

USW & PSS Equality, Diversity and Inclusion Staffing Statistics 2022-2023

Including Equality Act 2010 publication of equality information

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Introduction

This is the annual Equality, Diversity and Inclusion staffing statistics report produced by HR. The purpose of the report is to provide information about the USW and PSS workforce profiles and to highlight emerging trends.

The data is from the period 1st April 2022 to 31st March 2023. The data is gathered from information supplied by new staff on their application forms or iTrent Employee Self Service enables. The report excludes casual and non-employee data.

To ensure individuals are not identifiable, we have introduced a rounding methodology whereby

1. Any number lower than 5 is rounded to 0
2. Percentages based on fewer than 10 individuals are suppressed
3. Some totals have been removed as to not infer purposefully suppressed information

The analysis of employee gender uses the data specified by HMRC, so only Male and Female options are available.

To note, as most comparisons between groupings in the report rely on comparing large and small datasets (e.g., PSS v USW, Black & Ethnic Minorities v White, Disabled v not Disabled) so in places it is difficult to show proportional significance.

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

Absence costs refer to the cost based on hourly rates and do not include employer pension costs or Employers NI.

Whilst

Staff Employment

During the reporting period 85% of staff were employed by USW and 15% by PSS. The split between Services and Faculties for USW was 72% across Faculties and 28% across Services. For PSS the split was 39% across Faculties and 61% across Services.

The category split of staff across USW and PSS is represented below. As expected, most PSS staff are in the Professional and Support staff category (74%), followed by Hourly Paid as the second largest category (21%). In terms of USW there is a more even split between the largest categories of staff which include Academic (31%), Hourly Paid (32%) and Professional and Support Staff (34%).

Staff Category	USW	PSS	Overall Total
Academic	31%	0%	27%
Hourly Paid	32%	21%	31%
Professional and Support Staff	34%	74%	40%
Research	2%	6%	3%

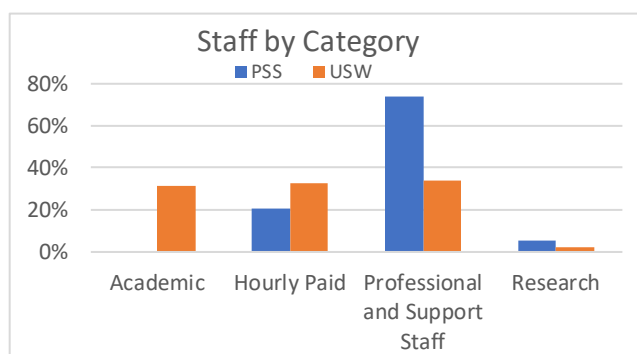
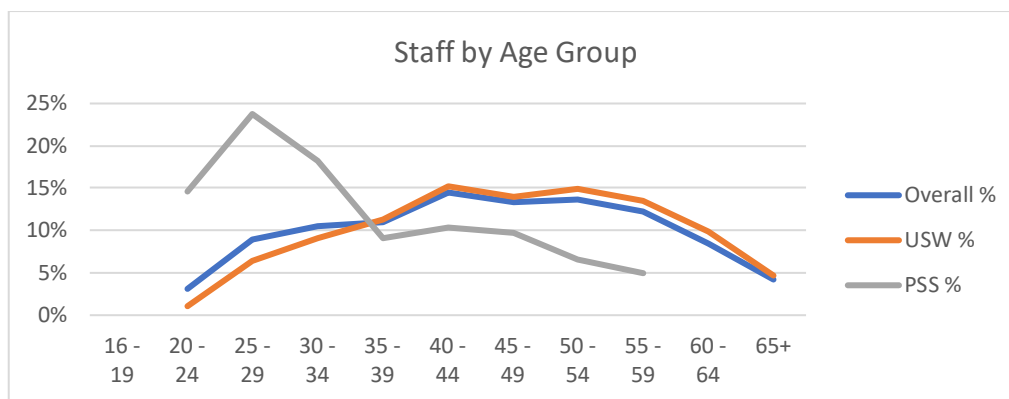


Table Staff Headcount by Faculty/Service

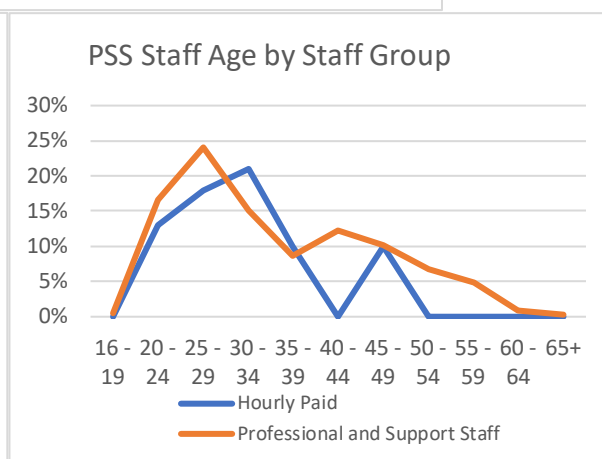
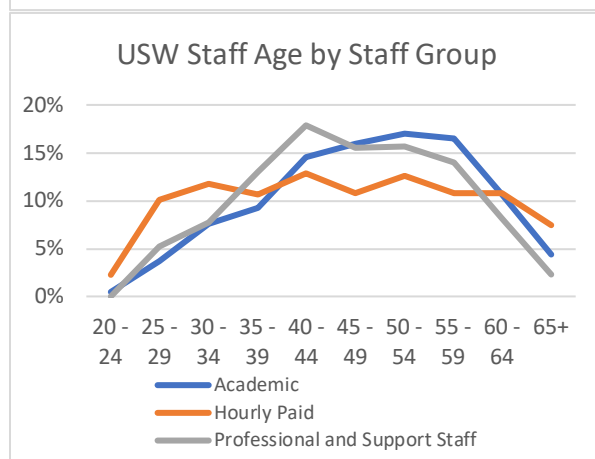
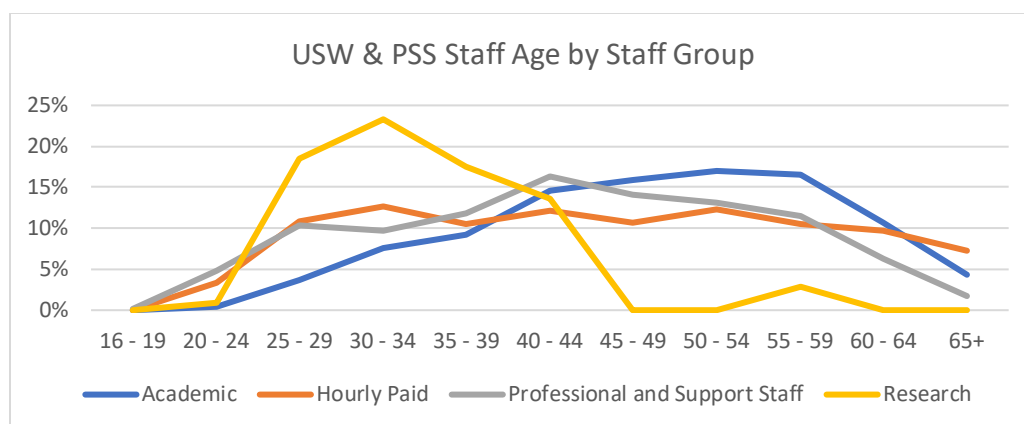
Faculty/Service	USW Headcount	PSS Headcount	Overall Headcount
Academic Registry	82	37	119
CELT	14	7	21
Chaplaincy	1	0	1
Communication Public Affairs and Policy	7	2	9
Enterprise and Engagement	27	11	38
Estates And Facilities	142	18	160
Executive	13	6	19
Faculty of Business and Creative Industries	644	12	656
Faculty of Computing, Engineering and Science	409	73	482
Faculty of Life Sciences and Education	916	104	1020
FE Partnerships and Apprenticeships	3	0	3
Finance Division	46	11	57
Future Students	91	39	130
IT Services	86	28	114
Learning Services	98	37	135
Organisational Development	24	13	37
Planning Performance and Transformation	7	11	18
Research and Innovation Services (RISe)	29	7	36
Student Services	79	58	137
University Secretary's Office	15	10	25
Grand Total	2733	484	3217

Staff Employment by Age

The majority of the USW workforce fall within the age groups between 35-59, PSS has a younger workforce with the highest proportion falling within the age groups 20-34, with almost a quarter within the age group 25-29.



Overall, across USW and PSS there are higher numbers of Academic employees in the higher age ranges, compared to Professional and Support and Research staff having higher numbers in the lower age groups. Due to the low numbers of Research staff within certain age bands and the requirements to anonymise data they have been excluded from the individual graphs for USW and PSS.



Overall, across USW and PSS those working in staff groups Academic, Buildings and Maintenance and Caretaking Cleaning and Catering roles generally which fall within the higher age groups. The staff category Research has a higher proportion of staff falling within the lower age groups. Research staff within PSS have far larger proportions within the lower age groups.

Table Overall USW & PSS Staff Age by Sex

Age	Female HC	Female %	Male HC	Male %	Total HC
16 - 19	0	-	0	-	0
20 - 24	58	58.0%	42	42.0%	100
25 - 29	170	58.8%	119	41.2%	289
30 - 34	163	48.2%	175	51.8%	338
35 - 39	203	57.7%	149	42.3%	352
40 - 44	253	54.3%	213	45.7%	466
45 - 49	273	63.8%	155	36.2%	428
50 - 54	255	57.8%	186	42.2%	441
55 - 59	227	57.6%	167	42.4%	394
60 - 64	145	53.3%	127	46.7%	272
65+	51	37.8%	84	62.2%	135
Grand Total	1800	56.0%	1417	44.0%	3217

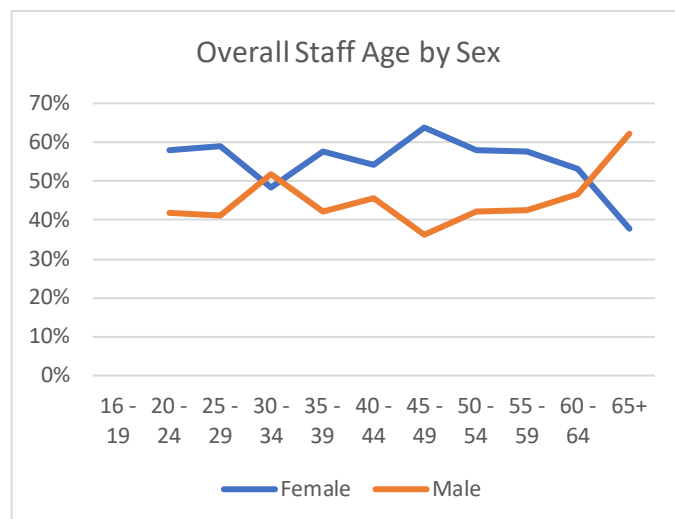


Table USW Staff Age by Sex

Age	Female HC	Female %	Male HC	Male %	Total HC
20 - 24	15	51.7%	14	48.3%	29
25 - 29	93	53.4%	81	46.6%	174
30 - 34	120	48.0%	130	52.0%	250
35 - 39	176	57.1%	132	42.9%	308
40 - 44	219	52.6%	197	47.4%	416
45 - 49	235	61.7%	146	38.3%	381
50 - 54	228	55.7%	181	44.3%	409
55 - 59	209	56.5%	161	43.5%	370
60 - 64	144	53.5%	125	46.5%	269
65+	45	35.4%	82	64.6%	127
Grand Total	1484	54.3%	1249	45.7%	2733

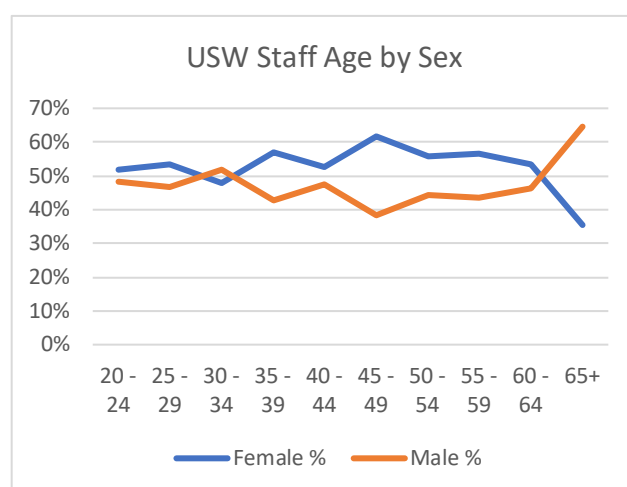
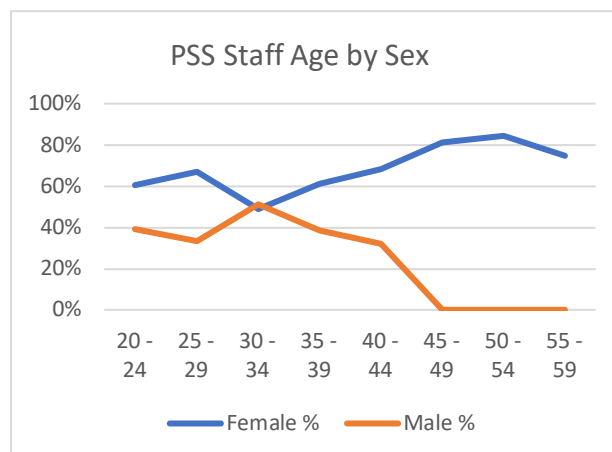


Table PSS Staff Age by Sex

Age	Female HC	Female %	Male HC	Male %	Total HC
16 - 19	0	-	0	-	0
20 - 24	43	60.6%	28	39.4%	71
25 - 29	77	67.0%	38	33.0%	115
30 - 34	43	48.9%	45	51.1%	88
35 - 39	27	61.4%	17	38.6%	44
40 - 44	34	68.0%	16	32.0%	50
45 - 49	38	80.9%	0	-	0
50 - 54	27	84.4%	0	-	0
55 - 59	18	75.0%	0	-	0
60 - 64	0	-	0	-	0
65+	6	-	0	-	0



Within PSS across most age groups the number of female staff exceeds Males by quite large proportions as shown in the table and graph above.

USW on the contrary has a more proportionate balance between female and male staff across the age groups with females in most groups just tipping the balance. The only exceptions being the 65+ age group where males hold 64.6% of roles and ages 45-49 where 61.7% of females hold the roles. Males within the age group 65+ hold more Academic (78%, increase from 76% in the previous year) and Hourly Paid roles (62%) compared to female Academics (22%) and Hourly Paid roles (38%) within the same age group. For female staff these proportions are far lower than the population of the USW workforce by sex and staff category of females in Academic (47%) and Hourly paid roles (54%).

Staff Employment by Disability Status

The proportion of USW and PSS staff who have declared a disability is 7%. Information not provided for USW is 1% (decrease from 7% in previous period) and for PSS 5% (decrease from 9%). Across USW and PSS 5% of individuals refused to provide their disability information, PSS with 1% and USW with a higher proportion at 5% which has remained the same since the last reporting period. Further detail on the breakdown by disability type is shown below.

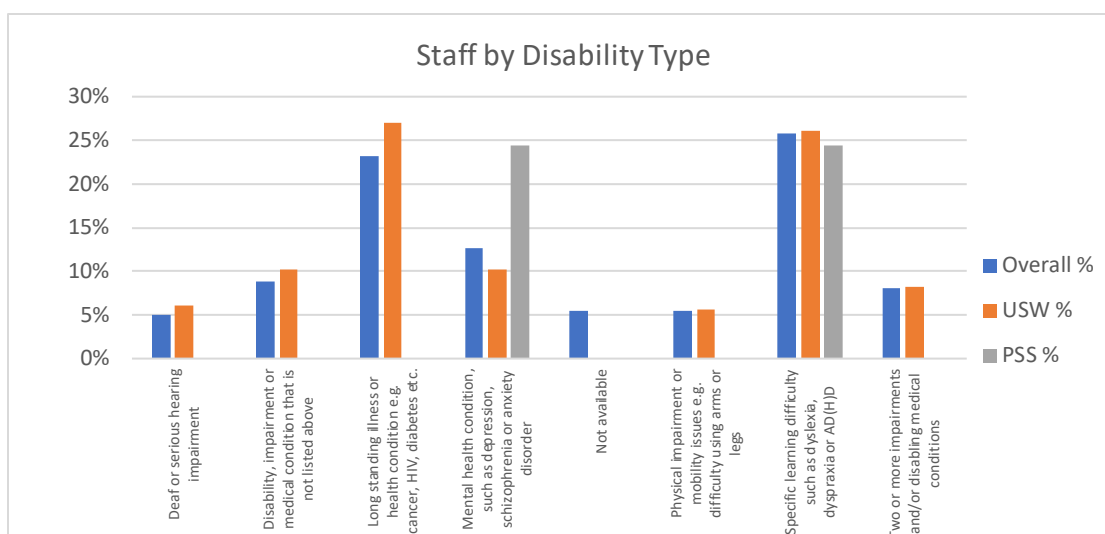


Table Overall Staff Disability Type

Disability Type	Overall HC	Overall %	USW HC	USW %	PSS HC	PSS %
Blind or a serious visual impairment uncorrected by glasses	0	-	0	-	0	-
Deaf or serious hearing impairment	12	5%	12	6%	0	0%
Disability, impairment or medical condition that is not listed above	21	9%	20	10%	0	-
General learning disability (such as Down's syndrome)	0	-	0	-	0	0%
Long standing illness or health condition e.g. cancer, HIV, diabetes etc.	55	23%	53	27%	0	-
Mental health condition, such as depression, schizophrenia or anxiety disorder	30	13%	20	10%	10	24%
Not available	13	5%	0	-	9	-
Physical impairment or mobility issues e.g. difficulty using arms or legs	13	5%	11	6%	0	-
Social/communication impairment e.g. Asperger's or other autistic disorder	8	-	5	-	0	-
Specific learning difficulty such as dyslexia, dyspraxia or AD(H)D	61	26%	51	26%	10	24%
Two or more impairments and/or disabling medical conditions	19	8%	16	8%	0	-
Grand Total	237	100%	196	100%	41	100%

Table Overall Staff Group by Grade and Disability

Staff Group	Grade Grouping	Disabled HC	Disabled %	Not provided HC	Not provided %	Refused HC	Refused %	Not disabled HC	Not disabled %
Academic	E-H	58	8%	0	-	24	3%	673	89%
	I-N and above	0	-	0	-	0	-	90	94%
Hourly Paid	A-D	6	-	14	28%	0	-	28	56%
	E-H	45	5%	25	3%	19	2%	814	90%
	I-N and above	0	-	0	-	0	-	28	82%
Research	A-D	0	0%	0	0%	0	0%	20	100%
	E-H	0	-	0	0%	0	-	75	97%
	I-N and above	0	-	0	0%	0	0%	5	-
Professional and Support Staff	A-D	57	10%	0	-	67	11%	471	79%
	E-H	50	8%	0	-	30	5%	555	87%
	I-N and above	0	-	0	0%	0	-	38	90%
	Grand Total	224	7%	45	1%	151	5%	2797	-

Table USW Staff Group by Grade and Disability

Staff Group	Grade Grouping	Disabled HC	Disabled %	Not provided HC	Not provided %	Refused HC	Refused %	Not disabled HC	Not disabled %
Academic	E-H	58	8%	0	-	24	3%	673	89%
	I-N and above	0	-	0	-	0	-	90	94%
Hourly Paid	A-D	0	-	0	0%	0	0%	10	83%
	E-H	43	5%	16	2%	19	2%	764	91%
	I-N and above	0	-	0	-	0	-	27	82%
Research	A-D	0	0%	0	0%	0	0%	7	-
	E-H	0	-	0	0%	0	-	49	96%
	I-N and above	0	-	0	0%	0	0%	5	-
Professional and Support Staff	A-D	44	11%	0	0%	67	17%	289	72%
	E-H	37	8%	0	0%	28	6%	426	87%
	I-N and above	0	-	0	0%	0	-	34	89%
	Grand Total	192	7%	20	1%	5%	147	2374	-

Table PSS Staff Group by Grade and Disability

Staff Group	Grade Grouping	Disabled HC	Disabled %	Not provided HC	Not provided %	Refused HC	Refused %	Not disabled HC	Not disabled %
Hourly Paid	A-D	0	-	14	37%	0	-	18	47%
	E-H	0	-	9	-	0	0%	50	82%
	I-N and above	0	0%	0	0%	0	0%	-	-
Research	A-D	0	0%	0	0%	0	0%	13	100%
	E-H	0	0%	0	0%	0	0%	26	100%
Professional and Support Staff	A-D	13	7%	0	-	0	0%	182	93%
	E-H	13	9%	0	-	0	-	129	89%
	I-N and above	0	0%	0	0%	0	0%	-	-
	Grand Total	32	7%	25	5%	0	-	423	87%

Staff Employment by Ethnicity

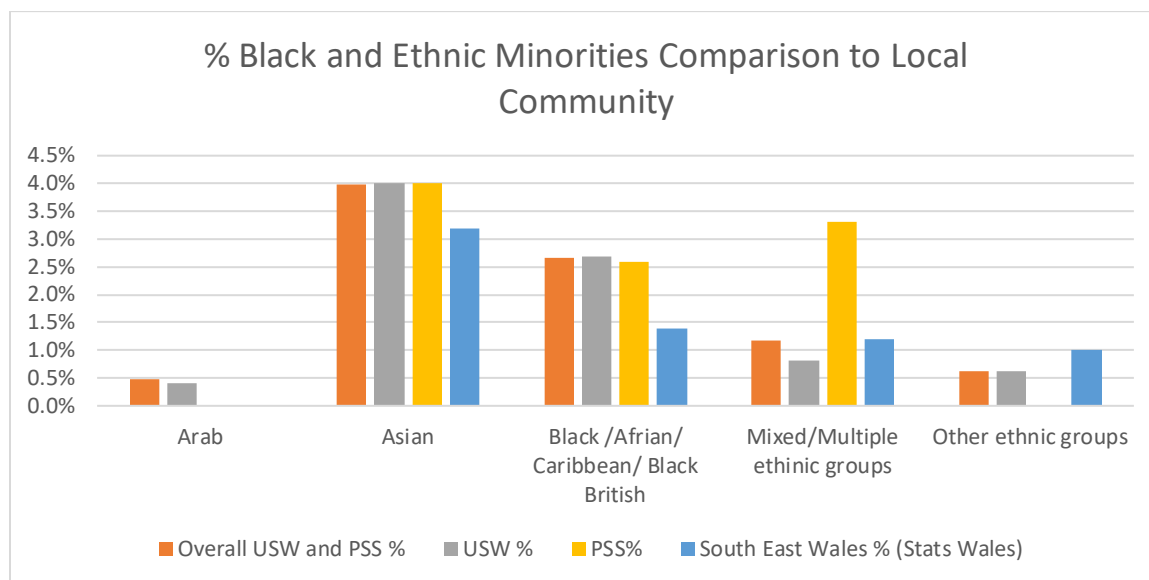
Overall USW and PSS have 8% staff from Black and Ethnic Minorities this is an increase from 7% in comparison to the previous year. USW with 7.6% Black and Ethnic Minorities an increase from 6.9% in the previous year. In terms of PSS their Black and Ethnic Minorities population for the reporting period was 10.1% an increase from 8.3% in the previous year.

