

Internal Staff

General

About Internal Staff

Internal staff include academic, academic-related and support staff. This data doesn't include Associate Lecturers and the Open University Partner organisations, such as the Open University Students Association (OUSA), Future Learn, Mulberry Bear and OU Worldwide.

In December 2017 the University had 5,968 staff in these categories. Around 83% of OU staff are based at Walton Hall in Milton Keynes with the remaining staff based at centres in Scotland, Wales, Ireland and England. The recruitment pool is local, national and international for some job categories.

Notes on the data

The 2017 reporting period is from 1 January 2017 to 31 December 2017. In several areas, where data was available, the previous five years' or aggregated data for a number of years is reported.

Staff on unpaid leave as at the 31st December of each year have been included in the headcounts. Consultants and Agency temporary staff are reported separately.

Workforce Composition

Data for five years is included for all internal staff including staff in the most senior job roles, defined as Pro-Vice-Chancellors, Deans, Professors and Heads of Units. Data by location, unit, staff category, grade and contract type for the most recent year is available for staff to download in Excel format.

Recruitment

There are three stages to the internal staff recruitment process (application, short listing and appointment) and monitoring data is provided for each. Data for the most recent year is provided and data for previous years is available for staff to download in Excel format.

Promotion

In the context of this report, promotion is defined as an improvement in the job grade of an individual. This change to a higher grade could happen for several reasons and thus, four different categories of promotions are included in this section: (1) internal transfer, when an individual moves to a different unit; (2) internal promotion, when an individual is appointed to a different post within the same unit; (3) Job regrade, when an individual's position is re-evaluated (i.e. increase of responsibilities) and (4) Secondment & Placement, when an individual moves to a different post temporarily for development purposes.

Training and Development

The average number of courses undertaken by staff is taken from the Staff Learning Management System (LMS). This system advertises OU training courses and allows staff to enrol for these courses and check their training records. It is estimated that LMS records currently cover between 70% and 90% of the training and development activities undertaken by OU staff, although this varies according to the practice of each unit in recording courses.

Data for the previous year and aggregated data for the previous five years is included.

Staff taking parental leave

The maternity data has been taken from the ResourceLink system used by the Payroll department.

Grievances, Bullying & Harassment

Due to the decreasing use of monitoring forms and the increasing reliability of the database systems used to capture and monitor Grievances, Bullying & Harassment cases for this year's report will no longer include monitoring forms and only report on the number of cases reported through the HR caseload database.

Age

Workforce Composition

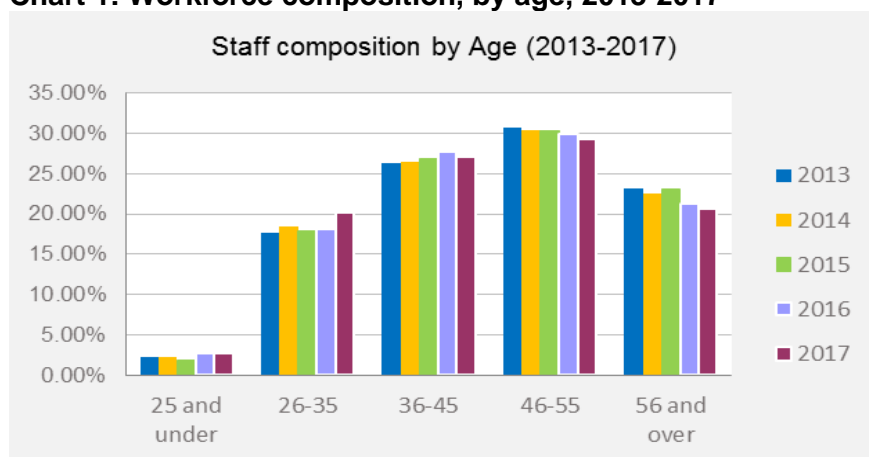
Table 1 shows the number and percentage of overall internal staff workforce by age across five years.

In 2017, there were 5,968 internal staff employed at the OU. Nearly one third (29.31%) were aged between 46 and 55. This trend seems to continue when compared to the data from previous years.

