

Equality Monitoring in the Driver Vehicle and Licensing Agency 2007/8

Prepared by the In House Analytical Consultancy
for Human Resources

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2 Management Summary

2.1 Introduction

- 2.1.1 This report contains an analysis of staff equality, focusing on the requirements of the Race Relations (Amendment) Act. The information was collected on Driver Vehicle Licensing Agency (DVLA) staff in post between 1st April 2007 and 31st March 2008.
- 2.1.2 The report also includes the analysis of information split by gender, disability and, though in less detail, by age and work pattern.
- 2.1.3 The inequalities and differences identified have been described in non-statistical terms throughout this report. However, where differences have been found to be statistically significant, this has been highlighted in the commentary. Where results are not specifically discussed, this means that no statistically significant inequalities have been found.

2.2 DVLA structure and organisation

- 2.2.1 On 1st April 2008, there were 6,500 staff below SCS in post in the DVLA.
- 2.2.2 The majority of staff (4,949) were based in Swansea, and the remainder in local offices and enforcement centres across Great Britain – including 222 in London.
- 2.2.3 90 percent of DVLA staff were in pay bands 1 to 3, and 20 percent worked part time.

2.3 Key Findings: Gender

- 2.3.1 Across the DVLA, there were more female staff than male staff: a significantly higher proportion than in the GB working-age population.
- 2.3.2 Given this overall high proportion of female staff, the distribution of males and females among pay bands was not even. There were more males in pay bands 5 and 6 and more females in PB2 than we would expect.
- 2.3.3 A significantly higher proportion of females than males worked part time.
- 2.3.4 Internal recruitment figures indicated that more male staff applied for posts at pay bands 2 and 3 than expected given the proportion of males in these pay bands and their feeder pay bands. But there was no statistical significance in the gender of staff who were appointed given the gender of those that applied.

- 2.3.5 Fewer female staff left the DVLA than expected given the overall gender mix in the Agency. There were no significant differences in the proportion of males and females leaving for each reason (e.g. resignation, termination).
- 2.3.6 Females in PB1 received significantly more “exceeded” performance marks than expected, but there were no other significant differences in performance markings for other grades.
- 2.3.7 Males in PB1 took part in more training courses than females at this pay band. Conversely, PB5 females accessed more training than males.
- 2.3.8 Across the DVLA, there was a significantly higher proportion of male disciplinary cases than one might expect given the overall numbers of males and females.

2.4 Key Findings: Ethnicity

- 2.4.1 3.6% of the DVLA’s staff were from an ethnic minority background: significantly lower than the proportion across Great Britain. However, the majority of DVLA staff were based in Swansea, and the ethnic composition there was representative of the local area. Similarly, the proportion of ethnic minority staff in London offices was not significantly different from the local area. However, the remaining offices did have a significantly lower proportion of ethnic minority staff than the GB population.
- 2.4.2 Given the ethnic composition of DVLA as a whole, significantly fewer ethnic minority staff were in PB1 and more in PB2 than we would expect. Some of this imbalance was explained by the fact that the majority of posts in London, where there was a higher overall proportion of ethnic minority employees, were PB2.
- 2.4.3 Significantly more ethnic minority PB2 staff left the DVLA than expected given the proportion of ethnic minority staff in the pay band. [Although it is worth noting that 9% of staff in this pay band had unknown or undeclared ethnicity – a high proportion].
- 2.4.4 There is no significant difference in the performance ratings received by ethnic minority and white staff – although there is a significant difference between these and the ratings for staff whose ethnicity was unknown.
- 2.4.5 Ethnic minority staff appeared equally likely to take part in training as white staff.

2.4.6 There was no statistically significant difference in the proportion of discipline cases involving ethnic minority staff compared with white staff.

2.5 Key Findings: Disability

2.5.1.1 87% of DVLA staff declared themselves either disabled or non-disabled. Of these, 13.2% were disabled. In comparison, 18.7% of the GB working-age population is disabled.

2.5.2 Across Swansea, London and Other locations, the proportion of disabled staff was significantly lower than that of the local working-age populations.

2.5.2.1 Lower pay bands had higher proportions of disabled staff than higher pay bands across all locations. Overall (all locations considered together) this was only marginally significant in PB1, where 15.3% of employees had declared themselves disabled – higher than the overall 13.2% proportion of disabled staff in DVLA.

2.5.3 3.9% of internal applications for PB3 posts were from disabled staff. This was significantly lower than one might expect given the existing proportion of disabled staff within PB3 and PB2.

2.5.4 4.9% of leavers from PB1 in 2007/08 were disabled. This was significantly lower than the current proportion - 15.3% - of disabled staff in PB1.

2.5.5 There were significant differences in the performance ratings received by disabled and non-disabled staff in PB1-3: there were more *exceeded* marks awarded to non-disabled staff. Conversely, there were significantly more 'non-achieved' marks given to disabled staff – over half (52.2%) of the 17 not-achieved ratings were given to disabled staff.

2.5.6 Overall, disabled staff attended significantly more training than non-disabled staff – whilst disabled staff did 0.9 training courses, on average, non-disabled staff did 0.7.

2.6 Key Findings: Age

2.6.1 The age profile of staff in the DVLA was significantly different from the profile of the working-age population of Great Britain.

2.6.2 Across Swansea, London and Other locations, there were high proportions of staff aged between 25 and 29. Each location had a second "peak" in proportions - at age 45-49 in Swansea, and to a lesser extent at consolidated "other" locations; and at 50-54 in London.

2.6.3 Overall, there was a significantly higher proportion of staff aged 25-29 and 45-49 than in the GB working-age population.

2.6.4 As you would expect, higher pay bands tended to have more older than younger staff, but the age profile in the DVLA was dominated by pay bands 1-3, with high numbers of staff in all age ranges.

2.7 Information Recommendations

2.7.1 **Disability:** The disability status of certain employees within the staff-in-post data was not consistent with their disability status in other sheets of data (training, performance ratings, grievances and discipline). In addition, a large number of 'unknown disabilities' existed within the staff-in-post data for which a status was known in one or more of the other sheets. DVLA indicated that the different datasets should have been more consistent than they are, and that the discrepancies may be due to how data was acquired. IHAC and DVLA will meet to discuss how this problem is best resolved for future years.

2.7.2 **Ethnicity:** In general, the proportion of staff for whom ethnicity has been declared is fairly high, but this is patchy across pay bands. In particular, 9% of PB2 staff have either "preferred not to say", or there is no record. The lower the proportion of missing records, the more reliable the statistics will be.

2.7.3 **Recruitment:** DVLA supplied a full list of internal applicants but were only able to provide partial data on external applicants. It was also difficult to piece together an altogether satisfactory picture on sift, assessment centre and interview (although it was possible to look at the diversity of those eventually successful in being appointed). This was partly due to the fact that there is some applicants may attend either the assessment centre or the interview, some may attend both, separately or as part of the same event - some may even attend neither. Furthermore, As a result, the data was very patchy in places. DVLA and IHAC need to meet to discuss what data on recruitment can be captured, and how the process is best analysed.

3 Introduction

3.1 Equality Monitoring

- 3.1.1 In April 2008, DfT(c) Human Resources asked the In House Analytical Consultancy to undertake an analysis of staff equality within DfT and its agencies.
- 3.1.2 This report contains an analysis of information collected on Driver Vehicle and Licensing Agency (DVLA) staff in post on 31st March 2008; and cessations and recruitment from 1st April 2007 to 31st March 2008. In addition, the report considers training and development, discipline and grievances and an analysis of performance management for the 2007/08 reporting year.
- 3.1.3 The aim of the analysis was to determine whether the differences appearing in the data (e.g. by gender, ethnicity, disability, age, pay band or organisational behaviour) were statistically significant.
- 3.1.4 Note that for the purpose of this report, the Senior Civil Service (SCS) for DVLA and DfT(c)'s other Agencies have been included along with DfT(c)'s own SCS. This report excludes DVLA SCS – to avoid double counting.

3.2 General Approach

- 3.2.1 Initially, the report looks the staff in post and considers whether their diversity mix reflects the geographical region of where they were based. This is based on the working-age population of the catchment area – which is discussed in Annex B. To do this we considered Swansea and London separately – with all other staff being put into an Others category. One of the questions we asked here was, for example, whether the proportion of ethnic minority staff reflected the working-age population of the surrounding area?
- 3.2.2 The next step was to look at the diversity mix of each pay band to see whether there was over/under representation at pay band level. For example, if there were more women than men in DVLA as a whole was this reflected in each pay band?
- 3.2.3 Subsequently, the report considers internal and external recruitment. External recruitment considered whether the applications received reflected the local population in terms of diversity. Internal recruitment looked at whether applicants to a particular pay band reflected the diversity of the staff in post in that pay band and its feeder pay bands.

- 3.2.4 The report then looks at the appointments made and considers whether the diversity mix of the staff at appointment reflects the diversity mix of the staff at the application stage. It has not been possible to look at the interim stages.
- 3.2.5 The report also looks at those leaving the DVLA, to consider whether disproportionate numbers of staff from any diversity group left in 2007/08.
- 3.2.6 Staff performance management reports were analysed to see if any of the diversity groups had been marked differently.

3.3 Analysis and Results

- 3.3.1 The analysis presented in this report is described in non-statistical terms throughout. However, statistical tests have been carried out to check whether apparent differences are significant – in other words, whether it can be said that the difference is not due to random factors. Where differences have been found to be statistically significant, this has been highlighted in the commentary. It should be noted that there may be some occasions where graphs appear to show a considerable difference between groups of people, but the difference was not necessarily significant. There are also some occasions where it was not possible to carry out the statistical test due to small numbers of individuals in certain groups, and therefore it is not possible to say whether the apparent difference is statistically significant or due to chance.
- 3.3.2 The information on which the analysis is based can be found in Annex A. This contains tables of staff numbers, which provide context for the percentages presented in this report. In addition, in many cases numbers of staff have been presented throughout the report alongside percentages, for convenience.

3.4 Data Groups and Subgroups

- 3.4.1 Data on staff gender, age and pay band are held for each member of staff in the DVLA, but data on disability and ethnicity are voluntarily provided and often have significant numbers of unknowns or undeclared.
- 3.4.2 Staff in post figures exclude staff on maternity leave or career breaks.

4 Comparison of the DVLA with the working-age population

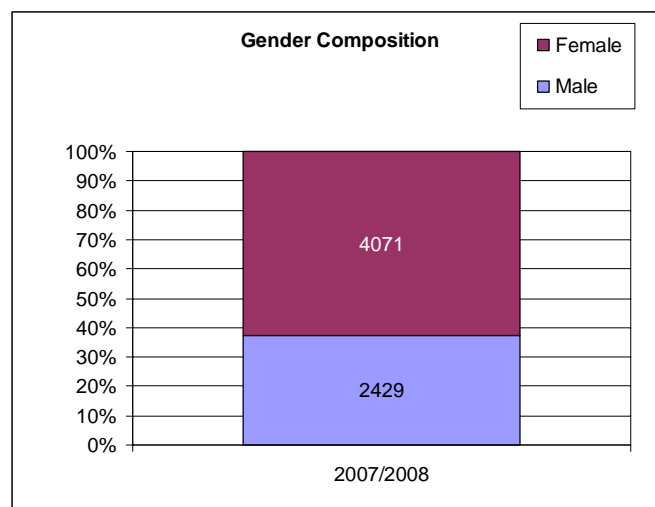
4.1 Introduction

- 4.1.1 On the 1st April 2008 there were 6,500 staff below SCS in post in the DVLA: the majority (4,949) based in Swansea. The DVLA also has 39 local offices and 12 enforcement centres across Great Britain, with the largest concentration of staff in the London offices – where there were altogether 222 staff.
- 4.1.2 The section begins by considering the diversity mix of staff in DVLA as a whole and then considers whether the diversity makeup of the staff in DVLA reflects the local working age population.
- 4.1.3 To undertake a geographical analysis a sufficient number of staff at each location are required. We have therefore considered Swansea and the group of London offices separately, and compared them with the surrounding areas' working age population. For staff outside Swansea and London, a consolidated grouping of "Others" was used - comprising 1329 staff – and we have compared their diversity with the GB working age population as a whole.
- 4.1.4 For the purposes of this report, DVLA pay bands have been translated into a standardised set of pay bands, referred to as PB1 – 7 throughout, to cover all pay bands below the Senior Civil Service. Annex C gives a full pay band mapping.