The overall USW and PSS Black and Ethnic Minorities population at 8% is greater in comparison to the South East Wales Population of 6.8% (Source: Stats Wales 2018-2000).

The overall Black and Ethnic Minorities population is lower in comparison to the wider HE sector where in 2019, overall 13.7% of the HE workforce came from an ethnic minority background (Source: UCEA HE Workforce Report 2019).

Both workforces are mostly white, USW with 82.1% and PSS with 78.9%.

Of the USW workforce 8.5% (increase from 3% in previous period) have not provided their ethnic origin, compared to 7.2% (increase from 6% in the previous period) of the PSS workforce. In both cases the majority of these are Hourly Paid Staff within grades E-H.



Overall, within the Black and Ethnic Minorities ethnic grouping, Asian is the highest overall minority ethnic group across USW and PSS

Table Staff Ethnicity by Sex

Ethnicity by Sex	Overall				USW				PSS			
	Female HC	Female %	Male HC	Male %	Female HC	Female %	Male HC	Male %	Female HC	Female %	Male HC	Male %
Black and Ethnic Minorities	117	45%	141	55%	95	45%	114	55%	22	45%	27	55%
White	1505	57%	1121	43%	1239	55%	1005	45%	266	70%	116	30%

Of the Black and Ethnic Minorities there are higher number of males at 55% across the board, whereas Females make up higher numbers of the White population overall 57%, USW 55% and PSS with the highest at 70% White Females.

Table Staff Ethnicity by Disability

Ethnicity by Sex	Overall				USW				PSS			
	Disabled		Not disabled		Disabled		Not disabled		Disabled		Not disabled	
	HC	%	HC	%	HC	%	HC	%	HC	%	HC	%
Black and Ethnic Minorities	14	6%	237	94%	10	5%	195	95%	0	-	42	91%
White	201	8%	2251	92%	176	8%	1914	92%	25	7%	337	93%

Of the Black and Ethnic Minority individuals with a disability the proportion is lower in comparison to White individuals with a disability.

Table Overall Staff Group by Ethnic Origin

Staff Group	Overall HC	Black & Ethnic Minorities HC	Black & Ethnic Minorities %	White HC	White %	Information not provided HC	Information not provided %	Not Stated HC	Not Stated %
Academic	853	99	12%	732	86%	11	1%	11	1%
Hourly Paid	987	63	6%	655	66%	247	25%	22	2%
Professional and Support Staff	1274	67	5%	1172	92%	9	-	26	2%
Research	103	29	28%	67	65%	0	-	-	-
Grand Total	3217	258	8%	2626	82%	-	8%	-	-

Table USW Staff Group by Ethnic Origin

Staff Group	Overall HC	Black & Ethnic Minorities HC	Black & Ethnic Minorities %	White HC	White %	Information not provided HC	Information not provided %	Not Stated HC	Not Stated %
Academic	853	99	12%	732	86%	11	1%	11	1%
Hourly Paid	887	57	6%	591	67%	221	25%	18	2%
Professional and Support Staff	929	34	4%	881	95%	0	-	13	1%
Research	64	19	30%	40	63%	0	0%	-	-
Grand Total	2733	209	8%	2244	82%	-	9%	-	-

Table PSS Staff Group by Ethnic Origin

Staff Group	Overall HC	Black & Ethnic Minorities HC	Black & Ethnic Minorities %	White HC	White %	Information not provided HC	Information not provided %	Not Stated HC	Not Stated %
Hourly Paid	100	6	-	64	64%	26	26%	0	-
Professional and Support Staff	345	33	10%	291	84%	8	-	13	4%
Research	39	10	26%	27	69%	0	-	0	-
Grand Total	484	-	10%	382	79%	-	7%	18	4%

Table Overall Staff Group by Grade and Ethnic Origin

Staff Group	Grade Grouping	Black & Ethnic Minorities HC	Black & Ethnic Minorities %	White HC	White %	Information not provided HC	Information not provided %	Not Stated HC	Not Stated %	Grand Total
Academic	E-H	89	12%	649	86%	9	-	10	1%	757
	I-N and above	10	10%	83	86%	0	-	0	-	96
Hourly Paid	A-D	6	-	40	80%	0	-	0	-	50
	E-H	57	6%	589	65%	237	26%	20	2%	903
	I-N and above	0	0%	26	76%	8	-	0	0%	34
Professional and Support Staff	A-D	35	6%	552	93%	0	-	7	-	596
	E-H	31	5%	580	91%	6	-	19	3%	636
	I-N and above	0	-	40	95%	0	-	0	0%	42
Research	A-D	0	-	16	80%	0	0%	0	0%	20
	E-H	24	31%	46	60%	0	-	6	-	77
	I-N and above	0	-	5	-	0	0%	0	0%	-
Grand Total		258	8%	2626	82%	268	8%	65	2%	3217

Table USW Staff Group by Grade and Ethnic Origin

Staff Group	Grade Grouping	Black & Ethnic Minorities HC	Black & Ethnic Minorities %	White HC	White %	Information not provided HC	Information not provided %	Not Stated HC	Not Stated %	Grand Total
Academic	E-H	89	12%	649	86%	9	-	10	1%	757
	I-N and above	10	10%	83	86%	0	-	0	-	96
Hourly Paid	A-D	0	-	10	83%	0	0%	0	0%	12
	E-H	55	7%	555	66%	214	25%	18	2%	842
	I-N and above	0	0%	26	79%	7	-	0	0%	33
Professional and Support Staff	A-D	15	4%	381	95%	0	0%	0	-	400
	E-H	18	4%	463	94%	0	-	9	-	491
	I-N and above	0	-	37	97%	0	0%	0	0%	38
Research	A-D	0	29%	5	-	0	0%	0	0%	7
	E-H	16	31%	30	59%	0	0%	5	-	51
	I-N and above	0	-	5	-	0	0%	0	0%	6
Grand Total		209	8%	-	82%	233	9%	47	2%	2733

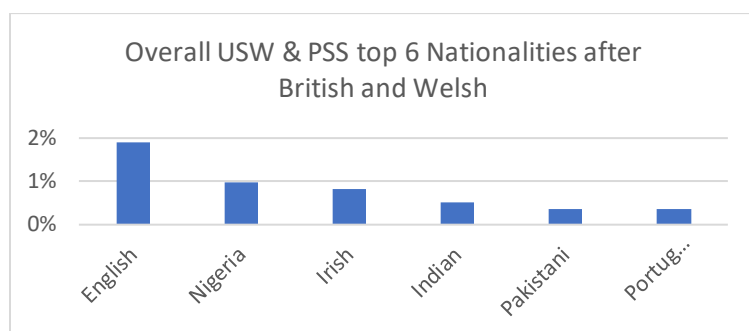
Table PSS Staff Group by Grade and Ethnic Origin

Staff Group	Grade Grouping	Black & Ethnic Minorities HC	Black & Ethnic Minorities %	White HC	White %	Information not provided HC	Information not provided %	Not Stated HC	Not Stated %	Grand Total
Hourly Paid	A-D	0	-	30	79%	0	-	0	-	38
	E-H	0	-	34	56%	23	38%	0	-	61
	I-N and above	0	0%	0	0%	0	-	0	0%	-
Professional and Support Staff	A-D	20	10%	171	87%	0	-	0	-	196
	E-H	13	9%	117	81%	5	-	10	7%	145
	I-N and above	0	0%	0		0	-	0	0%	-
Research	A-D	0	-	11	85%	-	0%	0	0%	13
	E-H	8	-	16	62%	0	-	0	-	26
	Grand Total	49	10%	382	79%	35	7%	18	4%	484

Staff Employment by Nationality

The main overall Nationality for USW and PSS is British at 62.7% The USW workforce is 67.7% British followed by 14.2% Welsh. The PSS workforce is 34.5% British followed by 40.1% Welsh and English at 4.8%.

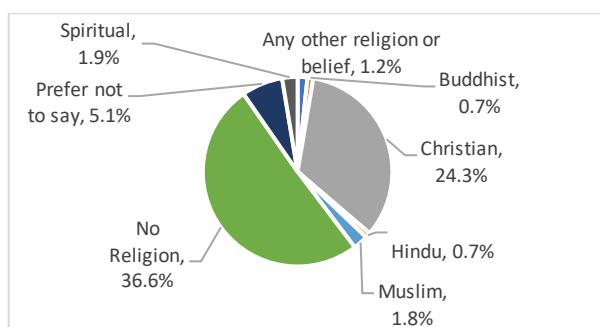
Across USW and PSS, the top 6 nationalities aside from British and Welsh are shown below.



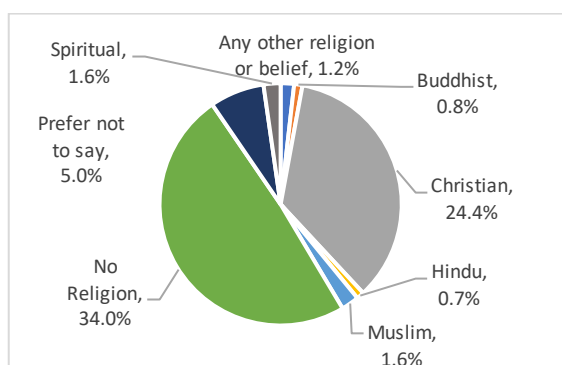
Staff Employment by Religion and Belief

Overall, 30.7% of employees have declared a religion or belief. 30.4% of USW staff and 32.6% of PSS. The majority of USW (34.0%) and PSS (51.9%) staff have no religion. Of those that have declared a religion, the highest percentage is attributed to Christian across both USW (80.2%) and PSS (73.4%). Of USW staff 30.6% (increase from 28% in the last reporting period) have not provided their information compared to PSS staff at 10.1% (decrease from 13% in the last reporting period). In terms of employees who preferred not to declare their Religion or Belief at USW this stands at 5.0% (marginal decrease from 5.2% in the previous reporting period) compared to PSS at 5.4% (decrease from 6.1% in the previous reporting period).

Overall Staff by Religion or Belief



USW Staff by Religion or Belief



PSS Staff by Religion or Belief

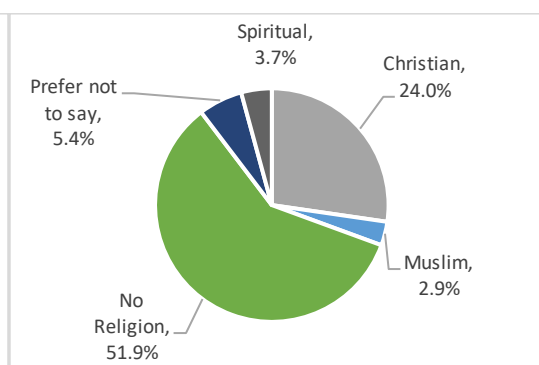


Table Staff Religion or Belief

Religion or Belief	Overall HC	Overall %	USW HC	USW %	PSS HC	PSS %
Any other religion or belief	39	1.2%	34	1.2%	5	-
Buddhist	23	0.7%	21	0.8%	0	-
Christian	782	24.3%	666	24.4%	116	24.0%
Hindu	21	0.7%	19	0.7%	0	-
Jewish	0	-	0	-	0	0.0%
Muslim	59	1.8%	45	1.6%	14	2.9%
No Religion	1179	36.6%	928	34.0%	251	51.9%
Prefer not to say	164	5.1%	138	5.0%	26	5.4%
Sikh	0	-	0	-	0	-
Spiritual	61	1.9%	43	1.6%	18	3.7%
Information not provided	886	27.5%	837	30.6%	49	10.1%
Grand Total	3217	100.0%	2733	100.0%	484	100.0%

Staff Employment by Sex

The overall split of employees by Sex is 56% Female and 44% Male, there was an increase of females compared to the previous reporting period where there was 55% Females. There are differences in male/female split between USW and PSS, USW having overall a 54% female workforce and PSS having 65%. The male/female balance differs between staff groups as represented in the graphs below. Across the board Professional and Support Staff roles are more likely to be held by females whereas Academic and Research roles are more Male dominated. However, there is a higher rate of females in Hourly Paid roles in PSS compared to USW.

Staff Group by Sex

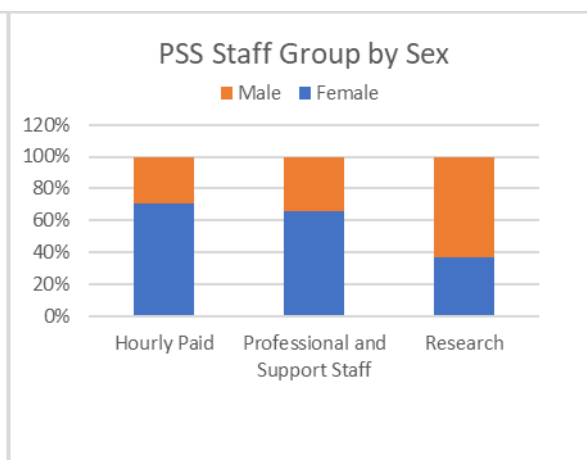
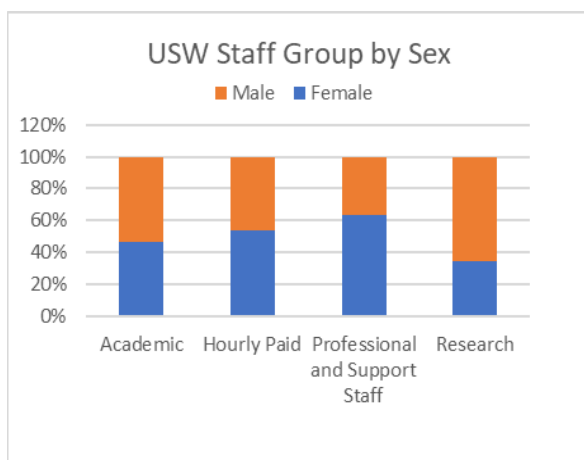
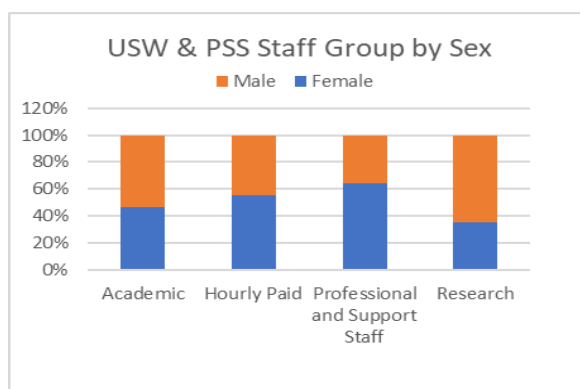


Table Overall Staff Group by Sex*

Staff Group	Overall HC	Female HC	Female %	Male HC	Male %
Academic	853	398	47%	455	53%
Research	91	32	35%	59	65%
Professional and Support Staff	1286	822	64%	464	36%
Grand Total	2230	1252	56%	978	44%

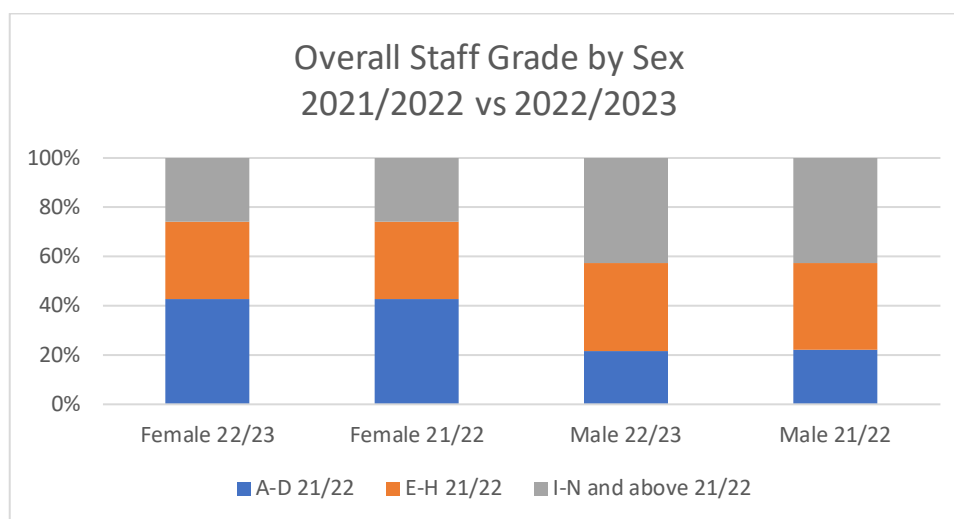
Table USW Staff Group by Sex*

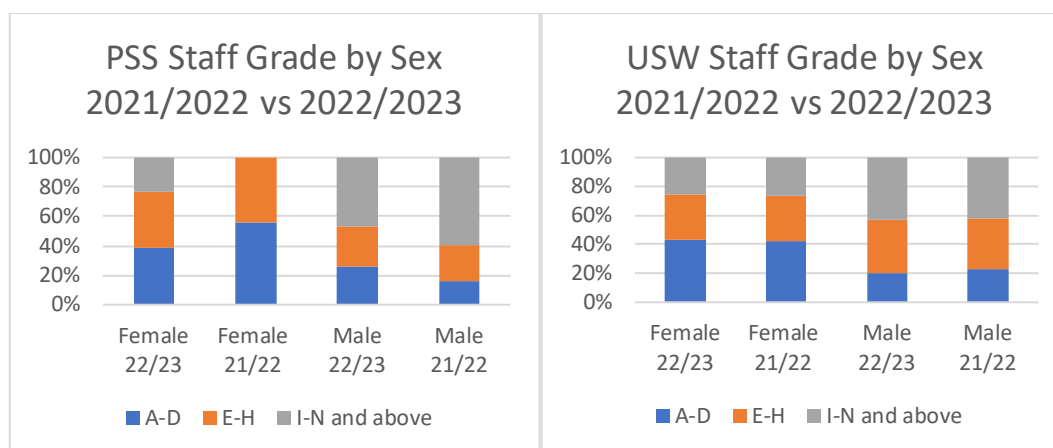
Staff Group	Overall HC	Female HC	Female %	Male HC	Male %
Academic	853	398	47%	455	53%
Research	64	22	34%	42	66%
Professional and Support Staff	929	587	63%	342	37%
Grand Total	1846	1007	55%	839	45%

Table PSS Staff Group by Sex*

Staff Group	Overall HC	Female HC	Female %	Male HC	Male %
Professional and Support Staff	357	235	66%	122	34%
Research	27	10	37%	17	63%
Grand Total	384	245	64%	139	36%

Staff Grade by Sex





Overall Females hold more lower graded roles than males, this is also represented individually across USW and PSS as represented above. However, in the higher graded roles (I to N and above) males hold over half of the roles at 56.7% there was a slight decrease compared to the previous period where males held 57.6% of I-N and above roles. There however was an overall increase in the proportion of females across all grade groups due to the slight increase in the total female population (1%).

