

Staffing compendium

December 2009

Produced by Human Resources



University of the
West of England

bettertogether

Introduction

This is the second annual staffing compendium to be produced for the University.

This year's compendium expands on the content included in the first compendium (published in December 2008); it now incorporates 22 tables of data compared with 17 in the 2008 version.

The compendium is based on data held in the University's HR payroll system (SAP). The SAP database is populated with information supplied by employees on their application for employment form; the database is then updated with information supplied by employees in response to periodic data surveys. The last data survey was carried out in November 2008; this survey collected an expanded range of equality and diversity information.

Around 50% of staff responded to the last data survey. For those staff who did not respond to the survey the equality and diversity data already held in SAP has been carried forward and used for this analysis. We plan to carry out a further data survey towards the end of 2010.

I hope this compendium will be useful and informative in understanding the current workforce profile of the University, and in highlighting areas where we need to make improvements.

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

If you have any ideas for how the compendium might be improved or have any queries relating to the data and its analysis then please contact Lesley Donnithorne in the Systems Administration Team (Lesley2.Donnithorne@uwe.ac.uk) or Angeline Carrozza in the Equality and Diversity Unit (Angeline.Carrozza@uwe.ac.uk) within Human Resources.

Ian Apperley
HR Director

April 2010

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Section 1 – Staff employment

TABLE 1 – STAFF IN POST AT 31/12/2009

FACULTY/SERVICE	HEADS	FTE*	HEADS 2008	FTE* 2008	HEADS 2007	FTE* 2007
Bristol Business School	216	192				
Creative Arts	237	194				
Environment & Technology	468	435				
Health & Life Sciences	552	487				
Social Sciences & Humanities	399	357				
<i>Faculty totals</i>	<i>1872</i>	<i>1665</i>	<i>1839</i>	<i>1651</i>	<i>1856</i>	<i>1680</i>
Academic Registry	31	27				
Admissions and International Rct.	33	31				
Centre for Performing Arts	4	3				
Directorate	20	19				
Dean of Students	4	4				
Development and Alumni	2	2				
Facilities	460	352				
Finance	58	53				
Human Resources	51	46				
IT Services	150	143				
Library Services	153	120				
Marketing and Communications	22	18				
Outreach Centre	10	9				
Planning & Business Intelligence	6	6				
Research, Business & Innovation	50	45				
Secretariat	3	3				
Student Services	67	56				
<i>Service totals</i>	<i>1124</i>	<i>937</i>	<i>1080</i>	<i>901</i>	<i>1067</i>	<i>897</i>
Faculty and service sub total	2996	2602	2919	2552	2923	2577
Hourly paid lecturers	454	97	472	113**	484	149**
Temporary staff (in assignment)	336	184	273	163	262	163
All staff	3786	2904	3664	2828	3669	2895

* HPL = full time equivalent

** relates to the total for the previous academic year.

In 2009, 64% of all staff were in faculties and 36% in services. This represents a small change from 2007 and 2008, when 65% of staff were in faculties and 35% in services. This reflects the move of some IT support staff from faculties to IT Services.

The increase in staff numbers from 2008 to 2009 is mainly attributable to the employment of 38 additional lecturing staff, 13 additional researchers, and 63 temporary staff.

TABLE 2 – GENDER / ETHNICITY / DISABILITY BY EMPLOYEE GROUP AND GRADE

EMPLOYEE GROUP/ GRADE	YEAR	ALL	MALE		FEMALE		BME		WHITE		ETHNICITY NOT KNOWN		DISABLED		NOT DISABLED*		DISABILITY NOT KNOWN*		
		No.	No.	%	No.	%	No.	%	No.	%	No	%	No	%	No.	%	No	%	
Senior Management	2009	62	47	76%	15	24%	0	0%	61	98.4%	1	1.6%	6	9.7%	55	88.7%	1	1.6%	
	2008	62	45	73%	17	27%	0	0%	61	98.4%	1	1.6%	5	8.1%	55	88.7%	2	3.2%	
	2003	55	40	73%	15	27%	2	3.6%					3	5.5%					
	1998	55	42	76%	13	24%	0	0%					0	0%					
	1993	50	42	84%	8	16%	0	0%					1	2%					
Academic	Grade J	2009	133	83	62%	50	38%	6	4.5%	126	94.7%	1	0.8%	2	1.5%	129	97.0%	2	1.5%
		2008	134	87	65%	47	35%	6	4.5%	125	93.3%	3	2.2%	3	2.2%	127	94.8%	4	3.0%
		2003	50	39	78%	11	22%	3	6.0%					0	0%				
	Grade I	2009	212	113	53%	99	47%	15	7.0%	193	91.1%	4	1.9%	6	2.8%	203	95.8%	3	1.4%
		2008	209	112	54%	97	46%	16	7.7%	189	90.4%	4	1.9%	5	2.4%	196	93.8%	8	3.8%
		2003	184	125	68%	59	32%	12	6.5%					5	2.7%				
		1998	199	149	75%	50	25%	7	3.5%					0	0%				
		1993	179	145	81%	34	19%	5	2.8%					0	0%				
	Grade H	2009	748	357	48%	391	52%	49	6.6%	669	89.4%	30	4.0%	22	2.9%	724	96.8%	2	0.3%
		2008	730	352	48%	378	52%	44	6.0%	664	91.0%	22	3.0%	26	3.6%	677	92.7%	27	3.7%
		2003	613	312	51%	301	49%	27	4.4%					13	2.1%				
		1998	614	325	53%	289	47%	18	2.9%					6	1.0%				
		1993	476	310	65%	166	35%	9	1.9%					4	0.8%				
	Grade G	2009	62	28	45%	34	55%	9	14.5%	48	77.4%	5	0.6%	1	1.6%	61	98.4%	0	0%
		2008	45	19	42%	26	58%	5	11.1%	36	80.0%	4	8.9%	1	2.2%	44	97.8%	0	0%
2003		88	39	44%	49	56%	8	9.1%					1	1.1%					
1998		106	57	54%	49	46%	4	3.8%					0	0%					
1993		103	52	50%	51	50%	3	2.9%					2	1.9%					