4.2 DVLA compared with Great Britain

4.2.1 Gender

- 4.2.1.1 The following graph shows the gender composition of the DVLA in 2007/8

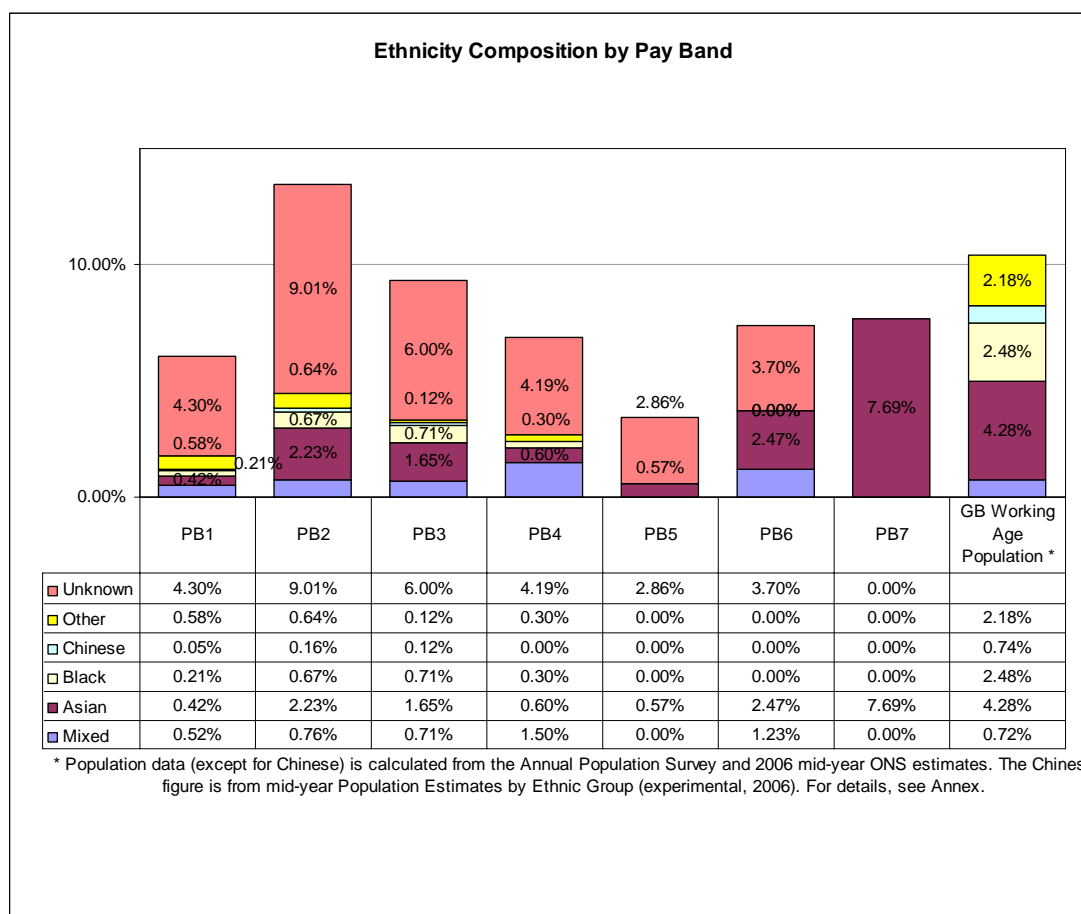


4.2.1.2 The DVLA had more female staff than males - 63 percent. This is a higher proportion than in the GB working age population.

4.2.2 Ethnicity

4.2.2.1 Compared with the working age population of Great Britain, the DVLA had a higher proportion of white staff. Aside from those declaring themselves “mixed” ethnicity, the DVLA had a lower proportion of staff from each minority background than there were in the GB population.

4.2.2.2 The graph below shows the disaggregated ethnic minority composition of DVLA in 2007/08 compared with the ethnic minority composition of Great Britain. The graph excludes DVLA staff with unknown ethnicity (6.7% of staff in post). For ease of reading, the remaining proportion of white staff is not shown on the graph.



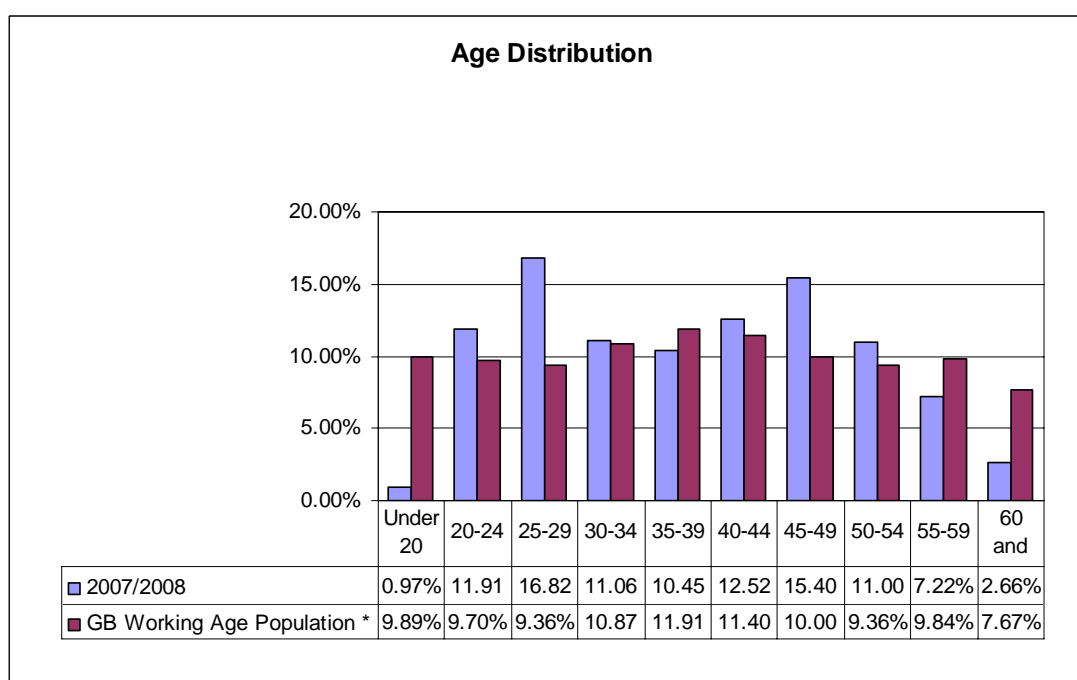
4.2.2.3 The majority of DVLA staff are based in Swansea: more localised comparisons of ethnicity are made later in this analysis.

4.2.3 Disability

4.2.3.1 Of the 87.0% of DVLA staff who declared themselves either disabled, 13.2% were disabled. In comparison, 18.7% of the GB working-age population was disabled.

4.2.4 Age

4.2.4.1 The graph below compares the age distribution of staff in the DVLA with the age distribution of the working-age GB population. The GB working-age population is defined as men aged 16 to 64 and women aged 16 to 59.



- 4.2.4.2 There were two clear peaks in the 2007/08 DVLA staff population: there were more staff aged 25-29 and 45-49 than any other age groups, and a higher proportion at these age groups than in the GB working age population.
- 4.2.4.3 It is worth noting that staff on maternity leave and career break are omitted from the analysis.

4.3 DVLA in Swansea

4.3.1 Most staff in the DVLA were based in Swansea and the diversity mix of these staff was compared to the working age population of Swansea and the following neighbouring counties: Carmarthenshire, Powys and Neath Port Talbot.

4.3.2 Gender

4.3.2.1 Almost two thirds (62.7%) of staff in DVLA Swansea were female – a significant difference from the local working-age population (50.7%). Each of Pay bands 1-3 contained significantly more females than the working-age population would suggest. There was no significant difference between the gender distribution in the higher pay bands and the local working-age population.

4.3.3 Ethnicity

- 4.3.3.1 There were 214 staff in Swansea whose ethnicity is not recorded. This is more than the total number of ethnic minority staff recorded (99), and means that although we have produced statistics, they should be treated with some caution.
- 4.3.3.2 Leaving aside the staff with no recorded ethnicity, The DVLA in Swansea appears to be representative of its local area in terms of ethnicity. Just under 98% of DVLA staff were white – compared with 98.1% of the local working-age population: (no significant difference).
- 4.3.3.3 At pay band level, there was no significant difference between the proportions of ethnic minority staff in the DVLA in Swansea and the local working-age population.

4.3.4 Disability

- 4.3.4.1 14.2% of employees in Swansea (for whom a status was known) declared themselves disabled. This is significantly lower than the 21.5% in the local working-age population.
- 4.3.4.2 This low proportion is reflected throughout all paybands, although increasingly so the higher the payband. For instance, 14.6% of PB1-3 employees were disabled, in contrast to only 10.5% and 10.4% of employees in PB4-5 and PB6-7 respectively.

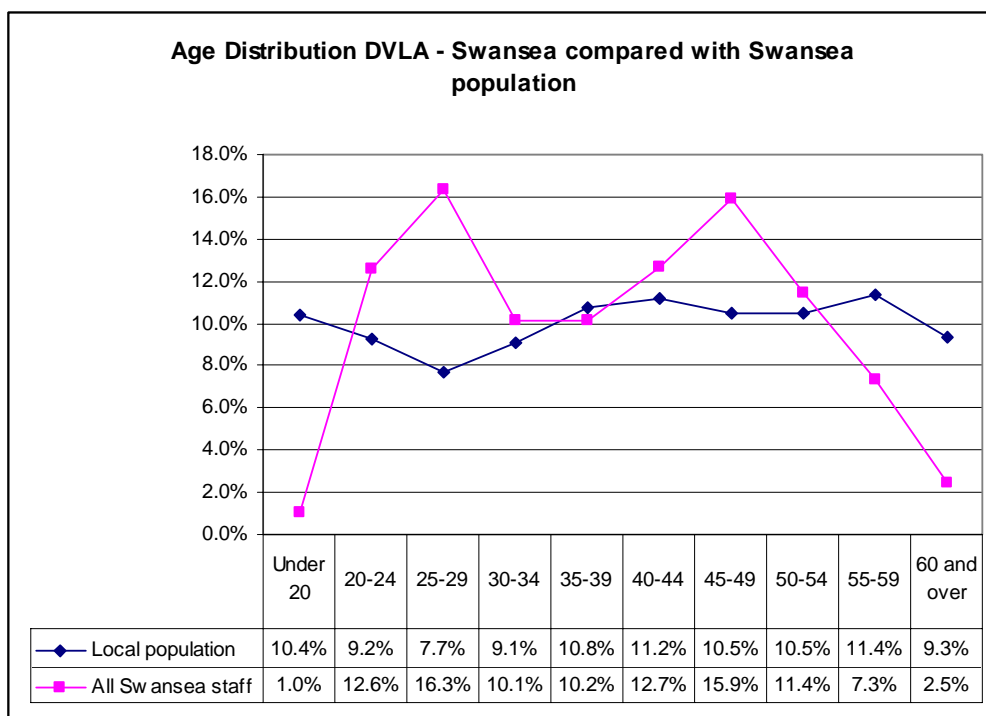
4.3.5 Other Diversity Mixes

4.3.5.1 We also considered gender/ethnicity as a combination – looking at both males and females split by white/ethnic minority.

