

Equal Opportunities Monitoring Report 2021



Introduction and Background

The Royal Veterinary College (RVC) is committed to the promotion of an inclusive work and study environment for all staff, students and stakeholders. Our commitment is that staff and students are treated with fairness, dignity and respect as outlined in the RVC Behavioural Framework regardless of age, disability, ethnic origin, gender, gender reassignment, marriage or civil partnership status, pregnancy or maternity, religion/belief or sexual orientation.

This annual report provides a summary of the work carried out by the Equality and Diversity Committee (EDC), the progress made against our current Athena SWAN Action Plan (2017-2022) and Equality Objectives and Action Plan (EOAP, 2020-2024). As part of our commitment to inclusion and our obligations under the Equality Act 2010 public sector equality duty, we are committed to publishing annual equality monitoring information, in order to demonstrate transparency and having due regard to:

- Eliminating discrimination, harassment, victimisation, and any other conduct that is prohibited by or under the Act
- Advancing equality of opportunity between people who share a relevant protected characteristic and people who do not share it
- Fostering good relations between people from different groups.

The report also provides equality monitoring statistics for current staff, in addition to equality monitoring statistics for the recruitment of staff during the period 1 August 2020 to 31 July 2021. The data in this report only include applicants who are eligible to work in the UK or who applied for a job for which the RVC could apply for a certificate of sponsorship.

How the recruitment data are presented

The data in the report including appendices show the breakdown of the number of applications received, shortlisted candidates, and offers made to candidates by reference to age, disability, gender, and ethnicity. The recruitment data are firstly presented by a table of raw numbers; this is followed by a table that presents the data as percentages. In the tables, the first column shows the percentage of total applicants; the second column shows the percentage of applicants that were shortlisted; the third column shows the percentage of shortlisted applicants that were made offers.

Remit of Monitoring

The report provides monitoring information on the staff profile within the RVC covering age, disability, ethnicity, gender, religion/belief and sexual orientation, and where appropriate it draws comparison to the HEI sector average. The report also includes recruitment data covering age, disability, ethnicity and gender. This report provides the following information:

- Current staff profile
- Staff recruitment data
- Data on Flexible Working Requests
- Reporting on the number of formal disciplinary, grievance, redundancies and incapacity procedures carried out

Summary

The report, in addition to recording the above protected characteristics, also takes into consideration intersectionality to help assess how this impacts staff at the RVC. The key highlights on which we can draw comparisons from previous years are as follows:

- The overall age profile shows that those within the 31-40 age category represent the highest proportion of the staff profile - at 29% this trend has remained constant over the last three years;
- The RVC has a younger age profile compared to the sector average which shows that those aged 30 and under, represent 19.7% of our staff versus the HEI sector average of 16.5% (Advance HE 2019/20);
- Academic staff within the 56 and above age category represent 17.8% of our staff which is slightly lower than the HEI sector average of 19%, (HESA 2019/20);
- Professional Services staff within the 30, and under age category represent 30% versus the HEI sector average of 19.9% (Advance HE 2019/20);

- The RVC's percentage of staff reporting a disability is at 3.6%, which is currently below the HEI sector average of 5.5% (Advance HE 2019/20). This disability profile was higher in 2019/20 at 4.4%. A contributory factor is that 7.6% of all staff leavers during 2020/21 were from a disabled background;
- There has been a slight increase in our BAME (Black, Asian and Minority Ethnic) staff profile from 11.2% in 2016/17 to 12.1% in 2019/20; this is below the HEI sector average of 14.4% (HESA2019/20);
- The profile for BAME professors is 8.7% which is slightly below the HEI sector average of 9.7% (Advance HE 2019/20);
- Academic staff from a BAME background represent 11.5%; this is lower than the HEI sector average of 18% (HESA 2019/20);
- Staff recruitment by ethnicity shows that a lower proportion of BAME applicants were shortlisted compared to 'white' applicants, BAME 33.5% versus 'white' 56.2% which follows a similar pattern when compared to the previous years. This issue is currently being investigated by the BAME recruitment project group who are due to submit a report to EDC and subsequently to College Executive Committee (CEC) later in the Summer Term 2022;
- The overall gender percentage of females in 2020/21 is 71.3% which is above the HEI sector average of 54.2% (Advance HE 2019/20);
- Female professors make up 31.4 % of the professorial grades which is above the HEI sector average of 27.9% (Advance HE 2019/20);
- Recruitment trends during 2020/21 highlight that overall a higher proportion of females were shortlisted compared to men (55.6% versus 35.2%) yet offer rates were comparable, female 32.5% versus male 33.5%;
- There was an increase in the staff disclosure rate by reference to religion and belief from 40.9% in 2019/20 to 48.3% in 2020/21. Although the non-disclosure rate is high at 51.7%, it is lower than the HEI sector average which is at 58.1% (Advance HE 2019/20);
- The disclosure rate of RVC staff profile based on their sexual orientation is 50.3% which is higher than the HEI sector average

of 48% (Advance HE 2019/20).

Key Activities in 2020/21

The RVC continues to work towards progressing the actions identified in the Equality Objectives and Action Plan and in the Athena SWAN Action Plan (2017-2022). The submission for the renewal of the Bronze Athena SWAN Charter mark is underway. A Self - Assessment Team has been established to measure both the progress and impact of the current action plan.

Athena SWAN Action Plan

<https://www.rvc.ac.uk/Media/Default/About/Human%20Resources/Documents/athena-swan-submission-and-action-plan-2017.pdf>

Equality Objectives and Action Plan

<https://www.rvc.ac.uk/Media/Default/About/Human%20Resources/Documents/equality-objective-and-action-plan-2020-2024.pdf>

The Equality and Diversity Committee (EDC) oversees the delivery of these action plans which set out initiatives and actions aimed at developing and retaining a diverse workforce. Below are some of the key equality and diversity activities achieved since the last report:

- Departments continue to work and report via the EDC and their local equality and diversity champions, on progress made against their departmental equality and diversity action plans. These action plans include specific and measurable actions on recruitment, development and promotion of under-represented staff groups such as BAME and females;
- The RVC is working towards a culture of encouraging officers who are responsible for reviewing or developing a new policy or service to carry out Equality Impact Assessments (EIA). This is instrumental in ensuring that the RVC's key decision-making process is fair and transparent, such as reviewing and implementing the Voluntary Severance Scheme.
- The RVC continues to participate in the Aurora Women's Leadership Programme and has sponsored a further eight places for women to attend the programme in the academic year 2020/21. The programme has generally received positive feedback from participants. One of the 2020/21 participants stated the following benefit of the programme, "Having a whole day solely dedicated to learning and thinking about leadership and my role in it";

- The BAME recruitment project team is currently investigating why a lower proportion of BAME applications are short-listed compared to 'white' applicants. Currently, the team is sample testing historic job applications to determine whether shortlisting decisions have been fair and transparent and to identify where the potential bias lies in the shortlisting decisions. A report, which will include findings and recommendations, will be submitted to the CEC in the spring/summer of 2022;
- We continue to offer "dignity at work and study" training to all staff, managers, Dignity at Work and Study Ambassadors and Equality and Diversity Champions. The aim is to raise awareness and promote a culture across the RVC in which any forms of bullying and harassment are unacceptable;
- The RVC Race Equality Task Group (RETG) was established following the murder of George Floyd in the USA. The RETG has produced a report based on the group's consideration of issues that undermine race equality at the RVC along with a set of recommendations to advance race equality. The recommendations of this report have been agreed upon by the CEC and endorsed by the RVC Council.
- The RVC has worked in collaboration with RVCSU and Animal Aspirations, a student led initiative, to celebrate Black History Month. This involved a series of activities and events such as 'in conversation' from the lens of a Black senior leader within the HEI sector, film-streaming party and sharing with staff the biography of Professor Emmanuel Amoroso, the first Black staff member employed at the RVC in 1935;
- The RVC continues to mark and celebrate national events such as LGBTQ+ month which included a flag-raising on both campuses, an online photo montage in the Rainbow colours and a film screening;
- To mark this year's International Women's Day, an external speaker was invited to address our community on the topic of Women's Leadership and Intersectionality. The session gave participants valuable insight into how to create a pathway for women into leadership;
- Staff focus groups were facilitated by an external consultant in June and July 2021 to review the current Equality, Diversity and Inclusion (EDI) online training provision offered to all staff and also to inform future EDI provisions.

Equal Opportunities Monitoring data

Importance of Age Diversity

A contributing factor to the RVC's success is the need to support and manage its age diversity within the workplace. A diverse age range provides a rich source of skills, knowledge and experience, therefore creating an environment in which employees can mentor and support each other to meet the needs of our stakeholders. Age diversity within the RVC will also support our talent management strategies by providing a pipeline of talent. The institution's overall age diversity has remained comparable over the last three years with the majority of staff being within the 31-40 age category at 28.6%.

Annual review of departmental equality and diversity actions plans take place with the Heads of Department and Equality and Diversity Champions. As part of the review, the Diversity and Inclusion Manager asks departments to examine whether they have an appropriate age profile distribution that meets their strategic aims and supports inter-generational fairness and they are encouraged to think of ways to remove any potential barriers to achieving this.

The overall age profile by gender in figure 1 shows similar trends to last year which highlighted that the female age category peaks at 31-40 when compared to the male profile which peaks at 51 -60. It is interesting to note that there is a significant decrease in the number of women represented in the older age groups.

Figure 1 Percentage of Overall Staff Age by Category and Gender

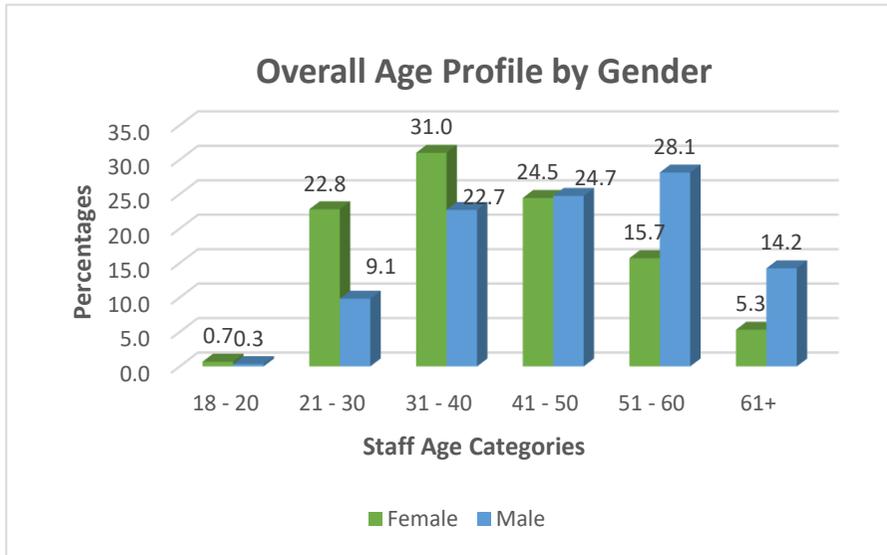


Figure 2 shows that the academic female age category peaks at 41-50; this has changed from the 2019/20 data which shows the female age category peak at 31-40. A contributory factor may be that more women are entering the profession and within time are moving through the age categories.