EMPLOYEE GROUP/ GRADE	YEAR	ALL	MALE		FEMALE		BME		WHITE		ETHNICITY NOT KNOWN		DISABLED		NOT DISABLED*		DISABILITY NOT KNOWN*	
		No.	No.	%	No.	%	No	%	No.	%	No.	%	No	%	No.	%	No	%
Hourly Paid Lecturers	2009	454	173	38%	281	62%	35	7.7%	389	85.7%	30	6.6%	18	4.0%	432	95.2%	4	0.9%
	2008	472	189	40%	283	60%	38	8.1%	367	77.7%	67	14.2%	19	4.0%	432	91.5%	21	4.4%
Research Grade H Grade F&G	2009	34	23	68%	11	32%	4	11.8%	30	88.2%	0	0%	0	0%	33	97.1%	1	2.9%
	2008	28	20	71%	8	29%	3	10.7%	25	89.3%	0	0%	0	0%	26	92.9%	2	7.1%
	2003	17	14	82%	3	18%	0	0%					1	5.9%				
	1999	13	11	85%	2	15%	0	0%					0	0%				
	2009	107	48	45%	59	55%	14	13.1%	89	83.2%	4	3.7%	3	2.8%	102	95.3%	2	1.9%
	2008	100	50	50%	50	50%	17	17.0%	81	81.0%	2	2.0%	5	5.0%	93	93.0%	2	2.0%
	2003	98	51	52%	47	48%	14	14.3%					0	0%				
	1998	79	52	66%	27	34%	7	8.9%					1	1.3%				
	1993	59	34	58%	25	42%	7	11.9%					1	1.7%				
	Admin & Prof G & above Grade A to F	2009	306	132	43%	174	57%	18	5.9%	283	92.5%	5	1.6%	12	3.9%	291	95.1%	3
2008		282	121	43%	161	57%	11	3.9%	266	94.3%	5	1.8%	15	5.3%	258	91.5%	9	3.2%
2007		179	91	51%	88	49%												
2009		801	185	23%	616	77%	44	5.5%	746	93.1%	11	1.4%	43	5.4%	749	93.5%	9	1.1%
2008		800	169	21%	631	79%	43	5.4%	744	93.0%	13	1.6%	44	5.5%	716	89.5%	40	5.0%
2007		881	181	21%	700	79%												
Technical G & above Grade A to F	2009	74	58	78%	16	22%	2	2.7%	68	91.9%	4	5.4%	2	2.7%	72	97.3%	0	0%
	2008	70	55	79%	15	21%	2	2.9%	64	91.4%	4	5.7%	0	0%	69	98.6%	1	1.4%
	2007	26	24	92%	2	7%												
	2009	195	127	65%	68	35%	13	6.7%	170	87.2%	12	6.2%	7	3.6%	185	94.9%	3	1.5%
	2008	202	131	65%	71	35%	10	5.0%	168	83.2%	24	11.9%	9	4.5%	188	93.1%	5	2.4%
	2007	184	140	76%	44	24%												

EMPLOYEE GROUP/ GRADE	YEAR	ALL		MALE		FEMALE		BME		WHITE		ETHNICITY NOT KNOWN		DISABLED		NOT DISABLED*		DISABILITY NOT KNOWN*	
		No.	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.
Manual Grade C to E	2009	84	64	76%	20	24%	3	3.6%	77	91.7%	4	4.8%	4	4.8%	80	95.2%	0	0%	
	2008	88	67	76%	21	24%	3	3.4%	82	93.2%	3	3.4%	7	8.0%	78	88.6%	3	3.4%	
	2003	97	68	70%	29	30%	2	2.1%					2	2.1%					
	1998	96	76	79%	20	21%	0	0%					1	1.0%					
	1993	70	61	87%	9	13%	0	0%					2	2.9%					
	Grade A&B	2009	178	46	26%	132	74%	13	7.3%	157	88.2%	8	4.5%	13	7.3%	163	91.6%	2	1.1%
		2008	169	50	30%	119	70%	12	7.1%	149	88.2%	8	4.7%	12	7.1%	143	84.6%	14	8.3%
		2003	245	63	26%	182	74%	14	5.7%					2	0.8%				
		1998	291	74	25%	217	75%	2	0.7%					0	0%				
		1993	281	67	24%	214	76%	8	2.9%					0	0%				
TSU Temps	2009	429	132	31%	297	69%	34	7.9%	359	83.7%	36	8.4%	10	2.3%	417	97.2%	2	0.5%	
	2008	324	103	32%	221	68%	23	7.1%	269	83.0%	32	9.9%	9	2.8%	300	92.6%	15	4.6%	
ALL STAFF (excluding HPLs & TSU)	2009	2996	1311	44%	1685	56%	190	6.0%	2717	91.0%	89	3.0%	121	4.0%	2847	95.0%	28	0.9%	
	2008	2919	1278	44%	1641	56%	172	5.9%	2654	90.9%	93	3.2%	132	4.5%	2670	91.4%	117	4.0%	
	2003	2545	1117	44%	1428	56%	122	4.8%	2252	88.5%	171	6.7%	49	1.9%					
	1998	2397	1067	45%	1330	55%	65	2.7%	1974	82.4%	358	14.9%	17	0.7%					
	1993	2051	980	48%	1071	52%	53	2.6%	1712	83.5%	286	13.9%	14	0.7%					
All staff	2008	3715	1570	42%	2145	58%	233	6.3%	3290	88.6%	192	5.1%	160	4.3%	3402	91.6%	153	4.1%	
All staff	2009	3879	1616	42%	2263	58%	259	6.7%	3465	89.3%	155	4.0%	149	3.8%	3696	95.3%	34	0.9%	

