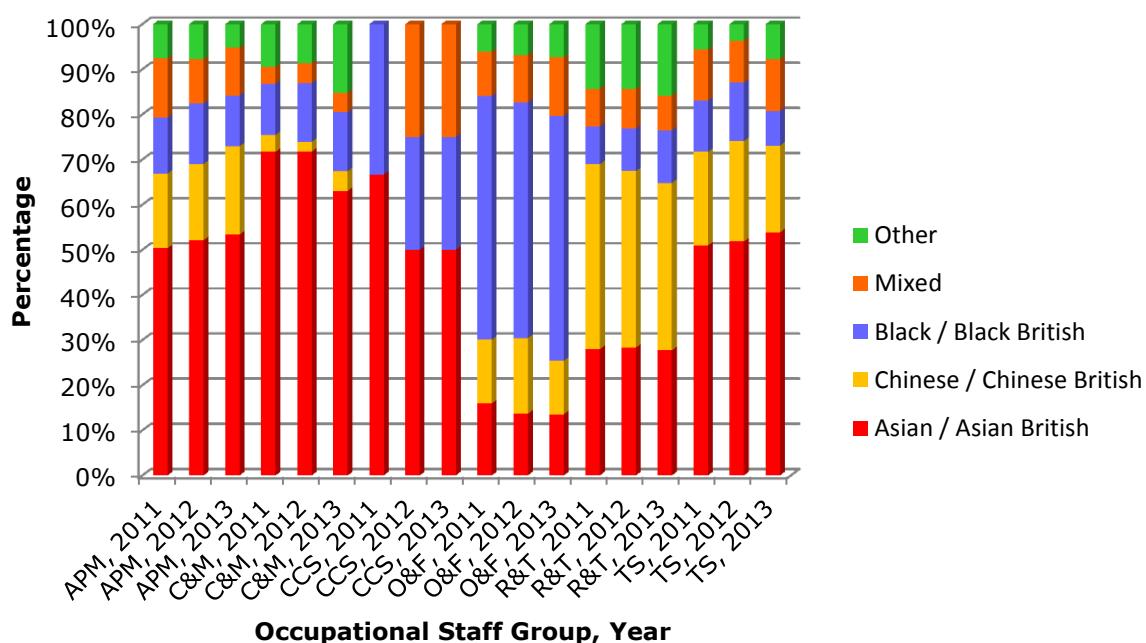


Figure 1.8.3 (b) Employee Profile by Occupational Staff Group and Ethnic Minority

Year and Ethnicity			APM		C&M		CCS		O&F		R&T		TS	
			No.	%	No.	%	No.	%	No.	%	No.	%	No.	%
2011	White	White	1,965	33%	172	3%	23	0%	800	13%	2,512	42%	546	9%
		Total	1,965	33%	172	3%	23	0%	800	13%	2,512	42%	546	9%
	Ethnic Minority	Asian / Asian British	73	25%	38	13%			26	9%	127	43%	27	9%
		Chinese / Chinese British	24	10%	* ¹	1%			23	9%	186	76%	11	4%
		Black / Black British	18	11%	*	4%			88	56%	38	24%	*	4%
		Mixed	19	23%	*	2%			16	20%	38	47%	*	7%
		Other	11	12%	*	5%			10	11%	65	69%	*	3%
		Total	145	17%	53	6%	*	1%	163	19%	454	52%	53	6%
	Not Known	Not Known	22	9%	*	2%			47	19%	142	57%	31	13%
		Total	22	9%	*	2%			47	19%	142	57%	31	13%
		Total	2,132	30%	231	3%	26	0%	1,010	14%	3,108	44%	630	9%
2012	White	White	1,998	33%	160	3%	23	0%	842	14%	2,535	42%	549	9%
		Total	1,998	33%	160	3%	23	0%	842	14%	2,535	42%	549	9%
	Ethnic Minority	Asian / Asian British	74	26%	33	12%			22	8%	126	44%	28	10%
		Chinese / Chinese British	24	10%	*	0%			27	11%	174	73%	12	5%
		Black / Black British	19	12%	*	4%			84	53%	42	26%	*	4%
		Mixed	14	18%	*	3%			17	22%	39	50%	*	6%
		Other	11	12%	*	4%			11	12%	64	70%	*	2%
		Total	142	17%	46	5%	*	1%	161	19%	445	52%	54	6%
	Not Known	Not Known	25	10%	*	3%			52	21%	140	55%	29	11%
		Total	25	10%	*	3%			52	21%	140	55%	29	11%
		Total	2,165	30%	213	3%	27	0%	1,053	15%	3,120	43%	632	9%
2013	White	White	2,018	33%	122	2%	24	0%	840	13%	2,597	42%	556	9%
		Total	2,018	33%	122	2%	24	0%	830	13%	2,597	42%	556	9%
	Ethnic Minority	Asian / Asian British	71	25%	29	10%			24	8%	133	46%	28	10%
		Chinese / Chinese British	26	11%	*	1%			21	8%	178	75%	10	4%
		Black / Black British	15	8%	*	3%			96	53%	56	31%	*	2%
		Mixed	14	17%	*	2%			23	27%	37	45%	*	7%
		Other	*	7%	*	7%			12	11%	76	72%	*	4%
		Total	133	15%	46	5%	*	1%	176	19%	480	54%	52	6%
	Not Known	Not Known	21	9%	*	2%			52	18%	136	57%	26	11%
		Total	21	9%	*	2%			44	18%	136	57%	26	11%
		Total	2,172	30%	173	2%	28	0%	1,068	14%	3,213	44%	634	9%

Table 1.8.3 Employee Profile by Occupational Staff Group and Ethnicity

¹ An * replaces the number where there are fewer than 10 employees.

Disability and Occupational Staff Group

The largest proportion of staff with a declared disability occurs in the operations and facilities, APM, and technical services staff groups at 2.4%, 2.2% and 2.2% respectively. There are no staff with a declared disability in childcare services or clinical and medical roles. The proportion of staff for whom disability status is unknown is highest in the operations and facilities, research and teaching and technical services staff groups, all of which had a high proportion of devolved recruitment practices until the launch of a new recruitment system in December 2013. The proportion of staff who have declared a disability rose between 2011 and 2012, but fell back to 2011 levels in 2013.

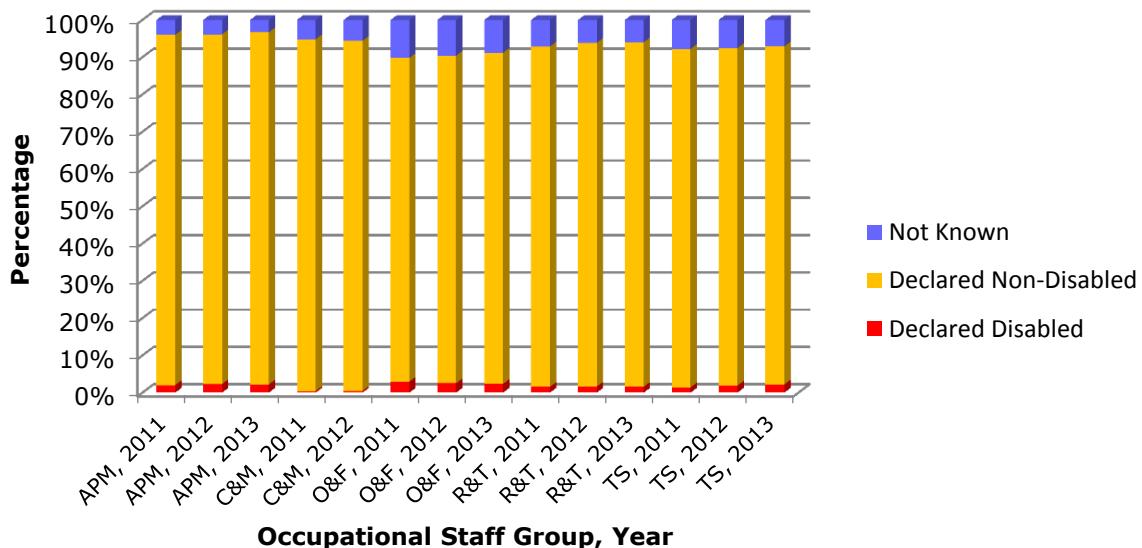


Figure 1.8.4 (a) Employee Profile by Occupational Staff Group and Declared Disability

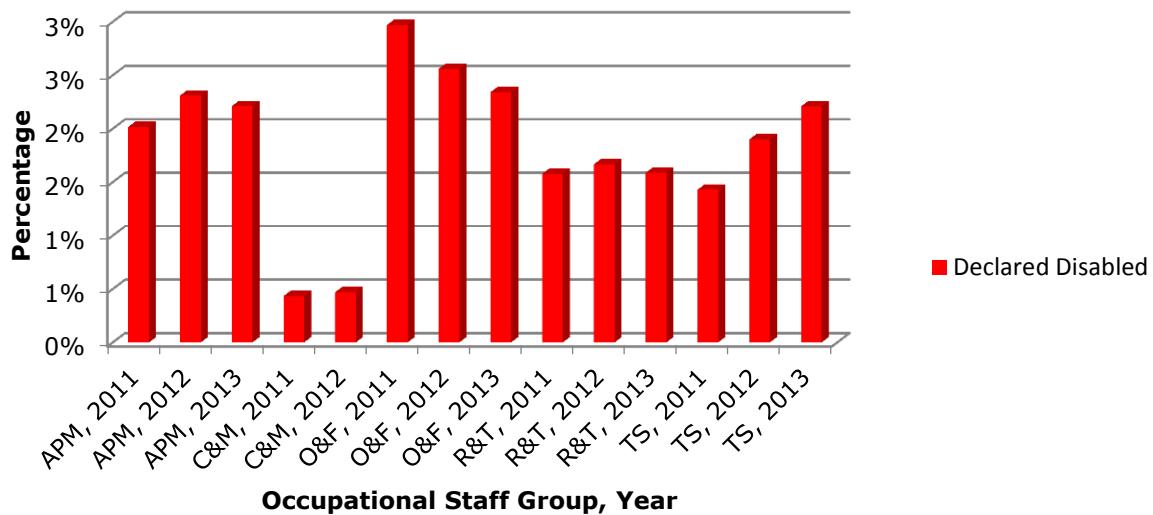


Figure 1.8.4 (b) Employee Profile by Occupational Staff Group and Declared Disability

Year and Occupational Staff Group	Declared Disabled		Declared Non-Disabled		Not Known		
	No.	%	No.	%	No.	%	
2011	APM	43	2.0%	2,003	93.9%	86	4.0%
	C&M	* ¹	0.4%	218	94.4%	12	5.2%
	CCS			23	88.5%	*	11.5%
	O&F	30	3.0%	877	86.8%	103	10.2%
	R&T	49	1.6%	2,836	91.2%	223	7.2%
	TS	*	1.4%	572	90.8%	49	7.8%
	Total	132	1.9%	6,529	91.5%	476	6.7%
2012	APM	50	2.3%	2,031	93.8%	84	3.9%
	C&M	*	0.5%	200	93.9%	12	5.6%
	CCS			24	88.9%	*	11.1%
	O&F	27	2.6%	927	88.0%	101	9.6%
	R&T	52	1.7%	2,876	92.2%	192	6.2%
	TS	12	1.9%	572	90.5%	48	7.6%
	Total	142	2.0%	6,630	91.9%	440	6.1%
2013	APM	48	2.2%	2,052	94.5%	72	3.3%
	C&M			167	96.5%	*	3.5%
	CCS			25	89.3%	*	10.7%
	O&F	25	2.3%	949	89.3%	94	8.3%
	R&T	51	1.6%	2,969	92.4%	193	6.0%
	TS	14	2.2%	575	90.7%	45	7.1%
	Total	138	1.9%	6,737	92.4%	413	5.7%

Table 1.8.4 Employee Profile by Occupational Staff Group and Declared Disability

¹ An * replaces the number where there are fewer than 10 employees.

Age and Occupational Staff Group

The youngest group is in childcare services where the age band with the largest proportion of staff is 25 to 34 and 68% of staff are under 35. The APM, clinical and medical-related, and research and teaching staff groups have the largest proportion of staff in the 35 to 44 age band, with over three quarters of staff aged between 25 and 54. Clinical and medical-related, operations and facilities, and technical services staff groups have the highest proportion of staff in the 45 to 54 age band. In the clinical and medical-related staff group 88% of staff are aged 35 to 64, whereas in technical services the age spread is wider with 21% of staff aged 25 to 34. Childcare services show a general trend into older age groups; this could reflect the fact that they are working towards a graduate workforce. All other occupational staff groups have seen little change in the age profile of their staff.

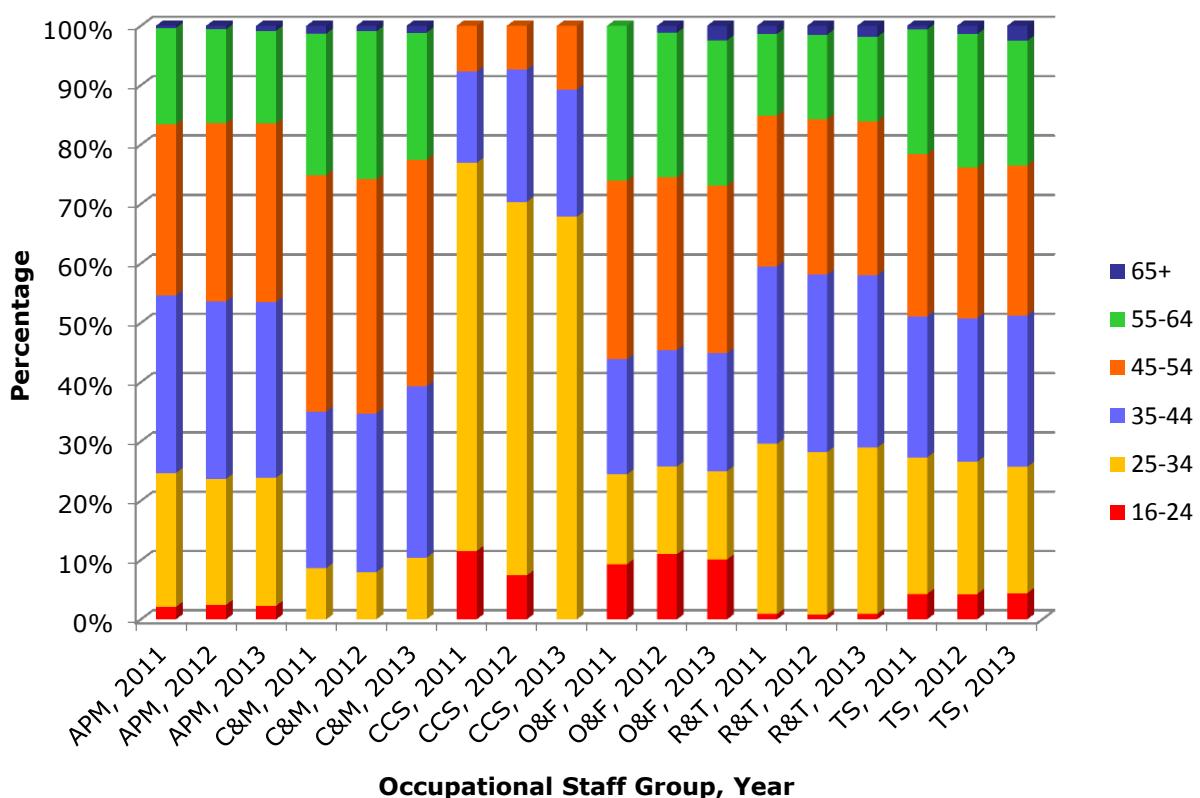


Figure 1.8.5 Employee Profile by Occupational Staff Group and Age

Year and Occupational Staff Group	16-24		25-34		35-44		45-54		55-64		65+		
	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	
2011	APM	45	2%	481	23%	639	30%	613	29%	346	16%	8	0%
	C&M			20	9%	61	26%	92	40%	55	24%	* ¹	1%
	CCS	*	12%	17	65%	*	15%	*	8%				
	O&F	94	9%	153	15%	196	19%	304	30%	263	26%		
	R&T	28	1%	892	29%	929	30%	790	25%	427	14%	42	1%
	TS	27	4%	145	23%	150	24%	172	27%	132	21%	*	1%
2012	Apprentice	*	100%										
	APM	53	2%	460	21%	647	30%	651	30%	341	16%	13	1%
	C&M			17	8%	57	27%	84	39%	53	25%	*	1%

¹ An * replaces the number where there are fewer than 10 employees.

Year and Occupational Staff Group	16-24		25-34		35-44		45-54		55-64		65+	
	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%
2013	CCS	*	7%	17	63%	*	22%	*	7%			
	O&F	114	11%	156	15%	207	20%	307	29%	257	24%	12
	R&T	26	1%	854	27%	933	30%	817	26%	444	14%	46
	TS	27	4%	141	22%	153	24%	160	25%	142	22%	*
	Apprentice	22	100%									
	APM	50	2%	469	22%	644	30%	652	30%	339	16%	18
	C&M			18	10%	50	29%	66	38%	37	21%	*
	CCS			19	68%	*	21%	*	11%			
	O&F	86	8%	159	15%	212	20%	302	29%	261	25%	26
	R&T	29	1%	901	28%	933	29%	832	26%	457	14%	61
	TS	28	4%	135	21%	162	26%	160	25%	133	21%	16

Table 1.8.5 Employee Profile by Occupational Staff Group and Age

1.9 Senior Research and Teaching Posts

There was an increase of women in senior research and teaching positions of 1% from 2011 to 2013. However, the proportion of 28% for 2013 is still some way off the 2014/2015 target of 33% stated in the University Strategic Plan and therefore will require concentrated focus over the coming years.

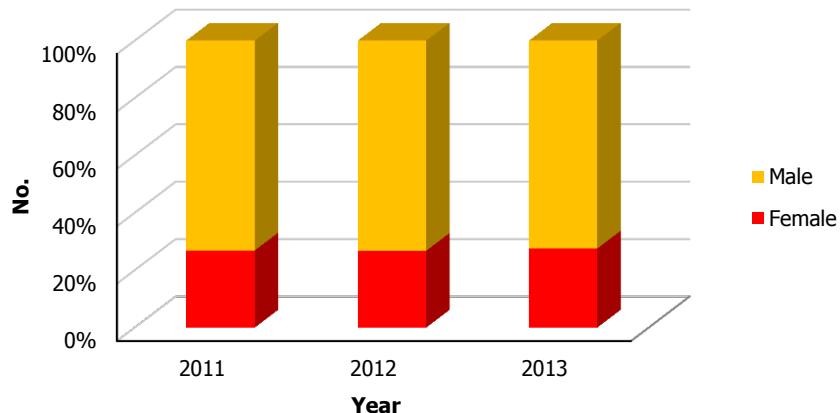


Figure 1.9.1 Senior Research and Teaching Employee Profile by Gender

Gender	2011		2012		2013	
	No.	%	No.	%	No.	%
Female	281	27%	279	27%	300	28%
Male	764	73%	762	73%	788	72%
Total	1,045	100%	1,041	100%	1,088	100%

Figure 1.9.1 Senior Research and Teaching Employee Profile by Gender

Ethnicity of Senior Research and Teaching Staff

In 2013 there was an increase of ethnic minority senior research and teaching staff to 8.0%. However, this follows a fall from 7.6% to 7.4% the previous year and remains below the 2014/2015 target of 10% stated in the University Strategic Plan, therefore will also require focus over the coming years.

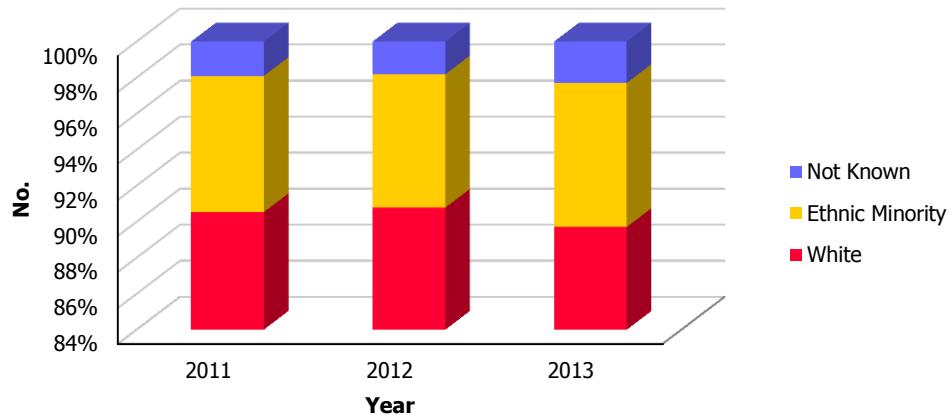


Figure 1.9.2 (a) Senior Research and Teaching Employee Profile by Ethnicity

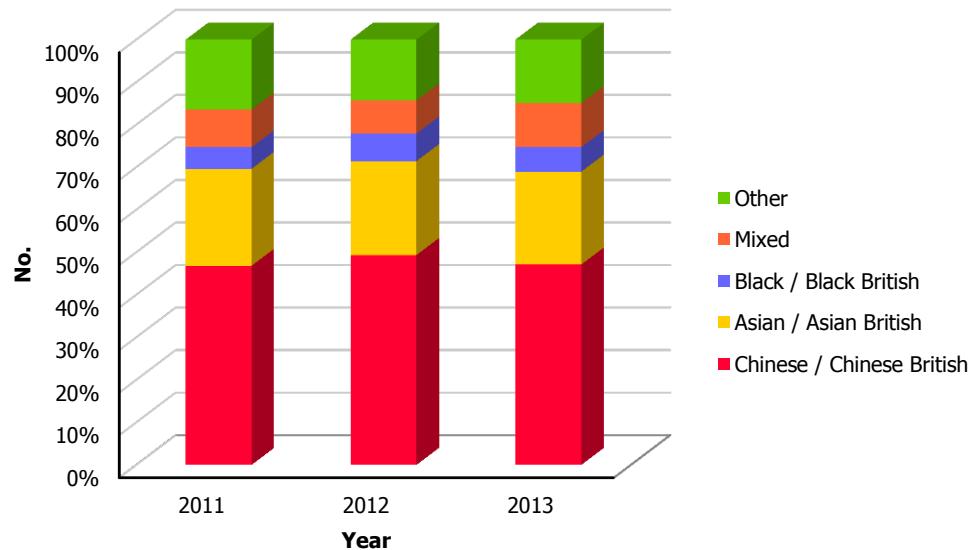


Figure 1.9.2 (b) Senior Research and Teaching Employee Profile by Ethnic Minority

Ethnicity		2011		2012		2013	
		No.	%	No.	%	No.	%
White	White	946	90.5%	945	90.8%	976	89.7%
	Total	946	90.5%	945	90.8%	976	89.7%
Ethnic Minority	Chinese / Chinese British	37	3.5%	38	3.7%	41	3.8%
	Asian / Asian British	18	1.7%	17	1.6%	19	1.7%
	Black / Black British	* ¹	0.4%	*	0.5%	*	0.5%
	Mixed	*	0.7%	*	0.6%	*	0.8%
	Other	13	1.2%	11	1.1%	13	1.2%
	Total	79	7.6%	77	7.4%	87	8.0%
Not Known	Not Known	20	1.9%	19	1.8%	25	2.3%
	Total	20	1.9%	19	1.8%	25	2.3%
Total		1,045	100.0%	1,041	100.0%	1,088	100%

Table 1.9.2 Senior Research and Teaching Employee Profile by Ethnicity

Disability Status of Senior Research and Teaching Staff

There has been a reduction in the number of senior research and teaching employees that have declared a disability from 1.4% in 2011 to 0.7% in 2013. There is a corresponding rise in the number of employees in senior research and teaching roles for whom a disability status is not known.

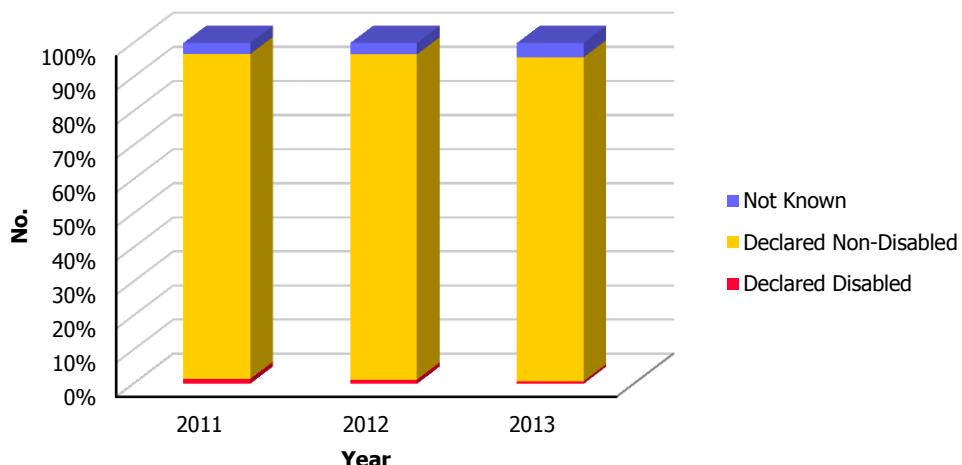


Figure 1.9.3 (a) Senior Research and Teaching Employee Profile by Declared Disability

¹ An * replaces the number where there are fewer than 10 employees.

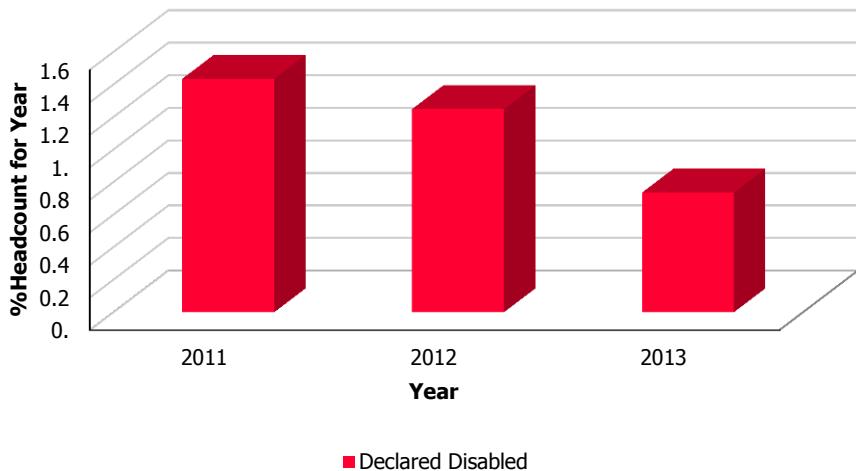


Figure 1.9.3 (b) Senior Research & Teaching Employee Profile by Declared Disability

Disability	2011		2012		2013	
	No.	%	No.	%	No.	%
Declared Disabled	15	1.4%	13	1.2%	* ¹	0.7%
Declared Non-Disabled	996	95.3%	993	95.4%	1,034	95.0%
Not Known	34	3.3%	35	3.4%	46	4.2%

Table 1.9.4 Proportion of Senior Research & Teaching Staff with a Declared Disability

Age of Senior Research and Teaching Staff

As may be expected for senior research and teaching staff, the majority of employees are over 35 (94%) this is due to the experience required to achieve statuses at this level.

