

Appendix 3

Equality and Diversity Staff Monitoring Data

Introduction

This report provides a summary of the diversity profile of staff working at Cardiff University for the year ending 31 March 2021. Diversity has been analysed by sex, ethnicity, disability, age, religion/belief, and sexual orientation. The data for gender reassignment is also gathered and numbers reported where possible. The University has limited data available (62.1% unknown) for the protected characteristics of marriage/civil partnership and therefore this data is not included in this report.

All staff included in this report are on open ended, open ended with relevant factor, fixed term, or seconded appointments.

Cardiff University data used in this report provides headcount as held on CORE HR system as of 31.03.2021. Headcount for the purpose of this report refers to a count of contracts. Therefore, individuals holding multiple posts will be counted multiple times.

Overall data for recent years

Table a below gives overall figures for those characteristics which have been monitored over several years. Overall percentages have remained relatively constant. The percentage of staff declaring a disability which was constant for the three years from 2014-17, has risen from 4% to 5% in the period 2017-19 and to 6% in 2020-2021. There has been an increase from 8% to 9% in staff identifying as Black, Asian, or ethnically diverse in the period 2018-2021. Data contained throughout this report is dependent on staff self-identifying through our HR system. In some cases, we don't have a complete data picture of our staff population due to high percentages of unknowns and encouraging disclosure is something we continue to work on at School, Department and at University level.

The University does not currently have monitoring data available for the protected characteristics of pregnancy or maternity. However, information is gathered on different types of parental leave for the year to 31 March 2021 which are included below in Table b):

Table a) Proportion of Staff* by Academic Year

	2016-17	2017-18	2018-19	2019-20	2020-21
Male	45%	45%	45%	44%	44%
Female	55%	55%	55%	56%	56%
Disabled	4%	5%	5%	6%	6%
Black, Asian and ethnically diverse staff	8%	8%	9%	9%	9%

Source: HR Dashboard EDI Report 20210331

**Proportion based on headcount; headcount is a count of contracts*

Table b) Count of cases of adoption, maternity, paternity and shared parental leave (1 April to 31 March)

	2017-18	2018-19	2019-20	2020-21
Adoption Leave	5	10	6	<5
Maternity Leave	194	213	215	239
Paternity Leave	81	84	63	75
Shared parental leave	22	23	<5	9

Contents

Overall data for recent years	Page 2
Section 1: People employed on 31 March 2021 by protected characteristic	
Sex/Gender	Pages 4-10
Ethnicity	Pages 11-17
Disability	Pages 18-20
Sexual Orientation	Pages 21-22
Religion or Belief	Pages 23-24
Age	Pages 25-27
Section 2: Training	Pages 28-29
Section 3: Recruitment	Pages 30-33
Section 4: Academic Promotion	Pages 34-35
Section 5: Staff leaving the University	Page 36-37
Section 6: Grievance and Disciplinaries	Page 38

Section 1: People employed by Cardiff University on 31 March 2021 by protected characteristic

Employee Diversity – Sex/Gender Summary:

- Of the 7499 members of staff in post as of the 31 March 2021, 56% of staff were female and 44% male. The proportion of female staff has increased by 1% since the last reporting period. Previously this had remained consistently at 55% between 2014-2019.
- The College of Physical Sciences and Engineering has the highest percentage of males compared to females (66% compared to 34%) across the University, although there has been a 1% increase in females from 2019. Professional Services has the lowest proportion of males at 41%, an increase of 1% since 2020. (Table 1a and Figure 1a)
- 69.4% of staff work on a full-time contract or on a full-time term time only contract. 50.5% of our staff who are working on full-time contracts are male and 49.5% are female. Female staff hold a higher percentage of the full-time term time only contracts (70%), part -time contracts (73.3%), part- time term time only contracts (72.5%), and variable hours (58.9%) contracts (Table 1b and Fig 1b). In Professional Services, 77% of staff who hold a part time contract (either all year round or term time only) are female (Table 1c and Figure 1c).
- 37.2% of Professional Services staff work within administrative support, and of these 73% are female. (Table 1e and Figure 1e).
- 52% of the Research pathway are female, 62% of the Teaching and Scholarship pathway are female, 35% of the Teaching and Research pathway are female and 40% of the Clinical pathway are female (Table 1f and Figure 1f).
- 76.6% of all staff hold an open ended or open ended with relevant factor contract. 56% of open ended contracts were held by females. Of those with open ended (with relevant factor) contracts 62% are female. 63% of Professional Services staff with open ended contracts are female. 47% of academic staff with open ended contracts are female (Table 1i and Figure 1i).
- More females than males are employed at grades 1-7(60.9%). At grade 7, 54% of females and 46% of males are employed. In general, as the seniority of contract levels increased, the proportion of female staff decreased. More males than females are employed in the higher grades, grade 8 (55%), senior staff (60%) and senior management (75%) and clinical staff (60%). (Fig. 1j)

Comments:

The overall percentage of males and females working at the University appears to follow the national trend when compared with benchmarking data with a higher proportion of women overall working at the University in both academic and professional services roles. There is a higher percentage of females to males working on a part time basis, particularly in the professional services. More teaching and scholarship contracts are held by females whereas more males hold teaching and research or clinical contracts. The profile amongst Schools and Professional Services departments indicate that males and females are still clustered in traditional specialisms. The University has in place a grade system ranging from 1-8 and senior staff are captured within a three-band structure. Data for staff within these two scales has been included here. Where the report refers to fixed salary grades (less than 1% of the population), these are posts which sit outside the normal pay and grading structure, reflecting specific funding body requirements. Totals differ in some of the tables as there are entries classified as unknown excluded for data protection purposes.

The University Gender Equality Steering Group progresses gender equality activity and the University is an Athena Swan Bronze award holder and is working towards a Silver submission in April 2024. Eleven Schools hold a Bronze Athena award, Biosciences and Dentistry hold a Silver Athena award and Physics and Astronomy hold a JUNO Champion award and an Athena Silver award.

Benchmarking national figures 2019/20)¹/

In 2019/20, 54.2% of staff working in UK HEIs were women and 45.8% were men. Proportions of men and women were similar across the countries of the UK. The proportion of female academic staff has increased from 40.0% in 2003/04 to 46.7% in 2019/20. In contrast, the proportion of female professional and support staff has remained constant, from 62.2% in 2003/04 to 62.7% in 2019/20. 75.8% of male staff worked full-time compared to 59.8% of female staff. Among both academic and professional and support staff, most staff on part-time contracts were women (55.7% of academic staff and 79.5% of professional and support staff).

In general, as the seniority of contract levels increased, the proportion of female staff decreased. Men made up most senior managers (65.1%). While both male and female academics held teaching and research contracts, proportionally more men held these contracts than women (47.8% of men, compared with 39.4% of women). More women had teaching-only contracts (36.6%, compared with 28.8% of men).

A gender divide was present between SET and non-SET subjects: more male academics were employed in SET subjects (59.2%) than non-SET subjects (40.8%). In contrast, the proportions of female academic staff in SET (51.2%) and non-SET (48.8%) subject areas were more balanced.

¹ Equality and higher education. Staff statistical report 2021. Advance HE

Table 1a All Staff by College/ PS and gender (headcount)

All Staff	Female	Male	Total
Arts, Humanities and Social Sciences	896	681	1577
Biomedical and Life Sciences	1529	996	2525
Physical Sciences and Engineering	360	703	1063
Professional Services	1382	952	2334
Grand Total	4167	3332	7499

Source: HR Dashboard EDI Report 20210431

*Proportion based on headcount; headcount is a count of contracts *Unknown gender excluded

Fig. 1a All Staff by College/ PS and gender (%)

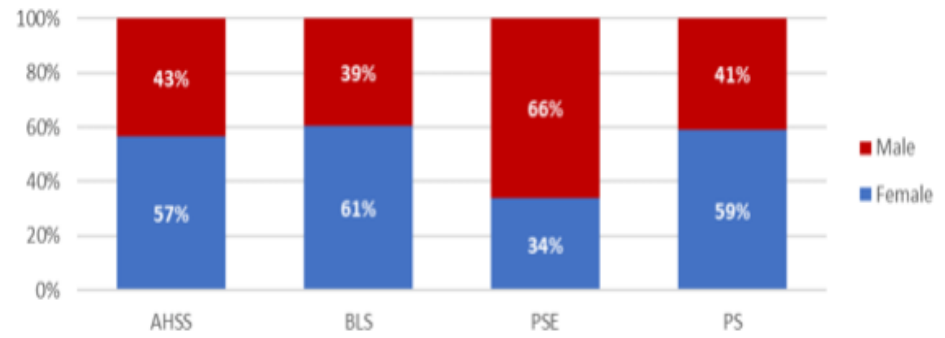


Table 1b All Staff by Employment Mode and gender (headcount) *ROUNDED*

All Staff	Female	Male	Total
Full Time	2525	2580	5105
Full Time Term Time Only	5	<5	5
Part Time	1165	425	1590
Part Time Term Time Only	35	15	50
Variable Hours	430	300	730
Not Remunerated	<5	10	10
Grand Total	4165	3330	7490