* Figures for "Not Disabled" include "not known" for staff who did not respond to the survey. The "Disability Not Known" figure is the number of staff that responded to the survey but preferred not to provide information about disability.

The overall male/female ratio remained constant in 2009, consolidating increases in the proportion of women in senior grades in 2008. There have been some further increases in 2009 in the proportion of women in senior academic grades (I and J), the senior research grade and senior technical grades.

TABLE 3 – AGE

AGE BAND	NUMBER 2009	PERCENTAGE 2009	NUMBER 2008	PERCENTAGE 2008
Under 20	15	0.4%	13	0.3%
20-24	160	4.1%	144	3.9%
<i>Sub total – 24 and under</i>	<i>175</i>	<i>4.5%</i>	<i>157</i>	<i>4.2%</i>
25-29	342	8.8%	334	9.0%
30-34	447	11.5%	418	11.3%
35-39	497	12.8%	453	12.2%
40-44	451	11.6%	443	11.9%
45-49	531	13.7%	506	13.6%
50-54	554	14.3%	562	15.1%
55-59	489	12.6%	485	13.1%
60-64	346	8.9%	326	8.8%
65 +	47	1.2%	31	0.8%
<i>Sub total – 50 and over</i>	<i>1436</i>	<i>37%</i>	<i>1404</i>	<i>37.8%</i>
<i>Sub total – 55 and over</i>	<i>882</i>	<i>22.7%</i>	<i>842</i>	<i>22.7%</i>

The average age of a UWE employee is 44 years; this is unchanged since 2007.

TABLE 4 – SEXUAL ORIENTATION

GROUP	NUMBER 2009	PERCENTAGE 2009	NUMBER 2008	PERCENTAGE 2008
Bisexual	20	0.5%	18	0.5%
Gay man	28	0.7%	25	0.7%
Gay woman/lesbian	29	0.7%	29	0.8%
Heterosexual/straight	1779	45.9%	1594	42.9%
Other	7	0.2%	5	0.1%
Not declared/prefer not to say	173	4.5%	149	4.0%
No data held	1843	47.5%	1895	51.0%

This table shows that UWE has 2% of staff declaring as lesbian, gay or bisexual (LGB) and this is unchanged from 2008.

TABLE 5 – RELIGION AND BELIEF

GROUP	NUMBER 2009	PERCENTAGE 2009	NUMBER 2008	PERCENTAGE 2008
Buddhist	24	0.6%	20	0.5%
Christian	859	22.2%	794	21.4%
Hindu	17	0.2%	15	0.4%
Jewish	8	0.2%	10	0.3%
Muslim	28	0.7%	21	0.6%
Sikh	3	0.1%	3	0.1%
Another faith/religion	77	2.0%	68	1.8%
No faith/religion	793	20.5%	676	18.2%
Not declared/prefer not to say	224	5.8%	213	5.7%
No data held	1846	47.6%	1895	51.0%

TABLE 6 – ETHNIC ORIGIN

GROUP	NUMBER 2009	PERCENTAGE 2009	NUMBER 2008	PERCENTAGE 2008
Asian – Bangladeshi	11	0.3%	12	0.3%
Asian – Indian	32	0.3%	32	0.9%
Asian – Pakistani	18	0.5%	14	0.4%
Asian – Other	27	0.7%	18	0.5%
Black – African	28	0.7%	21	0.6%
Black – Caribbean	29	0.7%	22	0.6%
Black – Other	5	0.1%	4	0.1%
Chinese	37	1.0%	38	1.0%
Mixed – White/African	5	0.1%	4	0.1%
Mixed – White/Asian	14	0.4%	13	0.3%
Mixed – White/Caribbean	7	0.2%	5	0.1%
Mixed – Other	16	0.4%	16	0.4%
Other Ethnic background	30	0.8%	34	0.9%
<i>Sub total</i>	<i>259</i>	<i>6.7%</i>	<i>233</i>	<i>6.3%</i>
White – British	3180	82.0%	3027	81.5%
White – Irish	41	1.1%	37	1.0%
White – Other	244	6.3%	226	6.1%
<i>Sub total</i>	<i>3465</i>	<i>89.3%</i>	<i>3290</i>	<i>88.6%</i>
Prefer not to say	4	0.1%	5	0.1%
No data held	151	3.9%	187	5.0%
<i>Sub total</i>	<i>155</i>	<i>4.0%</i>	<i>192</i>	<i>5.1%</i>
All staff	3879	100%	3715	100%

The above table shows that UWE's declared BME staffing population is 6.7% compared to 6.3% in 2008.