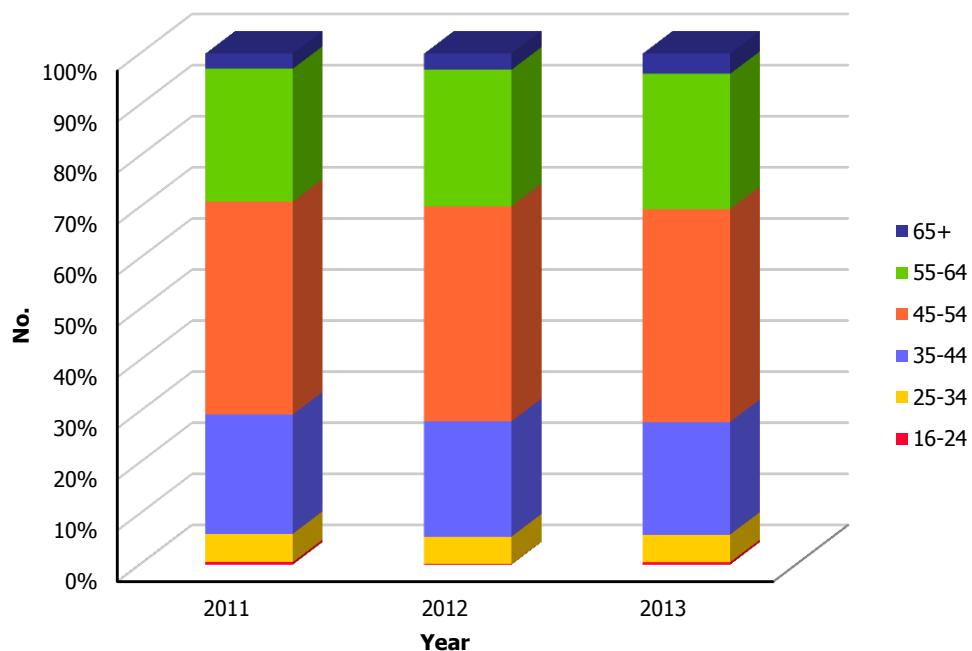


Figure 1.9.5 Senior Research and Teaching Employee Profile by Age

¹ An * replaces the number where there are fewer than 10 employees.

Age	2011		2012		2013	
	No.	%	No.	%	No.	%
16-24	* ¹	%	*	%	*	%
25-34	58	6%	56	5%	59	5%
35-44	244	23%	235	23%	240	22%
45-54	435	42%	438	42%	453	42%
55-64	272	26%	278	27%	288	26%
65+	31	3%	33	3%	43	4%

Table 1.9.5 Senior Research and Teaching Employee Profile by Age

¹ An * replaces the number where there are fewer than 10 employees.

2 Recruitment

Recruitment monitoring is based on vacancy closing dates occurring in the University financial years of 1 August to 31 July. These figures only refer to centralised recruitment. Centralised recruitment does not cover most research, operations and facilities and technical services roles. Job offered figures are not available at this time, but a new recruitment system launched in December 2013 means that these figures should be obtainable in future reports.

2.1 Gender

The proportions of male and female applicants continues to reflect the overall proportion of male and female staff currently employed, with a slightly higher proportion of female applicants. However it would also appear that, as candidates progress through the selection process, the proportion of males being shortlisted compared to the proportion applying decreases slightly.

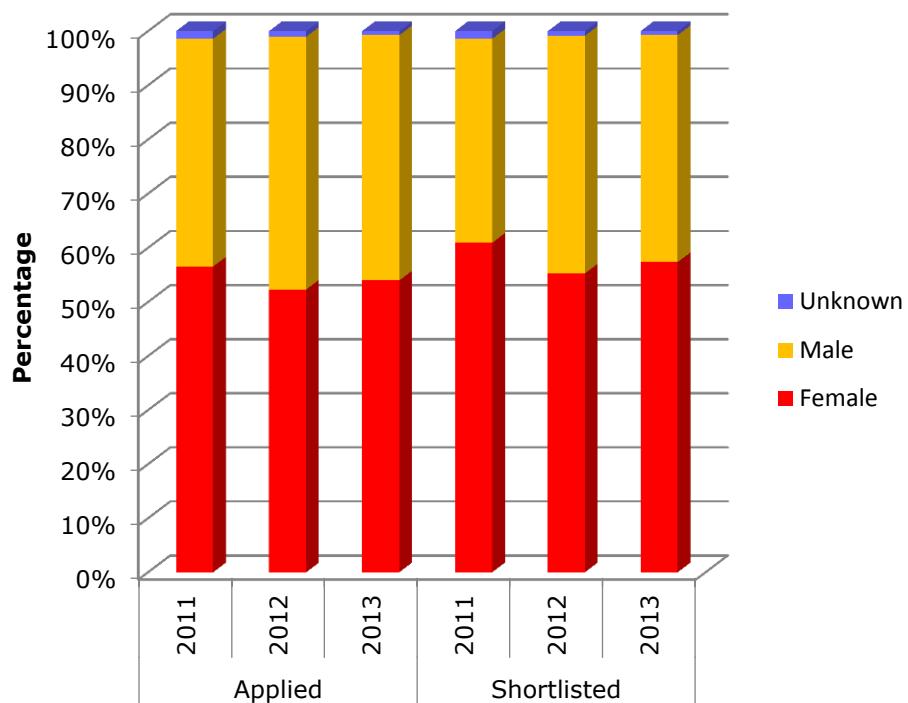


Figure 2.1.1 Recruitment Profile by Gender

Gender		2011		2012		2013	
		Applied	Shortlisted	Applied	Shortlisted	Applied	Shortlisted
Female	No.	9760	1040	17635	2683	18391	2957
	%	57%	61%	52%	55%	54%	57%
Male	No.	7260	643	15731	2129	15425	2160
	%	42%	38%	47%	44%	45%	42%
Unknown	No.	240	24	345	42	256	38
	%	1%	1%	1%	1%	1%	1%
Total		17260	1707	33711	4854	34072	5155

Table 2.1.1 Recruitment Profile by Gender

2.2 Ethnicity

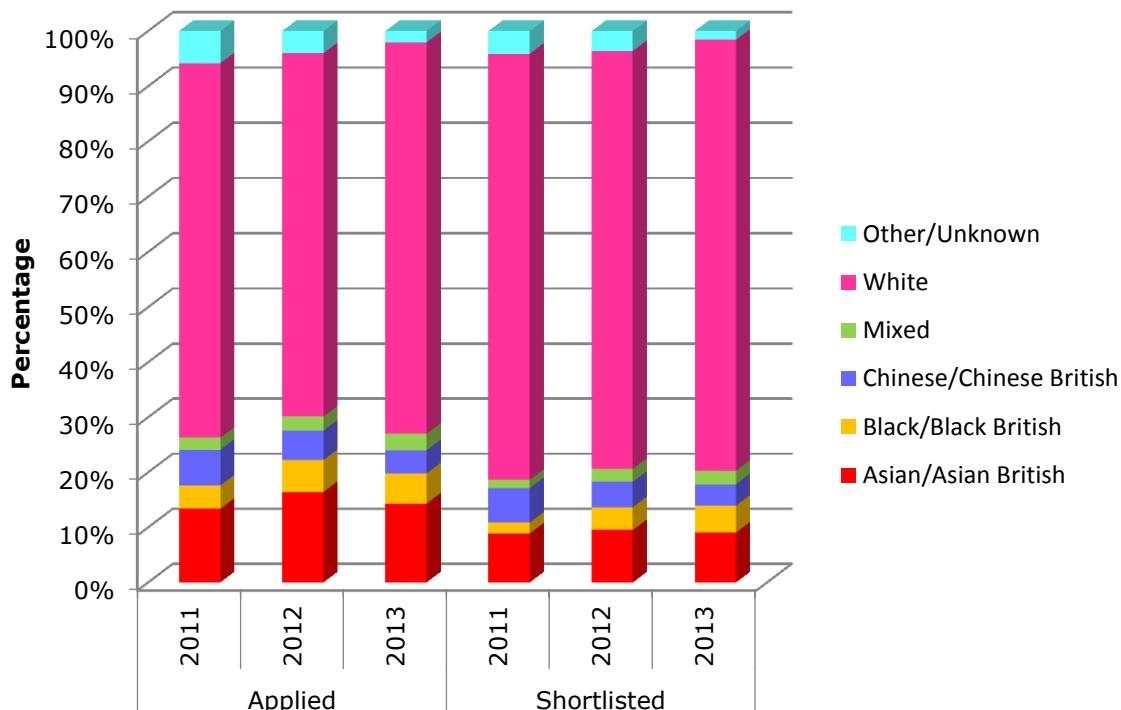


Figure 2.2.1 Recruitment Profile by Ethnicity

Ethnicity		2011		2012		2013	
		Applied	Shortlisted	Applied	Shortlisted	Applied	Shortlisted
White	No.	11711	1319	22232	3682	24171	4027
	%	68%	77%	66%	76%	71%	78%
Ethnic Minority & Not known	No.	5541	388	11523	1180	9901	1128
	%	32%	23%	34%	24%	29%	22%
Asian/ Asian British	No.	2309	152	5547	463	4886	468
	%	13%	9%	16%	10%	14%	9%
Black/ Black British	No.	730	34	1959	202	1860	251
	%	4%	2%	6%	4%	5%	5%
Chinese/ Chinese British	No.	1117	107	1806	225	1429	201
	%	6%	6%	5%	5%	4%	4%
Mixed	No.	381	25	856	114	1024	127
	%	2%	1%	3%	2%	3%	2%
Other/ Not known	No.	1004	70	1355	176	702	81
	%	6%	4%	4%	4%	2%	2%
Total		17252	1707	33755	4862	34072	5155

Table 2.2.1 Recruitment Profile by Ethnicity

The University continues to attract a higher proportion of applications from ethnic minority staff compared to the ethnicity demographic for the local area. However, a proportion of these applications are as a result of online international candidates who do

not possess the relevant qualifications for the post, or who require a work permit and have applied for positions where a work permit cannot be obtained without first demonstrating that national recruitment has been unsuccessful. This accounts for the fact that the proportion of ethnic minority candidates drops significantly from the numbers applied to those shortlisted. In the current system, applicants who select 'Other' and those who do not respond are given the same classification, therefore the figures for ethnic minority will include a proportion of white candidates who did not declare their ethnicity. This will be corrected in the new recruitment system.

2.3 Disability

As the recruitment process progresses, the overall success of candidates with a declared disability decreases from application to shortlisting. There is an action in the Equality and Diversity Strategic Plan to investigate the cause of this. Not known disability status figures are included in the not declared category.

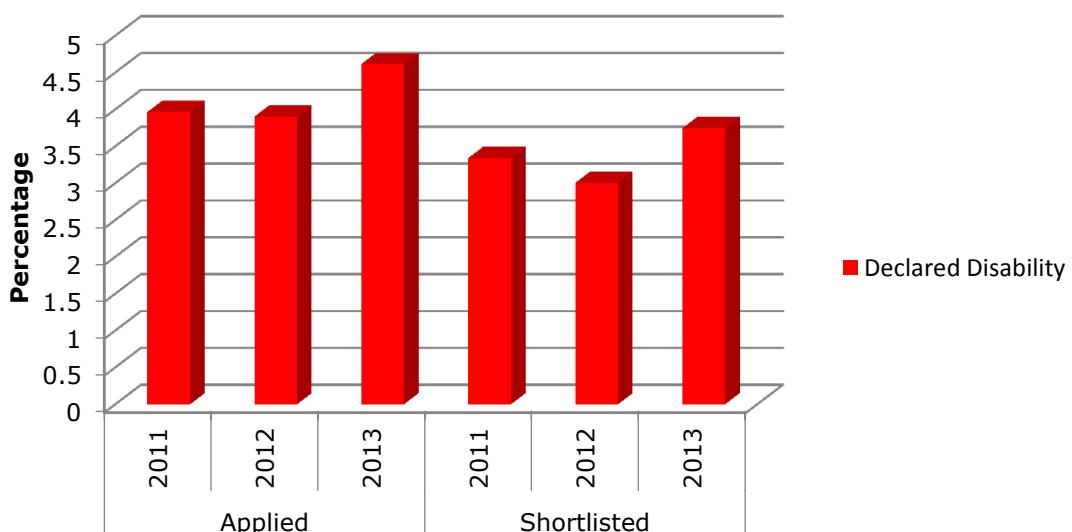


Figure 2.3.1 Recruitment Profile by Declared Disability

Disability	2011		2012		2013	
	Applied	Shortlisted	Applied	Shortlisted	Applied	Shortlisted
Disability Declared	No.	684	57	1317	146	1572
	%	4.0%	3.3%	3.9%	3.0%	4.6%
No Declared Disability	No.	16568	1650	32438	4716	32500
	%	96.0%	96.7%	96.1%	97.0%	95.4%
Total		17252	1707	33755	4862	34072
						5155

Table 2.3.1 Recruitment Profile by Declared Disability

3 Personal Development and Performance Review Diversity Data and Trends

Performance review monitoring data is given here alongside those for the previous two years. The process of performance review was changed this year and the ratings available have changed. For this reason the year ending 2013 is only approximately comparable to the previous two years. These figures include levels 1 to 6.

The ratings now available are: 1 (Exceeds Expectations), 2 (Meets Expectations), Meets Expectations with an Exceptional Performance Bonus (EPB), and 3 (Below Expectations). For the purposes of this comparison these new ratings have been equated to the previous ratings of Below, Meets, Exceeds1 and Exceeds2 respectively¹.

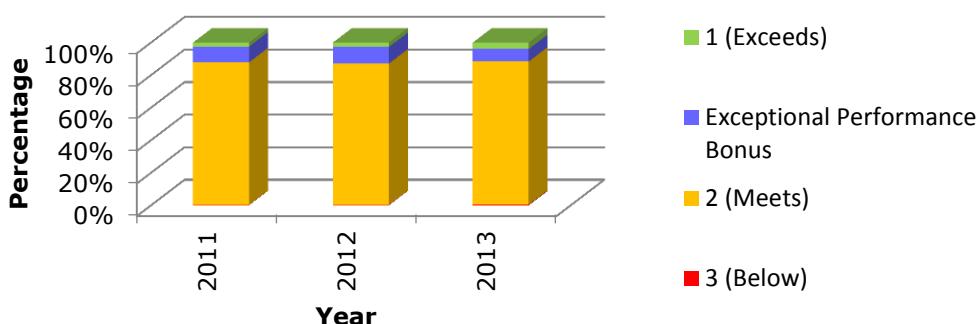


Figure 3.1 PDPR Profile

Review Outcomes	2011		2012		2013	
	No.	%	No.	%	No.	%
1 (Exceeds-1)	129	2.5%	145	2.8%	208	4.0%
EPB	495	9.7%	527	10.2%	397	7.6%
2 (Meets)	4477	87.6%	4492	86.8%	4568	87.9%
3 (Below)	* ²	0.2%	10	0.2%	22	0.4%

Table 3.1 PDPR Profile

The change in procedure has resulted in a higher proportion of rating 1's being awarded, but a lower proportion of EPBs were awarded to levels 1 to 6 in 2013. With the removal of the requirement in 2013 for staff to be in the Performance Improvement Procedure before a rating 3 (below) could be awarded this has resulted in an increase in the number of rating 3's being awarded.

¹ A rating 1 leads to an additional consolidated increment up to the supermaximum of the level, a rating 2 leads to a consolidated increment up to the maximum point of the level and rating 1 does not attract any additional payment, unless the individual has not had a chance to improve their performance before ratings were allocated, in which case they will receive an increment. An EPB is a non-consolidated award allocated to those falling below a rating 1 but who merit an award greater than a rating 2.

² An * replaces the number where there are fewer than 10 employees.

3.1 Gender

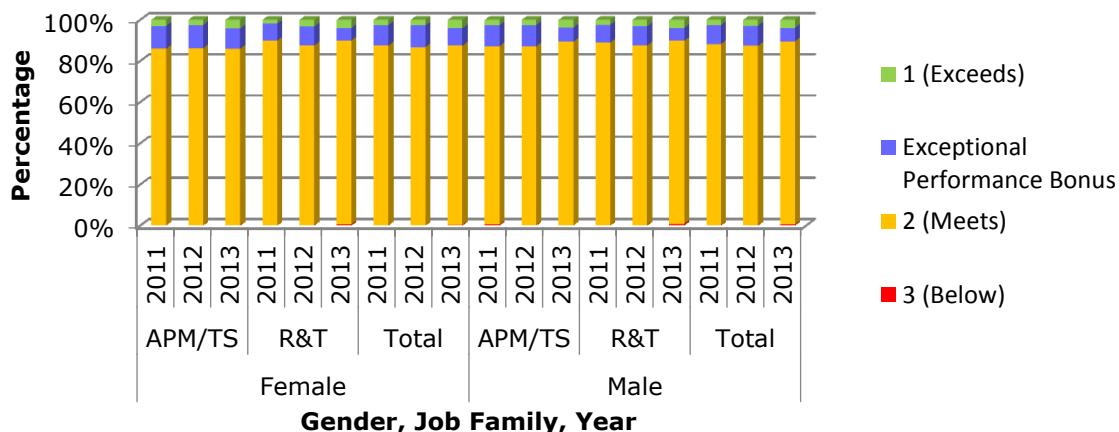


Figure 3.1.1 PDPR Profile by Gender

Job Family	Year	Gender	3 (Below)		2 (Meets)		EPB		1 (Exceeds)	
			No.	%	No.	%	No.	%	No.	%
APM & TS	2011	Female	* ¹	0.1%	1591	86.0%	204	11.0%	55	3.0%
		Male	*	0.5%	735	86.7%	87	10.3%	22	2.6%
	2012	Female	*	0.2%	1612	86.1%	211	11.3%	46	2.5%
		Male	*	0.2%	780	87.0%	93	10.4%	22	2.5%
	2013	Female	*	0.3%	1597	85.7%	184	9.9%	78	4.2%
		Male	0	0.0%	805	89.3%	62	6.9%	34	3.8%
R&T	2011	Female	*	0.1%	971	89.8%	89	8.2%	20	1.9%
		Male	*	0.2%	1180	88.7%	115	8.6%	32	2.4%
	2012	Female	*	0.1%	969	87.5%	102	9.2%	36	3.2%
		Male	*	0.3%	1131	87.2%	121	9.3%	41	3.2%
	2013	Female	*	0.5%	986	89.4%	67	6.1%	44	4.0%
		Male	11	0.8%	1180	88.9%	84	6.3%	52	3.9%
Total	2011	Female	*	0.1%	2562	87.4%	293	10.0%	75	2.6%
		Male	*	0.3%	1915	87.9%	202	9.3%	54	2.5%
	2012	Female	*	0.1%	2581	86.6%	313	10.5%	82	2.8%
		Male	*	0.3%	1911	87.1%	214	9.8%	63	2.9%
	2013	Female	11	0.4%	2583	87.1%	251	8.5%	122	4.1%
		Male	11	0.5%	1985	89.1%	146	6.6%	86	3.9%

Table 3.1.1 PDPR Profile by Gender

In the APM and TS job families, a higher proportion of women than men have received EPBs and rating 1s. This difference is greater in 2013 than in previous years. In the R&T job family the gender split is fairly even. An equal number of men and women received rating 3s in 2013.

¹ An * replaces the number where there are fewer than 10 employees

3.2 Ethnicity

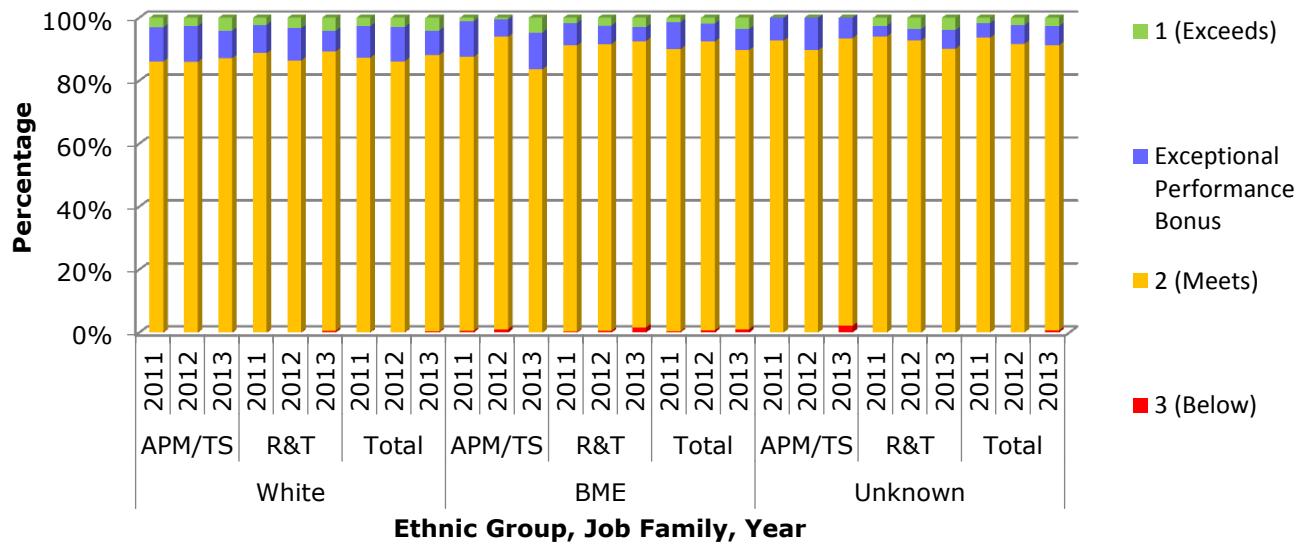


Figure 3.2.1 PDPR Profile by Ethnicity

In the APM and TS job families, a higher proportion of BME staff than white staff received a rating 1 in 2013, reversing the previous trend. In the R&T job family, a higher proportion of white staff than BME staff receive rating 1s and EPBs. A higher proportion of BME staff received EPBs in 2013 and Exceeds-2 ratings in 2011, but this was reversed in 2012. A higher proportion of BME staff receive rating 3s than white staff across the job families. Whilst numbers are small and differences may not be statistically significant, this warrants further investigation.

Job Family	Year	Ethnicity	3 (Below)		2 (Meets)		EPB		1 (Exceeds)	
			No.	%	No.	%	No.	%	No.	%
APM & TS	2011	White	* ¹	0.2%	2121	86.0%	267	10.8%	75	3.0%
		BME	*	0.6%	154	87.0%	20	11.3%	*	1.1%
		Not known	0	0.0%	51	92.7%	*	7.3%	0	0.0%
	2012	White	*	0.1%	2172	85.8%	288	11.4%	67	2.6%
		BME	*	1.1%	168	92.8%	10	5.5%	*	0.6%
		Not known	0	0.0%	52	89.7%	*	10.3%	0	0.0%
	2013	White	*	0.2%	2216	87.0%	223	8.8%	104	4.1%
		BME	0	0.0%	144	83.7%	20	11.6%	*	4.7%
		Not known	*	2.2%	42	91.3%	*	6.5%	0	0.0%
R&T	2011	White	*	0.2%	1710	88.6%	174	9.0%	43	2.2%
		BME	*	0.3%	330	90.9%	26	7.2%	*	1.7%
		Not known	0	0.0%	111	94.1%	*	3.4%	*	2.5%
	2012	White	*	0.2%	1669	86.3%	198	10.2%	64	3.3%
		BME	*	0.6%	328	91.1%	21	5.8%	*	2.5%
		Not known	0	0.0%	103	92.8%	*	3.6%	*	3.6%
	2013	White	11	0.6%	1742	88.7%	129	6.6%	81	4.1%
		BME	*	1.6%	332	91.0%	16	4.4%	11	3.0%

¹ An * replaces the number where there are fewer than 10 employees

Job Family	Year	Ethnicity	3 (Below)		2 (Meets)		EPB		1 (Exceeds)	
			No.	%	No.	%	No.	%	No.	%
Total	2011	Not known	0	0.0%	92	90.2%	*	5.9%	*	3.9%
		White	*	0.2%	3831	87.1%	441	10.0%	118	2.7%
		BME	*	0.4%	484	89.6%	46	8.5%	*	1.5%
	2012	Not known	0	0.0%	162	93.6%	*	4.6%	*	1.7%
		White	*	0.1%	3841	86.0%	486	10.9%	131	2.9%
		BME	*	0.7%	496	91.7%	31	5.7%	10	1.8%
	2013	Not known	0	0.0%	155	91.7%	10	5.9%	*	2.4%
		White	15	0.3%	3958	87.8%	352	7.8%	185	4.1%
		BME	*	1.1%	476	88.6%	36	6.7%	19	3.5%
		Not known	*	0.7%	134	90.5%	*	6.1%	*	2.7%

Table 3.2.1 PDPR Profile by Ethnicity

3.3 Disability

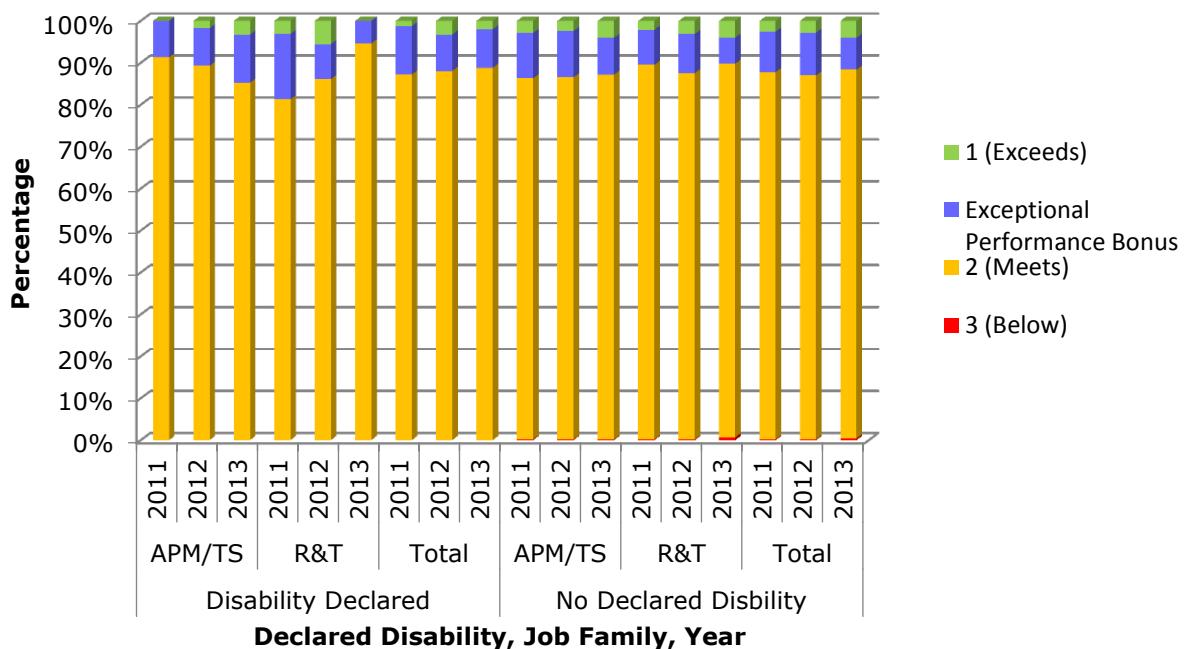


Figure 3.3.1 PDPR Profile by Declared Disability

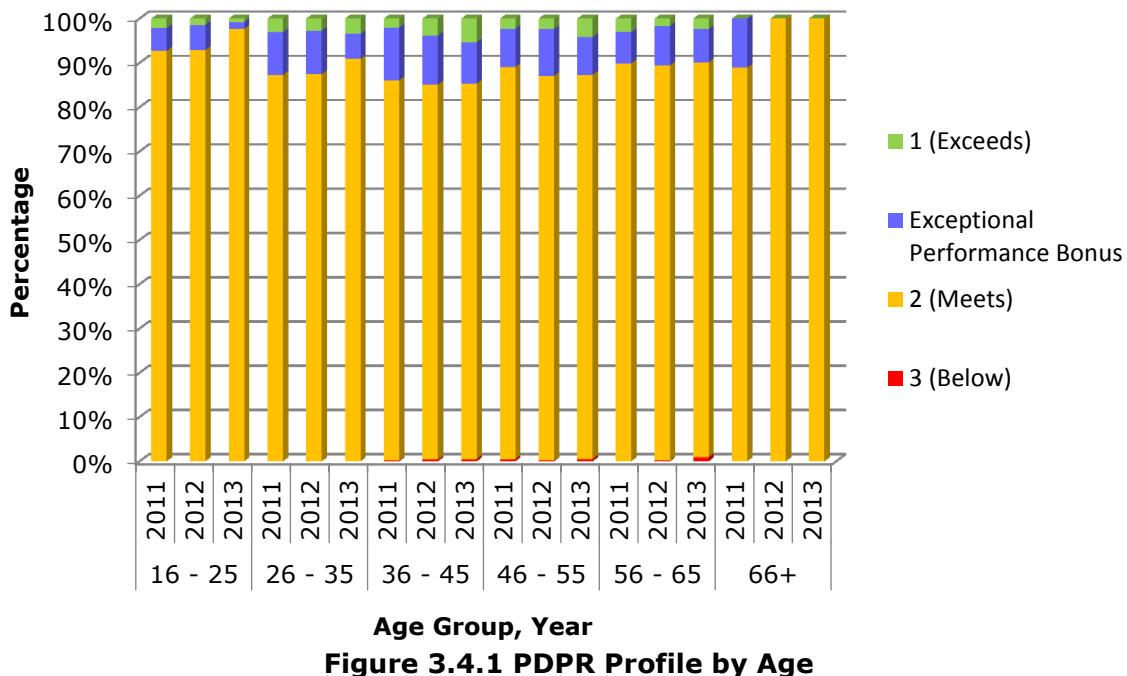
The proportion of disabled staff receiving a rating 1 was higher than the proportion of non-disabled staff in 2012 but lower in 2011 and 2013. In the APM & TS job families, the proportion of disabled staff receiving a rating 1 has been lower than the proportion of non-disabled staff for the past three years. The proportion of APM & TS disabled staff receiving EPBs was lower in 2011 and 2012 than non-disabled staff but higher in 2013. In the R&T job family, the proportion of disabled staff receiving a rating 1 was higher than the proportion of non-disabled staff in 2011 and 2012, but lower in 2013. The proportion of disabled staff receiving EPBs was higher in 2011 but lower in 2012 and 2013 than the proportion of non-disabled staff. Very small numbers of declared disabled staff mean these results are not statistically significant. No declared disabled staff have received a rating 3 in the past three years.

