

EQUAL OPPORTUNITIES MONITORING REPORT 2017/2018

This report presents and provides analysis of data covering the following areas (main site and AHED) excluding casual staff and invigilators:

1. Number of Staff and FTEs at 1 November 2018
2. Ages: All Staff
3. Ethnic analysis of staff currently in post
4. Applicants for employment
5. Internal vacancies/promotion
6. Grievance and disciplinary issues
7. Redundancies
8. Professional Reviews
9. Reasons for leaving
10. Staff Turnover statistics
11. Governors

Executive Summary

Our workforce continues to age, with 48% being aged 51+ compared with 45% the year before. We continue to appoint according to who is the best candidate irrespective of age but, since the census date of this report, we have in fact appointed a number of younger teachers to start in September 2019. They will therefore appear in next year's figures. Given that they are generally replacing staff who are retiring, there might be a slowing of the average age of the workforce. The feminisation of the workforce continues, driven by the disproportionate numbers of women who apply for employment at 67% of the total. Of those appointed during the period, 69% were women which is slightly greater than one might expect, but a reduction on the year before. The percentage of our staff from an ethnic minority has increased which is positive. They are concentrated in lower paid occupations which is a concern, but we hope that, in time, some may be in a position to apply for promotion within the College.

We recently prepared and published our second annual Gender Pay Gap Report. The figures had improved slightly in that the mean gap had reduced from 10.4% to 7.7% and the median from 32.5% to 27.5%. As before, it is important to note that our gap is mainly (although not exclusively) because women are significantly over-represented in lower paid jobs rather such as Cleaning, Catering and Invigilation. Were our services contracted out, our figures would be much better but we feel that we are able to offer a better service to students and better conditions for staff by employing directly. However, it is also important to note that there is a slight underrepresentation of women in the upper pay quartile (at 67%) compared with their proportion in the workforce as a whole which is 71%. Arising from last year's Gender Pay Gap Report, we undertook a number of actions last year, including carrying out training on Equal Opportunities for managers, with a particular focus on recruitment. We have set ourselves further tasks for the coming year.

We are pleased to note that staff turnover remains well below sector norms.

1. **Number of Staff and FTEs at 1 November 2018**

Sixth Form College

	Full time	Part time	Total	FTE	Male	Female
Teaching	123	121	244	183	85	159
Support	41	178	219	144	54	165
TOTAL	164	299	463	330	139	324

AHED

	Full time	Part time	Total	FTE	Male	Female
Teaching	1	86	87	21	12	75
Support	5	39	44	18	1	43
TOTAL	6	125	131	39	13	118

GRAND TOTAL	170 (29%)	424 (71%)	594	369	152	442
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2.

Ages: All staff

Age Ranges	SFC 17/18	AHED 17/18	TOTAL 17/18
Under 21	2	0	2
21-30	41	4	45
31-40	91	16	107
41-50	120	19	139
51+ (includes 61+)	198	73	271
61+	40	22	62

Note: totals in tables 1 and 2 are not the same as some people have both teaching and support staff contracts.

3. Ethnic Analysis of Staff Currently in Post (percentages)

The analysis should be seen against a local population*:

Population by Ethnic Origin 2011 (percentages)		Hampshire	Winchester	Peter Symonds College 2017/18
White	White British/Irish/ Other White	95	95.69	94.3
Mixed	White/Black Caribbean White/Black African White/Asian Other Mixed	1.37	1.39	0.4
Asian or Asian British	Indian Pakistani Bangladeshi Other Asian	2.25	1.62	3.5
Black or Black British	Caribbean African Other Black	0.63	0.39	0.7
Chinese or Other Ethnic Group	Chinese Other	0.72	0.89	0.2

* Source Census Data 2011.

Peter Symonds College Comparisons (percentages)

		2010/2011	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018
White	White British/Irish/ Other White	96.00	96.6	96.5	96.7	96.6	96.8	95.7	94.3
Mixed	White/Black Caribbean White/Black African White/Asian Other Mixed	1.00	0.5	0.75	1.0	0.9	0.6	0.6	0.4
Asian or Asian British	Indian Pakistani Bangladeshi Other Asian	1.25	1.1	1.1	1.2	1.3	1	2	3.5
Black or Black British	Caribbean African Other Black	1.00	0.7	0.75	0.7	0.6	0.6	0.6	0.7
Chinese or Other Ethnic Group	Chinese Other	0.25	0.25	0.5	0.2	0.2	0.3	0.2	0.2
Not Known		0.5	1	0.4	0.2	0.2	0.4	0.7	0.7
Total Other		3.5	3.55	3.5	3.3	0	0.3	0.2	0.2

