Equal Opportunities Monitoring Report

2015

Contents Page

Our target audience 3

Introduction and Background 4

Remit of Monitoring 4

Update of Equality Activities 5

Staff Recruitment 8

Staff Profile 16

Publication and Dissemination 20

Our target audience

This document is aimed at:

- Students (present & future, undergraduate & postgraduate)
- Staff (present & future)
- Visitors
- Clients
- Relevant external stakeholders

Alternative versions and further information

This report is published as a Word document and as a PDF file on the College website at www.rvc.ac.uk.

The standard copy is in minimum 12 point Arial font. Large print (18 point), Braille, electronic & audio recording versions can be provided. We have aimed to make the layout and structure accessible for all but welcome comments if the report does not meet your requirements. We will also explain the content verbally and/or in a simplified version as required.

To request an alternative version, or if you have any other queries about the document format, please contact:

Rebecca Costello, Acting Deputy Director of Human Resources

Email rcostello@rvc.ac.uk

Tel 01707 666400

Comments on content will be referred on to other staff as necessary.

Equal Opportunities Monitoring Report - 2015

Introduction and Background

The Royal Veterinary College (the College) is committed to the promotion of equal opportunity for all staff and students. This commitment is for staff and students to be treated equally regardless of age, disability, ethnic origin, gender, gender reassignment, marriage or civil partnership status, pregnancy or maternity, religion or belief or sexual orientation.

This report provides a summary of the work carried out by the Equality Strategy Group and the progress made against equality actions. The report also provides equality monitoring statistics for current staff (as at 1 August 2015) as well as equality monitoring statistics for the recruitment of staff (during the period 1 August 2014 to 31 July 2015).

The report will be published on the College internet and intranet.

Remit of monitoring

The report will provide monitoring information on staff within the College covering age, disability, ethnicity and gender.

This report will monitor:

- Staff vacancy applications
- Interview statistics
- Offers and Appointments
- Current staff profile

The following report has been produced using data collected and held on College systems. The ethnicity categories used are in line with current best practice. Please note however that minority ethnic data has been presented in terms of white, BAME (Black, Asian and Minority Ethnic) and not known – this is to maintain confidentiality.

Update of Equality Activities

Equality Strategy Group

The College's Equality Strategy Group (ESG) has looked to increase its membership in order to improve its representation of both staff and students and was pleased to welcome the Student Union General Manager, Student VP for Welfare, Finance Manager and a lecturer in the department of Production and Population Health to the group.

In the last year the group made significant progress in creating the Equality Action Plan 2015 – 2019. This document builds on the work undertaken since 2010/11 and replaces our single scheme which will help us to further our commitment to equality and diversity through the development of a set of key equality objectives (covering the period 2015 to 2019). The objectives in the Action plan have been developed using local drivers, evidence from base data collection and analysis and information attained from staff and students through the 2014 'Equality at RVC' survey as well as a College wide consultation on the draft plan.

Progress against the objectives will be managed by the Equality Strategy Group (ESG) and reported to the Senior Management Group (SMG) on an annual basis through the annual 'Equal Opportunities Monitoring Report', with a review of the objectives at the two year point to ensure they are still fit for purpose

Staff

Equality & Diversity training is now a mandatory course for all new staff to be completed during their first 3 months of employment and is a condition of their being confirmed in post. From January 2016 annual refresher training will be introduced for all staff and will also be mandatory.

In April 2015 Human Resources were successful in their application to be re-accredited with the disability two tick symbol award. This symbol will continue to be used on our recruitment campaigns in order to demonstrate our commitment to employing disabled people.

Human Resources have been working closely with the trade unions to produce an Equal Pay Audit report which will be submitted to the next Joint Negotiating and Consultative Committee (JNCC) meeting with a draft action plan. Upon final approval this will be published on the College intranet. Analysis was carried out on Grades 1-9 for total remuneration and basic pay. Initial findings have shown that for basic pay there is very little with regards to gender pay gaps for employees within the pay grades but the figures do demonstrate that women are failing to progress into the more senior roles and that there is a gender pay gap when

looking at total remuneration figures at grade 9. Some pay gaps were also identified when looking at Ethnicity, Disability and Academic roles. These will all be investigated and discussed further at the meeting with the sub-group of the JNCC. An action plan will then be developed to address any issues.

In order to support the Colleges family leave policies a centralised College budget has been established to provide for the costs associated with family leave. Departments will be able to access these funds when arranging cover for staff on such leave.