Figure 2 Percentage of Academic Staff by Age Category and Gender

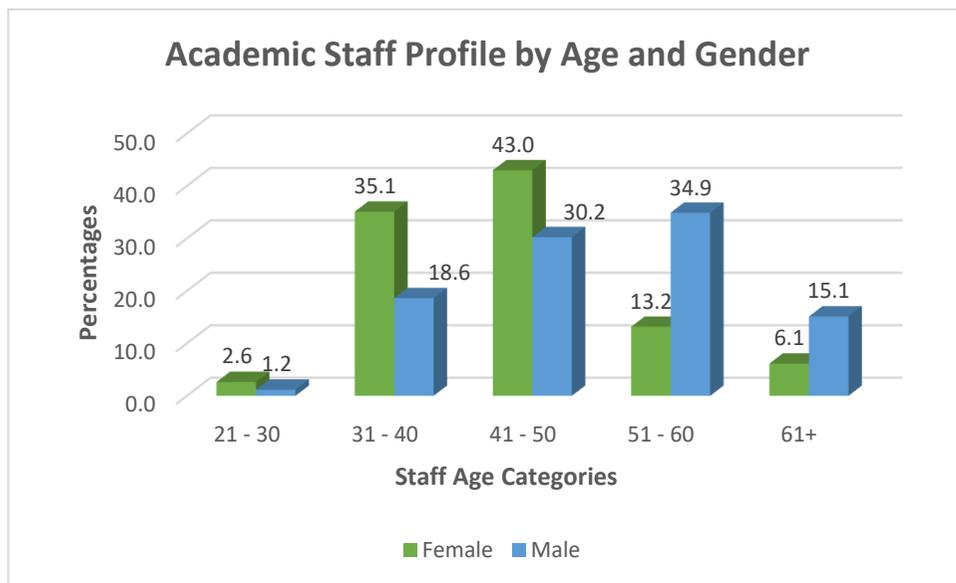


Figure 3 shows the female age profile peaks at 31- 40 age category compared to the male age category which peaks at 51-60.

Figure 3 Percentage of Profesional Services Staff by Age Category and Gender

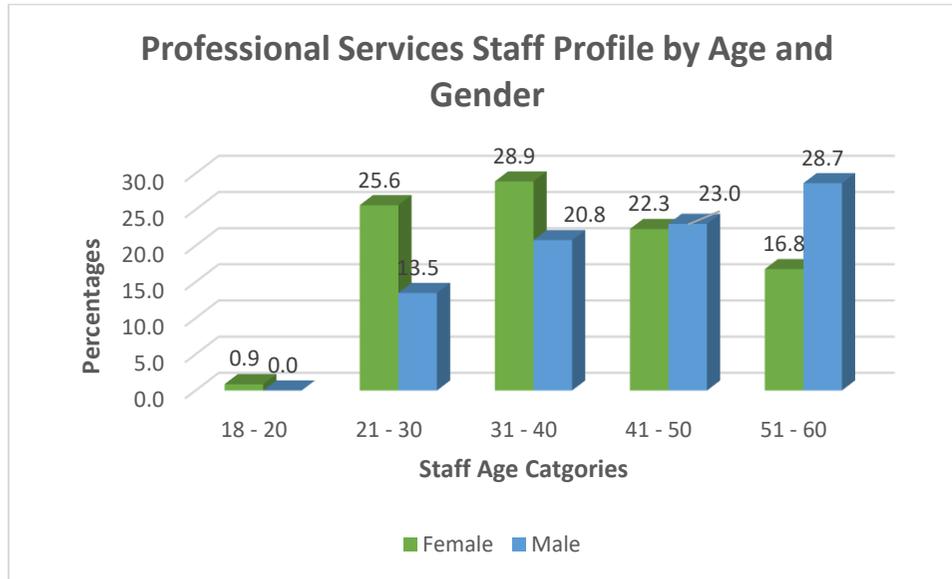


Figure 4 shows that overall within the research staff discipline there is a younger age profile. When compared to the HEI sector average those staff aged 35 and below represent 55% versus 52.4%, (Advance HE 2019/20).

Figure 4 Percentage of Research Staff by Age Category and Gender

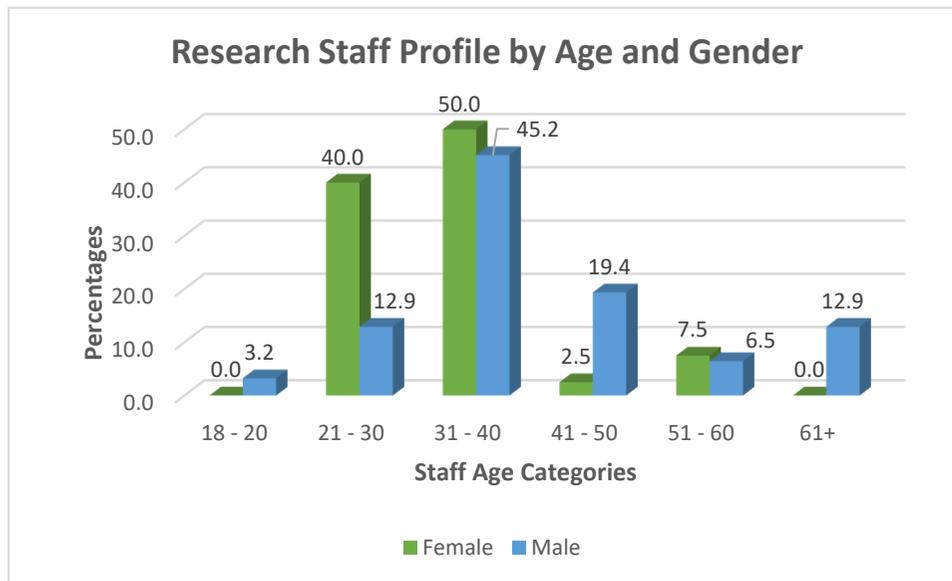


Figure 5 shows the age diversity within each grade and as expected there is a younger age profile within the lower grades.

Figure 5 Percentage of Staff by Age Category and Grade

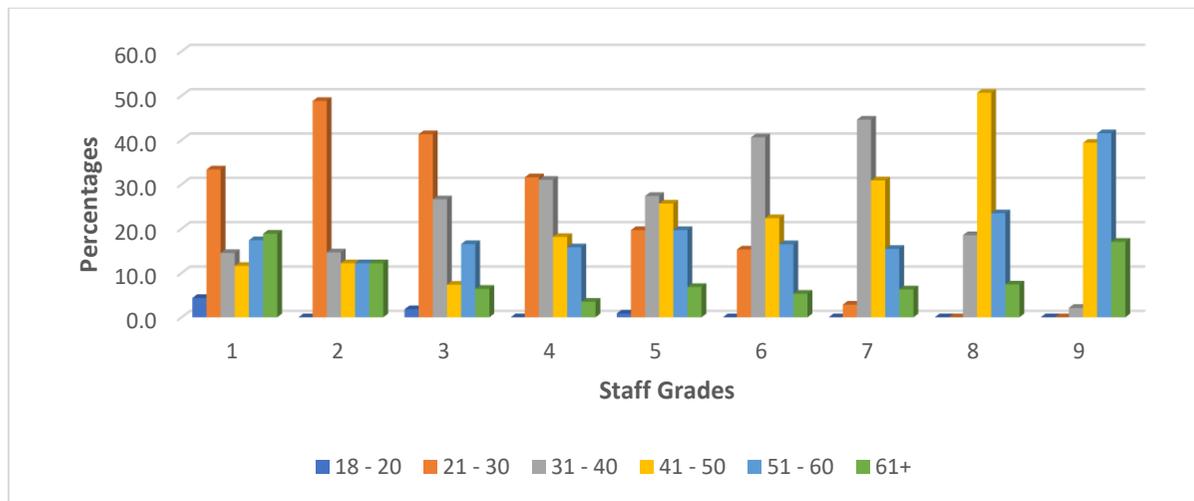


Figure 6 shows the age distribution of staff within each department; note that the departments vary in size.