TABLE 7 – NATIONALITY

GROUP	NUMBER 2009	PERCENTAGE 2009
British	3396	87.55%
German	32	0.82%
Irish	26	0.67%
American	24	0.62%
Italian	21	0.54%
French	18	0.46%
Spanish	17	0.44%
Chinese	13	0.34%
Indian	12	0.31%
Canadian	11	0.28%
<i>Sub total</i>	<i>3570</i>	<i>92.03%</i>

This table shows UWE's top ten nationalities at 2009.

TABLE 8 – GENDER / ETHNICITY / DISABILITY BY CONTRACT TYPE

CONTRACT TYPE	YEAR	ALL		MALE		FEMALE		BME		WHITE		ETHNICITY NOT KNOWN		DISABLED		NOT DISABLED*		DISABILITY NOT KNOWN*	
		No.	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.
Permanent	2009	3124	1342	43%	1782	57%	182	5.8%	2834	90.7%	108	3.5%	130	4.2%	2965	94.9%	29	0.9%	
Fixed Term	2009	322	140	43%	182	57%	42	13.0%	270	83.9%	10	3.1%	9	2.8%	310	96.3%	3	0.9%	
Temporary	2009	433	134	31%	299	69%	35	8.1%	361	83.4%	37	8.5%	10	2.3%	421	97.2%	2	0.5%	

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

The UWE workforce is: 58% female, 6.7% BME and 3.8% disabled. In 2009 a higher proportion of BME staff were on fixed term or temporary contracts.

TABLE 9 – GENDER / ETHNICITY / DISABILITY BY MODE OF EMPLOYMENT

MODE	YEAR	ALL		MALE		FEMALE		BME		WHITE		ETHNICITY NOT KNOWN		DISABLED		NOT DISABLED*		DISABILITY NOT KNOWN*	
		No.	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	
Full-time	2009	2254	1159	51%	1095	49%	137	6.1%	2040	90.5%	77	3.4%	79	3.5%	2157	95.7%	18	0.8%	
Part-time	2009	1532	436	28%	1096	72%	111	7.2%	1352	88.3%	69	4.5%	69	4.5%	1447	94.5%	16	1.0%	

* Figures for “Not Disabled” include Not Knowns for staff who did not respond to the survey. The “Disability Not Known” figure is the number of staff that responded to the survey but preferred not to provide information about disability. Excludes TSU temps not in assignment.

The UWE workforce is: 58% female, 6.7% BME and 3.8% disabled. In 2009 a higher proportion of female staff were working part time.

Section 2 – Staff recruitment

TABLE 10 – RECRUITMENT BY GENDER / ETHNICITY / DISABILITY

	ALL	MALE		FEMALE		BME		WHITE		ETHNICITY NOT KNOWN		DISABLED		NOT DISABLED*	
	No.	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%
<u>Oct 08-Sep 09</u>															
Applied	9343	4262	46%	5081	54%	1539	16.5%	7232	77.4%	572	6.1%	139	1.5%	9204	98.5%
Shortlisted	1469	693	47%	776	53%	166	11.3%	1212	82.5%	91	6.2%	16	1.1%	1453	98.9%
Appointed	385	175	45%	210	55%	37	9.6%	323	83.9%	25	6.5%	7	1.8%	378	98.2%
<u>Oct 07-Sep 08</u>															
Applied	5989	2683	45%	3306	55%	919	15.3%	4445	74.2%	625	10.4%	23	0.4%	5966	99.6%
Shortlisted	1473	661	45%	812	55%	149	10.1%	1194	81.1%	130	8.8%	5	0.3%	1468	99.7%
Appointed	367	173	47%	194	53%	25	6.8%	314	85.6%	28	7.6%	0	0%	367	100%
<u>Oct 06-Sep 07</u>															
Applied	4881	2625	54%	2256	46%	820	16.8%	3617	74.1%	444	9.1%	21	0.4%	4860	99.6%
Shortlisted	1158	571	49%	587	51%	127	11.0%	957	82.6%	74	6.4%	5	0.4%	1153	99.6%
Appointed	312	164	53%	148	47%	27	8.7%	266	85.3%	19	6.1%	0	0%	312	100%
<u>Oct 02-Sep03</u>															
Applied	6301	3142	50%	3159	50%	620	9.8%	4694	74.5%	987	15.7%	24	0.4%	6277	99.6%
Shortlisted	1360	599	44%	761	56%	90	6.6%	1046	76.9%	224	16.5%	5	0.4%	1355	99.6%
Appointed	409	179	44%	230	56%	18	4.4%	299	73.1%	92	22.5%	1	0.2%	408	99.8%
<u>Oct 98-Sep99</u>															
Applied	5798	2465	43%	3323	57%	323	5.6%	5071	87.5%	404	7.0%	51	0.9%	5747	99.1%
Shortlisted	1250	436	35%	814	65%	54	4.3%	1121	89.7%	75	6.0%	8	0.6%	1242	99.4%
Appointed	301	111	37%	190	63%	11	3.7%	270	89.7%	20	6.6%	0	0%	301	100%
<u>Oct 94-Sep95</u>															
Applied	6735	3144	46%	3641	54%	376	5.6%	5727	85.0%	632	9.4%	94	1.4%	6641	98.6%
Shortlisted	2339	1018	44%	1321	56%	148	6.3%	1933	82.6%	258	11.0%	13	0.6%	2326	99.4%
Appointed	294	126	43%	168	57%	8	2.7%	256	87.1%	30	10.2%	2	0.7%	2929	99.3%