Fig. 1b All Staff by Employment Mode and gender (%)

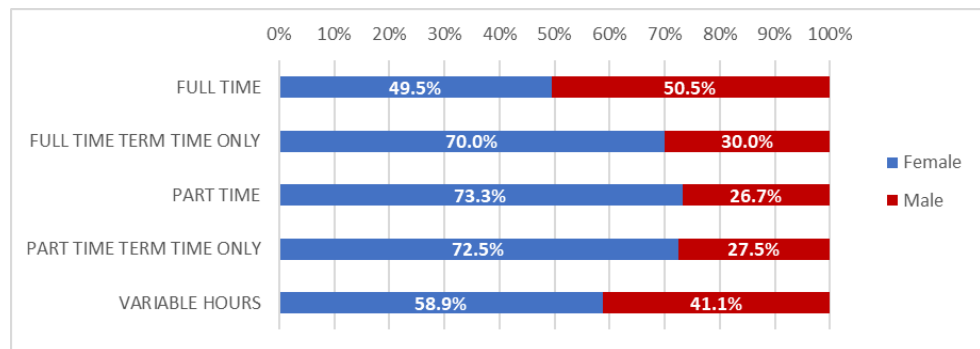


Table 1c PS staff by employment mode and gender (headcount) *ROUNDED*

All Staff	Female	Male	Total
Full Time	1420	1120	2540
Part Time	5	<5	5
Full Time Term Time Only	770	120	890
Part Time Term Time Only	130	10	140
Variable Hours	90	125	215
Not Remunerated	<5	<5	<5
Grand Total	2415	1375	3790

Source: HR Dashboard EDI Report 20210431

*Proportion based on headcount, headcount is a count of contracts * PS defined by Pathway Admin, MPSS, Technical and Op Services

Fig. 1c PS staff by employment mode and gender (%)

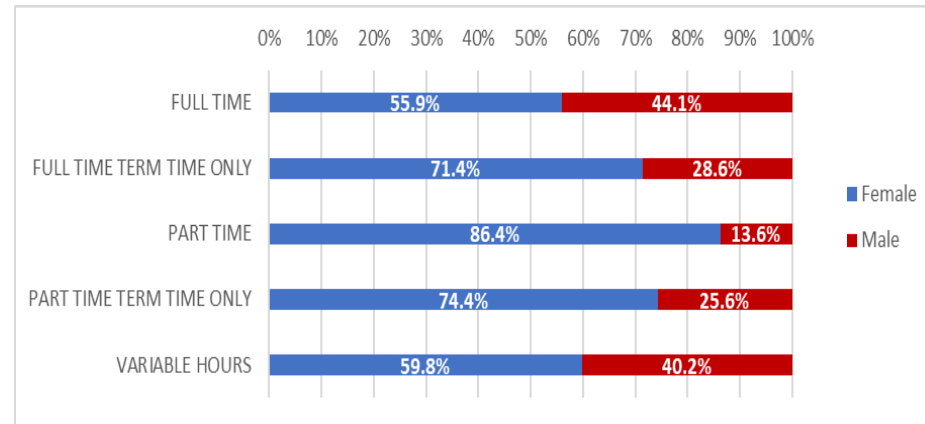


Table 1d Academic staff by employment mode and gender (headcount) *ROUNDED*

All Staff	Female	Male	Total
Full Time	1420	1120	2540
Part Time	5	<5	5
Full Time Term Time Only	770	120	890
Part Time Term Time Only	130	10	140
Variable Hours	90	125	215
Not Remunerated	<5	<5	<5
Grand Total	2415	1375	3790

Source: HR Dashboard EDI Report 20210431

*Proportion based on headcount, headcount is a count of contracts

* Academic Pathways- Clinical, T&R, T&S, Research

Fig. 1d Academic staff by employment mode and gender (%)

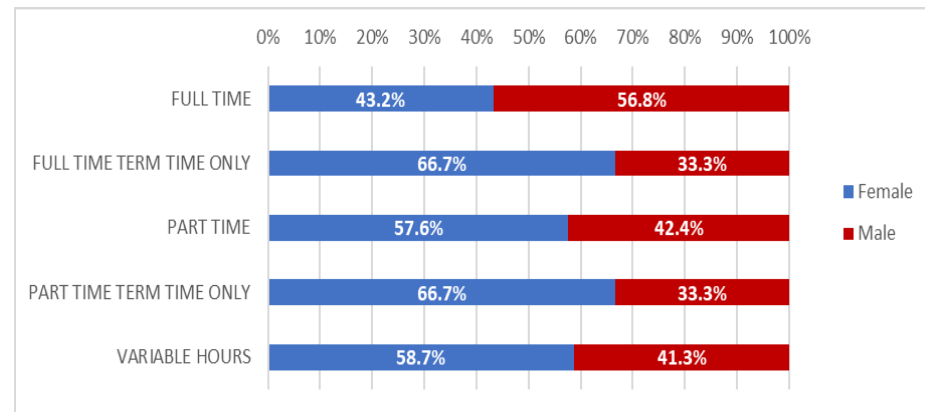


Table 1e Senior/ PS staff by career pathway and gender (headcount)

All staff	Female	Male	Total
Senior Management	14	42	56
Senior Staff	19	28	47
MPSS	1120	682	1802
Operational Services	122	166	288
Administrative	1067	386	1453
Technical Services	107	149	256
Grand Total	2449	1453	3902

Source: HR Dashboard EDI Report 20210431

*Proportion based on headcount, headcount is a count of contracts

Table 1f Academic staff by career pathway and gender (headcount)

All staff	Female	Male	Total
T&S	623	388	1011
T&R	447	827	1274
Research	540	501	1041
Clinical	108	163	271
Grand Total	1718	1879	3597

Source: HR Dashboard EDI Report 20210431

*Proportion based on headcount, headcount is a count of contracts

Fig. 1e Senior/ PS staff by career pathway and gender (%)

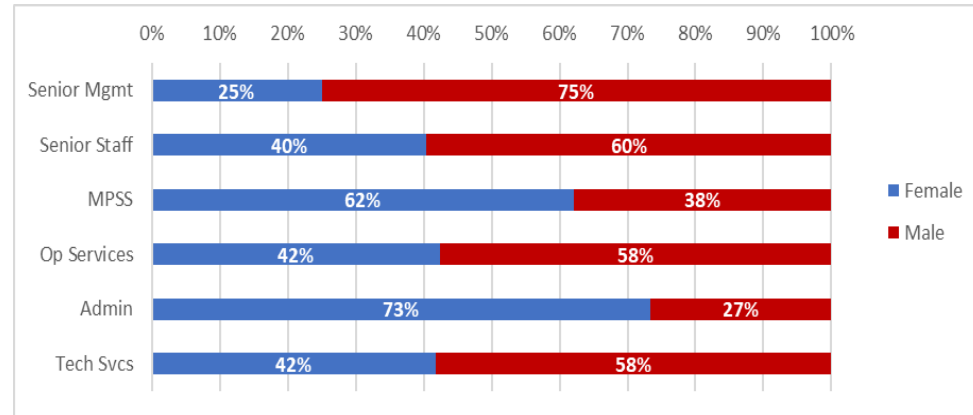


Fig. 1f Academic staff by career pathway and gender (%)