Disappointingly we were unsuccessful in achieving the Athena Swan bronze award this year. It is important that the college reflects on and addresses the issues that led to this failure. The Athena Swan self-assessment team has reviewed the feedback from the Athena Swan panel and remain confident that we can make a real difference to supporting women in the College by pressing ahead and implementing the College's Athena Swan action plan. The intention is to resubmit for the bronze award in 2016 or later, once we have implemented and achieved some of the actions in our Plan. This will enable a much stronger application to be submitted in the future.

Students

The Advice Centre Roadshow which is normally only run at Hawkshead once a year has now also been introduced to Camden and will continue to be run on both campuses in the future. This helps to raise awareness but also supports the Colleges efforts to 'lengthening' the Induction process throughout the year in response to Student Barometer feedback.

All new students at Induction this year will receive the RVC Charter, with information about Equality & Diversity printed on the back.

The Advice Centre has introduced into the curriculum at both campuses Mental Health Awareness training. This has received excellent feedback and attendance from the Hawkshead sessions although there was been lower attendance at the Camden sessions. This year there will be five sessions on Mental Health Awareness for BVetMed3, four sessions on Resilience for BVetMed4 as well as one session for Vet Nursing. The Advice Centre has also continued to fund 'Helping Students in Distress' training this year.

Some very welcomed news was that as a result of the Wellbeing Review the Advice Centre has been able to increase the (student) Disability Adviser provision from 14 hours to 21 hours per week.

Staff/Students

There continues to be a considerable amount of capital development and refurbishment of existing buildings on both the Hawkshead and Camden campuses. Over the summer break the Estates department had been busy refurbishing the Wardens House at Hawkshead to provide new accommodation for the Advice centre providing valuable confidential space for students to access this vital support. The Wardens House now also incorporates a new quiet/prayer room and a dedicated nursing/feeding room for mothers. This is a welcomed facility which the ESG lobbied for and will benefit both staff and students alike. It will also further support woman returning to study/work following the birth/adoption of a child. A nursing/feeding room has also been identified at Camden (Ante room off S1a, 2nd floor Hobday building) this is currently being converted and will be available for use in the near future.

In order to improve communication, the ESG minutes are now published on the College intranet which also helps raise awareness within the College community of the work being carried out by the ESG.

The reception area at Camden has undergone a complete refurbishment and as part of the redesign Estates have incorporated a new reception counter with a lower height section to accommodate wheelchair users.

Over the last year the Advice Centre has run a Dyslexia Awareness week; and a Mental Health Week to raise awareness amongst staff and students – this included ‘Mindfulness’ sessions at both campuses.

Staff Recruitment

The recruitment process (through the online recruitment system) has been monitored from 1 August 2014 to 31 July 2015 for the purposes of this report. In this period [1] 1,948 applications were received representing a 10.2% decrease compared to those received in 2014 however, despite this decrease 198 job offers were made which represented a 4.8% increase based on the 2014 report. The data from pages 8 to 19 gives a breakdown of applications received, shortlisted candidates, and appointed candidates by age, disability, gender and ethnicity as well as the current staff equality profile.

Staff Recruitment – Overall

Category

	Applied	Shortlist	Offered
Academic	79	53	19
Non Academic	1613	538	148
Research	256	107	31
Total	1948	698	198

Table 1

Location

	Applied	Shortlist	Offered
Hawkshead	1260	470	140
Camden	688	228	58
Total	1948	698	198

Table 2

Table 1 shows that Academic applications (which includes Staff Clinician positions) accounted for 4% of applications (a drop from 7% in 2014). For the third year in a row, proportionally, an applicant was more likely to be shortlisted for an Academic position compared to a Non-Academic position (67% compared to 33%). In 2014 it was 46% and 29.3% respectively and 41.7% and 29.8% respectively in 2013. Those who applied for an Academic position were also more likely to be offered a position (24% compared to 9.1%). In 2014, this was 22.3% and 7.9% respectively and 14.5% and 7.2% respectively in 2013. Applications to positions based at the Hawkshead Campus[2] accounted for 64.7% of total applications (up slightly from 63.8% in 2014). Table 2 shows that an applicant was more likely to be offered a position at the Hawkshead Campus compared to the Camden Campus (11.1% and 8.4% respectively).