The Gender Pay Gap reporting for 2022/2023 will be undertaken later in the year and an update will be provided once completed. An interim report on Gender Pay Gap for 2021/2022 will be provided in the autumn.

Table Overall Staff Group by Grade and Sex*

Staff Group	Grade Grouping	Female HC	Female %	Male HC	Male %	Total HC
Academic	E-H	366	48%	391	52%	757
	I-N and above	32	33%	64	67%	96
Research	A-D	8	-	10	56%	-
	E-H	21	31%	46	69%	67
	I-N and above	0	-	0	-	-
Professional and Support Staff	A-D	430	72%	168	28%	598
	E-H	367	57%	279	43%	646
	I-N and above	25	60%	17	40%	42
Grand Total		1252	56%	978	44%	2230

Table USW Staff Group by Grade and Sex*

Staff Group	Grade Grouping	Female HC	Female %	Male HC	Male %	Total HC
Academic	E-H	366	48%	391	52%	757
	I-N and above	32	33%	64	67%	96
Research	A-D	0	-	0	-	0
	E-H	16	31%	35	69%	51
	I-N and above	0	-	0	50%	-
Professional and Support Staff	A-D	297	74%	103	26%	400
	E-H	267	54%	224	46%	491
	I-N and above	23	61%	15	39%	38
Grand Total		1007	55%	839	45%	1846

Table PSS Staff Group by Grade and Sex*

Staff Group	Grade Grouping	Female HC	Female %	Male HC	Male %	Total HC
Professional and Support Staff	A-D	133	67%	65	33%	198
	E-H	100	65%	55	35%	155
	I-N and above	0	-	0	-	-
Research	A-D	5	-	6	-	-
	E-H	5	-	11	-	-
Grand Total		-	64%	-	36%	384

*Excluding Hourly Paid staff

Staff Employment by Sexual Orientation

Overall, 4.82% of employees are LGBTQ+. The PSS workforce has a higher proportion of LGBTQ+ staff than USW, with PSS at 10.5% and USW at 3.8%.

There are significant numbers of staff who have not provided the information, PSS at 11.2% (reduction from 15.2% in previous period) and USW at 35.4% (increase from 34.4% in previous period). For PSS the highest proportion of staff groups who have not provided the information are Hourly Paid and Professional and Support Staff. For USW staff groups Academic, Hourly Paid and Professional and Support have high proportions of not providing their sexual orientation.

5.4% of PSS employees (reduction from 5.7% in previous period) and 4.6% (reduction from 5.0% in previous period) of USW employees prefer not to disclose their sexual orientation. We have seen a slight reduction in the number of individuals who declared prefer not to say however there has been a slight increase in the number of individuals who have not provided their information.

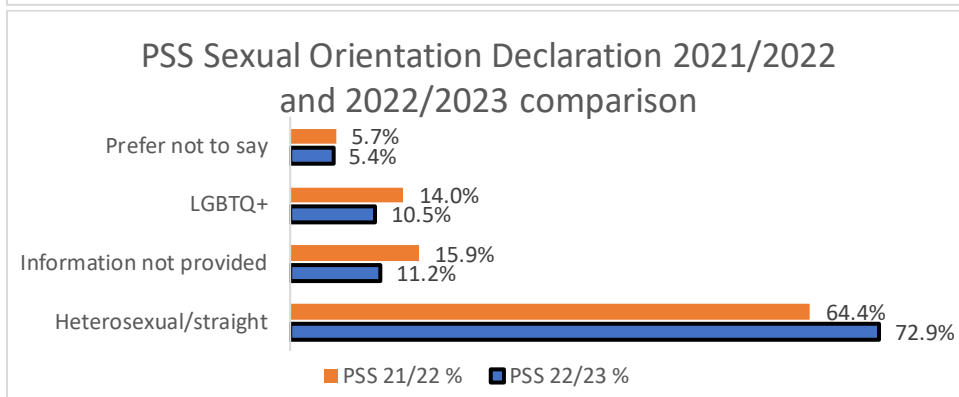
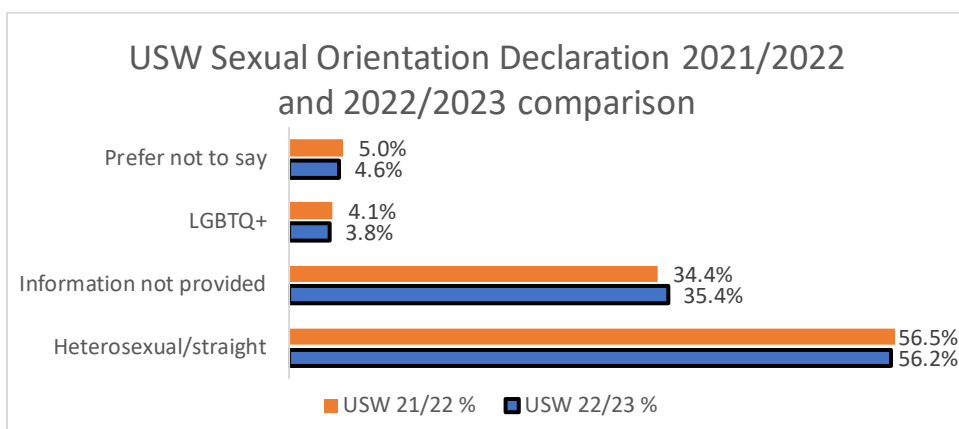
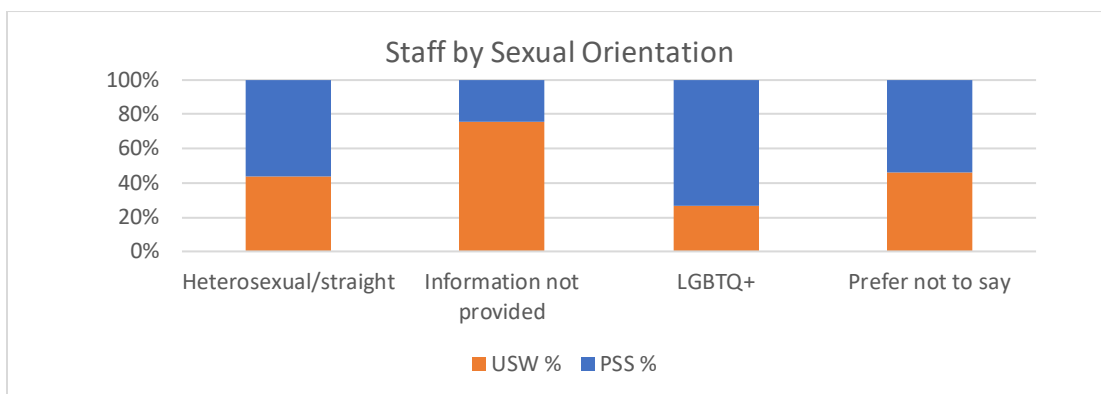


Table Staff LGBTQ+

LGBTQ+	Overall HC	Overall %	USW HC	USW %	PSS HC	PSS %
Asexual	6	-	0	-	0	-
Bi/Bisexual	68	43.9%	37	35.6%	31	60.8%
Gay man	41	26.5%	35	33.7%	6	-
Gay woman/Lesbian	20	12.9%	15	14.4%	5	-
Other	9	-	7	-	0	-
Queer	11	7.1%	7	-	0	-
Grand Total	155	100.0%	-	100.0%	51	100.0%

Table Staff LGBTQ+ by Disability

Sexual Orientation by Disability	Overall			
	Disabled		Not disabled	
	HC	%	HC	%
Heterosexual/straight	143	8%	1675	92%
LGBTQ+	22	15%	125	85%

LGBTQ+ employees proportionally are more likely to have a disability than Heterosexual/Straight employees at 15% compared to 8%. The data is too small to review separately by USW and PSS.

Table Staff LGBTQ+ by Ethnicity

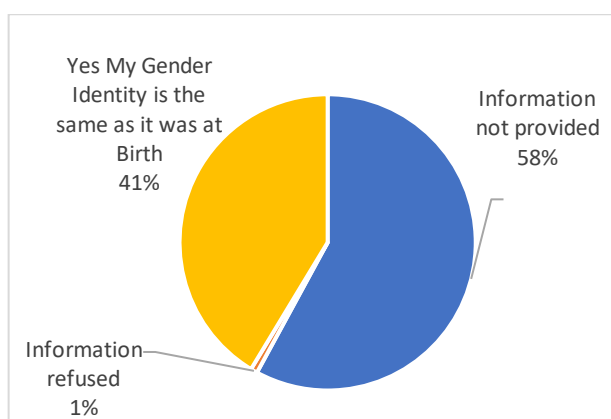
Sexual Orientation by Disability	Overall			
	Black and Ethnic Minorities		White	
	HC	%	HC	%
Heterosexual/straight	201	11%	1679	89%
LGBTQ+	15	10%	139	90%

In comparison to White individuals, Black and Ethnic Minorities makeup 10% of the LGBTQ+ employees at USW and PSS. The data is too small to review separately by USW and PSS.

Staff Employment by Trans/Transgender

The overall declared trans/transgender population was 0.4%, a marginal increase compared to the previous reporting period where the rate was 0.3%. 0.8% of employees across USW and PSS refused to declare their trans status, this is slight increase compared to the previous reporting period where the rate was 0.6%. Just over half of the overall workforce has not provided their information at 51.2% which is a reduction from 61.8% in the previous reporting period.

USW Staff by Trans/Transgender



PSS Staff by Trans/Transgender

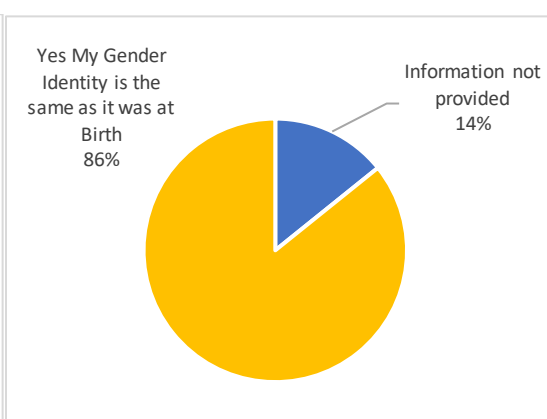


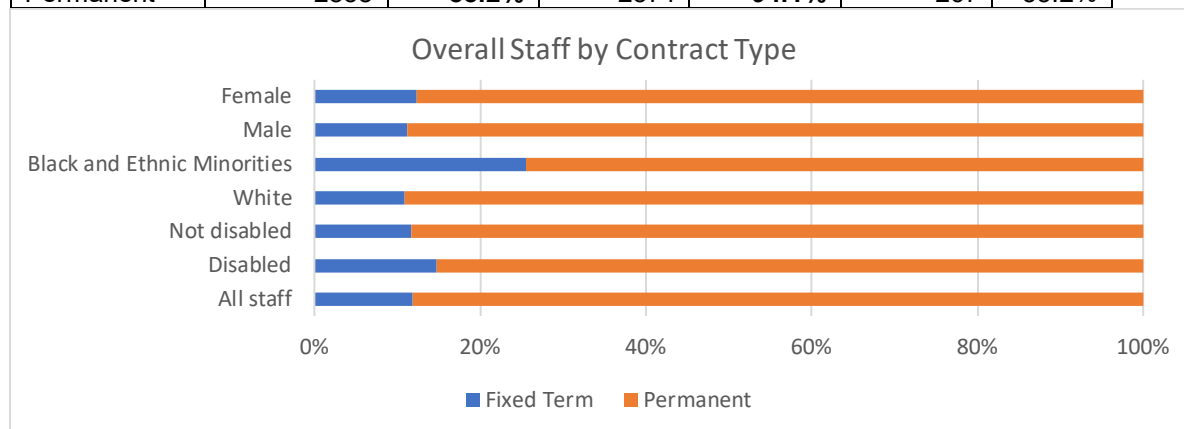
Table Staff Trans/Transgender

Trans/Transgender	Overall HC	Overall %	USW HC	USW %	PSS HC	PSS %
Information not provided	1646	51.2%	1579	57.8%	67	13.8%
Information refused	26	0.8%	20	0.7%	6	-
No My Gender Identity does not match my sex as at Birth	14	0.4%	7	-	7	-
Yes My Gender Identity is the same as it was at Birth	1531	47.6%	1127	41.2%	404	83.5%
Grand Total	3217	100%	2733	100%	484	100%

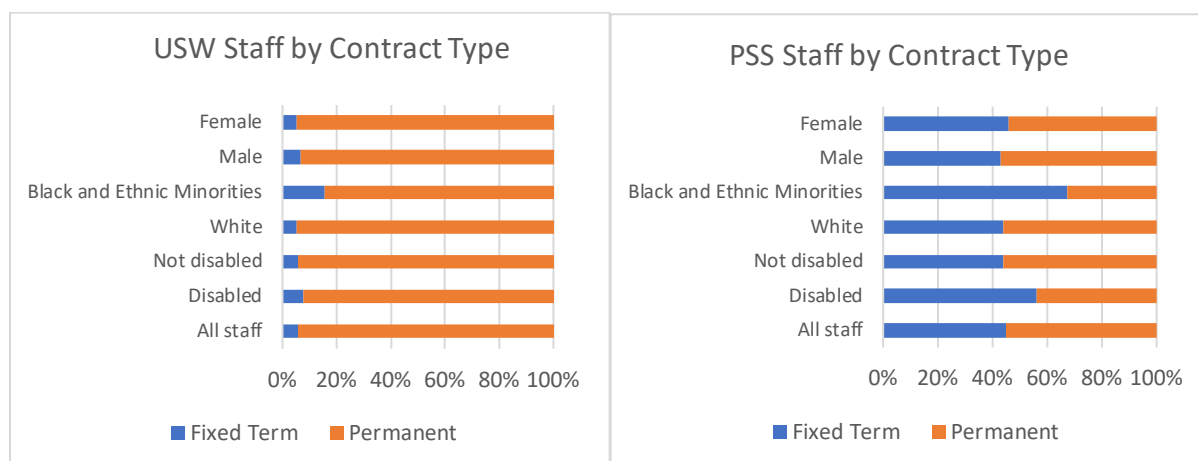
Staff Employment by Contract Type

PSS has a significantly higher proportion of the workforce on fixed term contracts at 44.8% compared to 5.9% for the USW workforce, the lower fixed term rate for USW may be attributed in part due to individuals with over 2 years' service being issued permanent contracts.

Contract Type	Overall HC	Overall %	USW HC	USW %	PSS HC	PSS %
Fixed Term	379	11.8%	162	5.9%	217	44.8%
Permanent	2838	88.2%	2571	94.1%	267	55.2%



Overall, there is a higher proportion of Black and Ethnic Minority (26%) individuals on fixed term contracts compared to the ethnic group White (11%). Of the Black and Ethnic Minorities staff who are on a fixed term contracts, 36% of them are in Research roles and 39% in Professional and Support Staff roles. 15% of individuals who have declared a disability are on fixed term contracts compared to 12% who are not disabled.



In terms of PSS there is mostly an even balance between fixed term and permanent contracts across the above categories. The main areas where there are higher proportions of fixed term contracts compared to permanent contracts are staff that have declared a disability at 56% fixed term contracts and the Black and Ethnic Minority ethnic grouping at 67% being on fixed contracts compared to permanent contracts. 55% of Black and Ethnic Minority individuals on fixed term contracts are in Professional and Support staff roles, 30% in Research roles and 15% in hourly paid roles.

As shown in the graphs below, across PSS and USW, the Research staff group has the highest proportion of fixed term contracts likely due to links to externally funded projects. The PSS workforce across each staff category have at least 39% or more on fixed term contracts, the reason for the high numbers as mentioned previously is likely due to employees all having less than 2 years' service and therefore have not moved to Permanent contracts like USW colleagues.

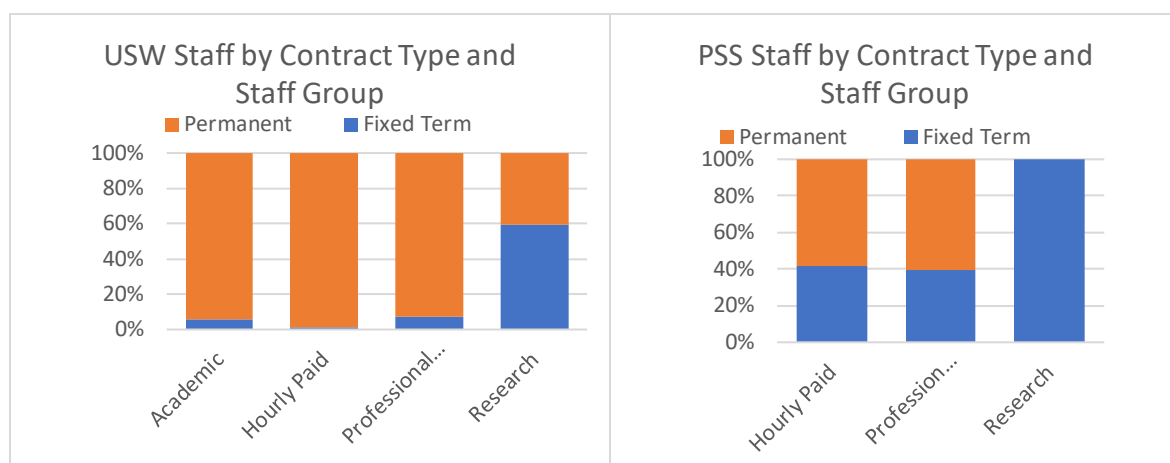
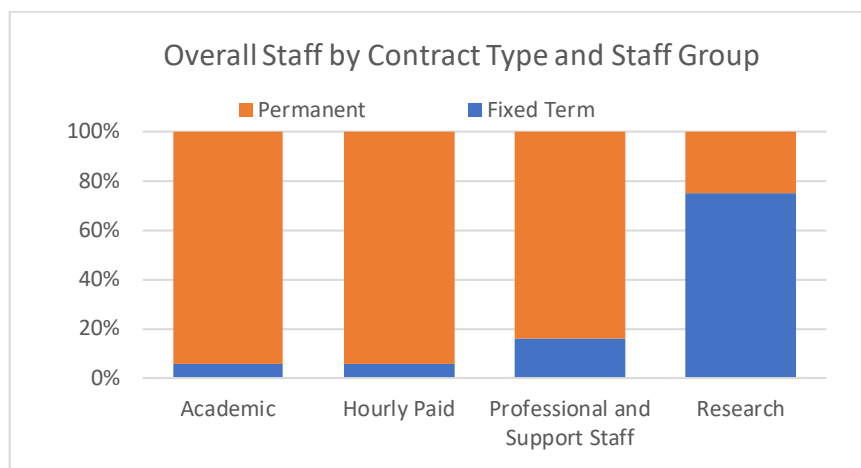


Table Staff by Contract Type and Sex

USW/PSS	Contract Type	Female HC	Female %	Male HC	Male %	Total HC	Total %
Overall	Fixed Term	221	12%	158	11%	379	12%
	Permanent	1579	88%	1259	89%	2838	88%
	Grand Total	1800	100%	1417	100%	3217	100%
USW	Fixed Term	76	5%	86	7%	162	6%
	Permanent	1408	95%	1163	93%	2571	94%
	Grand Total	1484	100%	1249	100%	2733	100%
PSS	Fixed Term	145	46%	72	43%	217	45%
	Permanent	171	54%	96	57%	267	55%
	Grand Total	316	100%	168	100%	484	100%

Table Staff by Contract Type and Ethnic Origin

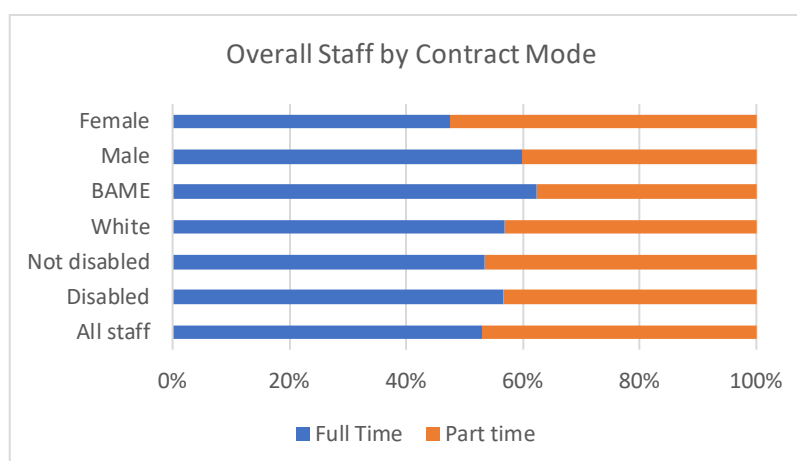
USW/ PSS	Contract Type	Black & Ethnic Minorities HC	Black & Ethnic Minorities %	Not provided HC	Not provided %	Not Stated HC	Not Stated %	White HC	White %	Total %
Overall	Fixed Term	66	17%	17	4%	11	3%	285	75%	12%
	Permanent	192	7%	251	9%	54	2%	2341	82%	88%
	Grand Total	258	8%	268	8%	65	2%	2626	82%	100%
USW	Fixed Term	33	16%	8	-	0	-	118	5%	6%
	Permanent	176	84%	225	97%	44	94%	2126	95%	94%
	Grand Total	209	100%	233	100%	47	100%	2244	100%	100%
PSS	Fixed Term	33	67%	9	-	8	-	167	44%	45%
	Permanent	16	33%	26	74%	10	56%	215	56%	55%
	Grand Total	49	100%	35	100%	18	100%	382	100%	100%