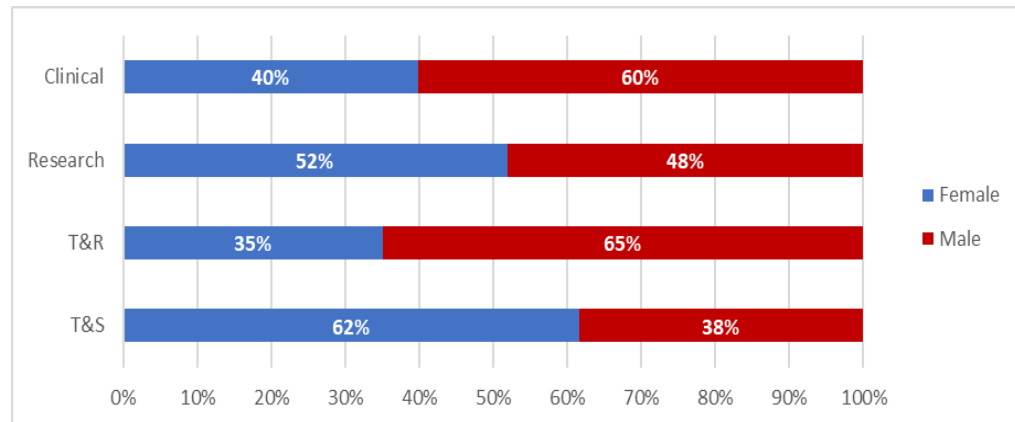


Table 1g All staff by employment status and gender (headcount)

All staff	Female	Male	Total
Open-Ended	2965	2338	5303
Open Ended with Relevant Factor	274	171	445
Fixed-Term	835	759	1594
Secondment	93	64	157
Grand Total	4167	3332	7499

Source: HR Dashboard EDI Report 20210431

*Proportion based on headcount, headcount is a count of contracts

Fig. 1g All staff by employment status and gender (%)

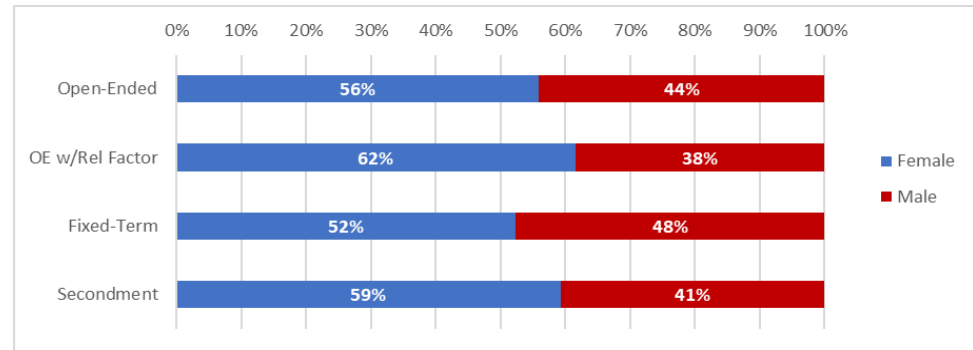


Table 1h All staff by employment status and gender (headcount)

All staff	Female	Male	Total
Open-Ended	2965	2338	5303
Open Ended with Relevant Factor	274	171	445
Fixed-Term	835	759	1594
Secondment	93	64	157
Grand Total	4167	3332	7499

Source: HR Dashboard EDI Report 20210431

*Proportion based on headcount, headcount is a count of contracts

Fig. 1h All staff by employment status and gender (%)

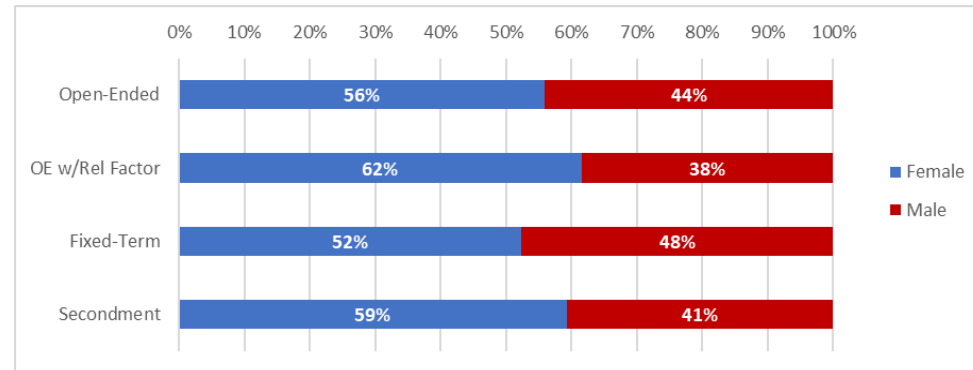


Table 1i Academic staff by employment status and gender (headcount)

All staff	Female	Male	Total
Open-Ended	1067	1203	2270
Open Ended with Relevant Factor	148	137	285
Fixed-Term	494	525	1019
Secondment	9	14	23
Grand Total	1718	1879	3597

Source: HR Dashboard EDI Report 20210431

*Proportion based on headcount, headcount is a count of contracts

Fig. 1i Academic staff by employment status and gender (%)

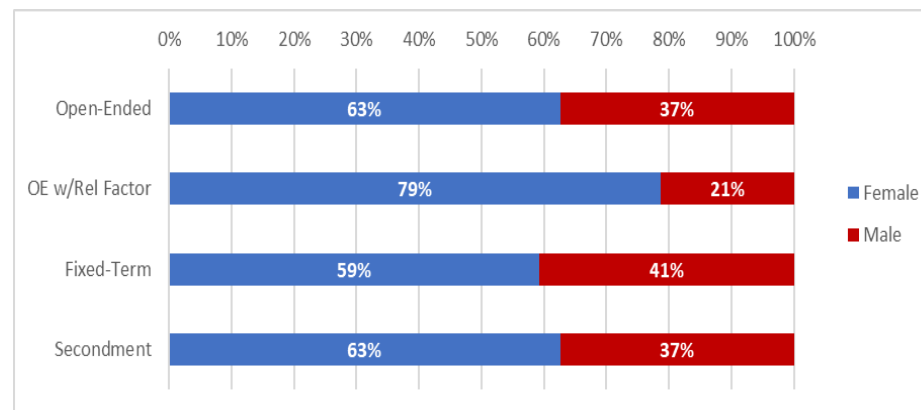
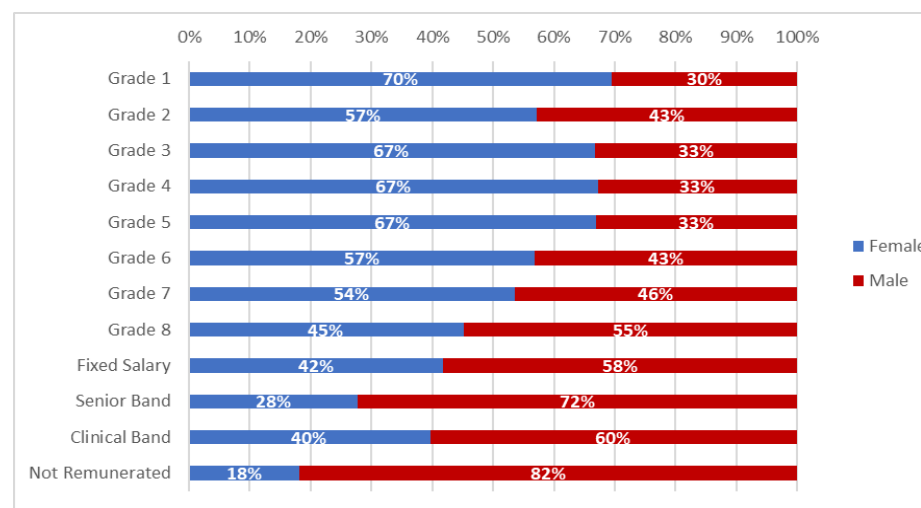


Table 1j All staff by grade and gender (headcount)

All staff	Female	Male	Total
Grade 1	80	35	115
Grade 2	219	164	383
Grade 3	469	234	703
Grade 4	517	252	769
Grade 5	641	317	958
Grade 6	1097	834	1931
Grade 7	475	411	886
Grade 8	376	457	833
Fixed Salary	23	32	55
Senior Band	155	403	558
Clinical Band	109	166	275
Not Remunerated*	6	27	33
Grand Total	4167	3332	7499

Fig. 1j All staff by grade and gender (%)



*Not Remunerated represents unpaid staff on career breaks, but primarily Office Holder positions e.g., Deans, but also some Heads of Schools who are paid from their other posts

Employee Diversity - Ethnicity Summary:

We recognise that there are many opinions about terminology and the problems that can arise from grouping people together in collective terms. For this report we are referencing the group as Black, Asian and ethnically diverse but will look in future to disaggregate this data into distinctive groups where we are able to without identifying colleagues.

