

Staffing Statistics

**including Equality Act 2010
publication of equality information**

December 2016

Produced by Human Resources

Introduction

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

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

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

The data is taken from a snapshot of the staff population on 31 December 2016. The report is based on data held in the University's HR payroll system (SAP). The SAP database is populated with information supplied by new staff on their application forms; we then update the database with information supplied by current employees in response to periodic data surveys. Our latest equality and diversity data survey of staff was carried out in March 2014.

This report should be read in conjunction with results from the 2014 staff survey available in the HR intranet. These will be updated in July 2017 following the survey undertaken in May 2017.

I hope you find the report interesting and informative. If you have any ideas for how it might be improved, or have any queries relating to the data and its analysis, then please contact Lesley Donnithorne in the HR Systems and Information Team (Lesley2.Donnithorne@uwe.ac.uk) or Valerie Russell Emmott in the Equality and Diversity Unit (Valerie.Russellemmott@uwe.ac.uk).

Debbie England
Director of HR and OD
June 2017

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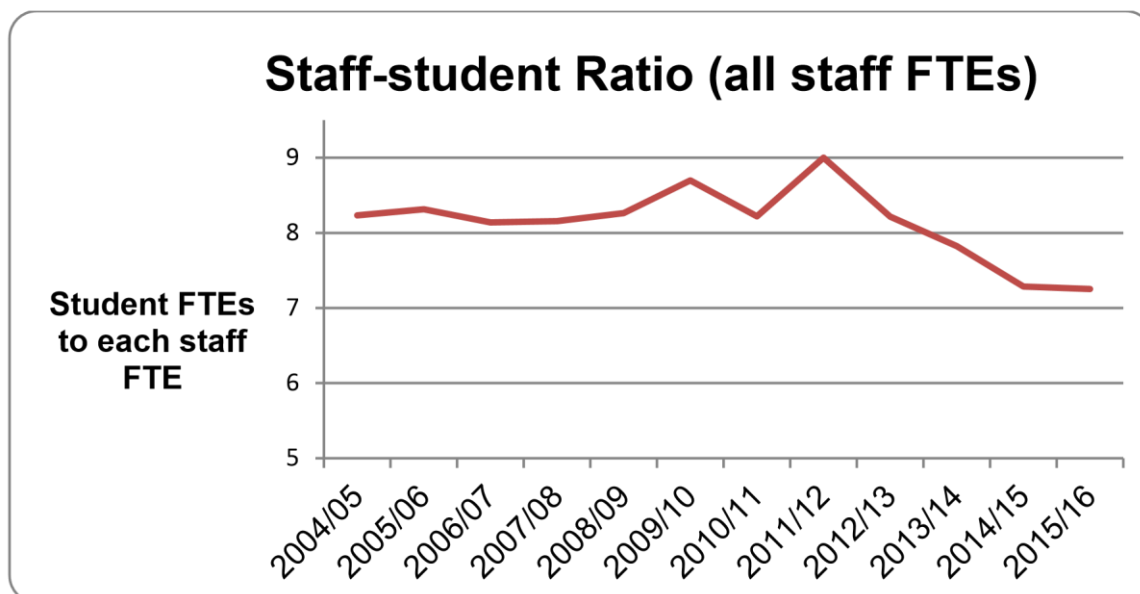
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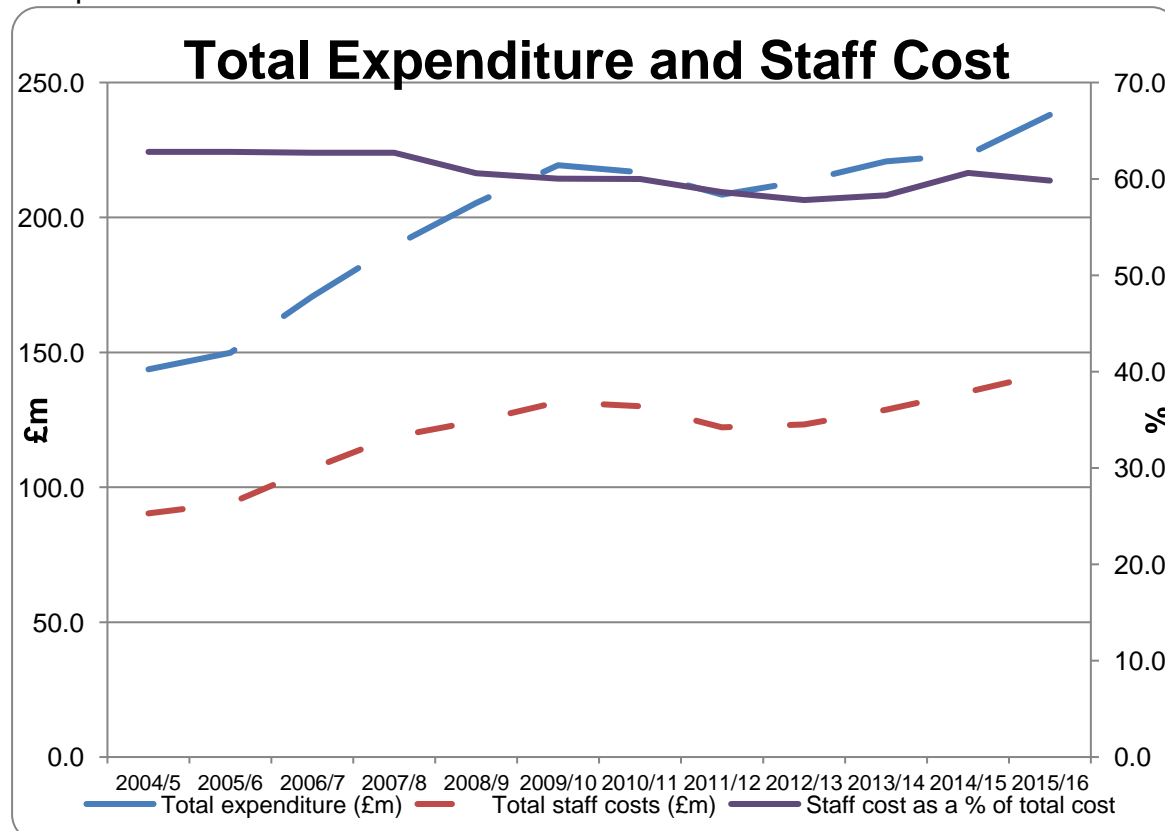
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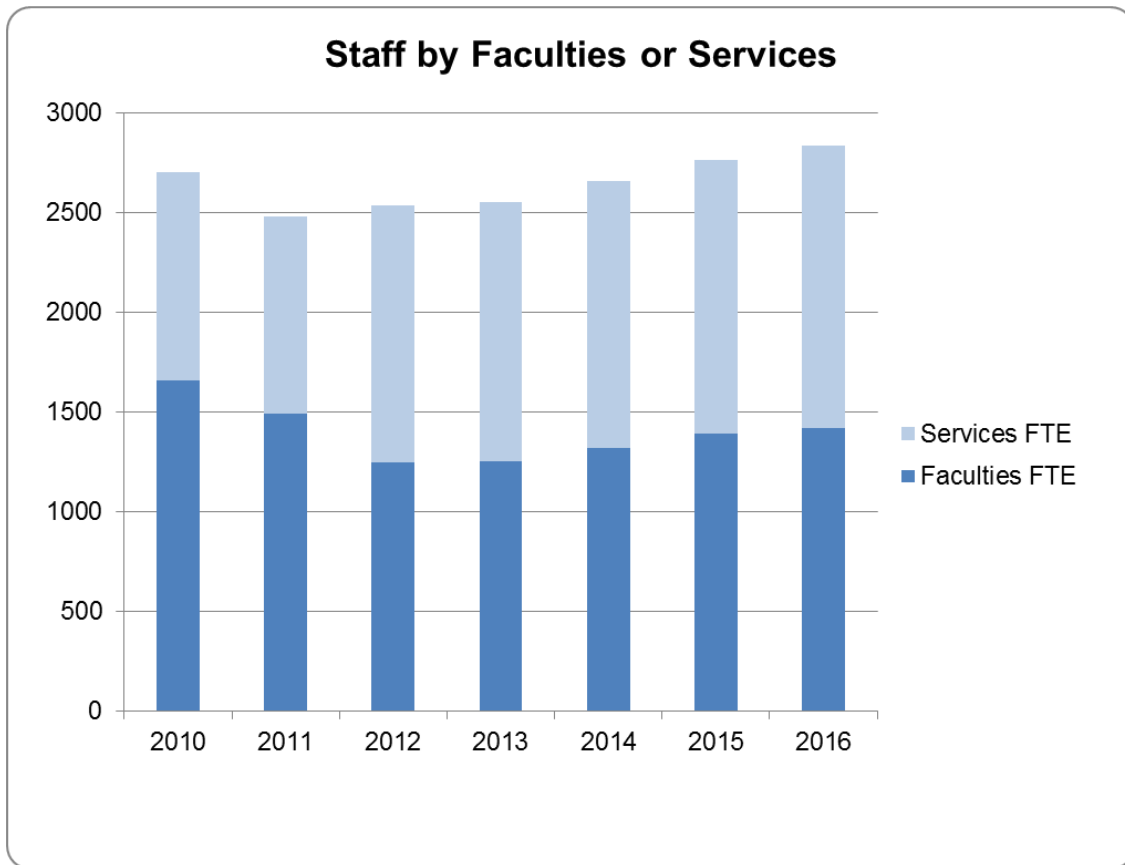
Section 1 – Staff Employment



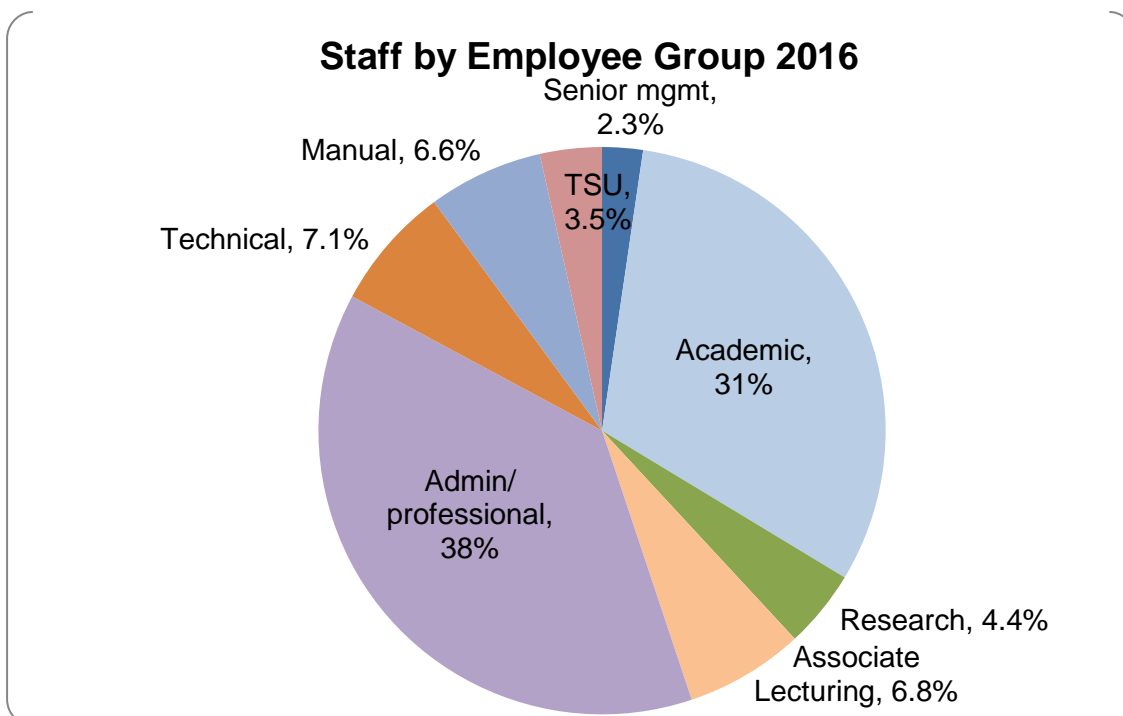
This chart shows over time the ratio of student FTEs to each staff FTE, including all employee groups (senior management, academic and professional services). The ratio increased in 2009/10 due to an increase in student FTEs, and in 2011/12 due to a decrease in staff FTEs resulting from change programmes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



UWE's staff costs as a proportion of its total expenditure increased in 2014/15 to 60.6% but has now reduced to 59.8% in 2015/16.

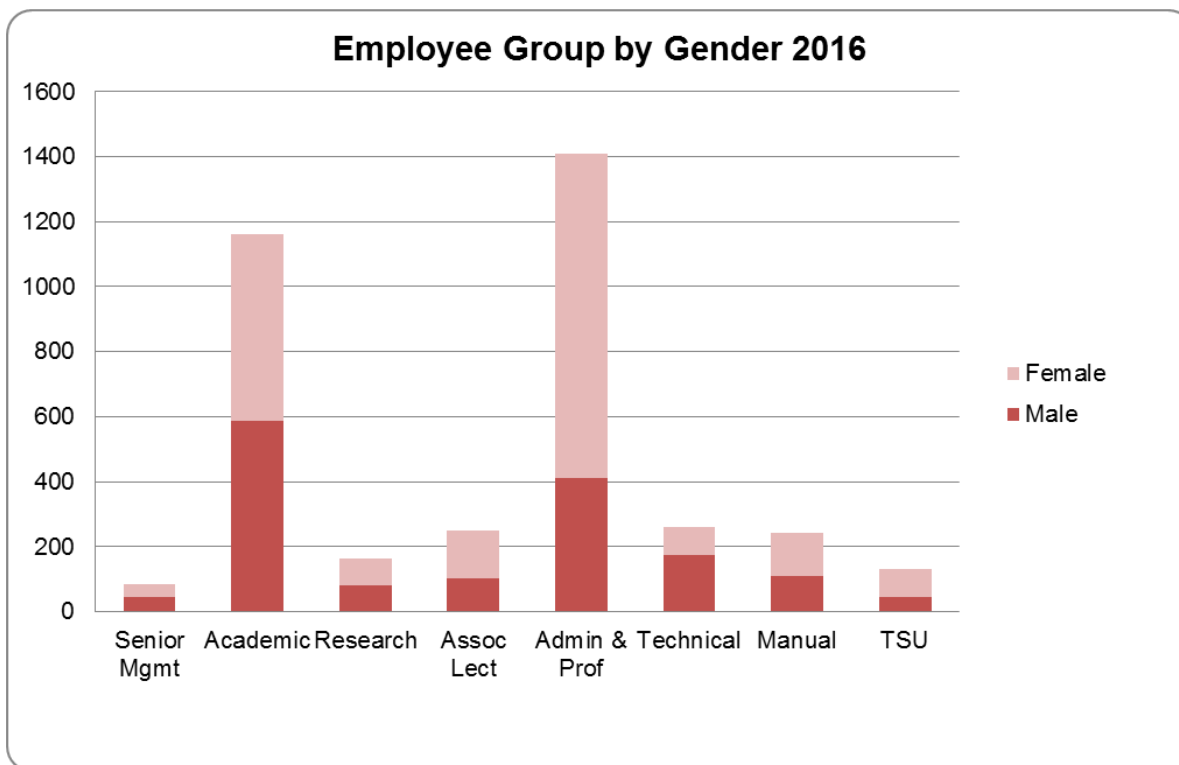


In 2016 50% of staff were located in faculties and 50% in services. The 2010 and 2011 figures reflect the position prior to the One University Administration restructuring in January 2012. In 2016 there has been a 0.4% increase in staffing numbers and 0.4% increase in FTEs compared to 2015. A fuller breakdown of the data, including by individual faculty and service, is in [Table 1](#) of the appendix.

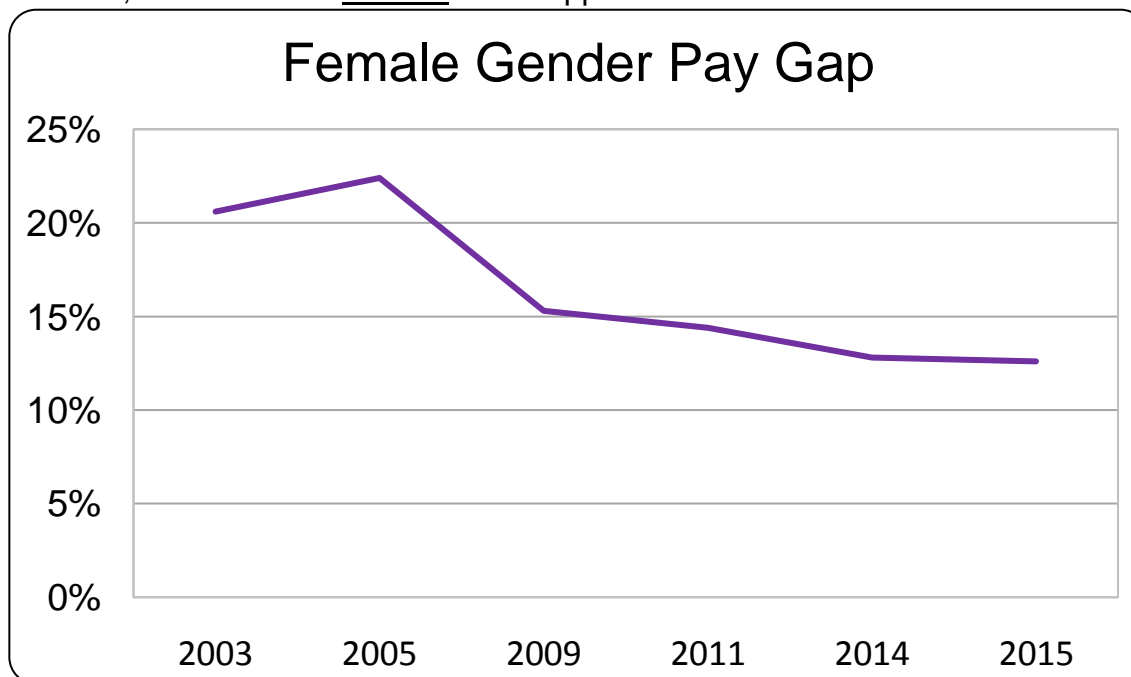


In terms of headcount, the largest employee group is administrative/professional and the smallest is senior management.