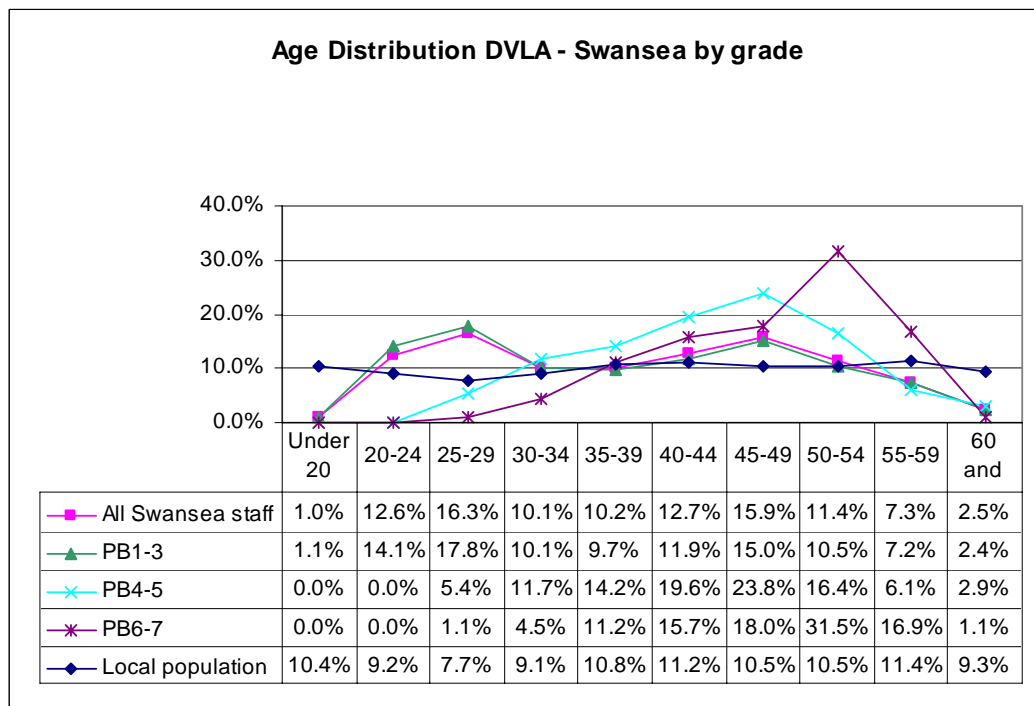
4.3.5.2 There were no significant difference in these combinations – i.e. there was no significant difference between the proportion of ethnic minority females in the Swansea area, and the proportion of ethnic minority females within the DVLA in Swansea. The same can be said of males.

4.3.6 Age

4.3.6.1 The DVLA in Swansea had a significantly different age profile from the local population, and the two peaks seen in the overall DVLA population are repeated here.



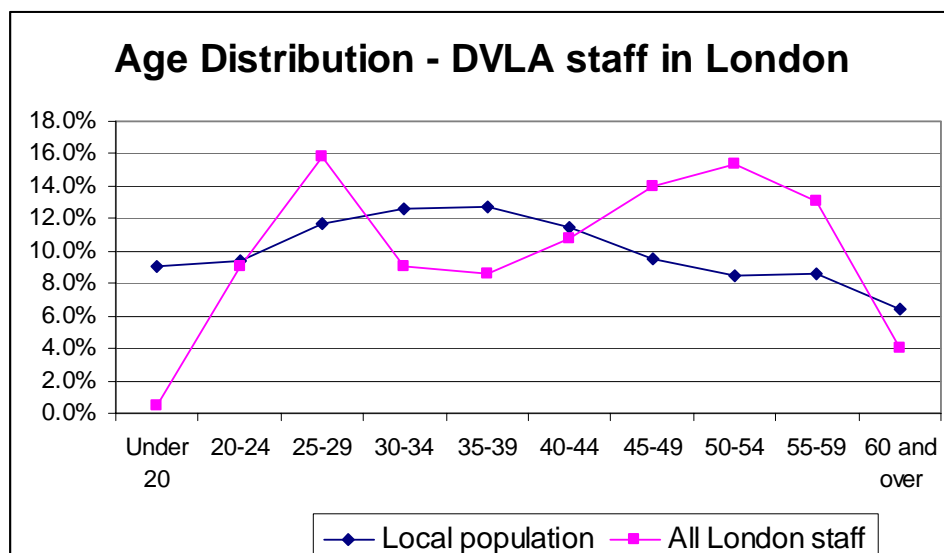
4.3.6.2 Considering the age mix by grade, it is clear that in the DVLA in Swansea, the overall profile of the Agency was dominated by the age mix in Pay bands 1-3. The higher pay bands contributed to making the second peak slightly higher overall than it would have been with just Pay bands 1-3, as can be seen in the chart below.



4.4 DVLA in London

- 4.4.1 In this section of the analysis, DVLA's London offices have been considered together, and compared with the local population (London and its adjacent counties) as in other monitoring reports prepared for DfT and its agencies. In total, there were 222 staff below SCS level in post in the London offices.
- 4.4.2 65.3% of these staff were female: a significantly larger proportion than in the local population.
- 4.4.3 As with Swansea, there were fewer ethnic minority staff recorded than staff with unknown ethnicity. But of those whose ethnicity was known, 25% were ethnic minority. This is not significantly different from the local population.
- 4.4.4 13.1% (23) of London employees were disabled; not significantly lower than the 16.3% in the local working-age population. Similarly to Swansea, however, a higher proportion of disabled staff was found in the lowest paybands – all 23 disabled London employees were in PB1-3.

4.4.5 In terms of age, London DVLA offices had a similar shaped age profile to the DVLA in Swansea: peaks for staff aged 25-29, and a second peak between 45 and 59 (slightly later than Swansea). Again, this was driven by pay bands 1-3: there were few staff in the higher grades. In particular, the peak at age 55-59 meant that London DVLA had an age profile significantly different from the local population.



4.5 DVLA in Other locations

4.5.1 The DVLA has 39 local offices and 12 enforcement centres across Great Britain. Excluding the London offices, these smaller offices had in total 1329 staff, 80% (1079) of whom were in PB2.

4.5.2 In order to undertake a comparison with the local working population, overall GB averages were used.

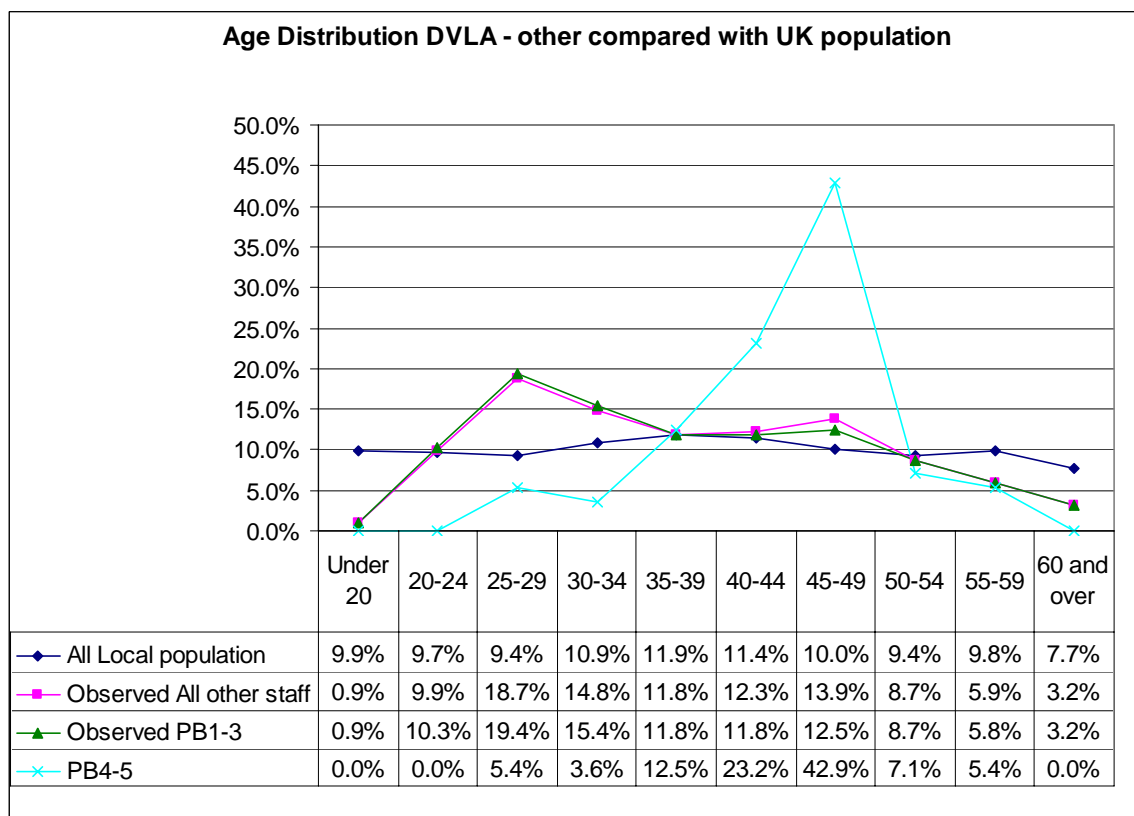
4.5.3 As in the Swansea and London offices, there was a significantly higher proportion of female staff (62%) than in the GB population.

4.5.4 Across DVLA offices outside London and Swansea, there were significantly fewer ethnic minority staff than we might expect from the proportions in the GB population (6.4% compared with 10.4%).

4.5.5 There were also significantly fewer disabled staff than we might expect from the proportions in the GB working-age population (14.2% compared with 21.5%).

4.5.6 As found in Swansea and London, the proportion of disabled employees was closest to the GB average in the lowest paybands, but still significantly lower. For instance, 14.6% of PB1-3 were disabled, as compared to only 10.7% and 10.4% of PB4-5 and PB6-7 respectively.

4.5.7 The age distribution of the DVLA outside London and Swansea had a similar pattern to those offices – peaks at age 25-29 and again at 45-49. Within Pay bands 1 to 3, there was a significantly higher proportion of staff aged between 25 and 34 than in the GB working-age population, and significantly fewer over 55. The small peak at 45-49 was not significant across all staff, but was significant for staff in Pay bands 4-5: 24 out of the 56 staff in these pay bands were aged between 45 and 49.



4.6 Overall Conclusions

- 4.6.1 The most striking features of the DVLA's staff profile were the proportion of females overall, and the high proportion of staff aged between 25 and 29 and 45 to 49.
- 4.6.2 The pattern was fairly consistent between Swansea, London and the grouped Other locations.
- 4.6.3 There were fewer ethnic minority staff in the DVLA than might be expected compared with the GB working-age population, although broken down between Swansea, London and Other locations, both Swansea and London were representative of their local populations in terms of ethnicity.
- 4.6.4 There were fewer disabled staff in the DVLA than might be expected compared with the GB working-age population.