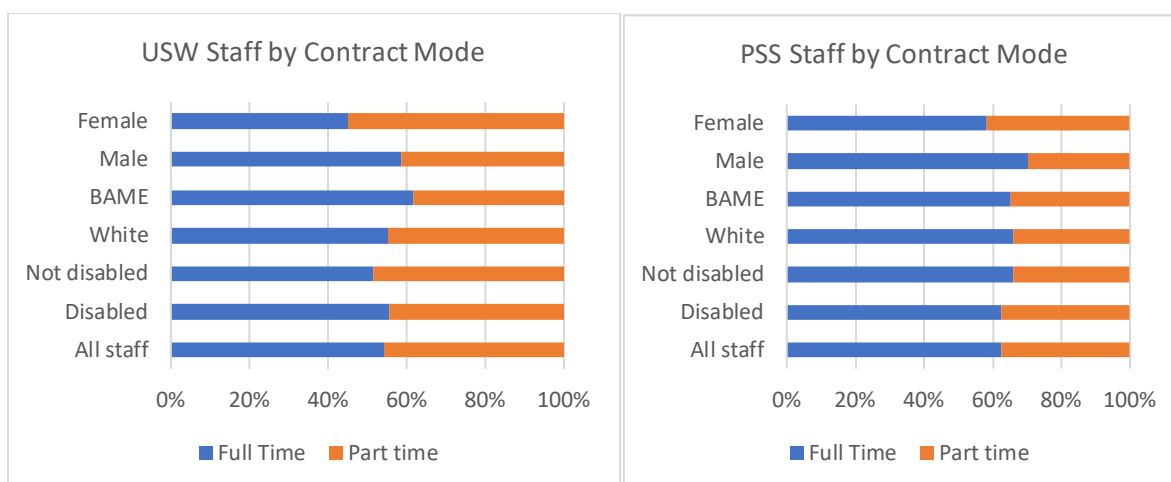
Table Staff by Contract Type and Disability

USW/ PSS	Contract Type	Disabled HC	Disabled %	Not Disabled HC	Not Disabled %	Refused HC	Refused %	Not provided HC	Not provided %	Total HC	Total %
Overall	Fixed Term	33	15%	326	12%	7	-	13	29%	379	12%
	Permanent	191	85%	2471	88%	144	95%	32	71%	2838	88%
	Grand Total	224	100%	2797	100%	151	100%	45	100%	3217	100%
USW	Fixed Term	15	8%	141	6%	5	-	0	-	162	6%
	Permanent	177	92%	2233	94%	143	97%	19	95%	2571	94%
	Grand Total	192	100%	2374	100%	148	100%	-	100%	2733	100%
PSS	Fixed Term	18	56%	185	44%	0	-	12	48%	217	45%
	Permanent	14	44%	238	56%	0	-	13	52%	267	55%
	Grand Total	32	100%	423	100%	0	-	25	100%	484	100%

Staff Employment by Contract Mode

PSS has a lower proportion of part time staff compared to USW, with PSS having 38% compared to USW with 49%.





USW proportionally have more male full time staff compared to female, at 59% compared to 45% of females. Overall, there is also a slightly higher proportion of Black and Ethnic minority staff in full time roles at 62% compared to part time, a possible explanation of a slightly higher proportion of Black and Ethnic minority full time staff being due to the Black and Ethnic minority population including more males (55%), 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 62%, the proportion is slightly higher for Black and Ethnic minority staff at 65%.

Table Staff by Contract Mode and Sex

USW/PSS	Contract Mode	Female HC	Female %	Male HC	Male %	Total HC	Total %
Overall	Full Time	855	48%	849	60%	1704	53%
	Part Time	945	53%	568	40%	1513	47%
USW	Full Time	671	45%	731	59%	1402	51%
	Part Time	813	55%	518	41%	1331	49%
PSS	Full Time	184	58%	118	70%	302	62%
	Part Time	132	42%	50	30%	182	38%

Table Staff by Contract Mode and Ethnic Origin

USW/PSS	Contract Mode	Black & Ethnic Minorities HC	Black & Ethnic Minorities %	Not provided	Not provided %	Not Stated	Not Stated %	White	White %	Total HC	Total %
Overall	Full Time	161	62%	14	5%	36	55%	1493	57%	1704	53%
	Part Time	97	38%	254	95%	29	45%	1133	43%	1513	47%
USW	Full Time	129	62%	9	-	23	49%	1241	55%	-	51%
	Part Time	80	38%	224	96%	24	51%	1003	45%	1331	49%
PSS	Full Time	32	65%	5	-	13	72%	252	66%	-	62%
	Part Time	17	35%	30	86%	5	-	130	34%	-	38%

Table Staff by Contract Mode and Disability

USW/ PSS	Contract Mode	Disabled	Disabled %	Not Disabled	Not Disabled %	Refused	Refused %	Not provided	Not provided %	Total HC	Total %
Overall	Full Time	127	57%	1498	54%	74	49%	5	-	1704	53%
	Part Time	97	43%	1299	46%	77	51%	40	89%	1513	47%
USW	Full Time	107	56%	1219	51%	73	50%	0	-	1402	51%
	Part Time	85	44%	1155	49%	74	50%	17	85%	1331	49%
PSS	Full Time	20	63%	279	66%	0	-	0	-	302	62%
	Part Time	12	38%	144	34%	0	-	23	92%	182	38%

Staff Recruitment

Data is for all recruitment campaigns advertised in the April 22-March 23 period. This includes all internal only and externally advertised campaigns.

All tables show an overall picture as well as a PSS/USW split. ***

Recruitment Activity

	USW		PSS		Overall	
Campaigns	171		338		509	
Campaigns with applicants	165	(6 with 0 applicants)	333	(5 with 0 applicants)	498	(11 with 0 applicants)
Campaigns that went to interview	150	(15 failed to progress)	300	(33 failed to progress)	450	(48 failed to progress)
Successful Campaigns	137	(13 failed to appoint)	258	(42 failed to appoint)	395	(55 failed to appoint)
Overall Success Rate*	80.12%		76.33%		77.60%	

Overall, there were **4505** applications made by **3508** applicants resulting in **395** successful appointments. *8.8% conversion rate***.

- PSS
 - **3239** applications made by **2500** applicants resulting in **258** successful appointments. *8% conversion rate*.
- USW
 - **1266** applications made by **1058** applicants resulting in **137** successful appointments. *10.8% conversion rate*.

For the purposes of this analysis, we will count each application for each advertising campaign (**4505**).

Where equality data is either not disclosed (unanswered) or prefer not to say, the applicant has been excluded from that equality dataset, meaning each equality grouping has a slightly different total number of applicants. As the percentage disclosed is small, and for ease of analysis, this data

has been removed. Equality data is mandatory for all applicants, however anyone appointed through an agency or other manual process outside of the recruitment system would not have been asked to provide this information in the recruitment process.

For reference, the number of not disclosed (unanswered) or prefer not to say equality questions is in [Appendix R1](#).

*Success Rate - % of successful campaigns

** conversion rate - % of candidates that get converted from Application to Appointed

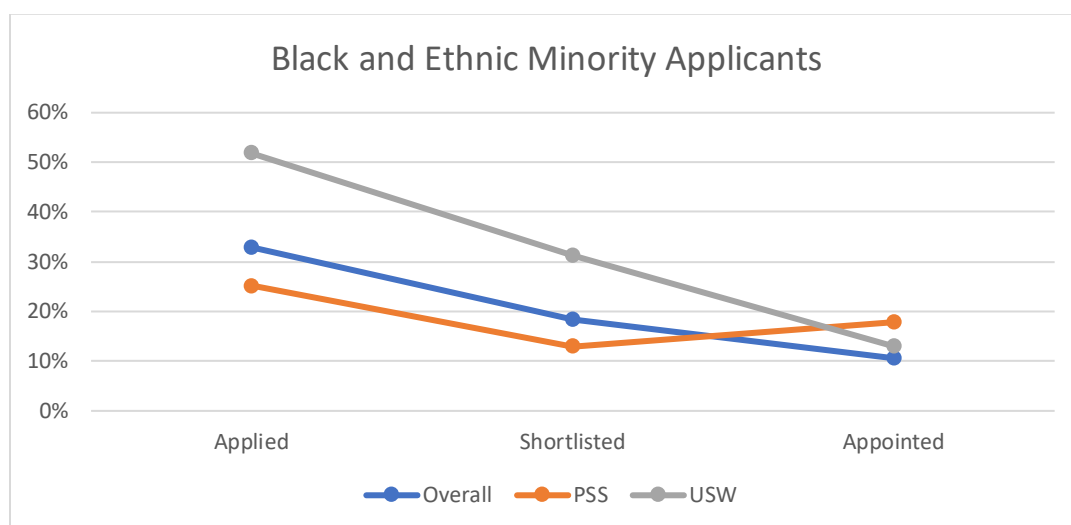
*** Vacancies are labelled as PSS or USW based on the role. The successful applicant may not end up with that employer, depending on their current employment status.

Recruitment by Equality group

Female	Applied		Shortlisted		Appointed	
	No	%	No	%	No	%
Overall	2496	56%	1049	62%	348	65%
PSS	1955	62%	801	67%	247	68%
USW	541	42%	248	51%	101	58%

Black and Ethnic Minorities Applicant Progression

Black and Ethnic Minorities	Applied		Shortlisted		Appointed	
	No	%	No	%	No	%
Overall	1439	33%	301	18%	66	11%
PSS	784	25%	150	13%	36	18%
USW	655	52%	151	31%	30	13%



Black & Ethnic Minorities by Grade

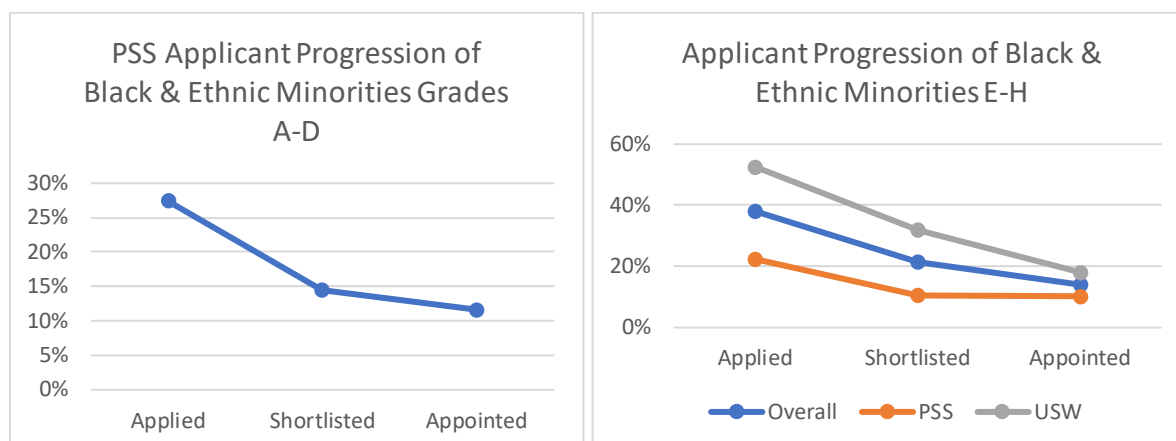
Comparison of how Black & Ethnic Minorities applicants progress when compared to white applicants within the A-D, E-H and I-N and above grade grouping.

Black & Ethnic Minorities by Grade	Applied		Shortlisted		Appointed	
	A-D		A-D		A-D	
	No	%	No	%	No	%
PSS	548	27%	102	15%	20	12%

Black & Ethnic Minorities by Grade	Applied		Shortlisted		Appointed	
	E-H		E-H		E-H	
	No	%	No	%	No	%
Overall	880	38%	194	21%	45	14%
PSS	249	22%	48	11%	17	10%
USW	631	53%	146	32%	28	18%

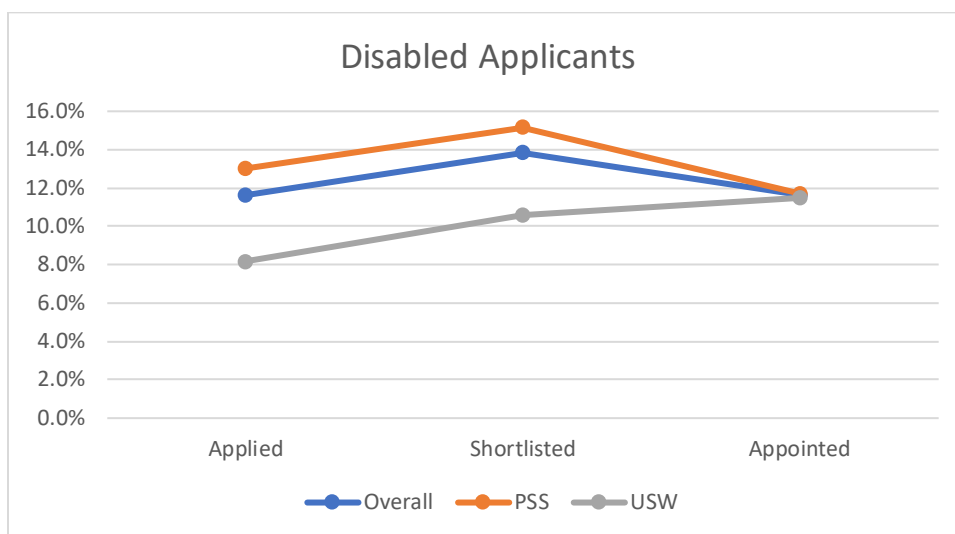
Black & Ethnic Minorities by Grade	Applied		Shortlisted		Appointed	
	I-N and above		I-N and above		I-N and above	
	No	%	No	%	No	%
Overall	11	18%	5	-	0	-
PSS	7	-	0	-	0	0%
USW	0	-	0	-	0	-

Black & Ethnic Minorities applicants apply in greater proportions in grades E-H (38%) compared to A-D (27%) and I-N and above (18%), however, the success rate drops as they progress through the recruitment process.



Disabled Applicant Progression

Disabled	Applied		Shortlisted		Appointed	
	No	%	No	%	No	%
Overall	507	11.6%	221	13.8%	54	11.6%
PSS	404	13.0%	172	15.1%	37	11.7%
USW	103	8.2%	49	10.6%	17	11.5%



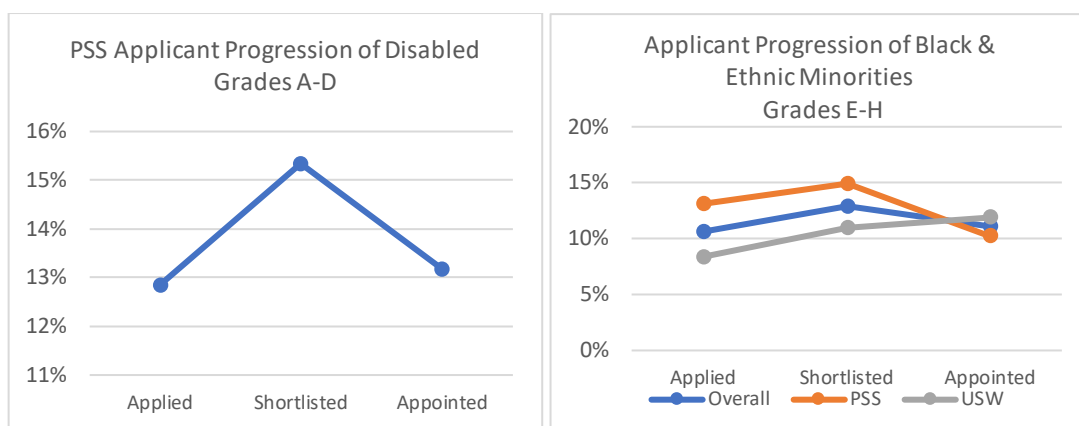
Disabled by Grade

Comparison of how disabled applicants progress when compared to able bodied applicants within the A-D, E-H and I-N and above grade grouping.

Disability by Grade	Applied		Shortlisted		Appointed	
	A-D		A-D		A-D	
	No	%	No	%	No	%
PSS	258	13%	108	15%	22	13%

Disability by Grade	Applied		Shortlisted		Appointed	
	E-H		E-H		E-H	
	No	%	No	%	No	%
Overall	244	11%	113	13%	32	11%
PSS	143	13%	64	15%	15	10%
USW	101	8%	49	11%	17	12%

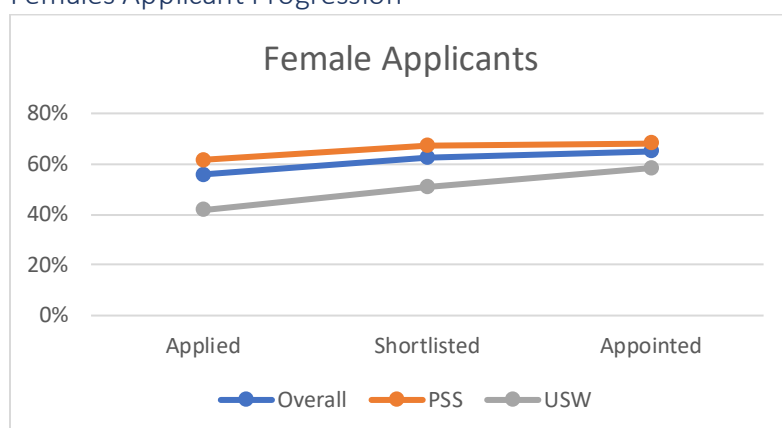
Disability by Grade	Applied		Shortlisted		Appointed	
	I-N and above		I-N and above		I-N and above	
	No	%	No	%	No	%
Overall	5	-	0	0%	0	0%
PSS	0	-	0	0%	0	0%
USW	0	-	0	0%	0	0%



Proportionally, Disabled applicants apply more for A-D roles (13%), rather than E-H roles. For grades I-N and above no disabled applicants were shortlisted or appointed, however there were only 5 disabled applicants within the reporting period.

In general, Disabled applicants seem to do well in getting shortlisted, but this trend fails to continue at appointment stage, this is more prevalent in PSS grade E-H.

Females Applicant Progression



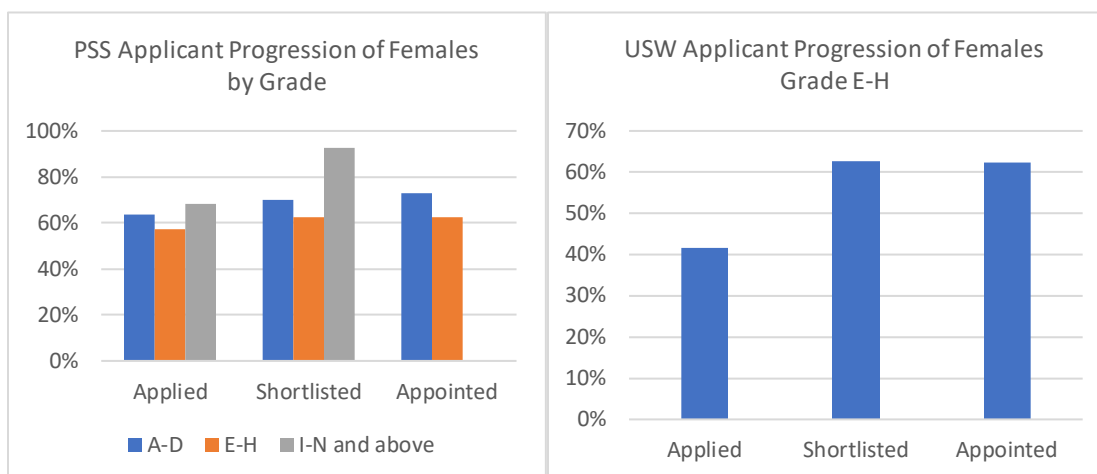
Females by Grade

Comparison of how female applicants progress when compared to male applicants within the A-D, E-H and I-N and above grade grouping.