Figure 6 Percentage of Staff within each Department by Age Category

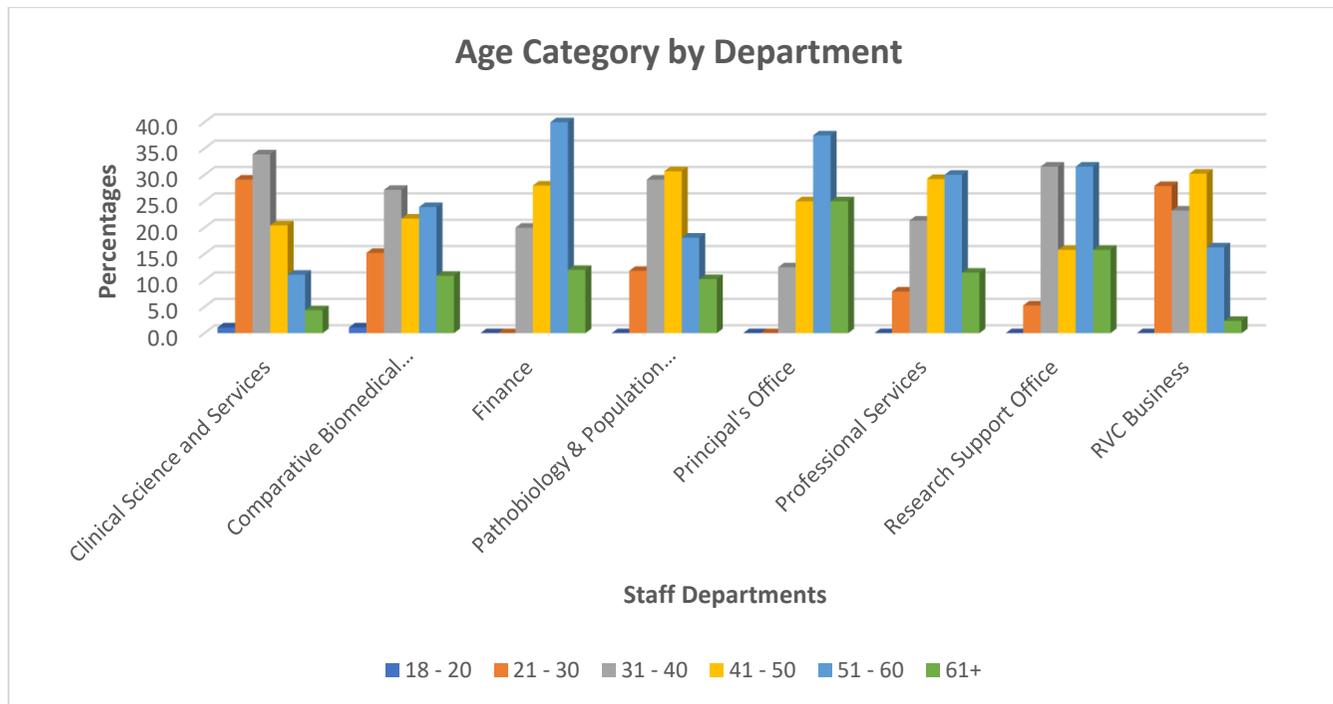


Figure 7 represents the overall recruitment data by age category. The first column within each age category represents the proportion of total applicants received within that age group; the second column shows the percentage of applicants within each age category that were shortlisted; the third column shows the percentage of shortlisted applicants to whom offers were made.

Figure 7 Staff Recruitment by Age Category as a Percentage



Things to look out for when reviewing age profile

- When looking at the overall RVC staff population we want to ensure that it is representative of all age categories so that we achieve a rich mixture of new perspectives, skills, and experience.
- When looking at the age profile by gender and staff categories we want to understand why there are differences and ensure there are no equality impact issues.
- We want to see if we are recruiting and retaining a diverse age range across all staff categories. (Appendix 1 shows recruitment data by staff age category).

- When examining the age profile by grade (figure 5) we want to assess if we have a fair distribution of ages across the grades or whether age appears to be a barrier to progression.
- Female age profile is younger when compared to men - is this an issue?
- Investigate anomalies to establish whether there is any discrimination/barriers as a result of age.

Actions/ Recommendations

Under the support and guidance of the Equality and Diversity Committee and the Diversity and Inclusion Manager the following actions or recommendations are advised:

- To investigate why the numbers in our female workforce start to drop from the 41+ age categories (figure 1). These investigations would include consulting with female staff within the 31-40 age category, to discuss issues around retention, progression and career development;
- Diversity and Inclusion Manager to work with the HODs to consider age profiles in their department/section and assess if action is required to achieve the appropriate age distribution (figure 6);
- Develop and incorporate the necessary actions into all departmental equality and diversity action plans, in order to support and retain an appropriate diverse age workforce.

Promoting and Advancing Disability Equality

We continue to ensure that we meet the diverse needs of our disabled staff and applicants so that we can attract, develop and retain talent. The RVC has made a commitment to endorse the principles set out in the government's 'Disability Confident Employer' scheme which provides guidance to employers to advance disability equality within the workplace for both current and future staff.

The EOAP has a dedicated focus on the promotion of disability equality and has made a commitment under action 1.6 of the EOAP to carry out an access audit.

Figure 8 shows the RVC disability profile was reduced to 3.6% in 2020/21 from 4.4% in 2019/20. A contributory factor may be due to the number of disabled staff leaving the RVC during 2020/21 which was 7.6% (13 out of 172) thus resulting in a lower disabled staff profile.

The recruitment data presented in figure 9 shows the first column as a percentage of total applicants by reference to non-disabled, disabled and unknown; the second column shows the percentage of applicants that were shortlisted by reference to these categories; the third column shows the percentage of those applicants shortlisted that were made offers.

Figure 8 Staff Disability Profile

Figure 9 Recruitment by Disability Status

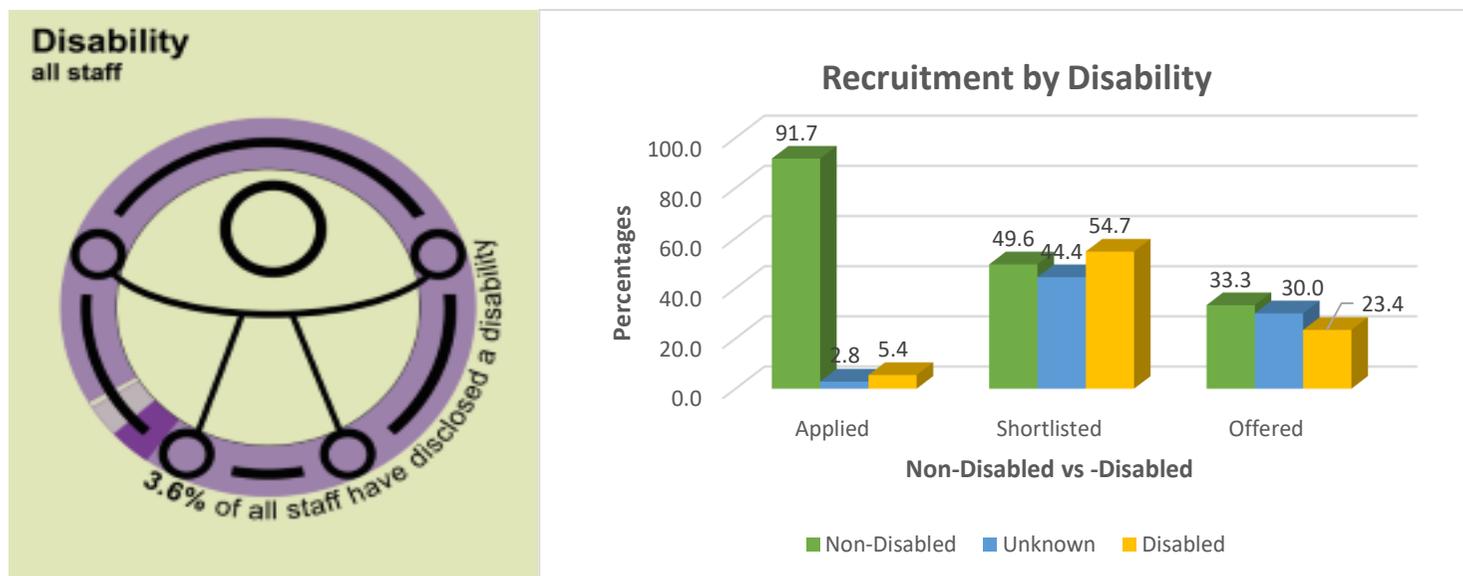


Figure 10 shows that the RVC disability profile over the last five years has remained lower when compared to the HEI sector average.

Figure 10 RVC Disability Profile vs HEI Sector Average

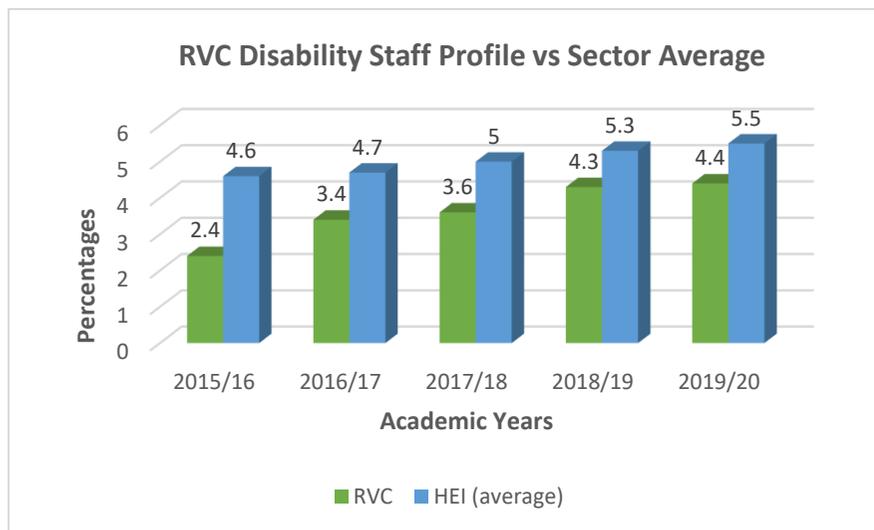


Figure 11 shows the overall disability profile of staff within each staff category. The highest disability profile is within the Research staff category.