Table 1: Overall workforce composition, by age, 2013-2017

	2013		2014		2015		2016		2017	
	total	% of total	total	% of total	total	% of total	total	% of total	total	% of total
25 and under	115	2.19%	118	2.24%	97	1.89%	142	2.78%	167	2.80%
26-35	923	17.60%	972	18.44%	917	17.89%	928	18.16%	1207	20.22%
36-45	1379	26.29%	1391	26.38%	1374	26.80%	1418	27.75%	1616	27.08%
46-55	1610	30.70%	1604	30.42%	1556	30.36%	1531	29.97%	1749	29.31%
56 and over	1218	23.22%	1187	22.52%	1182	23.06%	1090	21.33%	1229	20.59%
Total	5245	100.00%	5272	100.00%	5126	100.00%	5109	100.00%	5968	100.00%

Chart 1: Workforce composition, by age, 2013-2017



Age Senior Staff Composition

Table 2 shows the number and percentage of senior staff by age across five years. Senior Staff include Pro-Vice-Chancellors, Executive Deans, Head of Units and Staff on Grade 10 below Head of Units.

In 2017, the majority of senior staff (47.64%) were aged 56 and over. There has been a similar pattern since 2013. There appears to be a correlation between staff in senior roles and age.

Table 2: Senior staff composition, by age, 2013-2017

	2013		2014		2015		2016		2017	
	total	% of total	total	% of total	total	% of total	total	% of total	total	% of total
25 and under		0.00%		0.00%		0.00%		0.00%		0.00%
26-35	2	0.80%	1	0.43%	3	1.24%	1	0.40%	3	1.09%
36-45	22	8.76%	17	7.30%	26	10.79%	32	12.75%	33	12.00%
46-55	91	36.25%	91	39.06%	92	38.17%	102	40.64%	108	39.27%
56 and over	136	54.18%	124	53.22%	120	49.79%	116	46.22%	131	47.64%
Total	251	100.00%	233	100.00%	241	100.00%	251	100.00%	275	100.00%

Age

Academic Staff Composition

Table 3 shows the number and percentage of academic staff by grade and age in 2017.

In 2017, the majority of academic staff (61.7%) were aged 46 and over. Similarly, the majority of senior staff members were also aged 46 and over. There appears to be a correlation between academic staff age and grade.

Table 3: Academic staff composition, by age and grade, 2017

	AC1		AC2		AC3		AC4		NS1		PB1		PB2		PB3		SS		Total	
	total	%	total	%	total	%	total	%	total	%	total	%	total	%	total	%	total	%	total	%
25 and under	2	8.3%	0	0.0%	0	0.0%	0	0.0%	1	10.0%	0	0.0%	0	0.0%	0	0.0%	0	0%	3	0.2%
26-35	16	66.7%	94	51.1%	57	12.9%	7	1.5%	6	60.0%	0	0.0%	0	0.0%	0	0.0%	0	0%	180	13.9%
36-45	3	12.5%	57	31.0%	153	34.6%	90	19.6%	3	30.0%	5	7.0%	1	1.6%	0	0.0%	2	7%	314	24.2%
46-55	0	0.0%	17	9.2%	115	26.0%	192	41.8%	0	0.0%	29	40.8%	21	34.4%	4	23.5%	12	40%	390	30.0%
56 and over	3	12.5%	16	8.7%	117	26.5%	170	37.0%	0	0.0%	37	52.1%	39	63.9%	13	76.5%	16	53%	411	31.7%
Total	24	100.0%	184	100.0%	442	100.0%	459	100.0%	10	100.0%	71	100.0%	61	100.0%	17	100.0%	30	100%	1298	100.0%

Age Recruitment

Table 4 shows the number and percentage of applicants shortlisted and appointed by age.

In 2017, applicants aged 56 and over were most likely to be shortlisted. In terms of actual appointments, shortlisted applicants under 25 years of age were most likely to be appointed whereas shortlisted applicants aged between 46 and 55 were least likely to be appointed. It is interesting to see that whilst applicants 25 and under are least likely to be shortlisted, once they are shortlisted, they are likely to be appointed.