4. Applicants for employment

4.1 Male and Female

Employee Status	Male	Female
Applicants	33%	67%
Shortlisted	31.5%	68.5%
Offered Post	31%	69%

For those jobs which were open only to internal candidates, two-thirds went to women. This is broadly in proportion to the representation of females in the workforce. Of our staff in post, 71 % are female. Given that a significant majority of applicants for externally advertised posts are female and we are slightly more likely to appoint women even more than their ratio in applications, we are likely to see the percentage of women in the workforce continuing to grow. Our Gender Pay Gap Reports show that women are slightly underrepresented at the most senior levels compared with their overall numbers in the workforce. More significantly, they are very considerably overrepresented at the lowest pay grades. The reality is that nearly all the applicants for these roles are female and it is hard to see how we can address that given the financial constraints which prevent us increasing salaries.

4.2 Ethnicity

Of 339 applicants, 291 were white (86%), 8% did not declare and 22 (6%) were from ethnic minorities. We have an increase in the percentage of staff who say that they are in a non-white category from 4.3% last year to 5.7%. This is positive although anecdotally I am aware that they are concentrated in low paid employment and are almost exclusively from one community.

4.3 Age Ratio

Age Range	% of Applicants	% of short listed	% of appointed
Under 21	2	2	7
21-30	29	26	24.5
31-40	20	25	24.5
41-50	22	24	27
51-60	19	19	17
60 and over	2	1	0

4.4 Disability

Of those who applied, 87% said they had no disability. Of the other 13%, 9.5% did not declare and 3.5% declared a disability. Of those that declared a disability, 27% had a physical disability, 46% had learning difficulties and 9% had a mental health disability.

5. **Internal Vacancies/Promotion**

Of the 30 vacancies that were only advertised internally (many of which were for additional responsibilities or promotion), 20 went to women and 10 to men.

6. **Grievance and Disciplinary Issues**

7.1	Disciplinary	(4)	Sixth Form College	All white males.
		(0)	AHED	

7.2	Grievance	(0)	Sixth Form College	
		(0)	AHED	

7. **Redundancies**

Sixth Form College - No redundancies.

AHED – No redundancies

8. **Professional Reviews**

We have made changes to the online system this year so that staff and reviewers can more easily see where someone has declared a disability or a reason why they might require a particular consideration in professional review. We are also examining the professional review system with a view to changing the existing structure under which all reviews are signed off by the Principal after the reviewer and reviewee have completed. We hope that, if the responsibility for the final sign off was shared more widely and was closer to the department, it would be more realistic to hope that the 'grandparent' figure in this new structure would be likely to note any possible discrimination or failure to adapt practice to accommodate needs relating to a protected characteristic. They would also be better placed to offer support.

9. **Reasons for leaving**

Sixth Form College: There were 52 leavers, of whom 42% were Teachers. Among Teachers, reasons for leaving were: Retirement (4); end of fixed term contract (7); went for promotion elsewhere (1); leaving area (2); not enough hours (1); personal reasons (1); better long term prospects (3); commuting difficulties (2); death (1). Of the Support Staff: Retirement (6); end of fixed term contract (6); better pay/conditions (4); career change (3); unhappy with manager/work relations (5); ill health (1); did not return after maternity leave (1); returning to education (1); dismissed for capability (1); dismissed for disciplinary (1), promotion elsewhere (1).

AHED: There were 14 leavers, 4 Support staff and 10 Teachers (71.4%). Reasons for leaving were: Job not suitable (2); leaving area (1); employee resignation (3); not enough hours (2); personal reasons (1); career change (1); dissatisfied with pay (1); notified by dep/not known (2); end of fixed term contract (1)

10. Staff Turnover

Peter Symonds turnover was:

AHED	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018
Teachers	31.8%	35%	22.2%	10.5%	11.5%
Support	12.8%	3.1%	18.8%	0	9%

Sixth Form College	2013/14	2014/15	2015/16	2016/2017	2017/2018
Teachers	3.0%	6.3%	4.5%	4.8%	9%
Support	21.7%	15.7%	10.7%	15.6%	13.7%

Total Turnover PSC and AHED: 12%. This compares with the AoC benchmark of 17.4% (source, Association of Colleges Workforce Survey 2017)

11. Governors

The governing body is made up of eleven males and seven females. The numbers are small so we do not report on ethnicity, disability and other characteristics to avoid identifying individuals.

Vicky Owen
Director of Personnel & Corporate Services

March 2019