[1] This figure does not include any applications that would have needed a certificate of sponsorship

[2] Hawkshead figures include applications received for 'other locations' through the online system which are not Camden

Staff Recruitment by Age

Academic

Hawkshead

	Applied	Shortlist	Offered
<18	0	0	0
18-30	7	6	3
31-40	23	20	7
41-50	4	3	1
51-60	4	3	1
61+	0	0	0
Unknown	2	2	0
Total	40	34	12

Table 3

Camden

	Applied	Shortlist	Offered
<18	0	0	0
18-30	14	7	2
31-40	18	9	3
41-50	4	3	2
51-60	1	0	0
61+	0	0	0
Unknown	2	0	0
Total	39	19	7

Table 4

The majority of applications received for Academic positions were received from applicants under the age of 40 (78% - a decrease of 5% when compared to 2014) however it was the 41 and over categories which were more likely to be offered a position with a conversion of 30.8% compared to those aged 40 and under where 24.2% of applicants were offered a position. In 2014 we saw a small increase of 2.6% in the number of applications received for Academic positions from applicants aged 61 or over however for 2015 we did not receive any applications from this age category for Academic posts.

Non Academic

Hawkshead

	Applied	Shortlist	Offered
<18	4	2	1
18-30	552	182	46
31-40	226	81	30
41-50	131	42	15
51-60	65	30	5
61+	5	2	0

Camden

	Applied	Shortlist	Offered
<18	7	3	1
18-30	280	95	22
31-40	131	42	10
41-50	86	22	5
51-60	52	16	3
61+	1	0	0

Unknown	42	14	8
Total	1025	353	105

Table 5

Unknown	31	7	2
Total	588	185	43

Table 6

The figures above show that 74% of Non-Academic applications received were from applicants aged 40 and under, with 9.2% of them being offered a position, this is only marginally higher than the 8.2% of applicants aged 41 or over who were offered a post.

Research

Hawkshead

	Applied	Shortlist	Offered
<18	0	0	0
18-30	103	47	14
31-40	58	25	6
41-50	21	7	2
51-60	6	1	1
61+	1	1	0
Unknown	6	2	0
Total	195	83	23

Table 7

Camden

	Applied	Shortlist	Offered
<18	0	0	0
18-30	30	13	6
31-40	25	8	2
41-50	2	2	0
51-60	1	0	0
61+	0	0	0
Unknown	3	1	0
Total	61	24	8

Table 8

The figures in tables 7 and 8 show that at both campuses it was the applicants aged 40 and under who were more likely to be offered a position. This was also the case in 2014. In fact 90% of all the research positions went to the 40 and under age categories. When looking at Camden specifically we saw that 100% of their research positions went to the 40 and under age categories.

Overall Non Academic positions attracted the majority of the 41 and over applicants with 21% compared with Academics at 16.4% and Research at 12%.

Staff Recruitment by Disability

Academic

Hawkshead

	Applied	Shortlist	Offered
Disabled	0	0	0
Not disabled	40	34	12
Unknown	0	0	0
Total	40	34	12

Table 9

Camden

	Applied	Shortlist	Offered
Disabled	3	2	0
Not disabled	34	17	7
Unknown	2	0	0
Total	39	19	7

Table 10

Non Academic

Hawkshead

	Applied	Shortlist	Offered
Disabled	36	13	2
Not Disabled	949	329	98
Unknown	40	22	5
Total	1025	353	105

Table 11

Camden

	Applied	Shortlist	Offered
Disabled	15	5	1
Not disabled	551	175	41
Unknown	22	5	1
Total	588	185	43

Table 12

Research

Hawkshead

	Applied	Shortlist	Offered
Disabled	10	4	1
Not Disabled	180	77	22
Unknown	5	2	0

Camden

	Applied	Shortlist	Offered
Disabled	1	0	0
Not disabled	60	24	8
Unknown	0	0	0

Total	195	83	23

Table 13

Total	61	24	8

Table 14

Overall applicants with a disability accounted for 3.3% of total applications (a slight increase from 3.1% in 2014). There has also been a slight increase in the percentage of offers made to disabled applicants which rose from 2.1% in 2014 to 2.2% in 2015. This however is only very slow progress and still sits below the proportion of current employees who have identified a disability (2.5%).

The figures above show that for Academic positions, disabled applicants accounted for 3.8% of total applications which is a 2.9% increase on last year. Non Academic applications represented 3.16% which is a decrease from 4.0% in 2014 but it was the research posts that attracted the largest percentage of disabled applications at 4.29% which was an encouraging increase from 2.9% in 2014.