Figure 11 Disability Profile by Staff Category

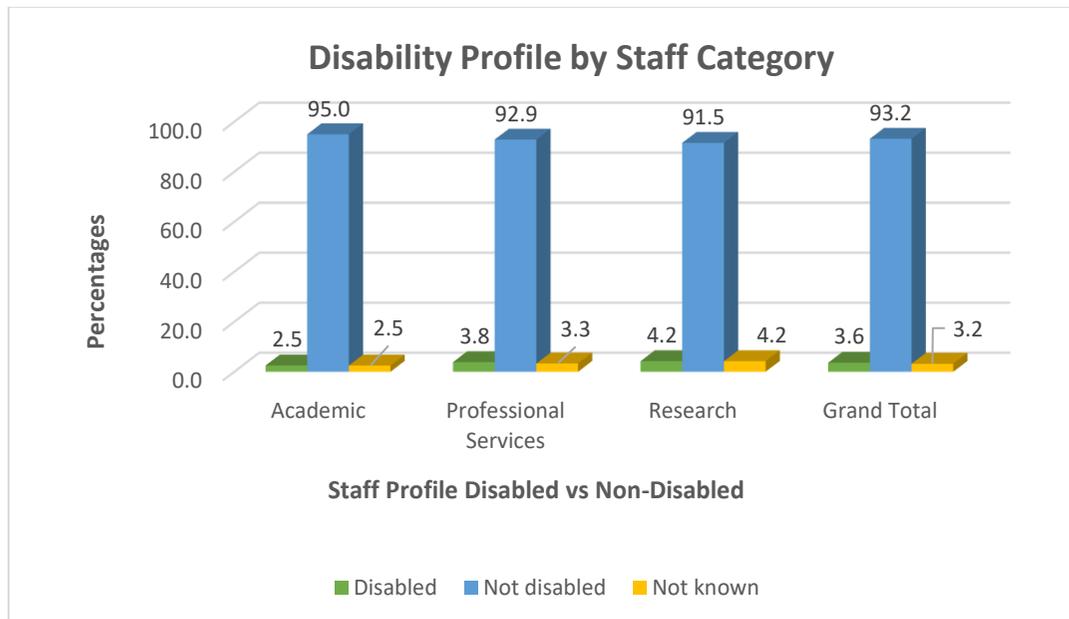
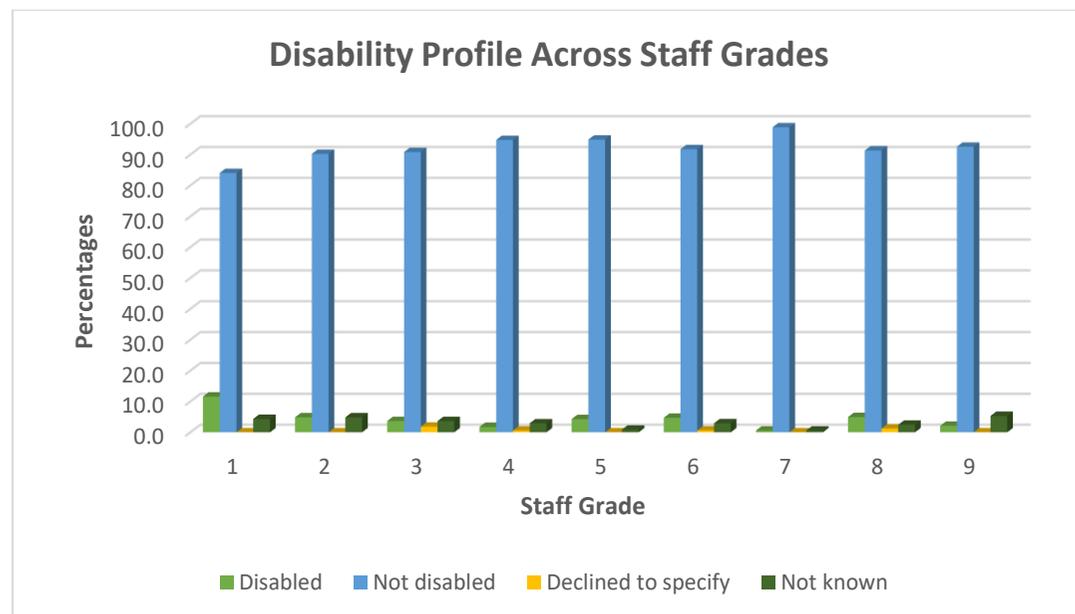


Figure 12 shows the disabled staff profile within each grade, indicating the highest disabled staff profile is within grade 1.

Figure 12 Disability Staff Profile Across Grades



Things to look out for when reviewing disability profiles and recruitment trends

- How does the overall disability disclosure rate compare with the HEI sector average (Figure 10)?
- We want to see if the disabled staff profile is fairly spread within different staff categories (Figure 11); are there any areas for concern?
- Are the overall recruitment figures comparable for disabled and non-disabled applicants, in relation to the proportion of applicants shortlisted and the proportion of offers made in Figure 9?
- Are disabled staff fairly represented across all grades, Figure 12?

Actions/Recommendations

Under the guidance and direction of the EDC and the support of the Diversity and Inclusion Manager the following actions and recommendations are advised:

- In line with our commitment stated in the EOAP 2020-2024, we should progress actions 4.7 and 4.8 to increase the staff disability disclosure rate. These actions will ensure that the RVC provides an accessible environment to all staff, students, and visitors;
- Provide greater awareness across the RVC on the support and guidance available for disabled staff, so that they are confident to discuss any issues regarding their access requirements;
- Provide managers with a range of support including guidance notes/ briefing sessions to equip them to deal with any access needs;
- Any relevant actions emerging from this report will be included in the departmental equality and diversity action plan.

Advancing and supporting Ethnic Diversity

Understanding and promoting the needs and issues facing an ethnically diverse workforce continues to be one of the RVC's key priorities. An ethnically diverse workforce enhances our diversity of thinking by having a mixed source of skills, knowledge and cultural experiences. It supports our ability to effectively work with a diverse range of stakeholders. There are a number of benefits of having a diverse workforce such as an increase in productivity, profit, employee morale, motivation, and improved organisational reputation. We, therefore, need to ensure that RVC has processes and practices in place to address the under-representation of our Black Asian and Ethnic Minority (BAME) workforce in particular within the senior grades as highlighted in figure 21.

The RVC continues to work towards embedding race equality in all aspects of its working practices. To better understand the needs of our BAME staff/student community, the Race Equality Task Group produced a report in August 2021 for the EDC and CEC to consider. This report reviewed and addressed issues (both actual and perceived) that determined the advancement of race equality at the RVC and provided a list of detailed recommendations to embed race equality within the RVC work and study practices. The recommendations outlined in the report have been endorsed by the EDC and subsequently have been approved by both CEC and Council.

Figure 13 shows that the proportion of our staff who identify as BAME is 12.1%. It also shows that we employ a higher proportion of BAME men compared to BAME women (male 17.3% versus female 10%).

BAME staff profile across academic disciplines, figure 14 is (11.5%) which is below the HEI sector average of 18% (HESA 2019/20). However, the BAME staff profile for professional services staff (11.4%) is comparable to the HEI sector average which is 12% (HESA 2019/20).

Figure 15 shows that the RVC employs fewer BAME women when compared to BAME men in Professional Services (female 9% versus male 19.1%). Recruitment data by reference to ethnicity (appendix 3) highlights that the lowest proportion of offers made to BAME applicants (17.6%) are within Professional Services compared to Academic (28.6%) and Research (20.6%) staff categories.

Figure 16 shows the highest BAME staff profile across the RVC is within the research discipline at 21.1%.

Figure 13

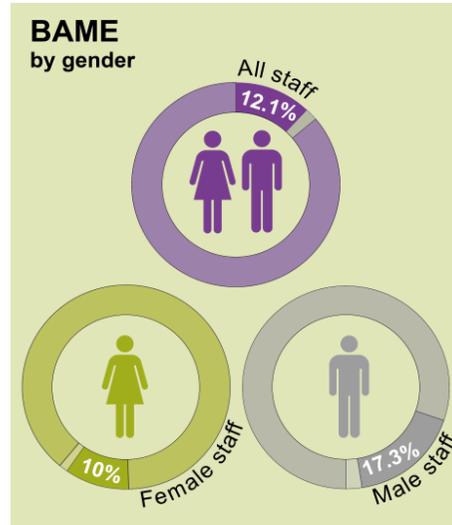


Figure 14

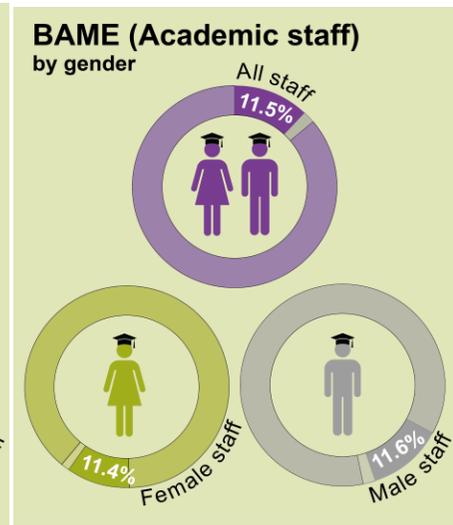


Figure 15

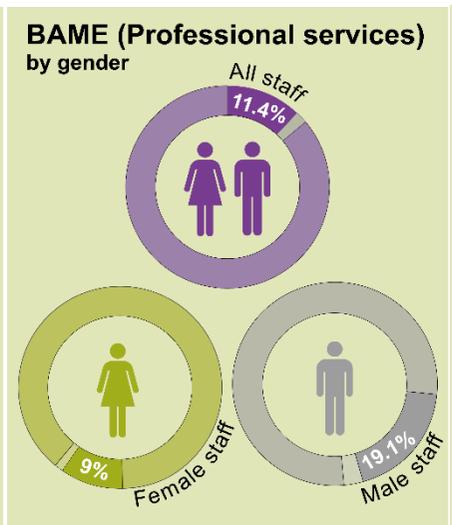


Figure 16

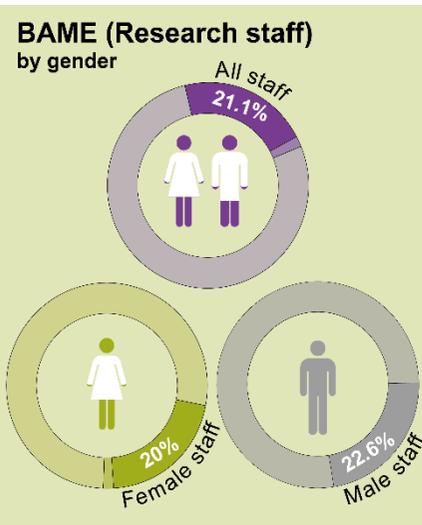


Figure 17 shows that 8.7% of our Professors are from a BAME background which is slightly below the HEI sector average of 9.7% (HESA 2019/20).

Figure 17 Percentage of Professors by Ethnicity

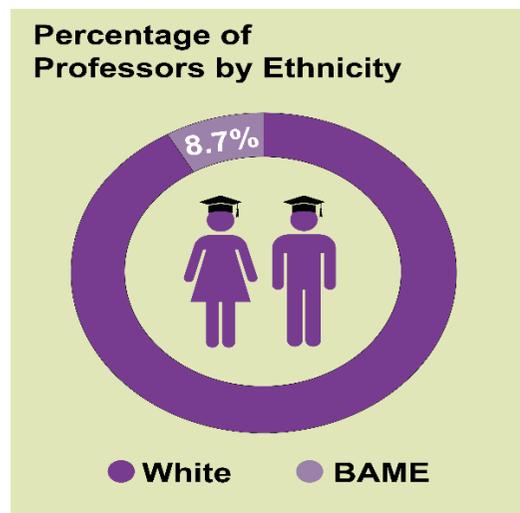


Figure 18 shows a comparison between the total proportion of BAME staff in the RVC compared to the HEI sector average in each respective year. The table illustrates that over the last 5 years the gap between 'white' and BAME staff profile has remained below the HEI sector average.