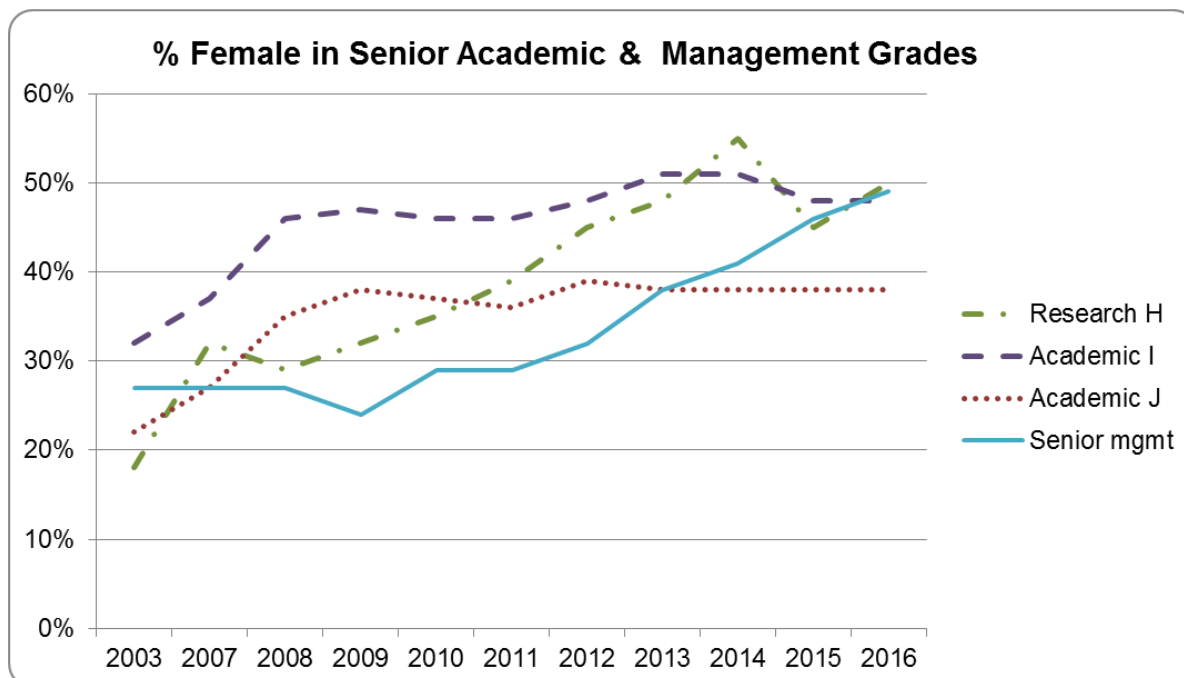
Staff by Gender



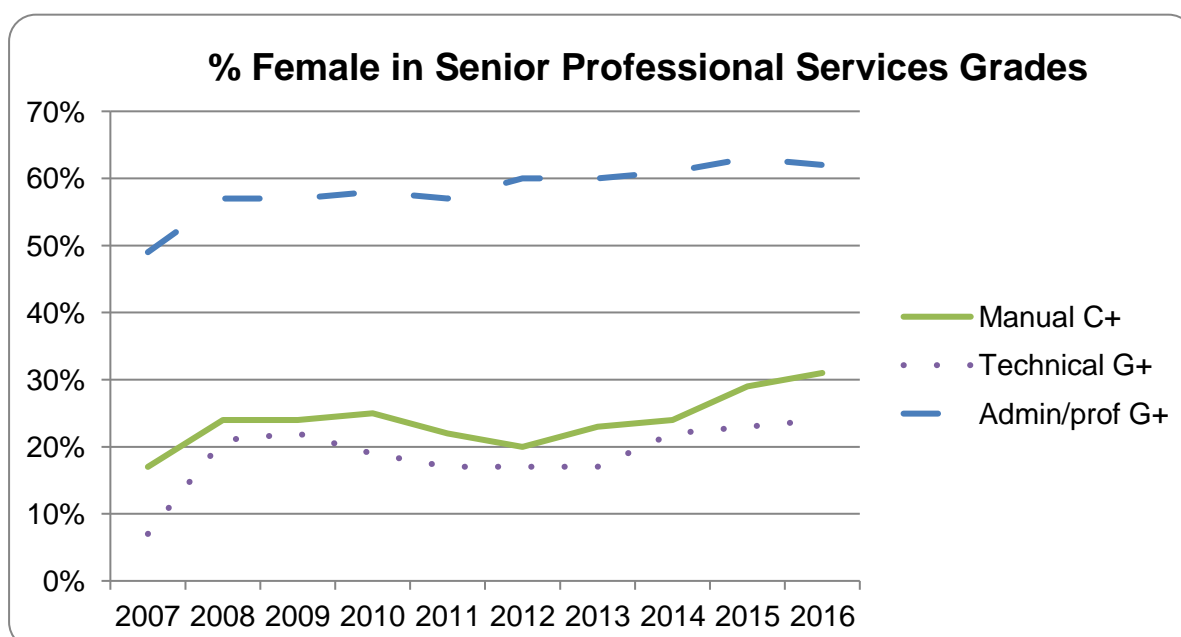
Academic and administrative/professional are the largest staff groups. The UWE workforce is 58% female and 42% male but there are differences in gender balance between the employee groups. A full breakdown, including historical data and by grade level, is available in [Table 2](#) of the appendix.



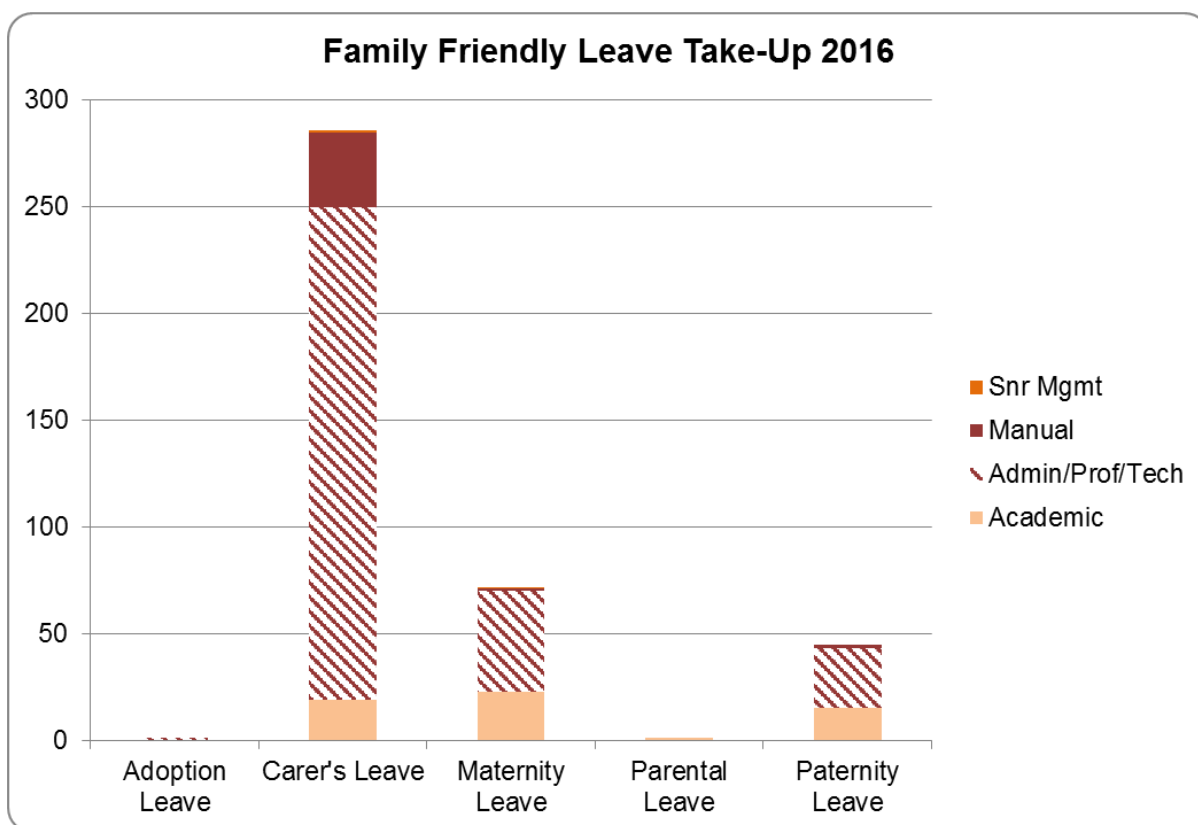
The gender pay gap is the percentage by which average female pay is lower than average male pay and data is shown up to the most recent equal pay audit. This data is also shown in [Table 21](#) of the appendix.



The representation of women in senior management grades has increased over time, and increased for senior research H grade in 2016. A full breakdown is available in [Table 2](#) of the appendix.

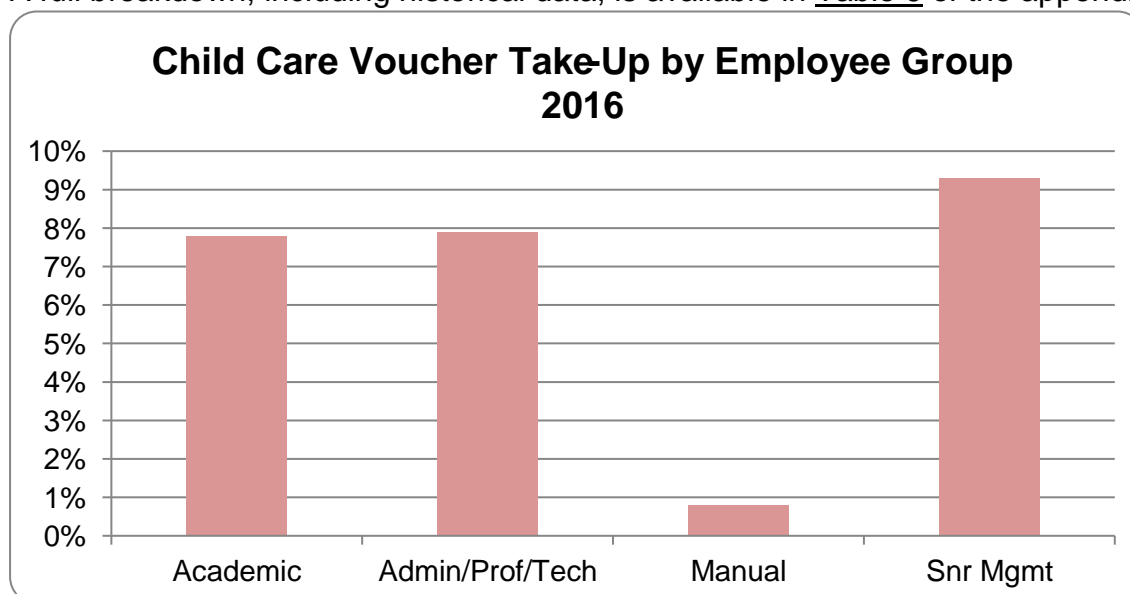


The representation of women in senior professional services grades increased significantly with the implementation of the University wide job evaluation exercise in 2008. In 2016 the representation of women in senior manual and senior technical grades has increased, but decreased slightly in senior administrative/professional grades. A full breakdown is available in [Table 2](#) of the appendix.



Academic staff (including associate lecturing and research) and administrative/professional/technical staff make up 43% and 45% of the workforce respectively; 6.6% of the workforce is manual staff and 2.3% senior management. The chart illustrates that in 2016 family friendly leave was taken up in greatest proportion by administrative/professional/technical staff; the staff group with the highest proportion of women (65%).

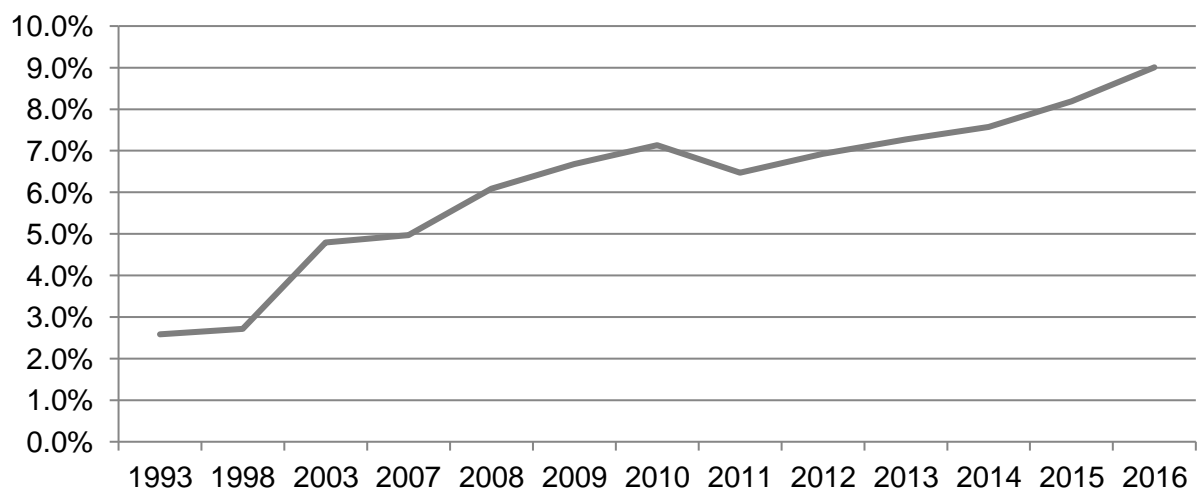
A full breakdown, including historical data, is available in [Table 9](#) of the appendix.



Child care vouchers are taken up by female and male staff approximately in proportion to the workforce gender split. This chart shows that as a proportion of the workforce, child care vouchers are taken up in much lower numbers by manual staff, an employee group with a high proportion of women but the lowest pay rates. A full breakdown, including historical data is available in [Table 10](#) of the appendix.