Staff Recruitment by Ethnicity

Academic

Hawkshead

	Applied	Shortlist	Offered
White	38	33	12
BAME	1	0	0
Unknown	1	1	0
Total	40	34	12

Table 15

Camden

	Applied	Shortlist	Offered
White	37	19	7
BAME	0	0	0
Unknown	2	0	0
Total	39	19	7

Table 16

Non Academic

Hawkshead

	Applied	Shortlist	Offered
White	830	322	96
BAME	164	22	3
Unknown	31	9	6
Total	1025	353	105

Table 17

Camden

	Applied	Shortlist	Offered
White	422	144	37
BAME	152	39	5
Unknown	14	2	1
Total	588	185	43

Table 18

Research

Hawkshead

	Applied	Shortlist	Offered
White	150	67	22
BAME	39	13	1
Unknown	6	3	0
Total	195	0	23

Table 19

Camden

	Applied	Shortlist	Offered
White	44	16	4
BAME	15	6	3
Unknown	2	2	1
Total	61	24	8

Table 20

Applications from BAME (Black, Asian and minority ethnic) applicants accounted for 19% of the total received (which is a decrease of 6% when compared against the 2014 report). Of these, 3.2% were offered a position compared to 11.7% of applicants who had classified themselves 'white'

In 2014, 19.8% of BAME applicants were shortlisted, this rose to 21.5% in 2015, however this is still significantly lower than the 39.5% of 'white' applicants that were shortlisted.

Overall Research positions attracted the largest percentage of BAME applicants with 21.1%, followed by Non Academic with 19.6% and Academic with 1.3%. When looking at positions offered Research had the highest number of BAME offers with 12.9%, followed by Non Academic with 5.4% and Academic with no BAME offers. These figures clearly indicate that more work needs to be done with regards to attracting and recruiting BAME candidates to Academic positions.

Of the 198 offers made, 'white' applicants accounted for 89.9%, this is an increase of 4.7% when compared against the 2014 report. (6.1% = BAME and 4% = Unknown)

Staff Recruitment by Gender

Academic

Hawkshead

	Applied	Shortlist	Offered
Male	17	13	4
Female	22	20	8
Unknown	1	1	0
Total	40	34	12

Table 21

Camden

	Applied	Shortlist	Offered
Male	12	6	3
Female	26	12	4
Unknown	1	1	0
Total	39	19	7

Table 22

In 2014 it was reported that for Academic positions females were more likely to be successful in being shortlisted and offered a position than men. The figures for 2015 show that this gap has closed with a significant increase for men in the shortlisting (from 37.7% in 2014 to 65.5% in 2015) and an increase in position offered (from 16.3% in 2014 to 24% in 2015).

The 2015 statistics show that this is now a more level playing field with 66.7% of female applicants being shortlisted compared to 65.5% of male applicants and 25.0% of female applicants being offered a position compared to 24% of male applicants.

Out of the total number of Academic positions recruited to, 37% went to men and 63% went to women.

Non Academic

Hawkshead

	Applied	Shortlist	Offered
Male	286	77	19
Female	725	272	83
Unknown	14	4	3
Total	1025	353	105

Table 23

Camden

	Applied	Shortlist	Offered
Male	205	55	12
Female	378	130	31
Unknown	5	0	0
Total	588	185	43

Table 24

The figures for Non Academic positions show that 26.8% of male applicants were shortlisted compared to 36.4% for Women and that 10.3% (an increase from 8.4% in 2014) of female applicants were offered a position compared to 6.3% (6.2% in 2014) of male applicants.

Out of the total number of Non Academic positions recruited to, 20.9% went to men and 77% went to women (2.1% = unknown).

Research

Hawkshead

	Applied	Shortlist	Offered
Male	73	29	7
Female	120	53	16
Unknown	2	1	0
Total	195	83	23

Table 25

Camden

	Applied	Shortlist	Offered
Male	27	10	5
Female	34	14	3
Unknown	0	0	0
Total	61	24	8

Table 26

The figures for Research positions shows that 39% of male applicants were shortlisted compared with 43.5% of female applications but interestingly they both scored around 12% when looking at the percentage of those being offered positions (12% of male applicants were offered compared to 12.3% for female applications)

Out of the total number of Research positions recruited to, 38.7% went to men and 61.3% went to women

The figures show that overall 73% of successful applicants were female which is exactly the same as last year. Overall, female applications accounted for 67.7% of applications (67% in 2014), the majority of which were in Non Academic positions.