The recruitment data presented in figure 19 shows the percentage of total applicants with reference to ethnicity; the shortlisted columns show the percentage of applicants that were shortlisted; the columns referring to offers show the percentage of those applicants shortlisted to whom offers were made.

Figure 19 shows the recruitment trends for BAME applicants compared to 'white' applicants which highlight that a lower proportion of BAME applicants are shortlisted when compared to 'white' applicants. However, this gap is reduced at the offer stage.

Figure 20 shows that the highest staff BAME profile is within the Finance department and the Research Support Office.

Figure 18 RVC Data vs Sector Average

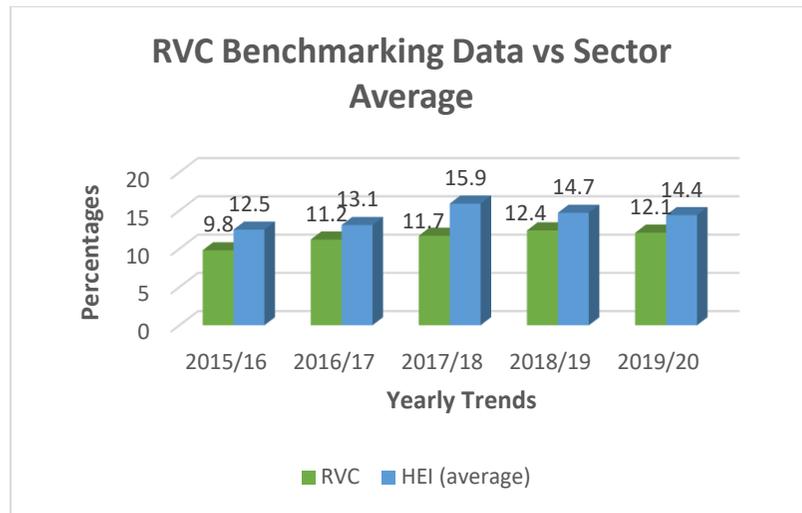


Figure 19 Overall Recruitment by Ethnicity



BAME profile within grades has remained broadly similar to previous years. Figure 21 shows that within grades 1, 2, and 6 BAME representation proportionally is either comparable or higher in comparison to 'white' staff.

Figure 21 shows that the highest proportion of BAME staff are represented within grades 6 and the proportion is comparable to 'white' staff within grades 7 and 8. However, within grade 9 the BAME staff profile is lower when compared to the proportion of 'white' staff.

Figure 20 BAME Staff Profile by Department

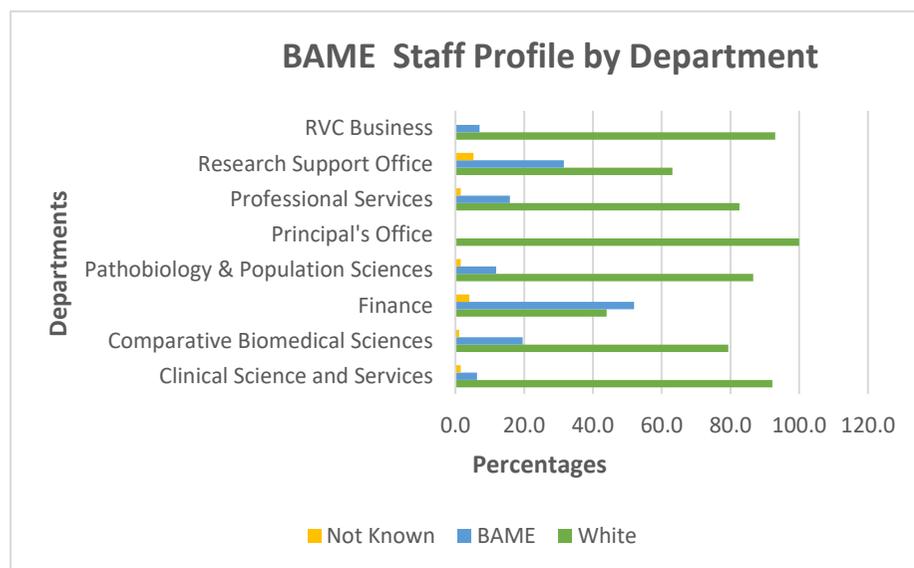
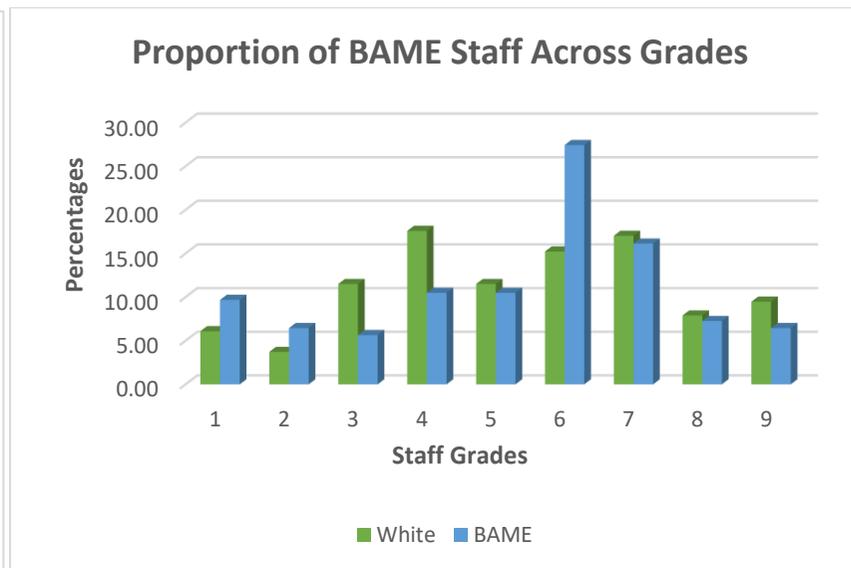


Figure 21 Proportion of BAME Staff Across Grades



Things to look out for when promoting race equality

- Do we have an ethnically diverse profile of staff by gender and ethnicity across all staff categories, (Figures 13- 16)?
- When looking specifically at the ethnic diversity of professorial staff how do we compare to the HEI sector average (Figure 17) and how does our overall employee ethnic profile compare against the HEI sector average?
- Figure 19 shows our overall recruitment data by ethnicity, does this differ across staff categories (Appendix 3 shows recruitment information for each staff category).
- Departments to examine the ethnic staff profile within their areas (Figure 20).
- When looking at the ethnic profile within grades (Figure 21) is this representative fairly spread across all grades?

Actions/Recommendations

Under the guidance and support of the EDC and Diversity and Inclusion Manager:

- Departments to analyse staff profiles by reference to ethnicity and gender in relation to job categories in order to identify particular areas of under-representation, which may require further exploration;
- To implement the requirements set out in the Equality Objective and Action Plan and the Athena SWAN Action Plan relating to positive action strategies to attract more BAME applicants in particular in senior roles;
- BAME recruitment project is underway; this is investigating why a lower proportion of BAME applicants are shortlisted compared to 'white' applicants. Further analysis will be carried out in 2022.

Advancing Gender Equality

The RVC continues to make progress towards promoting and advancing gender equality by working through the actions set out in the Athena SWAN Action Plan. An Athena SWAN Self-Assessment Team (SAT) was established in 2021, with its remit being to work towards the upcoming submission (July 2022) in order to retain our Athena SWAN Bronze Award.

The Diversity and Inclusion Manager continues to support the Head of Departments and their equality and diversity champions with the annual review of departmental equality and diversity action plans. These meetings included discussions with each department to further examine whether the gender profile in their area supports the aims identified in the Athena SWAN Action Plan.

The Athena SWAN Action Plan has been a key driver in making systemic and cultural changes in the advancement of gender equality. The RVC continues to deliver on a number of actions such as the Aurora Women's Leadership Programme including the senior leadership programme and ensuring that all our policies and practices are impact assessed including the impact on gender equality. Our female profile (figure 22) is 71.3% which is significantly above the sector average of 54.2% (HESA 2019/20). The Senior Academic Interventions such as the review of the Senior Academic Promotion Process (SAPP) have led to more females (8) being promoted into professorial grades compared to men (5). Women occupy 56.9% (figure 23) of academic positions but only represent 31% of professorial positions (figure 26).

Figure 24 shows the gender profile within each department, the highest profile of females is within CSS, a contributory factor is that the majority of veterinary nurses are female. Figure 25 highlights that there is a higher profile of females working part-time when compared to male staff at 32.7% versus 12.5% respectively.

