USW EDI Staff data for the period 1st April 2021 to 31st March 2022.

As this period covers the first year that PSS was in operation, the maturity of the data set is very low and items such as sickness absence, leavers, turnover should not be inferred too greatly.

# Staff Employment

|  |  |  |  |
| --- | --- | --- | --- |
| **Staff Category** | **USW** | **PSS** | **Grand Total** |
| Academic | 27% | 0% | 25% |
| Hourly Paid | 35% | 26% | 34% |
| Professional and Support Staff | 36% | 67% | 38% |
| Research | 2% | 7% | 3% |

Given that this was the first active year for PSS, 92% of staff were employed by USW and 8% by PSS during the period.

The split of staff across USW and PSS is as expected as most PSS staff are in the Professional and Support staff category (67%), followed by Hourly Paid as the second largest category (26%).

## Staff Employment by Gender

The gender balance between USW and PSS shows USW with an overall 55% female workforce and PSS with 65%. Across both employers, Professional and Support Staff roles are more likely to be held by females whereas Academic and Research roles are more Male dominated. There is higher rate of females in Hourly Paid and Research roles in PSS compared to USW as the Hourly paid roles in PSS will be grades A-D.

Across all of USW and PSS more Female staff hold lower grade roles than males, however, in the higher graded roles (I and above) males hold over half of the roles at USW (57%). For PSS, male staff occupy all the I and above graded roles at PSS, however only been 3 roles recruited to within this period.

## Recruitment by Gender

Females apply for 60% of roles at PSS and only 40% of roles at USW. The conversion rate to appointment shows females are favoured during the recruitment process, resulting in 65% of all successful PSS roles and 54% of all USW roles being Female.

Female applicants apply in greater proportions in grades A-D compared to E-H, and the rate of success is better than male progression. Female applicants make up the largest proportion of applicants across both A-D and E-H grades.

Overall, of the female applicants that apply, one in ten are internal, however, almost a third of all successful female appointments are internal. This is in line with the overall picture for all applicants regardless of gender. PSS and USW have a similar positive bias.

## Staff Employment by Ethnicity

USW and PSS have around the same percentage of BAME staff, USW with 7% and PSS with 8%, although this proportional percentage is deceptive given the population differences between USW and PSS. Both workforces are mostly white, USW with 88% and PSS with 78%. Overall PSS numbers are too low to make any assumptions based on the information.

### BAME Applicant Progression

BAME applicant apply proportionally in relatively good numbers. 19% for PSS and 41% in USW. However, the pool of candidates shrinks at each stage of the recruitment process, meaning only 8% of PSS appointments are BAME and 17% at USW. This is the only EDI grouping where the candidate pool shrinks through the recruitment process.

BAME applicants apply in greater proportions in grades E-H compared to A-D.

Overall, of the pool of BAME applicants, less than 3% are internal, however, almost a third of all successful BAME appointments are from an internal applicant. This is in line with the overall picture for all applicants regardless of Ethnicity. PSS and USW have a similar positive bias.

## Staff Employment by Nationality

The USW workforce is 88% British where the remaining is made up of 63 Nationalities. The PSS workforce is 84% British where the remainder is made up of 23 Nationalities.

## Staff Employment by Disabled Status

The proportion of USW and PSS staff with a disability is 7%, with information not provided at 7% for USW and 9% for PSS. 158 members of USW staff have refused to declare their disability status which is 5% of the workforce compared to <1% at PSS.

### Disabled Applicant Progression

Applicants who declare a disability are appointed in similar proportions to applicant numbers

They apply for all grades in relatively equal numbers across PSS and USW.

Overall, of the pool of disabled applicants, less than 8% are internal, however, more than 20% of all successful disabled appointments are internal. This is in line with the overall picture for all applicants regardless of disability. PSS and USW have a similar positive bias.

## Staff Employment by Age

Most of the USW workforce fall within the age groups between 35-39 and 55-59, PSS has a younger workforce with the majority falling within the age groups 20-24 and 30-34, with almost a quarter within the age group 25-29.

Within PSS across most age groups the number of female staff exceeds Males by quite large proportions although headcount numbers are low which will impact the proportions considerably.

USW on the contrary has a more proportionate balance between female and male staff. However, Males hold more Academic roles compared to females within the same age group. For female staff, these proportions are far lower than the average of the USW workforce by sex and staff category of females in Academic roles.

## Staff Employment by Sexual Orientation

The PSS workforce has a higher proportion of LGBTQ+ staff than USW, with PSS at 14% and USW at 4%. There are significant numbers of staff who have not provided the information, PSS at 16% and USW at 34%.

### LGBTQ+ Applicant Progression

Applicants who declare an LGBTQ+ sexual orientation are appointed in similar proportions to applicant numbers

They apply for all grades in relatively equal numbers across PSS and USW.

Overall, LGBTQ+ applicants make up a slightly larger proportion of applicants in grades A-D compared to E-H, but the difference is not significant.