Job Family	Year	Disability	3 (Below)		2 (Meets)		EPB		1 (Exceeds)	
			No.	%	No.	%	No.	%	No.	%
APM & TS	2011	Disability Declared	0	0.0%	42	91.3%	*	8.7%	0	0.0%
		No Declared Disability	* ¹	0.2%	2284	86.1%	287	10.8%	77	2.9%
	2012	Disability Declared	0	0.0%	50	89.3%	*	8.9%	*	1.8%
		No Declared Disability	*	0.2%	2342	86.3%	299	11.0%	67	2.5%
R&T	2013	Disability Declared	0	0.0%	52	85.2%	*	11.5%	*	3.3%
		No Declared Disability	*	0.2%	2352	87.0%	237	8.8%	110	4.1%
	2011	Disability Declared	0	0.0%	26	81.3%	*	15.6%	*	3.1%
		No Declared Disability	*	0.2%	2125	89.3%	199	8.4%	51	2.1%
Total	2012	Disability Declared	0	0.0%	31	86.1%	*	8.3%	*	5.6%
		No Declared Disability	*	0.2%	2069	87.3%	220	9.3%	75	3.2%
	2013	Disability Declared	0	0.0%	35	94.6%	*	5.4%	0	0.0%
		No Declared Disability	17	0.7%	2131	89.1%	149	6.2%	96	4.0%
	2011	Disability Declared	0	0.0%	68	87.2%	*	11.5%	*	1.3%
		No Declared Disability	*	0.2%	4409	87.6%	486	9.7%	128	2.5%
	2012	Disability Declared	0	0.0%	81	88.0%	*	8.7%	*	3.3%
		No Declared Disability	10	0.2%	4411	86.8%	519	10.2%	142	2.8%
	2013	Disability Declared	0	0.0%	87	88.8%	*	9.2%	*	2.0%
		No Declared Disability	22	0.4%	4481	87.9%	388	7.6%	206	4.0%

Table 3.3.1 PDPR Profile by Declared Disability

¹ An * replaces the number where there are fewer than 10 employees

3.4 Age



Year	Age Range	3 (Below)		2 (Meets)		EPB		1 (Exceeds)	
		No.	%	No.	%	No.	%	No.	%
2011	16 - 25	0	0.0%	128	92.8%	* ¹	5.1%	*	2.2%
	26 - 35	0	0.0%	1298	87.3%	143	9.6%	46	3.1%
	36 - 45	*	0.2%	1391	85.9%	193	11.9%	33	2.0%
	46 - 55	*	0.5%	1094	88.6%	107	8.7%	28	2.3%
	56 - 65	0	0.0%	558	89.9%	44	7.1%	19	3.1%
	66+	0	0.0%	*	88.9%	*	11.1%	0	0.0%
2012	16 - 25	0	0.0%	131	92.9%	*	5.7%	*	1.4%
	26 - 35	*	0.1%	1258	87.4%	142	9.9%	39	2.7%
	36 - 45	*	0.4%	1361	84.7%	179	11.1%	61	3.8%
	46 - 55	*	0.2%	1153	86.9%	140	10.6%	32	2.4%
	56 - 65	*	0.2%	582	89.3%	58	8.9%	11	1.7%
	66+	0	0.0%	*	100.0%	0	0.0%	0	0.0%
2013	16 - 25	0	0.0%	128	97.7%	*	1.5%	*	0.8%
	26 - 35	*	0.1%	1314	90.8%	82	5.7%	50	3.5%
	36 - 45	*	0.5%	1350	84.8%	149	9.4%	85	5.3%
	46 - 55	*	0.5%	1182	86.8%	116	8.5%	57	4.2%
	56 - 65	*	0.9%	568	89.2%	48	7.5%	15	2.4%
	66+	0	0.0%	26	100.0%	0	0.0%	0	0.0%

Table 3.4.1 PDPR Profile by Age

No rating 3s have been awarded to staff under 26 or over 66 in last three years. Nor have any staff over 66 received a rating 1. The highest proportion of rating 1s has been in the 36 - 45 age group for the past two years, but was in the 26 - 35 and 56 - 65 age

¹ An * replaces the number where there are fewer than 10 employees

groups the previous year. The 36 – 45 age range also received the highest proportion of EPBs in each of the three years.

The age range used for PDPR data varies by one year from the standard used by the University. This will be corrected moving forward.

3.5 Job Family

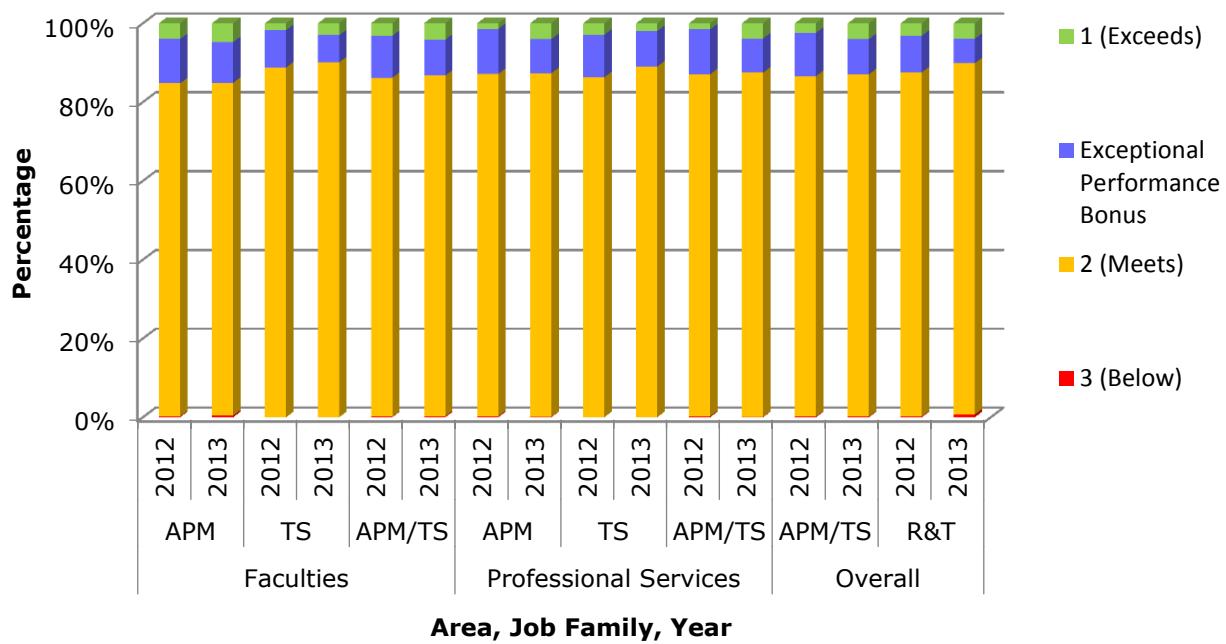


Figure 3.5.1 PDPR Profile by Job Family

Faculty-based APM and TS staff received a higher proportion of EPBs and rating 1s than those in professional services roles in 2013. In 2012 the proportion of EPBs was similar for APM and lower in faculties for TS, but was higher in faculties for both TS and APM staff in 2013. In 2012, R&T staff received the highest proportion of rating 1s and APM staff received the highest proportion of EPBs. TS staff received the lowest proportion of rating 1s in both years. APM staff received the highest proportion of EPBs and R&T staff the lowest in both years. No TS staff have received a rating 3 in the last two years. R&T staff have received a higher proportion of rating 3s in 2013 than 2012 and than the other job families.

Year	Faculty/ Professional Services	Job Family	3 (Below)		2 (Meets)		EPB		1 (Exceeds)	
			Nº.	%	Nº.	%	Nº.	%	Nº.	%
2012	Faculties	APM	* ¹	0.2%	819	84.5%	109	11.2%	39	4.0%
		TS	0	0.0%	459	88.8%	49	9.5%	*	1.7%
	Professional Services	APM	*	0.3%	1026	86.9%	135	11.4%	17	1.4%
		TS	0	0.0%	88	86.3%	11	10.8%	*	2.9%
	Overall	APM	*	0.2%	1845	85.8%	244	11.3%	56	2.6%
		TS	0	0.0%	547	88.4%	60	9.7%	12	1.9%
		R&T	*	0.2%	2100	87.3%	223	9.3%	77	3.2%
2013	Faculties	APM	*	0.4%	810	84.5%	99	10.3%	46	4.8%
		TS	0	0.0%	471	90.1%	36	6.9%	16	3.1%
	Professional Services	APM	*	0.1%	1032	87.2%	102	8.6%	48	4.1%
		TS	0	0.0%	89	89.0%	*	9.0%	*	2.0%
	Overall	APM	*	0.2%	1842	86.0%	201	9.4%	94	4.4%
		TS	0	0.0%	560	89.9%	45	7.2%	18	2.9%
		R&T	17	0.7%	2166	89.1%	151	6.2%	96	4.0%

Table 3.5.1 PDPR Profile by Job Family

3.6 Level

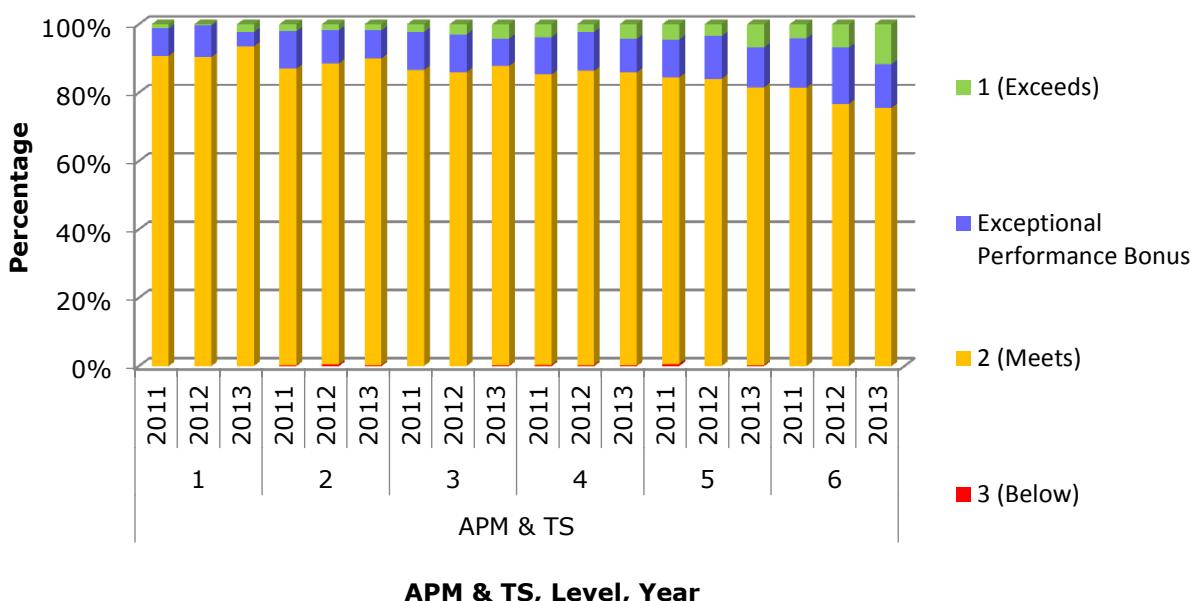


Figure 3.6.1 PDPR Profile by Level for APM and TS staff

¹ An * replaces the number where there are fewer than 10 employees

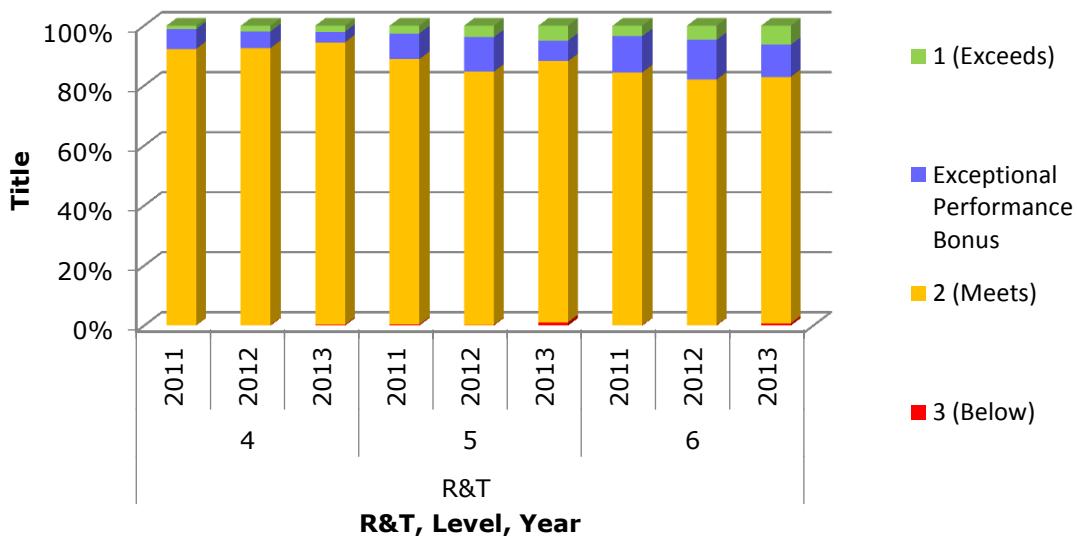


Figure 3.6.2 PDPR Profile by Level for R&T staff

In APM and TS job families, in 2011 level 5 received the highest proportion of rating 1s and in 2012 and 2013 it was level 6 and in all three years level 6 received the highest proportion of EPBs. In the R&T job family, the higher the level the higher the proportion of rating 1s and EPBs awarded. In 2013 there was a rise in the proportion of rating 3's awarded in the R&T job family, particularly at level 5.

Year	Job Family	Level	3 (Below)		2 (Meets)		EPB		1 (Exceeds)	
			No.	%	No.	%	No.	%	No.	%
2011	APM & TS	1	0	0.0%	216	90.8%	19	8.0%	* ¹	1.3%
		2	*	0.1%	658	86.8%	83	10.9%	16	2.1%
		3	0	0.0%	562	86.6%	72	11.1%	15	2.3%
		4	*	0.3%	530	84.9%	68	10.9%	24	3.8%
		5	*	0.6%	279	83.8%	37	11.1%	15	4.5%
		6	0	0.0%	79	81.4%	14	14.4%	*	4.1%
	R&T	4	0	0.0%	964	92.2%	69	6.6%	12	1.1%
		5	*	0.4%	754	88.5%	73	8.6%	22	2.6%
		6	*	0.2%	433	84.2%	62	12.1%	18	3.5%
	2012	1	0	0.0%	225	90.4%	23	9.2%	*	0.4%
		2	*	0.4%	662	88.1%	73	9.7%	13	1.7%
		3	0	0.0%	570	86.0%	73	11.0%	20	3.0%
		4	*	0.3%	567	86.0%	75	11.4%	15	2.3%
		5	0	0.0%	289	84.0%	43	12.5%	12	3.5%
		6	0	0.0%	79	76.7%	17	16.5%	*	6.8%
	R&T	4	*	0.2%	959	92.4%	57	5.5%	20	1.9%
		5	*	0.2%	727	84.4%	99	11.5%	33	3.8%
		6	*	0.2%	414	81.8%	67	13.2%	24	4.7%
2013	APM &	1	0	0.0%	200	93.5%	* ²	4.2%	*	2.3%

¹ An * replaces the number where there are fewer than 10 employees

Year	Job Family	Level	3 (Below)		2 (Meets)		EPB		1 (Exceeds)	
			No.	%	No.	%	No.	%	No.	%
	TS	2	*	0.3%	645	89.7%	59	8.2%	13	1.8%
		3	*	0.1%	608	87.6%	56	8.1%	29	4.2%
		4	*	0.1%	572	85.8%	65	9.7%	29	4.3%
		5	*	0.3%	299	81.3%	43	11.7%	25	6.8%
		6	0	0.0%	71	75.5%	12	12.8%	11	11.7%
	R&T	4	*	0.3%	1002	94.2%	38	3.6%	21	2.0%
		5	10	1.2%	750	87.0%	59	6.8%	43	5.0%
		6	*	0.8%	414	82.1%	54	10.7%	32	6.3%

Table 3.6.1 PDPR Profile by Level

3.7 Position on Scale

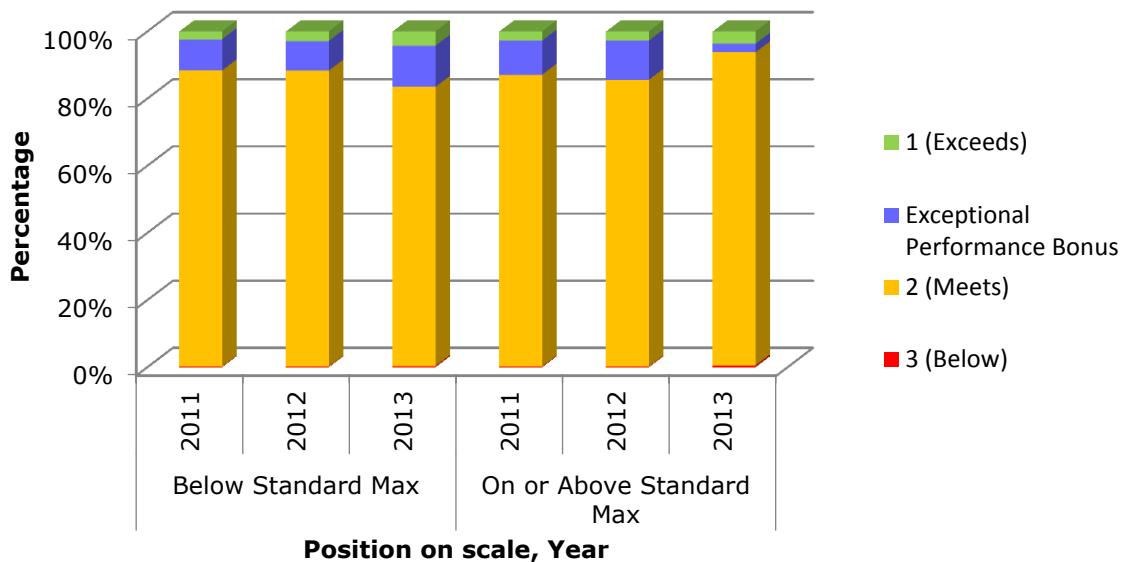


Figure 3.7.1 PDPR Profile by Faculty

Year	Position on Scale	3 (Below)		2 (Meets)		EPB		1 (Exceeds)	
		No.	%	No.	%	No.	%	No.	%
2011	Below Standard Max	* ¹	0.1%	2448	88.2%	258	9.3%	65	2.3%
	On or Above Standard Max	*	0.2%	2029	86.9%	237	10.1%	64	2.7%
2012	Below Standard Max	*	0.2%	2395	88.1%	240	8.8%	78	2.9%
	On or Above Standard Max	*	0.2%	2097	85.4%	287	11.7%	67	2.7%
2013	Below Standard Max	*	0.3%	2269	83.1%	334	12.2%	117	4.3%
	On or Above Standard Max	13	0.5%	2299	93.2%	63	2.6%	91	3.7%

Table 3.7.1 PDPR Profile by Faculty

¹ An * replaces the number where there are fewer than 10 employees

In 2011 a higher proportion of exceeds ratings were awarded to those on or above the standard maximum than those below it, but this trend was reversed on 2012 and 2013. In 2013 there was a large drop in the proportion of staff on or above the standard maximum receiving an EPB, reversing the pattern over the previous two years of awarding a higher proportion of Exceeds1 ratings to this group. Overall, a higher proportion of staff on or above the standard maximum received a rating 3, though the difference is very small. This could be because a rating 3 would have no financial impact for these staff.

3.8 Mode of Employment

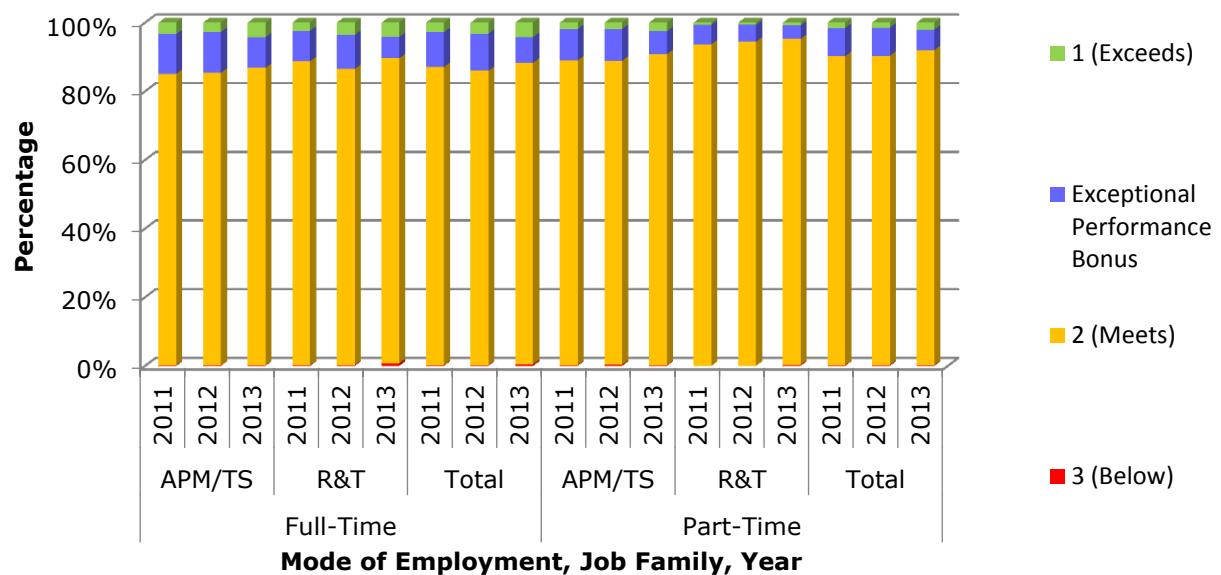


Figure 3.8.1 PDPR Profile by Mode of Employment

The figures show that, in all years and across all job families, full-time members of staff are more likely to receive rating 1s and EPBs than part-time staff. In the R&T job family, full-time staff saw a greater increase in rating 3s than part-time staff.

Year	Job Family	Mode of Employment	3 (Below)		2 (Meets)		EPB		1 (Exceeds)	
			No.	%	No.	%	No.	%	No.	%
2011	APM/TS	FT	* ¹	0.2%	1528	84.9%	209	11.6%	60	3.3%
		PT	*	0.2%	798	88.8%	82	9.1%	17	1.9%
	R&T	FT	*	0.2%	1854	88.5%	186	8.9%	50	2.4%
		PT	0	0.0%	297	93.7%	18	5.7%	*	0.6%
	Total	FT	*	0.2%	3382	86.9%	395	10.1%	110	2.8%
		PT	*	0.2%	1095	90.0%	100	8.2%	19	1.6%
2012	APM/TS	FT	*	0.1%	1560	85.2%	217	11.9%	51	2.8%
		PT	*	0.3%	832	88.6%	87	9.3%	17	1.8%
	R&T	FT	*	0.2%	1797	86.2%	207	9.9%	75	3.6%
		PT	0	0.0%	303	94.4%	16	5.0%	*	0.6%
	Total	FT	*	0.2%	3357	85.8%	424	10.8%	126	3.2%
		PT	*	0.2%	1135	90.1%	103	8.2%	19	1.5%
2013	APM/TS	FT	*	0.1%	1757	86.7%	180	8.9%	87	4.3%
		PT	*	0.2%	891	90.5%	66	6.7%	25	2.5%
	R&T	FT	16	0.7%	1957	88.9%	136	6.2%	93	4.2%
		PT	*	0.3%	360	95.0%	15	4.0%	*	0.8%
	Total	FT	19	0.4%	3714	87.8%	316	7.5%	180	4.3%
		PT	*	0.2%	1251	91.8%	81	5.9%	28	2.1%

Table 3.8.1 PDPR Profile by Faculty

¹ An * replaces the number where there are fewer than 10 employees

4 Promotions Diversity Data and Trends

The academic promotions process is based on individual merit, rather than organisational change or structural requirements – it is in effect a standard to be met rather than a vacancy to be filled.

The promotions monitoring is based on the period 1 August 2010 – 31 July 2013 and covers promotions in the R&T job family.