Figure 22

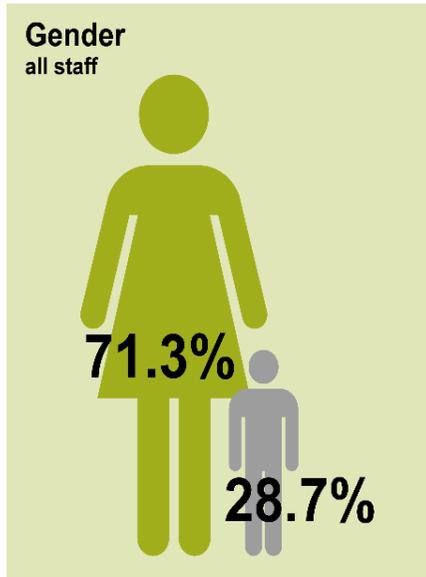


Figure 23

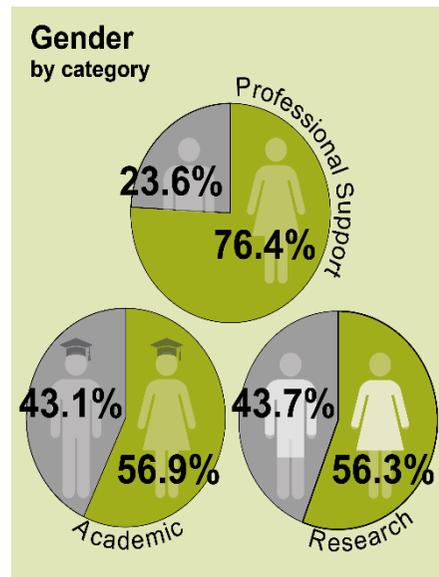


Figure 24 Gender Profile by Department

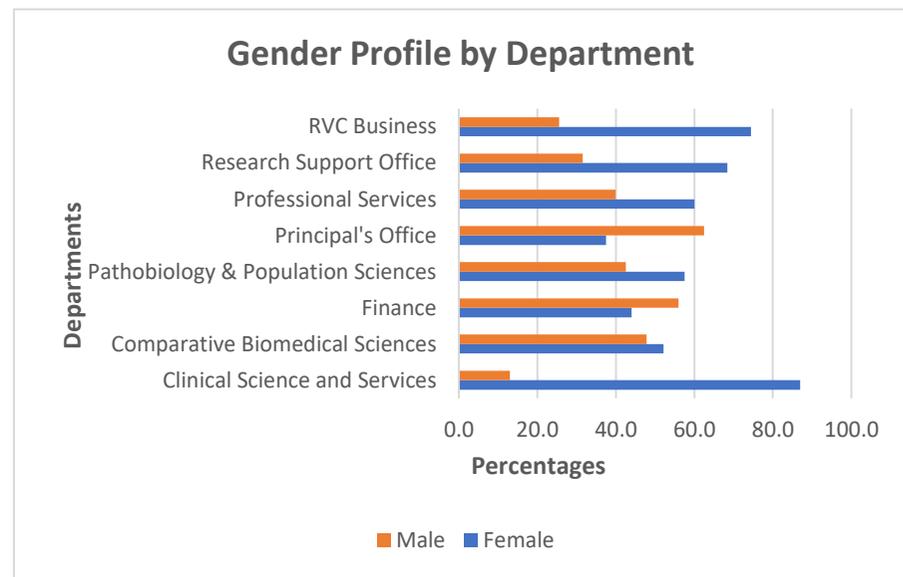


Figure 25 Contractual Status by Gender

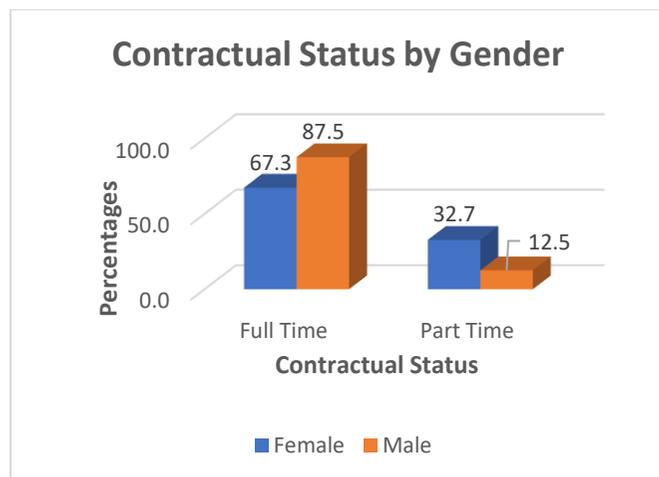


Figure 26 Percentage of Professors by Gender

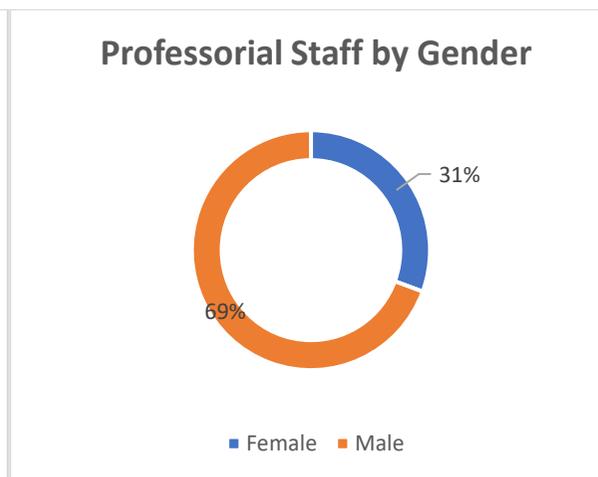


Figure 26 shows our professorial profile by gender is at 31% which is above the HEI sector average of 27.9% (Advance HE 2019/20). Figure 27 highlights that the proportion of applicants shortlisted and offers made with reference to gender are comparable. Figure 28 shows the gender profile across all staff grades. The highest proportion of male staff is within grades 6, 7, and 9 compared to female staff within grades 3, 4, and 6. This may be a contributory factor to our gender pay gap figure being above the HEI sector average.

Figure 27 Staf Recruitment by Gender

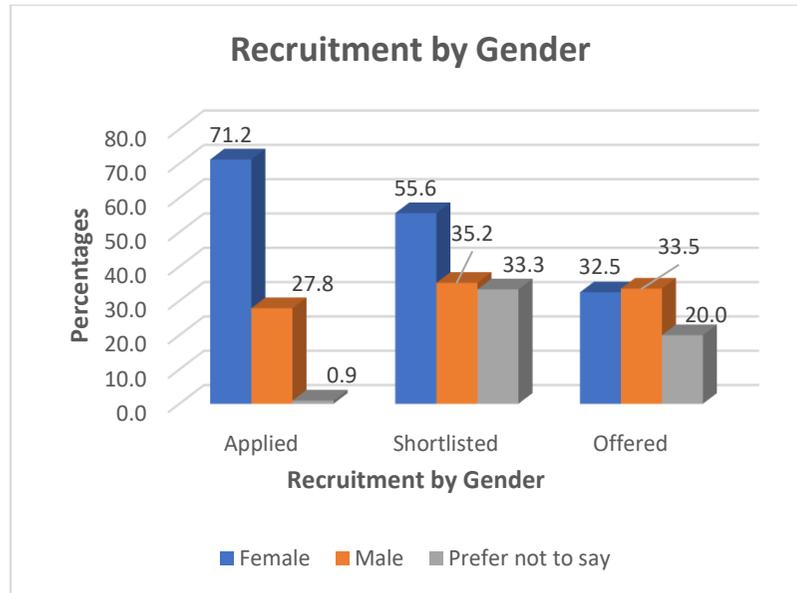
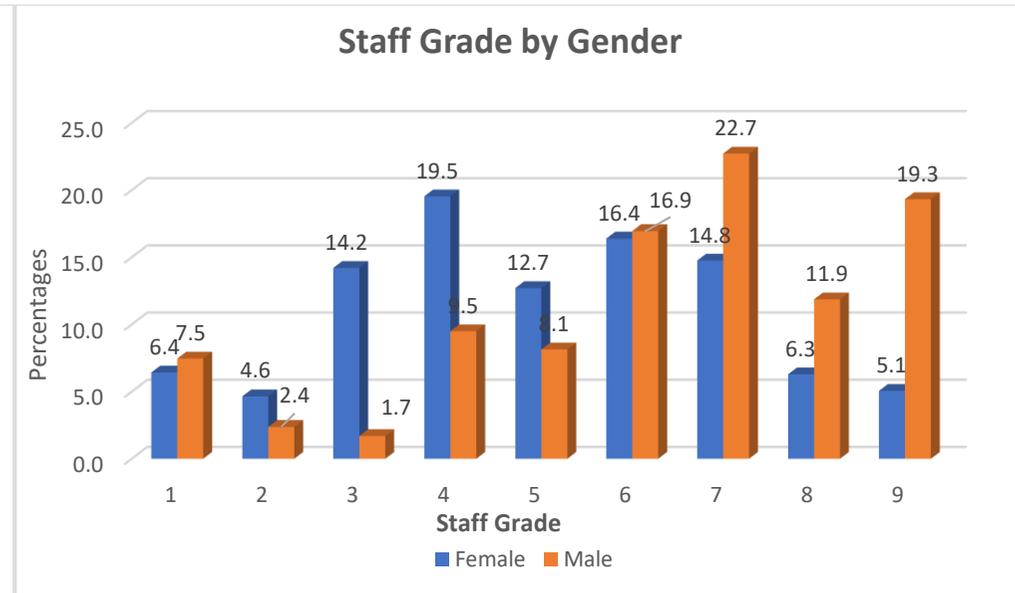


Figure 28 Staff Grade by Gender



Things to look out for

- Is there a balanced representation of female staff progressing into senior grades?
- When reviewing recruitment data (see appendix 4) we want to continue to ensure no gender has been disadvantaged by the process.
- How do our female professors and senior management grades profile compare to the HEI sector average (Figure 26 and 28)?
- When looking at gender by department we need to establish whether there are any anomalies with regard to the gender balance. Any such anomaly will require further investigation.
- What is the gender balance between full and part-time staff (Figure 25)?

Action/Recommendations

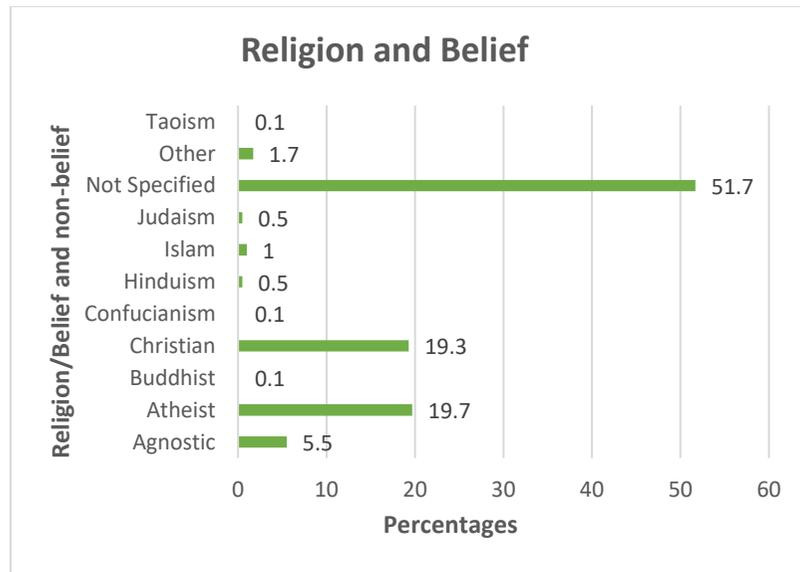
Under the guidance and support of the EDC and Diversity and Inclusion Manager the following actions and recommendations are advised:

- Deliver on the Athena SWAN Action Plan and ensure that the Self-Assessment Team provides a thorough assessment of what progress has been made against the current action plan, including its impact on advancing gender equality for the submission of the Athena SWAN renewal in 2022;
- Departments to work with the Diversity and Inclusion Manager to assess if the gender balance is fair and justified across job categories and by grade;
- Consider how to encourage more flexible working for men who are under-represented in part-time contracts (figure 25);
- Diversity and Inclusion Manager will work with departments to analyse recruitment data by reference to gender, the proportion of those shortlisted and the proportion of offers made, in particular across grades 7-9 which show under-representation of female staff;
- Gender profile of full-time and part-time staff has remained stable over the years, departments may want to look at how these figures are reflected in their area;
- Departments may want to look at encouraging more male applicants in lower grades;
- Any actions emerging from the above recommendations to be included in departmental equality and diversity action plans.