Table 4: Applications and appointments, by age, 2017

	shortlisted	% applicants shortlisted	appointed	% shortlisted appointed
25 and under	198	19.4%	102	51.5%
26-35	841	27.2%	352	41.9%
36-45	800	32.6%	274	34.3%
46-55	599	32.6%	184	30.7%
56 and over	231	34.2%	78	33.8%
Total	2592	28.6%	990	37.1%

Age Promotions

Table 5 shows the number and percentage of promotions by age, whilst table 6 shows aggregated data for five years.

The number of promotions decreased from 8.9% (453) in 2016 to 6.6% (392) in 2017. The promotions decreased for all age groups except for staff aged 25 and under where the number of staff promoted increased by 1.9% when compared to year before. The least likely staff to be promoted were the staff aged 56 and over.

Table 5: Promotions, by age, 2017

	promotions	headcount	% of headcount
25 and under	22	167	13.2%
26-35	131	1206	10.9%
36-45	123	1617	7.6%
46-55	84	1750	4.8%
56 and over	32	1232	2.6%
Total	392	5972	6.6%

Table 6: Promotions, by age, 2013-2017

	promotions	avg. headcount	% of avg. headcount
25 and under	83	155	54%
26-35	601	1253	48%
36-45	572	1741	32.9%
46-55	476	1907	25%
56 and over	158	1347	11.7%
Total	1890	6403	29.5%

Age Training and Development

Table 7 shows the number of staff that attended training courses in 2017 by age, whilst table 8 shows aggregated data for five years.

The total number of courses taken by staff in 2017 was 6632. The number of courses taken by staff for the most recent year has significantly increased since 2016 where the number of courses taken by staff was 1784. The average number of courses taken by staff in the most recent year was 1.1 which is 0.8 higher than in 2016.

All staff except those aged 56 and over took a higher than average number of courses.

Table 7: Training, by age and type of training, 2017

	25 and under	26-35	36-45	46-55	56 and over	Total
Coaching & Mentoring	4	14	24	9	7	58
Equality & Diversity	12	32	20	33	17	114
Health & Safety	186	967	1234	1399	964	4750
Leadership & Management	25	135	181	161	63	565
Other*	57	179	194	142	86	658
Skills Development	15	149	136	128	59	487
Total	299	1476	1789	1872	1196	6632

*Please note that the type of course is not consistently captured across all training and development initiatives within the OU and as such a large proportion of the courses fall under 'Other'.

Table 8: Training, by age, 2012-2017

	courses	avg headcount	avg per avg headcount
25 and under	1185	155	7.6
26-35	9116	1253	7.3
36-45	12886	1741	7.4
46-55	13613	1907	7.1
56 and over	7978	1347	5.9
Total	44778	6403	7.0

Age Leavers

Table 9 shows the number and percentage of leavers by age, whilst table 10 shows aggregated data for five years.

The turnover rate for 2017 was 12.9%, which is notably higher when compared to 2016 data where turnover rate was 9.5%. The highest voluntary turnover rate (including retirements) is within age band 25 and under, which is the same when compared to the previous year's data.

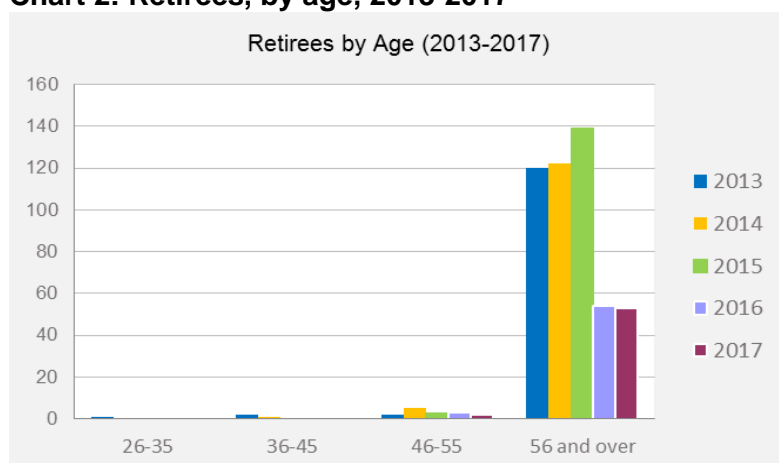
Table 9: Leavers and turnover, by age, 2017