- 9% of all staff identified themselves as being from a Black, Asian and ethnically diverse background, 79% as White, 2% preferred not to say, and 10% were unknown (Table 2a)
- When considering job role, 5% of Professional Services staff are from a Black, Asian and ethnically diverse background compared to 13% of those on an Academic contract (Table 2b). Within senior roles at the University 6% of staff identified as Black, Asian and ethnically diverse.
- Within Professional Services staff, the highest proportion of Black, Asian and ethnically diverse staff is found in Technical Services (9%) and Operational Services (9%) In contrast within senior staff roles representation is very small (2%) (Table 2b)
- Within Academic staff the highest proportion of Black, Asian and ethnically diverse staff is found within the Clinical pathway (17%) and Research pathway (17%) and the lowest in the Teaching and Scholarship pathway (8%); (Table 2b)
- Areas where there were high levels of unknown ethnicity across the career pathways were in administrative support (19% unknown and 1% prefer not to say), Clinical (16% unknown and 5% prefer not to say) and in senior roles (11% unknown and 11% prefer not to say).
- Fig 2b shows the composition of the international workforce, which continues to show an increase each year and has the highest percentage (52%) of Black, Asian and ethnically diverse staff (Fig 2 c) and the highest percentage of unknown ethnicity (16%). Table 2e shows that the nationalities with the highest percentage of Black, Asian and ethnically diverse staff are China (91%), India (80%), Malaysia (73%) and Japan (63%)

Benchmarking national figures (2019/20)²:

Of those UK national staff with known ethnicity, 10.8% identified as Black, Asian and ethnically diverse. However, this proportion varied by country, 3.1% in Northern Ireland, 4.5 % in Scotland, 4.8% Wales and 12.2% in England. Of HE staff who identified as Black, Asian and ethnically diverse, percentages were considerably higher among non-UK staff at 32.3%. Again, this proportion varied by country, 15.2% in Northern Ireland, 30.1% in Scotland, 33% in England and 36.4% in Wales. Overall, ethnicity was not known for 6.2% of UK staff and 9.5% of non-UK staff.

Comment

Our Race Equality Steering Group is supported by a Student and a Staff Working Group. The BAME+ Staff Network has been critical in providing support for our ethnically diverse community and has arranged several speakers during lockdown including a few closed sessions for BAME+ staff on managing their wellbeing.

The University has taken part in the Race Access and Success project funded by Advance HE and HEFCW. This has involved several colleagues from the university taking part in workshops with participants representing all other Welsh universities. The outcome of these workshops will be a university action plan targeting areas of improvement on race equality. Progress on this plan will be overseen by the Race Equality Steering Group. A Strengthening Race Equality Resource Guide was launched in 2020 to be used across the university to progress race equality.

In spring 2020, the Vice-Chancellor established a Diversity in Leadership Task and Finish Group. This group specifically looked at leadership diversity by analysing top level diversity and identifying barriers and actions to eliminate them. An action plan has been produced by this group and progress is being monitored by the Race Equality Steering Group.

In 2020 we launched a new development programme called Elevate specifically aimed at female Black, Asian and ethnically diverse staff (both academic and professional services) who are at an early stage in their leadership career. The programme ran from January to July 2021 with

² Equality and higher education. Staff statistical report 2021. Advance HE

participants from Cardiff, Bristol, Bath and Exeter universities. The programme was facilitated by an external team from the Ubele Foundation and feedback has indicated that this has been an incredibly positive addition to our development programmes. The programme also involved colleagues from across the university acting as mentors for the participants. Feedback and advice are being sort from all participants in relation to what the university can learn from their participation. A second cohort will join a programme scheduled to run from November to May in the 2021/22 academic year.

In October 2021, we launched Talking Anti-Racism at Cardiff University which will bring together experts across the University with specialist guest speakers to open up important discussions on race. Each academic school will take a turn to host a talk, with University experts and outside speakers discussing diversity from their own unique perspectives.

There are several initiatives to enhance diversity and progress equality in recruitment processes which include the diversity in recruitment panels initiative and a language in recruitment working group (see recruitment section).

Table 2a All Staff by Ethnicity (headcount and %)

Ethnicity	Headcount	%
Black, Asian, and ethnically diverse	683	9%
White	5937	79%
Prefer not to Say	145	2%
Not Declared	735	10%
Grand Total	7500	100%

Source: HR Dashboard EDI Report 20210431

**Proportion based on headcount; headcount is a count of contracts*

Table 2b Staff by Ethnicity and job role *ROUNDED*

	Headcount				%			
	Black, Asian and ethnically diverse	White	Prefer Not to Say	Not Declared	Black, Asian and ethnically diverse	White	Prefer Not to Say	Not Declared
Senior Management	5	45	<5	<5	9%	84%	2%	5%
Senior Staff	<5	35	5	5	2%	77%	11%	11%
Senior	5	80	5	5	6%	81%	6%	8%
Admin	70	1105	10	270	5%	76%	1%	19%
MPSS	90	1610	25	80	5%	89%	1%	4%
Operational Services	25	245	<5	15	9%	84%	1%	6%
Technical Services	20	205	<5	25	9%	80%	1%	10%
Professional	205	3165	35	390	5%	83%	1%	10%
Clinical	45	170	15	45	17%	63%	5%	16%
Research	175	695	25	150	17%	67%	2%	14%
T&R	170	1010	35	60	13%	79%	3%	5%
T&S	85	815	30	80	8%	81%	3%	8%
Academic	475	2690	105	335	13%	75%	3%	9%
Grand Total	685	5935	145	730	9%	79%	2%	10%

Source: HR Dashboard EDI Report 20210431

*Proportion based on headcount; headcount is a count of contracts

Table 2c All staff by ethnicity and nationality (headcount)

	Black, Asian and ethnically diverse	White	Prefer Not to Say	Not Declared
UK				
Headcount	361	5151	111	564
%	6%	83%	2%	9%
EU				
Headcount	27	614	21	79
%	4%	83%	3%	11%
International				
Headcount	295	172	13	91
%	52%	30%	2%	16%

Source: HR Dashboard EDI Report 20210431

*Proportion based on headcount; headcount is a count of contracts

Fig. 2c All Staff by ethnicity and Nationality (%)

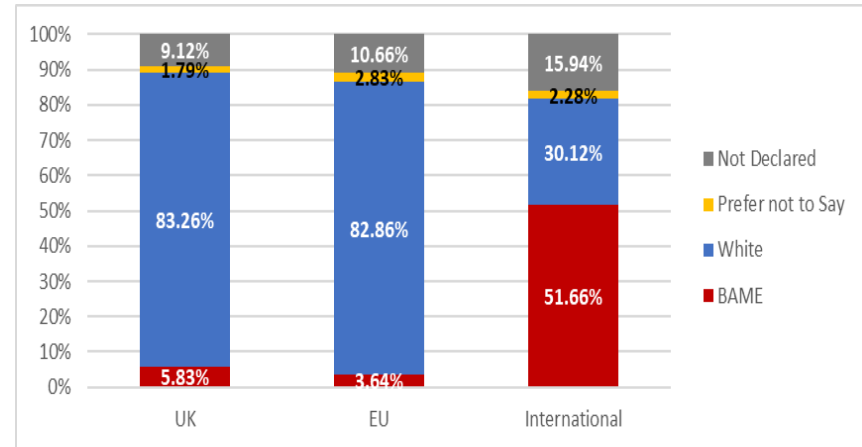


Table 2d International diversity UK vs top 20 Non-UK Nationality

This table is using data from the 2021 Annual People Management report, which uses the data snapshot date of 31 July 2021.