Promoting Religion/ Belief and Non-Belief

It is important that the RVC supports diverse staff from different religions, faiths, and beliefs, and so it is committed to increasing the understanding of religious diversity amongst all of its staff groups. Inclusive environments can contribute to the recruitment, wellbeing, and progression of an inclusive staff community. This is the second year of capturing data on religion, belief, and non-belief. It is encouraging to see that staff choosing to disclose their religion and belief has increased from 40.9% in 2019/20 to 48.3% in 2020/21. Figure 29 shows that 51.7% of staff choose not to disclose their religion or belief; whilst this is high the non-disclosure rate is lower than the HEI sector average which is at 58.1% (Advance HE 2019/20).

Figure 29 Religion/Belief and Non-Belief



Things to be aware of when creating an inclusive environment based on religion and belief

- How inclusive are the RVC's social events, for example, has consideration been given to serving non-alcoholic cocktails/drinks at the staff Christmas party?
- Where possible, avoid holding key RVC events on important religious dates.
- Do we offer suitable prayer facilities?
- Raising awareness across the wider staff community of religious and cultural events.
- Where staff are required to wear a uniform (eg clinical areas), how do we consider implications for those wearing a religious dress and do we have a robust process to ensure reasonable adjustments are in place to meet both the business and religious requirements?

Action/Recommendations

Under the guidance and support of the EDC and the Diversity and Inclusion Manager the following action is recommended:

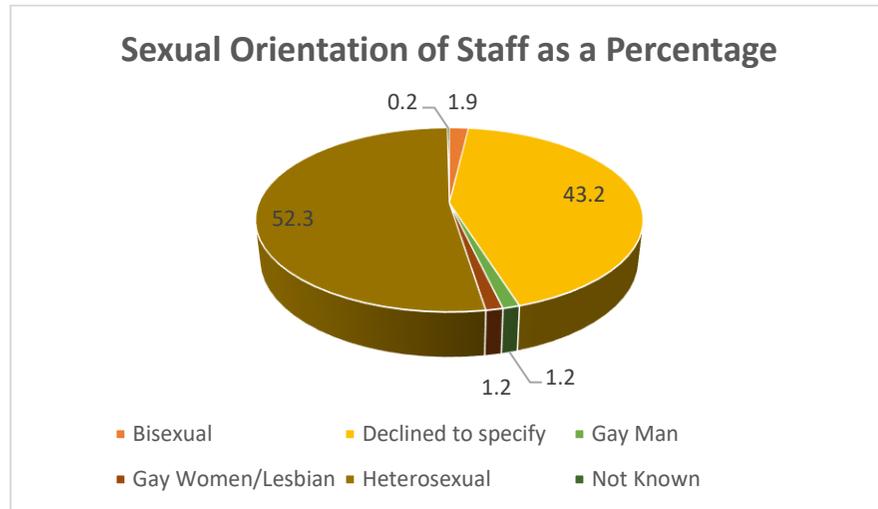
- Develop a staff working group, which will be a sub-group of the EDC, to help understand staff religious/belief needs;
- Engage with staff, via networking events and group discussions, to assist in developing actions to support this agenda;
- Raise awareness amongst staff by communicating diverse religious events and marking them across the RVC.

Inclusivity and Sexual Orientation

Embedding inclusion of the Lesbian, Gay, Bisexual and Transgender (LGBTQ+) staff community in all of the RVC's provisions and practices will support an environment in which our LGBTQ+ staff feel supported, valued and respected. This commitment will also support the RVC in attracting and retaining staff from these communities. The RVC celebrates LGBTQ+ History Month each year, where Pride flags are raised at both campuses and a number of activities and events are organised and communicated. There is an LGBTQ+ allies staff network, which, since its inception, has had an increase in membership.

Figure 30 shows that staff who have identified as bisexual or gay women/lesbian is 1.2% which is lower than the HEI sector average of 2% (Advance HE 2019/20). It is positive, however, that there has been a decrease in staff not disclosing their sexual orientation from 50.3 % in 2019/20 to 43.2% in 2020/21.

Figure 30 Sexual Orientation of Staff as a Percentage



Things to look for when creating an inclusive environment based on sexual orientation

- How inclusive is the RVC's provision for Transgender staff by, for example, consideration of gender-neutral facilities across all sites?
- Assess non-inclusive requirement options on our recruitment application forms such as title and gender.
- Increase awareness of the needs of the LGBTQ+ community across the RVC.

Action/Recommendations

Under the guidance and support of the EDC and Diversity and Inclusion Manager, the following actions and recommendations are advised:

- Continue to capture staff data based on sexual orientation which has only been in place for two years. The initial task should be to increase our understanding of the needs of our LGBTQ+ staff community through focus groups and consultation with this staff group;
- Engage with staff, via networking events and group discussions, to inform the development of actions to meet this agenda.

Flexible Working

Table one and two show the recording of flexible working requests for 2020/21. There has been an overall increase in the number of formal flexible working requests made, which was 8 requests in 2019/20 to 17 requests made in 2020/21 which were all approved. Work is being carried out within departments to increase the reporting of informal flexible working patterns.

Table 1: Reporting on Flexible Working

Gender	Disability	Ethnicity
Female (12)	Non-disabled (15)	BAME (2)
Male (5)	Disabled (2)	White (15)

Table 2

Age Range	Staff
21-30	2
31-40	8
41-50	2
51-60	3
61+	2

Disciplinary and Grievances

Table 3: Reporting on Formal Disciplinary and Grievances

Table three presents information on the formal investigations carried out under the Dignity at Work and Study Policy, Redundancy Policy, Incapacity Procedure, and Disciplinary Procedure and Grievance Procedure during the academic year 2020/21 by reference to age, disability, ethnicity and gender.

No	Formal Procedure	Age Range	Disability	Ethnicity	Gender
1	Disciplinary	31-40	No	British English	Female
2	Disciplinary	31-40	No	British English	Female
3	Dignity at Work & Study	21-30	No	British English	Female
4	Disciplinary	31-40	No	British English	Female
5	Grievance	31-40	No	British English	Female
6	Disciplinary	51-60	No	British English	Female
7	Disciplinary	51-60	No	British English	Male
8	Incapacity	31-40	Yes	British English	Female
9	Redundancy	31-40	No	Other White Background	Male
10	Redundancy	31-40	No	British English	Female
11	Redundancy	61+	No	British English	Male
12	Dignity at Work & Study	51-60	No	Other White Background	Female
13	Disciplinary	21-30	No	British English	Male

Appendix 1

The recruitment data are firstly presented by a table of raw numbers; this is followed by a table that presents the data as proportions. In the table which shows the proportions, the first column shows the percentage of total applicants; the second column shows the percentage of applicants that were shortlisted; the third column shows the percentage of shortlisted applicants that were made offers.

Academic Recruitment by Age 2020-21			
Age range	Applied	Shortlisted	Offered
21-30	41	29	9
31-40	53	25	13
41-50	38	14	5
51-60	9	3	1
61+	1	0	0
Grand Total	142	71	28

Academic Recruitment by Age % 2020-21			
Age range	Applied	Shortlisted	Offered
21-30	28.9	70.7	31.0
31-40	37.3	47.2	52.0
41-50	26.8	36.8	35.7
51-60	6.3	33.3	33.3
61+	0.7	0	0
Grand Total	100.0	50.0	39.4

Professional Services Recruitment by Age 2020-21			
Age range	Applied	Shortlisted	Offered
<18	2	0	0
18-20	42	18	5
21-30	656	325	97
31-40	287	142	41
41-50	155	88	31
51-60	97	49	21
61+	12	6	0
Unknown	1	1	1
Grand Total	1252	659	196

Professional Services Recruitment by Age % 2020-21			
Age range	Applied	Shortlisted	Offered
<18	0.2	0.0	0.0
18-20	3.4	42.9	27.8
21-30	52.4	49.5	29.8
31-40	22.9	49.5	28.9
41-50	12.4	56.8	35.2
51-60	7.7	50.5	42.9
61+	1.0	50.0	0.0
Unknown	0.1	100.0	100.0
Grand Total	100.0	50.2	31.2

Research Recruitment by Age 2020-21			
Age range	Applied	Shortlisted	Offered
18-20	1	1	1
21-30	71	29	14
31-40	87	43	14
41-50	17	6	3
51-60	8	5	0
61+	2	1	0
Grand Total	186	85	32

Research Recruitment by Age % 2020-21			
Age range	Applied	Shortlisted	Offered
18-20	0.5	100.0	100.0
21-30	38.2	40.8	48.3
31-40	46.8	49.4	32.6
41-50	4.5	35.2	50.0
51-60	2.2	62.5	0.0
61+	1.1	50.0	0.0
Grand Total	100.0	45.7	37.6

OVERALL Recruitment by Age 2020-21			
Age range	Applied	Shortlisted	Offered
<18	2	0	0
18-20	43	19	6
21-30	768	383	120
31-40	427	210	68
41-50	210	108	39
51-60	114	57	22
61+	15	7	0
Unknown	1	1	1
Grand Total	1580	785	256

OVERALL Recruitment by Age % 2020-21			
Age range	Applied	Shortlisted	Offered
<18	0.1	0.0	0.0
18-20	2.7	44.2	31.6
21-30	48.6	49.9	31.3
31-40	27.0	49.2	32.4
41-50	13.3	51.4	36.1
51-60	7.2	50.0	38.6
61+	0.9	46.7	0.0
Unknown	0.1	100.0	100.0
Grand Total	100.0	49.7	32.6

Appendix 2

Academic Recruitment by Disability 2020-21			
Disability	Applied	Shortlisted	Offered
Disabled	3	1	0
Not disabled	137	69	27
Unknown	2	1	1
Grand Total	142	71	28

Academic Recruitment by Disability % 2020-21			
Disability	Applied	Shortlisted	Offered
Disabled	2.1	33.3	0.0
Not disabled	96.5	50.4	39.1
Unknown	1.4	50.0	100.0
Grand Total	100.0	50.0	39.4

Professional Services Recruitment by Disability 2019-20			
Disability	Applied	Shortlisted	Offered
Disabled	76	43	10
Not disabled	1138	569	181
Unknown	38	17	5
Grand Total	1252	629	196