Staff by Ethnicity

Black and Minority Ethnic (BME) Staff %

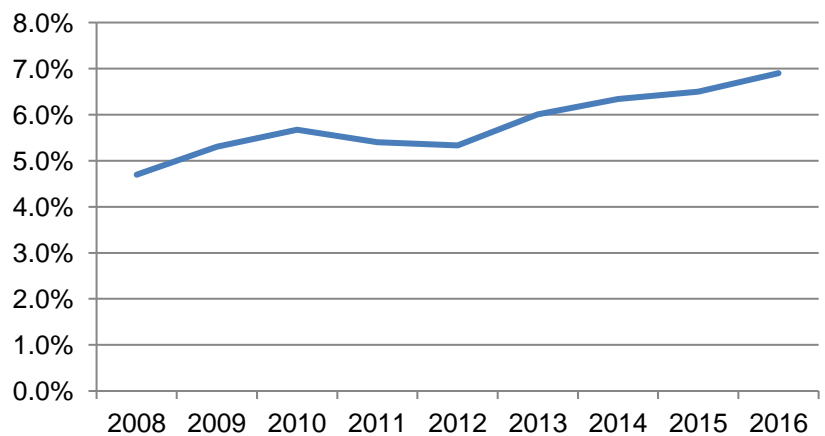


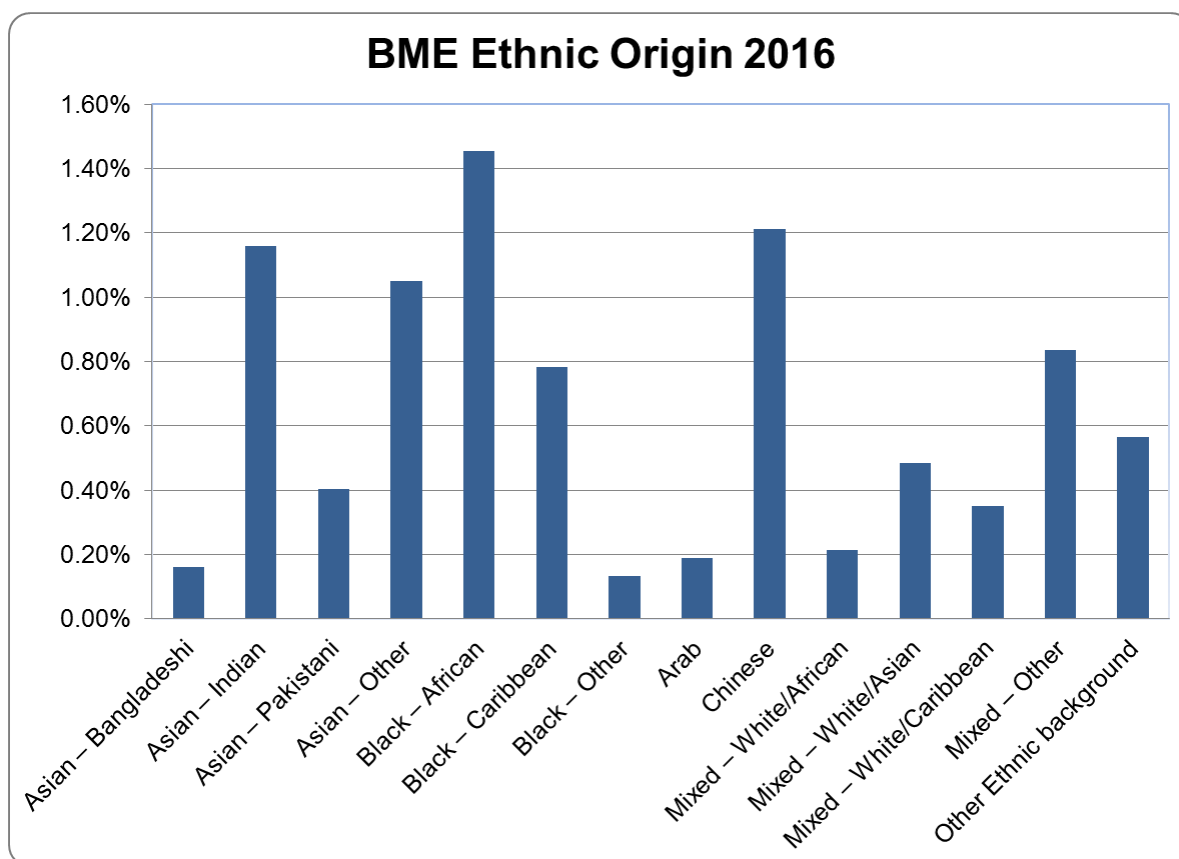
UWE's BME staff percentage has increased over time to 9.0% in 2016.

Overall, the BME staff percentage in the senior grades has continued to increase.

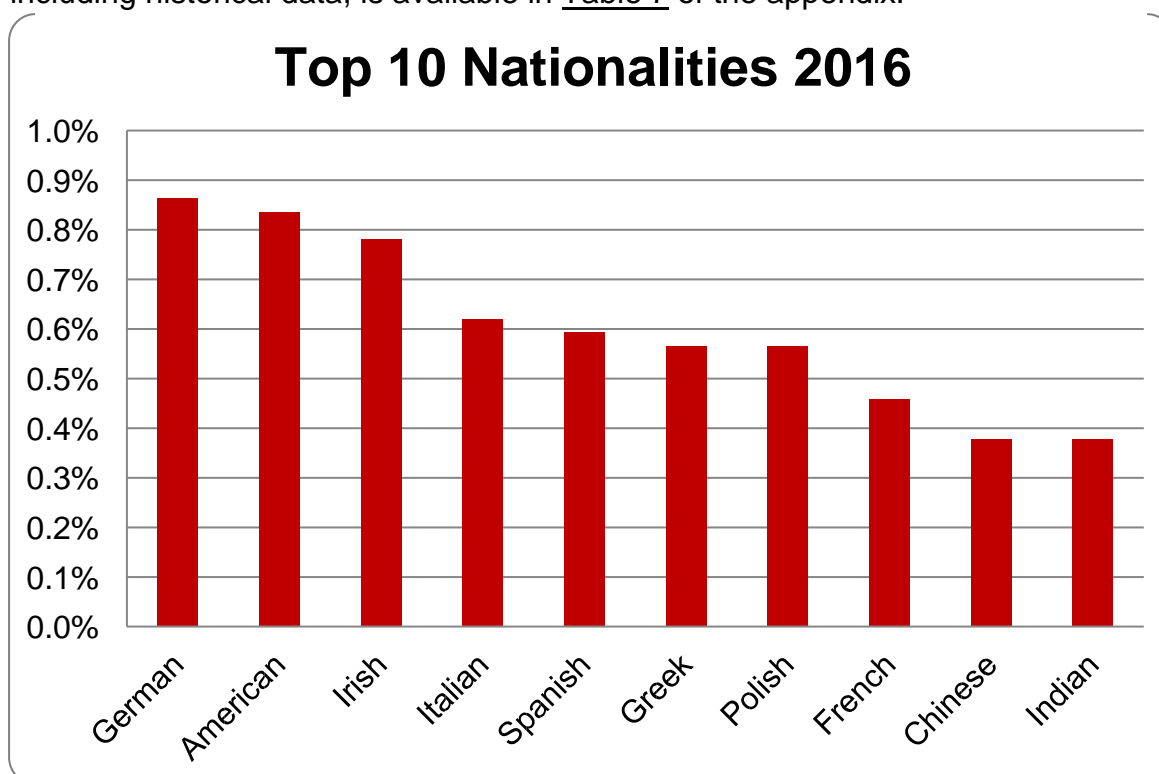
A full breakdown by employee group and grade level is available in [Table 2](#) of the appendix.

% BME in Senior Grades



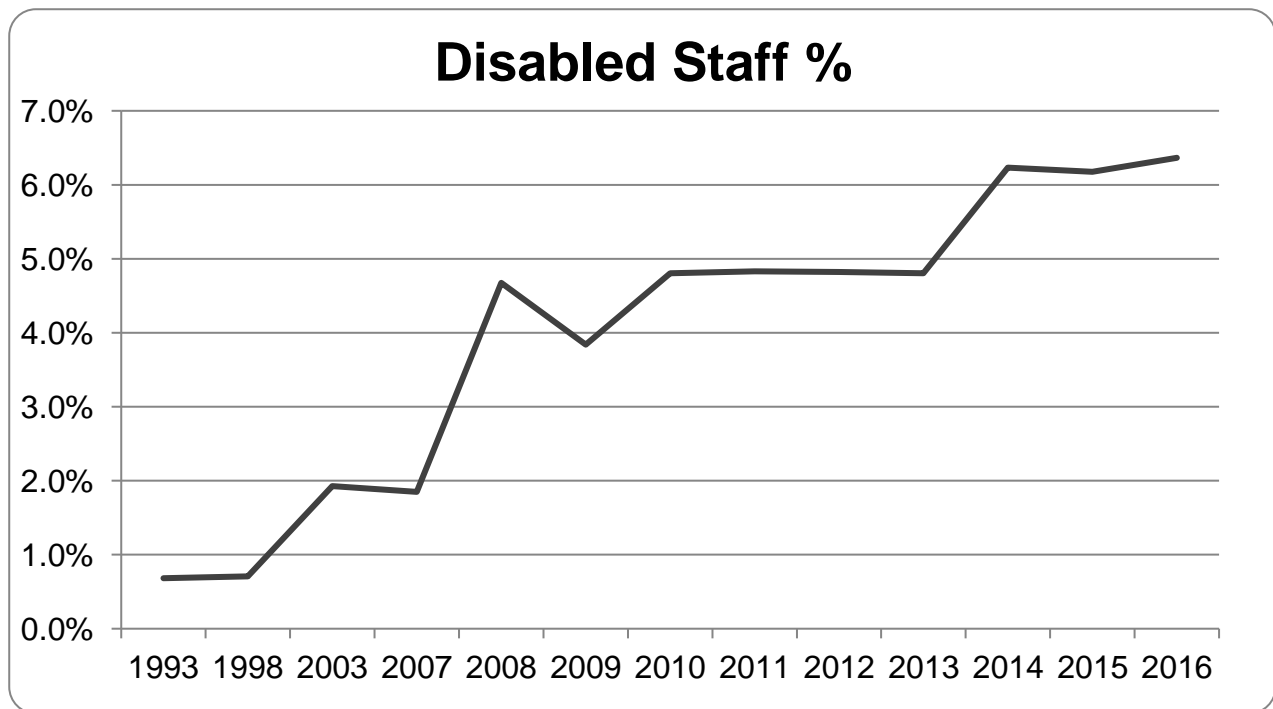


The UWE workforce is 87% White. Data is not held for 3.9% of staff. A full breakdown, including historical data, is available in [Table 7](#) of the appendix.



The UWE workforce is 88% British. A full breakdown, including historical data, is available in [Table 8](#) of the appendix.

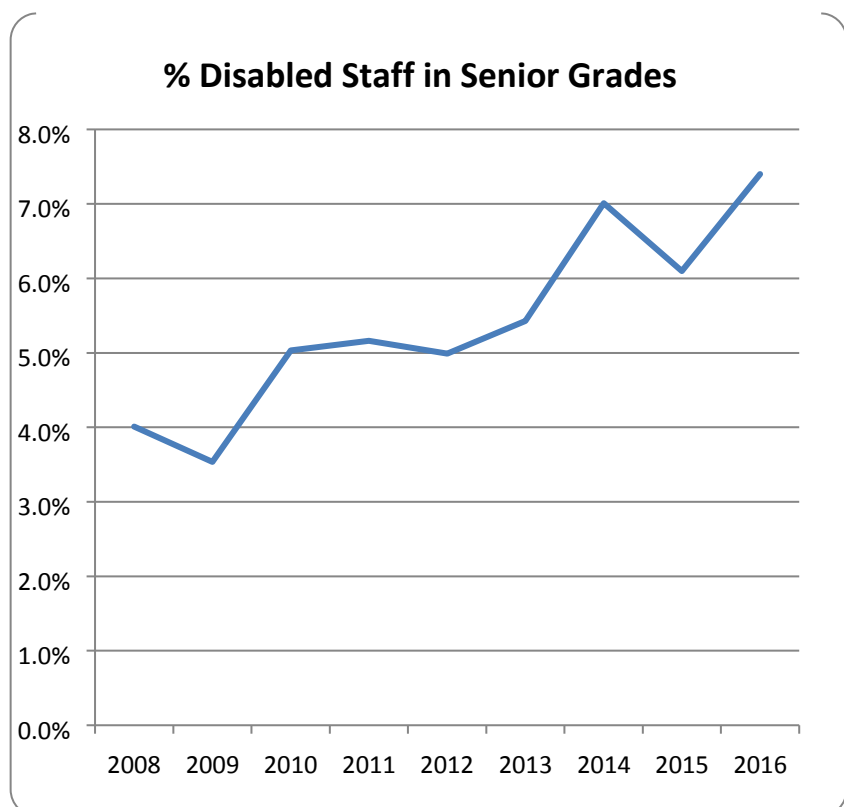
Staff by Disability



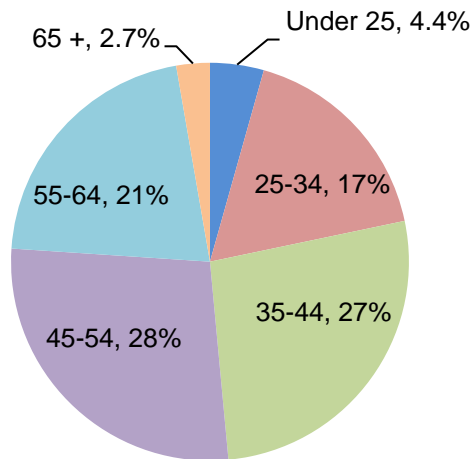
UWE staff with a declared disability has increased to 6.4% in 2016.

Disabled staff representation in senior grades increased in 2016.

A full breakdown by employee group and grade level is available in Table 2 of the appendix.

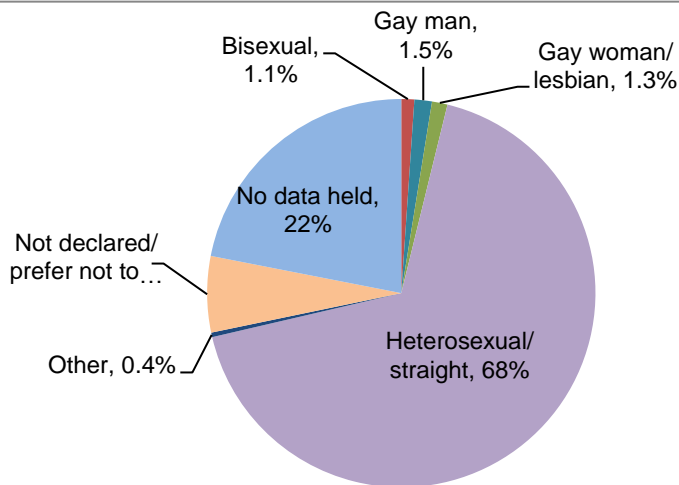


Staff by Age



The average age of a UWE employee in 2016 is 43 years, down from 45 years in 2015. A full breakdown, including gender analysis, is available in [Table 3](#) of the appendix.

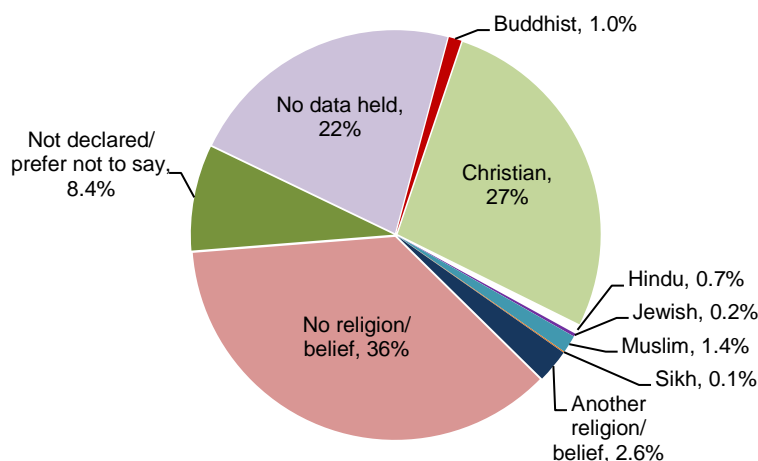
Staff by Sexual Orientation



In 2016 UWE has 3.9% of staff declaring as lesbian, gay or bisexual (LGB), compared to 3.6% in 2015. Historical data is available in [Table 4](#) of the appendix.

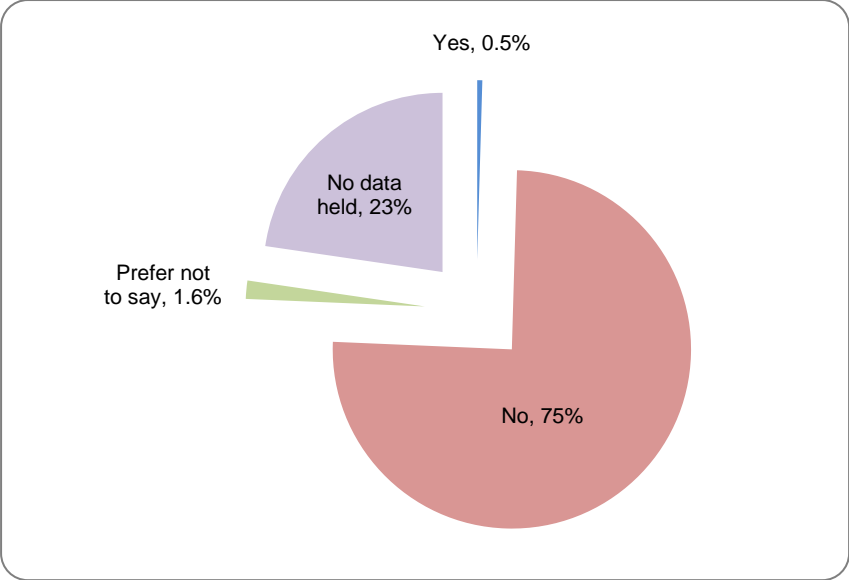
Further analyses of this protected characteristic in relation to recruitment, training, career progression and turnover are available in the [Equality & Diversity Unit website](#).