International workforce

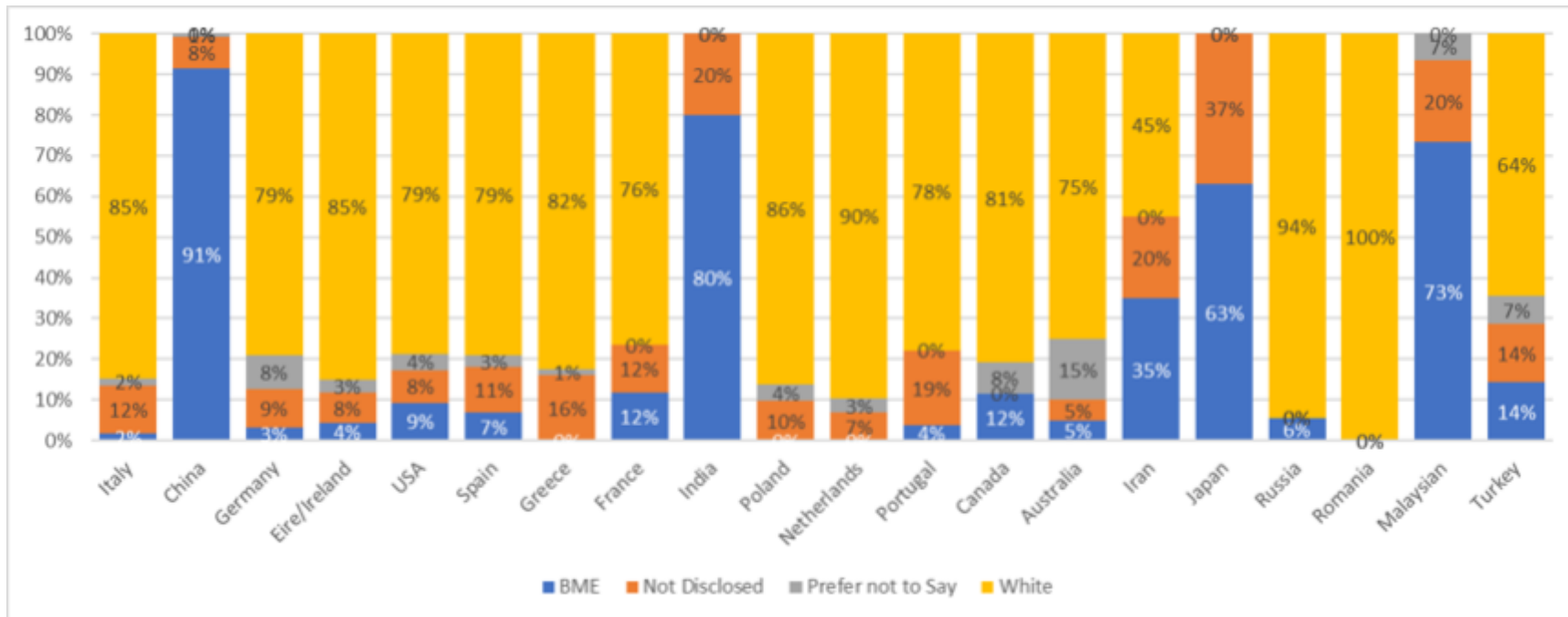
Cardiff University recruits in three geographically distinct markets:

1. Academic Staff: International and UK
2. MPSS & Senior: UK predominantly
3. Support Staff: Local

	2019		2020		2021	
	Count	%	Count	%	Count	%
Grand Total	7545	100.00%	7784	100.00%	7523	100.00%
UK	6269	83.09%	6458	82.97%	6211	82.56%
EU	727	9.64%	750	9.64%	740	9.84%
Rest of World	549	7.28%	576	7.40%	572	7.60%
Non-UK: top 20 countries	1005	13.15%	1044	13.41%	1001	13.30%
Italy	118	1.56%	126	1.62%	118	1.57%
China	117	1.55%	124	1.59%	105	1.39%
Germany	96	1.27%	99	1.27%	95	1.26%
Eire/Ireland	87	1.15%	87	1.12%	93	1.24%
USA	70	0.93%	76	0.98%	75	1.00%
Spain	78	1.03%	76	0.98%	72	0.96%
Greece	59	0.78%	60	0.77%	68	0.90%
France	76	1.01%	72	0.92%	68	0.90%
India	54	0.72%	63	0.81%	65	0.86%
Poland	41	0.54%	49	0.63%	51	0.68%
Netherlands	35	0.46%	32	0.41%	29	0.39%
Portugal	30	0.40%	29	0.37%	27	0.36%
Canada	30	0.40%	33	0.42%	26	0.35%
Australia	23	0.30%	20	0.26%	20	0.27%
Iran	13	0.17%	22	0.28%	20	0.27%
Japan	13	0.17%	14	0.18%	19	0.25%

Russia	21	0.28%	18	0.23%	18	0.24%
Romania	14	0.19%	15	0.19%	17	0.23%
Malaysian	10	0.14%	12	0.16%	15	0.20%
Turkey	11	0.13%	15	0.19%	14	0.19%
<i>Source: Annual People Management Report 2021</i>						

Fig 2e International diversity Top 20 Non-UK Nationality by Black, Asian and ethnically diverse status 2021



Employee Diversity – Disability

Summary:

- 6% of all staff recorded themselves as having a disability which is higher than national benchmarking figures (5.5%) but slightly lower than the rate in Wales (6.7%). 12% prefer not to say whether they had a disability, and 13% of staff data was unknown.
- 5% of academic staff and 7% of professional services staff have declared a disability (Table 3a) which is consistent with national trends reporting higher disclosure rates in professional services staff.
- In professional services roles, the highest percentage of staff preferring not to say was operational services (17%) and the highest level of staff not declaring their disability status was in administrative support (23%). Within the academic community the highest percentage of preferring not to say was in teaching and scholarship (17%) however this was also the group that had the highest percentage of declaration (6%), while the highest rate of not declared was in clinical roles (17%) and research roles (17%) (Table 3a)
- When considering this data, it should be noted that due to the small nature of the group any declaration will have a bigger impact on the total percentage.

Benchmarking national figures (2019/20)³:

Overall, 5.5% of staff working in HEIs disclosed as disabled in 2019/20. Disability disclosure rates were higher among staff working in Northern Ireland (7.0%), Wales (6.7%) and England (5.7%) than in Scotland (3.9%).

Disability disclosure rates among staff working in HEIs have consistently increased in the last decade, with the proportion of staff declaring as disabled in 2019/20 being almost double the one reported in 2009/10. However, disability disclosure rates remained persistently lower among academic staff than professional and support staff and among professors compared with other academics.

³ Equality and higher education. Staff statistical report 2021. Advance HE

Comment

The Disability Staff Network has been continuing to support staff with disabilities and increase awareness of disability at the University. It has heightened its support for staff during the COVID pandemic by increasing its informal cuppa and catch-up sessions and arranging wellbeing sessions for staff.

For a fifth year the University has been a host in Wales for Project Search, a major international project which provides employment and learning opportunities for young people with disabilities and/or autism. As a University we are not only involved in placements but are the research partner for the funded programme. This cohort has faced a particularly challenging year with placements and education online for most of the 2020/21 academic year. The sixth cohort for 2021/22 will be the last cohort in the current funding cycle.

In 2021 the Disability Steering Group has been established to provide a focus for our work on disability across the university. The Steering Group consists of academic, professional services staff and student representatives and is in the process of producing a disability action plan to focus our work and efforts which will link in with the University Strategic Equality Plan. Work undertaken this year includes improving our process to support the reporting of a disability, agreeing reasonable adjustments, and working more closely with the Business Disability Forum which we joined as members in 2020.

In 2020 a Top Ten Tips document for managers supporting staff declaring a disability was launched (a Cardiff Futures and Disability Staff Network Collaboration) alongside a revised reasonable adjustment process to support managers and staff. A Go Wales project providing placement opportunities at the University for students from underrepresented groups included students with disabilities provides those students with work skill development and a taster of what it is like to work for Cardiff University as a potential employer.

Table 3a All Staff by job role and declaration of Disability *ROUNDED*

	Headcount				%			
	Y	N	Prefer not to say	Not Declared	Y	N	Prefer not to say	Not Declared
Senior Management	5	45	<5	<5	9%	80%	7%	4%
Senior Staff	<5	35	5	5	6%	72%	11%	11%
All senior staff	10	80	10	5	8%	77%	9%	7%
Admin	100	895	135	330	7%	61%	9%	23%
MPSS	130	1315	215	145	7%	73%	12%	8%
Operational Services	20	205	50	20	7%	70%	17%	7%
Technical Services	15	170	35	35	7%	66%	14%	13%
Professional Services	265	2585	435	530	7%	68%	11%	14%
Clinical	10	180	35	45	3%	66%	14%	17%
Research	45	725	100	175	4%	70%	9%	17%
T&R	55	955	170	95	4%	75%	13%	8%
T&S	55	675	175	105	6%	67%	17%	10%
Academic	165	2535	480	420	5%	70%	13%	12%
Grand Total	440	5200	925	955	6%	69%	12%	13%

Employee Diversity – Sexual Orientation

Summary:

- 58% of staff have recorded their sexual orientation as heterosexual, 1.5% as bisexual, 2.6% as Gay/Lesbian, 0.4% as Other, 22.3 % preferred not to say and unknown is 15.2%. The unknown category was a lot lower than the national benchmark.