* Figures for "Not Disabled" include applicants who did not provide data.

In 2008/09 the number of job applicants increased by 56% over 2007/08, although the number of posts has shown only a marginal increase; this increase is most likely to be attributable to the impact of the economic downturn on the labour market.

The figures show that the success rate for female applicants through the recruitment process over the past 13 years is generally the same or better than for male applicants.

In 2008/09 BME applicants increased by 67% and white applicants by 63% over the previous year and there was a significant reduction in applicants not declaring their ethnicity.

A higher proportion of BME applicants were appointed to UWE posts than in any other previous year, although BME applicants still have a lower rate through the recruitment process than non-BME staff.

In 2008/09 applicants declaring a disability increased over the previous year.

A new equality and diversity monitoring form was introduced for applicants in summer 2009; this is likely to lead to more applicants declaring their ethnicity or a disability in future.

TABLE 11 - RECRUITMENT TO THE TEMPORARY STAFF UNIT BANK

	ALL	MALE		FEMALE		BME		WHITE		ETHNICITY NOT KNOWN		DISABLED		NOT DISABLED*	
	No.	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%
<u>Oct 08-Sep-09</u>															
Applied	718	265	37%	453	63%	88	12.3%	573	79.8%	57	7.9%	16	2.2%	702	97.8%
Shortlisted	262	88	34%	174	66%	16	6.1%	219	83.6%	27	10.3%	5	1.9%	257	98.1%
Appointed	113	38	34%	75	66%	9	8.0%	95	84.1%	9	8.0%	2	1.8%	111	98.2%
<u>Oct 07-Sep-08</u>															
Applied	718	238	33%	480	67%	80	11.1%	590	82.2%	48	6.7%	7	1.0%	711	99.0%
Shortlisted	352	96	27%	256	73%	26	7.4%	299	84.9%	27	7.7%	1	0.3%	351	99.7%
Appointed	138	36	26%	102	74%	9	6.5%	116	84.1%	13	9.4%	0	0%	138	100%
<u>Oct 06-Sep 07</u>															
Applied	650	230	35%	420	65%	88	13.5%	504	77.5%	58	8.9%	0	0%	650	100%
Shortlisted	359	96	27%	263	73%	26	7.2%	294	81.9%	39	10.9%	0	0%	359	100%
Appointed	177	47	27%	130	73%	14	7.9%	143	80.8%	20	11.3%	0	0%	177	100%

* Figures for "Not Disabled" include applicants who did not provide data.

In 2008/09 the number of applicants has remained constant despite the economic downturn. Fewer temporary staff have left the bank so the University has had less need to open the bank to new applicants. The proportion of BME applicants and disabled applicants has slightly increased. Otherwise the figures in table 11 show that the same data patterns exist in the recruitment of temporary staff as for other recruitment: ie. an increase in the success rate of BME applicants and applicants with disabilities.

Section 3 – Leavers

TABLE 12 – LEAVERS BY CATEGORY: 2009

LEAVER CATEGORY	NUMBER	MALE	FEMALE	BME	WHITE	ETHNICITY NOT KNOWN	DISABLED	NOT DISABLED *
Resignation	110	41	69	7	98	5	4	106
Voluntary Severance	50	17	33	2	48		2	48
End of fixed term contract	46	24	22	6	37	3	3	43
Age 65 retirement	26	17	9		26			26
Early retirement	18	7	11	1	17			18
Maternity leave non-return	6		6		5	1		6
Ill Health	4	3	1		4		1	3
Death	3	2	1		3			3
Dismissal	5	3	2	1	4			5
Redundancy	8	2	6	3	5			8
ALL LEAVERS - 2009	276	116 (42%)	160 (58%)	20 (7.2%)	247 (89.5%)	9 (3.3%)	10 (3.6%)	269 (97.5%)
ALL LEAVERS – 2008	321	143 (45%)	178 (55%)	19 (5.9%)	297 (92.5%)	5 (1.6%)	9 (2.8%)	312 (97.2%)

* Figures for “Not Disabled” include staff who have not provided data
The analysis excludes hourly paid and temporary staff.

The UWE workforce is 56% female, 6% BME and 4% disabled. In 2009 the rate of leaving by gender and disability is broadly in proportion to their populations; a slightly higher proportion of BME staff were leavers.

The data shows an annual turnover rate of 7.5% (excluding fixed term contract expiry) compared to 9.6% for 2008..