Overall, of the pool of LGBTQ+ applicants, 5% are internal, however, more than 15% of all successful LGBTQ+ appointments are internal. This is in line with the overall picture for all applicants regardless of sexual orientation. PSS and USW have a similar positive bias, although it is not as prevalent than in other equality strands.

## Staff Employment by Religion and Belief

30% of USW staff and 31% of PSS staff have declared a Religion or Belief. 28% of USW staff have not provided their information compared to 13% of PSS staff. The majority of USW (36.45%) and PSS (49.62%) staff have no religion.

## Staff Employment by Trans/Transgender

The declared trans/transgender population of USW is 0.27% and PSS is 0.76%. Over half (64.77%) of the USW workforce has not provided their information, more information is available on the PSS workforce however there is still scope for improvement with over a quarter (28.03%) having not provided their information.

## Staff Employment by Fixed Term

PSS has a significantly higher proportion of the workforce on fixed term contracts at 48.11% compared to 5.84% for the USW workforce.

For USW, the proportion of fixed term contracts across EDI characteristics are broadly similar except for the BAME ethnic group where there is a higher proportion of those on fixed term contracts compared to permanent contracts. Of the BAME staff who are on a fixed term contract, 50% of them are in Research roles.

For PSS, more females are on fixed term contracts compared to males, the difference in the number of contracts between genders is not significant.

## Staff Employment by Part Time

PSS has a lower proportion of part time staff compared to USW, with PSS having 42% compared to USW with 52%. USW have more male full-time staff compared to female, at 57% compared to 41% of females. There is also a slightly higher proportion of BAME staff in full time roles at 56% compared to part time, a possible explanation of a slightly higher proportion of BAME full time staff being due to the BAME population including more males (59%), who may be less likely to work part time based on the general workforce.

PSS overall has a higher proportion of full-time staff at 58%, the proportion is slightly lower for BAME staff at 50% as well as females at 55%.

# Leavers

Within the reporting period the number of employees that left USW was 188 with a turnover of 11%.

As PSS was only established on the 1st April 2021 the number of leavers is far lower and a turnover rate is not available for this reporting period. The number of employees who left PSS was 17. Of the 17 leavers, 11 (64%) left within the first 6 months of employment. Of that 64% who left in their first 6 months just over half (58%) were on fixed term contracts. In comparison only 4% of USW leavers left within the first 6 months of employment.

## Sickness Absence

The USW sickness absence rate for the period was 3.7%. On average, sickness incidents were 8.7 days in duration.

The PSS sickness absence rate was 2.1%. On average sickness incidents were 3.3 days in duration. Due to PSS only being established at the start of the reporting period this may not represent a usual annual absence rate.

The USW absence rate for disabled staff is slightly higher at 4.3% compared to 3.4% for staff that are disclosed as not disabled. In addition, the absence rate for BAME staff is also slightly higher at 4.3% compared to 3.6% for white staff. To note there are higher absence rates for those who have not declared their disability status and ethnic origin.

The PSS absence rate for disabled staff is slightly higher at 2.6% compared to 2.1% for staff that are disclosed as not disabled. In addition, the absence rate for White staff is higher at 4.3% compared to 0.9% for BAME staff. The female population has a slightly higher rate at 2.3% than males at 1.6%. Absence rates for non disclosures of equality data are far lower compared to USW.

Academic and Research (grade F+) staff have a total higher sickness absence rate of 4.3% compared to Professional Services and Support staff at 3.6%.

At USW the sickness absence reason mental health had the highest absence rate at 35.6%, the second highest rate was for Covid-19 at 12.4%. The highest number of incidents were for the reason cold, cough, flu at 23.9% followed by Covid-19 at 18.1%.

Sickness absence rate may have been impacted by Covid 19 with it accounting for 12.4% of all days lost at USW and 19.7 days lost for PSS.

At PSS the sickness absence reason cold, cough, flu had the highest absence rate at 20.1%%, the second highest rate was for Covid-19 at 19.7%. The highest number of incidents were for the same sickness reasons; cold, cough, flu at 25% followed by Covid-19 at 23.7%.

## USW Family Friendly Leave Take-Up by Employee Group 2021-2022

No PSS employees took family friendly leave in the reporting period. Professional and Support Staff made up 79% of all leave taken, followed by academic staff at 15%, and Research at 2%. Females made up 69% of all family friendly leave taken.

## Employee Assistance Programme (EAP)

During the reporting period there were 45 new staff contacts which generated 149 total contacts.

Employing organisation is not captured by Care First and therefore a USW/PSS split is not available.

September was saw a large peak in staff contact with the summer months being relatively low.

Of all new contacts made Females made up 67% compared to 31% males and 2% unknown. The proportion of females utilising the EAP is higher when compared to the combined population of females working across USW and PSS which stood at 55% females compared to 45% males for the reporting period.

The highest proportion of contacts were by White or White British at 47%, and in 44% of contacts the ethnic origin was not disclosed. To note the ethnic origin categories used by Care First differ to those used by USW/PSS.