Benchmarking statistics (2019/2020)⁴:

Because sexual orientation data is currently a voluntary return to HESA, there isn't a full national picture of the HE staff population in relation to sexual orientation. Of the staff in institutions that returned sexual orientation information to HESA, 58.9% provided information. Of all staff in institutions that returned sexual orientation information, 44.5% of staff identified as Heterosexual, 1.2% as Bisexual, 1.2% as a Gay Man, 0.7% as a Gay Woman/Lesbian, 0.4% as in another way, 9.8% Information refused, and the information was unknown for 42.2%.

Comment:

The University has an active LGBT+ staff and postgraduate student network, Enfys. Enfys won the Stonewall UK and Stonewall Cymru Network Group of the year award in 2020. The University was recognised for its work on LGBT+ equality with a place in the Stonewall Top 100 employers and has been the top University in the index for the last 5 years, achieving a placing of 10th in 2020. This is the highest placing the University has received. The Stonewall Workplace Equality Index was paused in the last academic session, but an application has been submitted for the 2022 Workplace Equality Index. Cardiff University is recognised as a Top Trans Employer and has now become a Global Diversity Champion with Stonewall which will enable us to consider how we support staff and students who travel internationally who identify as LGBT+.

The University has continued to support LGBTQ+ equality during the pandemic including the development of a new programme, 'How to be a good LGBTQ+ ally' which several academic schools and student facing support services have already accessed. The University has also taken part in the consultation on the Welsh Government LGBTQ+ Action Plan.

⁴Equality and higher education. Staff statistical report 2021. Advance HE

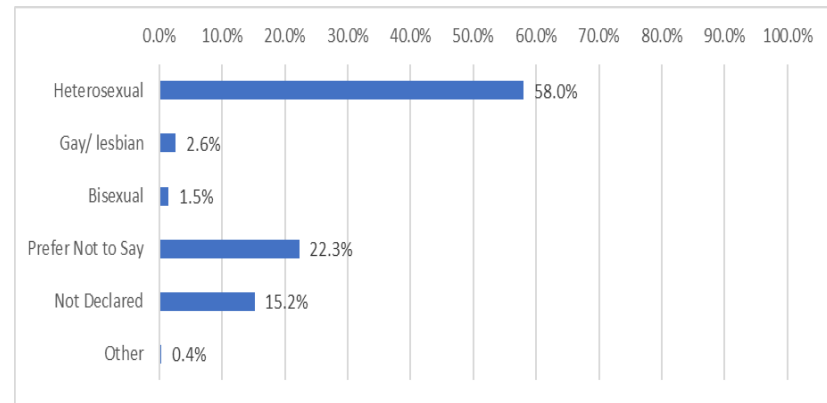
Table 4a Sexual Orientation of Staff (headcount)

All Staff	Numbers
Heterosexual	4352
Gay/ lesbian	194
Bisexual	111
Prefer Not to Say	1673
Not Declared	1142
Other	28

Source: HR Dashboard EDI Report 20210431

**Proportion based on headcount; headcount is a count of contracts*

Fig. 4a Sexual Orientation of Staff (%)



Employee Diversity – Religion or Belief

Summary: A proportion of staff do not declare a religion or belief (11.9%) or prefer not to give this information (11.2%) although this is lower than the national benchmark. 11.7% of staff recorded no religion and of those declaring a religion 11.5% were Christian whereas 2.1% followed a religion or belief not listed. Smaller percentages were reported in the other listed religions, consistent again with benchmarking figures across the HE sectors (see Table 5a).

Benchmarking national figures (2019/2020⁵):

Because religion and belief data are currently a voluntary return to HESA, there isn't a national picture of the HE staff population in relation to this area. However, for institutions returning this data, 43.1% of staff left this blank, 9.5% information was refused and 24.1% said they had no religion. 17.6% were Christian, 1.7% Muslim, 0.9% Hindu, 0.5% Buddhist, 0.6% Spiritual, 0.3% Jewish, 0.3% Sikh and 1.5% any other religion.

Comment:

The University revised its Religion and Belief policy in 2020. The Multifaith Chaplaincy team includes chaplains from a range of different faith backgrounds and provides a place of friendship, hospitality, reflection, prayer, support and dialogue. They also organise a range of activities throughout the academic year including pizza and film nights, Choral Evensong, Men's Coffee Mornings, Interfaith celebrations such as Interfaith Evening, Tuesday and Friday Drop-in café and during COVID developed a new support activity called Wednesday Dog Walk and Talk. Many of their activities are open to both students and staff and they play a key role in University activities such as Remembrance Day.

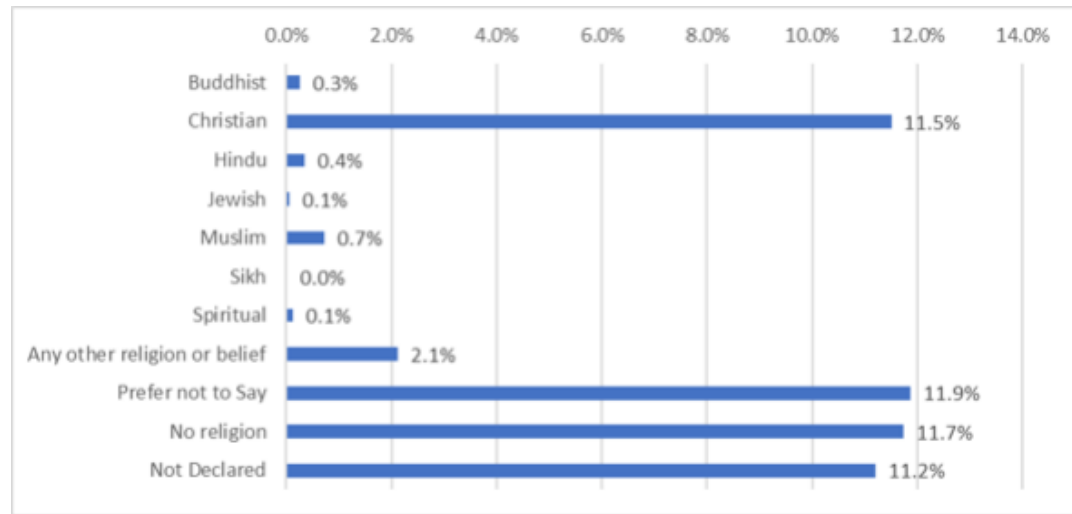
⁵ Equality and higher education. Staff statistical report 2021. Advance HE

Table 5a Religion or belief of all staff (headcount)

ROUNDED

All Staff	Numbers
Buddhist	40
Christian	1725
Hindu	55
Jewish	10
Muslim	110
Sikh	<5
Spiritual	20
Any other religion or belief	320
Not declared	1780
No religion	1760
Prefer Not to Say	1680
Grand Total	7500

Fig. 5a Religion or belief of all staff (%)



Source: HR Dashboard EDI Report 20210431

*Proportion based on headcount, headcount is a count of contracts

Employee Diversity – Age

Summary:

- 33% of all staff fall within the 35-44 age group (Fig 6a).
- There is a larger percentage of females to males at the younger age ranges, and a slightly larger percentage of males to females at the older age range (Fig 6d), reflective of the national trend.

Benchmarking national figures (2019/2020⁶):

Across the UK, most staff employed by HEIs were between the ages of 31 and 55 (65.5%). Only 16.5% were aged 30 and under. However, the proportion of staff in this age group was higher in Scotland (19.4%) and England (16.3%), than in Wales (13.7%) and Northern Ireland (11.8%).

Across both academic and professional and support staff, women made up most staff in all age groups aside from those aged 61-65 and 66 and over. Among academic staff, men comprised the majority within every age group. In general, the proportion of male academics increased with age, rising from 50.5% of academics aged 25 and under to 69.8% of those aged 66 and over. In contrast, women comprised most professional and support staff within every age group, making up over 60% of all age groups except for those aged 61-65 and 66 and over.

The HESA data shows that Cardiff's age profile is broadly in-line with our comparators, however, we do employ a greater proportion of staff in the age categories encompassing those 41- 60 and fewer than the median in the younger age categories. This trend seems largely unchanged since last year.