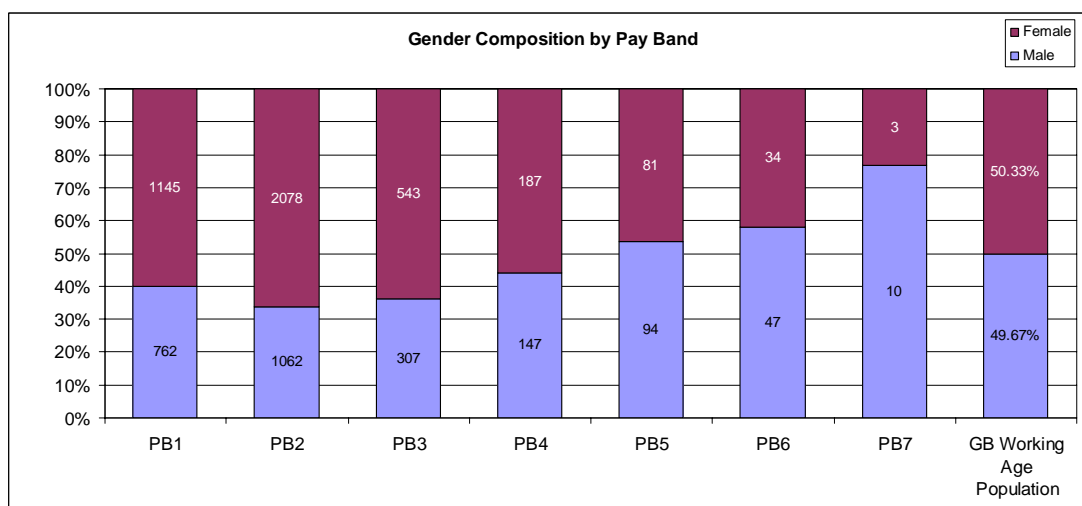
5 Diversity across pay bands

5.1 Introduction

- 5.1.1 The previous section looked at how the DVLA compared with the local working population for Swansea, London and consolidated Other locations.
- 5.1.2 This section looks at DVLA as a whole and focuses on how female, ethnic minority and disabled staff were distributed across the pay bands.
- 5.1.3 For example, we know that in the DVLA there are roughly 2 females to every male but is this true for each pay band? To analyse this, the overall DVLA proportion of the females was used as a base and the male/female numbers in each pay band compared with it.
- 5.1.4 Therefore, in this section, a significantly higher proportion of females than males (for example) means being significantly different from the average within the DVLA as a whole.

5.2 Gender

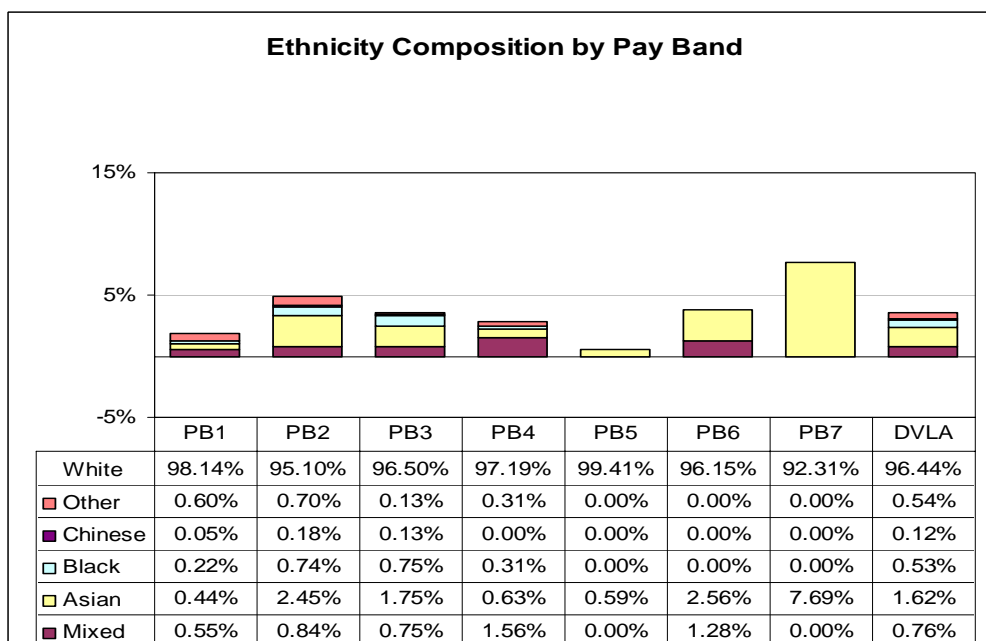
- 5.2.1 The DVLA had more females than males in 2007-08 (62.6%).
- 5.2.2 However, there were significantly more females in PB2 than the DVLA average would suggest. Conversely, at pay bands 5 and 6, there were proportionally and significantly more male staff compared with the DVLA average. (PB7 had too few staff for statistical analysis).



5.3 Ethnicity

5.3.1 The graph below shows the disaggregated ethnic minority composition of DVLA in 2007/08 as a whole, and by pay band. The graph excludes DVLA staff with unknown ethnicity (An average of 6.7% of staff in post, with the highest unknown proportion in PB2).

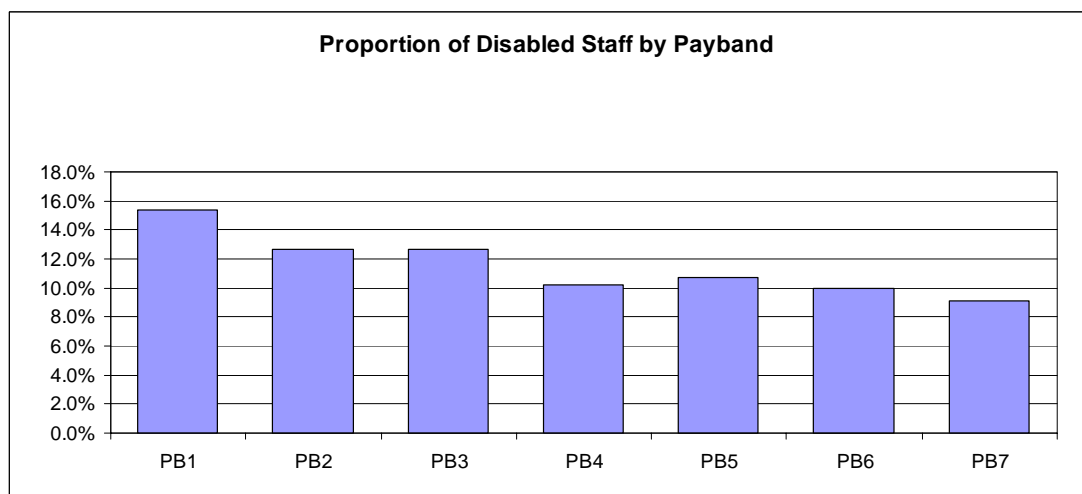
5.3.2 For ease of reading, the remaining proportion of white staff are not shown on the graph.



- 5.3.3 Within the DVLA 3.6% of staff were ethnic minority. But significant differences from the DVLA average were seen for both PB1 and PB2: In PB1, there were significantly fewer ethnic minority staff than the DVLA average (1.9%), while in PB2 (4.9%), there were significantly more.
- 5.3.4 Some of this imbalance was explained by the fact that the majority of posts in London, where there was a higher overall proportion of ethnic minority employees, were PB2. However, removing London employees from the analysis, there was still over twice the proportion of ethnic minority employees (4.0%) in PB2 than in PB1 (1.8%).
- 5.3.5 Pay bands 5 -7 were not large enough for statistical analysis.

5.4 Disability

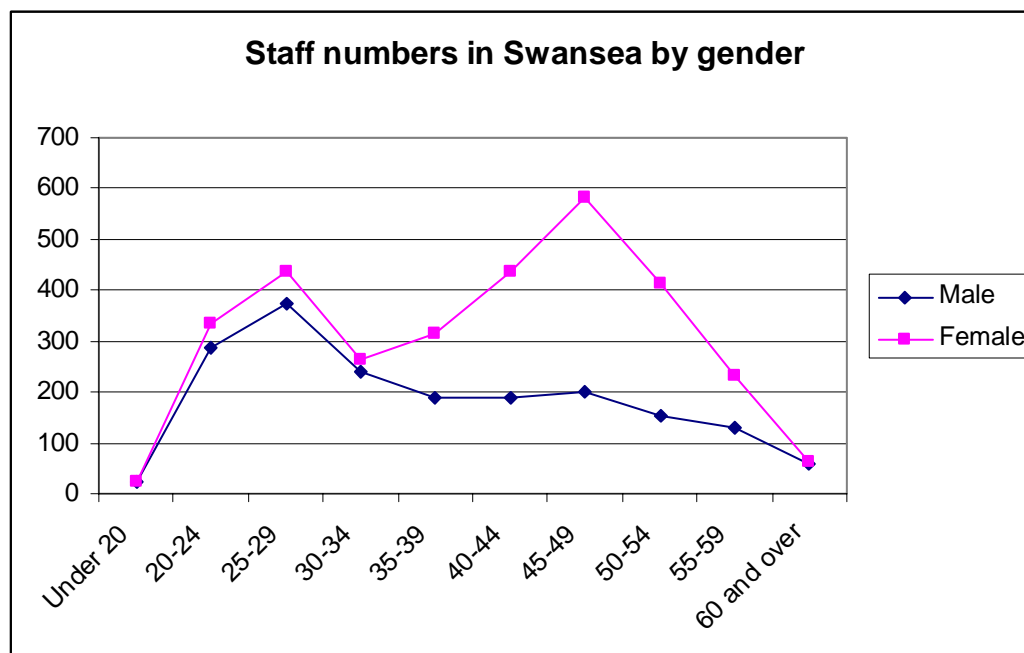
- 5.4.1 The following chart shows the proportion of staff who declared themselves disabled, by payband:-



- 5.4.1.1 Lower pay bands had higher proportions of disabled staff than higher pay bands. This was only marginally significant in PB1, where 15.3% of employees had declared themselves disabled – higher than the overall 13.2% proportion of disabled staff in DVLA.

5.5 Age with gender

- 5.5.1 The age distribution for females in DVLA overall was significantly different from the distribution of males: driven mainly by the staff profile in Swansea – and specifically by of staff in pay bands 1-3.
- 5.5.2 In Swansea, there were fairly similar numbers of male and female staff in post up to the age of 34, but then a divergence, with far more female staff than male from age 35 onwards.



5.5.3 In DVLA's Other locations (outside Swansea and London), there was a more consistent pattern of females outnumbering males across the age ranges. There were no significant differences in the age profile of males and females found outside Swansea.

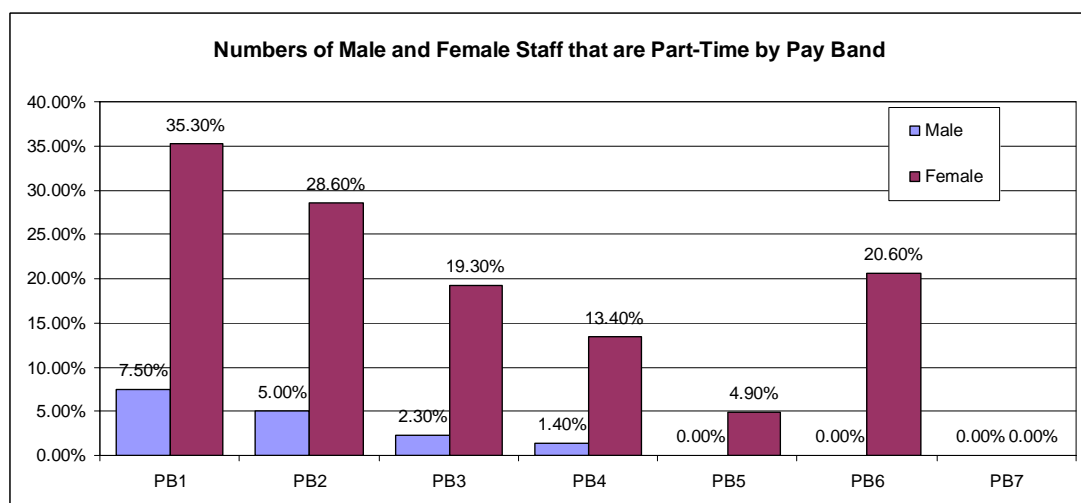
5.6 Gender with ethnicity

5.6.1 There were significantly more female/ethnic minority staff in DVLA PB2 than the DVLA average proportions for these groups would suggest.

6 Working Patterns in DVLA

6.1.1 In 2007-08, 19.3% of DVLA's staff worked part time. In general, part-time working was more common in the lower pay bands and for women, but also for women in PB6.