Staff by Religion and Belief



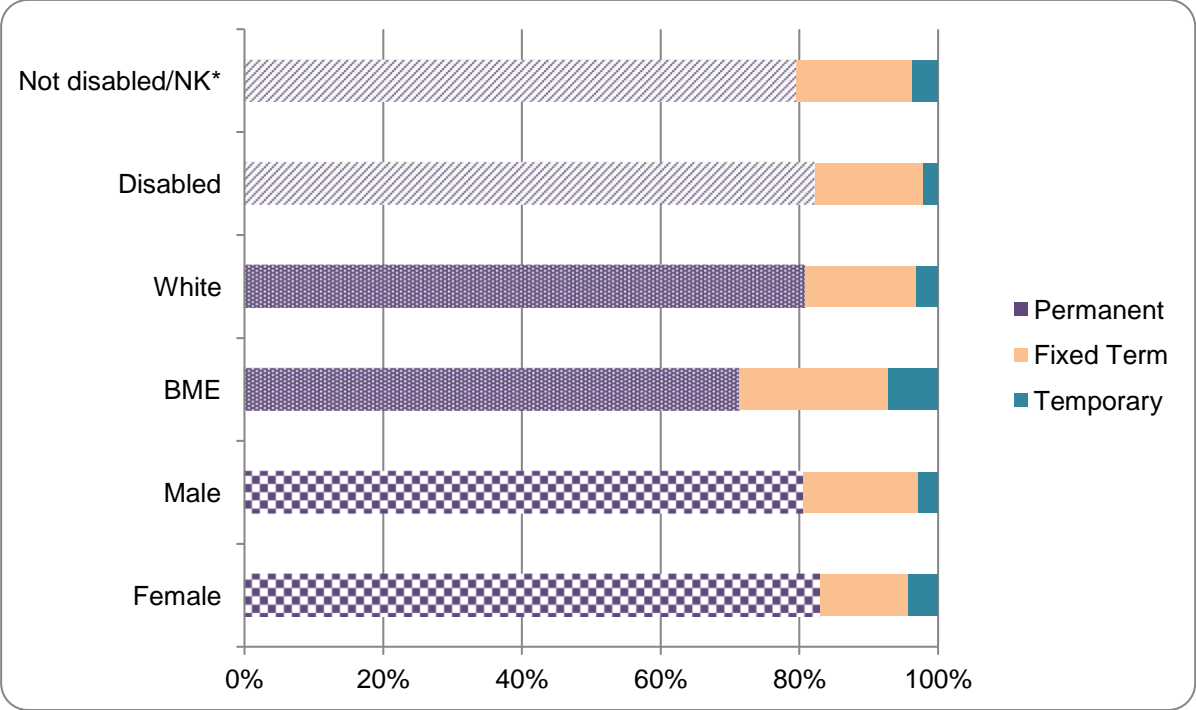
33% of UWE staff have declared as having a religion/belief in 2016; the same as in 2015. Historical data is available in [Table 5](#) of the appendix.

Staff by Trans/Transgender



In 2016 UWE’s declared trans/transgender population is 0.5%, the same as in 2015. Historical data is available in [Table 6](#) of the appendix.

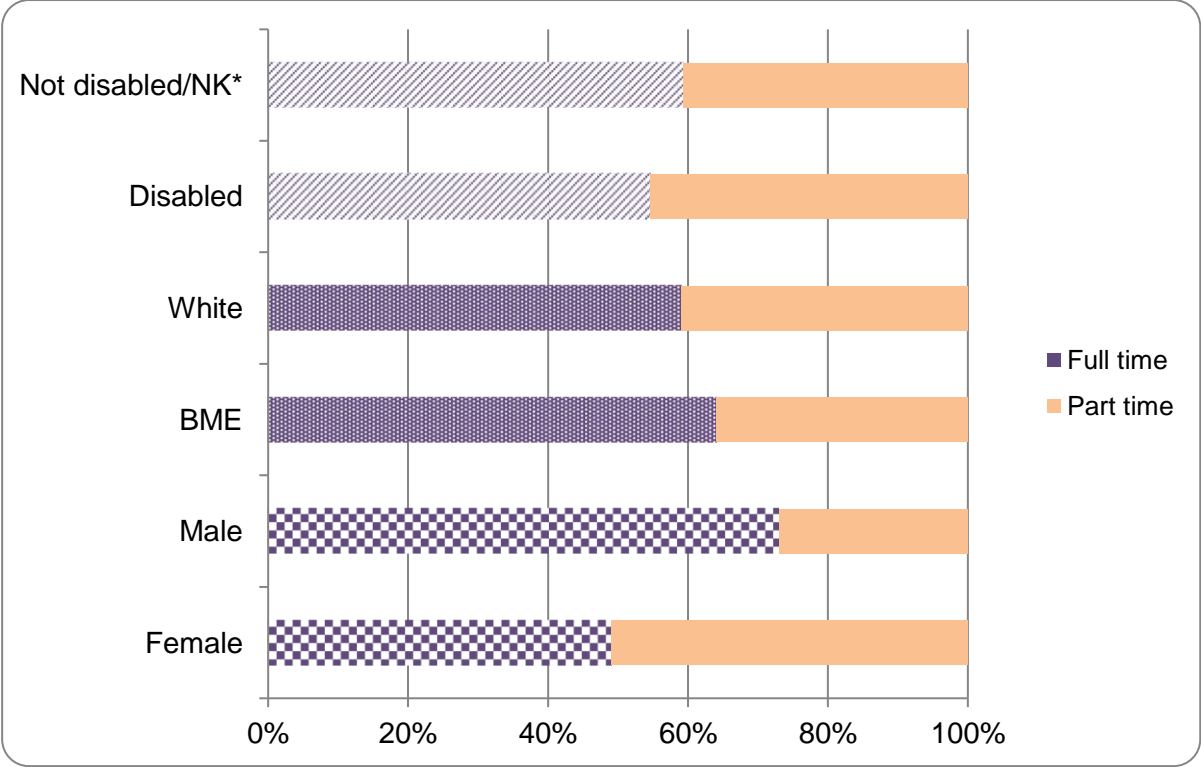
Staff by Contract Term



*NK = not known

In 2016 a higher proportion of disabled staff were on permanent contracts compared to staff with no declared disability; a higher proportion of BME staff were on fixed term and temporary contracts compared to white staff; a higher proportion of female staff were on permanent contracts than male staff. A full breakdown, including historical data, is available in [Table 11](#) of the appendix.

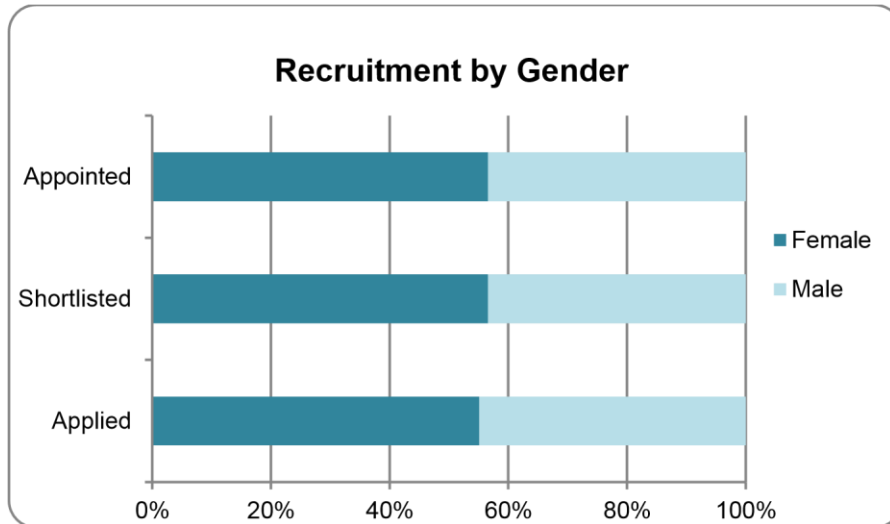
Staff by Contract Mode



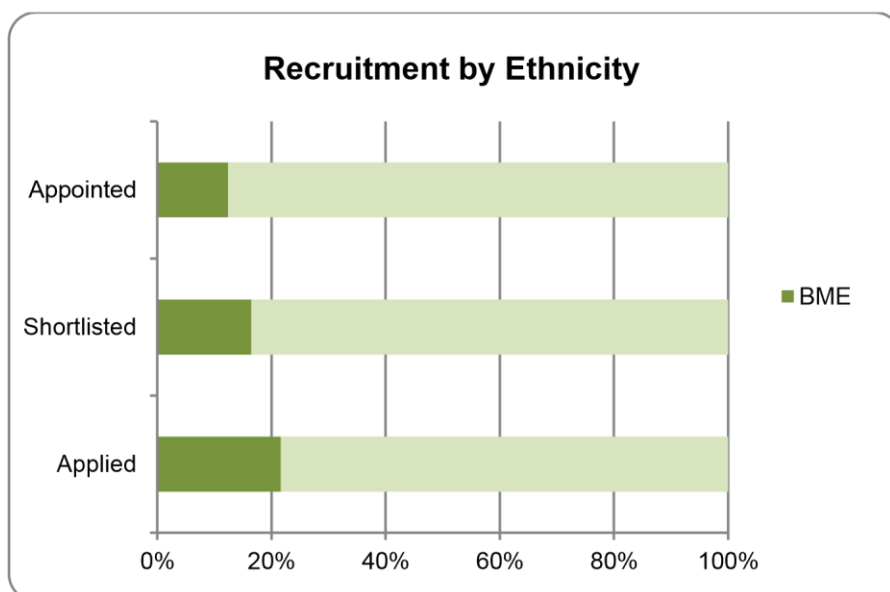
*NK = not known

In 2016 a higher proportion of staff without a declared disability were working full time compared disabled staff; a higher proportion of BME staff were working full time compared to white staff; a higher proportion of male staff were working full time compared to female staff. A full breakdown, including historical data, is available in Table 12 of the appendix.

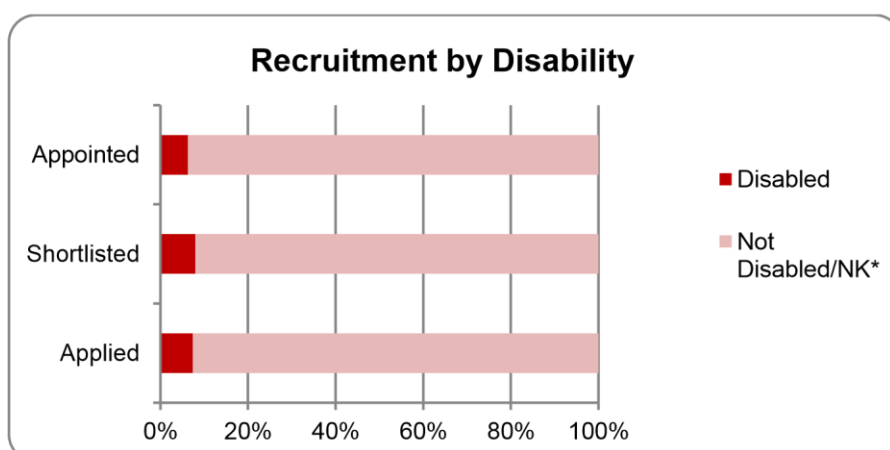
Section 2 – Staff Recruitment



The 2015/16 data shows the success rate of female applicants though the recruitment process continues to be better than for male applicants. Historical data is available in [Table 13](#) of the appendix.



BME applicants have a lower rate of recruitment success compared to white applicants. Historical data is available in [Table 13](#) of the appendix.

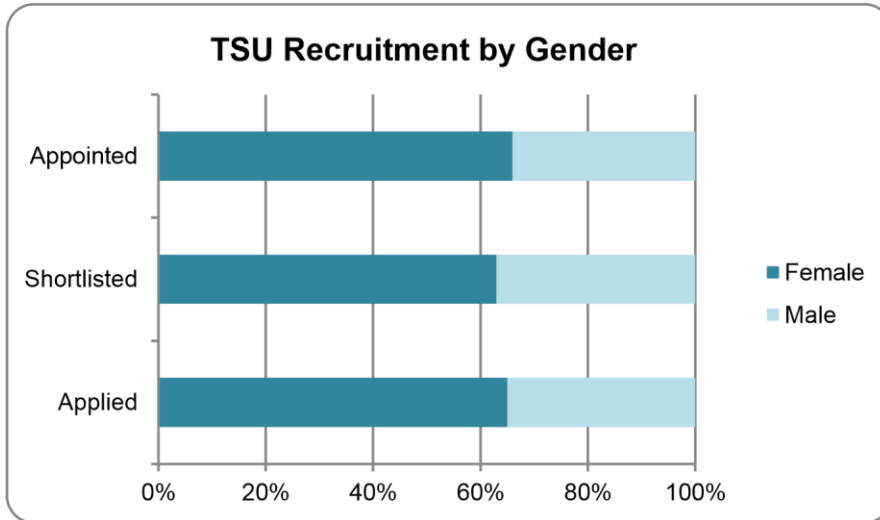


Applicants declaring a disability were shortlisted in higher proportion to those who did not declare a disability and were appointed in lower proportion; 7.4% of applicants declared a disability. Historical data is available in [Table 13](#) of the appendix.

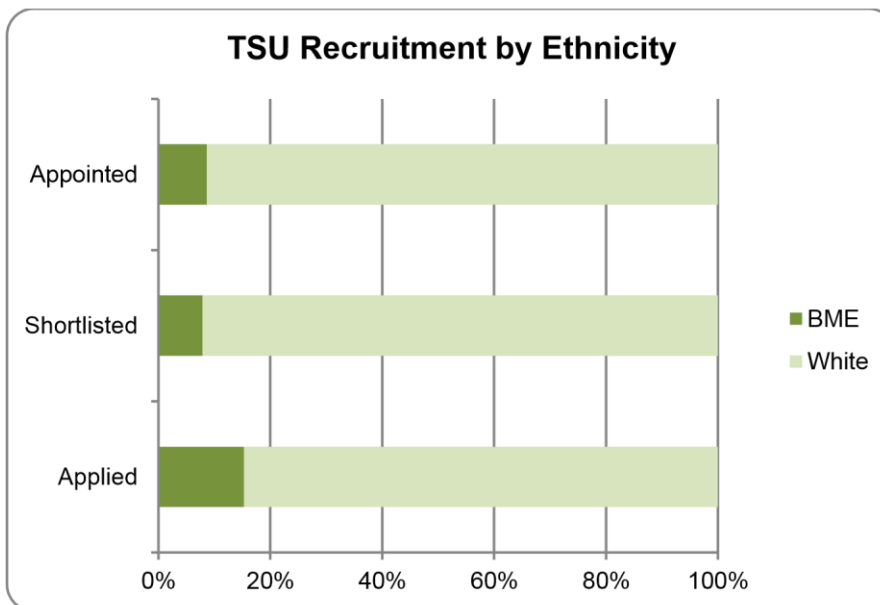
*NK = not known

Compared to the year 2014/2015, there was a 12% increase in the number of appointments made. There was a 1.6% increase in the number of applicants in the year 2015/2016. The average age of UWE starters in 2016 was 36 years, compared to 38 in 2015.

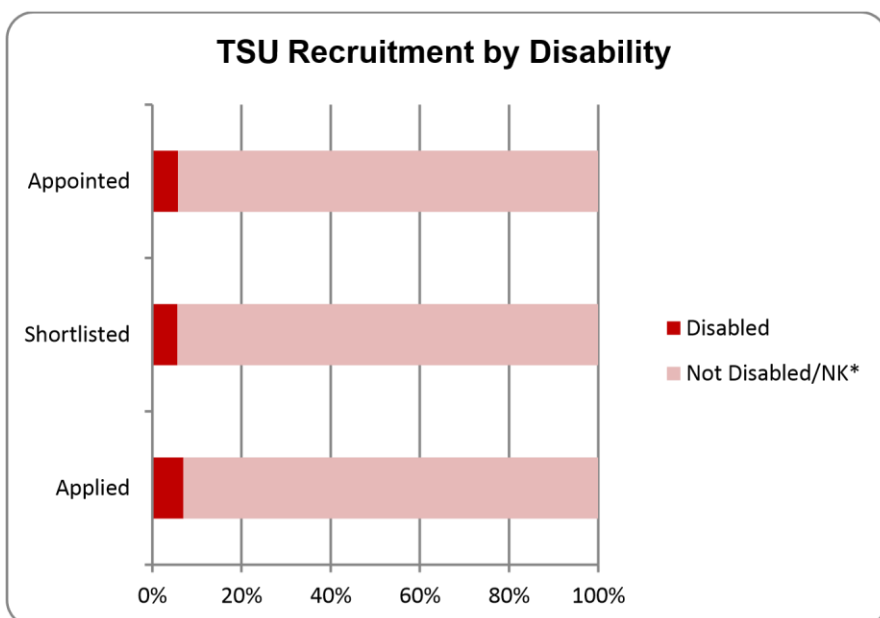
Recruitment to the Temporary Staff Unit Bank



The 2015/16 figures show that the success rate of female applicants through the recruitment process continues to be better than for male applicants. Historical data is available in [Table 14](#).