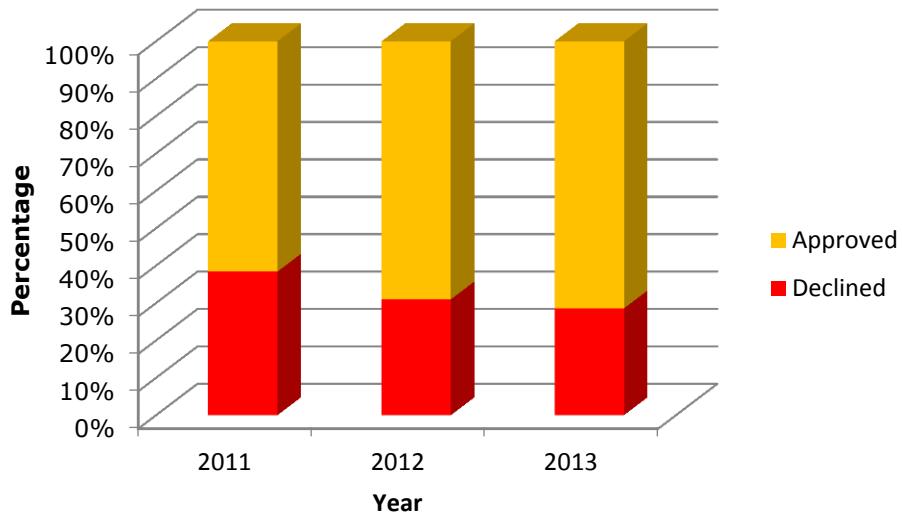


Figure 4.1 Promotions Profile by Year

Year	Declined		Approved		Applications		Potential applicants
	No.	% of applications	No.	% of applications	No.	% of potential	
2011	53	38%	85	62%	138	5.6%	2467
2012	44	31%	98	69%	142	5.7%	2476
2013	46	29%	115	71%	161	6.4%	2521

Table 4.1 Promotions Profile by Year

The proportion of the pool of applicants that have applied for promotion has increased slightly year on year over the last 3 years and the proportion of successful applications has also increased year on year.

4.1 Gender

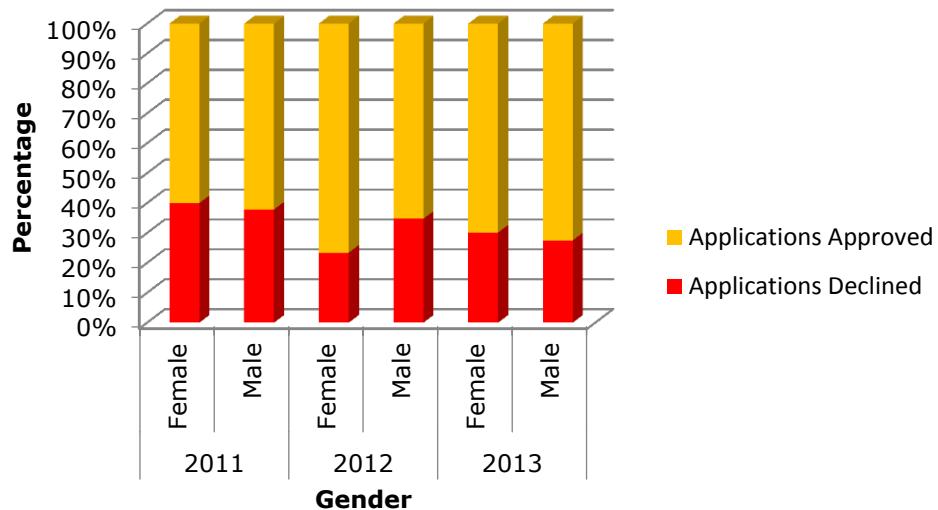


Figure 4.1.1 Promotions Profile by Gender

Year	Gender	Applications Declined		Applications Approved		Total	% of job family applying
		No.	%	No.	%		
2011	Female	14	40%	21	60%	35	3%
	Male	39	38%	64	62%	103	6%
2012	Female	11	23%	36	77%	47	4%
	Male	33	35%	62	65%	95	5%
2013	Female	19	30%	44	70%	63	5%
	Male	27	28%	71	72%	98	5%

Table 4.1.1 Promotions Profile by Gender

The number of women applying for promotion has increased over the last three years, whilst the number of men applying has stayed broadly the same. The proportion of female applicants, at 39%, is now almost in line with that in the job family (41%). In 2011 and 2013 a slightly higher proportion of men (2%) were successful than women and in 2012 the proportion of women who were successful was 12% higher than the proportion of men.

4.2 Ethnicity

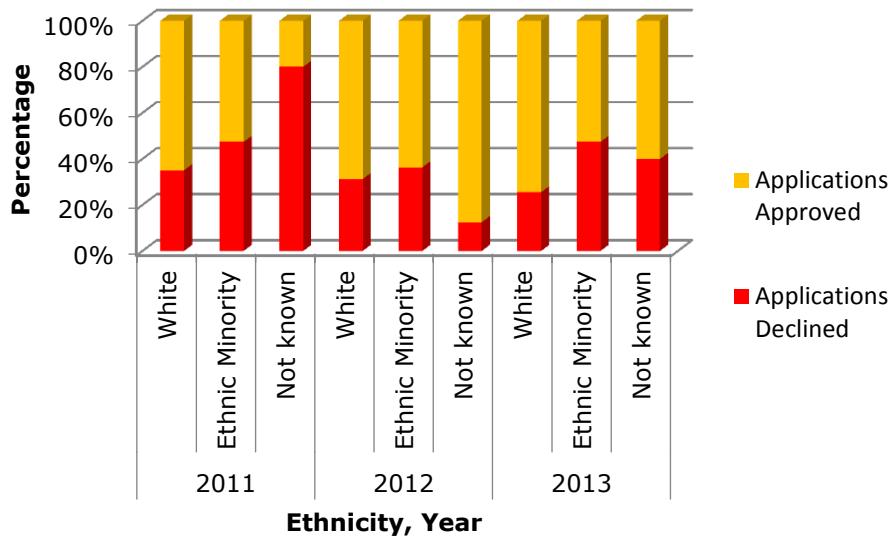


Figure 4.2.1 Promotions Profile by Ethnicity

Year	Ethnicity	Applications Declined		Applications Approved		% of job family applying
		No.	%	No.	%	
2011	White	40	35%	74	65%	5%
	BME	* ¹	47%	10	53%	4%
	Unknown	*	80%	*	20%	4%
2012	White	35	31%	77	69%	4%
	BME	*	36%	14	64%	4%
	Unknown	*	13%	*	88%	6%
2013	White	35	26%	102	74%	5%
	BME	*	47%	10	53%	4%
	Unknown	*	40%	*	60%	4%

Table 4.2.1 Promotions Profile by Ethnicity

Whilst the numbers of white staff applying for promotion has risen over the past three years and the number of applications from BME staff has remained constant, applications remain in proportion with numbers in the job family with a slightly lower proportion of BME staff applying for promotion than white staff. In 2013, BME staff made up 15% of the R&T job family and 12% of promotion applicants. The proportion of BME applicants who are successful is lower than that of white applicants.

¹ An * replaces the number where there are fewer than 10 employees

4.3 Disability

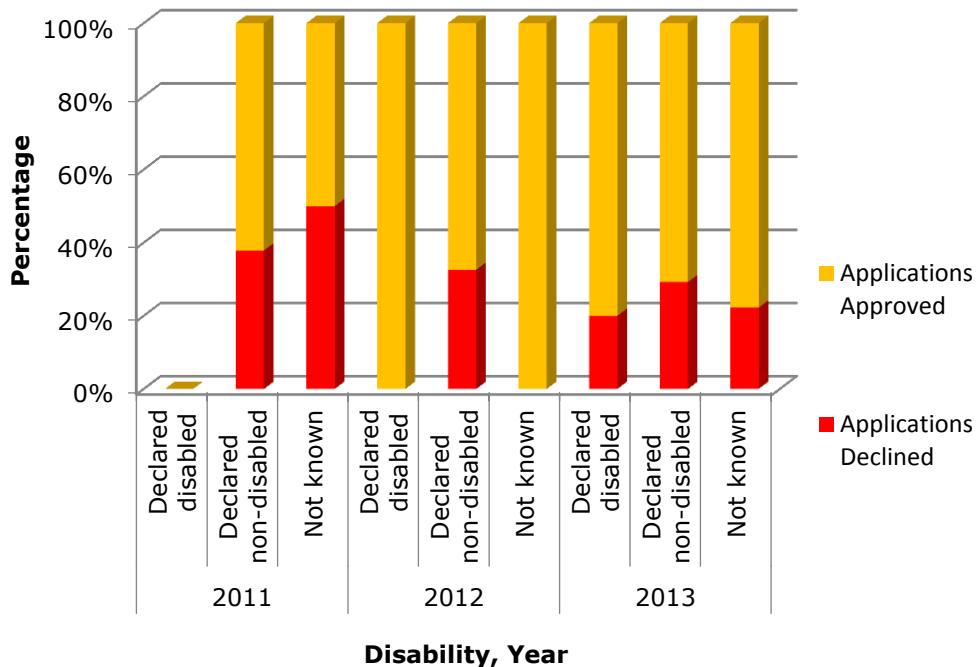


Figure 4.3.1 Promotions Profile by Declared Disability

Year	Disability	Applications Declined		Applications Approved		%age of job family applying
		No.	%	No.	%	
2011	Disability Declared	0	0%	0	0%	0%
	No Declared Disability	50	38%	82	62%	5%
	Unknown	* ¹	50%	*	50%	3%
2012	Disability Declared	0	0%	*	100%	2%
	No Declared Disability	44	33%	91	67%	5%
	Unknown	0	0%	*	100%	3%
2013	Disability Declared	*	20%	*	80%	10%
	No Declared Disability	43	29%	104	71%	5%
	Unknown	*	22%	*	78%	5%

Table 4.3.1 Promotions Profile by Declared Disability

No applications were received from declared disabled staff in 2011. In 2012 no declared disabled staff were declined and 2013 saw an increase in the number of applications from declared disabled staff to 10% of those in the R&T job family compared with 5% of those with no declared disability. Disabled applicants were more successful than those with no declared disability, though the small numbers of applications from staff with a declared disability means that these results are not statistically significant.

¹ An * replaces the number where there are fewer than 10 employees

4.4 Age

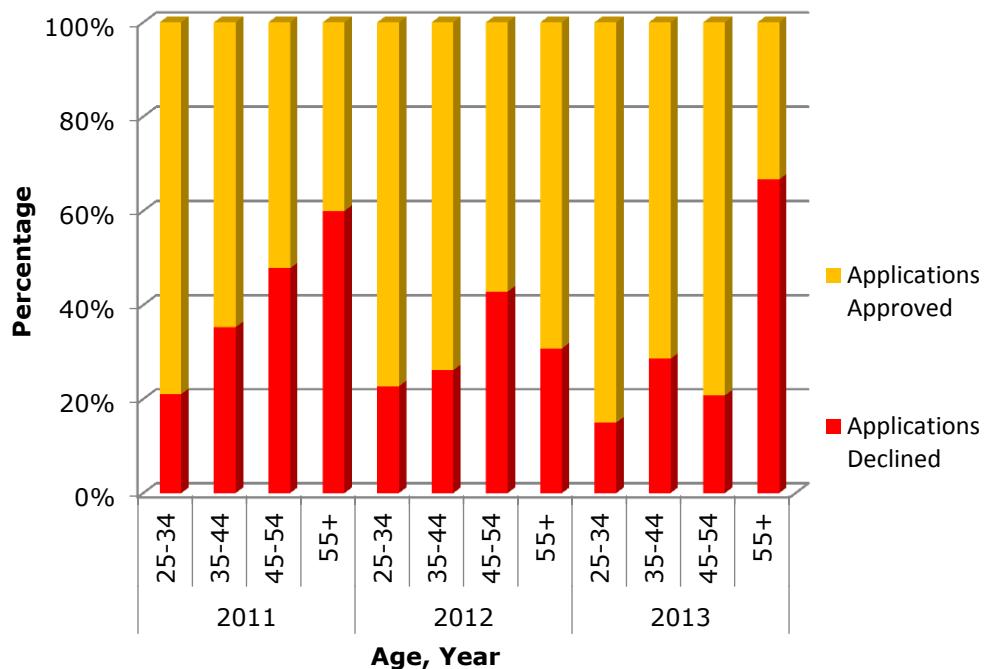


Figure 4.4.1 Promotions Profile by Age

Year	Age Group	Applications Declined		Applications Approved		% of job family applying
		No.	%	No.	%	
2011	25-34	* ¹	21%	15	79%	2%
	35-44	24	35%	44	65%	7%
	45-54	22	48%	24	52%	6%
	55+	*	60%	*	40%	1%
2012	25-34	*	23%	17	77%	3%
	35-44	17	26%	48	74%	7%
	45-54	18	43%	24	57%	5%
	55+	*	31%	*	69%	3%
2013	25-34	*	15%	17	85%	2%
	35-44	20	29%	50	71%	8%
	45-54	11	21%	42	79%	6%
	55+	12	67%	*	33%	3%

Table 4.4.1 Promotions Profile by Age

In 2011 and 2013, around two thirds of applications submitted by staff in the 55+ age band were unsuccessful, though in 2012 this figure reduced to 31%. In each year a higher proportion of 25 to 34 year olds were successful than other age groups. The age band with the highest proportion of the job family applying is 35 to 44, closely followed by the 45 to 54 year age band.

¹ An * replaces the number where there are fewer than 10 employees

4.5 Level

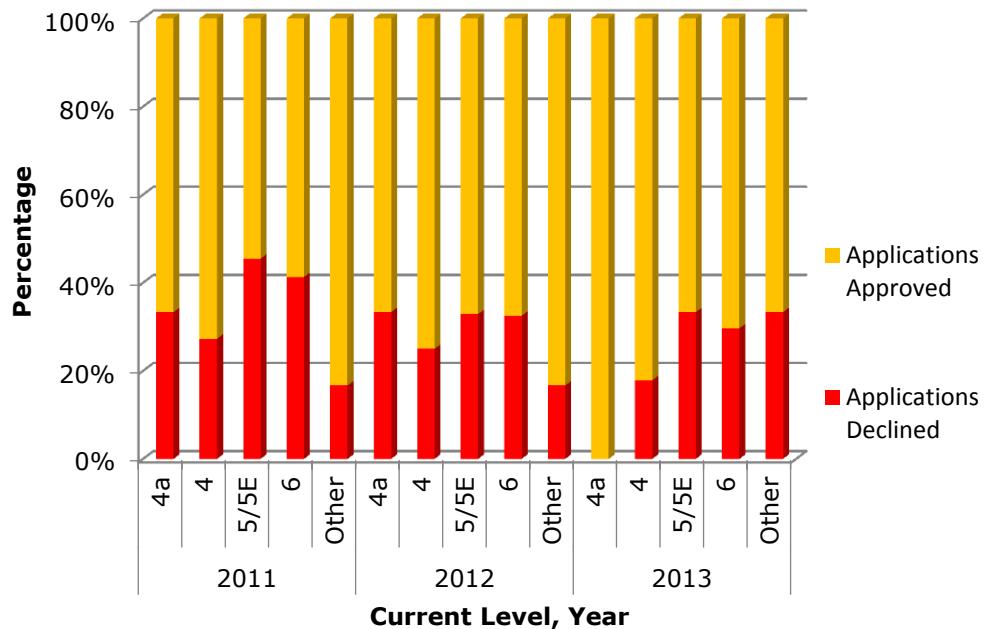


Figure 4.5.1 Promotions Profile by Level

Year	Current Level	Applications Declined		Applications Approved	
		No.	%	No.	%
2011	R&T Level 4a	* ¹	33%	*	67%
	R&T Level 4	*	27%	16	73%
	R&T Extended Level 5 & Level 5	25	45%	30	55%
	R&T Level 6	19	41%	27	59%
	Other	*	17%	10	83%
2012	R&T Level 4a	*	33%	*	67%
	R&T Level 4	*	25%	15	75%
	R&T Extended Level 5 & Level 5	24	33%	49	67%
	R&T Level 6	13	33%	27	68%
	Other	*	17%	*	83%
2013	R&T Level 4a	0	0%	*	100%
	R&T Level 4	*	18%	23	82%
	R&T Extended Level 5 & Level 5	21	33%	42	67%
	R&T Level 6	16	30%	38	70%
	Other	*	33%	*	67%

Table 4.5.1 Promotions Profile by Level

In all years, those in level 5 and 6 were less successful than those at level 4, with success slightly higher for those aiming for professor than associate professor/reader.

¹ An * replaces the number where there are fewer than 10 employees

4.6 Mode of Employment

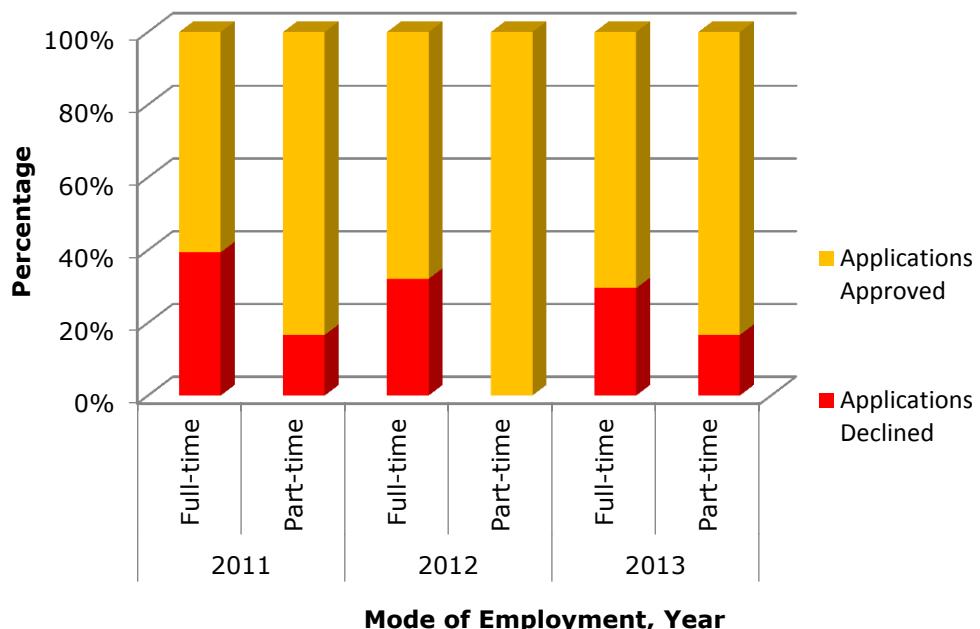


Figure 4.6.1 Promotions Profile by Mode of Employment

Year	Mode of Employment	Applications Declined		Applications Approved	
		No.	%	No.	%
2011	Full-time	52	39%	80	61%
	Part-time	* ¹	17%	*	83%
2012	Full-time	44	32%	93	68%
	Part-time	0	0%	*	100%
2013	Full-time	44	30%	105	70%
	Part-time	*	17%	10	83%

Table 4.6.1 Promotions Profile by Mode of Employment

A higher proportion of part-time staff applying for promotion have been successful over each of the past three years, however the number of part-time staff applying is small, so these figures are not statistically significant.

¹ An * replaces the number where there are fewer than 10 employees

5 Regrading Diversity Data and Trends

The regrading process is available to those staff in the APM and TS job families and is carried out with reference to the job family level descriptors, underpinned by the Hay analytical job evaluation scheme implemented at the University. The regrading process is intended as a correction mechanism to recognise changes in requirements of a role that have already happened.

5.1 Gender

A similar proportion of men and women apply for regrading at around 2% of the job family. A higher proportion of men than women are regraded, however, the numbers not regraded are small so the result is not statistically significant.

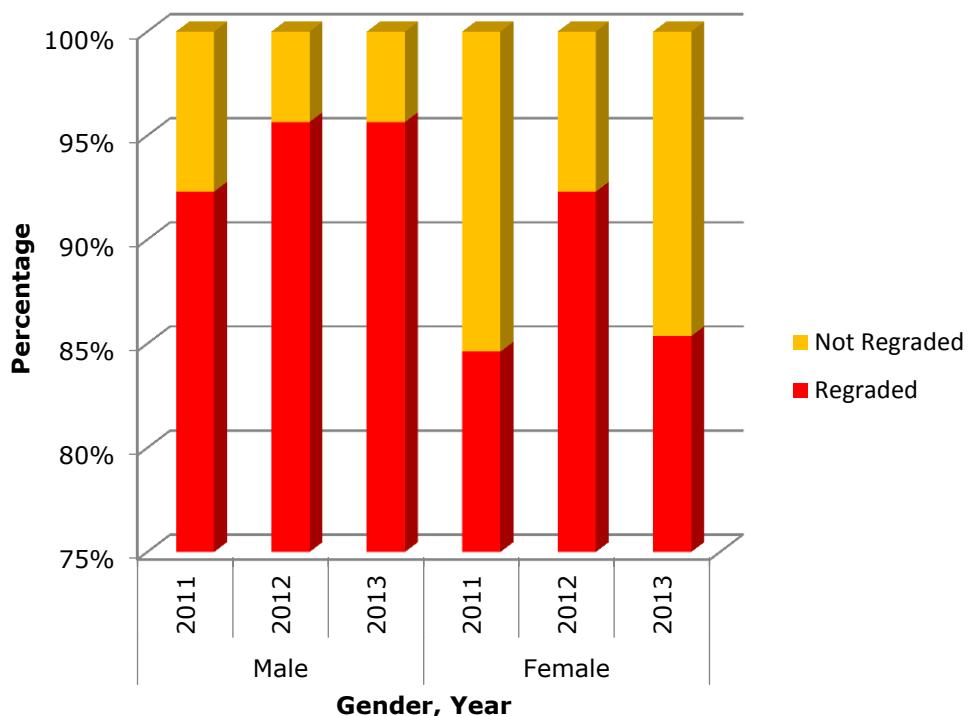


Figure 5.1.1 Regrading Profile by Gender

Year	Gender	Regraded		Not regraded		% of job family applying
		No.	%	No.	%	
2011	Female	33	85%	* ¹	15%	2%
	Male	12	92%	*	8%	2%
2012	Female	36	92%	*	8%	2%
	Male	22	96%	*	4%	3%
2013	Female	35	85%	*	15%	2%
	Male	22	96%	*	4%	2%

Table 5.1.1 Re-Grading Profile by Gender

¹ An * replaces the number where there are fewer than 10 employees

5.2 Ethnicity

The proportion of BME staff applying for promotion is around 2% each year in line with the figure for white staff. All BME staff applying have been successfully regraded in the last three years, but as numbers are small there is no statistical significance in the higher success rate compared with white staff.

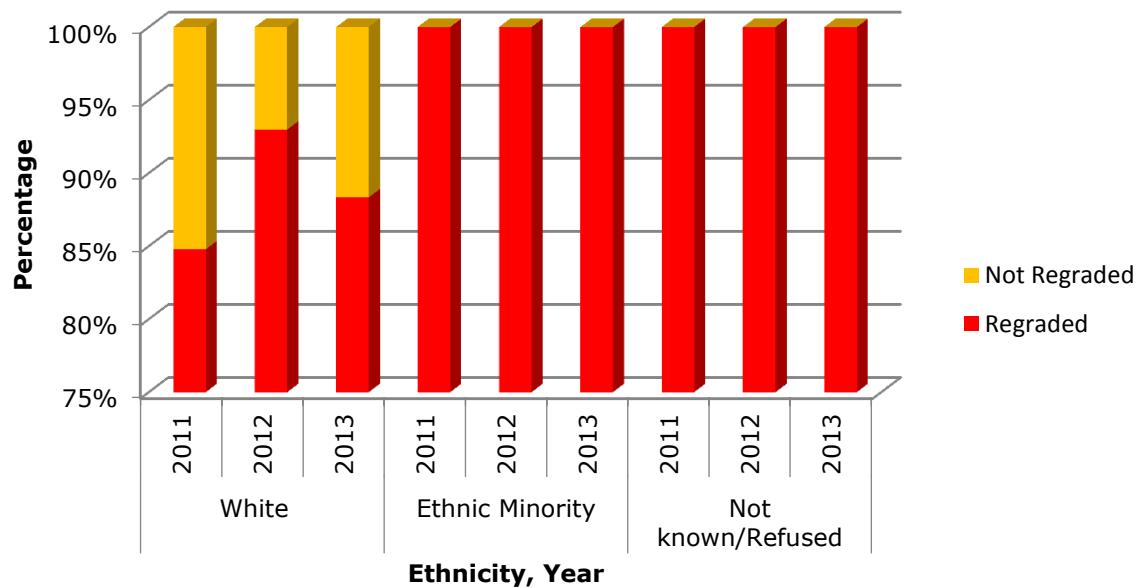


Figure 5.2.1 Regrading Profile by Ethnicity

Year	Ethnicity	Regraded		Not regraded		% of job family applying
		No.	%	No.	%	
2011	White	39	85%	* ¹	15%	2%
	BME	*	100%	0	0%	2%
	Unknown	*	100%	0	0%	4%
2012	White	53	93%	*	7%	2%
	BME	*	100%	0	0%	2%
	Unknown	*	100%	0	0%	2%
2013	White	53	88%	*	12%	2%
	BME	*	100%	0	0%	2%
	Unknown	*	100%	0	0%	2%

Table 5.2.1 Regrading Profile by Ethnicity

¹ An * replaces the number where there are fewer than 10 employees

5.3 Disability

The proportion of declared disabled staff from the APM and TS job families applying for regrading is in line with that for non-disabled staff. All declared disabled applicants in the last three years were successfully regraded, but as numbers are small there is no statistical significance in the higher success rate compared with non-disabled staff.