6.1.2 The following chart shows the proportions of part-time male and female staff by pay band in DVLA.



6.1.3 Looking at part-time staff, although there were more part-time/female than part-time/male staff across the DVLA, there were no significant differences in how part-time/male and part-time/female staff were distributed between pay bands. Nor were there any significant differences in the distribution of part-time/white and part-time/ethnic minority staff or part-time/disabled and part-time/non-disabled between pay bands.

6.1.4 For full-time staff, there were significant differences: as with the “all staff” analysis, there were significantly more males in PB6 and more females in PB2 than expected given proportions across all full-time DVLA staff. There were also more male staff in PB1 than expected. Looking just at full time staff, there was no longer any significant difference in the gender mix for PB5 than for the rest of the Agency.

6.1.5 As in the “all staff” analysis, there were significantly more full-time/non-white staff in PB1 and significantly more full-time/ethnic minority staff in PB2 than we would expect given the DVLA average.

7 Specialist staff

- 7.1.1 There were 44 specialist staff in DVLA in 2007/08. (Broadly speaking, these are staff whose job requires a professional qualification – such as accountants, lawyers etc).
- 7.1.2 Analysis of their gender mix indicated that there was no significant difference between this group and the rest of the DVLA. There was not enough information to analyse the ethnicity or disability of this group compared with the rest of DVLA (due to the small number of specialists).

8 Recruitment

8.1.1 Recruitment has been split into two types; internal and external. The analysis covers the diversity of applications and appointments compared with applications.

8.2 External Recruitment

8.2.1 DVLA were only able to provide partial data on external applicants, containing 259 external applicants for posts in Swansea, London and Other locations. The paragraphs below summarise the data received but no firm conclusions should be drawn.

8.2.2 The majority of the 259 applications were for PB2 posts, although some in Swansea were for PB1. Almost 60 percent of external applications were from females.

8.2.3 Swansea

8.2.4 There were 10 external applications for PB1 posts in Swansea. 9 of these applications were from males. It is not possible to perform a statistical test on this group.

8.2.5 At PB2 level, there were 39 applications, 21 of which were from females. There was no significant difference in the gender of applicants for PB2 posts in Swansea than the local population

8.2.6 There was no other available diversity information for Swansea posts.

8.2.7 London

8.2.8 There were 82 applications for PB2 positions in DVLA in London: 60 of these applicants were female. 20 of the 60 applicants for whom we have ethnicity data were of an ethnic minority. There was a significantly higher proportion of female applicants than the local population, but no significant differences between the ethnicity of applicants and that of the local population.

8.2.9 There was insufficient information on the disability of applicants to posts in London.

8.2.10 Other locations

8.2.11 Outside London and Swansea, there were 126 applications for PB2 positions. 72 of these applications were from females. Of the 91 applications where there was ethnicity data available, 11 were from ethnic minority candidates. Neither of these results is significantly different from the GB population.

8.2.12 There was disability information available for the remaining 116 applications: 3.4% had declared a disability. This is a significantly lower proportion of disabled people than in the GB working-age population.

8.3 Internal Recruitment

8.3.1 This section compares applications to posts in each pay band with the staff already in that pay band and its feeder pay band.

8.3.2 In total, there were 635 applications to posts through internal recruitment in DVLA.

8.3.3 For both pay bands 2 and 3 there were proportionally more applications from male staff than females than expected given the existing gender mix.

8.3.4 The PB2 result was driven mainly by applications to posts outside London and Swansea.

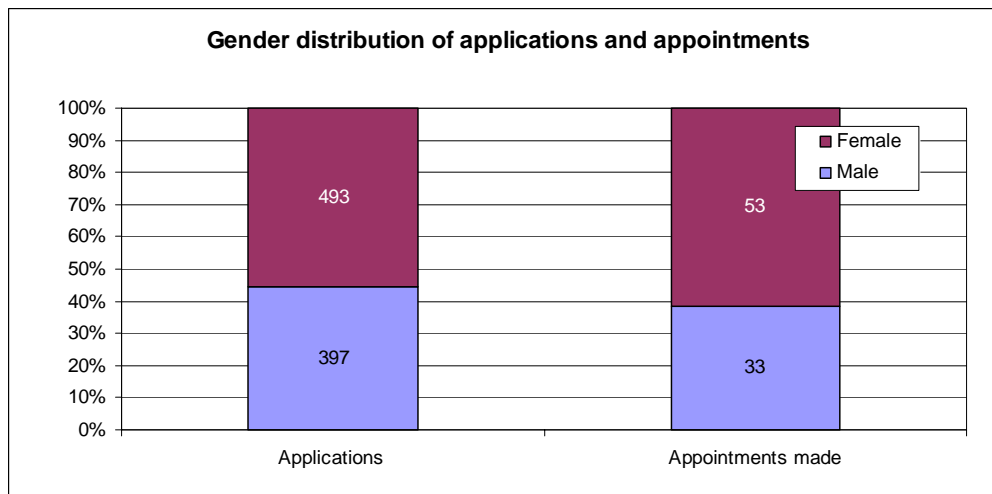
8.3.5 The majority of PB3 posts were in Swansea (304 out of the 317 PB3 applications), and the significant result is true for Swansea only.

8.3.6 Generally, there was not enough information on the ethnicity of internal candidates for statistical analysis. Where there was (in PB3), no significant results arose.

8.3.7 For PB3 posts, however, there were proportionally fewer applications from disabled staff than one might expect given the existing proportion of disabled staff within PB3 and PB2. Only 3.9% of applications were from disabled staff whereas 12.7% and 12.6% of PB3 and PB2 staff were disabled - this was highly significant. There were too few applications to other paybands for statistical testing.

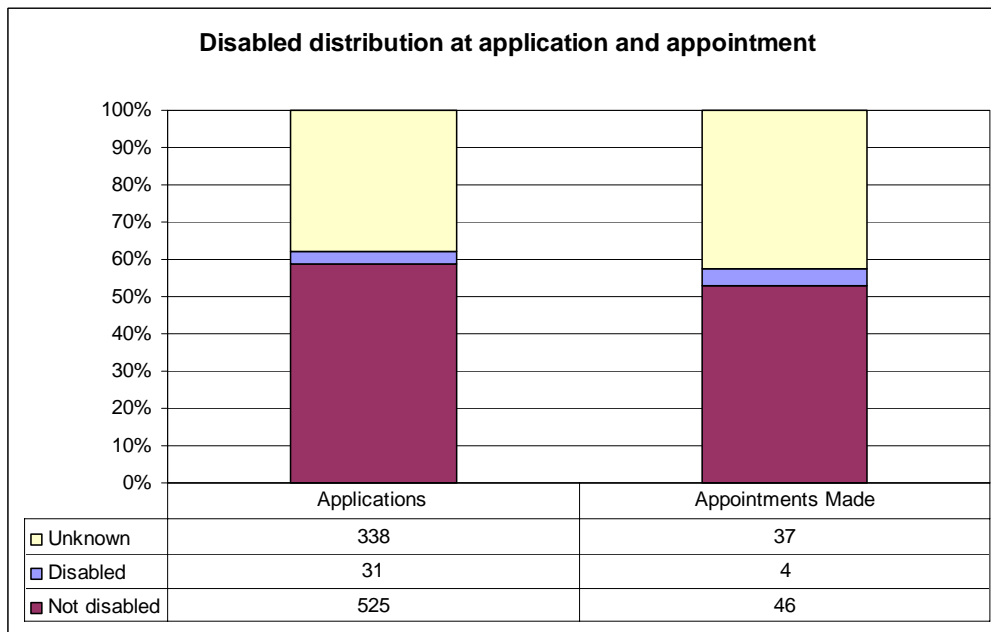
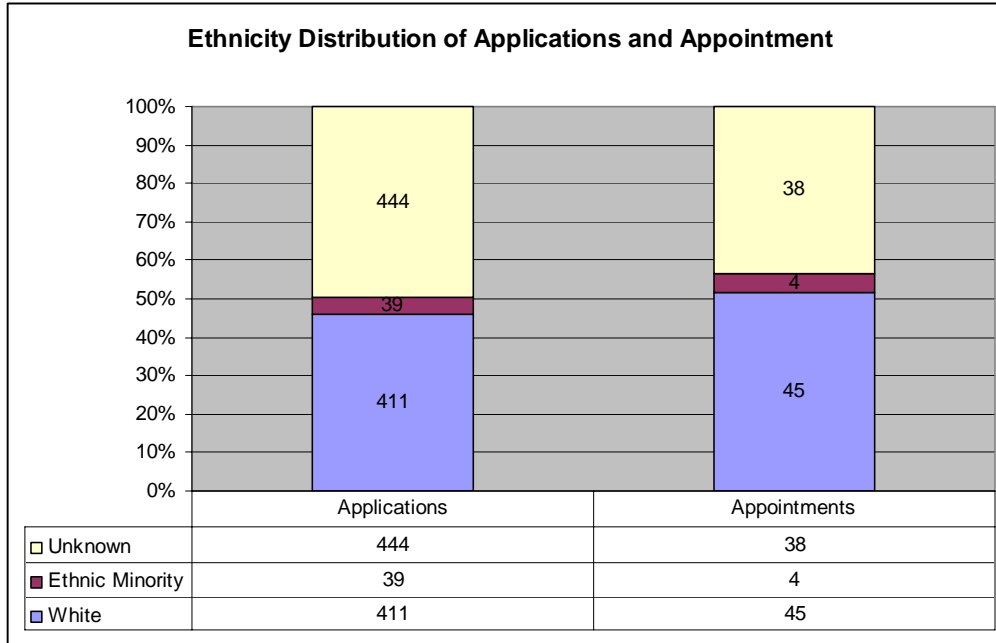
9 Diversity in the DVLA appointment process

- 9.1.1 The following analysis looks at all applications to DVLA posts, and considers how the candidates from each diversity group fare throughout the application process.
- 9.1.2 The information collected is for candidates both applying on promotion and applying as direct entrants or through lateral transfer to a pay band.
- 9.1.3 Considering **gender** diversity, there was enough information for some statistical analysis of pay bands 2, 3 and 5. No statistically significant differences were found in the proportion of appointments compared with the proportion of applicants of either gender.
- 9.1.4 The following chart shows applications and appointments by gender.



9.1.5 There were limited records of **ethnicity and disability** status for job applicants, so this has not been statistically analysed.

9.1.6 However, the following charts show the proportion of applications and appointments by white / ethnic minority and disabled /non-disabled candidates.



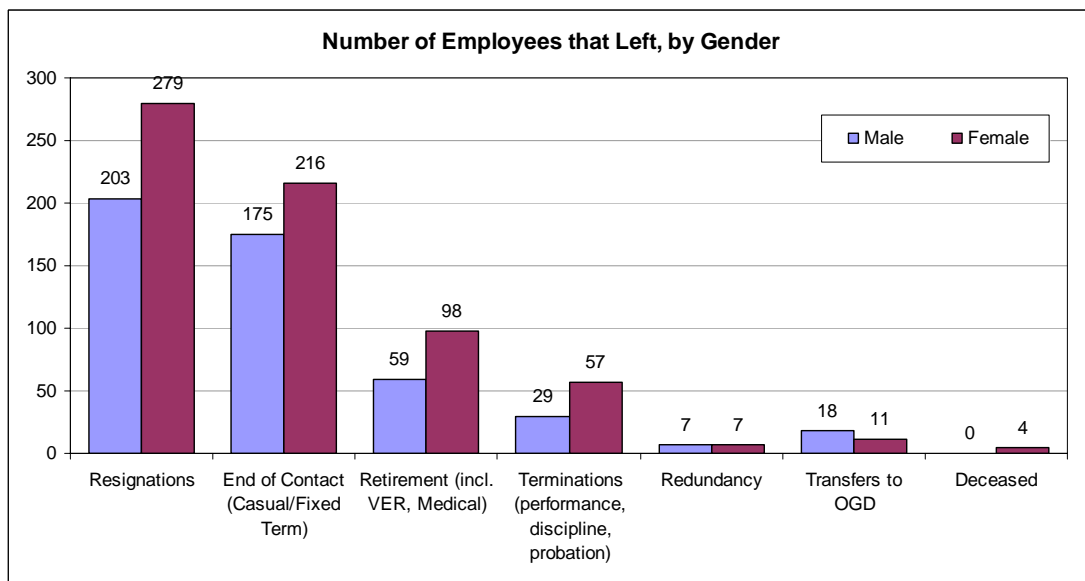
10 Ceased Employment

10.1.1 1,163 staff left the DVLA in 2007-08 for a variety of reasons: most commonly resignation or the end of a casual or fixed term contract.