⁶ Equality and higher education. Staff statistical report 2021. Advance HE

Fig. 6a All Staff by Age (%)

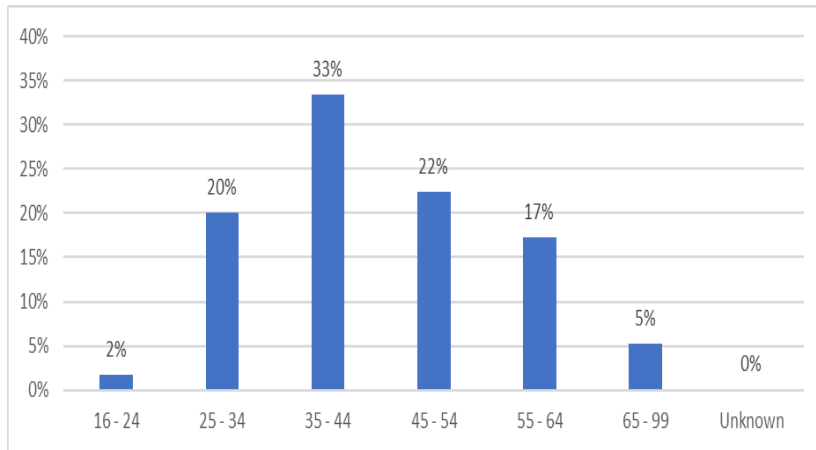


Fig. 6b All Professional Services Staff by Age (%)

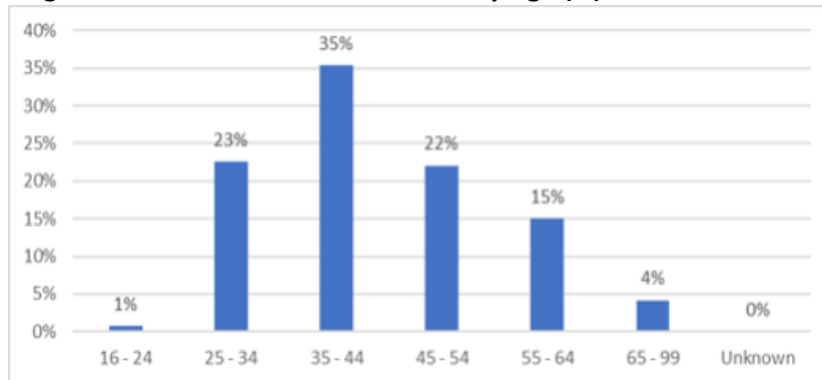


Fig. 6c All Academic Staff by Age (%)

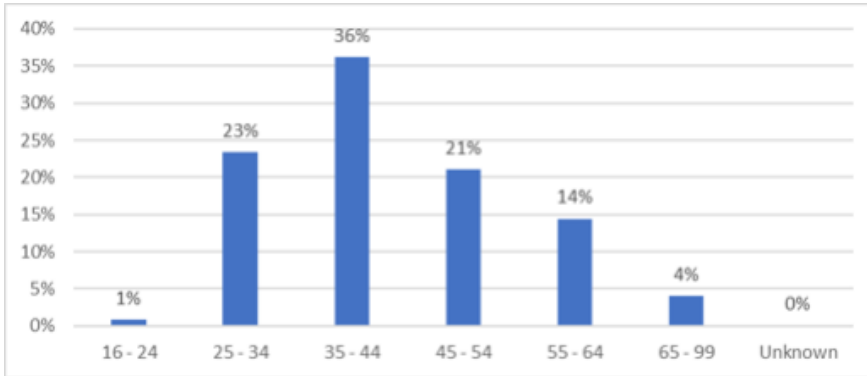
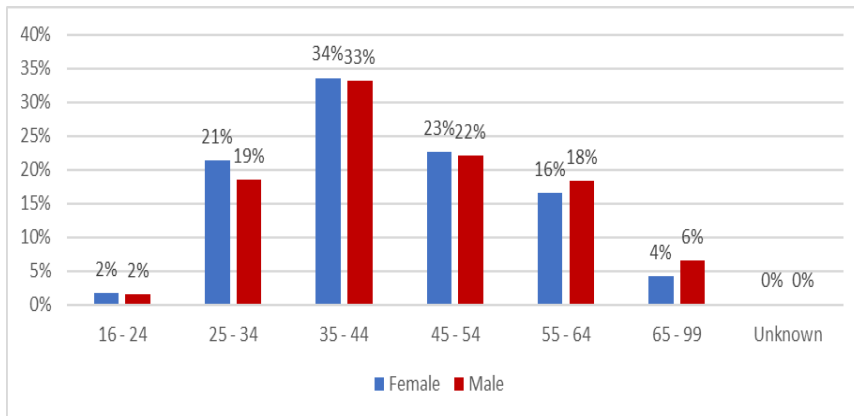


Fig. 6d All Staff by Age and gender (%)



Section 2 – Training

The University's Staff Development provision has continued to provide a full programme of development opportunities to support staff wellbeing, enhance individual and team competence and confidence, and build engagement. The University continues to have several mandatory training modules to support the University with key compliance areas. In January 2019 the University added Unconscious Bias to the list of mandatory courses. Completion of University level mandatory training remains a priority and regular reminders are communicated to all staff. Information below is based on staff completing training within:

Equality Diversity and Inclusivity

Countering Fraud and Bribery in Universities Information Security

Fire Safety Awareness

Welsh Language Awareness

Understanding Unconscious Bias

Prevent

Fundamentals of Safety, Health & Environment Management

Profile of Staff Completing any of the Mandatory Training Modules compared to profile of staff completing the Diversity Mandatory Training

Table 7

Gender	% Compliant on any Mandatory Training	% Compliant on Diversity Mandatory Training
Female	57.2%	58.5%
Male	42.8%	41.5%
Disability		
Y	6.7%	6.3%
N	71.2%	70.5%
Prefer not to say	10.9%	10.1%
Not Declared	11.2%	13.1%
Ethnicity		
Black, Asian and ethnically diverse	8.9%	9.6%
White	81.5%	79.2%
Prefer not to say	1.7%	1.7%
Not Declared	7.9%	9.5%
Age Group		
16 - 24	1.6%	2.0%
25 - 34	19.9%	21.9%
35 - 44	34.2%	33.6%
45 - 54	23.3%	22.2%
55 - 64	17.2%	16.3%
65 - 99	3.7%	4.0%

Source: 05_Mandatory Training 20211006

Section 3 – Recruitment

In the 12-month period to 31 March 2021 the University received 9,825 applications. 817 candidates have been successfully appointed. Please note that this data does not show how many applications are multiple applications from the same person. The recruitment freeze that was implemented due to COVID has continued throughout 2020/21 but has recently been removed. As recruitment was largely limited to internal movement only, progress against targets to compare University data against that of the local community has been impacted.

Recruitment – Sex/Gender

Table 8a gives details of the percentages and numbers of people recruited, with 47.98% of applications coming from females, and of those that were appointed 58.51% were female and 38.25% were male showing that women were more successful through the application process.

Table 8a

Gender	Applied	Shortlisted	Hired	Rejected	Declined/ Withdrawn
Female	47.98%	54.31%	58.51%	46.02%	54.35%
Male	50.06%	43.07%	38.25%	52.14%	43.72%
Prefer not to say	1.57%	1.99%	2.22%	1.51%	1.74%
Not Declared	0.39%	0.62%	1.02%	0.33%	0.19%

Recruitment – Ethnicity

Table 8b provides information on the percentages and numbers of people recruited by ethnicity. 35.2% of the applications were received by individuals who identified as Black, Asian and ethnically diverse. 18.6% were appointed which was a lower success rate through the process than the white applicants.

The Race Equality Steering Group with support from the ED&I Committee and UEB, has introduced an initiative to encourage recruiters to think more about the ethnic diversity of their interview panels. This initiative was in support of Objective 2 of the Strategic Equality Plan, namely to “...create a staff environment where we improve the diversity of our recruitment and enable our staff to progress and develop in a supportive environment.”, with a commitment to “...our recruitment processes with an initial focus on gender and ethnicity.”

A pilot programme held from 19 April to 14 May 2021 resulted in seven panels from a group of 17 (41%) reporting that their composition contained at least one ethnically diverse panel member. There is no previous data with which to compare these results, but a survey sent to pilot participants

including ethnically diverse representatives, other interview panel members and HR administrators involved in the process will inform the University-wide launch of the initiative scheduled for 2021/22.

Consultation with colleagues from the Race Equality Steering Group identified the language used in our job descriptions as a potential barrier to recruitment. A working group has been established and has modified language used in support of a number of roles. Work continues to extend this initiative to generic Grade 1-4 job descriptions in the professional services.