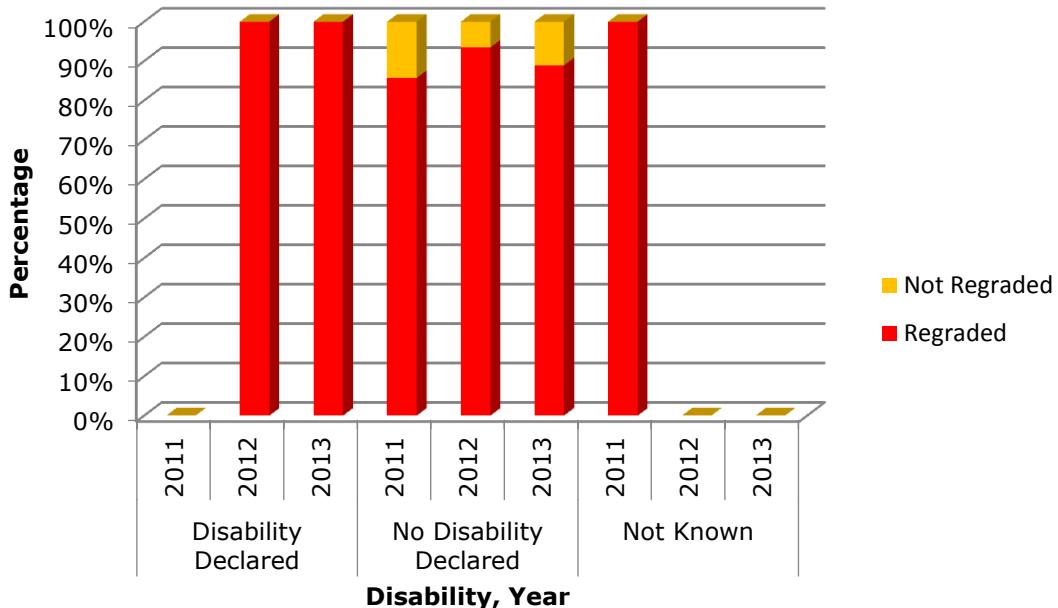


Figure 5.3.1 Regrading Profile by Declared Disability

Year	Disability	Regraded		Not regraded		% of job family applying
		No.	%	No.	%	
2011	Disability declared	0		0		0%
	Declared non-disabled	42	86%	* ¹	14%	2%
	Unknown	*	100%	0	0%	2%
2012	Disability declared	*	100%	0	0%	2%
	Declared non-disabled	57	93%	*	7%	2%
	Unknown	0		0		0%
2013	Disability declared	*	100%	0	0%	2%
	Declared non-disabled	56	89%	*	11%	2%
	Unknown	0		0		0%

Table 5.3.1 Regrading Profile by Declared Disability

¹ An * replaces the number where there are fewer than 10 employees

5.4 Age

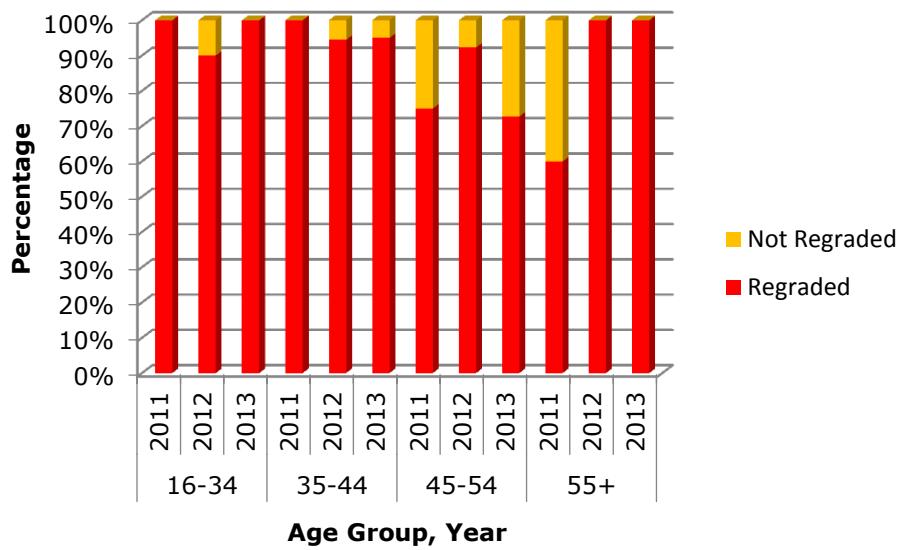


Figure 5.4.1 Regrading Profile by Age

Year	Age Group	Regraded		Not regraded		% of job family applying
		No.	%	No.	%	
2011	16-34	17	100%	0	0%	2%
	35-44	10	100%	0	0%	1%
	45-54	15	75%	* ¹	25%	2%
	55+	*	60%	*	40%	1%
2012	16-34	18	90%	*	10%	3%
	35-44	17	94%	*	6%	2%
	45-54	12	92%	*	8%	2%
	55+	11	100%	0	0%	2%
2013	16-34	17	100%	0	0%	3%
	35-44	19	95%	*	5%	3%
	45-54	16	73%	*	27%	3%
	55+	*	100%	0	0%	1%

Table 5.4.1 Regrading Profile by Age

Over the three-year period, the proportion of over-55s applying for regrading is slightly smaller than other age groups. In 2011, the over 45s were less successful than younger applicants, but this pattern was not repeated in subsequent years.

¹ An * replaces the number where there are fewer than 10 employees

6 Training

This section focuses on central short course workshops, and positive action and accredited programmes.

6.1 Trends in attendance on central short courses

This data shows trends in attendance on workshops listed on the University's Central Short Course programme, by equality and diversity category over the 3-year period from 2010 to 2013. There was an overall increase from 9,096 attendances in 2010/11 to 9,991 in 2012/13.

6.1.1 Gender

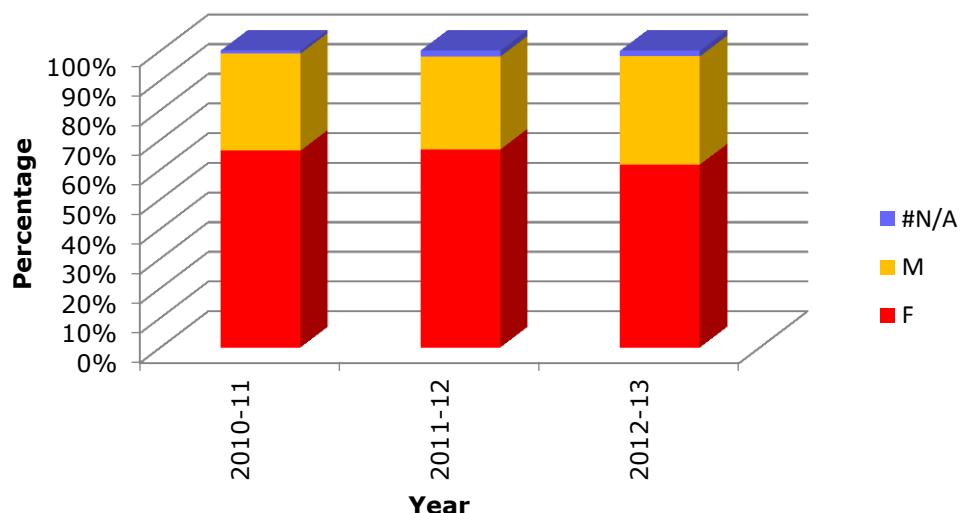


Figure 6.1.1.1 Training Attendance on Non-Positive Action Courses Profile by Gender

Gender	Female	Male	Not known	Total
2010-11	5004	2469	73	7546
2011-12	4907	2300	145	7352
2012-13	4923	2909	152	7984
Total	14834	7678	370	22882

Table 6.1.1.1 Training Attendance on Non-Positive Action Courses Profile by Gender

The gender balance of attendees at training sessions shows a clear trend over the past three years with twice as many women as men attending courses, but with a positive increase in the actual number of men in 2013.

6.1.2 Ethnicity

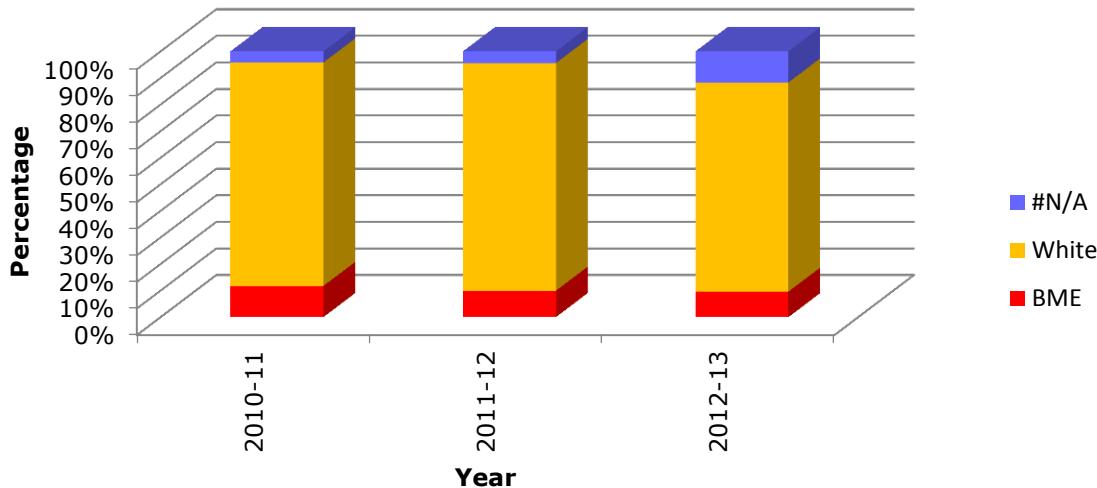


Figure 6.1.2.1 Training Attendance Profile by Ethnicity

Ethnicity	BME	White	Not known	Total
2010-11	1066	7649	381	9096
2011-12	921	7929	408	9258
2012-13	960	7863	1168	9991

Table 6.1.2.1 Training Attendance Profile by Ethnicity

The majority of participants are white, with a decreasing trend of participants self-declared as being from a black or minority ethnic background from 11.7% to 9.6%.

6.1.3 Disability

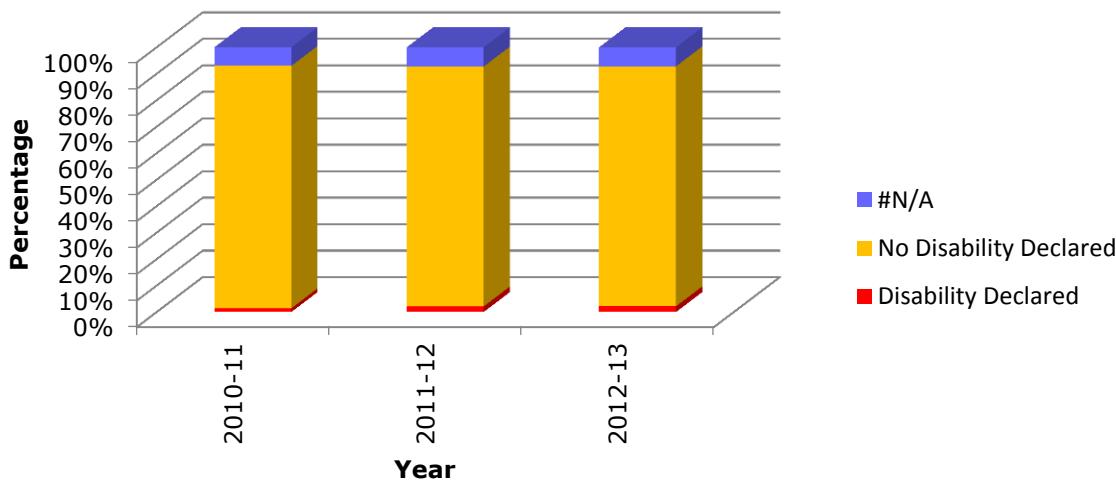


Figure 6.1.3.1 Training Attendance Profile by Declared Disability

Disability	Disability Declared	No Disability Declared	Not known	Total
2010-11	128	8330	638	9096

2011-12	197	8388	673	9258
2012-13	217	9046	717	9980

Table 6.1.3.1 Training Attendance Profile by Declared Disability

A very low number of staff or postgraduates who have attended training have declared as disabled. The trend over the past three years shows the percentage increasing but it is remains a very small percentage, from 1.4% to 2.2%.

6.1.4 Age

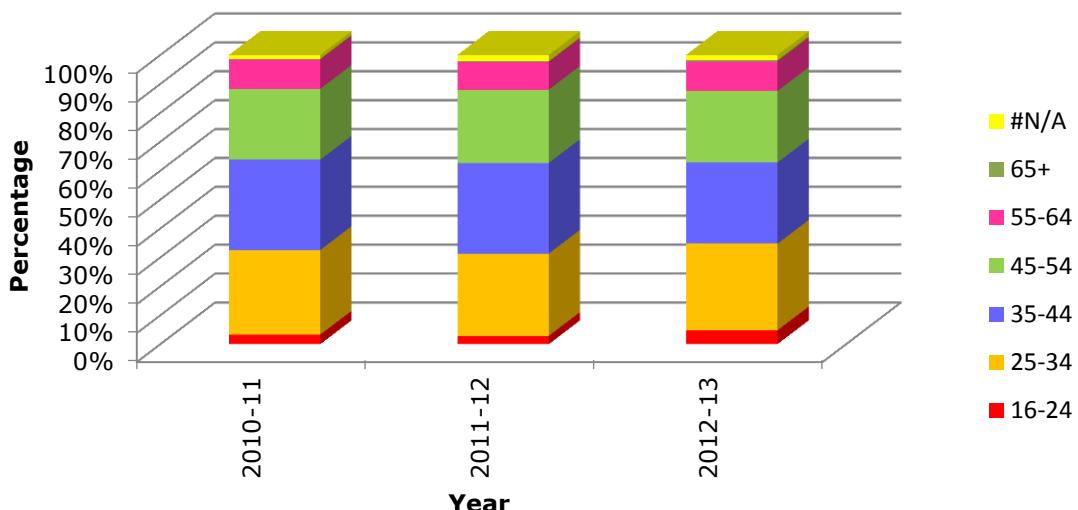


Figure 6.1.4.1 Training Attendance Profile by Age

Age	16-24	25-34	35-44	45-54	55-64	65+	Not known	Total
2010-11	300	2662	2841	2230	921	20	122	9096
2011-12	267	2633	2903	2346	894	13	202	9258
2012-13	479	2992	2803	2473	1020	38	186	9991

Table 6.1.4.1 Training Attendance Profile by Age

There has been a very stable trend over the past three years of the majority of attendees falling within three roughly equal age bands – 25 to 35; 35 to 44; and 45 to 54. This accounts for approximately 90% of participants, and represents the general spread of staff across the University. A small but increasing number of 16 to 24 year olds have attended training in the current academic year, reflecting the work undertaken in recruiting and supporting apprenticeships.

6.1.5 Occupational Staff Group

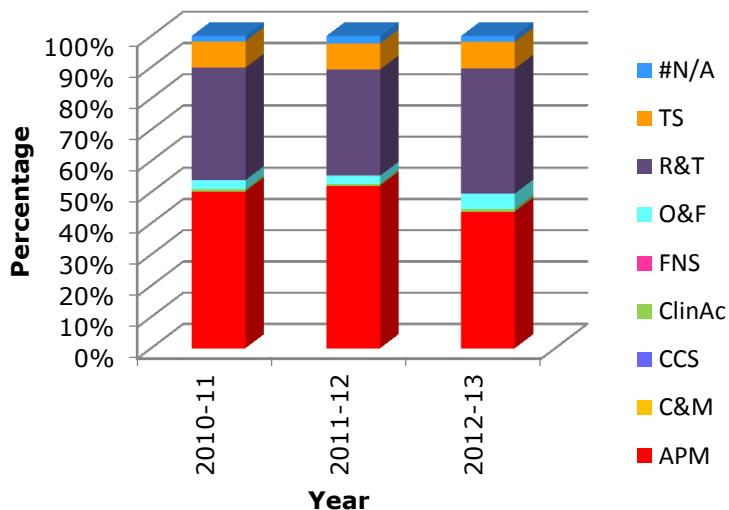


Figure 6.1.5.1 Training Attendance Profile by Job Family

Job Family	APM	C&M	CCS	ClinAc	FNS	O&F	R&T	TS	Not known	Total
2010-11	4572			63		263	3275	774	149	9096
2011-12	4825			57		235	3151	770	220	9258
2012-13	4364	* ¹	*	92	*	483	3991	858	186	9980

Table 6.1.5.1 Training Attendance Profile by Job Family

The past academic year has seen an increase in R&T job family participants (and a corresponding slight decrease in APM), possibly reflecting activity around the REF. There has been a small but significant increase in O&F family participants – possibly as a result of positive action activities. Categories of occupational staff group differ in this section of the report, in future Clinical Academics and Fertility Nursing Services will be included in the Clinical and Medical category as for the remainder of this report.

6.1.6 Level

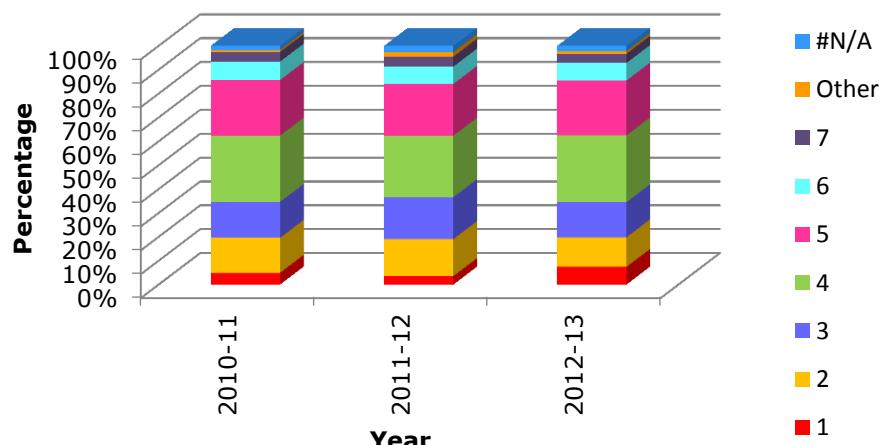


Figure 6.1.6.1 Training Attendance Profile by Level

¹ An * replaces the number where there are fewer than 10 employees

Level	1	2	3	4	5	6	7	Other	Not known	Total
2010-11	448	1333	1370	2528	2115	702	363	82	155	9096
2011-12	330	1435	1624	2389	2005	671	386	173	245	9258
2012-13	739	1239	1465	2797	2289	735	381	117	218	9980

Table 6.1.6.1 Training Attendance Profile by Level

There has been a relatively static distribution of attendance at training across job levels, with all levels engaging in some training. The largest groups of attendees in all three of the past years have been at levels 4 and 5, with smaller, but almost equal groups of levels 2 and 3. In the past year there has been an increase in level 1 staff attending training (double attendance in 2011-12, and almost a third more than 2010-11).

6.1.7 Faculty

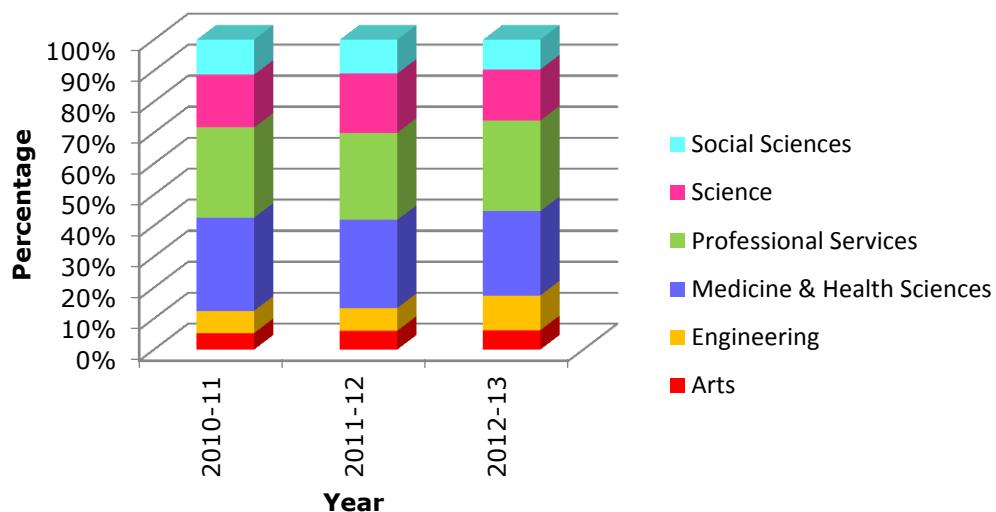


Figure 6.1.7.1 Training Attendance Profile by Faculty

Faculty	Arts	Engineering	Medicine & Health Sciences	Professional Services	Science	Social Sciences	Total
2010-11	485	654	2730	2647	1550	1030	9096
2011-12	561	680	2631	2604	1765	1017	9258
2012-13	625	1119	2712	2920	1643	961	9980

Table 6.1.7.1 Training Attendance Profile by Faculty

With one exception (Medicine), there has been an overall increase in the number of staff attending training. The most significant increase has been in the Faculty of Engineering, which has seen approximately a one third rise in training attendance from 2010-11 to 2012-13. Across the three years the majority of attendees are consistently from Professional Services and Medicine and Health Sciences.

6.2 Trends in Attendance by Central Short Course Category and Equality and University Category

This data shows trends in attendance on Professional Development Central Short Course workshops by category over the 3 year period from 2010 to 2013.

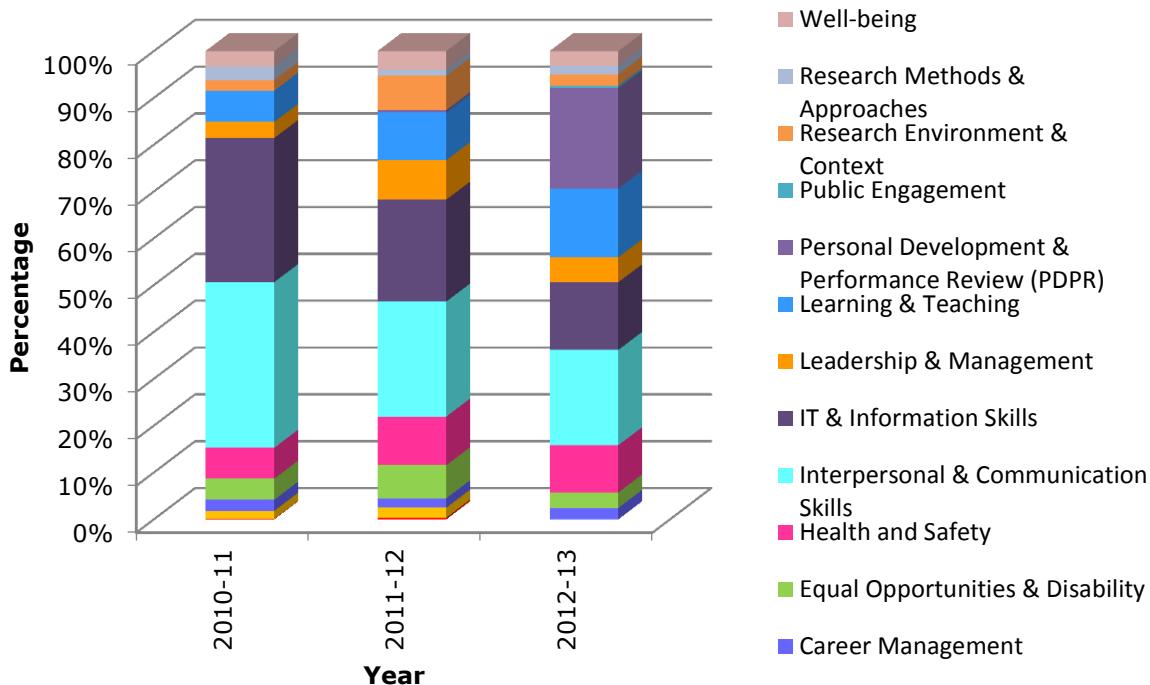


Figure 6.2.1 Training Attendance Profile by Category of Course

There have been significant shifts in the pattern of attendance at training sessions by category, with a year-on-year reduction in attendance at interpersonal and communication sessions, and at IT & information skills sessions. A steady increase in attendance at learning and teaching sessions can be seen over the past three years. There has been a marked increase in personal development and PDPR training sessions, reflecting roll-out of the new PDPR system. Attendance is also high in health and safety, learning and teaching and (new) public engagement sessions.

Category	2010-11	2011-12	2012-13
Academic Language & Writing Skills	10	32	
Activity / Performance Review	156	199	
Career Management	214	185	243
Equal Opportunities & Disability	410	653	330
Health and Safety	599	962	1006
Interpersonal & Communication Skills	3216	2272	2030
IT & Information Skills	2801	2017	1442
Leadership & Management	313	780	531
Learning & Teaching	608	944	1466
Personal Development & Performance Review (PDPR)		47	2142
Public Engagement		2	52
Research Environment & Context	207	676	245
Research Methods & Approaches	263	126	177
Well-being	299	363	316
Total	9096	9258	9980

Table 6.2.1 Training Attendance Profile Category by Course

6.2.1 Gender

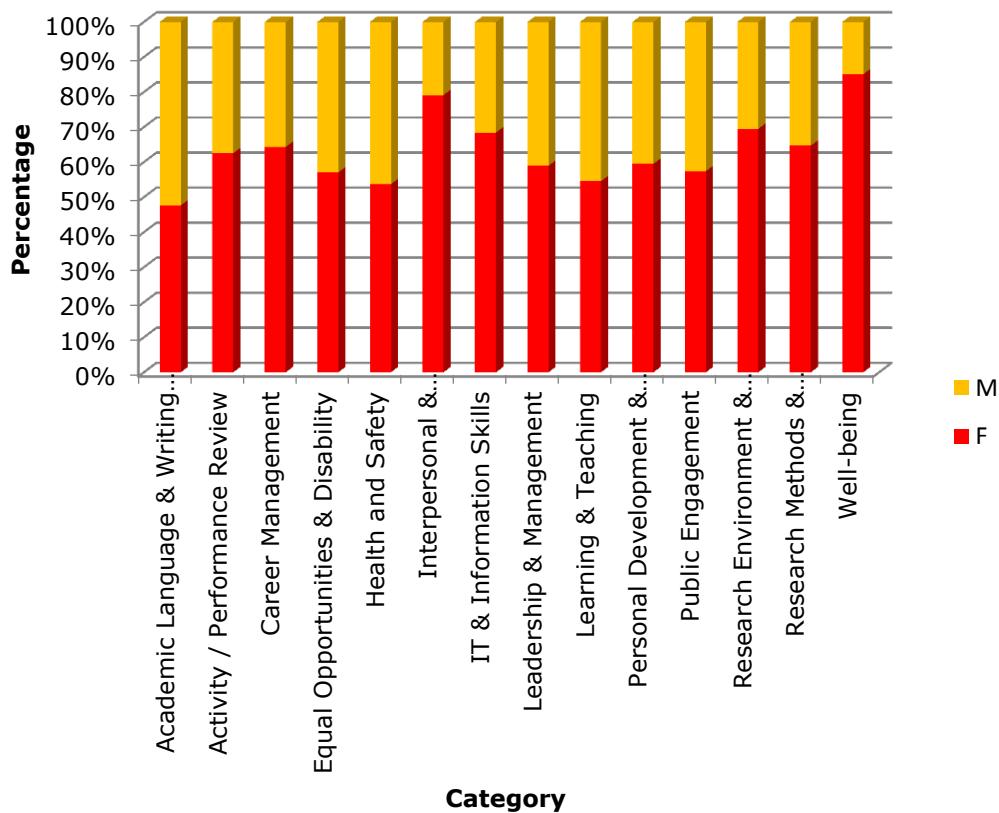


Figure 6.2.1.1 Training Attendance Profile by Category of Course and Gender

Gender	Female	Male	Total
Academic Language & Writing Skills	20	22	42
Activity / Performance Review	222	133	355
Career Management	413	229	642
Equal Opportunities & Disability	795	598	1393
Health and Safety	1378	1189	2567
Interpersonal & Communication Skills	5947	1571	7518
IT & Information Skills	4284	1976	6260
Leadership & Management	667	957	1624
Learning & Teaching	1372	1646	3018
Personal Development & Performance Review (PDPR)	887	1302	2189
Public Engagement	23	31	54
Research Environment & Context	344	784	1128
Research Methods & Approaches	200	366	566
Well-being	146	832	978

Table 6.2.1.1 Training Attendance Profile by Category of Course and Gender

Well-being and interpersonal & communication skills sessions are overwhelmingly attended by female staff. No sessions are attended by a significant majority of male staff. Most sessions are approximately equal in attendance (academic skills; equal opportunities and disability; health & safety; learning & teaching), more closely reflecting the overall staff gender makeup of the institution.