Professional Services Recruitment by Disability % 2019-20			
Disability	Applied	Shortlisted	Offered
Disabled	6.1	56.6	23.3
Not disabled	90.9	50.0	31.8
Unknown	3.0	44.7	29.4
Grand Total	100.0	50.2	31.2

Research Recruitment by Disability 2020-21			
Disability	Applied	Shortlisted	Offered
Disabled	7	3	1
Not disabled	174	80	31
Unknown	5	2	0
Grand Total	186	85	32

Research Recruitment by Disability % 2020-21			
Disability	Applied	Shortlisted	Offered
Disabled	3.8	42.9	33.3
Not disabled	93.5	46.0	38.8
Unknown	2.7	40.0	0.0
Grand Total	100.0	45.7	37.6

OVERALL Recruitment by Disability 2020-21			
Disability	Applied	Shortlisted	Offered
Disabled	86	47	11
Not disabled	1449	718	239
Unknown	45	20	6
Grand Total	1580	785	256

OVERALL Recruitment by Disability % 2020-21			
Disability	Applied	Shortlisted	Offered
Disabled	5.4	54.7	23.4
Not disabled	91.7	49.6	33.3
Unknown	2.8	44.4	30.0
Grand Total	100.0	49.7	32.6

Appendix 3

Academic Recruitment by Ethnicity 2020-21			
Ethnicity	Applied	Shortlisted	Offered
White	100	63	26
BAME	34	7	2
Unknown	8	1	0
Grand Total	142	71	28

Academic Recruitment by Ethnicity % 2020-21			
Ethnicity	Applied	Shortlisted	Offered
White	70.4	63.0	41.3
BAME	23.9	20.6	28.6
Unknown	5.6	12.5	0.0
Grand Total	100.0	50.0	39.4

Professional Services by Ethnicity 2020-2021			
Ethnicity	Applied	Shortlisted	Offered
White	952	530	177
BAME	264	91	16
Unknown	36	8	3
Grand Total	1252	629	196

Professional Services by Ethnicity % 2020-2021			
Ethnicity	Applied	Shortlisted	Offered
White	76.0	55.7	33.4
BAME	21.1	34.5	17.6
Unknown	2.9	22.2	37.5
Grand Total	100.0	50.2	31.2

Research Recruitment by Ethnicity 2020-21			
Ethnicity	Applied	Shortlisted	Offered
White	97	53	23
BAME	78	28	8
Unknown	11	4	1
Grand Total	186	85	32

Research Recruitment by Ethnicity % 2020-21			
Ethnicity	Applied	Shortlisted	Offered
White	52.2	54.6	43.4
BAME	41.9	35.9	28.6
Unknown	5.9	36.4	25.0
Grand Total	100.0	45.7	37.6

OVERALL Recruitment by Ethnicity 2020-21			
Ethnicity	Applied	Shortlisted	Offered
White	1149	646	226
BAME	376	126	26
Unknown	55	13	4
Grand Total	1580	785	256

OVERALL Recruitment by Ethnicity % 2020-21			
Ethnicity	Applied	Shortlisted	Offered
White	72.7	56.2	35.0
BAME	23.8	33.5	20.6
Unknown	3.5	23.6	30.8
Grand Total	100.0	49.7	32.6

Appendix 4

Academic Recruitment by Gender 2020-21			
Gender	Applied	Shortlisted	Offered
Male	44	19	8
Female	95	51	20
Unknown	3	1	0
Grand Total	142	71	28

Academic Recruitment by Gender % 2019-20			
Gender	Applied	Shortlisted	Offered
Male	31.0	43.2	42.1
Female	66.9	53.7	39.2
Unknown	2.1	33.3	0.0
Grand Total	100.0	50.0	39.4

Professional Services Recruitment by Gender 2020-21			
Gender	Applied	Shortlisted	Offered
Male	299	94	30
Female	944	533	165
Unknown	9	2	1
Grand Total	1252	629	196

Professional Services Recruitment by Gender % 2020-21			
Gender	Applied	Shortlisted	Offered
Male	23.9	31.4	31.9
Female	75.4	56.5	31.0
Unknown	0.7	22.2	50.0
Grand Total	100.0	50.2	31.2

Research Recruitment by Gender 2020-21			
Gender	Applied	Shortlisted	Offered
Male	97	42	14
Female	86	41	18
Unknown	3	2	0
Grand Total	186	85	32

Research Recruitment by Gender % 2020-21			
Gender	Applied	Shortlisted	Offered
Male	52.2	43.3	33.3
Female	46.2	47.7	43.9
Unknown	1.6	66.6	0.0
Grand Total	100.0	45.7	37.6

OVERALL Recruitment by Gender 2018-19			
Gender	Applied	Shortlisted	Offered
Male	440	155	52
Female	1125	625	203
Unknown	15	5	1
Grand Total	1580	785	256

OVERALL Recruitment by Gender % 2018-19			
Gender	Applied	Shortlisted	Offered
Male	27.8	35.2	33.5
Female	71.2	55.6	32.5
Unknown	0.9	33.3	20.0
Grand Total	100.0	49.7	32.6

Appendix 5

The information outlined below is the staff profile represented as numbers; by reference to age, disability, ethnicity and gender.

Overall Age Category	Female	Male	Grand Total
18 - 20	5	1	6
21 - 30	167	29	196
31 - 40	227	67	294
41 - 50	179	73	252
51 - 60	115	83	198
61 +	39	42	81
Grand Total	732	295	1027

Academic Age Category	Female	Male	Grand Total
21 - 30	3	1	4
31 - 40	40	16	56
41 - 50	49	26	75
51 - 60	15	30	45
61 +	7	13	20
Grand Total	114	86	200

Professional Services Age Category	Female	Male	Grand Total
18 - 20	5	0	5
21 - 30	148	24	172
31 - 40	167	37	204
41 - 50	129	41	170
51 - 60	97	51	148
61 +	32	25	57
Grand Total	578	178	756

Research Age Category	Female	Male	Grand Total
18-20	0	1	1
21 - 30	16	4	20
31 - 40	20	14	34
41 - 50	1	6	7
51 - 60	3	2	5
61 +	0	4	4
Grand Total	40	31	71

Staff Profile by Grade and Age	1	2	3	4	5	6	7	8	9	Total
18-20	3	0	2	0	1	0	0	0	0	6
21-30	23	20	45	54	23	26	5	0	0	196
31-40	10	6	29	53	32	69	78	15	2	294
41-50	8	5	8	31	30	38	54	41	37	252
51-60	12	5	18	27	23	28	27	19	39	198
61+	13	5	7	6	8	9	11	6	16	81
Total	69	41	109	171	117	170	175	81	94	1027

Age Profile by Department	18 - 20	21 – 30	31 - 40	41 - 50	51 - 60	61 +	Grand Total
Clinical Science and Services	5	134	156	94	51	20	460
Comparative Biomedical Sciences	1	14	25	20	22	10	92
Finance	0	0	5	7	10	3	25
Pathobiology & Population Sciences	0	15	37	39	23	13	127
Principal's Office	0	0	1	2	3	2	8
Professional Services	0	20	54	74	76	29	253
Research Support Office	0	1	6	3	6	3	19
RVC Business	0	12	10	13	7	1	43
Grand Total	6	196	294	252	198	81	1027

Appendix 6

Disability Staff Profile

Overall Staff Profile by Disability	
Not disabled	957
Not known	33
Disabled	37
Total	1027

Academic Profile by Disability	
Not Disabled	190
Not Known	5
Disabled	5
Total	200

Professional Services Profile by Disability	
Not Disabled	702
Not Known	25
Disabled	29
Total	756

Research Staff Profile by Disability	
No	65
Not Known	3
Yes	3
Grand Total	71

Staff Disability Profile by Grade	1	2	3	4	5	6	7	8	9	Total
Not Disabled	58	37	99	162	111	156	173	74	87	957
Not Known	3	2	6	6	1	6	1	3	5	33
Disabled	8	2	4	3	5	8	1	4	2	37
Total	69	41	109	171	117	170	175	81	94	1027

Appendix 7

Staff Profile by Ethnicity and Gender

Overall staff profile by ethnicity and gender	Female	Male	Grand Total
BAME	73	51	124
Unknown	9	7	16
White	650	237	887
Grand Total	732	295	1027

Academic staff profile by ethnicity and gender	Female	Male	Grand Total
BAME	13	10	23
Unknown	2	2	4
White	99	74	173
Grand Total	114	86	200

Professional Services Staff	Female	Male	Grand Total
White	520	139	659
BAME	52	34	86
Not Known	6	5	11
Grand Total	578	178	756

Research Staff	Female	Male	Grand Total
White	31	24	55
BAME	8	7	15
Not Known	1		1
Grand Total	40	31	71

Staff Profile by Ethnicity	Professional Grade
White	45
BAME	4
Grand Total	49

Staff Profile by Professional Grade and Gender	
Female	15
Male	34
Grand Total	49

Staff Profile by Ethnicity and Grade	1	2	3	4	5	6	7	8	9	Grand Total
White	54	33	102	156	102	135	151	70	84	887
BAME	12	8	7	13	13	34	20	9	8	124
Unknown	3	0		2	2	1	4	2	2	16
Grand Total	69	41	109	171	117	170	175	81	94	1027

Staff Profile by Department and Ethnicity	White	BAME	Unknown	Grand Total
Clinical Science and Services	424	29	7	460
Comparative Biomedical Sciences	73	18	1	92
Finance	11	13	1	25
Pathobiology & Population Sciences	110	15	2	127
Professional Services	209	40	4	253
Research Support Office	12	6	1	19
RVC Business	40	3	0	43
Principal's Office	8	0	0	8
Grand Total	887	124	16	1027

Staff Profile by Department and Gender	Female	Male	Grand Total
Clinical Science and Services	400	60	460
Comparative Biomedical Sciences	48	44	92
Finance	11	14	25
Pathobiology & Population Sciences	73	54	127
Professional Services	152	101	253
Research Support Office	13	6	19
RVC Business	32	11	43
Principal's Office	3	5	8
Grand Total	732	295	1027

Staff Profile by Full/Part-time Status and Gender	Full Time	Part-Time	Grand Total
Female	493	239	732
Male	258	37	295
Grand Total	751	276	1027

Staff Profile by Gender and Grade	1	2	3	4	5	6	7	8	9	Grand Total
Female	47	34	104	143	93	120	108	46	37	732
Male	22	7	5	28	24	50	67	35	57	295
Grand Total	69	41	109	171	117	170	175	81	94	1027