TABLE 13 – REASONS FOR LEAVING UWE: 2009

REASON	ACADEMIC + SENIOR MANAGEMENT	PROFESSIONAL SUPPORT STAFF	TOTALS 2009	TOTALS 2008
Moving from area		2	2	14
Return to education	1	1	2	3
Giving up employment	3	1	4	13
Personal/domestic	2	5	7	14
Promotion/career development	3	6	9	25
Travel problems	4	1	5	10
Physical work environment	1	1	2	2
Organisational culture	5	5	10	13
Management style	2	4	6	13
Working relations	1	2	3	5
Workload/stress	3	2	5	13
Conditions of service			0	2
Discrimination			0	1
Retirement	6	7	13	27
Redundancy	5	7	12	14
Ill health	3		3	4
End of fixed term contract	6	2	8	9
Greater job satisfaction	4	10	14	20
Personal satisfaction	3	11	14	20
More training and development	2	2	4	7
Better career prospects	4	6	10	17
Better service conditions	2		2	5
Higher salary	3	2	5	18
Change of work pattern	2	4	6	14
RESPONSE RATES	21 (23.6%)	30 (23.8%)	51 (24%)	105(34%)

Notes:

Data is taken from exit questionnaires completed by staff leaving the University. 126 questionnaires were sent out in this 12 month period. Leavers can indicate more than one reason for leaving.

Section 4 –Staff development and career progression

TABLE 14 – INTERNAL TRAINING ATTENDANCES

Year	ALL	MALE		FEMALE		BME		WHITE		ETHNICITY NOT KNOWN		DISABLED		NOT DISABLED*	
	No.	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%
2009	3582	1141	32%	2441	68%	244	6.8%	3239	90.4%	99	2.8%	165	4.6%	3417	95.4%
2008	2861	808	28%	2053	72%	148	5.2%	2615	91.4%	98	3.4%	49	1.7%	2812	98.3%

The UWE workforce is: 58% female, 6.7% BME and 3.8% disabled. In 2009 internal training attendances increased by over 25% and were made up of a higher proportion of female staff, a nearly equal proportion of BME staff and a higher proportion of disabled staff.

TABLE 15 – CAREER PROGRESSION ANALYSIS

YEAR	TOTAL		MALE		FEMALE		BME		WHITE		ETHNICITY NOT KNOWN		DISABLED		NOT DISABLED *	
	No	%	No	%	No	%	No	%	No	%	No.	%	No	%	No.	%
2009	185	6.2%	67	5.1%	118	7.0%	8	4.2%	171	6.3%	6	6.7%	2	1.7%	183	6.4%
2008	312	10.7%	134	10.5%	178	10.9%	10	5.8%	294	11.1%	8	9.1%	13	9.8%	299	10.8%
2007	217	7.7%	72	5.8%	145	9.2%	10	6.9%	201	7.7%	6	8.5%	3	5.6%	214	7.7%
2006	311	11.3%	122	10.4%	189	12.1%	11	7.2%	290	11.5%	10	14.1%	4	7.3%	307	11.4%
2005	259	9.6%	95	8.1%	164	10.8%	15	11.2%	242	9.7%	2	2.7%	4	8.0%	255	9.7%

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

* Figures for "Not Disabled" include staff who have not provided data.

Over the last 5 years career progression opportunities have been taken up in slightly higher proportion by female staff compared to male staff, in lower proportion by BME staff compared to white staff, and in lower proportion by known disabled staff. The data analysed by each type of career progression opportunity (promotion, regrading, secondment, and temporary up-grade) is shown in table 13 below.