6.2.2 Ethnicity

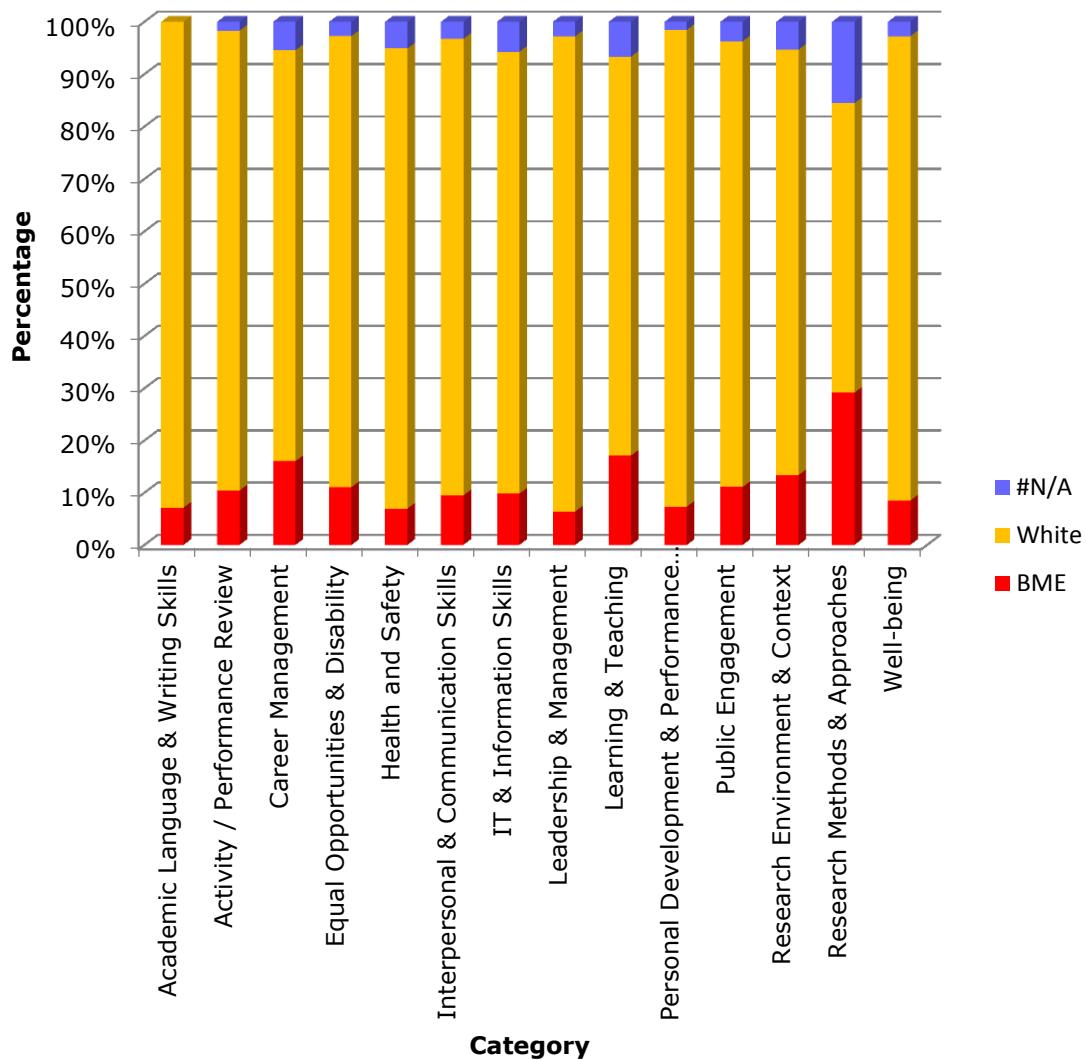


Figure 6.2.2.1 Training Attendance Profile by Category of Course and Ethnicity

The majority of attendees on sessions are white. However there is significant BME attendance at career management (16%); learning and teaching (17%) and research methods and approaches (29%) sessions.

Ethnicity	BME	White	Not known	Total
Academic Language & Writing Skills	* ¹	39		42
Activity / Performance Review	37	312	*	355
Career Management	103	504	35	642
Equal Opportunities & Disability	154	1201	38	1393
Health and Safety	179	2257	131	2567
Interpersonal & Communication Skills	712	6559	247	7518
IT & Information Skills	615	5287	358	6260
Leadership & Management	104	1475	45	1624
Learning & Teaching	517	2301	200	3018
Personal Development & Performance Review (PDPR)	161	1994	34	2189
Public Engagement	*	46	*	54
Research Environment & Context	151	917	60	1128
Research Methods & Approaches	165	313	88	566
Well-being	83	868	27	978

Table 6.2.2.1 Training Attendance Profile by Category of Course and Ethnicity

6.2.3 Disability

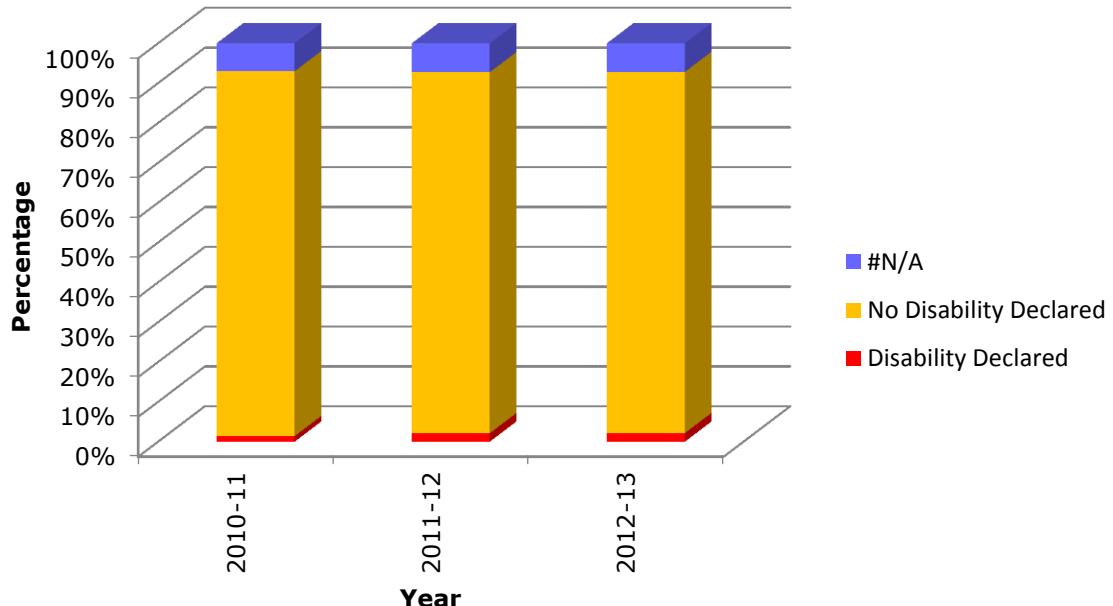


Figure 6.2.3.1 Training Attendance Profile by Category of Course and Disability

Numbers of attendees with declared disabilities are small across all courses, across all years. Where there is a significant increase in these small numbers is on public engagement and well-being sessions.

¹ An * replaces the number where there are fewer than 10 employees

Year	Disability Declared	No Disability Declared	Not known	Total
2010-11	128	8330	638	9096
2011-12	197	8388	673	9258
2012-13	217	9046	717	9980
Total	542	25764	2028	28334

Table 6.2.3.1 Training Attendance Profile by Category of Course and Disability

6.2.4 Age

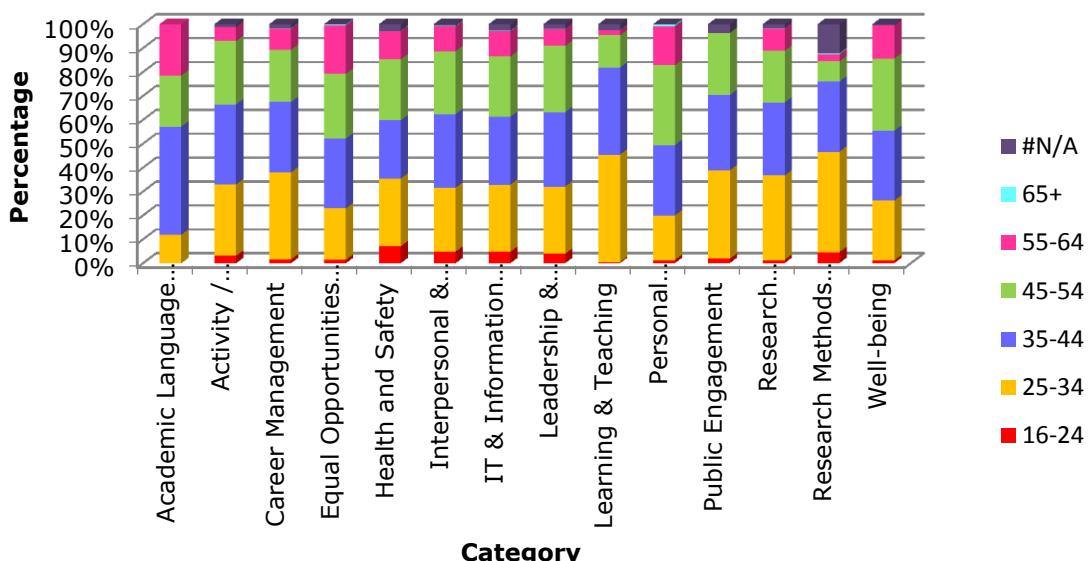


Figure 6.2.4.1 Training Attendance Profile by Category of Course and Age

Age	16-24	25-34	35-44	45-54	55-64	65+	Not known	Total
Academic Language & Writing Skills		* ¹	19	*	*			42
Activity / Performance Review	11	106	119	94	21		*	355
Career Management	10	234	189	140	57	*	11	642
Equal Opportunities & Disability	21	319	433	402	301	*	*	1393
Health and Safety	182	726	627	655	301	*	71	2567
Interpersonal & Communication Skills	362	2010	2316	1978	783	18	51	7518
IT & Information Skills	300	1759	1777	1578	662	15	169	6260
Leadership & Management	64	457	505	450	116	*	31	1624
Learning & Teaching	14	1357	1100	408	63	*	73	3018
Personal Development & Performance Review (PDPR)	29	408	644	732	355	18	*	2189

¹ An * replaces the number where there are fewer than 10 employees

Age	16-24	25-34	35-44	45-54	55-64	65+	Not known	Total
Public Engagement	*	20	17	14			*	54
Research Environment & Context	15	399	344	244	105	*	20	1128
Research Methods & Approaches	26	238	166	48	16	*	69	566
Well-being	11	245	286	295	136		*	978

Table 6.2.4.1 Training Attendance Profile by Category of Course and Age

The distribution of training bay age category is consistent across most course category types and reflective of the age profile of the University.

6.2.5 Occupational Staff Group

There are some unsurprising trends over the past three years in attendance by course and job family: R&T overwhelmingly outnumber other job families in learning and teaching sessions, and research methods. They also account for a significant number of attendances at career management sessions. APM staff account for the majority of attendances at skill-based personal development and well-being sessions. O&F and TS staff feature most significantly in Equal opportunities and disability and Health and safety sessions, although a small number do attend across the range of other sessions.

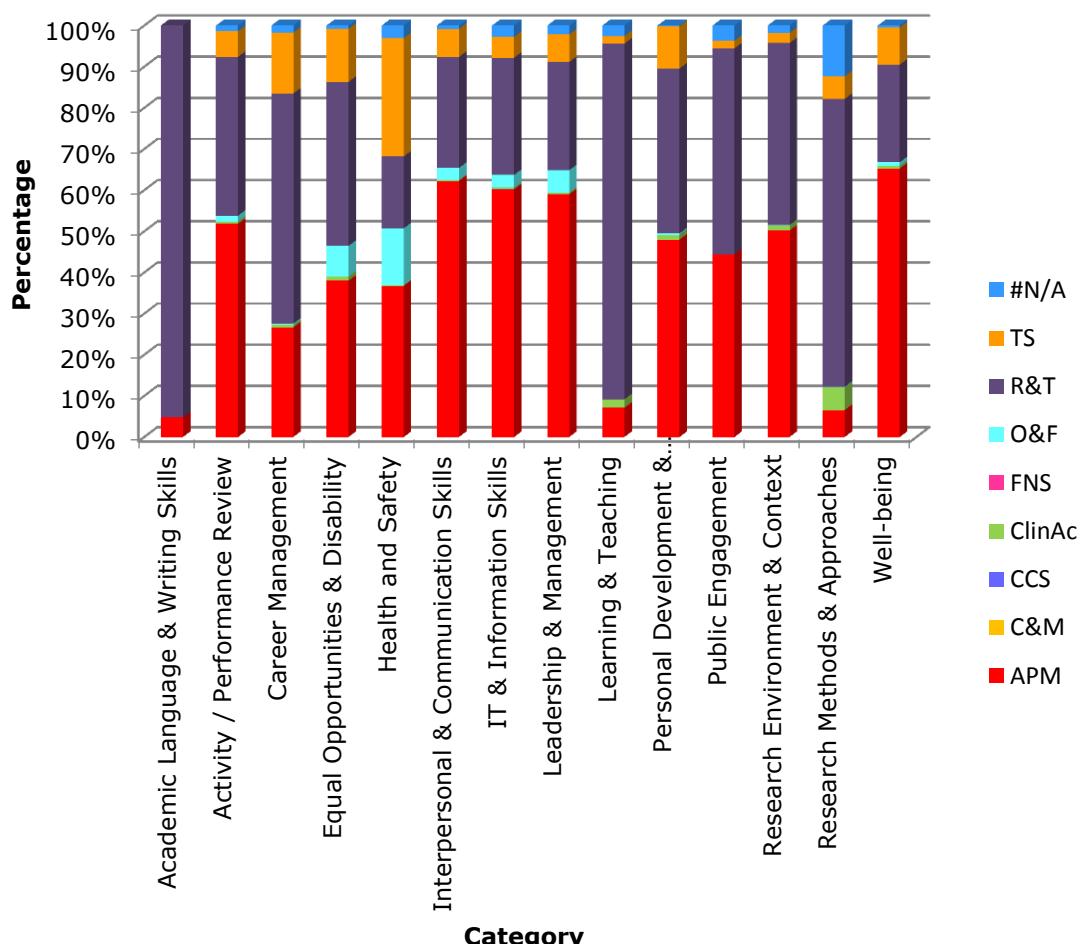


Figure 6.2.5.1 Training Attendance Profile by Category of Course and Occupational Staff Group

Occupational Staff Group	APM	C&M	CCS	ClinAc	FNS	O&F	R&T	TS	Not known	Total
Academic Language & Writing Skills	* ¹						40			42
Activity / Performance Review	184			*		*	137	22	*	355
Career Management	171			*		*	359	95	11	642
Equal Opportunities & Disability	529	*		13		104	555	180	11	1393
Health and Safety	943			*		355	448	738	79	2567
Interpersonal & Communication Skills	4678			20		217	2027	514	62	7518
IT & Information Skills	3767		*	26		190	1784	316	173	6260
Leadership & Management	958			*		88	427	109	35	1624
Learning & Teaching	214			62			2609	54	79	3018
Personal Development & Performance Review (PDPR)	1050			23	*	*	877	226	*	2189
Public Engagement	24						27	*	*	54
Research Environment & Context	566			14		*	499	28	20	1128
Research Methods & Approaches	37			31		*	396	31	70	566
Well-being	638			*		*	232	88	*	978

Table 6.2.5.1 Training Attendance Profile by Category of Course and Job Family

¹ An * replaces the number where there are fewer than 10 employees

6.2.6 Level

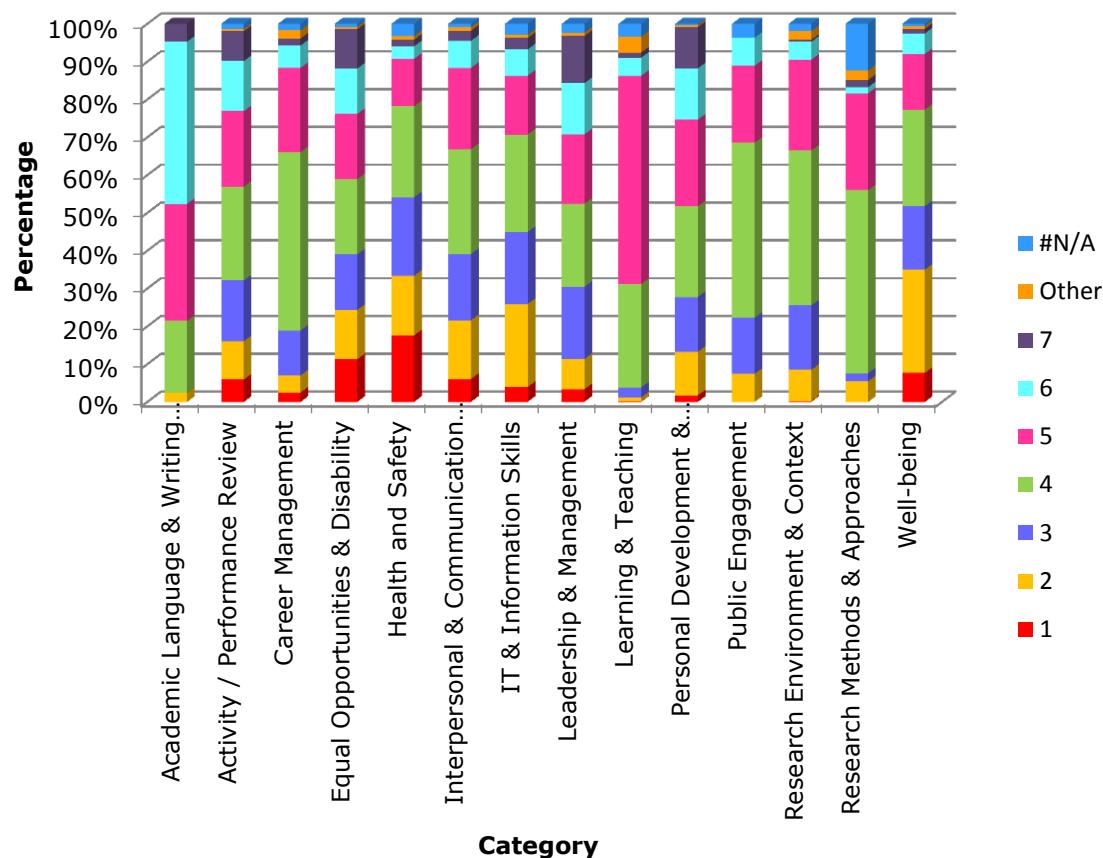


Figure 0.1 Training Attendance Profile by Category of Course and Level

Level	1	2	3	4	5	6	7	Other	Not known	Total
Academic Language & Writing Skills		* ¹		*	13	18	*			42
Activity / Performance Review	21	36	57	88	71	47	28	*	*	355
Career Management	16	29	76	303	143	38	12	14	11	642
Equal Opportunities & Disability	157	182	204	278	240	167	145	*	11	1393
Health and Safety	451	405	533	618	322	85	45	24	84	2567
Interpersonal & Communication Skills	454	1169	1315	2086	1614	538	198	74	70	7518
IT & Information Skills	245	1376	1191	1614	973	435	190	49	187	6260
Leadership & Management	54	130	310	357	298	220	202	15	38	1624

¹ An * replaces the number where there are fewer than 10 employees

Level	1	2	3	4	5	6	7	Other	Not known	Total
Learning & Teaching	*	31	80	826	1662	144	40	126	105	3018
Personal Development & Performance Review (PDPR)	38	252	317	525	502	297	239	12	*	2189
Public Engagement		*	*	25	11	*			*	54
Research Environment & Context	*	94	192	462	271	53	*	26	22	1128
Research Methods & Approaches		31	12	274	145	*	11	14	70	566
Well-being	75	267	164	250	144	53	12	*	*	978

Table 6.2.6.1 Training Attendance Profile by Category of Course and Level

There are some unsurprising trends, with level 1 staff predominantly attending health & safety courses; level 2 predominantly well-being and IT; level 3 evenly spread, with the exception of academic writing/ learning & teaching/ research methods; level 4 evenly spread, with the same exceptions as level 3; level 5 learning and teaching; level 6 academic writing.

6.3 Attendance at Positive Action and Accredited programmes

This data summarises trends in attendance on Positive Action programmes over the same period. Two programmes (Stellar HE and 'Cope for Equality' leadership and personal development programmes for BME staff) have no statistical analysis because of possible breach of confidentiality. Overall the number of attendees on positive action programmes has increased – mostly following a year-on-year trend.

6.3.1 Gender

Over the 3 year period over 70% or more attendees have been female, with a rise in the overall number of attendees. The number of male attendees has increased year on year, with the proportion increasing by 4% to an overall 30.8% in 2012/13.

6.3.2 Ethnicity

The number of white attendees has risen over the 3 years. The number of BME attendees rose in 2010/11 (11.9%) and 2011/2012 (12.4%) but has decreased to 10% in 2012/13.

6.3.3 Disability

Over 88% of participants have no disability declared. Between 2.2% and 2.6% declared a disability over the 3 year period, with the remainder providing no status.

6.3.4 Age

There has been a consistent trend over the past 3 years in the 45-54 and 54-64 age groups, who account for approximately 27% of attendees. In the past year there has been a small increase in attendance in 16-24 age group and a significant increase in attendance in the 25-34 age range. After a significant spike in attendance in the 35-44

age range this has dropped in the 2012-13 to almost 2010-11 attendance level. Overall there has been a significant increase in numbers of attendees.

6.3.5 Occupational Staff Group

Over the 3 year period the majority of attendees have been from the APM and R&T job families. However, whilst the number of R&T attendees has increased year on year, resulting in an overall significant rise in attendance, APM attendance has risen and then fallen to below 2010-11 numbers. Whilst still a very small number, attendance by Clinical academic staff and O&F have also risen. Numbers of TS staff have fallen year on year since 2010-11.

6.3.6 Faculty

Most attendance has been by members of Faculty of Medicine and Professional Services over the 3 year period; Professional services numbers are stable but slightly down overall, for on the whole attendance increased for each Faculty.

6.4 Specific Positive Action programmes

This section provides information about trends within specific positive action programmes, across all Equality and Diversity categories.

6.4.1 PGCHE

Over the 3 year period there remains a gender split of approximately 50/50, and a proportion of 3% disabled participants. In number terms BME participation has increased, however so has overall participation so the % has decreased from over 24% to 14%. There have been some fluctuations but over the three year period the majority of attendees fall into the 25-34 age range (approx 50%). There has been a small but steady increase in clinical academic staff attending PGCHE, and an increase in level 4 participants during the last academic year (from approx 8% to approx 12%). There has been a rise in the number of participants from all faculties with the exception of professional services over the 3 year period. Engineering and Medicine & Health Science have seen the biggest % rises in participants over the period.

6.4.2 PEAR

Attendance has fallen overall. The majority of attendees are white. The small number of BME staff attending remains stable, and has risen in percentage terms. The picture is very similar with regards disability. Numbers of attendees have fallen across all age bands, most significantly in the 45-54 range. There have been significant changes in attendance by job family across the period, with a steady decline in T&S, and a corresponding increase in APM.

6.4.3 APPLE

The overall number of attendees has increased over the 3 year period, with the biggest ever cohort currently running. The majority of participants are white. From a base of approx. 10% the percentage of BME staff attending rose to almost 15% in 2011-12 before falling to approx. 5%. During these 2 years a larger proportion of 'not known' were also recorded. The percentage of disabled participants has remained steady over the period at between 2 & 3%. There has been a fluctuating increase in 'not known' over the period. There has been an increase in numbers in all age ranges with the exception of the 35-44 category. The largest percentage increase over the 3 year period is in age

range 24 -34. Over the period, however, there has been a fall in APM attendance, and a corresponding rise in R&T leaving a roughly 30/70 balance, with a small (and declining) TS contingent and a variable O&F contingent. Over the 3 year period there has been a steady rise in level 4 attendance (now 60% of participants), and a decline in level 5. Over the 3 year period there has been a steady decline in Professional services attendance, a rise in engineering attendance, and generally a rise with fluctuations across years in other faculties.

6.4.4 WAND

Over the 3 year period the vast majority of participants have been white, with no recorded BME participants in the 2012-13 period. There are no recorded disabled participants over the three year period. Across all three years there is a roughly even split between 35-44 and 45-54 age range. R&T represent the majority of attendees across all 3 years, with a trend towards increasing proportion.

6.4.5 Stellar HE

Stellar HE is a Leadership and Management Development programme for BME staff levels 5 and above. No data has been provided because of a risk of breach of confidentiality. However, qualitative feedback clearly shows that by the end of the programme participant's perspective on opportunities for career development had improved significantly, and they had begun to be more proactive in managing their careers, through increased involvement in high profile events and becoming more organisationally aware.

6.4.6 Cope for Equality

Cope for Equality is a leadership and personal development programme for BME staff levels 1 – 4. No data is provided because of a risk of breach of confidentiality

6.4.7 First Aid

Over the three year period, in each year, just over 50% of participants are female. There has been a year-on-year decline over the three year period in BME staff attendance. Overall attendance at First Aid training has fallen over the three year period – this is reflected in year-on-year fall in numbers in the 25-34, 35-44 and 45-54 age groups. The 16-24 and 55-64 age groups are relatively stable. Over the period there has been a steady year-on-year decline in the number of APM attendees at First Aid training. There has been a less sharp decline in Teaching Support staff attending. O&F have increased, RS attendee numbers are static. Over the three year period there has been a rise in level 1 attendance, and a decline in levels 2 – 5. Level 6&7 attendance is small but static.

6.4.8 ILM

Over the past three years the majority of participants have been female. This has fluctuated between 60% and just over 70%. This fluctuation in percentage is due to a rapid rise, and then a smaller fall in male participants. In real terms female participation has seen a steady rise. There has been a small (approx. 3%) cohort of disabled attendees over the past 2 academic years. Over the past three years the majority of participants have been white. Attendance by BME participants has risen year on year from none recorded to 4%. Over the period there has been a small, but growing number of attendees are aged 16-24 (reflecting apprenticeship scheme?). There is significant growth in the number of attendees aged 25 – 34. There is almost a balance (slightly more) in numbers between this age group and age groups 35-44 and 45-54.

Over the 3 year period the majority of attendees on ILM programmes have been APM staff. The number of APM staff attending rose sharply and then continued to rise at a slower rate. Level 2 and level 3 have increased year on year throughout the period. Overall numbers in other levels have increased, with fluctuations across years – generally there is a trend of a large increase in year 2 of the period, followed by a smaller reduction in the last academic year. Over the three year period the two largest cohorts of participants have been from Professional Services, followed by Medicine & Health Sciences. Whilst still small the number of science participants has steadily increased.

7 Employee Case Work

This report is designed to provide information relating to HR casework undertaken by managers and supported by HR. This section of the report covers:

- Disciplinary Information
- Grievance Information
- Dignity Complaints

The information presented in the disciplinary section is used to highlight cases against individuals by the University. The information provided in the grievance section highlights complaints made by individuals to the University. Finally, information provided in the Dignity Complaints section details any harassment, bullying or discrimination complaints made by an employee against another staff member to the University. Employees who were the subject of a dignity complaint that has been accepted as valid by the University may then count in the disciplinary section of this report if formal action was taken against them.