Female by Grade A-D	Applied		Shortlisted		Appointed	
	A-D		A-D		A-D	
	No	%	No	%	No	%
PSS	1288	64%	496	70%	128	73%

Female by Grade E-H	Applied		Shortlisted		Appointed	
	E-H		E-H		E-H	
	No	%	No	%	No	%
Overall	1173	49%	533	57%	210	61%
PSS	658	57%	299	63%	116	62%
USW	515	42%	234	50%	94	59%

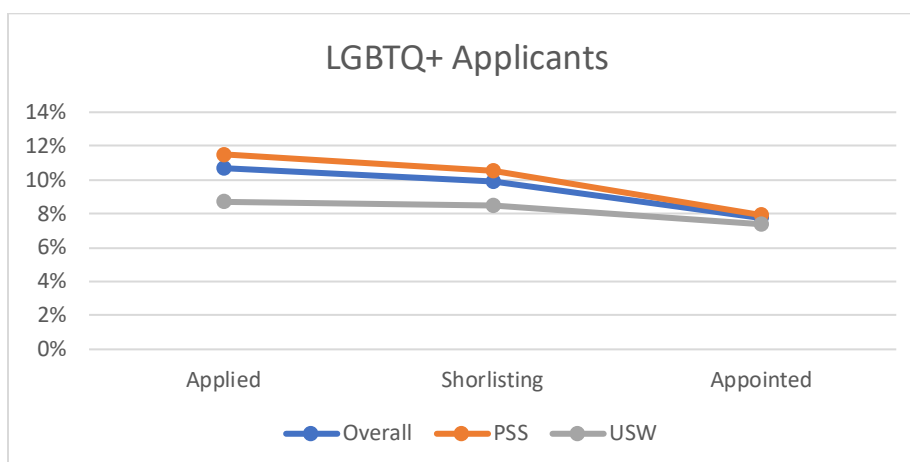
Female by Grade I-N and above	Applied		Shortlisted		Appointed	
	I-N and above		I-N and above		I-N and above	
	No	%	No	%	No	%
Overall	35	56%	20	71%	10	63%
PSS	28	68%	13	93%	0	-
USW	7	-	7	-	6	-



Female applicants in general apply in greater proportions except for grades E-H in USW where the female application rate is 42%, however across the board the rate of success is better than male progression.

LGBTQ+ Applicant Progression

LGBTQ+	Applied		Shortlisted		Appointed	
	No	%	No	%	No	%
Overall	482	10.7%	169	9.9%	42	7.7%
PSS	368	11.5%	127	10.5%	29	7.9%
USW	114	8.7%	42	8.5%	13	7.4%



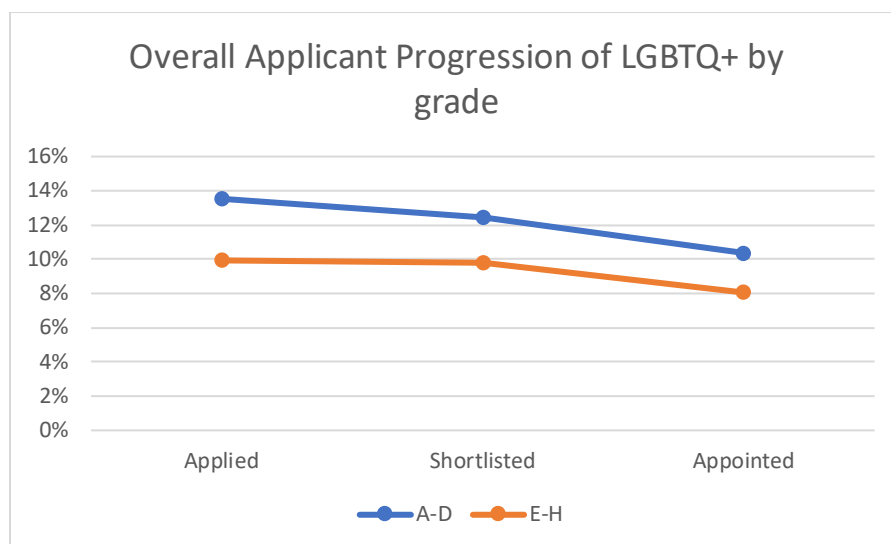
LGBTQ+ by Grade

Comparison of how LGBTQ+ applicants progress when compared to heterosexual applicants within the A-D, E-H and I-N and above grade grouping.

LGBTQ+ by Grade	Applied		Shortlisted		Appointed	
	A-D		A-D		A-D	
	No	%	No	%	No	%
PSS	259	14%	84	12%	17	10%

LGBTQ+ by Grade	Applied		Shortlisted		Appointed	
	E-H		E-H		E-H	
	No	%	No	%	No	%
Overall	218	10%	84	10%	24	8%
PSS	113	11%	43	10%	12	8%
USW	105	9%	41	10%	12	8%

LGBTQ+ by Grade	Applied		Shortlisted		Appointed	
	I-N and above		I-N and above		I-N and above	
	No	%	No	%	No	%
Overall	5	-	0	-	0	-
PSS	0	-	0	0%	0	0%
USW	0	-	0	-	0	-



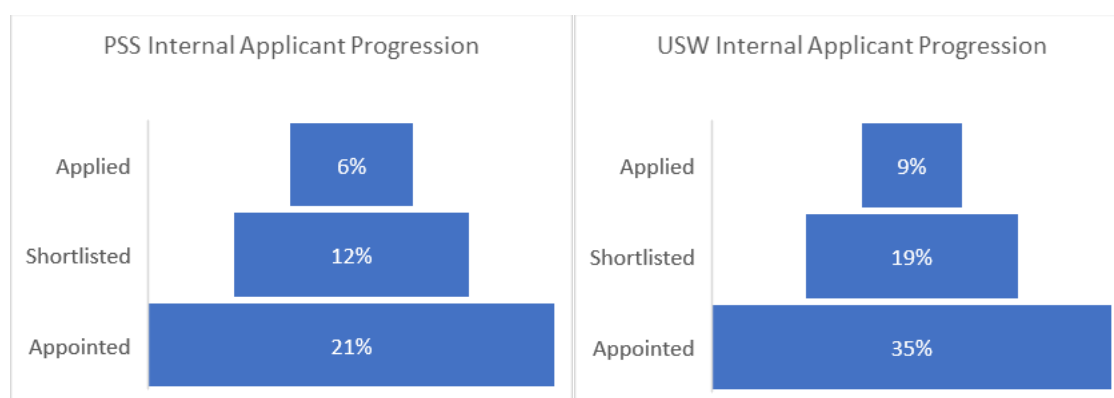
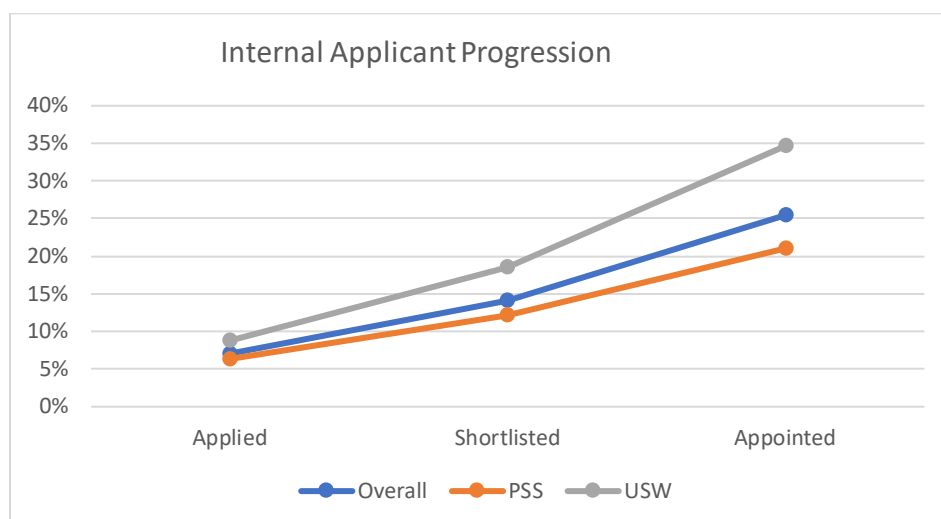
Overall, LGBTQ+ applicants make up a slightly larger proportion of applicants in grades A-D (14%) compared to E-H (10%), but the difference is not significant. There is downward trend in terms of the numbers LGBTQ+ applicants to the numbers appointed, this is in contrast with the previous reporting period where LGBTQ+ applicants had progressed well through the recruitment stages.

Internal Applicants

Overall, internal applicants make up 7% of all applications, slightly lower than the previous year at 10% however almost a quarter (25%) of all successful appointments came from internal applications. The information below relates only to internal applicants who engaged with the internal recruitment process, we're currently unable to report on Progression of individuals outside of the internal recruitment process. We look to build on this work with the appointment of a Talent role later this year.

Internal v External	Applied		Shortlisted		Appointed	
	No	%	No	%	No	%
Overall	318	7%	239	14%	138	25%
PSS	207	6%	150	12%	77	21%
USW	111	9%	89	19%	61	35%

PSS shows a lower positive bias when compared to USW, but the trend is still present that internal applicants generally are more successful compared to external applicants.



The following tables show analysis of progression comparing internal and external applicants by protected characteristics to see if within each grouping, is there a bias towards internal applicants, or is there a negative effect based on each characteristic.

Applicants who do not declare EDI information have been removed.

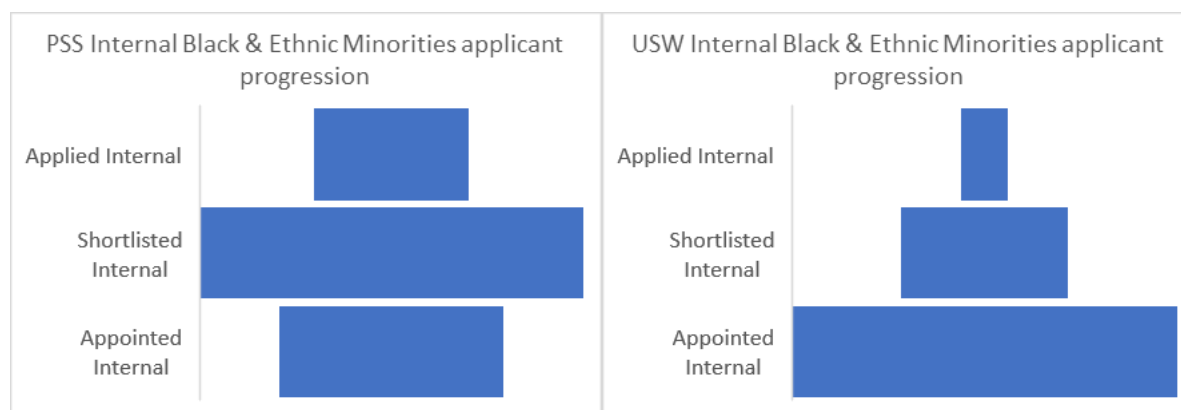
Internal Applicants by Equality Group (External v's Internal)

Black & Ethnic Minorities Internal v External

Comparison of how internal Black & Ethnic Minorities applicants progress when compared to external Black & Ethnic Minorities applicants.

Black & Ethnic Minorities Internal v External	Applied		Applied		Shortlisted		Shortlisted		Appointed		Appointed	
	Internal		External		Internal		External		Internal		External	
	No	%	No	%	No	%	No	%	No	%	No	%
Overall	26	2%	1413	98%	16	5%	285	95%	5	-	61	92%
PSS	15	2%	789	98%	7	-	145	95%	0	-	36	97%
USW	11	2%	624	98%	9	-	140	94%	0	-	25	86%

Overall, of the pool of Black & Ethnic Minorities applicants, 2% are internal, however, of all successful Black & Ethnic Minorities appointments the success rate is higher from internal applicants.



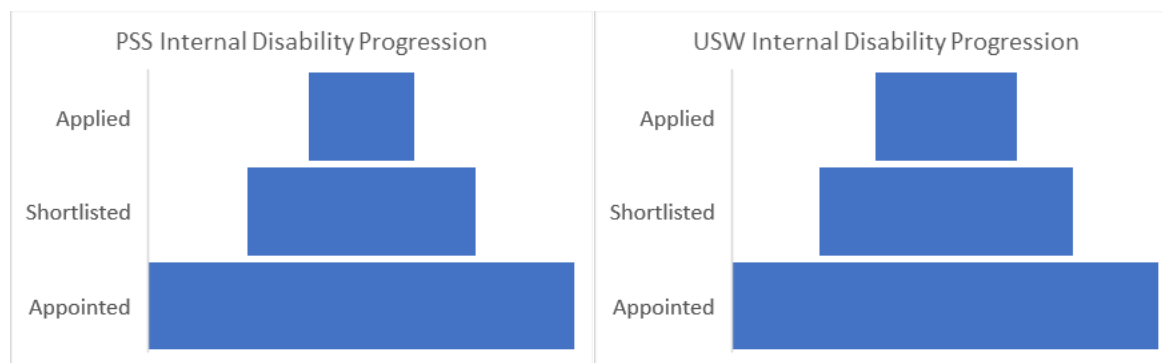
The progression rates have been suppressed to ensure anonymity of the applicants however the charts give a good visual indication of the progression position.

Disabled Internal v External

Comparison of how internal disabled applicants progress when compared to external disabled applicants.

Disabled Internal v External	Applied Internal		Applied External		Shortlisted Internal		Shortlisted External		Appointed Internal		Appointed External	
	No	%	No	%	No	%	No	%	No	%	No	%
Overall	25	5%	482	95%	22	10%	199	90%	11	20%	43	80%
PSS	11	3%	394	97%	10	6%	162	94%	0	-	33	89%
USW	14	14%	88	86%	12	24%	37	76%	7	-	10	59%

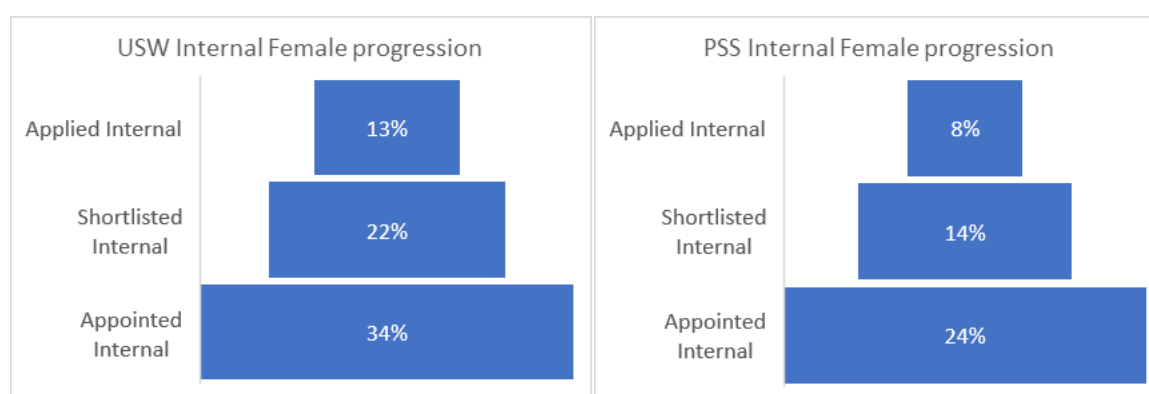
Overall, of the pool of disabled applicants, 5% are internal, however, 20% of all successful disabled appointments are internal. This is in line with the overall picture for all applicants regardless of disability. The progression rates have been suppressed to ensure anonymity of the applicants however the charts give a good visual indication of the progression position.



Female Internal v External

Comparison of how female internal applicants progress when compared to external female applicants.

Female Internal v External	Applied		Applied		Shortlisted		Shortlisted		Appointed		Appointed	
	Internal		External		Internal		External		Internal		External	
	No	%	No	%	No	%	No	%	No	%	No	%
Overall	220	9%	2276	92%	166	16%	883	84%	93	27%	255	73%
PSS	150	8%	1824	87%	114	14%	694	86%	59	24%	189	76%
USW	70	13%	452	91%	52	22%	189	78%	34	34%	66	66%



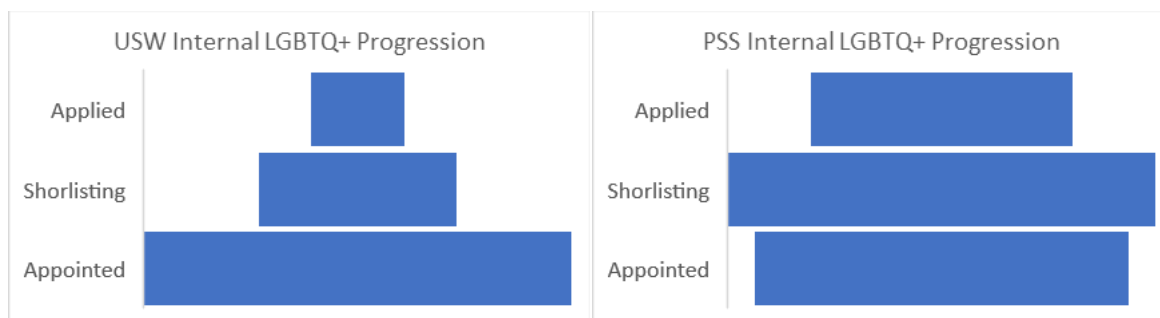
Overall, of the female applicants that apply, one in ten are internal, however, almost a third of all successful female appointments are internal. This is slightly more favourable than the overall picture for all applicants regardless of gender. USW has a higher positive bias at 34% of all females appointed are internal compared to PSS at 24%.

LGBTQ+ Internal v External

Comparison of how internal LGBTQ+ applicants progress when compared to external LGBTQ+ applicants.

LGBTQ+ Internal v External	Applied Internal		Applied External		Shortlisted Internal		Shortlisted External		Appointed Internal		Appointed External	
	No	%	No	%	No	%	No	%	No	%	No	%
Overall	29	6%	453	95%	19	11%	150	89%	8	19%	34	81%
PSS	18	5%	357	90%	10	8%	117	92%	0	-	27	93%
USW	11	10%	96	94%	9	-	33	79%	6	-	7	-

Overall, of the pool of LGBTQ+ applicants, 6% are internal, however, 19% of all successful LGBTQ+ appointments are internal. This is in line with the overall picture for all applicants regardless of sexual orientation. The progression rates have been suppressed to ensure anonymity of the applicants however the charts give a good visual indication of the progression position.



In June 2023 we launched new surveys to understand the recruitment experience from the perspective of both successful and unsuccessful candidates. The surveys measure satisfaction with the recruitment process as well as how those responding feel about USW/PSS Ltd as a recruiter during the active recruitment phase of the colleague journey. Analysis of the surveys will assess whether there are specific and consistent factors affecting the experience of applicants and candidates. Respondents are given the option to provide details of their ethnic group, disability, gender, gender identity and sexual orientation if they wish, which will allow for analysis of the above factors across different groups. The survey is sent to all new employees at USW or PSS Ltd (providing services to USW), excluding those on hourly paid or casual contracts, and will be analysed quarterly, via the Employee Engagement and Data Workstream.

Sickness Absence*

The overall sickness absence rate for the period was 3.3% which attributes to a cost of £2,039,233.

There were 15,287 days lost and 1,672 incidents, on average sickness incidents were 9.1 days in duration. USW has a higher absence rate at 3.5% compared to PSS at 1.8%. USW Sickness absences account for 95% of the Sickness Absence Costs.