TABLE 16 – CAREER PROGRESSION ANALYSIS BY TYPE

TYPE	YEAR	TOTAL		MALE		FEMALE		BME		WHITE		ETHNICITY NOT KNOWN		DISABLED		NOT DISABLED*	
		No	%	No	%	No	%	No	%	No	%	No.	%	No	%	No	%
Promotion	2009	49	1.6%	17	1.3%	32	1.9%	2	1.1%	43	1.6%	4	4.5%	0	0%	49	1.7%
	2008	63	2.2%	23	1.8%	40	2.5%	0	0%	61	2.3%	2	2.3%	2	1.5%	61	2.3%
	2007	64	2.3%	22	1.8%	42	2.7%	4	2.8%	57	2.2%	3	4.2%	1	1.9%	63	2.3%
	2006	68	2.5%	20	1.7%	48	3.1%	3	2.0%	62	2.5%	3	4.2%	1	1.8%	67	2.5%
	2005	50	1.9%	13	1.1%	37	2.4%	1	0.7%	48	1.9%	1	1.4%	0	0%	50	1.9%
Regrading	2009	46	1.5%	19	1.4%	27	1.6%	1	0.5%	43	1.6%	2	2.2%	1	0.8%	45	1.6%
	2008	47	1.6%	26	2.0%	21	1.3%	6	3.5%	40	1.5%	1	1.1%	3	2.3%	44	1.7%
	2007	64	2.3%	22	1.8%	42	3.4%	2	1.4%	61	2.3%	1	1.4%	1	1.9%	63	2.3%
	2006	118	4.3%	54	4.6%	64	5.4%	4	2.6%	111	4.4%	3	4.2%	3	5.5%	115	4.3%
	2005	139	5.2%	50	4.3%	89	7.6%	11	8.2%	127	5.1%	1	1.4%	3	6.0%	136	5.1%
Secondment	2009	43	1.4%	16	1.2%	27	1.6%	1	0.5%	42	1.5%	0	0%	0	0%	43	1.5%
	2008	138	4.8%	60	4.7%	78	4.8%	3	1.7%	131	5.0%	4	4.5%	4	3.0%	134	5.0%
	2007	20	0.7%	4	0.3%	16	1.0%	1	0.7%	19	0.7%	0	0%	0	0%	20	0.7%
	2006	21	0.8%	1	0.1%	20	1.3%	2	1.3%	19	0.8%	0	0%	0	0%	21	0.8%
	2005	12	0.4%	2	0.2%	10	0.7%	0	0%	12	0.5%	0	0%	0	0%	12	0.5%
Temporary Upgrade	2009	47	1.6%	15	1.1%	32	1.9%	4	2.1%	43	1.6%	0	0%	1	0.8%	46	1.6%
	2008	64	2.2%	25	2.0%	39	2.4%	1	0.6%	62	2.3%	1	1.1%	4	3.0%	60	2.2%
	2007	69	2.4%	24	1.9%	45	2.8%	3	2.1%	64	2.5%	2	2.8%	1	1.9%	68	2.5%
	2006	104	3.8%	47	4.0%	57	3.6%	2	1.3%	98	3.9%	4	5.6%	0	0%	104	3.9%
	2005	58	2.2%	30	2.6%	28	1.8%	3	2.2%	55	2.2%	0	0%	1	2.0%	57	2.2%

The increase in secondments in 2008 was mainly due to appointments made to I and J grade academic management posts in the new faculties.

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

Section 5 – Formal procedures

TABLE 17 – STAFF GRIEVANCES

YEAR	ALL	MALE		FEMALE		BME		WHITE		ETHNICITY NOT KNOWN		DISABLED		NOT DISABLED*	
	No.	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%
2008	13	5	38%	8	62%	1	7.7%	12	92.3%	0	0%	3	23.1%	10	76.9%
2009	**21	13	72%	5	28%	-	-	18	100%	-	-	3	16.7%	15	83.3%

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

The number of formal grievances in 2009 has increased significantly from 2008. The UWE workforce (including HPLs and TSU) is: 58% female, 6.7% BME and 3.8% disabled, therefore in 2009 staff grievances were brought by a significantly higher proportion of male staff and of non-BME staff, and a significantly higher proportion of disabled staff. However it is difficult to ascribe statistical significance to the data due to low numbers.

TABLE 18 – STAFF DISCIPLINARIES

YEAR/TYPE	ALL	MALE		FEMALE		BME		WHITE		ETHNICITY NOT KNOWN		DISABLED		NOT DISABLED*	
	No.	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%
<u>2009</u>															
Conduct	11	8		3		0		9		2		0		11	
Capability	3	2		1		0		2		1		0		3	
Performance	3	2		1		1		1		1		1		2	
Total 2008	14	9	64%	5	36%	3	21.4%	11	78.6%	-	-	2	14.3%	12	5.7%
Total 2009	17	12	71%	5	29%	1	5.9%	12	70.6%	4	23.5%	1	5.9%	16	94.1%

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

The UWE workforce (including HPLs and TSU) is: 58% female, 6.7% BME and 3.8% disabled. Therefore in 2009 formal procedures were initiated for a significantly lower proportion of female staff, and a slightly lower proportion of BME staff and a higher proportion of disabled staff. However it is difficult to ascribe statistical significant to the data due to low numbers.

Section 6 – Sickness absence

TABLE 19 - SICKNESS ABSENCE RATES BY FACULTY/SERVICE (January 2009 to December 2009)

FACULTY/SERVICE	DAYS LOST 2009	INCIDENTS 2009	ABSENCE RATE 2009	DAYS LOST 2008	ABSENCE RATE 2008
Bristol Business School	1,238	176	2.23%	566	1.83%
Creative Arts	779	164	1.36%	940	1.18%
Environment and Technology	1,781	383	1.45%	2,270	1.78%
Health and Life Sciences	2,237	452	1.60%	3,687	2.45%
Social Sciences and Humanities	1,753	382	1.69%	1,929	1.81%
<i>Faculty sub total</i>			1.65%		1.94%
Academic Registry	385	94	3.94%	229	2.14%
Admissions and International Rct.	308	54	3.69%	128	1.75%
Directorate*	92	38	1.19%	316	3.64%
Facilities	5,102	875	4.34%	6434	5.48%
Finance	411	91	2.75%	294	2.01%
Human Resources	312	84	2.36%	305	2.57%
IT Services	701	253	1.87%	726	2.76%
Library Services	788	314	2.09%	1043	2.70%
Marketing and Communications	89	50	1.23%	70	1.14%
Outreach Centre	97	14	3.63%	29	1.16%
Research, Business and Innovation	233	89	1.77%	139	1.26%
Secretariat	40	2	4.81%	33	3.15%
Student Services	551	142	3.12%	351	2.13%
<i>Service sub total</i>			3.19%		3.71%
All services excluding manual staff			2.52%		2.61%
Manual staff only			5.15%		6.86%
All staff	16,897	3,657	2.17%	19,489	2.53%

*Includes Planning & Business Intelligence, Dean of Students and Development & Alumni.
Excludes hourly paid and temporary staff.