This report includes information on all cases that either commenced or concluded between 1st August 2010 - 31st July 2013. Those individuals who lodged a dignity issue during this period are also recorded and analysed below. The statistics provided in this report relate to proceedings which have reached a formal stage. This includes those proceedings that are raised formally but are then resolved informally at the formal stage. This report explicitly does not include information about employees whose disputes were resolved informally through extensive work by managers, employees and staff. Our information includes those employees of the University who work on any of the UK campuses. At present, as this information relates solely to UK policy and procedure, this information does not relate to individuals who work on the University's international campuses in China and Malaysia. All information included in this report protects the anonymity of all our employees. At all times, our goal has been to prevent the identity of any individual becoming explicitly or implicitly apparent. The University has does not reveal any equality information that would identify a member of staff, or by which a particular employees personal information would be apparent. This report therefore provides general top line statistics in order to assess our current position against our equality and diversity objectives, monitor general trends in line with the Equality Act 2010, and inform policy development within the University as a whole.

The number of disciplinaries and grievances specifically that reach a formal stage is only a small proportion of the University population (between 1-2% of the workforce).

7.1 Disciplinary Information

7.1.1 Disciplinary Types by Faculty

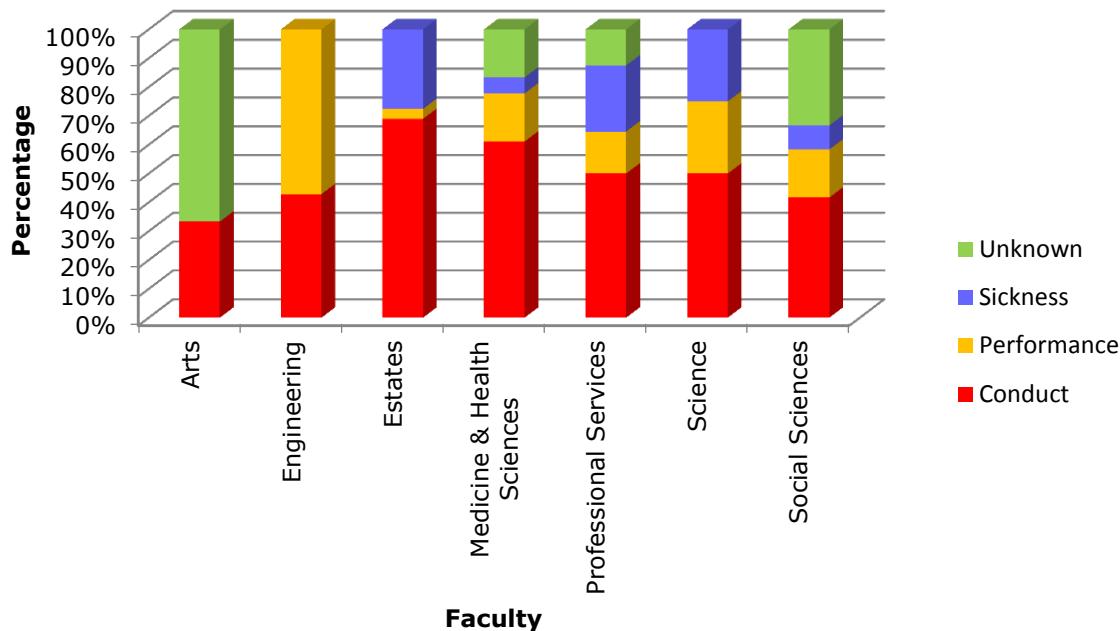


Figure 7.1.1 Disciplinary Types by Faculty

The majority of disciplinary cases relate to matters of conduct. These can vary from minor issues that result in oral warnings to include more serious matters that can lead to dismissal. Inevitably this is the most common category. Disciplinary cases relating to performance are generally spread across all faculties, and will reflect the extent to which there is active performance management. Sickness cases can include warnings for intermittent absence where improvement is needed. Other cases can include those with longer term absence matters when a return to work is not possible.

Disciplinary Types by Job Family

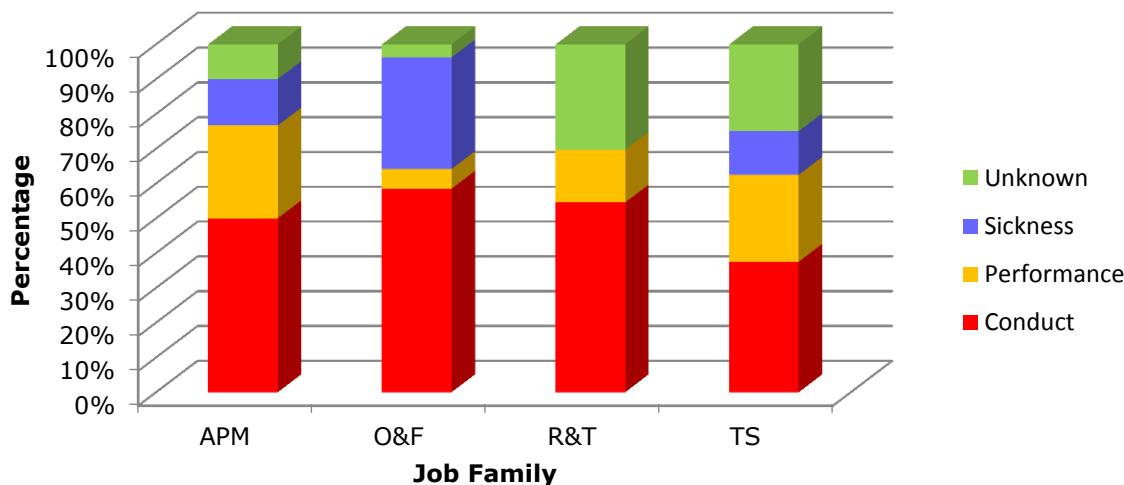


Figure 0.1 Disciplinary Types by Job Family

There is a variable pattern by job family of the types of disciplinary cases. Within O&F there is a higher incidence of sickness category which may reflect the nature of the work and the focus on attendance. It should be noted that the actual numbers of cases of performance disciplinaries is only 18 across all job families therefore it is difficult to draw any strong conclusions on where there might be areas of concern.

7.1.2 Hearing Outcomes by Gender

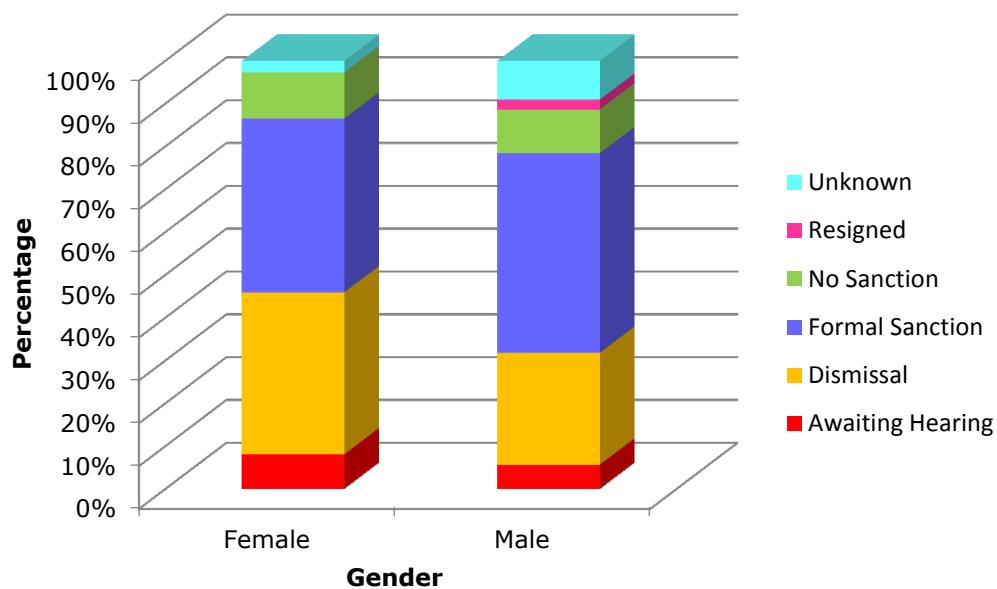


Figure 7.1.2 Hearing Outcome by Gender

Of all the cases taken to hearing, 30% were female and 70% male, which is in contrast to the gender make-up of the University (53% female and 47% male). The incidence of no sanction is very similar between genders; the incidence of dismissal is a higher

proportion amongst female staff. However it should be noted that the number of cases is small so it is difficult to draw conclusions about any trends.

7.1.3 Hearing Outcomes by Ethnicity

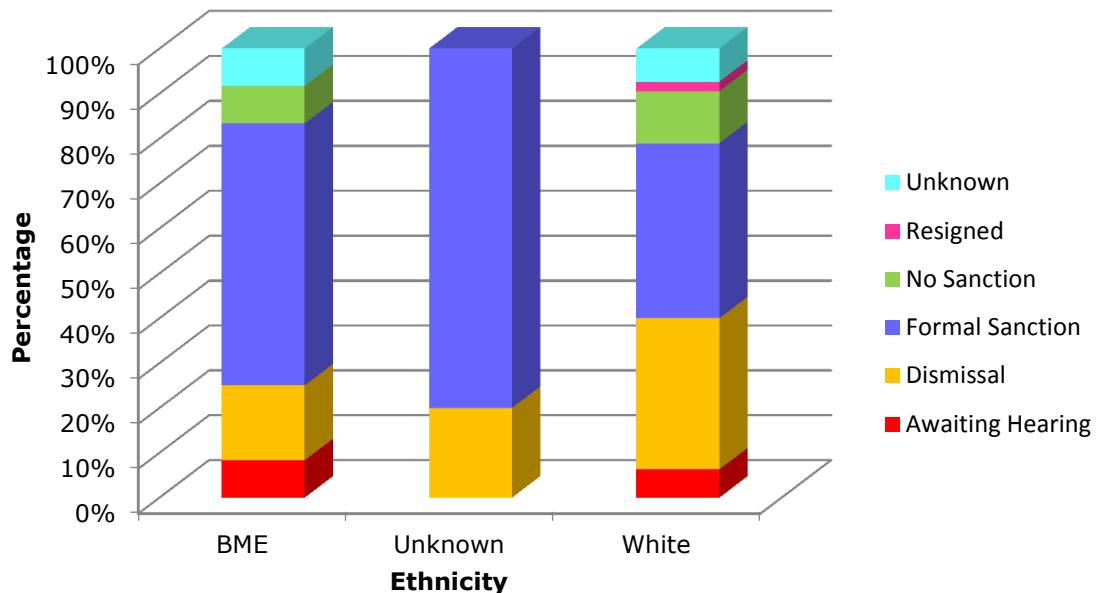


Figure 7.1.3.1 Hearing Outcome by Ethnicity

The proportion of disciplinary cases that were upheld (i.e. formal sanctions and dismissals) is very similar between BME and White groups, (75% and 73% respectively), however proportionally more cases of dismissal occurred in cases involving people of white ethnicity. However when compared to the University's population of BME employees (11.7%), there are proportionately more BME employees undergoing disciplinary procedures (24%) than white ethnic employees. However the numbers remain very small and it is difficult to draw a firm conclusion.

7.1.4 Hearing Outcomes by Disability

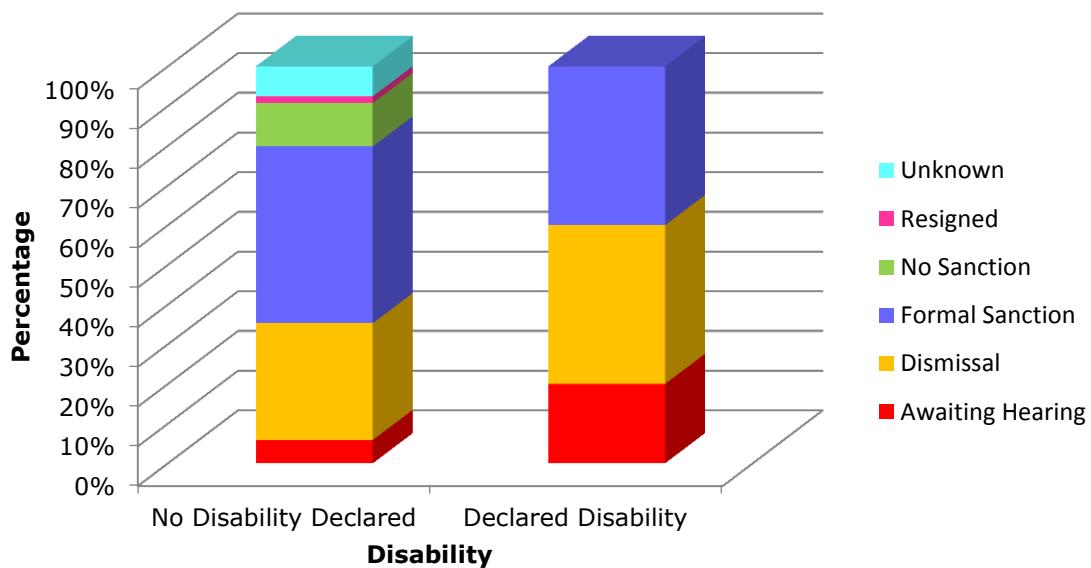


Figure 7.1.4.1 Hearing Outcome by Disability

The proportion of employees declaring a disability who undergo disciplinary procedures is higher at 4% than the University population of 2%. However because of the small numbers involved it is difficult to draw a conclusion.

7.1.5 Hearing Outcomes by Age

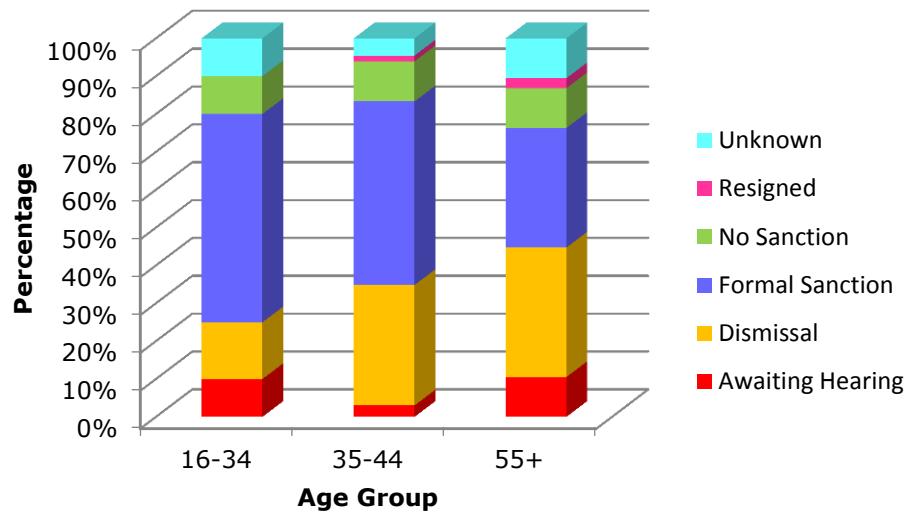


Figure 7.1.5.1 Hearing Outcome by Age

The formal outcomes (dismissal and formal sanction) are a comparable percentage across all the age groups, bearing in mind the small numbers (70% age range 16-34, 80% age range 35-44 and 65% age range 55+). The proportion of disciplinary cases in all age ranges is consistent with the University population.

7.1.6 Hearing Outcomes by Job Family

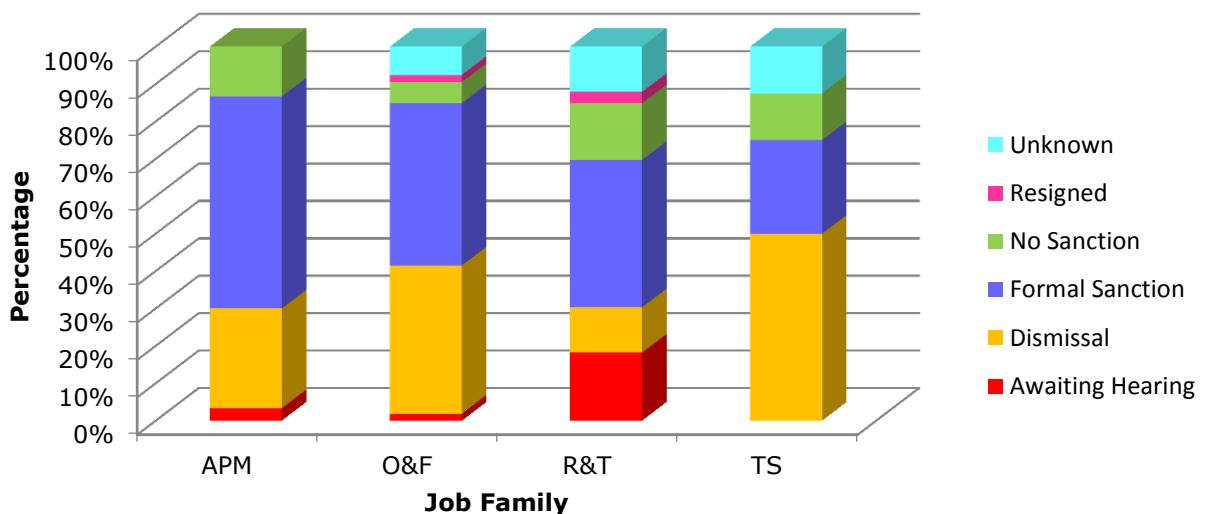


Figure 7.1.6.1 Hearing Outcome by Job Family

Outcomes in the R&T job family are less likely to result in a formal sanction or dismissal, although there is a higher percentage of cases that are awaiting hearing which might change this picture over time.

7.1.7 Appeals

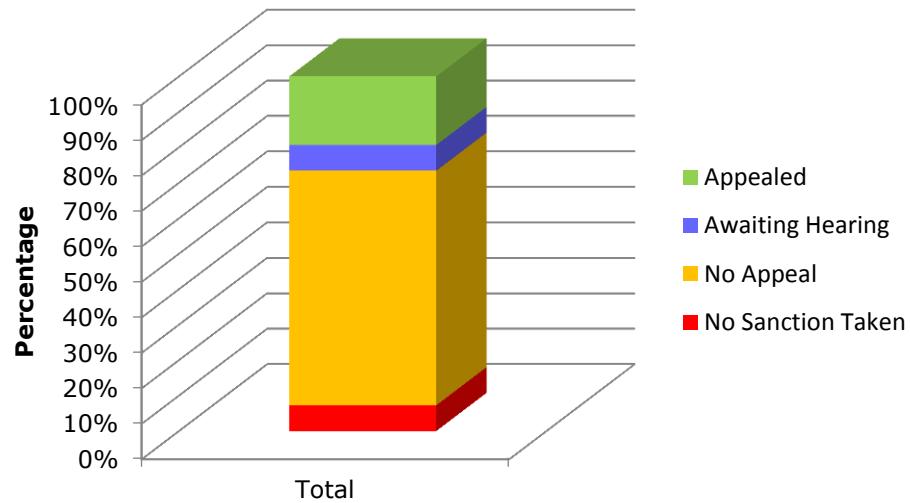


Figure 7.1.7.1 Appeals

The occurrence of appeals is consistent between all job families, see figure 7.1.7.2, and of those appeals which have been heard, all have been rejected, see figure 7.1.7.3.

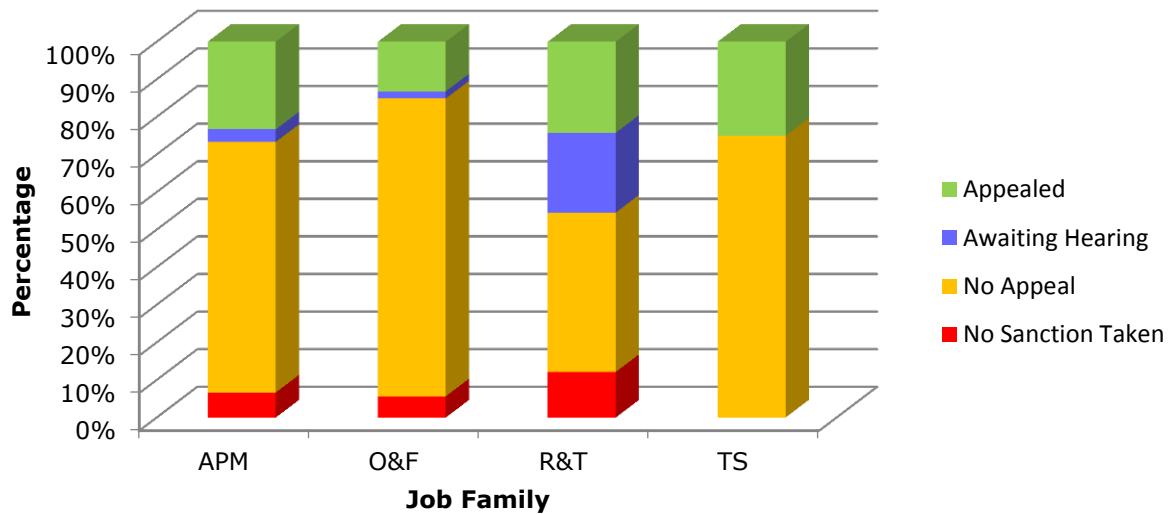


Figure 7.1.7.2 Appeals by Job Family

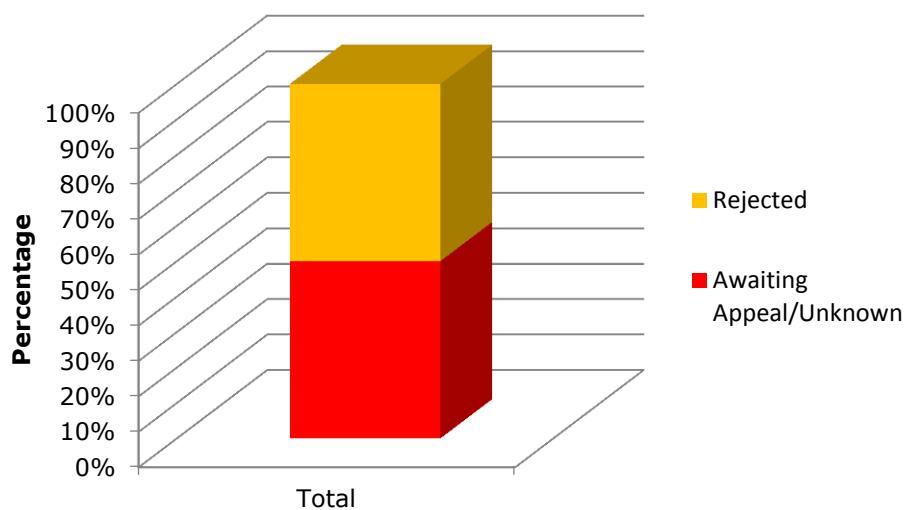


Figure 7.1.7.3 Appeal Outcomes

7.2 Grievance Information

No staff with a declared a disability have undergone the formal grievances procedure.

7.2.1 Faculty and Occupational Staff Group

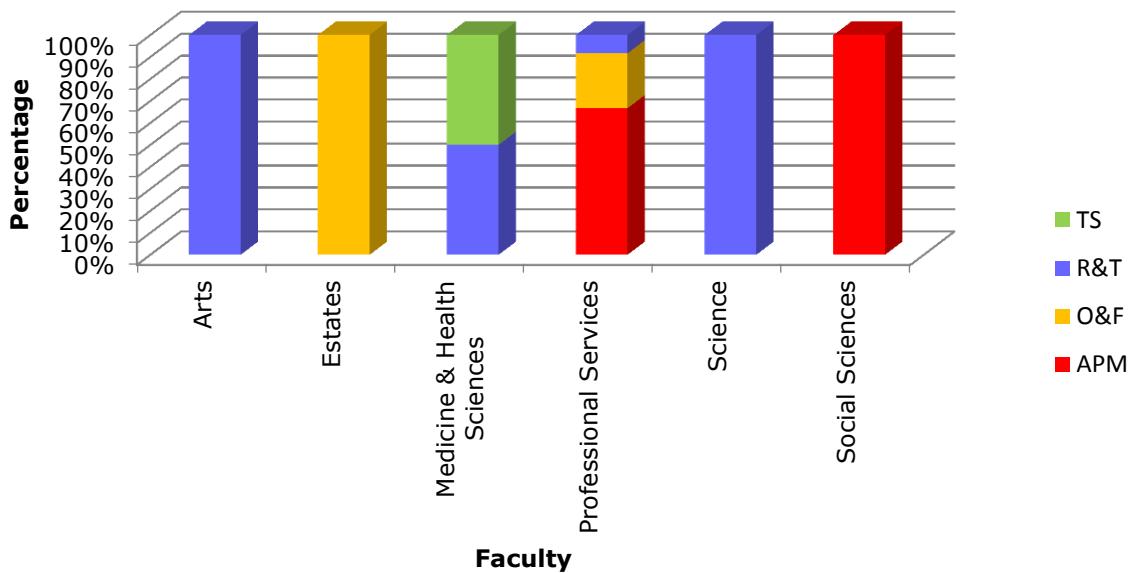


Figure 7.2.1.1 Grievances by Faculty and Occupational Staff Group

Because the number of grievances is very small it is not possible to draw any conclusions from this data. The predominant job family in the Estates Department is O&F, and therefore it is consistent with all grievances being lodged from this job family. Equally Professional Services is strongly APM based and this is reflected in the higher number of grievances from that staff group. Other Faculties are more balanced between staff groups, but small numbers in these areas do not provide data which can identify trends.

7.2.2 Outcomes by Gender

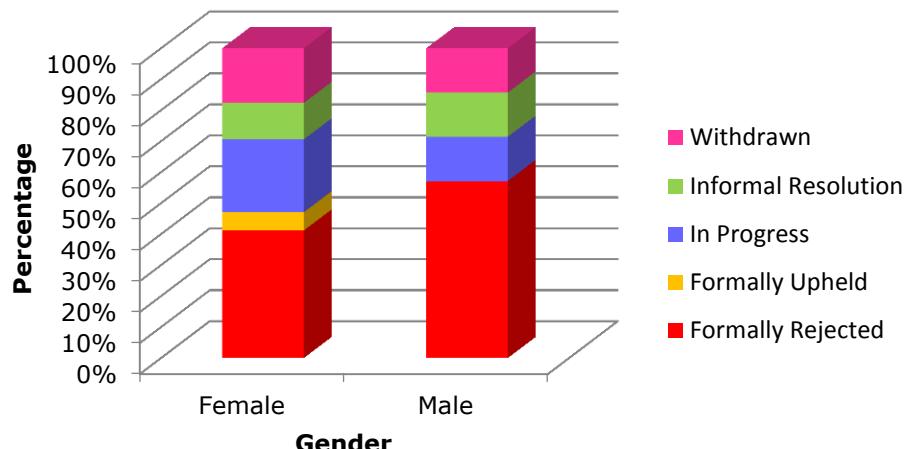


Figure 7.2.2.1 Hearing Outcome by Faculty

Proportionally more grievances are received from women than men, which does not reflect the University population. The general pattern is that grievances from both females and males are rejected.