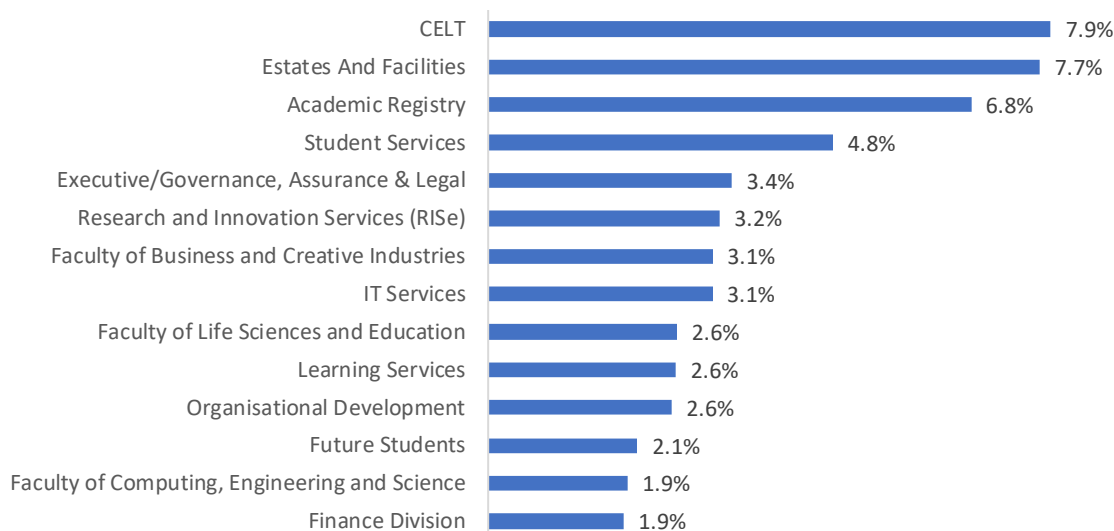
Organisation	Days Lost	Incidents	Absence rate	Absence Cost	% of overall Sickness Absence cost
Overall	15287	1672	3.3%	£2,039,234	-
PSS	1041	270	1.8%	£110,740	5%
USW	14246	1402	3.5%	£1,928,493	95%

*Excludes Hourly Paid staff

Table Overall – Sickness Absence rate by Faculty/Service

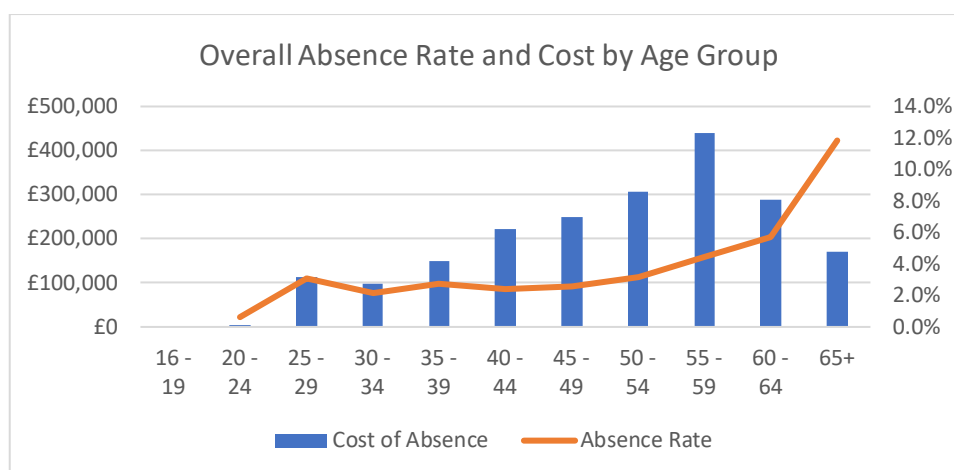
Faculty/Service	Days Lost	Incidents	Absence rate	Absence Cost
Faculty of Business and Creative Industries	2196	181	3.1%	£384,210
Faculty of Life Sciences and Education	2709	237	2.6%	£446,241
Faculty of Computing, Engineering and Science	1617	229	1.9%	£265,131
Faculty sub total	6522	647	2.60%	£1,095,582
CELT	285	37	7.9%	£49,974
Estates And Facilities	2950	226	7.7%	£241,544
Academic Registry	1730	142	6.8%	£194,738
Student Services	896	114	4.8%	£84,994
Executive/Governance, Assurance & Legal	315	34	3.4%	£55,925
Research and Innovation Services (RISe)	310	67	3.2%	£41,520
IT Services	797	107	3.1%	£112,049
Learning Services	595	120	2.6%	£55,329
Organisational Development	165	38	2.6%	£17,783
Future Students	473	85	2.1%	£60,104
Finance Division	235	49	1.9%	£27,718
Enterprise and Engagement	14	6	0.2%	£1,973
Services Sub Total	8765	1025	4.3%	£943,651
Grand Total	15287	1672	3.3%	£2,039,233

Sickness Absence rate by Faculty/Service

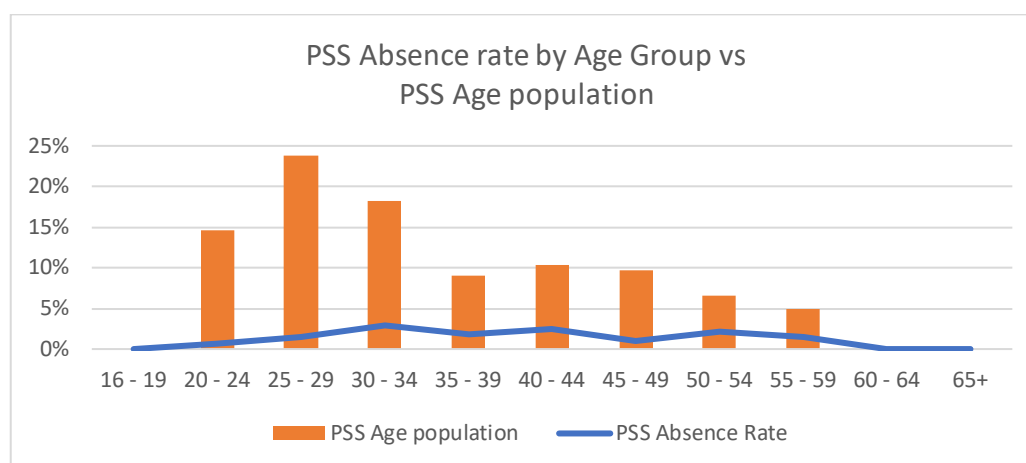
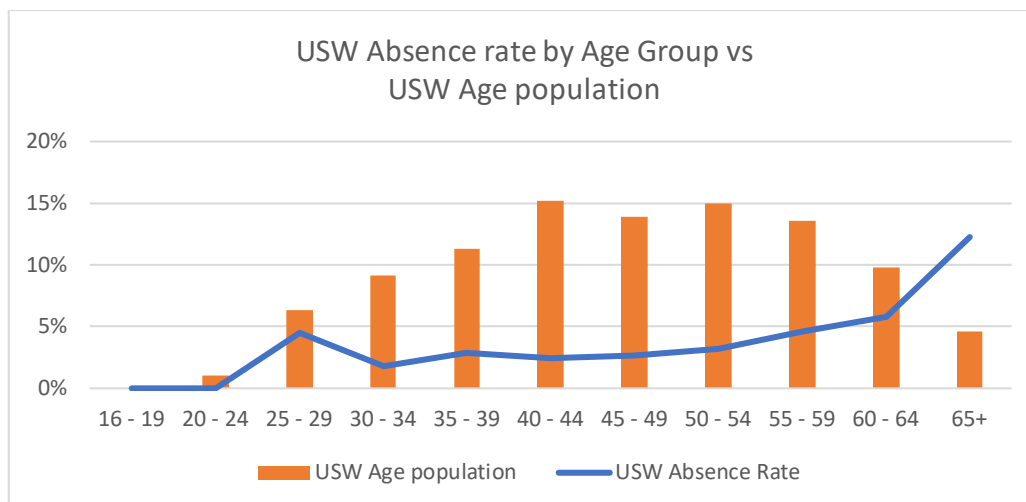


Please note there were multiple restructures during the reporting period, the absence information has therefore been allocated as appropriately as possible however the movement of individuals between services may have had an impact on the absence rates.

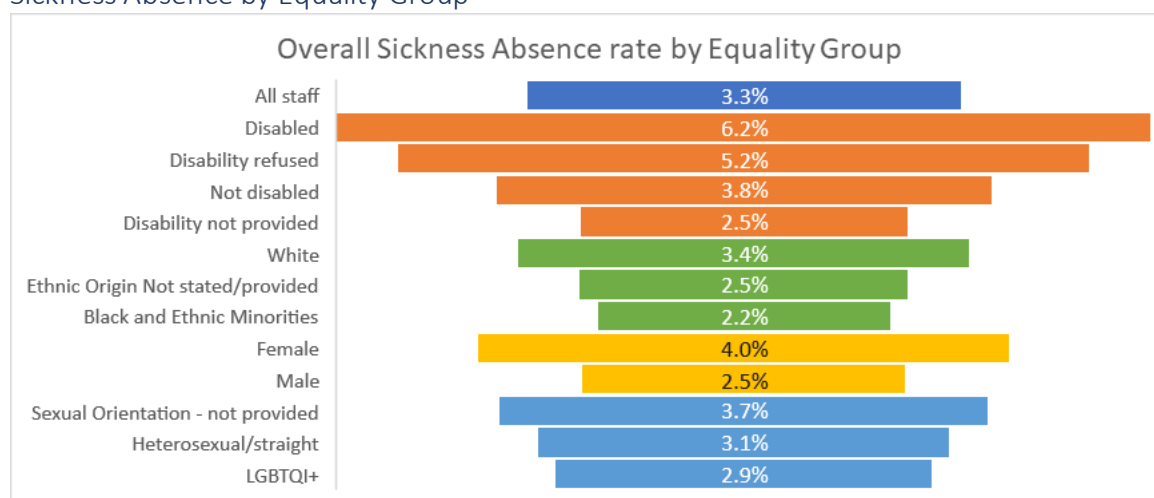
Sickness Absence by Age Group



Overall, for USW and PSS Absence rates increase with age, with the highest absence attributed to those in the age group 65+. There is a similar trend with the cost of absence which increase with age with the highest cost attributed to age group 55-59, the absence costs for the higher age groups then start to lower.



Sickness Absence by Equality Group



The overall absence rate for disabled staff (6.2%) is the highest rate of the equality groups. In addition, the absence rate for Females is higher than males at 4.0%.

Table Overall – Sickness Absence Rate by Equality Group

	Sickness Absence Rate by Equality Group	Overall Absence Rate
All staff	All staff	3.3%
Disability	Disabled	6.2%
	Disability refused	5.2%
	Not disabled	3.8%
	Disability not provided	2.5%
Ethnicity	White	3.4%
	Ethnic Origin Not stated/provided	2.5%
	Black and Ethnic Minorities	2.2%
Gender	Female	4.0%
	Male	2.5%
Sexual Orientation	Sexual Orientation - not provided	3.7%
	Heterosexual/straight	3.1%
	LGBTQI+	2.9%

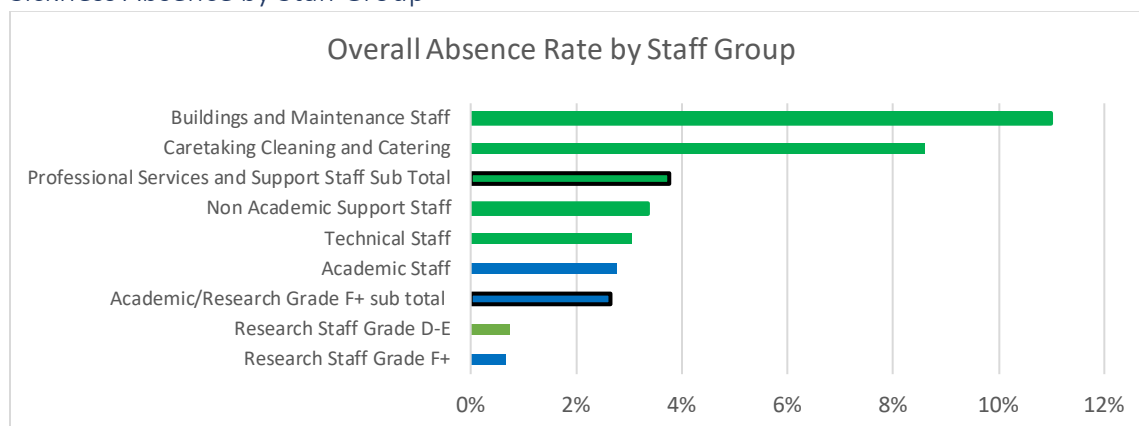
Table USW – Sickness Absence Rate by Equality Group

	Sickness Absence Rate by Equality Group	USW Absence Rate
All staff	All staff	3.5%
Disability	Disabled	7.3%
	Disability refused	5.3%
	Not disabled	4.0%
	Disability not provided	2.6%
Ethnicity	White	3.6%
	Ethnic Origin Not stated/provided	3.0%
	Black and Ethnic Minorities	2.4%
Gender	Female	4.3%
	Male	2.6%
Sexual Orientation	Sexual Orientation - not provided	3.8%
	Heterosexual/straight	3.4%
	LGBTQI+	3.1%

Table PSS – Sickness Absence Rate by Equality Group

	Sickness Absence rate by Equality group	USW Absence rate
All staff	All staff	1.8%
Disability	Not disabled	1.8%
	Disability not provided	1.8%
	Disabled	1.5%
	Disability refused	-
Ethnicity	White	1.8%
	Ethnic Origin Not stated/provided	1.4%
	Black and Ethnic Minorities	1.1%
Gender	Female	2.2%
	Male	1.1%
Sexual Orientation	LGBTQI+	2.3%
	Heterosexual/straight	1.8%
	Sexual Orientation - not provided	1.3%

Sickness Absence by Staff Group



Overall, Professional Services and Support staff have a total higher sickness absence rate of 3.8% compared to Academic and Research (grade F+) at 2.6%. The three highest sickness absence rates are for the following categories: Buildings and Maintenance Staff at 11.0%, Caretaking cleaning and catering staff at 8.6% followed by Non Academic Support Staff at 3.4%.

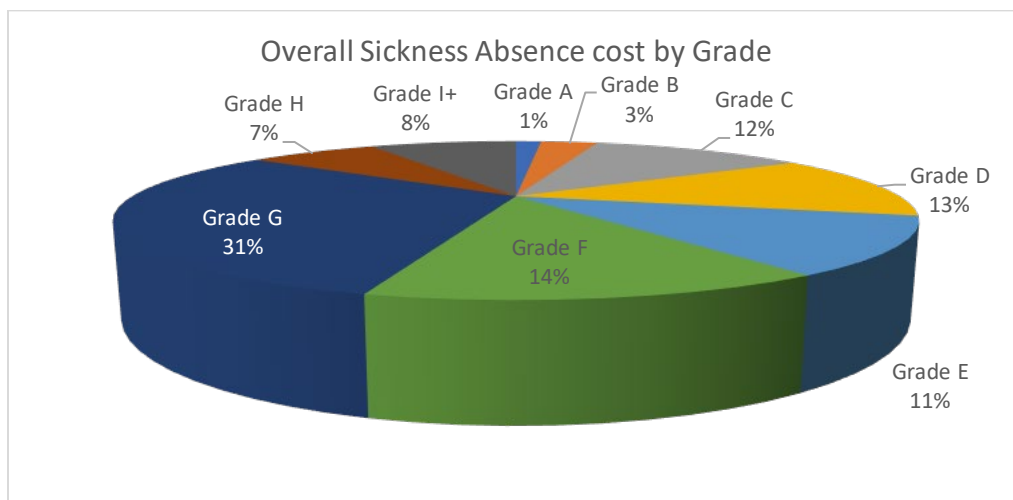
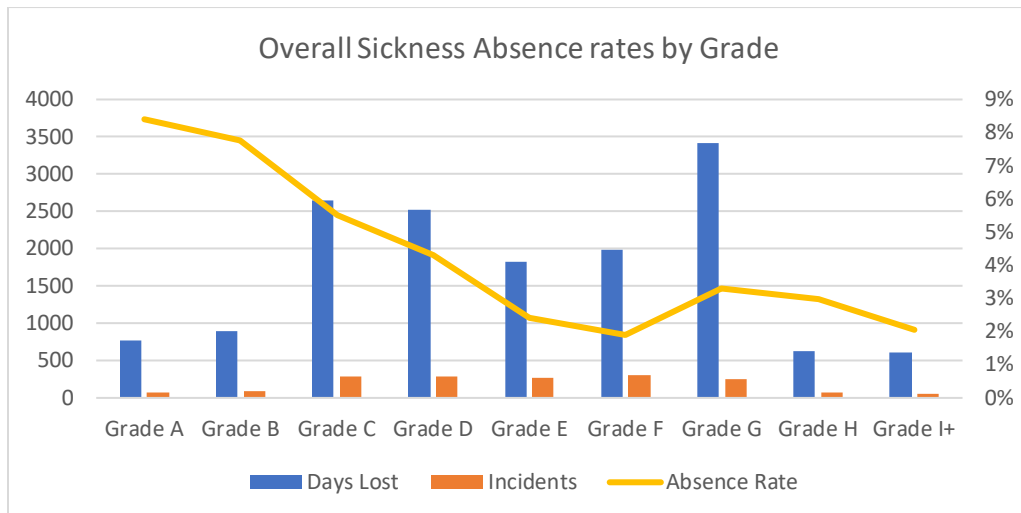
Table Overall - Absence Rate by Staff Group

Employee Group	Days Lost	Incidents	Absence Cost	Absence rate	Average days lost
Buildings and Maintenance Staff	952	48	£101,386	11.0%	20
Caretaking Cleaning and Catering	1202	95	£66,063	8.6%	13
Non Academic Support Staff	7780	1041	£893,336	3.4%	7
Technical Staff	410	56	£53,231	3.1%	7
Research Staff Grade D-E	66	31	£8,175	0.7%	2
Professional Services and Support Staff Sub Total	10410	1271	£1,122,192	3.8%	8
Academic Staff	4807	388	£902,520	2.8%	12
Research Staff Grade F+	70	13	£14,522	0.7%	5
Academic/Research Grade F+ sub total	4877	401	£917,042	2.6%	12

Sickness Absence by Staff Grade

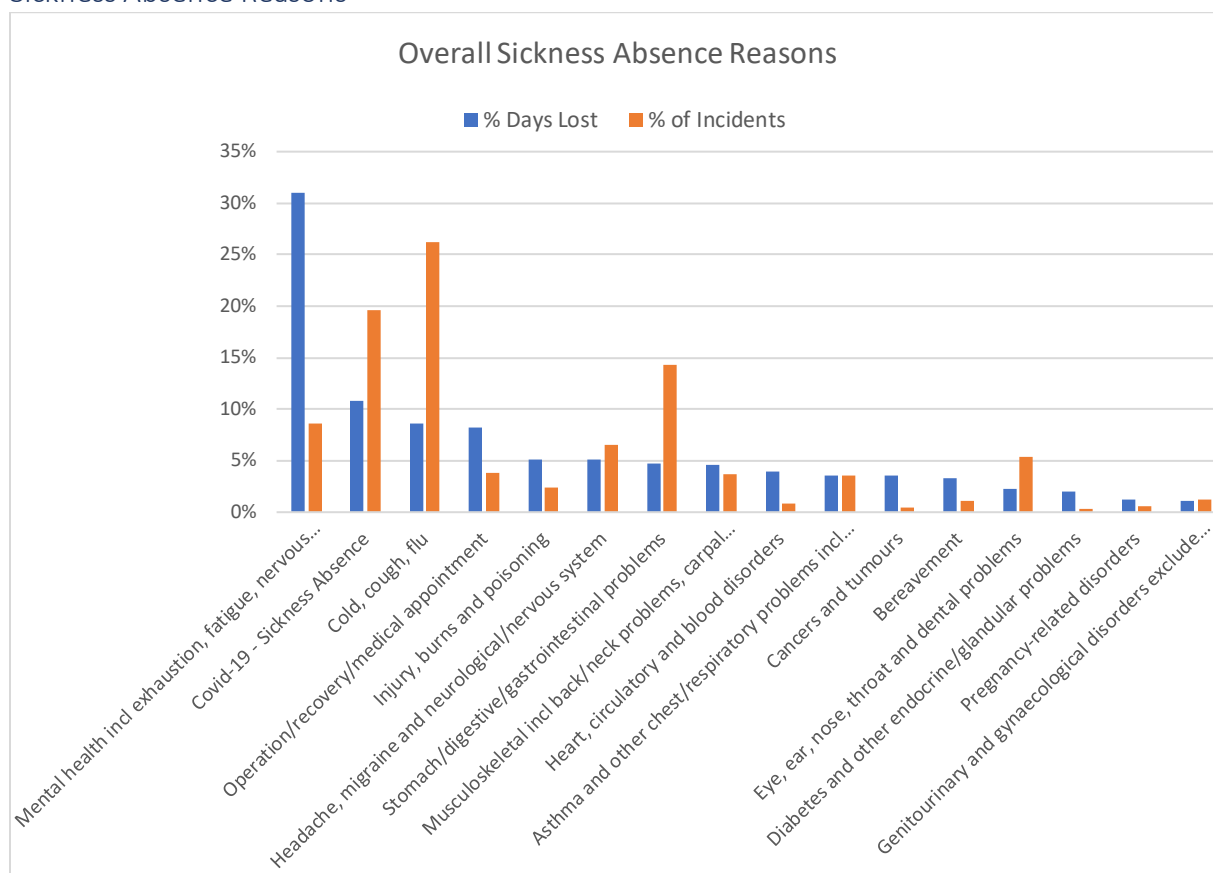
Table Overall - Absence Rate by Staff Grade

Grade	Days Lost	Incidents	Absence cost	Absence Rate
Grade A	765	67	£27,953	8.4%
Grade B	892	89	£62,272	7.8%
Grade C	2649	288	£234,209	5.5%
Grade D	2527	283	£266,938	4.3%
Grade E	1824	276	£231,942	2.4%
Grade F	1981	308	£288,096	1.9%
Grade G	3416	243	£626,256	3.3%
Grade H	632	72	£140,152	3.0%
Grade I+	601	46	£161,416	2.0%
Grand Total	15287	1672	£2,039,234	3.3%



Overall, across USW and PSS higher absence rates are more prevalent in lower graded roles. The highest proportion of days lost were attributed to Grade G which is also accounted for 31% of all sickness absence costs. 57% of those absent within Grade G were Female.

Sickness Absence Reasons



Overall, the sickness absence reason mental health had the highest proportion of days lost at 31.0%, the second highest was for Covid-19 at 10.8%. The highest number of incidents were for the reason cold, cough, flu at 26.2% followed by Covid-19 at 19.6%. The chart is restricted to reasons with an absence rate of 1% or more. Mental Health absences account for over a quarter of sickness absence costs for the period at £593,173.

Sickness absence rates may have been impacted by Covid 19 with it accounting for 10.8% of all days lost across USW and PSS.

Similarly for USW the sickness absence reason Mental Health had the highest proportion of days lost at 30.7%, followed by Covid-19 at 10.4%. The highest number of incidents were for Cold, cough, flu at 25.8% followed by Covid-19 at 20%.