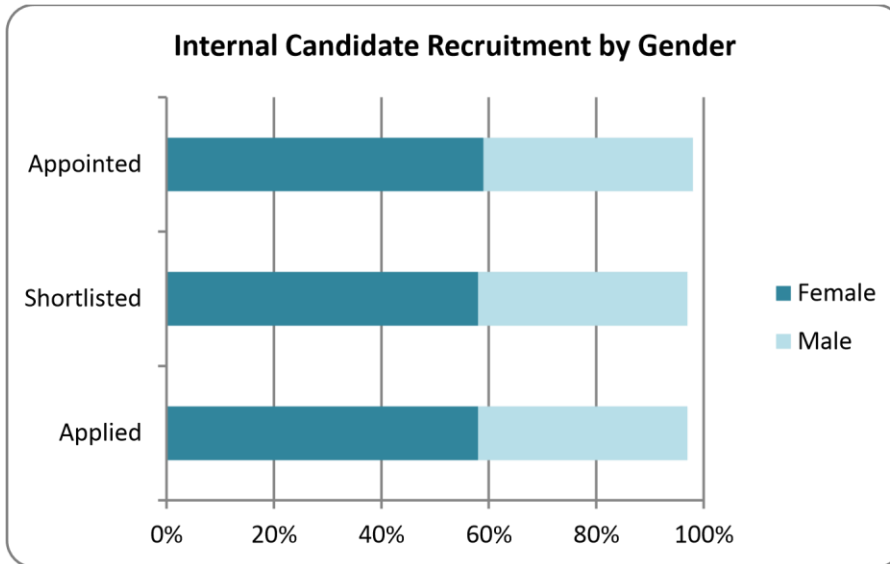
Compared to white applicants, a lower proportion of BME applicants were shortlisted and a higher proportion appointed. Historical data is available in [Table 14](#).



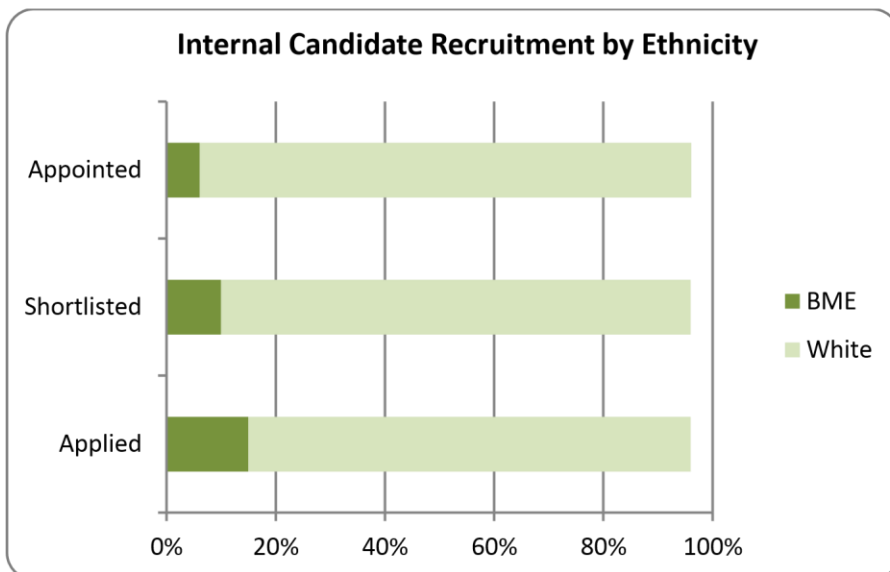
Applicants declaring a disability were shortlisted in slightly lower proportion to those who did not declare a disability and were appointed in the same proportion; 7.0% of applicants declared a disability. Historical data is available in [Table 14](#).

*NK = not known

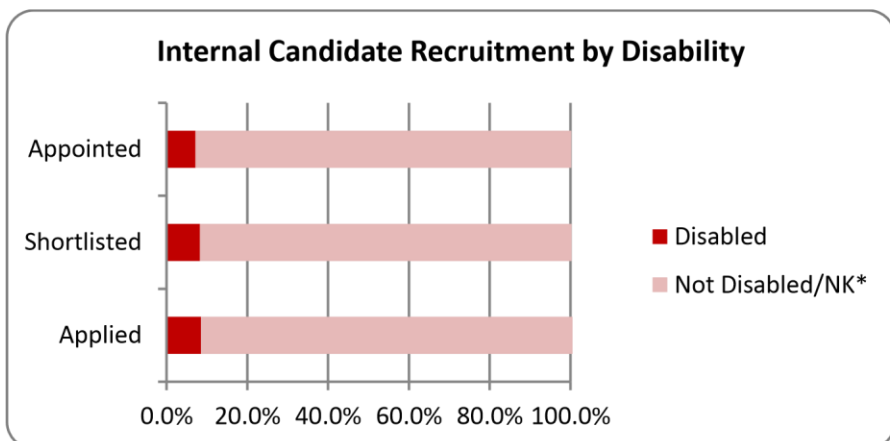
Recruitment of Internal Candidates



In 2015/16 a female internal applicants were shortlisted and appointed in proportion to male internal applicants. Historical data is available in [Table 15](#).



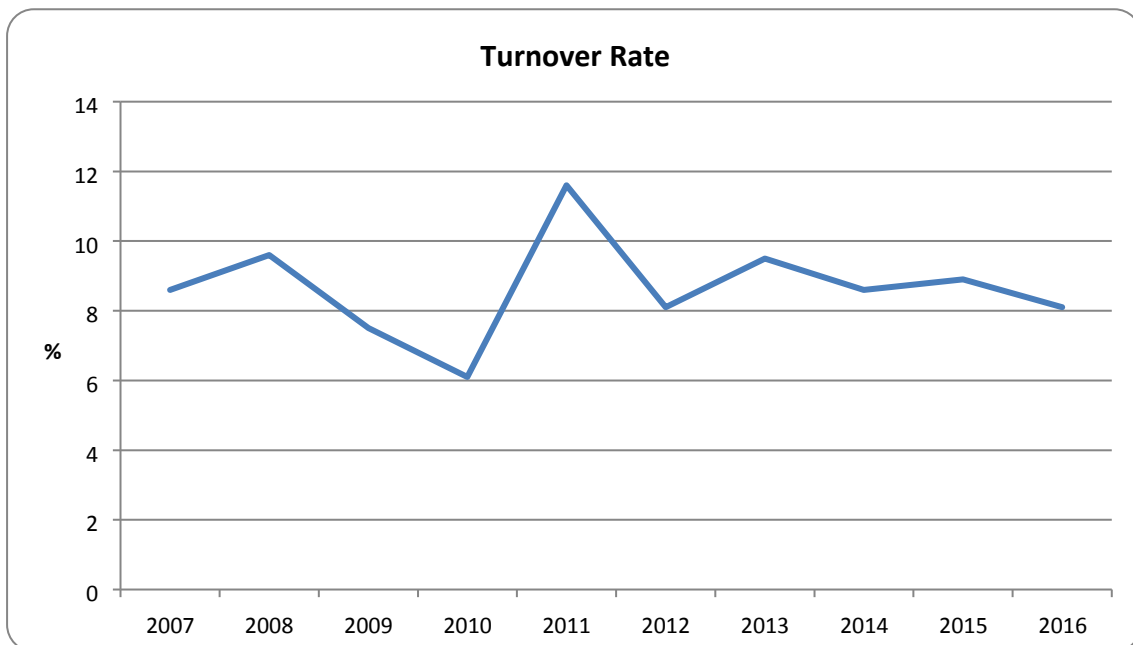
BME internal applicants have a lower rate of recruitment success compared to white internal applicants. The proportion of BME internal applicants is higher than the UWE BME workforce of 9.0%. Historical data is available in [Table 15](#).



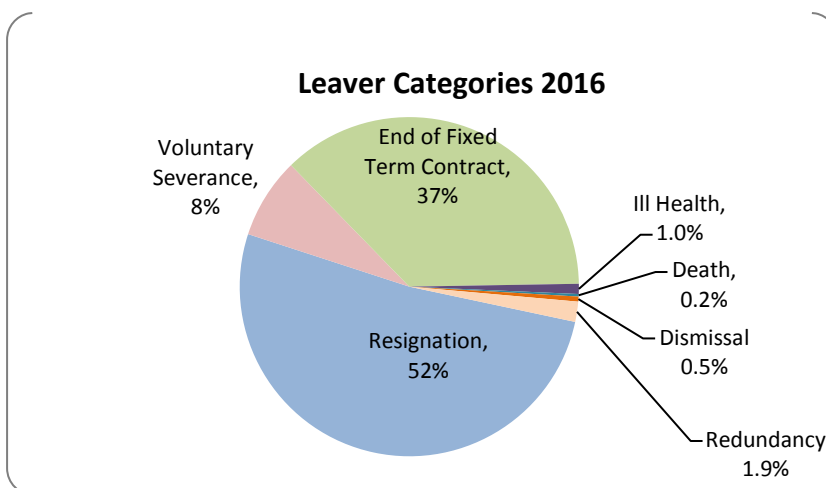
The proportion of internal applicants declaring as disabled is 8.5% and is higher than the UWE disabled workforce of 6.4%. The figures show a lower rate of recruitment success compared. Historical data is available in [Table 15](#).

*NK = not known

Section 3 Leavers



Between 2008 and 2010, the rate at which staff left UWE employment (excluding at the end of a fixed term contract) showed the effect of the economic downturn. The peak in 2011 was the result of organisational restructuring. Compared to 2015, the turnover rate in 2016 has reduced.



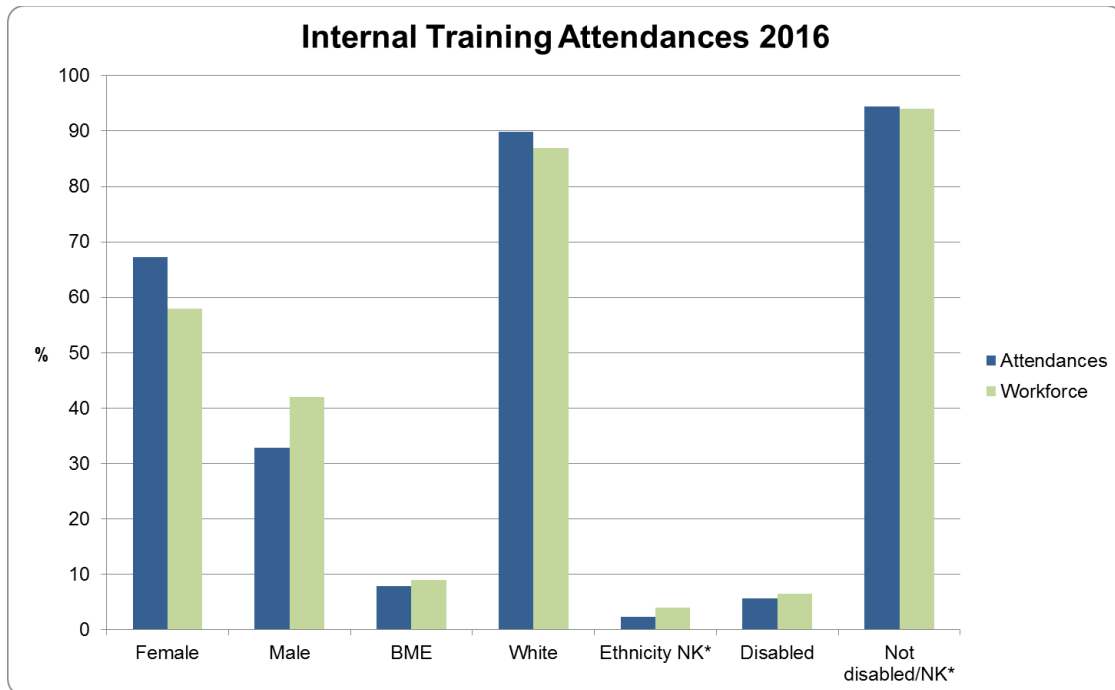
The main categories of leaver in 2016 were resignation, followed by end of fixed term contract and voluntary severance.

The average age of UWE leavers in 2016 was 45 years, higher than the average age of all UWE staff.

A full breakdown, including historical data and equality analysis, is available in [Table 16](#) of the appendix.

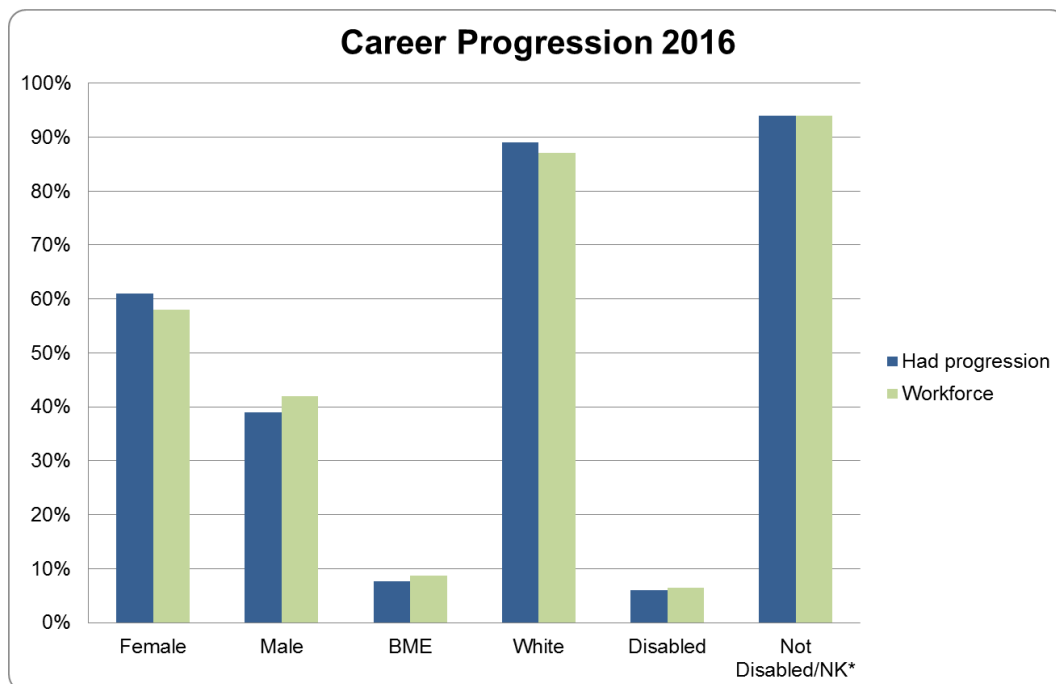
[Table 17](#) of the appendix contains an analysis of reasons for leaving from the leavers' exit survey.

Section 4 Staff Development and Career Progression



*NK = not known

In 2016 UWE managed training course opportunities were taken up in higher proportion by female staff, and in lower proportion by BME staff and disabled staff compared to their representation in the workforce. A full breakdown, including historical data, is available in [Table 18](#) of the appendix.

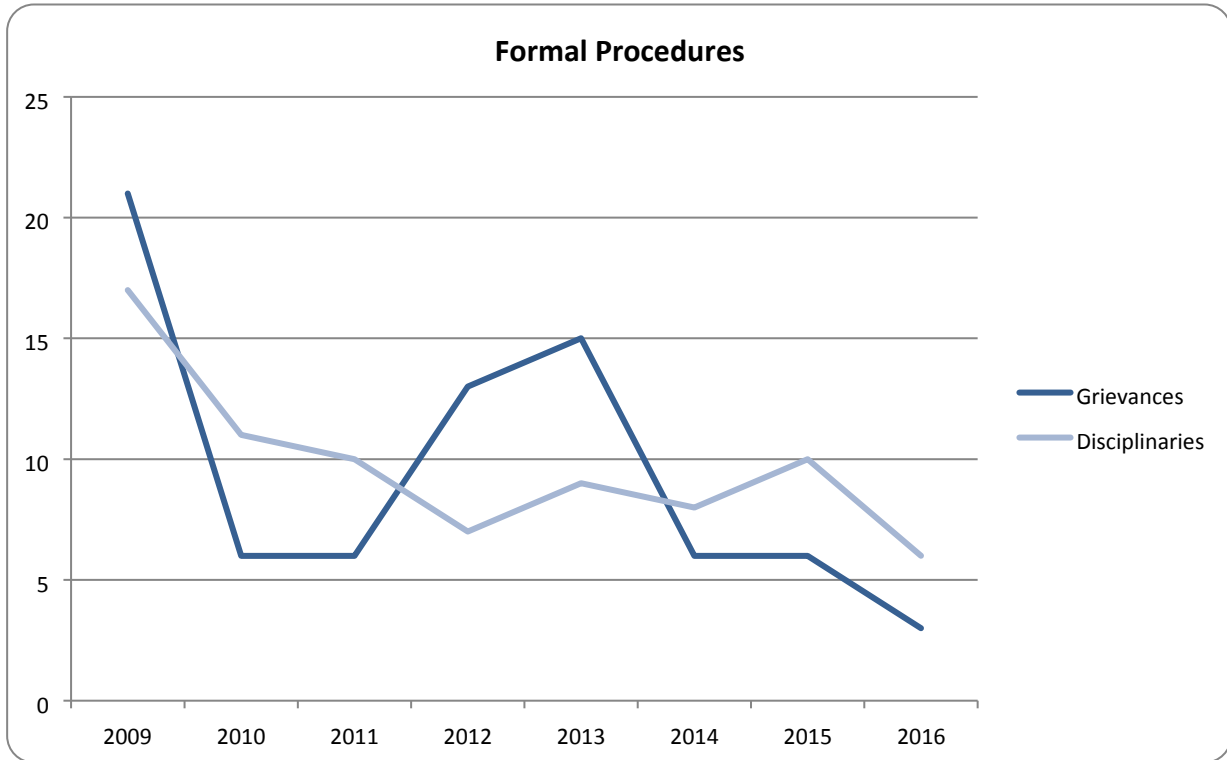


*NK = not known

In 2016 career progression opportunities (promotion, regrading, secondment, temporary upgrade) were taken up in higher proportion by female staff, and in lower proportion by