10.1.2 (Staff on maternity leave or career breaks have not been categorised as leavers.)

10.2 Employees leaving the DVLA by gender

10.2.1 The chart below shows the number of employees that left DVLA by gender and by reason.

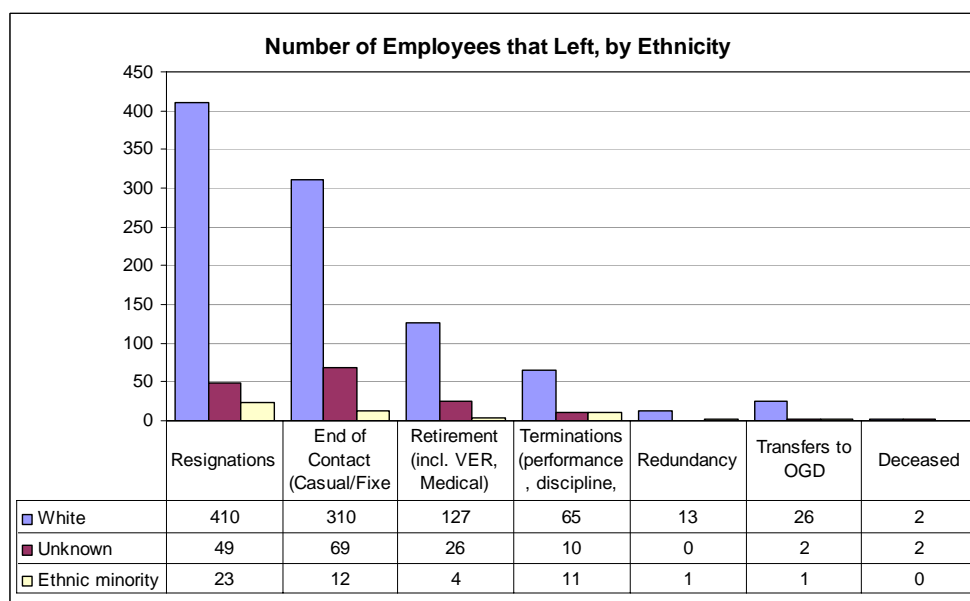


10.2.2 57.7% of leavers were female – significantly lower than the female proportion of staff in post (62%). Similarly, there were more leavers from pay bands 1-3 combined than expected, although no significant differences in individual pay bands were found.

10.2.3 There were no significant differences between males and females when analysed by reason for leaving.

10.3 Ethnicity of employees leaving DVLA

10.3.1 The graph below shows the ethnicity of employees that left DVLA.

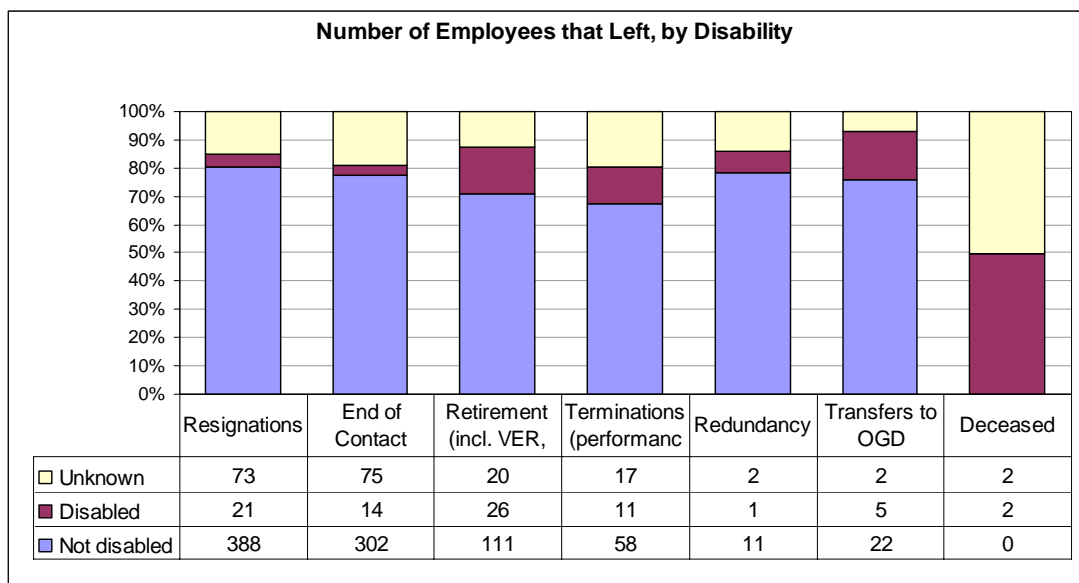


10.3.2 Aside from leavers with an unknown ethnicity, 5% of the staff who left DVLA in 2007-08 were from an ethnic minority background. This was not significantly different from the DVLA population across pay bands. However, at PB2, 9% of leavers were of ethnic minority background – a significant difference from the proportion of ethnic minority staff in that pay band.

10.3.3 There were too few ethnic minority leavers to determine whether there was a difference in the reason for leaving.

10.4 Disability status of staff leaving DVLA

10.4.1 The graph below shows the total number of disabled staff, non-disabled staff and staff with disability status undeclared that left DVLA in 2007/08.

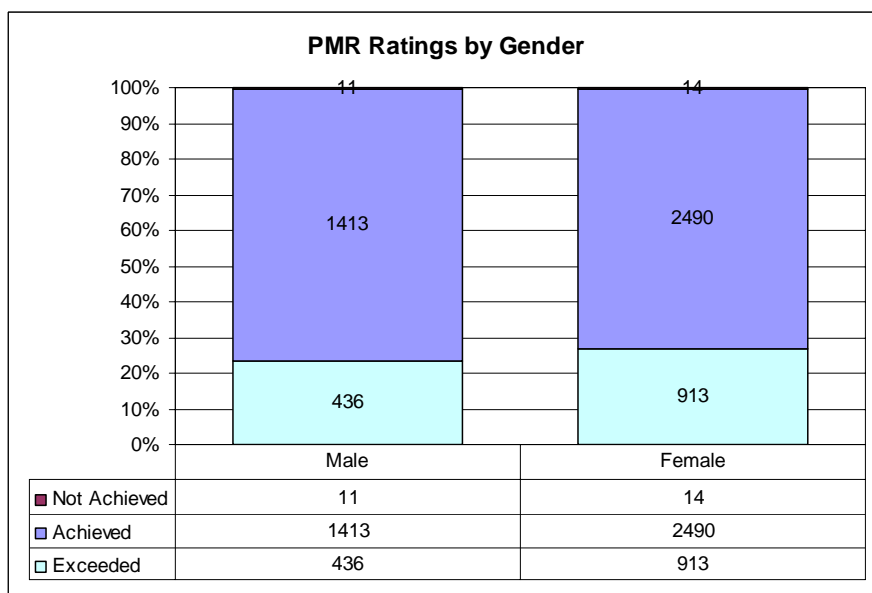


10.4.2 4.9% of PB1 leavers in 2007/08 were disabled. This is a significantly low proportion given the 15.3% off disabled staff in PB1. There were no other significant results.

11 Performance Assessment

11.1 Gender

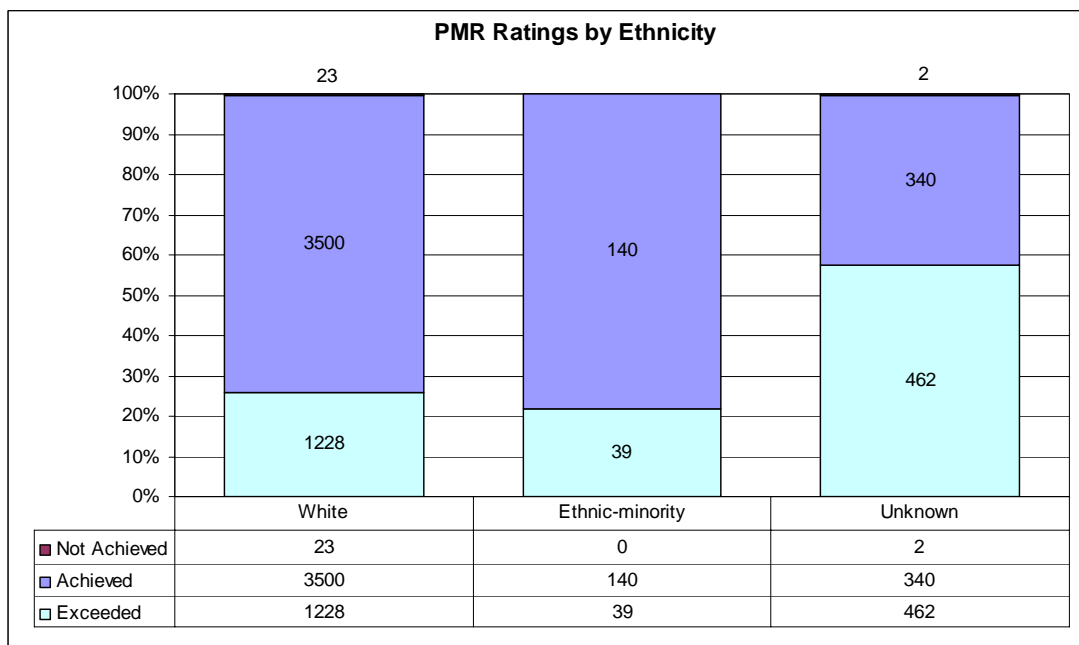
11.1.1 The following chart shows performance ratings received by male and female staff in the DVLA.



11.1.2 There were significant differences in the performance ratings received by males and females in PB1: there were more *exceeded* marks awarded to females, and conversely, more *achieved* marks awarded to males than expected. There were no significant differences for other pay bands.

11.2 Ethnicity

11.2.1 The graph below shows the performance ratings across the DVLA for white and ethnic minority staff. It also shows the breakdown for staff whose ethnicity is unknown.



11.2.2 For DVLA as a whole, there was no significant difference in the performance ratings received by white and ethnic minority staff, and nor were there any significant differences in any individual pay band.

11.2.3 Having said that, there were significant differences in the performance ratings achieved by these staff and those whose ethnicity is unknown. A very high proportion of Exceeded ratings went to staff whose ethnicity is not known. This could potentially mean that the significance results for white and ethnic minority staff do not reflect reality (either way).

11.3 Disability

11.3.1 There were significant differences in the performance ratings received by disabled and non-disabled staff in PB1-3: there were more *exceeded* marks awarded to non-disabled staff. Conversely, there were significantly more 'non-achieved' marks given to disabled staff – over half (52.2%) of the 17 not-achieved ratings were given to disabled staff.