For PSS the sickness absence reason Mental Health had the highest proportion at 35.1%, followed by Cold, cough, flu 18.9%. The highest number of incidents were for Cold, cough, flu at 28.1% followed by Stomach/gastro related absences at 17.8%. Although Mental Health accounted for the highest proportion of days lost, overall, across USW and PSS, the PSS Mental Health related absences only accounted for 2.4% of all days lost within the period whereas the days lost for USW for the same reason accounted for 30.7% of all days lost. The financial cost of Mental Health related absences for PSS was far lower at £40,398 compared to £552,774 for USW.

Table Overall- Reasons for Sickness Absence

UCEA Absence Reason	Absence Cost	Days Lost %	Incidents %
Mental health incl exhaustion, fatigue, nervous debility, alcohol/drug abuse	£593,173	31.0%	8.6%
Covid-19 - Sickness Absence	£212,236	10.8%	19.6%
Cold, cough, flu	£177,233	8.6%	26.2%
Operation/recovery/medical appointment	£223,312	8.3%	3.8%
Injury, burns and poisoning	£91,482	5.1%	2.5%
Headache, migraine and neurological/nervous system	£111,556	5.1%	6.5%
Stomach/digestive/gastrointestinal problems	£96,556	4.7%	14.4%
Musculoskeletal incl back/neck problems, carpal tunnel, tendonitis	£84,825	4.6%	3.7%
Heart, circulatory and blood disorders	£105,153	3.9%	0.9%
Asthma and other chest/respiratory problems incl pneumonia, bronchitis, pleurisy	£76,992	3.6%	3.5%
Cancers and tumours	£73,560	3.5%	0.4%
Bereavement	£51,693	3.3%	1.1%
Eye, ear, nose, throat and dental problems	£44,572	2.3%	5.4%
Diabetes and other endocrine/glandular problems	£42,059	2.0%	0.3%

The chart is restricted to reasons with Days Lost of 1% or more.

Table USW- Reasons for Sickness Absence

UCEA Absence Reason	Absence Cost	Days Lost %	Incidents %
Mental health incl exhaustion, fatigue, nervous debility, alcohol/drug abuse	£552,774	30.7%	8.2%
Covid-19 - Sickness Absence	£193,971	10.4%	20.0%
Operation/recovery/medical appointment	£223,131	8.9%	4.5%
Cold, cough, flu	£157,719	7.8%	25.8%
Injury, burns and poisoning	£90,658	5.4%	2.7%
Headache, migraine and neurological/nervous system	£106,712	5.1%	5.8%
Musculoskeletal incl back/neck problems, carpal tunnel, tendonitis	£79,723	4.6%	4.1%
Stomach/digestive/gastrointestinal problems	£88,606	4.5%	13.7%
Heart, circulatory and blood disorders	£105,153	4.2%	1.1%
Cancers and tumours	£73,560	3.8%	0.5%
Bereavement	£51,693	3.6%	1.4%
Asthma and other chest/respiratory problems incl pneumonia, bronchitis, pleurisy	£70,715	3.5%	3.6%
Diabetes and other endocrine/glandular problems	£42,059	2.1%	0.4%
Eye, ear, nose, throat and dental problems	£39,175	2.1%	5.3%
Pregnancy-related disorders	£16,949	1.2%	0.2%
Genitourinary and gynaecological disorders exclude pregnancy/related disorders	£15,075	1.0%	1.1%

The chart is restricted to reasons with Days Lost of 1% or more.

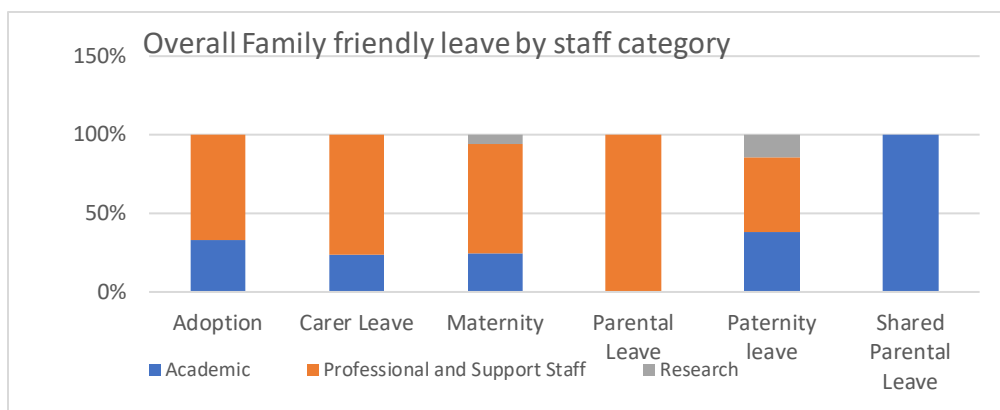
Table PSS- Reasons for Sickness Absence

UCEA Absence Reason	Absence Cost	Days Lost %	Incidents %
Mental health incl exhaustion, fatigue, nervous debility, alcohol/drug abuse	£40,398	35.1%	10.4%
Cold, cough, flu	£19,515	18.9%	28.1%
Covid-19 - Sickness Absence	£18,265	17.0%	17.0%
Stomach/digestive/gastrointestinal problems	£7,949	7.8%	17.8%
Eye, ear, nose, throat and dental problems	£5,396	5.0%	5.6%
Asthma and other chest/respiratory problems incl pneumonia, bronchitis, pleurisy	£6,277	4.8%	3.0%
Musculoskeletal incl back/neck problems, carpal tunnel, tendonitis	£5,102	4.3%	1.9%
Headache, migraine and neurological/nervous system	£4,845	4.1%	10.0%

The chart is restricted to reasons with Days Lost of 1% or more.

Family Friendly Leave

134 USW and 10 PSS employees took family friendly leave within the reporting period. Professional and Support Staff made up 70% of all leave taken, followed by academic staff at 25%. Females made up 60% of all family friendly leave taken compared with 69% in the previous year. The below graph includes both USW and PSS employees by family friendly leave and staff category. Of those who took leave 90% recorded their Ethnicity grouping as White, followed by 7% Black and Ethnic Minorities.



EDI Compliance Data

Table - Faculty/Service EDI training completion rates at 07/07/2023

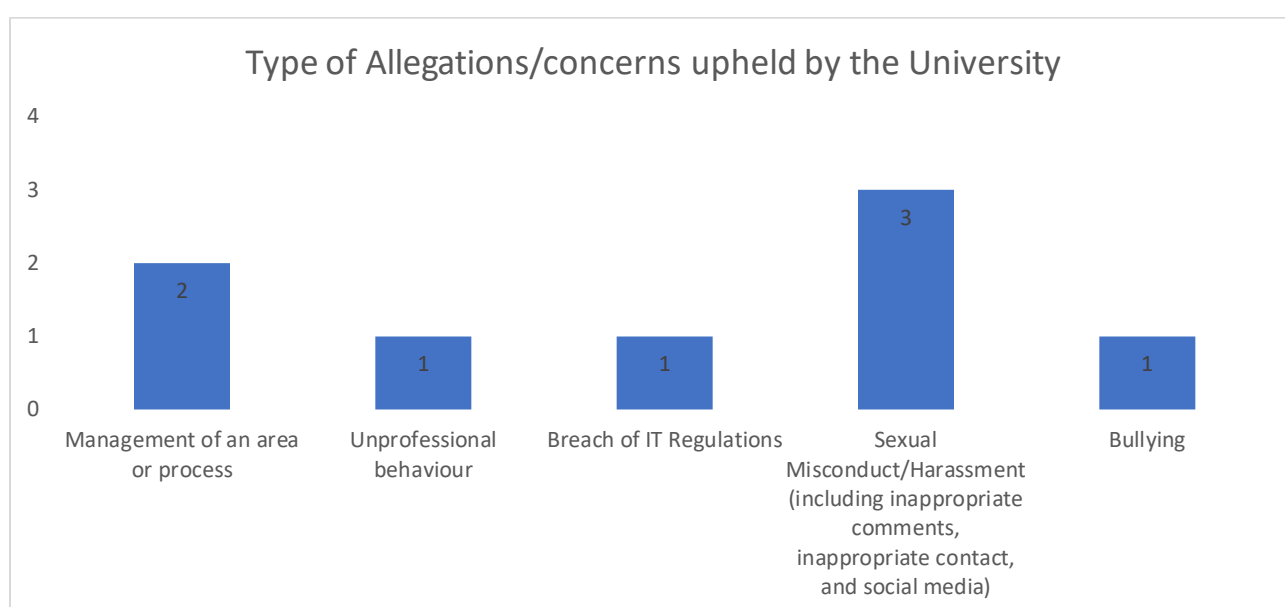
Faculty/Service	EDI Training Completion rate %
Planning Performance and Transformation	36%
Finance Division	29%
Research and Innovation Services (RISe)	23%
Academic Registry	21%
CELT	19%
Learning Services	18%
Future Students	15%
Organisational Development	13%
Faculty of Life Sciences and Education	12%
University Secretary's Office	11%
Student Services	10%
IT Services	9%
Enterprise and Engagement	8%
Faculty of Business and Creative Industries	4%
Faculty of Computing, Engineering and Science	4%
Chaplaincy	0%
Communication Public Affairs and Policy	0%
Estates And Facilities	0%
Executive	0%
FE Partnerships and Apprenticeships	0%
Overall	11%

Casework data

The table below shows the total number of Investigations (Grievance, Dignity at Work and Disciplinary). The data includes any disciplinary investigations relating to students concerns about employees raised directly with Faculty. Data excludes any investigations undertaken by the Student Casework Team relating to formal student complaints against USW/PSS employees. The latter data will be reported to the Culture, People and Values Committee in January 2024.

All investigations recorded in the below table relate to USW employees. There are no grievances raised and no investigations undertaken against PSS employees.

	Total no. of investigations	Total no. Upheld/case to answer	Total no. partially upheld	Total no. not upheld/no case to answer
Total no. of complaints raised by USW employees relating to processes, pay or workload	4	2	0	2
Total no. of complaints raised by employees at USW against a USW colleague relating to their conduct/behaviour	4	2	1	1
Total no. of concerns investigated relating to a USW employees conduct/behaviour towards a student	3	3	0	0
Total no. of conduct investigations related to another matter (not conduct/behaviour against another)	1	1	0	0
Overall total:	12	8	1	3



The Committee will note there have been three cases of sexual misconduct/harassment which have been upheld during the period 2022/23. This is higher than the number of cases in the three preceding years: 2021: 1 case, 2020: 1 case and 2019: 2 cases. All three investigations were instigated by the University on hearing feedback/comments from students.

A number of initiatives/review of policies have been underway over the last 12 months with the aim of promoting awareness of acceptable behaviour and the University intolerance of any unacceptable behaviour including sexual misconduct/harassment. With the introduction of the Report and Support System and future promotion of acceptable behaviours the University may see an increase in concerns of this nature, as individuals are empowered to raise such concerns.

Due to the low number of cases, Equality data has been sectioned into two categories: (i) complainants and (ii) those employees investigated (whether in response to a grievance or investigated as a conduct matter).

Complainants:

During the reporting period, 8 USW employees raised grievances. 1 withdrew and therefore the report will focus on the remaining 7 complainants. 1 person raised grievances relating to the behaviour of others and their pay and therefore are recorded twice in the above table to record the different outcomes.

There were no grievances raised by PSS employees.

Concerns were also raised against three USW employees by female students. No further data is known about the students and therefore will not be referred to within this section of the report.

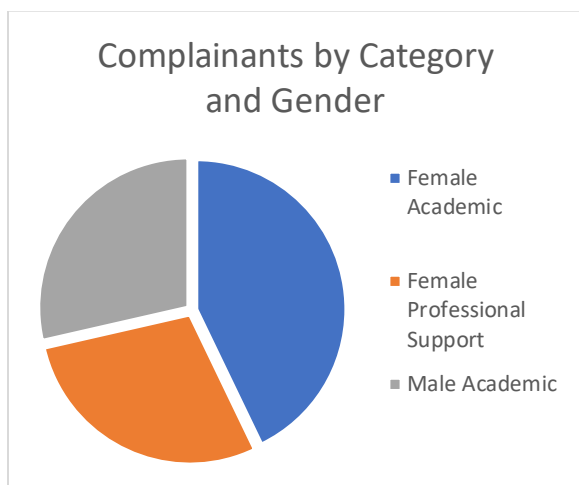
Of the 8 grievances (raised by 7 employees), two related to protected characteristics covered by the Equality Act 2010:

- One related to age discrimination which was not upheld. The individual did not appeal the outcome.
- The second grievance related to less favourable treatment based on their part-time status and therefore indirectly related to gender also. The grievance was not upheld and the employee did not appeal the outcome.

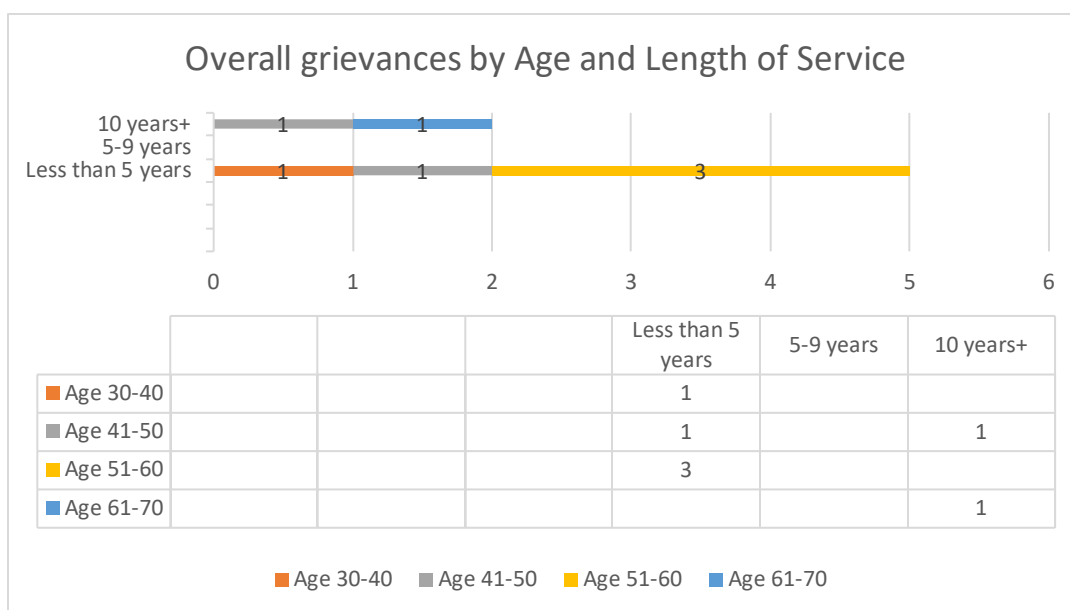
The remaining 7 grievances were not related to any protected characteristic (Equality Act 2010) or any other protected group e.g. Part-time and Fixed Term workers.

One of the 7 complainants has since left the University.

All grievances were raised by USW British (1 recorded as Welsh) employees on permanent contracts. None declared a disability. 71% (5) grievances were raised by females, 4 of which are part-time. Ethnicity of employees are recorded as White:5, Black and Ethnic Minorities:1 and 'prefer not to say':1. All but one person was on a grade higher than E with 71% of complainants employed on grade G (academic employees). 86% (6 of the 7) of complainants were employed in a Faculty.



Of note is the length of service of those raising concerns. The majority were raised by employees with less than 5 years service: 3 of which had 2 years service or less.



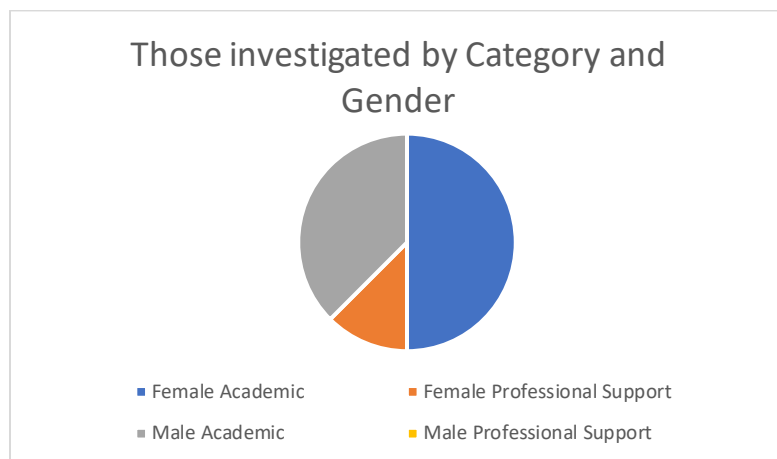
Employees investigated (whether in response to a grievance or investigated as a conduct matter).

This section will focus on the data held for those employees who have had allegations/grievances against them upheld or proven on the balance of probabilities.

During the reporting period 8 USW employees were investigated for conduct or behaviour related issues identified within the graph above. There were no investigations relating to PSS employees. 4 people had concerns raised against them by a USW colleague (1 person raised concerns against 2 people) and 3 people had concerns raised against them by students. The latter were concerns that were not raised as complaints and were instigated by the University on hearing the concerns. Therefore, the students' complaints process was not followed and the matters were investigated in

line with the University's Disciplinary Procedure. The remaining employee was investigated for a breach of regulations identified by University management.

The employees were predominantly employed on permanent and full-time contracts, with the inclusion of 1 fixed term contract, 1 part-time and 1 hourly paid. 7 of the 8 employees are academic and therefore on Grade F or above. None declared a disability.



62% (5) of those investigated were females, 4 of which are full-time. Ethnicity of employees are recorded as White:5, Black and ethnic minorities:2 and one person recorded 'any other white background'. 50% were aged 40-49 and 75% had 8 years service and more.

In response to internal and external reports including Universities UK (UUK)¹, the Equality and Human Rights Commission (EHRC)², Advance HE³ and Higher Education Funding Council for Wales (HEFCW)⁴. In Spring 2022 the University commenced work to introduce a transparent identity based bullying, discrimination, harassment and or violence reporting system. This work aligned to Aim 6 of the Universities Wellbeing and Health strategy 2021-2022 following allocated funding from HEFCW of £343,975 in October 2021:

Aim 6: Align student and staff well-being and health policies and initiatives with other internal drivers for change to foster an inclusive and supportive community

Following initial scoping and research it was acknowledged that HEIs across England were progressively more advanced in terms of visible access for their students, colleagues and third parties to report and support systems, all provided by [Culture Shift](https://www.culture-shift.co.uk/)⁵. Currently Culture Shift is the preferred sector provider, providing Report & Support systems at this time to 83 Higher Education Institutions.

¹ <https://www.universitiesuk.ac.uk/what-we-do/policy-and-research/publications/tackling-racial-harassment-higher>

² <https://www.equalityhumanrights.com/sites/default/files/tackling-racial-harassment-universities-challenged.pdf>

³ <https://www.advance-he.ac.uk/consultancy-and-enhancement/equality-diversity-inclusion/addressing-bullying-and-harassment>

⁴ <https://www.hefcw.ac.uk/wp-content/uploads/2020/11/W20-39HE-Tackling-violence-against-women-domestic-abuse-and-sexual-violence-in-HE.pdf>

⁵ <https://www.culture-shift.co.uk/>

Following a period of sharing findings with key stakeholders and submission of recommendation paper to project sponsors in April 2022 significant progress was made in May 2022. With collaboration between EDI Team, Student Services, Student Casework, HR, IT, Procurement and Legal significant strides were made with the agreement to the piloting and engagement of Culture Shift's Report & Support system for an initial 3-year period. Funding allocation was ringfenced from existing HEFCW funds.

The University undertook a soft launch of the platform on the 16th March 2023 with the aim of full launch during first term of new academic year 23/24.

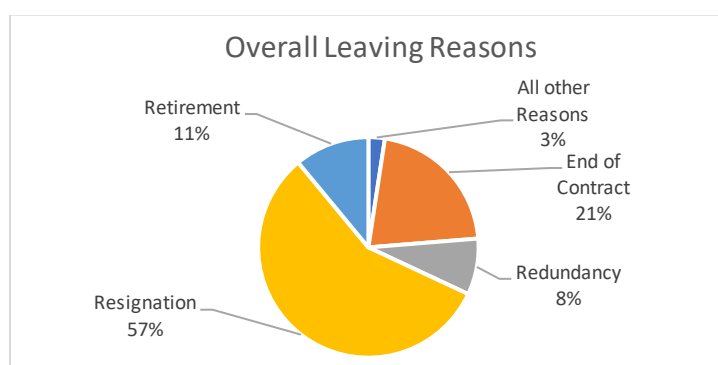
Leavers

Overall, 291 employees left USW and PSS within the reporting period with a turnover of 11.7% including Hourly Paid individuals. Excluding Hourly Paid individuals there were 238 leavers with a turnover of 12.4%. Resignation is overall the main reason for leaving at 57%, followed by End of Contract at 21% and Retirement at 11%.

USW has a lower turnover rate compared to PSS there were 212 leavers with a turnover rate of 9.7% (including Hourly Paid individuals). Excluding Hourly Paid individuals there were 174 leavers with a turnover of 10.5%.