In 2009 sickness in both Faculties and Services has reduced slightly compared to 2008. Manual staff sickness is significantly lower.

TABLE 20 - REASONS FOR SICKNESS ABSENCE (January 2009 to December 2009)

Proportion of days lost

REASON	2009 (%)	2008 (%)
Cold/Flu/Virus	19.2%	14.5%
Stress/Depression	15.2%	15.8%
Hospital Admittance	14.7%	13.2%
Infection	10.3%	11.1%
Injury	7.2%	8.4%
Disease	7.1%	6.5%
Back/Sciatica	4.1%	5.7%
Stomach Complaint	3.6%	3.9%
Sickness/Diarrhoea	3.1%	2.6%
Muscular/Rheumatic	2.4%	3.5%
Headache/Migraine	2.3%	2.3%
Pain	1.8%	1.7%
Not known	1.6%	<1%
Fatigue	1.4%	3.4%
Heart/Blood pressure	1.2%	2.0%
Maternity related	1.1%	<1%
Dizzy spells	<1%	1.0%
Arthritis Epilepsy Dental/Oral Gynae/Menstral Allergy Hospital appointment Eye problems Asthma Diabetes Skin complaint	Less than 1%	Less than 1%

Proportion of incidents

REASON	2009 (%)	2008 (%)
Cold/Flu/Virus	36.3%	33.4%
Infection	10.1%	11.0%
Stomach Complaint	9.8%	10.2%
Sickness/Diarrhoea	8.0%	7.9%
Headache/Migraine	7.7%	8.0%
Hospital Admittance	3.7%	3.9%
Not Known	3.7%	2.0%
Injury	3.2%	3.5%
Stress/Depression	3.2%	3.2%
Back/Sciatica	2.8%	3.8%
Muscular/Rheumatic	1.8%	1.9%
Pain	1.2%	1.5%
Dental/Oral	1.2%	1.6%
Disease	1.1%	<1%
Dizzy spells	1.0%	1.1%
Fatigue Hospital appointment Maternity related Allergy Eye problems Gynae/Menstral Heart/Blood pressure Asthma Arthritis Diabetes Epilepsy Skin complaint	Less than 1%	Less than 1%

In 2009 cold/flu/virus was the illness causing the most days lost, with 3,482 working days lost in the year compared to 3,026 in 2008. In the previous year stress/depression was the highest cause of days lost. As in 2008, in 2009 cold/flu/virus was the illness with the highest incident rate at 1,445 incidents in the year, compared to 1,381 in 2008.

Section 7 – Use of employee assistance programme (EAP)

TABLE 21 – USE OF SERVICES

TYPE	2008/9			2007/8		
	TOTAL	MALE	FEMALE	TOTAL	MALE	FEMALE
<u>Legal information (total)</u>	130	18	112	97	28	69
Employment law	31			15		
Other	99			82		
Counselling, advice & information (total)	113	31	82	114	32	82
Helpline advice/Info	37			22		
Telephone counselling	3			14		
Face-to-face counselling	73			78		
TOTAL USAGE	243	49 (20%)	194 (80%)	211	60 (28%)	151 (72%)

The number of staff accessing the services of the Employee Assistance Programme in 2008/09 has increased by 15% compared to 2007/08. The UWE workforce (including HPLs and TSU) is 58% female therefore the data shows that a significantly higher proportion of female staff use the service compared to male staff.

Section 8 – Benchmark performance indicators

TABLE 22 – HE AND PUBLIC SECTOR COMPARISONS

Benchmark data has been gathered from the Higher Education Statistical Agency covering all UK Higher Education Institutions, and from DLA Piper HR Benchmarking 2009 report which is based on data from 87 higher education institutions, and includes comparator data for large public sector organisations (employing more than 1,000 people).

Category		HESA		DLA		UWE	
		All HEIs	SW HEIs	HE Sector	Public Sector	All Staff	excluding HPLs / TSU
Female staff	All	54%		55%	59%	58%	56%
	Academic	43%				53%	50%
	Other	62%				63%	61%
BME staff		9.7%	5.5%	9.3%	8.6%	6.7%	6.0%
Disabled staff		2.7%		2.9%	2.9%	3.8%	4.0%
Staff aged over 55				20.8%	20.2%	22.7%	24%
Staff on fixed term/ temporary contracts				19.4%	16.3%	19.5%	8.1%
Part time staff				30.7%	33.7%	40.5%	28.7%
Voluntary staff turnover rate				6.7%	7.1%		3.8%
Grievances (per 1,000 staff)				4.0	5.1	5.4	6.7
Disciplinarys (per 1,000 staff)				5.3	5.3	4.4	5.7
Sickness absence:							
per employee per annum				6.2 days	7.9 days	6.1 days	6.4 days
annual % rate				2.6%	3.4%	1.9%	2.2%
average duration				5.4 days	6.2 days	4.5 days	4.7 days
% over 20 days duration				44.3%	47.3%	44.3%	44.2%
% days lost for :cold/flu/virus				22.2%		19.2%	18.7%
:stress/depression				12.2%		16.6%	16.3%