7.2.3 Outcomes by Ethnicity

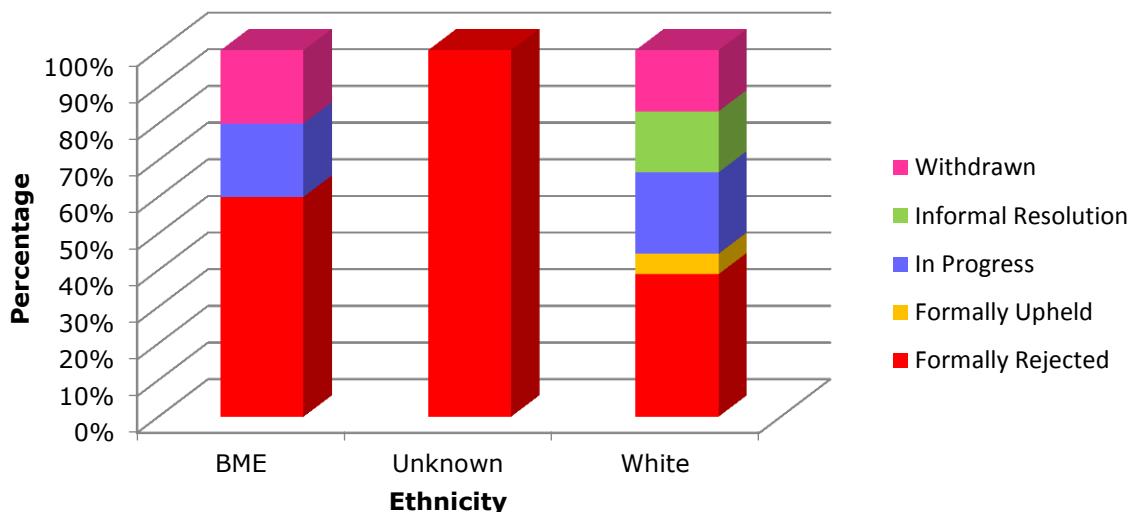


Figure 7.2.3 Hearing Outcomes by Ethnicity

A higher proportion of grievances are received from BME employees than the university population. However there is no evidence to suggest that these are related to matters of race or ethnicity.

7.2.4 Outcomes by Age

Age groups are given in 20 year ranges due to the small sample size.

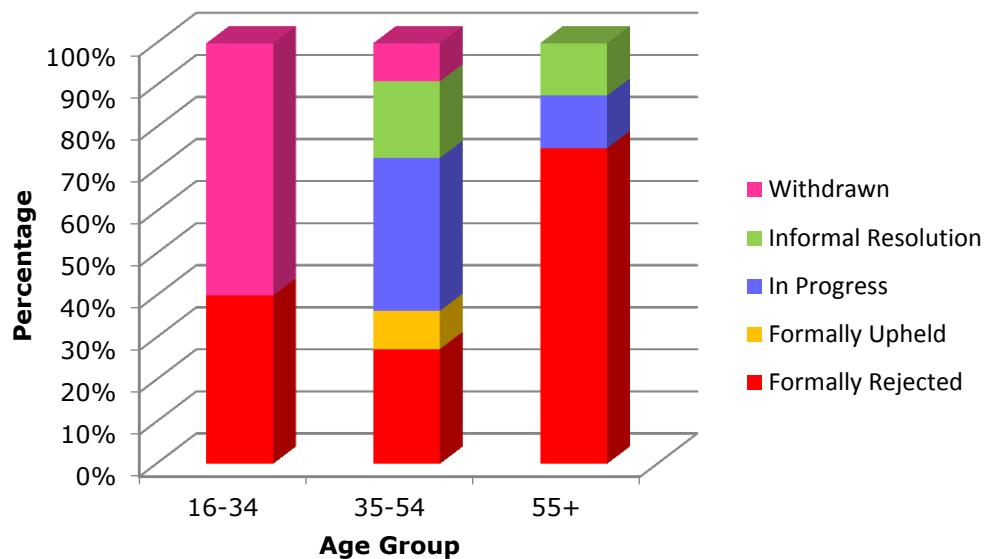


Figure 7.2.4.1 Hearing Outcomes by Age Group

The proportion of grievances received from the different age ranges is in line with the university population. However a younger member of staff is more likely to withdraw their complaint.

7.2.5 Outcomes by Job Family

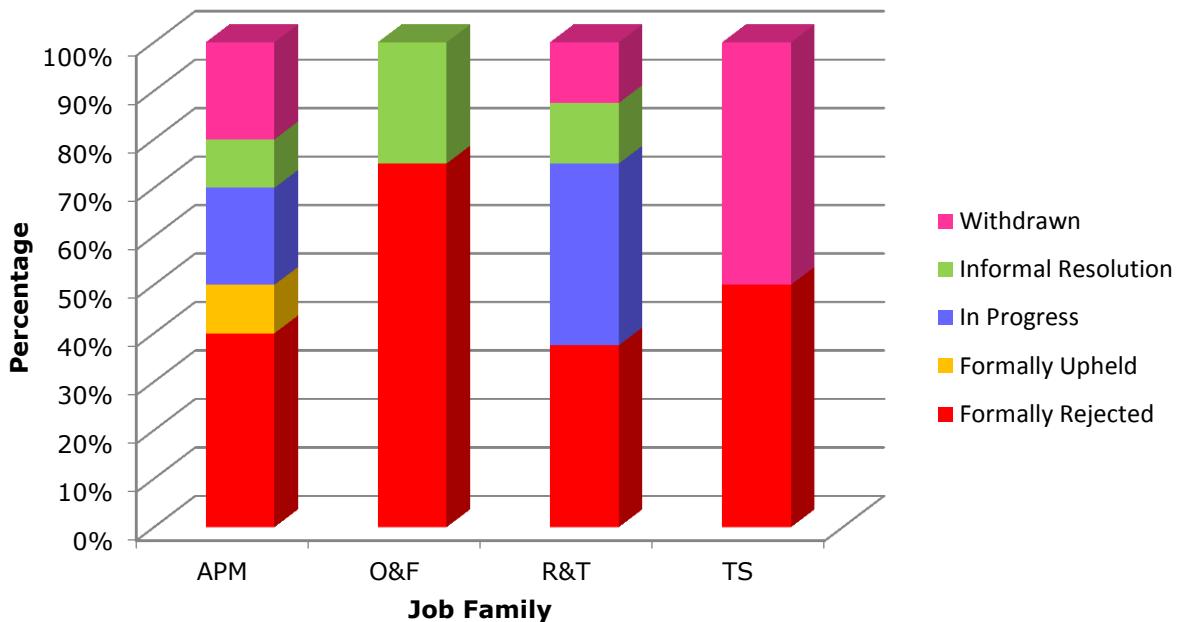


Figure 7.2.5 Hearing Outcomes by Job Family

As most grievances are rejected the pattern is consistent across all job families. No conclusions can be drawn in respect of other outcomes because of the extremely small numbers.

7.3 Dignity Complaints

7.3.1 Complaints by Faculty

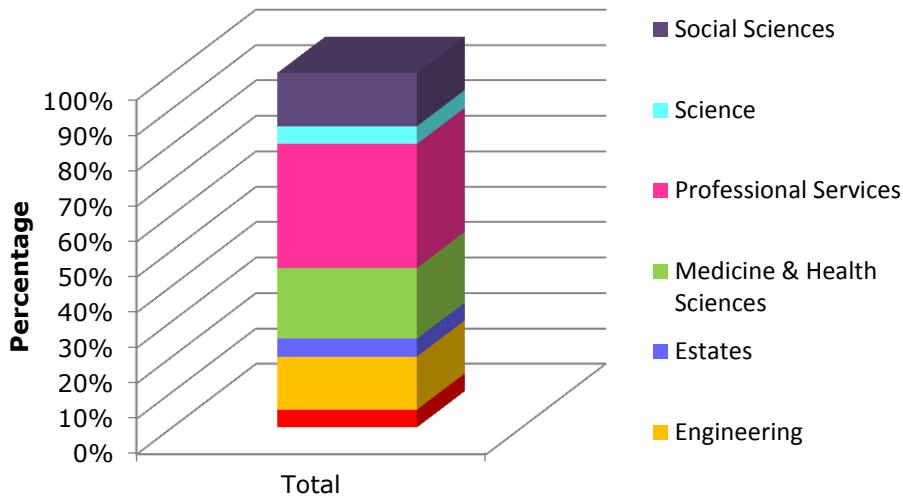


Figure 7.3.1.1 Complaints by Faculty

The majority of complaints have been received from Professional Services, the pattern across other facilities is varied.

7.3.2 Complaints by Job Family

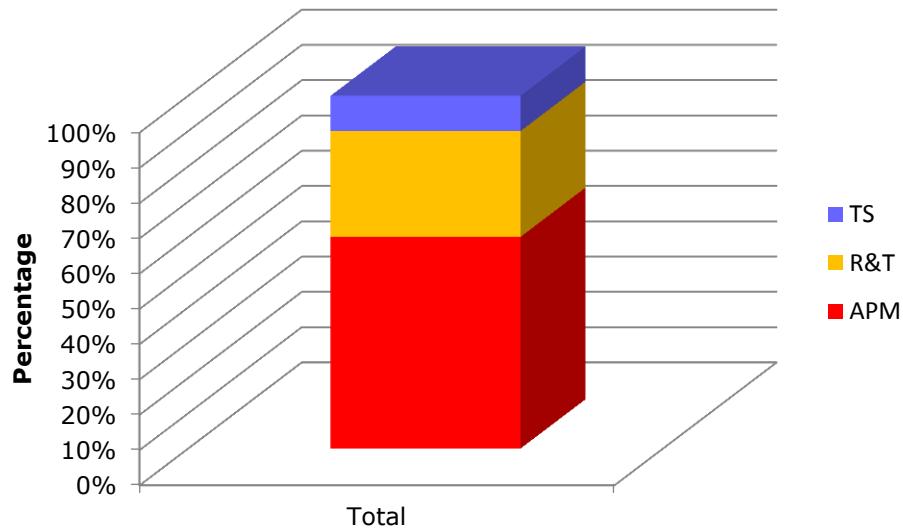


Figure 7.3.2 Complaints by Job Family

The majority of complaints come from employees in the APM family, and is slightly higher than the proportion of staff in that group in the University population (30%)

7.3.3 Outcomes by Gender

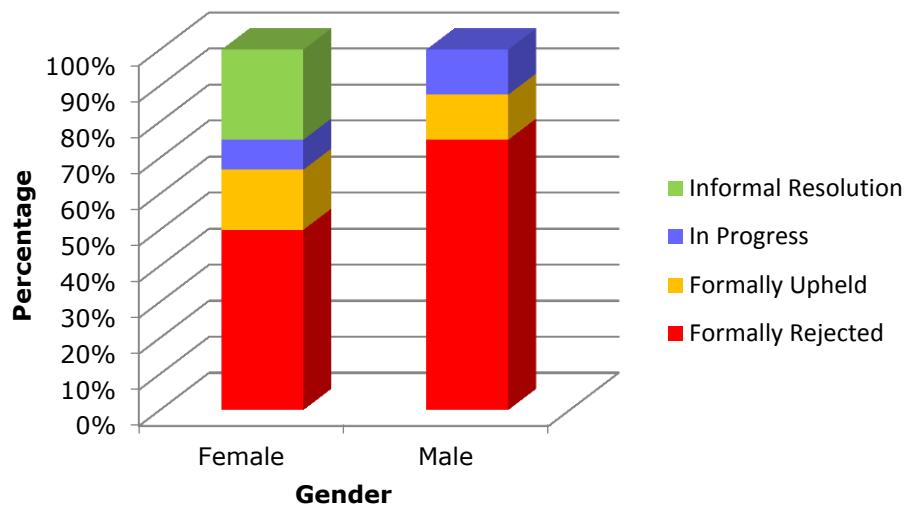


Figure 7.3.3.1 Outcomes by Gender

The complaints received by female and male employees is close to the make up of the University population and the outcomes by gender are equally split.

7.3.4 Outcomes by Ethnicity

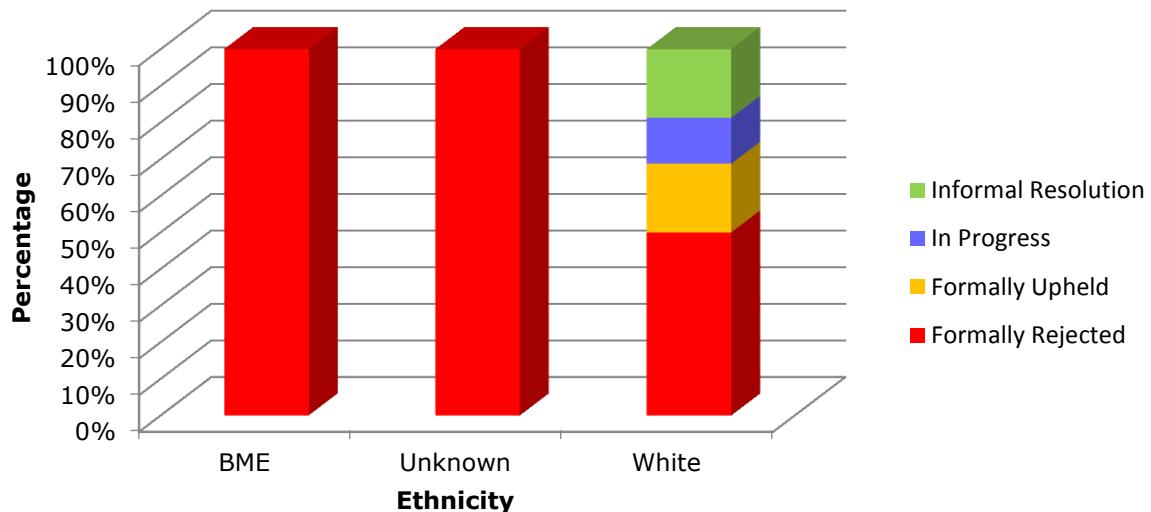


Figure 7.3.4.1 Outcomes by Ethnicity

All complaints from BME employees were rejected, however it is not possible to draw a conclusion from the small number of cases. The nature of the complaint is not recorded and it cannot be assumed that the complaints were related to race or ethnicity.

7.3.5 Outcomes by Disability

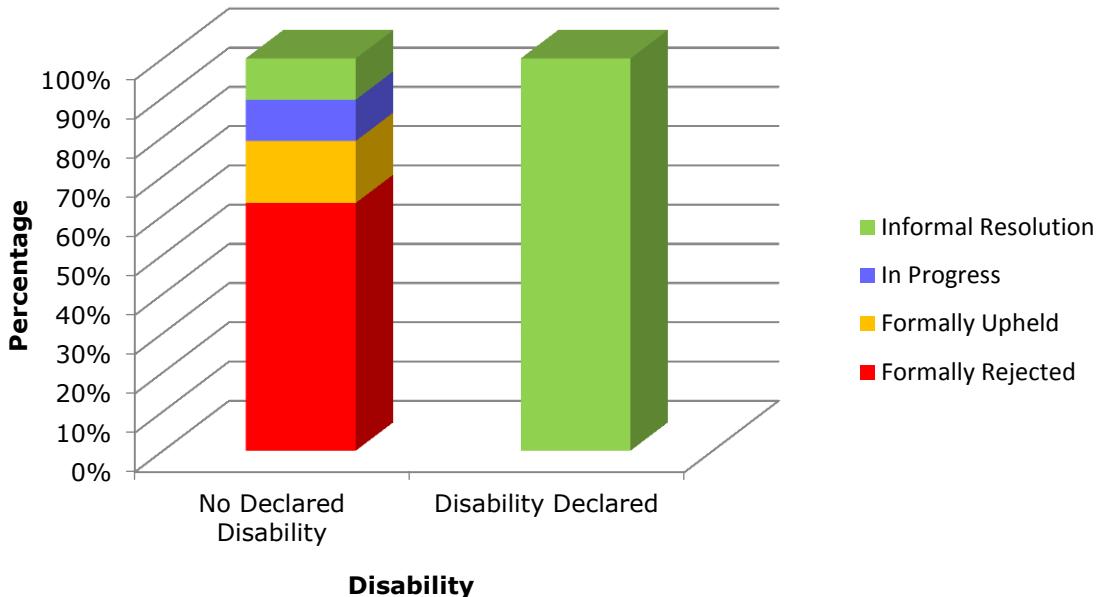


Figure 7.3.5.1 Outcomes by Disability

It is not known if the complaints related to the disability and therefore no conclusions can be drawn.

7.3.6 Outcomes by Age

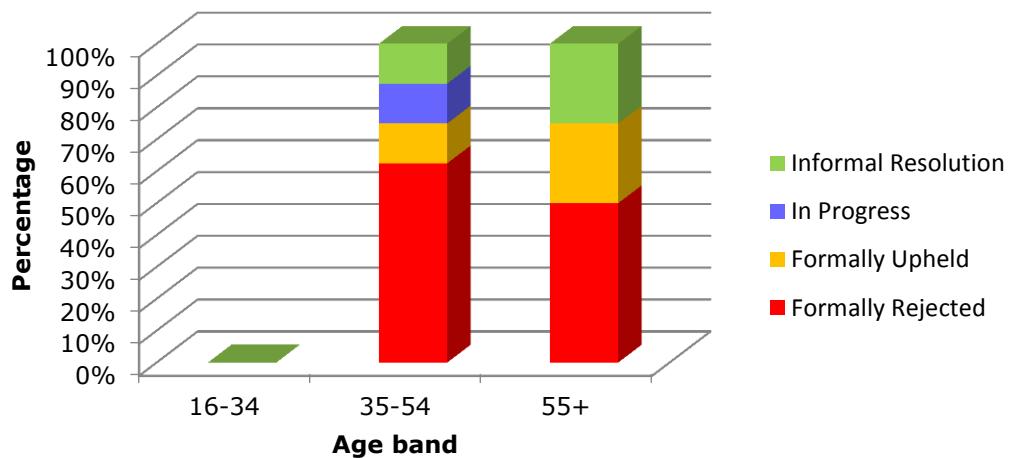


Figure 7.3.6 Outcomes by Age Group

The majority of complaints (80%) came from employees in the age range 35-54, the majority of employees are in this age range (56%) however with small numbers no conclusions can be drawn.

7.3.7 Outcomes by Job Family

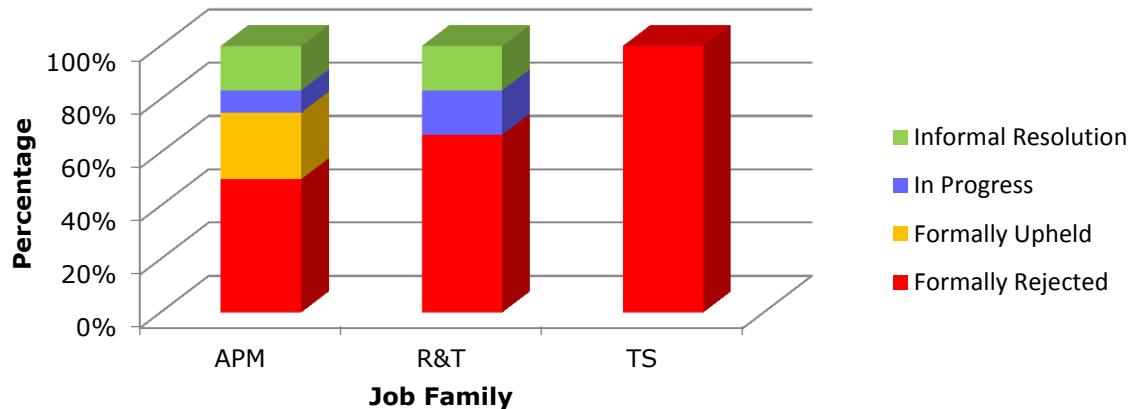


Figure 7.3.7 Outcomes by Job Family

Proportionally more R&T and TS complaints are rejected than APM, but as the APM numbers are proportionately much higher than these groups and the actual numbers are very small it is not possible to draw conclusions.

8 Annual Fixed Term Contract Outcomes

This report outlines details of how the University manages fixed term contracts, and how effective the University is at retaining the skillsets developed by these employees when their contracts come to an end. Please note that the report includes information on fixed-term contracts only. Outcome information is not currently available for permanent staff with fixed-term funding arrangements.

This report is designed to provide historical information regarding employees on a fixed-term contract at a previous point in time and then to compare this with the employee's current status. The data used in this report includes employees who were on a fixed-term contract on 24 June 2012 and determines what has happened to them one year later as at 24 June 2013. Whilst the data is real, it is also extremely complicated. In the space of a year, one employee may have had multiple appointments, some concurrent, some may be fixed-term, some may be permanent, may have left the University and then re-joined, may have obtained permanent employment, may have undertaken a temporary (fixed-term) appointment e.g. secondment. Due to these complexities the figures in this report will be a best approximation rather than actual numbers.

Methodology

The outcome information in this report is gathered by producing a report of all staff on fixed-term contracts one year ago (24/06/2012). A second report, detailing all current staff regardless of position status is also produced, and a comparison is created to identify the outcome for each employee on the first list. This report can therefore identify people who were on fixed-term contracts last year, what their current relationship with the University is. However, this report would not identify multiple changes to an employees circumstances during the year. The information about current fixed-term contracts is provided using a projected end date to indicate when an employee may leave. These dates can be subject to change as contracts are extended.

8.1 Number of contracts

	24/06/2012	24/06/2013
Active Fixed Term Contracts	1417	1388

8.2 Outcomes

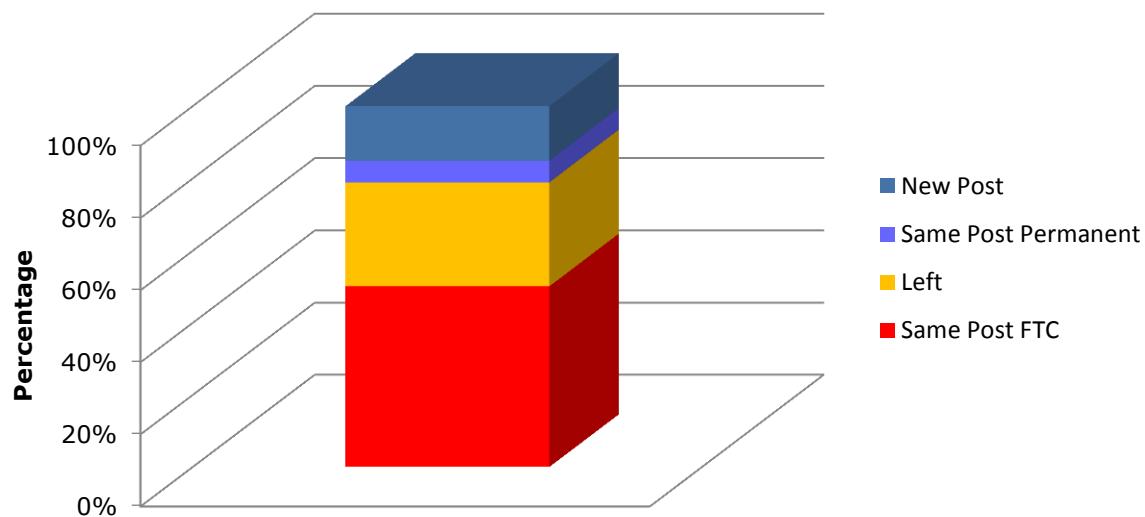


Figure 8.2.1 Fixed-Term Contract Outcomes Profile

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Outcome	24/06/2013
Same Post FTC	50%
Left	29%
Same Post Permanent	6%
New Post	15%

Table 8.2.1 Fixed-Term Contract Outcomes Profile

- 49.9% of staff on a fixed-term contract one year ago remain in the same post on their fixed term contract now.
- 5.9% of staff remain in their post, albeit now on a permanent contract.
- 28.6% of staff on a fixed-term contract one year ago have now left the organisation. (16.3% left involuntarily due to dismissal, TUPE or expiry of contract, 12.3% left voluntarily, for reasons such as resignation or retirement.)
- 15.2% of staff are now working in a new post, including 35 staff who were redeployed, 97 staff who are in new fixed-term contract posts, and 84 staff who work in a new, permanent post

8.3 Leaver analysis

Statistics of staff that were on a fixed-temp contract one year ago and have since left.

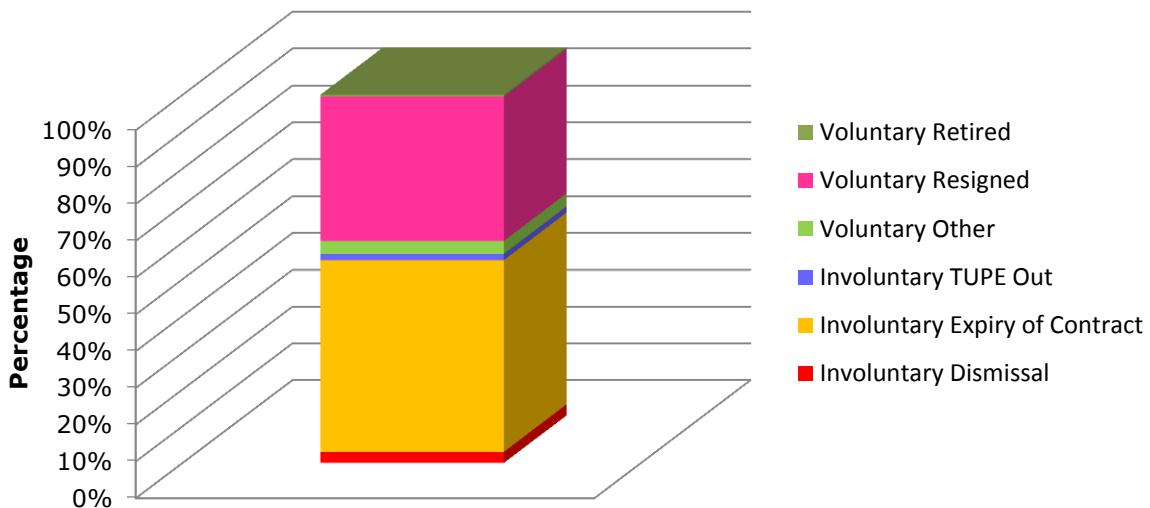


Figure 8.3.1 Fixed-Term Contract Leaver Profile

- 52.3% of FTC staff who worked a year ago and have now left due to the expiry of their contract. This and voluntary resignation were the two biggest causes of leaving, combining to form 91.3% of all leaving FTC staff.
- 57% of FTC staff left involuntarily, 43% voluntarily.

Leaver Analysis	Reason for leaving	24/06/2013
Involuntary	Dismissal	3%
	Expiry of Contract	52%
	TUPE Out	2%
Voluntary	Other	4%
	Resigned	39%
	Retired	1%

Table 8.3.1 Fixed-Term Contract Leaver Profile

8.4 Current fixed-term contracts (Projected to end within 12 months)

School Level	Total
Academic Services Division	5
Arts	2
Biology	14
Biomedical Sciences	14
Biosciences	48
Bio-Support Unit	2
Business Engagement & Innovation Services	2
Campaign and Alumni Relations Office	3
Catering Division (NH)	2
Chemistry	36
Clinical Sciences	64
Community Health Sciences	111
Computer Science	30
Contemporary Chinese Studies	4
Corporate Systems	4
Cultures, Languages & Area Studies	32
Economics	3
Education	8
Engineering	124
English	11
Estate Office	2
Finance	5
Geography	9
Graduate Entry Medicine and Health	12
Halls Management Division (NH)	1
Human Resources	6
Humanities	14
International Office	3
IT Services	1
Law	7
Libraries & RLR	12
Marketing, Communications & Recruitment	6
Mathematical Sciences	11
Medical School Stores	1
Molecular Medical Sciences	26
Nottingham University Business School	13
Nursing, Midwifery & Physiotherapy	29
Pharmacy	20

School Level	Total
Physics & Astronomy	32
Planning & Mngmt Information Division	3
Politics and International Relations	5
Psychology	7
Registrar's Office	5
Research & Graduate Services	6
Sociology & Social Policy	14
Student Operations & Support Division	7
Veterinary Medicine & Science	11
Total	787