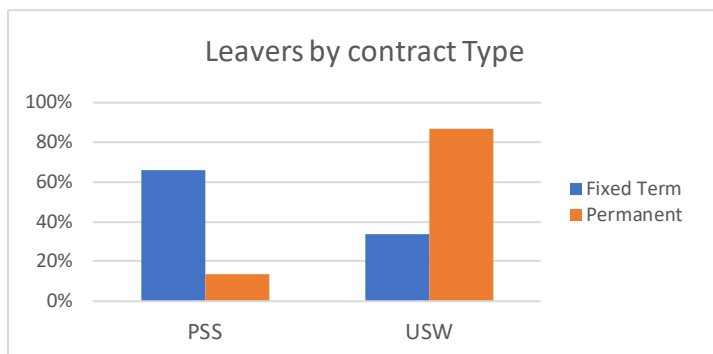
PSS in comparison had 80 leavers with a turnover of 24.6% (including Hourly Paid individuals), excluding Hourly Paid individuals there were 64 leavers with a turnover of 25%. As PSS is still a relatively new organisation the headcount numbers differ considerably between the start (233) and end of the reporting period (418), therefore impacting the average headcount within the turnover calculation.

Overall, across USW and PSS 92 individuals left within the first 12 months of employment and over half of those individuals left within the first 6 months. 66% of the leavers were PSS employees. Across USW and PSS the two main reasons for leaving within the first 12 months of employment were End of Contract at 46.7% and resignation at 47.8%.

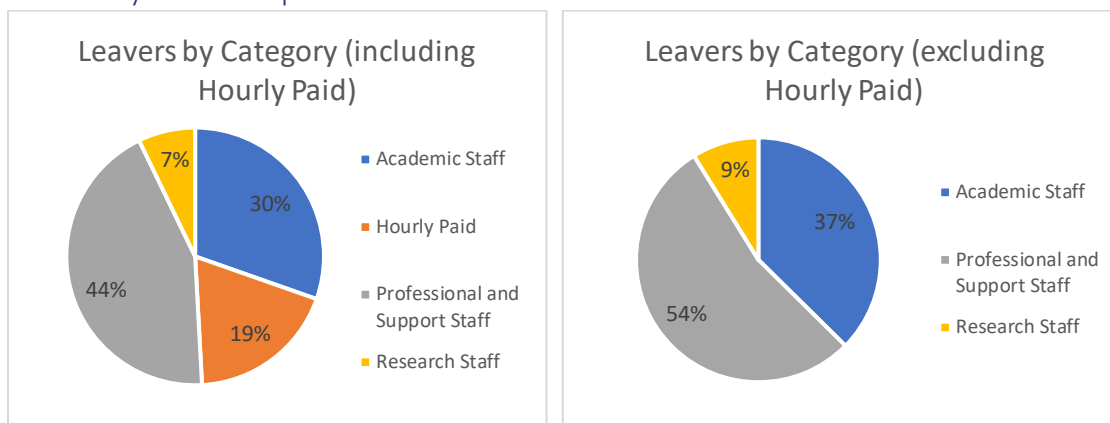


Leavers by Staff Contract Type

Overall, 75% of leavers were on permanent contracts and the remainder on fixed term contracts. PSS with a higher proportion on fixed term contracts and USW with higher permanent contracts which reflects their populations.



Leavers by Staff Group



Overall, the employee group with the highest number of leavers (including hourly paid) is Professional and Support Staff at 44% followed by Academic at 30% which is reflective of the population. Excluding hourly paid individuals, the percentages are 54% Professional and Support Staff followed by Academic at 37%.

Leavers by leaving reason and Equality Group

Table Overall Leavers by leaving reason and equality group*

Leaver category	Overall	Female	Male	Black & Ethnic Minorities	White	Disabled	Not Disabled
All other Reasons	2%	-	0%	0%	-	-	-
End of Contract	21%	9%	7%	5%	9%	-	14%
Redundancy	8%	6%	-	-	9%	-	8%
Resignation	57%	32%	29%	9%	50%	5%	54%
Retirement	11%	6%	6%	-	12%	-	11%

To ensure anonymity of individuals the leaving data has not been provided individually by USW and PSS.

*Excluding hourly paid leavers

Leavers by Age

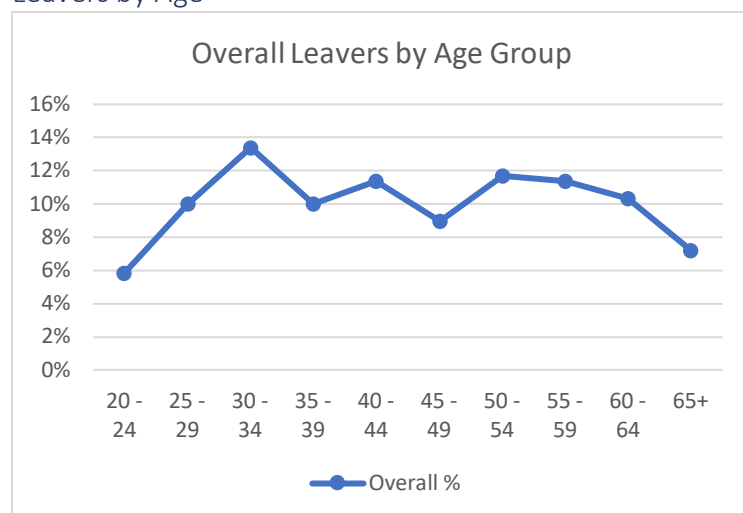


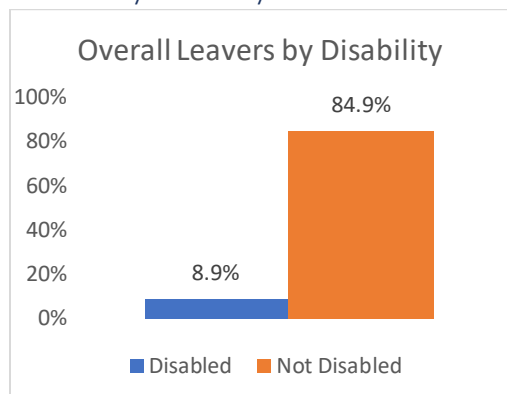
Table Leavers by Age Group

Leavers by Age Group	Overall HC	Overall %	PSS HC	PSS %	USW	USW %
20 - 24	17	6%	16	20%	0	-
25 - 29	29	10%	16	20%	13	6%
30 - 34	39	13%	15	19%	24	11%
35 - 39	29	10%	6	-	23	11%
40 - 44	33	11%	11	14%	23	11%
45 - 49	26	9%	5	-	21	10%
50 - 54	34	12%	5	-	29	14%
55 - 59	33	11%	5	-	28	13%
60 - 64	30	10%	0	-	29	14%
65+	21	7%	0	0%	21	10%

There were higher number of leavers in the lower age groups for PSS which fits with the younger age population of the workforce. USW has a relatively even distribution of leavers with slightly more in the older age groups again consistent with the wider population.

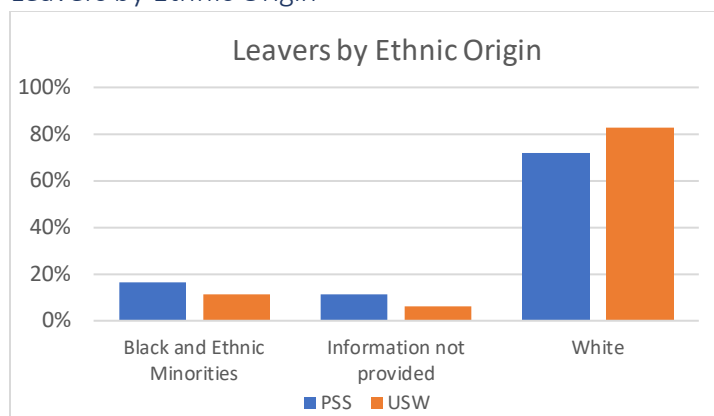
The following equality data by leavers includes all leavers for the reporting period including Hourly Paid leavers.

Leavers by Disability



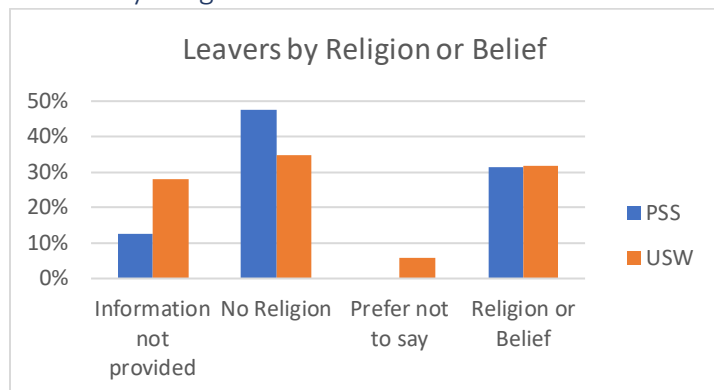
Overall, 8.9% of leavers had declared a Disability compared to those who were Not Disabled. This is slightly higher than the overall population who had declared a disability at 7%. To ensure anonymity of individuals only the overall data is provided in the above chart.

Leavers by Ethnic Origin



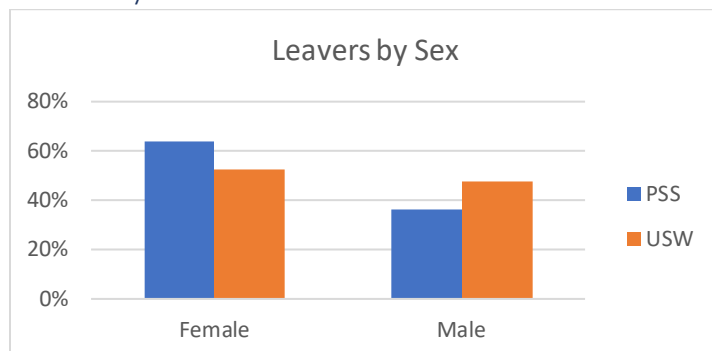
Overall, 12.6% of leavers were from Black and Ethnic Minorities. This was slightly higher for PSS at 16.5%. Overall, of the Black and Ethnic Minority leavers 33.3% left due to End of Contract which is higher than White leavers who left due to end of contract at 15.4%.

Leavers by Religion or Belief



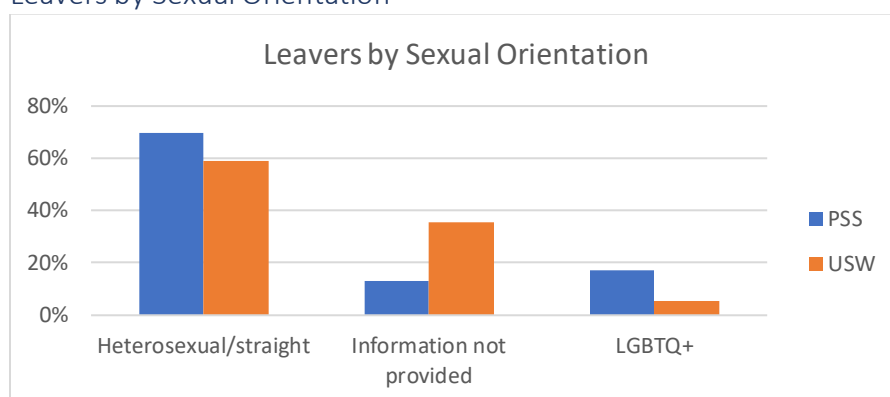
The number of leavers who have declared a Religion or Belief is consistent with the wider population.

Leavers by Sex



The sex of leavers is in proportion with the sex of the main populations of USW and PSS.

Leavers by Sexual Orientation



The proportion of LGBTQ+ leavers is slightly higher than the wider population.

We have developed and launched a survey to better understand the reasons for colleagues leaving their employment at USW/PSS Ltd and the extent to which they feel 'pushed' away from USW or 'pulled' towards another employer. Colleagues can emphasise the positive and negative elements of their time at USW and the extent to which different factors have influenced their decision to leave (for example, salary, alignment with USW's values and purpose, management or leadership issues, resources, and job security, amongst others). Respondents are given the option to provide details of their ethnic group, disability, gender, gender identity and sexual orientation if they wish, which will allow for analysis of the above factors across different groups.

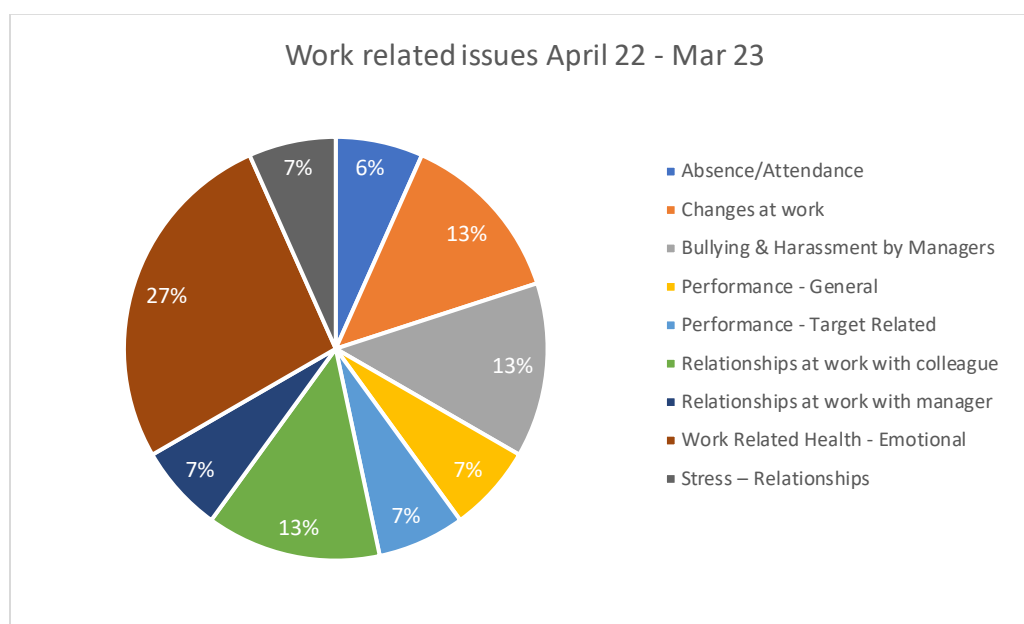
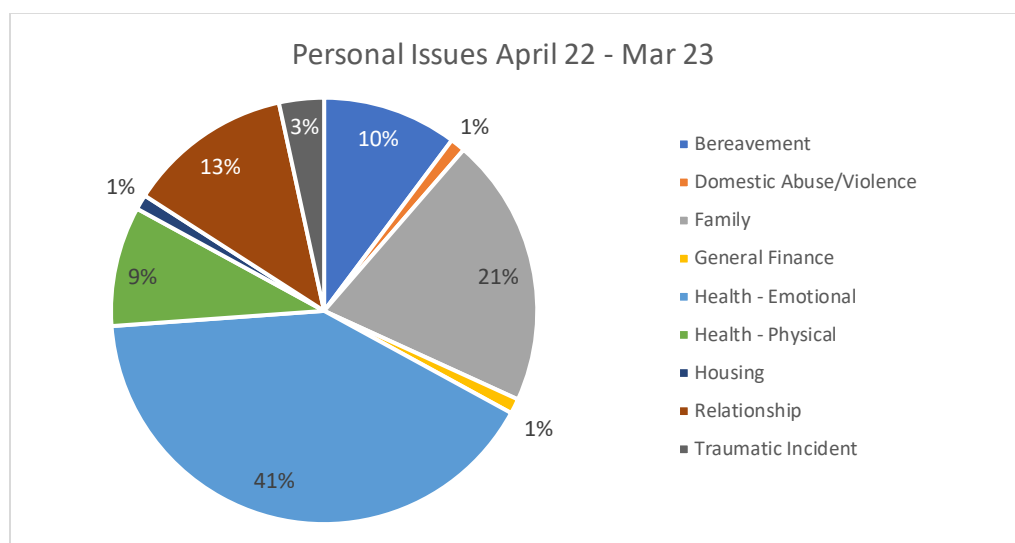
Sent to all those voluntarily resigning from substantive roles at USW/PSS Ltd (therefore excluding those on an expiring fixed term contract, ill health retirements, dismissals and redundancies, as well as those on a casual or hourly paid contract), the survey launched in January 2023 and will be analysed quarterly, via the Employee Engagement and Data Workstream. Initial analysis suggests that the response rate to the survey is approximately 40%. Once a solid base of initial data has been collected, a summary report will be provided to the Employee Engagement & Evidence Base working group and People Development Group. Themes of employee engagement findings will be reported in due course to CPVC.

Employee Assistance Programme (EAP)

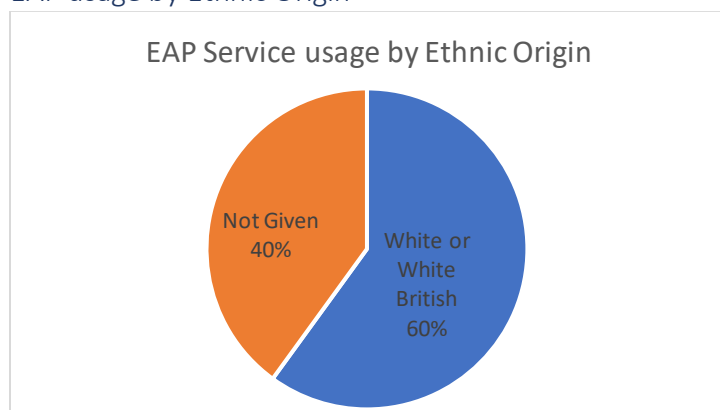
Employing organisation is not captured by Care First therefore the information below covers all staff within USW and PSS.

EAP usage reason

Health – Emotional had the highest proportion of cases across Personal and Work related issues.



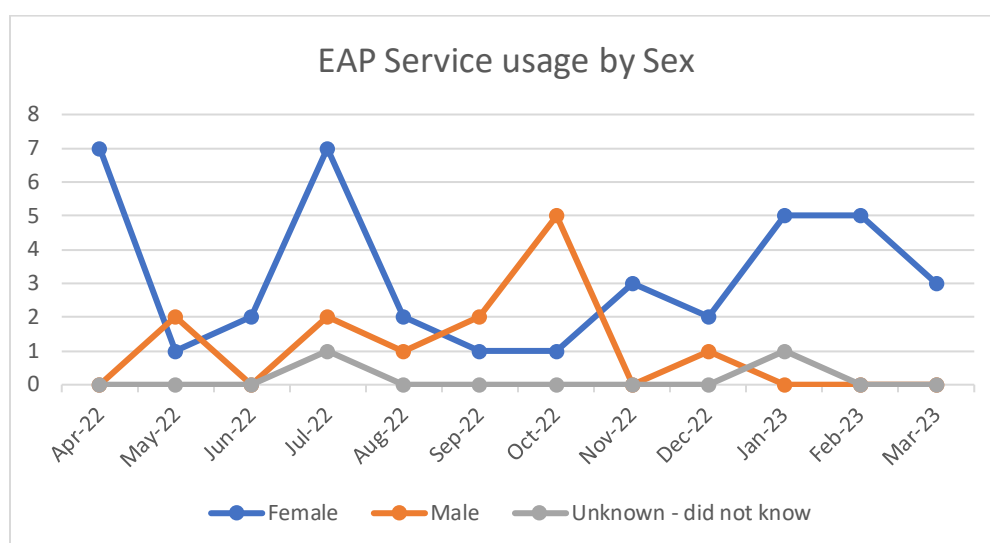
EAP usage by Ethnic Origin



60% of contacts were by White or White British with the remainder not disclosing their Ethnicity. To note the ethnic origin categories used by Care First differ to those used by USW/PSS.

The below graph represents the number of contacts made by Sex per month for the reporting period.

EAP usage by Sex



Females made up 72% of cases within in the period compared to 24% males and 4% 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 56% females compared to 44% males for the reporting period.

Appendix

R1 Recruitment Undisclosed (unanswered) or prefer not to say

Overall			Total	Percentage of total applications
Disability	Information not provided	97	150	3.3%
	Prefer not to say	53		
Ethnicity	Information not provided	43	132	2.9%
	Prefer not to say	89		
Gender	Information not provided	36	36	0.8%
Sexual Orientation	Information not provided	55	342	7.6%
	Prefer not to say	287		

PSS			Total	Percentage of total applications
Disability	Information not provided	57	100	3.0%
	Prefer not to say	43		
Ethnicity	Information not provided	29	87	2.7%
	Prefer not to say	58		
Gender	Information not provided	24	24	0.7%
Sexual Orientation	Information not provided	34	227	7%
	Prefer not to say	193		

USW			Total	Percentage of total applications
Disability	Information not provided	40	50	3.9%
	Prefer not to say	10		
Ethnicity	Information not provided	14	45	3.6%
	Prefer not to say	31		
Gender	Information not provided	12	12	0.9%
Sexual Orientation	Information not provided	21	115	9.0%
	Prefer not to say	94		