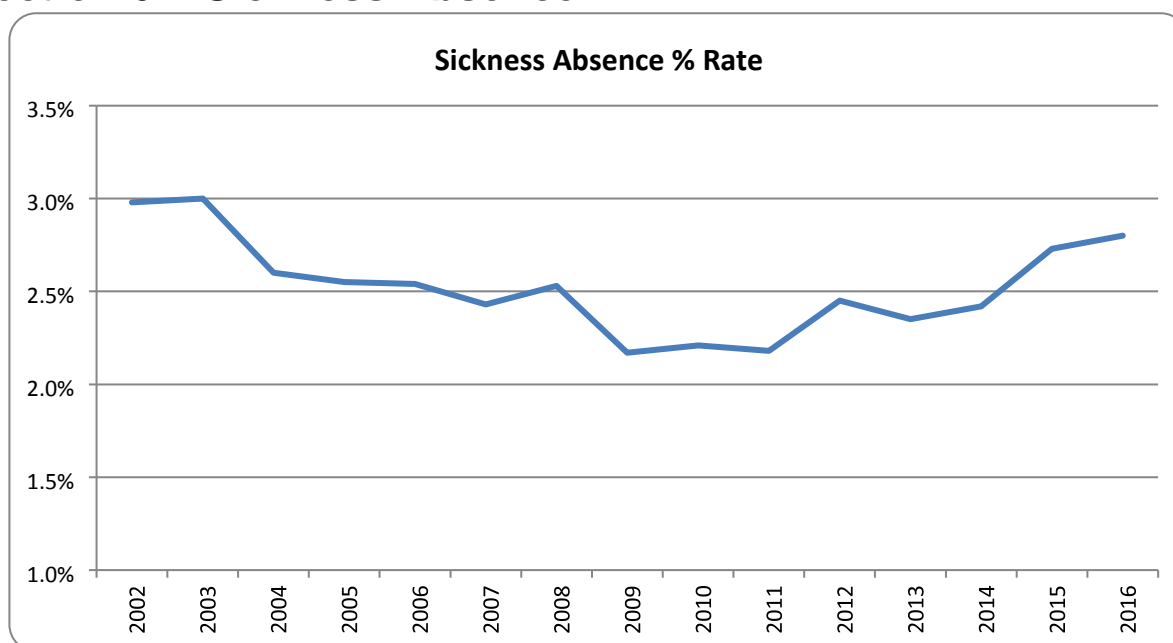
BME staff and disabled staff, compared to their representation in the workforce. A full breakdown, including historical data, is available in [Table 19](#) and [Table 20](#) of the appendix.

Section 5 Formal Procedures

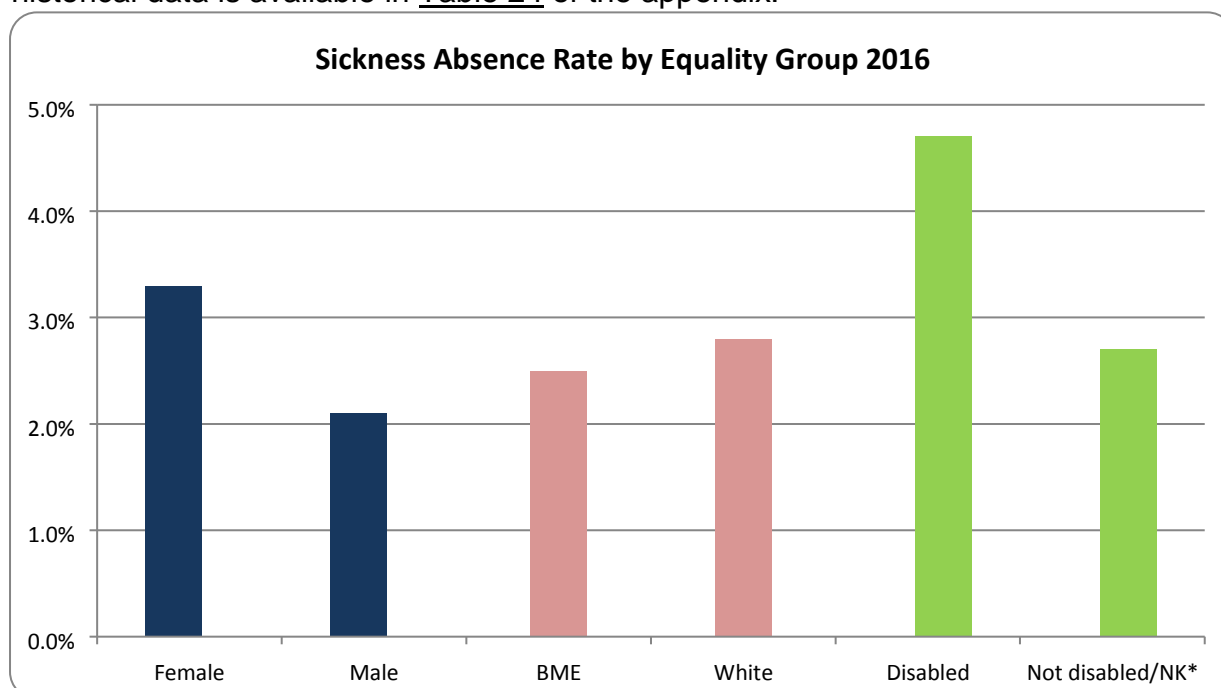


Though varying over time, the number of formal grievances and disciplinary cases remains low. A full breakdown, including historical data and analysis by equality strand, is available in [Table 22](#) and [Table 23](#) of the appendix but it is difficult to ascribe statistical significance to the data due to low numbers.

Section 6 Sickness Absence

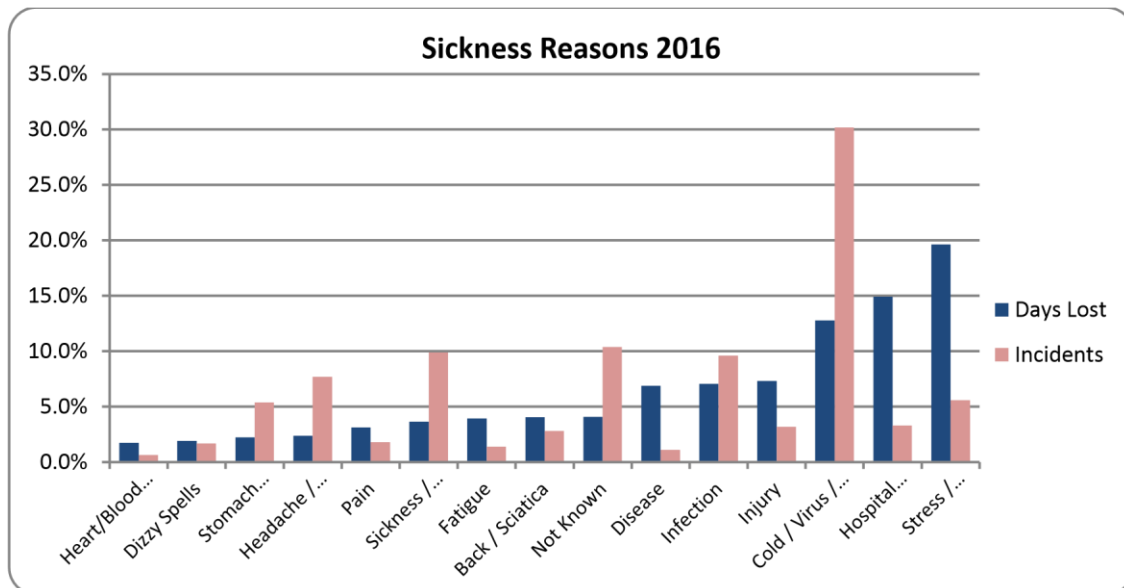


In 2016 the sickness absence rate was 2.8%. There were 23,092 days lost and 4,601 incidents, so on average sickness incidents were 5.0 days in duration. Reported sickness absence rates are lower in faculties (mainly academic staff), than in services (mainly professional services staff), though manual staff continue to have the highest rate of sickness. A breakdown by each faculty and service, including historical data is available in [Table 24](#) of the appendix.



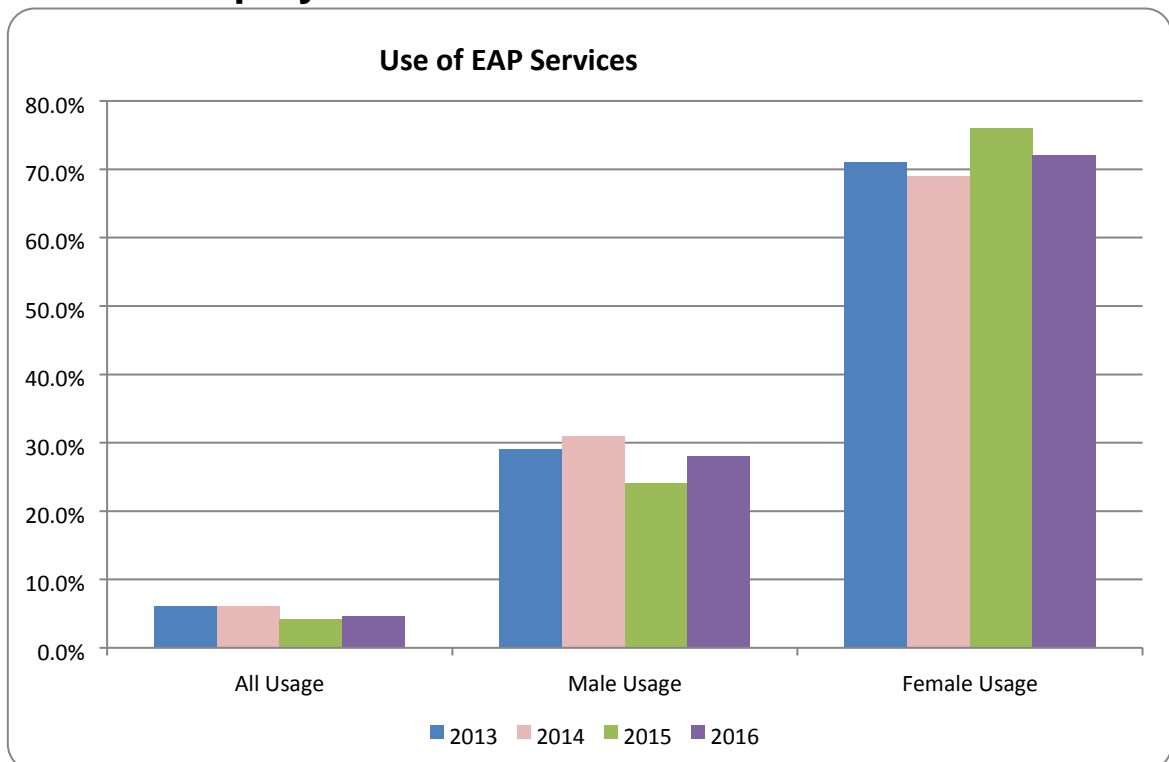
*NK = not known.

In 2016 the absence percentage rate was higher for female, lower for BME staff and higher for disabled staff (NB: data includes disability-related absence). Historical data is available in [Table 25](#) of the appendix.



In 2016 the most days lost were due to stress/depression at 4,588 days (down from 6,306 in 2015). Cold/flu/virus continues to be the reason with the highest incident rate at 1,369 (up from 1,311 in 2014). The chart is restricted to reasons with an absence rate of 1% or more; data on all reasons and historical data is available in [Table 26](#) of the appendix.

Section 7 – Employee Assistance



The proportion of staff accessing the services of the Employee Assistance Programme increase slightly in 2016. The UWE workforce is 58% female and 42% male, therefore the data shows that a higher proportion of female staff use the

service, though the proportion of male staff has increased in 2016. A full breakdown, including historical data, is available in Table 27 of the appendix.

Section 8 – Benchmark Performance Indicators

Category	DLA Piper Benchmark data*			UWE performance					
	HEI average	HEI upper quartile (UQ)	Public sector average	Actual**			Target		
				2014	2015	2016	2018	2019	Long term
HR staff: all employees	1:69	1:81	1:72	1:68	1:65	1:61	HEI average		
HR staff cost per employee	£555	£650	£550	£532	£526	£575	HEI average		
Staff costs as % of total UWE costs				58%	61%	60%	58%		58%
Female staff in top 5% of earners	32%	41%	35%	37%	40%	42%	46%		50%
BME staff	12%	18%	12%	7.6%	8.1%	8.5%	12%		16%
Disabled staff	4.8%	5.6%	4.2%	6.4%	6.2%	6.1%	7.4%		9%
Staff on temporary/fixed term contracts	18%	24%	16%	24%	23%	23%	-	-	-
Part time staff	30%	36%	31%	42%	40%	39%	-	-	-
Voluntary staff turnover	8.0%	9.2%	7.7%	7.7%	6.6%	6.5%	-	-	-
Grievances (per 1,000 employees)	2.8	1.1	3.4	3.9	1.5	1.5	HEI UQ		
Disciplinaries (per 1,000 employees)	5.7	3.5	8.3	2.3	1.8	2.5	HEI UQ		
Tribunal applications (per 1,000 employees)	0.9	0.3	1.0	0.5	0	0	HEI UQ		
Sickness: days off per employee	6.0	5.0	7.4	6.9	7.2	8.2	HEI UQ		
Sickness: % of working days lost	2.5%	2.0%	3.1%	2.7%	2.8%	3.2%	HEI UQ		
Staff recommending UWE as a place to work				65%	-		75%		80%
Staff feeling valued/recognised for their work				57%	-		75%		80%
Staff feeling proud to work for UWE				71%	-		77%		80%
UWE in Stonewall top 100				11 th	-		Top 100		

* The year shown is the year of the DLA Piper Benchmark survey publication – the data is that returned for the previous year.

** Where DLA Piper benchmark data is provided the data for UWE relates to UWE's DLA Piper Benchmark survey response for that publication year based the DLA Piper data definitions so will be different from values for the same metric shown elsewhere in the compendium.

Appendix

TABLE 1 – STAFF IN POST AT 31/12/2016

FACULTY / SERVICE	HEADS 2016	FTE* 2016	HEADS 2015	FTE* 2015	HEADS 2014	FTE* 2014
Arts Creative Inds. & Education	337	260	343	268	337	261
Business and Law	287	260	291	266	272	249
Environment & Technology	437	404	423	388	394	361
Health & Applied Sciences	572	495	532	468	515	451
Faculty totals	1633	1420	1589	1390	1518	1321
Academic Services ¹	190	170	155	138	138	126
Centre for Performing Arts	5	4	5	5	5	5
Commercial Services	17	16	18	16	15	13
Corporate Relations	13	10	14	11	17	14
Development and Alumni	10	6	8	5	9	6
Directorate	21	19	22	19	26	22
Facilities ²	475	364	456	360	447	351
Finance	95	88	96	89	91	84
Human Resources	76	64	67	57	69	59
IT Services	162	152	162	152	168	158
Learning For All	7	6	12	10	11	9
Library Services	130	101	133	100	141	100
Marketing and Communications	44	36	47	39	41	33
Research, Business & Innovation	86	72	83	73	81	71
Student & Partnership Services ³			328	283	328	278
Future Students	82	71				
Student Services	264	222				
Strategic Programmes Office	16	15	14	13	11	10
Service totals	1693	1416	1620	1371	1598	1337
Faculty and Service sub total			3209	2760	3116	2658
Associate Lecturers ⁴	251	70	301	83	317	90

¹ Central Timetabling moved from Facilities to Academic Services.

² Printing & Stationery moved from IT Services to Facilities.