Staff Profile

Headcount by Year

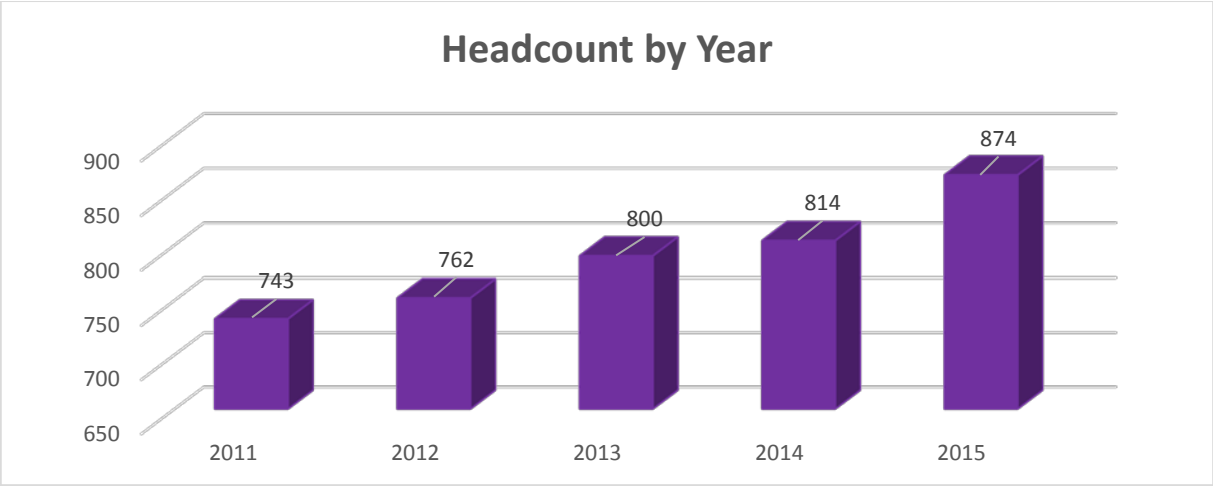

Chart 1

The following is based on data known as of 1 August 2015. Where possible, comparisons will be made with the 2014 report. As can be seen in chart 1, headcount has increased by 7.4% since 1 August 2014 and 17.6% when compared to 1 August 2011. Staff headcount as at 1 August 2015 was 874.

Staff Profile

Category		Grade		Basis		Status		Location	
Academic	182	Grades 1 to 5	439	Full Time	692	Permanent	701	Hawkshead	627
Non Academic	607	Grades 6 to 9	435	Part Time	182	Fixed Term	173	Camden	246
Research	85							Other	1

Table 27

Table 27 highlights that Non Academic staff represents the largest category of staff with 69.5% which is a slight increase from last year which stood at 65.7%. A large percentage of employees are full time, representing 79.2% of the total workforce. There has been very little change in the percentage of part-time positions in the College which currently stands at 20.8% compared to 21% in 2014. With the introduction of the wider statutory right to flexible working which was introduced in June 2014, I would have expected this number to have increased generally across all categories and grades. The number of fixed term positions has increased slightly by 1.6% since the 2014 report. The majority of employees are based at the Hawkshead campus.

Staff Profile by Age

The figures in table 28 show that it is the age group 31-40 which represents the highest number of employees in each of the staff categories. Perhaps unsurprisingly 83.2% of the under 30's age group are employed at grades 1-5. When looking at grades 6-9 similar high representation comes from both the 31-40 and 41-50 age group categories with 60.4% and 63.6% respectively.

The under 30's group represent a small 1.6% of all employees categorised as Academic staff (a decrease of 0.3% from last year) but represent 23.2% of all employees categorised as Non-Academic (an increase of 1.8% compared to last year) but possibly the most interesting change is the large increase in the number of under 30's in the total number of Research posts which stands at 27.1%, a 9.1% increase from last year.

When looking at the youngest and oldest age categories, the figures shows that the under 30's occupy more fixed term positions at 28.9% compared to those aged 61+ at 5.2%. However it is the 31 – 40 age group which occupies the majority of the fixed term positions at 43.9% which is probably not surprising considering this age group occupy the majority of our research positions and it is here that a large number of our fixed term contracts are located.