In 2020, a Professional Services Work experience project invited students from Cathays High School into the University to have a weeklong work experience taster. This initiative and the Careers and Role Models events in Grangetown have enabled the University to show the breadth of jobs available at the University and encourage local community underrepresented groups including ethnically diverse members of the community to consider the university as an employer.

UEB, at a meeting on 16 November 2021 approved the sign up to the Cardiff Jobs Community Compact which will ensure that Cardiff and locally based residents have raised awareness of job/career opportunities at the University. Specific engagement events are also possible as part of this initiative which will follow similar lines to that previously used to support potential applicants.

Table 8b

Ethnicity	Applied	Shortlisted	Hired	Rejected	Declined/ Withdrawn
Black, Asian and ethnically diverse	35.2%	25.5%	18.6%	38.8%	21.0%
Not Declared	0.8%	0.9%	1.6%	0.8%	0.2%
Prefer not to say	4.3%	4.5%	4.2%	4.3%	4.1%
White	59.7%	69.2%	75.5%	56.1%	74.8%

Recruitment - Disability

The appointment success rate of those declaring themselves as having no disability appeared lower than those who had declared a disability. Of those who applied to the University, 4.9% declared a disability, 5.5% were appointed. Of those in the prefer not to say category and in the not declared category, there was an increase in the success rate from application through to appointment.

Table 8c

Disability	Applied	Shortlisted	Hired	Rejected	Declined/ Withdrawn
No	91.9%	89.7%	89.9%	92.3%	91.1%
Yes	4.9%	6.5%	5.5%	4.6%	5.8%
Prefer not to say	2.8%	3.3%	3.5%	2.7%	2.9%
Not Declared	0.4%	0.6%	1.0%	0.3%	0.2%

Recruitment – Age

The largest percentage of applications came from the 25-34 age group (45.8%) and the largest percentage of staff appointed and having the most success through the process was also from this group (47.8%). The 16-24 age group had the least successful appointment rate, and the 45-54 group and 55-64 group also had lower success rate through the process.

Table 8d

Age	Applied	Shortlisted	Hired	Rejected	Declined/ Withdrawn
16 – 24	17.4%	10.8%	10.2%	18.7%	12.0%
25 – 34	45.8%	46.1%	47.8%	45.5%	46.3%
35 – 44	23.9%	25.8%	25.4%	23.7%	25.5%
45 – 54	8.7%	11.9%	10.7%	8.2%	11.1%
55 – 64	3.5%	4.6%	4.7%	3.2%	4.6%
65+	0.2%	0.2%	0.2%	0.2%	0.3%
Not Declared	0.4%	0.6%	1.0%	0.3%	0.2%

Recruitment – Sexual Orientation

When considering the sexual orientation of those who applied and were subsequently appointed those identifying as gay/lesbian and prefer not to say or not declared had an increase in success rate through the process. There was a decrease in success rate for the bisexual and other category.

Table 8e

Sexual Orientation	Applied	Shortlisted	Hired	Rejected	Declined/ Withdrawn
Bisexual	5.8%	4.9%	4.0%	6.1%	4.5%
Gay/ Lesbian	3.5%	3.5%	3.8%	3.5%	2.7%
Heterosexual / straight	79.4%	79.0%	79.2%	79.2%	81.8%
Other	1.1%	0.9%	0.7%	1.3%	0.4%
Prefer not to say	9.8%	11.1%	11.2%	9.6%	10.3%
Not Declared	0.4%	0.6%	1.0%	0.3%	0.2%

Section 4 – Academic Promotion

The University's academic staff has a defined career structure with clear criteria for progression from Lecturer to Senior Lecturer, Reader and Professor and from Research Fellow to Senior Research Fellow, Principal Research Fellow and Professorial Research Fellow. A rigorous exercise is undertaken annually with assessment at School and University level, informed by external referees and independent external assessors. The numbers applying for promotion and those being successfully promoted illustrate the University's ability to develop and nurture academic talent.

Table 9 outlines Academic Promotion application and success rates for the last three years (2017/18-2019/20). The eligible pool comprised 3757 staff. Of these, 1744 were female (46%) and 2013 male (54%) with 399 identifying as Black, Asian and ethnically diverse (11%). The success rate for female and male applicants was similar (78%).

The success rate for Black, Asian and ethnically diverse applicants (61%) was lower than that for White applicants (81%). The third cohort of an Academic Promotions Development Programme is currently in progress. It aims to address underrepresentation of female and Black, Asian and ethnically diverse staff in senior academic roles.

Table 9

		Eligible pool	% of Applicants from Eligible pool	% of Successful applicants	% of Successful applicants / Eligible Pool
<i>Total</i>		3757	18%	78%	14%
Gender	Female	1744	17%	78%	13%
	Male	2013	19%	78%	15%
Race (Ethnicity)	Black, Asian and ethnically diverse	399	22%	61%	14%
	White	3025	18%	81%	14%
	Not declared	333	18%	71%	13%
Disability	Disabled	194	17%	73%	12%
	Not disabled	2649	18%	79%	14%
	Not declared	914	19%	76%	15%
Sexual Orientation	Bisexual	16	31%	80%	25%
	Gay	46	20%	100%	20%
	Heterosexual	2095	19%	78%	15%
	In another way	6	17%	100%	17%
	Lesbian	47	21%	70%	15%
	Not declared	1547	17%	78%	13%
Age (at date of application)	25-34	290	18%	75%	13%
	35-44	1586	21%	82%	17%
	45-54	1154	17%	80%	14%
	55-64	637	14%	60%	8%
	65+	90	7%	83%	6%

Section 5 - Staff leaving the University

Over the year 1 April 2020- 31 March 2021, 667 staff left the University. The reasons for leaving have been reported here, based on voluntary or involuntary departure. There will be several reasons for involuntary departure such as those leaving at the end of a fixed term contract. In the total number of staff leaving the University, 56% were female and 44% male.

Figures for the diversity of staff leaving the University have been presented for the categories of sex, age, religion, disability, sexual orientation, and ethnicity. However, caution should be taken when drawing conclusions from this data due to the large percentage of staff who have not declared their status with regards to the protected characteristics of religion, gender identity, disability, ethnicity, and sexual orientation.

Section 5- Staff Leaving the University

Table 10

Gender	Voluntary	Involuntary	Total	Voluntary	Involuntary	Total %
Female	230	142	372	56%	56%	56%
Male	182	113	295	44%	44%	44%

Age	Voluntary	Involuntary	Total	Voluntary	Involuntary	Total %
16 - 24	9	15	24	2%	6%	4%
25 - 34	115	88	203	28%	35%	30%
35 - 44	122	80	202	30%	31%	30%
45 - 54	48	24	72	12%	9%	11%
55 - 64	70	30	100	17%	12%	15%
65 - 99	48	18	66	12%	7%	10%

Sexual Orientation	Voluntary	Involuntary	Total	Voluntary	Involuntary	Total %
Heterosexual	255	130	385	62%	50%	58%
Bisexual	15	5	10	1%	2%	1%
Gay/ Lesbian	5	<5	20	3%	2%	3%
Other	<5	<5	<5	0%	1%	0%
Prefer Not To Say	75	40	115	18%	16%	17%

Not Declared	65	75	135	15%	29%	21%
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Disability	Voluntary	Involuntary	Total	Voluntary	Involuntary	Total %
Yes	19	14	33	5%	5%	5%
No	283	160	443	69%	63%	66%
Prefer Not To Say	56	24	80	14%	9%	12%
Not Declared	54	57	111	13%	22%	17%

Ethnicity	Voluntary	Involuntary	Total	Voluntary	Involuntary	Total %
Black, Asian and ethnically diverse	51	42	93	12%	16%	14%
White	317	154	471	77%	60%	71%
Prefer Not To Say	7	8	15	2%	3%	2%
Not Declared	37	51	88	9%	20%	13%

Source: Dashboard Leavers Report run for 01.04.2020- 31.03.2021

Section 6 – Grievances and Disciplinarys

Information held centrally relating to period 1 August 2020 to 31 July 2021 is as follows: It is difficult to draw conclusions from the data due to the small numbers and no further information on the reasons for these actions.

Table 11

Grievances	Total: 9 Gender: male (7) female (2) Ethnicity: White (3), Black, Asian and ethnically diverse (1) unknown (5) Disability Yes (1) No (2) Unknown (6)
Disciplinarys	Total: 13 Gender: male (9) female (4) Ethnicity: white (8), Black, Asian and ethnically diverse (0) unknown (5) Disability: Yes (0) No (4) unknown (9)