³ Student & Partnership Services separated into Future Students and Student Services

⁴ AL FTE relates to the total for the previous academic year

Temporary staff (in assignment)	119	51	173	81	182	83
All Staff	3696	2936	3683	2924	3615	2831

* FTE = full time equivalent

TABLE 2 –EMPLOYEE GROUP AND GRADE BY EQUALITY GROUP

EMPLOYEE GROUP/ GRADE	YEAR	ALL	MALE		FEMALE		BME		WHITE		ETHNICITY NOT KNOWN		DISABLED		NOT DISABLED / NOT KNOWN		
		Heads	Heads	%	Heads	%	Heads	%	Heads	%	Heads	%	Heads	%	Heads	%	
Senior Management	2016	86	44	51%	42	49%	5	5.8%	79	92%	2	2.3%	5	5.8%	81	94%	
	2015	81	44	54%	37	46%	4	4.9%	75	93%	2	2.5%	6	7.4%	75	93%	
	2014	82	48	59%	34	41%	4	4.9%	76	93%	2	2.4%	8	9.8%	74	90%	
Academic	Grade J	2016	115	71	62%	44	38%	8	7.0%	105	91%	2	1.7%	3	2.6%	112	97%
		2015	114	71	62%	43	38%	7	6.1%	105	92%	2	1.8%	0	0.0%	114	100%
		2014	114	71	62%	43	38%	7	6.1%	105	92%	2	1.8%	0	0.0%	114	100%
	Grade I	2016	178	93	52%	85	48%	16	9.0%	156	88%	6	3.4%	10	5.6%	168	94%
		2015	180	93	52%	87	48%	17	9.4%	159	88%	4	2.2%	7	3.9%	173	96%
		2014	164	80	49%	84	51%	15	9.2%	146	89%	3	1.8%	9	5.5%	155	95%
	Grade H	2016	783	384	49%	399	51%	74	9.5%	678	87%	31	4.0%	36	4.6%	747	95%
		2015	778	376	48%	402	52%	71	9.1%	678	87%	29	3.7%	42	5.4%	736	95%
		2014	749	357	48%	392	52%	65	8.7%	652	87%	32	4.3%	40	5.3%	709	95%
	Grade G	2016	80	37	46%	43	54%	19	24%	59	74%	2	2.5%	6	7.5%	74	93%
		2015	56	26	46%	30	54%	17	30%	38	68%	1	1.8%	5	8.9%	51	91%
		2014	38	24	63%	14	37%	11	29%	27	71%	0	0.0%	0	0.0%	38	100%
	Grade F	2016	6	3	50%	3	50%	1	17%	5	83%	0	0.0%	1	16.7%	5	83%
		2015	8	6	75%	2	25%	2	25%	6	75%	0	0.0%	1	13%	7	88%
		2014	4	1	25%	3	75%	1	25%	3	75%	0	0.0%	1	25%	3	75%
																-	

Associate Lecturers	2016	251	101	40%	150	60%	19	7.6%	216	86%	16	6.4%	9	3.6%	242	96%
	2015	301	121	40%	180	60%	18	6.0%	271	90%	12	4.0%	12	4.0%	289	96%
	2014	317	137	43%	180	57%	25	7.9%	277	87%	15	4.7%	13	4.1%	304	96%

EMPLOYEE GROUP/ GRADE	YEAR	ALL	MALE		FEMALE		BME		WHITE		ETHNICITY NOT KNOWN		DISABLED		NOT DISABLED / NOT KNOWN	
		Heads	Heads	%	Heads	%	Heads	%	Heads	%	Heads	%	Heads	%	Heads	%
Research Grade H Grade F&G	2016	30	15	50%	15	50%	3	10%	27	90%	0	0.0%	2	6.7%	28	93%
	2015	29	16	55%	13	45%	3	10%	26	90%	0	0.0%	2	6.9%	27	93%
	2014	29	13	45%	16	55%	3	10%	25	86%	1	3.5%	2	6.9%	27	93%
	2016	135	65	48%	70	52%	25	19%	105	78%	5	3.7%	8	5.9%	127	94%
	2015	139	68	49%	71	51%	20	14%	113	81%	6	4.3%	6	4.3%	133	96%
	2014	133	66	50%	67	50%	11	8.3%	114	86%	8	6.0%	4	3.0%	129	97%
Admin & Prof G & above Grade A to F	2016	390	149	38%	241	62%	22	5.6%	360	92%	8	2.1%	41	11%	349	89%
	2015	373	139	37%	234	63%	21	5.6%	342	92%	10	2.7%	31	8.3%	342	92%
	2014	358	139	39%	219	61%	22	6.2%	327	91%	9	2.5%	33	9.2%	325	91%
	2016	1018	264	26%	754	74%	67	6.6%	923	91%	28	2.8%	74	7.3%	944	93%
	2015	975	249	26%	726	74%	64	6.6%	889	91%	22	2.3%	68	7.0%	907	93%
	2014	961	241	25%	720	75%	63	6.6%	881	92%	17	1.8%	68	7.1%	893	93%

Technical G & above	2016	63	48	76%	15	24%	1	1.6%	56	89%	6	9.5%	2	3.2%	61	97%
	2015	64	49	77%	15	23%	1	1.6%	57	89%	6	9.4%	3	4.7%	61	95%
	2014	69	54	78%	15	22%	3	4.4%	61	88%	5	7.3%	5	7.2%	64	93%
Grade A to F	2016	199	128	64%	71	36%	24	12%	169	85%	6	3.0%	14	7.0%	185	93%
	2015	197	126	64%	71	36%	15	7.6%	176	89%	6	3.0%	16	8.1%	181	92%
	2014	195	127	65%	68	35%	14	7.2%	174	89%	7	3.6%	15	7.7%	180	92%

EMPLOYEE GROUP/ GRADE	YEAR	ALL	MALE		FEMALE		BME		WHITE		ETHNICITY NOT KNOWN		DISABLED		NOT DISABLED / NOT KNOWN	
		Heads	Heads	%	Heads	%	Heads	%	Heads	%	Head s	%	Heads	%	Heads	%
Manual Grade C to D	2016	95	66	69%	29	31%	11	12%	82	86%	2	2.1%	8	8.4%	87	92%
	2015	91	65	71%	26	29%	8	8.8%	81	89%	2	2.2%	8	8.8%	83	91%
	2014	83	63	76%	20	24%	3	3.6%	79	95%	1	1.2%	6	7.2%	77	93%
Manual Grade A&B	2016	148	42	28%	106	72%	15	10%	109	74%	24	16%	12	8.1%	136	92%
	2015	124	28	23%	96	77%	11	8.9%	106	85%	7	5.6%	12	9.7%	112	90%
	2014	131	30	23%	101	77%	12	9.2%	115	88%	4	3.1%	12	9.2%	119	91%
TSU Temps	2016	131	44	34%	87	66%	24	18%	99	76%	8	6.1%	5	3.8%	126	96%
	2015	214	79	37%	135	63%	26	12%	173	81%	15	7.0%	11	5.1%	203	95%
	2014	231	82	35%	149	65%	18	7.8%	202	87%	11	4.8%	12	5.2%	219	95%

ALL STAFF (excluding ALs/TSU)	2016	3326	1409	42%	1917	58%	291	8.7%	2913	88%	122	3.7%	222	6.7%	3104	93%
	2015	3209	1356	42%	1853	58%	261	8.1%	2851	89%	97	3.0%	207	6.5%	3002	94%
	2014	3110	1314	42%	1796	58%	234	7.5%	2785	90%	91	2.9%	203	6.5%	2907	94%
ALL STAFF	2016	3708	1554	42%	2154	58%	334	9.0%	3228	87%	146	3.9%	236	6.4%	3472	94%
	2015	3724	1556	42%	2168	58%	305	8.2%	3295	88%	124	3.3%	230	6.2%	3494	94%
	2014	3658	1533	42%	2125	58%	277	7.6%	3264	89%	117	3.2%	228	6.2%	3430	94%

TABLE 3 – AGE

AGE BAND	HEADS 2016	FEMALE 2016	MALE 2016	PERCENTAGE 2016	PERCENTAGE 2015	PERCENTAGE 2014
Under 25	162	92	70	4.4%	3.7%	3.7%
25-34	643	379	264	17%	18%	19%
35-44	994	575	419	27%	27%	27%
45-54	1021	606	415	28%	28%	27%
55-64	787	462	325	21%	21%	21%
65 +	101	40	61	2.7%	2.7%	2.7%

TABLE 4 – SEXUAL ORIENTATION

GROUP	HEADS 2016	PERCENTAGE 2016	PERCENTAGE 2015	PERCENTAGE 2014
Bisexual	40	1.1%	1.0%	1.0%
Gay man	54	1.5%	1.4%	1.3%
Gay woman/lesbian	48	1.3%	1.2%	1.3%
Heterosexual/straight	2504	68%	67%	67%
Other	14	0.4%	0.4%	0.5%
Not declared/prefer not to say	235	6.3%	6.6%	6.4%
No data held	813	22%	22%	22%

TABLE 5 – RELIGION AND BELIEF

GROUP	HEADS 2016	PERCENTAGE 2016	PERCENTAGE 2015	PERCENTAGE 2014
Buddhist	38	1.0%	1.0%	0.9%
Christian	1006	27%	27%	28%
Hindu	25	0.7%	0.7%	0.6%
Jewish	9	0.2%	0.2%	0.3%
Muslim	52	1.4%	1.2%	1.1%
Sikh	3	0.1%	0.1%	0.1%
Another religion/belief	98	2.6%	2.8%	2.8%
No religion/belief	1349	36%	36%	35%
Not declared/prefer not to say	311	8.4%	8.5%	8.4%
No data held	817	22%	22%	23%

TABLE 6 – TRANS/TRANSGENDER

CATEGORY	HEADS 2016	PERCENTAGE 2016	PERCENTAGE 2015	PERCENTAGE 2014
Yes	17	0.5%	0.5%	0.5%
No	2789	75%	75%	74%

Prefer not to say	61	1.6%	1.8%	1.9%
No data held	841	23%	23%	24%

TABLE 7 – ETHNIC ORIGIN

GROUP	HEADS 2016	PERCENTAGE 2016	PERCENTAGE 2015	PERCENTAGE 2014
Asian – Bangladeshi	6	0.2%	0.2%	0.3%
Asian – Indian	43	1.2%	1.2%	1.1%
Asian – Pakistani	15	0.4%	0.4%	0.4%
Asian – Other	39	1.1%	0.9%	0.7%
Black – African	54	1.5%	1.2%	0.9%
Black – Caribbean	29	0.8%	0.8%	0.8%
Black – Other	5	0.1%	0.1%	0.2%
Arab	7	0.2%	0.1%	0.1%
Chinese	45	1.2%	1.1%	0.9%
Mixed – White/African	8	0.2%	0.2%	0.2%
Mixed – White/Asian	18	0.5%	0.6%	0.5%
Mixed – White/Caribbean	13	0.4%	0.3%	0.3%
Mixed – Other	31	0.8%	0.7%	0.7%
Other Ethnic background	21	0.6%	0.5%	0.6%
Sub total	334	9.0%	8.2%	7.6%
White – British	2638	71%	73%	74%
White - English	176	4.7%	4.6%	4.7%
White - Gypsy or Traveller	1	0.0%	0.1%	0.1%
White – Irish	47	1.3%	1.2%	1.2%
White – Northern Irish	6	0.2%	0.2%	0.2%
White - Scottish	15	0.4%	0.4%	0.4%
White - Welsh	60	1.6%	1.7%	1.6%
White – Other	285	7.7%	7.2%	6.9%
Sub total	3228	87%	88%	89%
Prefer not to say	43	1.2%	1.1%	1.1%
No data held	103	2.8%	2.3%	2.1%
Sub total	146	3.9%	3.3%	3.2%
All staff	3708	100%	100%	100 %

TABLE 8 – NATIONALITY

GROUP	HEADS 2016	PERCENTAGE 2016	PERCENTAGE 2015	PERCENTAGE 2014
British	3250	88%	89%	89%
German	32	0.9%	0.9%	0.9%
American	31	0.8%	0.8%	0.6%
Irish	29	0.8%	0.7%	0.7%

Italian	23	0.6%	0.6%	0.6%
Spanish	22	0.6%	0.3%	0.5%
Polish	21	0.6%	0.5%	0.4%
Greek	21	0.6%	0.4%	0.4%
French	17	0.5%	0.4%	0.5%
Chinese	14	0.4%	0.3%	0.2%
Indian	14	0.4%	0.4%	0.3%
Sub total	3474	94%	94%	94%
All staff	3708	100%	100%	100%

TABLE 9 – TAKE UP OF FAMILY FRIENDLY LEAVE BY EMPLOYEE GROUP

CATEGORY	ALL	SENIOR MGMT	ACADEMIC	ADMIN/ PROF/ TECH	MANUAL
Maternity leave					
2016	72	1	23	47	1
2015	52	0	22	29	1
2014	55	1	15	36	3
Adoption leave					
2016	1	0	0	1	0
2015	2	1	1	0	0
2014	1	1	0	0	0
Paternity leave					
2016	45	0	15	28	2
2015	35	1	13	17	4
2014	29	0	8	19	2
Parental leave					
2016	1	0	1	0	0
2015	5	0	3	2	0
2014	7	0	3	4	0
Carer's leave					
2016	286	1	19	231	35
2015	263	0	17	226	20
2014	273	0	15	226	32

All leave types					
2016	405 11%	2 2.3%	58 3.7%	307 17%	38 16%
2015	357 9.6%	2 2.5%	56 3.5%	274 15%	25 12%
2014	365 10%	2 2.4%	41 2.6%	285 16%	37 17%

% indicates the proportion of the workforce

TABLE 10 – TAKE UP OF CHILD CARE VOUCHERS

YEAR	ALL	MALE		FEMALE	
	Heads	Heads	%	Heads	%
2016	275	101	37%	174	63%
2015	268	104	39%	164	61%
2014	296	120	41%	176	59%

TABLE 11 – CONTRACT TYPE BY EQUALITY GROUP

CONTRACT TYPE	YEAR	ALL	GENDER				ETHNICITY						DISABLED STATUS			
			MALE		FEMALE		BME		WHITE		NOT KNOWN		DISABLED		NOT DISABLED / NOT KNOWN	
		Heads	Heads	%	Heads	%	Heads	%	Heads	%	Heads	%	Heads	%	Heads	%
Permanent	2016	2957	1252	42%	1705	58%	238	8.0%	2611	88%	108	3.7%	194	6.6%	2763	93%
	2015	2914	1226	42%	1688	58%	220	7.5%	2605	89%	89	3.1%	187	6.4%	2727	94%
	2014	2849	1200	42%	1649	58%	208	7.3%	2560	90%	81	2.8%	189	6.6%	2660	93%
Fixed Term	2016	619	258	42%	361	58%	72	12%	517	84%	30	4.8%	37	6.0%	582	94%
	2015	596	251	42%	345	58%	59	10%	517	87%	20	3.4%	32	5.4%	564	95%
	2014	578	251	43%	327	57%	51	8.8%	502	87%	25	4.3%	27	4.7%	551	95%
Temporary	2016	132	44	33%	88	67%	24	18%	100	76%	8	6.1%	5	3.8%	127	96%
	2015	214	79	37%	135	63%	26	12%	173	81%	15	7.0%	11	5.2%	203	95%
	2014	231	82	36%	149	65%	18	7.8%	202	87%	11	4.8%	12	5.2%	219	95%

TABLE 12 – MODE OF EMPLOYMENT BY EQUALITY GROUP

MODE	YEAR	ALL	MALE		FEMALE		BME		WHITE		ETHNICITY NOT KNOWN		DISABLED		NOT DISABLED / NOT KNOWN	
			Heads	%	Heads	%	Heads	%	Heads	%	Heads	%	Heads	%	Heads	%

Full-time	2016	2189	1134	52%	1055	48%	214	9.8%	1905	87%	70	3.2%	129	5.9%	2060	94%
	2015	2183	1120	51%	1063	49%	206	9.4%	1909	87%	68	3.1%	128	5.9%	2055	94%
	2014	2097	1072	51%	1025	49%	179	8.5%	1849	88%	69	3.3%	127	6.1%	1970	94%
Part-time	2016	1519	420	28%	1099	72%	120	7.9%	1323	87%	76	5.0%	107	7.0%	1412	93%
	2015	1541	436	28%	1105	72%	99	6.4%	1386	90%	56	3.6%	102	6.6%	1439	93%
	2014	1561	461	30%	1100	70%	98	6.2%	1415	91%	48	3.1%	101	6.5%	1460	94%

Section 2 – Staff Recruitment

TABLE 13 – RECRUITMENT BY EQUALITY GROUP

	ALL	MALE*		FEMALE*		BME		WHITE		ETHNICITY NOT KNOWN		DISABLED		NOT DISABLED / NOT KNOWN	
	Heads	Heads	%	Heads	%	Heads	%	Heads	%	Heads	%	Heads	%	Heads	%
<u>2016</u>															
Applied	8314	3636	44%	4483	54%	1750	21%	6305	76%	259	3.1%	612	7.4%	7702	93%
Shortlisted	1843	789	43%	1027	56%	291	16%	1502	81%	50	2.7%	148	8.0%	1695	92%
Appointed	672	286	43%	379	56%	83	12%	568	85%	21	3.1%	42	6.3%	630	94%
<u>2015</u>															
Applied	8183	3743	46%	4288	52%	1646	20%	6274	77%	263	3.2%	540	6.6%	7643	93%
Shortlisted	1648	689	42%	948	58%	235	14%	1390	84%	23	1.4%	93	5.6%	1555	94%
Appointed	600	233	39%	364	61%	64	11%	531	89%	5	0.8%	40	6.7%	560	93%

<u>2014</u>															
Applied	9373	4373	47%	4910	52%	1883	20%	7249	77%	241	2.6%	617	6.6%	8756	93%
Shortlisted	1811	720	40%	1076	59%	277	13%	1551	86%	33	1.8%	116	6.4%	1695	94%
Appointed	648	247	38%	397	61%	61	9.4%	576	89%	11	1.7%	37	5.7%	611	94%

* Data excludes applicants who did not declare a gender. Data relates to the period August to July.