The figures highlight a reoccurring trend which is that proportionally the 61+ category represent the highest number of Part-time contracts. 55% of this age category are employed on a part-time basis - this is in stark contrast to the under 30's group at 8.4%. As the statutory right for flexible working for all becomes more embedded I would expect the part-time figures for all age categories to increase over time.

	Academic	Non Academic	Research	Grades 1 to 5	Grades 6 to 9	Hawkshead	Camden	Other	Perm	Fixed Term	Full Time	Part Time
18-30	3	141	23	139	28	116	51	-	117	50	153	14
31-40	65	189	49	120	183	222	81	-	227	76	248	55
41-50	62	117	5	67	117	134	50	-	164	20	133	51
51-60	45	129	6	90	90	124	55	1	162	18	140	40
61+	7	31	2	23	17	31	9	-	31	9	18	22

Table 28

Staff Profile by Disability

The figures in table 29 show that proportionally, employees with a disability are typically in lower 1-5 graded positions at the College (66.7% of total disabled employees in grades 1-5 compared to 49.7% of total non disabled employees in grades 1-5). The overall employee disclosure rate for disability remains the same as last year at 2.4%. The figures also show that the majority of disabled employees are in permanent and full time roles which is encouraging and is in support of the College's commitment under the government led Disability 'Two Ticks' Scheme where employers seek to ensure employees who have, have had or acquire a disability in their employment remain in employment.

	Academic	Non Academic	Research	Grades 1 to 5	Grades 6 to 9	Hawkshead	Camden	Other	Perm	Fixed Term	Full Time	Part Time
Yes	2	15	4	14	7	15	6	-	14	7	14	7
No	175	568	80	409	414	588	234	1	661	162	654	169
Unknown	5	24	1	16	14	24	6	-	26	4	24	6

Table 29

Staff Profile by Gender

The figures in table 30 show that female employees account for the majority of the grade 6-9 positions however when we look proportionally at this we can see that 41% of all females employed at the College are paid salaries within Grades 6 to 9 whereas 66.6% of all male employees are paid salaries within the higher band of Grades 6 to 9 – a differential of 25.6%. These figures have remained broadly static for the last 2 years. A higher proportion of fixed term employees are female compared to male. Of the total

number of part-time positions available at the College it is predominantly women who occupy these representing 89%. The overall female/male split has remained relatively static for five years running (females account for 65.8% of current staff).

Within the Academic roles there are 79 staff within grade 6-7, 68% of those are female however when we compare this with the 103 Academic positions at Grade 8-9 females only account for 37%. When looking at Non Academic roles within Grades 1-5, 78% are female – in contrast to 56% of females within Grade 6-9. These figures demonstrate that women are failing to progress to the more senior roles. This is an area that the Athena Swan Action Plan aims to address and therefore I would expect to see an improvement in these figures over the next few years.

	Academic	Non Academic	Research	Grades 1 to 5	Grades 6 to 9	Hawkshead	Camden	Other	Perm	Fixed Term	Full Time	Part Time
Male	90	176	33	100	199	206	93	-	238	61	279	20
Female	92	431	52	339	236	421	153	1	463	112	413	162

Table 30

Staff Profile by Ethnicity

Those staff that have identified themselves as from the BAME group account for just 10.4% of all staff. Academic and Non Academic groups have broadly similar BAME representation at 10.9% and 9.2% respectively. Research employs the majority of BAME staff with 17.6%. When looking at the BAME group there is roughly an equal split between those employed at grade 1-5 (47%) and those at grade 6-9 (53%)

Camden has a more diverse workforce with BAME representing 19.9% of their total staff compared with Hawkshead which is 6.7%.

	Academic	Non Academic	Research	Grades 1 to 5	Grades 6 to 9	Hawkshead	Camden	Other	Perm	Fixed Term	Full Time	Part Time
BAME	20	56	15	43	48	42	49	-	67	24	78	13
White	159	535	70	389	375	570	193	1	618	146	599	165
Unknown	3	16	-	7	12	15	4	-	16	3	15	4

Table 31

Other Equality Strands

At the present time, the College does not require current and future staff to provide details relating to the following protected characteristics:

- Gender Reassignment
- Marriage & Civil Partnership
- Religion & Belief
- Sexual Orientation

As such, figures relating to the protected characteristics detailed above are not included.