12 Training and Development

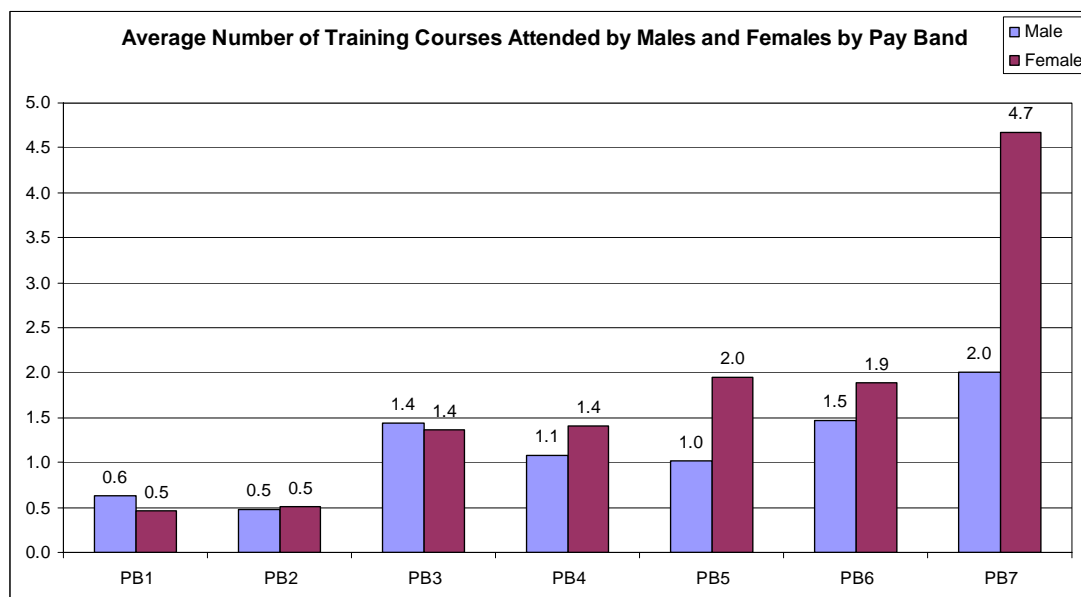
12.1.1 The data analysed was incidences of training – i.e. the number of courses rather than the length of courses.

12.1.2 On average, staff in the DVLA attended 0.7 training courses in 2007/08.

12.1.3 There were significant differences in the number of training courses attended by staff of each pay band.

12.1.4 Staff at lower pay bands tended to attend less training on average than staff at higher pay bands. For example, staff at pay bands 1-2 had attended on average 0.5 training courses, whereas staff in pay bands 5-6 had attended 1.5 training courses.

12.1.5 The following graph shows the average number of courses attended by males and females across pay bands in the DVLA.



12.1.6 At PB1, male staff attended significantly (at the 95% level) more courses than female staff. At PB5, the converse was true (at the 90% level). PB7 was too small for statistical analysis.

12.1.7 There was no statistically significant difference in the number of training courses attended by white and ethnic minority staff.

12.1.8 Overall, disabled staff attended significantly more training than non-disabled staff. Overall, whilst disabled staff did 0.9 training courses, on average, non-disabled staff did 0.7. This was also true (and significant)

within PB1-3, where disabled staff did 0.8 training course on average, as compared with 0.6 for non-disabled staff.

13 Grievances and Discipline

13.1.1 There were 12 grievance cases in DVLA in 2007/08 and 302 discipline cases.

13.1.2 There were too few grievance cases for statistical analysis.

13.1.3 Of the discipline cases, there was a statistically significant difference between male and female staff: there were proportionately more discipline cases for male staff (137 cases) than females (158). There was no statistical significance between discipline cases for white and ethnic minority staff (265 and 9 cases respectively) and disabled and non-disabled staff (35 and 210 cases respectively).

Annex A: Equality Monitoring Tables 2007/8

The following tables summarise the Equality Monitoring data on which this report is based. It should be noted that some of the totals in these tables are greater than would be expected; this is due to the presence of 'Unknown' elements (e.g. members of staff with an unknown ethnicity), which are not always included as a row or column in the table itself, but are included in the total.

Staff by Location:

	DVLA		GB Working Age Population *					
	White	Ethnic Minority	White	Ethnic Minority				
London	126	2.2%	43	19.9%	7432394	18.0%	2139306	35.4%
Swansea	4636	79.3%	99	45.8%	400950	1.0%	7950	0.1%
Other	1084	18.5%	74	34.3%	33513961	81.1%	3890039	64.4%

Staff by Ethnicity:

	PB1	PB2	PB3	PB4	PB5	PB6	PB7	Total
White	1791	2717	771	311	169	75	12	5846
Mixed	10	24	6	5	0	1	0	46
Asian	8	70	14	2	1	2	1	98
Black	4	21	6	1	0	0	0	32
Chinese	1	5	1	0	0	0	0	7
Other	11	20	1	1	0	0	0	33
Total	1907	3140	850	334	175	81	13	6500

Staff by Gender:

	PB1	PB2	PB3	PB4	PB5	PB6	PB7	Total
Male	762	1062	307	147	94	47	10	2429
Female	1145	2078	543	187	81	34	3	4071
Total	1907	3140	850	334	175	81	13	6500

Staff by Disability:

	Disabled	Unknown
Not disabled	748	845
Total	4907	845

	PB1	PB2	PB3	PB4	PB5	PB6	PB7	Total
Not disabled	1418	2360	651	272	133	63	10	4907
Disabled	257	342	94	31	16	7	1	748
Total	1907	3140	850	334	175	81	13	6500

	Male	Female
Disabled	230	518
Not disabled/Undeclared	2199	3553
Total	2429	4071

Staff by Work Pattern:

Male	PB1	PB2	PB3	PB4	PB5	PB6	PB7	Total
Full-time	667	1005	300	145	94	47	10	2268
Part-time	60	53	7	2	0	0	0	122
Total	797	1066	307	147	94	47	10	2468

Female	PB1	PB2	PB3	PB4	PB5	PB6	PB7	Total
Full-time	738	1482	438	162	77	27	3	2927
Part-time	405	595	105	25	4	7	0	1141
Total	1147	2079	543	187	81	34	3	4074

Staff by Age:

	Male	Female	Total
Under 20	32	31	63
20-24	328	446	774
25-29	481	612	1093
30-34	327	392	719
35-39	256	423	679
40-44	246	568	814
45-49	278	723	1001
50-54	206	509	715
55-59	183	286	469
60 and over	92	81	173
Unknown	0	0	0
Total	2429	4071	6500

Recruitment by Gender:¹

Key:

Applications received	AR
Appointments	A

	PB1		PB2		PB3		PB4	
	AR	A	AR	A	AR	A	AR	A
Male	9	1	178	8	136	17	4	0
Female	1	0	239	25	181	16	6	2
Total	10	1	419	33	318	34	10	2

	PB5		PB6		PB7		TOTAL	
	AR	A	AR	A	AR	A	AR	A
Male	25	5	45	2	0	0	397	33
Female	26	8	40	2	0	0	493	53
Total	51	13	85	4	1	0	894	87

¹ Totals include applicants where gender was unknown.

Recruitment by Ethnicity:

Key:

Applications received	AR
Appointments	A

	PB1		PB2		PB3		PB4		TOTAL
	AR	A	AR	A	AR	A	AR	A	
White	0	0	121	15	225	22	2	1	45
Mixed	0	0	5	1	2	0	0	0	1
Asian	0	0	19	2	0	0	0	0	2
Black	0	0	7	0	0	0	0	0	7
Chinese	0	0	0	0	0	0	0	0	0
Other	0	0	4	1	0	0	0	0	5
Unknown	10	1	263	14	91	12	8	1	388
Total	10	1	419	33	318	34	10	2	894

	PB5		PB6		PB7		TOTAL	
	AR	A	AR	A	AR	A	AR	A
White	21	6	42	1	0	0	411	45
Mixed	0	0	0	0	0	0	7	1
Asian	0	0	0	0	0	0	19	2
Black	0	0	0	0	0	0	7	0
Chinese	0	0	2	0	0	0	2	0
Other	0	0	0	0	0	0	4	1
Unknown	30	7	41	3	1	0	444	38
Total	51	13	85	4	1	0	894	87

Recruitment by Disability:

Key:

Applications received		AR
Appointments	A	

	PB1		PB2		PB3		PB4	
	AR	A	AR	A	AR	A	AR	A
Not disabled	0	0	241	19	219	20	3	1
Disabled	0	0	17	3	9	0	0	0
Unknown	10	1	161	11	90	14	7	1
Total	10	1	419	33	318	34	10	2

	PB5		PB6		PB7		TOTAL	
	AR	A	AR	A	AR	A	AR	A
Not disabled	17	5	45	1	0	0	525	46
Disabled	4	1	1	0	0	0	31	4
Unknown	30	7	39	3	1	0	338	37
Total	51	13	85	4	1	0	894	87

Performance ratings by gender:

	PB1		PB2		PB3		PB4	
	Male	Female	Male	Female	Male	Female	Male	Female
Exceeded	86	220	198	439	84	181	38	45
Achieved	458	683	602	1277	188	341	92	106
Not Achieved	6	7	4	6	0	0	1	1
No Mark Re	0	0	0	0	0	0	0	0
Total	550	910	804	1722	272	522	131	152

	PB5		PB6 & 7		Unknown		Total	
	Male	Female	Male	Female	Male	Female	Male	Female
Exceeded	18	20	12	8	0	0	436	913
Achieved	44	62	28	20	1	1	1413	2490
Not Achieved	0	0	0	0	0	0	11	14
No Mark Re	0	0	0	0	0	0	0	0
Total	62	82	33	26	1	1	1860	3417

Performance ratings by ethnicity:

	PB1			PB2			PB3		
	White	Ethnic Minority	Unknown	White	Ethnic Minority	Unknown	White	Ethnic Minority	Unknown
Exceeded	292	4	10	564	21	52	235	13	17
Achieved	1055	28	48	1623	83	173	488	11	30
Not Achieved	12	0	1	9	0	1	0	0	0
No Mark Recorded	0	0	0	0	0	0	0	0	0
Total	1359	32	59	2196	104	226	723	24	47

	PB4-7			Unknown			Total		
	White	Ethnic Minority	Unknown	White	Ethnic Minority	Unknown	White	Ethnic Minority	Unknown
Exceeded	137	1	3	0	0	380	1228	39	462
Achieved	318	18	16	6	0	73	3500	140	340
Not Achieved	2	0	0	0	0	0	23	0	2
No Mark Recorded	0	0	0	0	0	0	0	0	0
Total	457	19	19	6	0	453	4751	179	804

Performance ratings by disability:

	PB1			PB2			PB3		
	Not disabled	Disabled	Unknown	Not disabled	Disabled	Unknown	Not disabled	Disabled	Unknown
Exceeded	241	49	16	501	89	47	217	21	27
Achieved	847	212	82	1437	317	125	419	66	44
Not Achieved	2	7	4	6	2	2	0	0	0
No Mark Recorded	0	0	0	0	0	0	0	0	0
Total	1090	268	102	1944	408	174	636	87	71

	PB4-7			Unknown			Total		
	Not disabled	Disabled	Unknown	Not disabled	Disabled	Unknown	Not disabled	Disabled	Unknown
Exceeded	114	20	7	0	0	380	1073	179	477
Achieved	281	44	27	2	0	77	2986	639	355
Not Achieved	1	1	0	0	0	0	9	10	6
No Mark Recorded	0	0	0	0	0	0	0	0	0
Total	396	65	34	2	0	457	4068	828	838

Training Attended by Gender:

	PB1	PB2	PB3	PB4	PB5	PB6	PB7	Total
Male	479	513	443	159	95	69	20	1778
Female	539	1046	738	263	158	64	14	2822
Total	1018	1559	1181	422	253	133	34	4600

Training Attended by Ethnicity:

	PB1	PB2	PB3	PB4	PB5	PB6	PB7	Total
White	965	1384	1104	395	245	124	30	4247
Mixed	5	28	7	8	3	0	4	55
Asian	4	34	21	4	4	3	0	70
Black	1	3	3	4	0	0	0	11
Chinese	1	1	0	0	0	0	0	2
Other	5	14	3	0	0	0	0	22
Total	1018	1559	1181	422	253	133	34	

Training Attended by Disability:

	PB1	PB2	PB3	PB4	PB5	PB6	PB7	Total
Not disabled	664	1133	880	324	198	109	27	3335
Disabled	157	244	148	63	25	10	1	648
Total	1018	1559	1181	422	253	133	34	3983

Ceased Employment by Gender:

Key:

Resignations	RS
End of Contract (Casual/Fixed Term)	EC
Retirement (incl. VE R, Medical)	RT
Terminations (performance, discipline, probation)	T
Redundancy	RD
Transfers to OGD	XF
Deceased	D
Career Breaks	CB
Other	O
Reason not stated	RnS

	PB1										PB2										PB3									
	RS	EC	RT	T	RD	XF	D	CB	O	RnS	RS	EC	RT	T	RD	XF	D	CB	O	RnS	RS	RS	EC	RT	T	RD	XF	D	CB	O
Male	108	98	7	8	0	3	0	0	0	86	69	24	20	0	5	0	0	0	0	4	0	4	0	4	1	2	5	0	0	0
Female	117	126	15	15	0	0	2	0	0	149	67	43	37	0	8	2	0	0	0	7	0	19	4	1	2	0	0	0	0	0
Total	225	224	22	23	0	3	2	0	0	235	136	67	57	0	13	2	0	0	0	11	0	23	5	3	7	0	0	0	0	0

	PB4										PB5										PB6									
	RS	EC	RT	T	RD	XF	D	CB	O	RnS	RS	EC	RT	T	RD	XF	D	CB	O	RnS	RS	RS	EC	RT	T	RD	XF	D	CB	O
Male	1	0	7	0	3	3	0	0	0	1	0	5	0	1	1	0	0	0	0	3	0	6	0	6	0	1	1	0	0	0
Female	2	0	11	1	2	1	0	0	0	0	1	4	0	3	0	0	0	0	0	0	1	5	0	1	5	0	1	0	0	0
Total	3	0	18	1	5	4	0	0	0	1	1	9	0	4	1	0	0	0	0	3	1	11	0	11	0	2	1	0	0	0

	PB7										TOTAL									
	RS	EC	RT	T	RD	XF	D	CB	O	RnS	RS	EC	RT	T	RD	XF	D	CB	O	RnS
Male	0	0	4	0	0	0	0	0	0	203	175	59	29	7	18	0	0	0	0	0
Female	0	0	0	0	0	0	0	0	0	279	216	98	57	7	11	4	0	0	0	0
Total	0	0	4	0	0	0	0	0	0	482	391	157	86	14	29	4	0	0	0	0

Ceased Employment by Ethnicity:

Key:

Resignations	RS
End of Contact (Casual/Fixed Term)	EC
Retirement (incl. VE R, Medical)	RT
Terminations (performance, discipline, probation)	T
Redundancy	RD
Transfers to OGD	XF
Deceased	D
Career Breaks	CB
Other	O
Reason not stated	Rns

	PB1											PB2										
	RS	EC	RT	T	RD	XF	D	CB	O	Rns	RS	EC	RT	T	RD	XF	D	CB	O	Rns		
White	202	197	19	22	0	3	1	0	0	0	191	111	49	40	0	10	1	0	0	0		
Mixed	0	1	0	0	0	0	0	0	0	0	2	1	0	1	0	0	0	0	0	0		
Asian	1	1	0	0	0	0	0	0	0	0	8	5	2	7	0	0	0	0	0	0		
Black	0	1	0	0	0	0	0	0	0	0	7	2	0	1	0	0	0	0	0	0		
Chinese	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
Other	1	1	0	0	0	0	0	0	0	0	3	0	0	0	1	0	0	0	0	0		
Unknown	21	23	3	1	0	0	1	0	0	0	24	17	16	8	0	2	1	0	0	0		
Total	225	224	22	23	0	3	2	0	0	0	235	136	67	57	13	2	0	0	0	0		

	PB3-7											TOTAL										
	RS	EC	RT	T	RD	XF	D	CB	O	Rns	RS	EC	RT	T	RD	XF	D	CB	O	Rns		
White	15	2	57	3	13	13	0	0	0	0	410	310	127	65	13	26	2	0	0	0		
Mixed	0	0	1	0	1	0	0	0	0	0	2	2	1	1	1	0	0	0	0	0		
Asian	1	0	1	2	0	0	0	0	0	0	10	6	3	9	0	0	0	0	0	0		
Black	0	0	0	0	0	0	0	0	0	0	7	3	0	1	0	0	0	0	0	0		
Chinese	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
Other	0	0	0	0	0	0	0	0	0	0	4	1	0	0	1	0	0	0	0	0		
Unknown	2	0	6	1	0	0	0	0	0	0	49	69	26	10	0	2	2	0	0	0		
Total	18	2	65	6	14	13	0	0	0	0	482	391	157	86	14	29	4	0	0	0		

Ceased Employment by Disability:

Key:

Resignations	RS
End of Contract (Casual/Fixed Term)	EC
Retirement (incl. VE R, Medical)	RT
Terminations (performance, discipline, probation)	T
Redundancy	RD
Transfers to OGD	XF
Deceased	D
Career Breaks	CB
Other	O
Reason not stated	RnS

	PB1										PB2										PB3									
	RS	EC	RT	T	RD	XF	D	CB	O	RnS	RS	EC	RT	T	RD	XF	D	CB	O	RnS	RS	EC	RT	T	RD	XF	D	CB	O	
Not disabled	189	188	13	13	0	3	0	0	0	181	112	53	41	0	9	0	0	0	0	9	0	12	4	3	5	0	0	0		
Disabled	5	8	5	2	0	0	1	0	0	16	6	9	9	0	3	1	0	0	0	0	0	6	0	0	1	0	0	0		
Unknown	31	28	4	8	0	0	1	0	0	38	18	5	7	0	1	1	0	0	0	2	0	5	1	0	1	0	0	0		
Total	225	224	22	23	0	3	2	0	0	235	136	67	57	0	13	2	0	0	0	11	0	23	5	3	7	0	0	0		

	PB4										PB5										PB6									
	RS	EC	RT	T	RD	XF	D	CB	O	RnS	RS	EC	RT	T	RD	XF	D	CB	O	RnS	RS	EC	RT	T	RD	XF	D	CB	O	
Not disabled	3	0	13	0	3	4	0	0	0	1	1	7	0	4	0	0	0	0	0	3	1	10	0	1	1	0	0	0		
Disabled	0	0	2	0	1	0	0	0	0	0	0	2	0	0	1	0	0	0	0	0	0	1	0	0	0	0	0	0		
Unknown	0	0	3	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0		
Total	3	0	18	1	5	4	0	0	0	1	1	9	0	4	1	0	0	0	0	3	1	11	0	2	1	0	0	0		

	PB7										TOTAL									
	RS	EC	RT	T	RD	XF	D	CB	O	RnS	RS	EC	RT	T	RD	XF	D	CB	O	RnS
Not disabled	0	0	1	0	0	0	0	0	0	388	302	111	58	11	22	0	0	0	0	
Disabled	0	0	1	0	0	0	0	0	0	21	14	26	11	1	5	2	0	0	0	
Unknown	0	0	2	0	0	0	0	0	0	73	75	20	17	2	2	2	0	0	0	
Total	0	0	4	0	0	0	0	0	0	482	391	157	86	14	29	4	0	0	0	

Annex B: Working-age populations used for Equality Monitoring comparisons

a. Reporting Locations

- i. In order to compare the diversity of staff in post with the local working-age population it was necessary to identify where staff were based (i.e. building) and then attach each building to a Reporting Location, e.g. London, Swansea, etc.. This meant that all of the staff based in London, for example, were considered as being in one location, irrespective of which part of London they were located in.
- ii. For each Reporting Location we identified a catchment area and – taking a fairly simplistic but robust approach – produced figures for a working-age population that covered both the county or Unitary Authority (UA) of the Reporting Location itself and those of the neighbouring counties/UAs within the defined catchment area. To report on staff based in London, we used the working-age population of all the London boroughs as well as those counties that border them. Obviously this approach only provides an approximation, as some staff would be prepared to commute from much further afield than the areas used here.

b. Annual Population Survey

- i. The population data at county/unitary level is from the Annual Population Survey (APS) for the one year period October 2006 - September 2007. This data was downloaded from www.nomisweb.co.uk on 16th June 2008 and a summary on the APS from this website is given below. Further information on the survey can be found at <http://www.ons.gov.uk/about-statistics/user-guidance/lm-guide/sources/household/aps/index.html>
- ii. . It should be noted in particular that the APS covers Great Britain and therefore does not contain data on Northern Ireland.

“A residence based labour market survey encompassing population, economic activity (employment and unemployment), economic inactivity and qualifications. These are broken down where possible by gender, age, ethnicity, industry and occupation. Available at Local Authority level and above. Updated quarterly.”

- iii. This population data was combined with mid-year (30 June) population estimates for 2006, which were downloaded from www.nomisweb.co.uk on 17th June 2008. These were also at county/unitary level and were based upon results from the 2001 Census with allowance for under-enumeration. These figures covered the entire population, not just the working-age population, so to calculate this we took the number of males aged 15-64 years and females aged 15-59 years (only 5 year age bands were available).

c. Disabled Status

- i. The APS asks respondents whether they are currently DDA disabled , work-limiting disabled, both DDA disabled and work-limiting disabled, or not disabled. The population data on proportions of the working-age population that are disabled used in this report cover DDA disabled, work-limiting disabled, and both DDA and work-limiting disabled.

d. Ethnicity

- i. APS data available via www.nomisweb.co.uk was only available for the following ethnicity groups:
 - Mixed;
 - Indian;
 - Pakistani/Bangladeshi;
 - Black/Black British; and
 - Other.
- ii. The remainder was calculated and this was used as the data for the White ethnicity group, and the results for the Indian and Pakistani/Bangladeshi groups were summed for use as the broader Asian ethnicity group.
- iii. It should be noted that no separate APS data was available for the Chinese ethnicity group, which was contained within the Other group. As a result, it was not possible to perform analysis against the Reporting Location population for the Chinese ethnicity group.
- iv. In order to represent this group in our charts, we used a set figure for the proportion of those of Chinese ethnic background in England of 0.74%. This figure is taken from Population Estimates by Ethnic Group (Experimental) 2006. More details on this data can be found at <http://www.statistics.gov.uk/StatBase/Product.asp?vlnk=14238&More=Y>

Annex C:

The following table shows how DVLA pay bands have been mapped onto a standardised set of pay bands ranging from PB1 to PB7:-

DVLA Paybands	Standardised Paybands
AA	PB1
DV_PB1 AA	PB1
DV_PB1 SGB2	PB1
DV_PB1 Typist	PB1
SGB2	PB1
AO	PB2
DV_PB2 AO	PB2
DV_PB2 SGB1	PB2
DV_PS	PB2
DV_ACT Acc Trainee	PB3
DV_EO	PB3
DV_SPS	PB3
EO	PB3
DV_ACQ Acc Qualified	PB4
DV_AUQ Auditor Qual	PB4
DV_HEO	PB4
DV_HPTO	PB4
HEO	PB4

DVLA Paybands	Standardised Paybands
DV_ACS Acc Snr Qual	PB5
DV_AUS Auditor Snr Q	PB5
DV_SEO	PB5
SEO	PB5
DV_B1 Med Advisor	PB6
DV_B2 Med Advisor	PB6
DV_B3 Med Advisor	PB6
DV_Grade 7	PB6
G7	PB6
Grade 7	PB6
DV_Grade 6	PB7
DV_Grade 6D	PB7
G6	PB7
DV_Contractors	Unknown

The next table shows how DVLA performance assessments have been mapped onto a standardised set of performance assessments:-

DVLA Performance Assessment	Standardised Performance Assessment
Highly Proficient	Achieved
Highly Satisfactory	Achieved
Meets Requirements	Achieved
Well Above Expectations	Exceeded
Outstanding	Exceeded
Areas of Weakness	Underachieved
Unsatisfactory	Underachieved