TABLE 14 - RECRUITMENT TO THE TEMPORARY STAFF UNIT BANK BY EQUALITY GROUP

	ALL	MALE*		FEMALE*		BME		WHITE		ETHNICITY NOT KNOWN		DISABLED		NOT DISABLED / NOT KNOWN	
	Heads	Heads	%	Heads	%	Heads	%	Heads	%	Heads	%	Heads	%	Heads	%
<u>2016</u>															
Applied	271	94	35%	176	65%	40	15%	226	83%	5	1.8%	19	7.0%	252	93%
Shortlisted	89	33	37%	56	63%	7	7.9%	82	92%	0	0.0%	5	5.6%	84	94%
Appointed	70	24	34%	46	66%	6	8.6%	64	91%	0	0.0%	4	5.7%	66	94%
<u>2015</u>															
Applied	154	36	23%	116	75%	24	16%	126	82%	4	2.6%	5	3.2%	149	97%
Shortlisted	76	14	18%	62	82%	8	11%	67	88%	1	1.3%	2	2.6%	74	97%
Appointed	68	14	21%	54	79%	6	8.8%	61	90%	1	1.5%	1	1.5%	67	99%
<u>2014</u>															
Applied	212	81	38%	129	61%	25	12%	180	85%	7	3.3%	11	5.2%	201	95%
Shortlisted	79	27	34%	51	65%	5	6.3%	73	92%	1	1.3%	4	5.1%	75	95%
Appointed	60	21	35%	38	63%	5	8.3%	54	90%	1	1.7%	4	6.7%	56	93%

* Data excludes applicants who did not declare a gender. Data relates to the period August to July.

TABLE

15 - INTERNAL RECRUITMENT ONLY BY EQUALITY GROUP

	ALL	MALE*		FEMALE*		BME		WHITE		ETHNICITY NOT KNOWN		DISABLED		NOT DISABLED / NOT KNOWN	
	Heads	Heads	%	Heads	%	Heads	%	Heads	%	Heads	%	Heads	%	Heads	%
<u>2016</u>															
Applied	1036	409	39%	602	58%	153	15%	844	81%	39	3.8%	88	8.5%	948	92%
Shortlisted	615	241	39%	359	58%	61	10%	530	86%	24	3.9%	51	8.3%	564	92%
Appointed	293	114	39%	174	59%	18	6.1%	263	90%	12	4.1%	21	7.2%	272	93%
<u>2015</u>															
Applied	940	358	38%	572	61%	148	16%	771	82%	21	2.2%	53	5.6%	887	94%
Shortlisted	538	197	37%	337	63%	62	12%	469	87%	7	1.3%	35	6.5%	503	93%
Appointed	261	90	34%	170	65%	22	8.4%	239	92%	0	0.0%	17	6.5%	244	93%
<u>2014</u>															
Applied	1092	371	34%	712	65%	165	15%	905	83%	22	2.0%	85	7.8%	1007	92%
Shortlisted	659	233	34%	432	66%	79	12%	567	86%	13	2.0%	55	8.3%	604	92%
Appointed	337	123	36%	213	63%	33	10%	298	88%	6	1.8%	22	6.5%	315	93%

* Data excludes applicants who did not declare a gender. Data relates to the period August to July.

Section 3 – Leavers

TABLE 16 – LEAVERS BY CATEGORY BY EQUALITY GROUP

LEAVER CATEGORY	HEADS	MALE	FEMALE	BME	WHITE	ETHNICITY NOT KNOWN	DISABLED	NOT DISABLED / NOT KNOWN
Resignation	215	86	129	24	182	9	7	208

Voluntary severance	32	16	16	3	29	0	2	30
End of fixed term contract	154	72	82	23	120	11	5	149
Ill Health	4	2	2	0	3	1	1	3
Death	1	1	0	0	1	0	0	1
Redundancy	8	4	4	0	7	1	0	8
Dismissal	2	1	1	1	1	0	1	1
ALL LEAVERS - 2016	416	182 (44%)	234 (56%)	51 (12%)	343 (82%)	22 (5.3%)	16 (3.8%)	400 (96%)
ALL LEAVERS - 2015	387	157 (41%)	230 (59%)	28 (7.2%)	348 (90%)	11 (2.8%)	25 (6.5%)	362 (94%)
ALL LEAVERS - 2014	335	132 (39%)	203 (61%)	26 (7.7%)	298 (89%)	11 (3.2%)	58 (17%)	277 (83%)

The analysis excludes hourly paid and temporary staff.

17 – REASONS FOR LEAVING

REASON	FACULTIES	SERVICES	TOTALS 2016	TOTALS 2015	TOTALS 2014
Moving out of area	0	3	3	5	8
Returning to education	1	4	5	3	2
Giving up employment	1	0	1	1	2
Personal/domestic reasons	0	0	0	5	7
Promotion/career devel./prospects	3	12	15	16	25
Travel difficulties to/from work	1	0	1	1	3
Physical working environment	0	0	0	1	1
Organisational culture	0	4	4	3	7
Management style	1	3	4	6	5

TABLE

Working relations	0	0	0	2	6
Workload demands/stress	1	3	4	1	6
Company benefits	0	0	0	1	1
Discrimination/harassment	0	0	0	0	1
Retirement	1	1	2	10	17
Redundancy	0	3	3	0	2
Ill health	0	0	0	0	1
End of fixed term contract	3	1	4	4	11
Seeking a more challenging role	1	4	5	4	10
Seeking more training & development	0	0	0	3	2
Career change	0	0	0	3	4
Higher salary	0	0	0	1	8
Seeking more flexible working	1	1	2	2	5

NUMBER OF RESPONDENTS	14	39	53	67	77
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Notes: Data is taken from the exit survey completed by leavers; Prior to 2015, individuals could indicate more than one reason for leaving.

Section 4 –Staff Development and Career Progression

TABLE 18 – INTERNAL TRAINING ATTENDANCES BY EQUALITY GROUP

Year	ALL	MALE		FEMALE		BME		WHITE		ETHNICITY NOT KNOWN		DISABLED		NOT DISABLED / NOT KNOWN	
	Heads	Heads	%	Heads	%	Heads	%	Heads	%	Heads	%	Heads	%	Heads	%

2016*	8027	2963	37%	5064	63%	629	7.8%	7163	89%	235	2.9%	563	7.0%	7464	93%
2015**	5821	1908	33%	3913	67%	459	7.9%	5227	90%	135	2.3%	323	5.5%	5498	94%
2014***	9318	3608	39%	5710	61%	751	8.0%	8314	89%	253	2.7%	642	6.9%	8676	93%

* Includes 2150 staff attendances for compulsory fire safety and 469 for equality training (now delivered on-line)

** Includes 777 staff attendances for compulsory fire safety and 606 for equality training (now delivered on-line)

*** Includes 2845 staff attendances for compulsory fire safety training and 1,863 for equality training (now delivered on-line)

TABLE 19 – CAREER PROGRESSION BY EQUALITY GROUP

YEAR	TOTAL		MALE		FEMALE		BME		WHITE		ETHNICITY NOT KNOWN		DISABLED		NOT DISABLED / NOT KNOWN	
	Heads	%	Heads	%	Heads	%	Heads	%	Heads	%	Heads	%	Heads	%	Heads	%
2016	352	9.8%	139	9.2%	213	10%	27	8.7%	314	10.0%	11	8.0%	21	9.1%	331	9.9%
2015	309	8.8%	119	8.1%	190	9.3%	26	9.3%	271	8.7%	12	11%	13	5.9%	296	9.0%
2014	355	10.0%	133	9.2%	222	11%	21	8.1%	322	11%	12	11%	15	6.9%	340	11%

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

20 – CAREER PROGRESSION BY TYPE

TYPE	YEAR	TOTAL		MALE		FEMALE		BME		WHITE		ETHNICITY NOT KNOWN		DISABLED		NOT DISABLED / NOT KNOWN	
		Heads	%	Heads	%	Heads	%	Heads	%	Heads	%	Heads	%	Heads	%	Heads	%

TABLE

Promotion	2016	171	4.8%	78	5.2%	93	4.5%	11	3.5%	154	4.9%	6	4.3%	11	4.8%	160	4.8%
	2015	137	3.9%	56	3.8%	81	4.0%	13	4.7%	117	3.7%	7	6.4%	6	2.7%	131	4.0%
	2014	183	5.3%	70	4.8%	113	5.7%	10	3.9%	167	5.5%	6	5.7%	6	2.8%	177	5.5%
Regrading	2016	28	0.8%	10	0.7%	18	0.9%	4	1.3%	23	0.7%	1	0.7%	1	0.4%	27	0.8%
	2015	43	1.2%	22	1.5%	21	1.0%	6	2.2%	35	1.1%	2	1.8%	2	0.9%	41	1.2%
	2014	32	0.9%	14	1.0%	18	0.9%	4	1.5%	28	0.9%	0	0.0%	2	0.9%	30	0.9%
Secondment	2016	54	1.5%	21	1.4%	33	1.6%	6	1.9%	47	1.5%	1	0.7%	1	0.4%	53	1.6%
	2015	43	1.2%	12	0.8%	31	1.5%	5	1.8%	38	1.2%	0	0.0%	3	1.4%	40	1.2%
	2014	57	1.7%	18	1.2%	39	2.0%	5	1.9%	50	1.6%	2	1.9%	3	1.4%	54	1.7%
Temporary Upgrade	2016	99	2.8%	30	2.0%	69	3.3%	6	1.9%	90	2.9%	3	2.2%	8	3.5%	91	2.7%
	2015	86	2.5%	29	2.0%	57	2.8%	2	0.7%	81	2.6%	3	2.8%	2	0.9%	84	2.6%
	2014	83	2.4%	31	2.1%	52	2.6%	2	0.8%	77	2.5%	4	3.8%	4	1.9%	79	2.5%

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

TABLE 21 – GENDER PAY GAP: TOTAL CONTRACTUAL PAY

GROUP	2015	2014	2011	2009	2005
All staff	12.6%	12.8%	14.4%	15.3%	22.4%

Latest equal pay review data is to 2015

Section 5 – Formal Procedures

TABLE 22 – STAFF GRIEVANCES BY EQUALITY GROUP

YEAR	ALL	MALE		FEMALE		BME		WHITE		ETHNICITY NOT KNOWN		DISABLED		NOT DISABLED/ NOT KNOWN	
	Heads	Heads	%	Heads	%	Heads	%	Heads	%	Heads	%	Heads	%	Heads	%
2016	3*	2	100%	-	-	1	50%	1	50%	-	-	-	-	2	100%
2015	6	3	50%	3	50%	-	-	6	100%	-	-	-	-	6	100%
2014	6	3	50%	3	50%	2	33%	3	50%	1	17%	3	50%	3	50%

* One collective grievance not include in equality analysis.

TABLE 23 – STAFF DISCIPLINARIES BY TYPE BY EQUALITY GROUP

YEAR/TYPE	ALL	MALE		FEMALE		BME		WHITE		ETHNICITY NOT KNOWN		DISABLED		NOT DISABLED/ NOT KNOWN	
	Heads	Heads	%	Heads	%	Heads	%	Heads	%	Heads	%	Heads	%	Heads	%
<u>2016</u>															
Conduct	4	3	75%	1	25%	-	-	4	100%	-	-	-	-	4	100%
Capability	1	1	100%	-	-	-	-	-	-	1	100%	-	-	1	100%
Performance	1	1	100%	-	-	-	-	1	100%	-	-	-	-	1	100%
Total 2016	6	5	83%	1	17%	-	-	5	83%	1	17%	-	-	6	100%
Total 2015	10	9	90%	1	10%	2	20%	8	80%	-	-	-	-	10	100%
Total 2014	8	6	75%	2	25%	1	12%	7	88%	-	-	-	-	8	100%

Section 6 – Sickness Absence

TABLE 24 - SICKNESS ABSENCE RATES BY FACULTY / SERVICE

FACULTY/SERVICE	DAYS LOST 2016	INCIDENTS 2016	ABSENCE RATE 2016	ABSENCE RATE 2015	ABSENCE RATE 2014
Arts Creative Inds. & Education	1110	206	1.3%	1.9%	1.8%
Business and Law	1087	114	1.5%	1.9%	1.6%
Environment and Technology	1121	177	1.0%	1.3%	1.5%
Health and Life Sciences	2778	372	1.9%	1.8%	1.0%
Faculty sub total	6096	869	1.5%	1.6%	1.4%
Academic Services	2546	578	5.4%	4.0%	3.2%
Commercial Services	168	26	4.3%	1.5%	1.7%
Corporate Relations	84	32	2.6%	1.1%	1.6%
Directorate & other*	82	23	0.7%	0.7%	0.4%
Facilities	6375	990	5.3%	5.5%	5.1%
Finance	766	171	3.2%	2.7%	3.1%
Human Resources	626	166	3.8%	4.0%	3.7%
IT Services	1265	306	3.3%	3.7%	3.0%
Library Services	894	288	2.9%	2.7%	2.2%
Marketing and Communications	421	89	3.9%	2.0%	1.9%
Research, Business & Innovation	626	184	3.1%	3.8%	3.5%
Student & Partnership Services	3023	836	3.7%	3.0%	2.6%
Strategic Programmes Office	120	43	3.6%	1.2%	0.6%
Service sub total	16996	3732	4.1%	3.8%	3.4%
All services excluding manual staff	13143	3208	3.8%	3.4%	2.9%
Manual staff only	3853	524	6.2%	6.3%	6.5%

All Staff	23092	4601	2.8%	2.7%	2.4%
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*Includes Development & Alumni, CPA, Learning For All. Excludes hourly paid staff.

TABLE 25 – SICKNESS ABSENCE RATES BY EQUALITY GROUP

YEAR	ALL	MALE	FEMALE	BME	WHITE	ETHNICITY NOT KNOWN	DISABLED*	NOT DISABLED/ NOT KNOWN
2016	2.8%	2.1%	3.3%	2.5%	2.8%	2.3%	4.7%	2.7%
2015	2.7%	2.1%	3.2%	2.3%	2.8%	2.3%	4.9%	2.5%
2014	2.4%	2.1%	2.6%	1.7%	2.4%	3.2%	4.7%	2.2%

*Data includes disability leave and disability related absence. In 2016, 16 staff reported disability related absence, amounting to 54 days and 18 incidents.

TABLE 26 - REASONS FOR SICKNESS ABSENCE

Proportion of days lost

REASON	2016 (%)	2015 (%)	2014 (%)
Stress / depression	19.6%	26.5%	24.6%
Hospital admittance	14.9%	15.3%	11.2%
Cold / flu / virus	12.8%	12.6%	14.0%
Injury	7.3%	6.8%	4.9%
Infection	7.1%	7.3%	6.0%
Disease	6.9%	2.4%	4.0%
Not known	4.1%	3.7%	3.2%
Back / sciatica	4.1%	3.5%	4.1%
Fatigue	3.9%	3.5%	2.7%
Sickness / diarrhoea	3.7%	2.8%	3.9%
Pain	3.1%	6.6%	6.9%
Headache / migraine	2.4%	2.4%	2.3%
Stomach complaint	2.2%	2.2%	2.7%
Dizzy spells	1.9%		1.4%
Heart / blood Pressure	1.7%		2.2%
Asthma	1.0%		<1%
Muscular/ rheumatic			1.4%
Eye problems			1.0%

Proportion of incidents

REASON	2016 (%)	2015 (%)	2014 (%)
Cold / flu / virus	30.2%	30.9%	32.1%
Not known	10.4%	9.1%	8.1%
Sickness / diarrhoea	9.9%	10%	11.2%
Infection	9.6%	8.9%	7.4%
Headache / migraine	7.7%	8.7%	8.3%
Stress / depression	5.6%	6.0%	5.1%
Stomach complaint	5.4%	6.6%	6.2%
Hospital admittance	3.3%	3.5%	3.2%
Injury	3.2%	3.1%	3.3%
Back Sciatica	2.8%	3.1%	3.9%
Pain	1.8%	2.1%	2.3%
Dizzy spells	1.7%	1.2%	1.2%
Dental/oral	1.4%	1.0%	1.3%
Fatigue	1.4%	1.7%	1.4%
Disease	1.1%	<1%	<1%

Allergy, Anaemia, Arthritis, Dental/oral, Diabetes, Epilepsy, Gynae/ Menstrual, Hospital appointment, Maternity related, Skin complaint.	Less than 1%	Less than 1%	Less than 1%
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Anaemia, Allergy, Arthritis, Asthma, Diabetes, Disease, Epilepsy, Eye problems, Gynae/ menstrual, Heart/blood pressure, Maternity related, Muscular/ rheumatic, Hospital appointment, Skin complaint.		Less than 1%	Less than 1%
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Section 7 – Employee Assistance Programme (EAP)

TABLE 27 – USE OF EAP SERVICES

TYPE	2016			2015			2014		
	HEADS	MALE	FEMALE	HEADS	MALE	FEMALE	HEADS	MALE	FEMALE
Legal helpline	49			52			73		
Telephone counselling helpline	120			101			151		
TOTAL HELPLINE USAGE	169	28%	72%	153	24%	76%	224	31%	69%

Referrals for structured counselling	59			48			71		
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Data relates to the period October to September.