	Involuntary		Retirements		Voluntary		Total		Turnover rate	
	leavers	% of total	leavers	% of total	leavers	% of total	leavers	% of total	voluntary	total
25 and under	10	2.5%	0	0.0%	19	6.1%	29	3.8%	11.4%	17.4%
26-35	78	19.4%	0	0.0%	100	32.2%	178	23.2%	8.3%	14.8%
36-45	75	18.7%	0	0.0%	91	29.3%	166	21.6%	5.6%	10.3%
46-55	103	25.6%	2	3.6%	67	21.5%	172	22.4%	3.9%	9.8%
56 and over	136	33.8%	53	96.4%	34	10.9%	223	29.0%	7.1%	18.1%
Total	402	100.0%	55	100.0%	311	100.0%	768	100.0%	6.1%	12.9%

Table 10: Leavers, by age, 2013-2017

	Involuntary		Retirements		Voluntary		Total		Turnover rate	
	leavers	% of total	leavers	% of total	leavers	% of total	leavers	% of total	voluntary	total
25 and under	38	3.2%	0	0.0%	85	6.0%	123	4.0%	54.8%	79.4%
26-35	232	19.6%	1	0.2%	413	29.2%	646	20.8%	33.0%	51.6%
36-45	220	18.6%	3	0.6%	410	29.0%	633	20.4%	23.7%	36.4%
46-55	297	25.1%	15	3.0%	330	23.3%	642	20.7%	18.1%	33.7%
56 and over	398	33.6%	488	96.3%	176	12.4%	1062	34.2%	49.3%	78.8%
Total	1185	100.0%	507	100.0%	1414	100.0%	3106	100.0%	30.0%	48.5%

Chart 2: Retirees, by age, 2013-2017



Age Grievances, Bullying & Harassment

Table 11 shows the number of Grievances, Bullying and Harassment cases by age in 2017, whilst table 12 shows aggregated data for five years.

The number of Grievances, Bullying and Harassment cases increased from 4 in 2016 to 20 in 2017.

Looking at the last five years data, 1.2% of all internal staff raised Grievance or Bullying and Harassment cases, which is 0.6% higher than last year, where the overall figure between 2012 and 2016 was 0.6%.

Table 11: Grievances, Bullying & Harassment, by age, 2017

	cases	headcount	% of headcount
20 and under	0	4	0.00%
21-25	0	163	0.00%
26-35	1	1207	0.08%
36-45	0	1616	0.00%
46-55	8	1750	0.46%
56 and over	11	1232	0.89%
Total	20	5972	0.33%

Table 12: Grievances, Bullying & Harassment, by age, 2013-2017

	cases	avg headcount	% of avg headcount
26-35	3	955	0.31%
36-45	10	1401	0.71%
46-55	16	1574	1.02%
56 and over	35	1161	3.01%
Total	66	5345	1.23%

Age Disciplinary cases

Table 13 shows the number of Disciplinary cases by age in 2017, whilst table 14 shows aggregated data for five years.

The number of disciplinary cases decreased from 0.4% (22) in 2016 to 0.3% (15) in 2017.

Table 13: Disciplinary cases, by age, 2017

	cases	headcount	% of headcount
25 and under	1	167	0.6%
26-35	3	1206	0.3%
36-45	6	1617	0.4%
46-55	3	1750	0.2%
56 and over	2	1232	0.2%
Total	15	5972	0.3%

Table 14: Disciplinary cases, by age, 2013-2017

	cases	avg headcount	% of avg headcount
25 and under	2	155	1.3%
26-35	34	1253	2.7%
36-45	67	1741	3.9%
46-55	87	1907	4.6%
56 and over	84	1347	6.2%
Total	274	6403	4.3%

Age Agile Working

Table 15 shows the number of agile working requests made in 2017 by age.

The total number of agile working requests made in 2017 was 329. The majority 36.81% of agile working requests were made by staff aged between 36 and 45. All agile working requests made by staff were approved.

Table 15: Agile working requests, by age, 2017

	agile working requests	requests granted	requests refused	appeals for denied requests	appeals successful	appeals unsuccessful
25 and under	7	7	0	0	0	0
26-35	65	62	3	0	0	0
36-45	121	119	2	0	0	0
46-55	94	91	3	2	0	2
56 and over	42	42	0	0	0	0
Total	329	321	8	2	0	2

Disability Workforce Composition

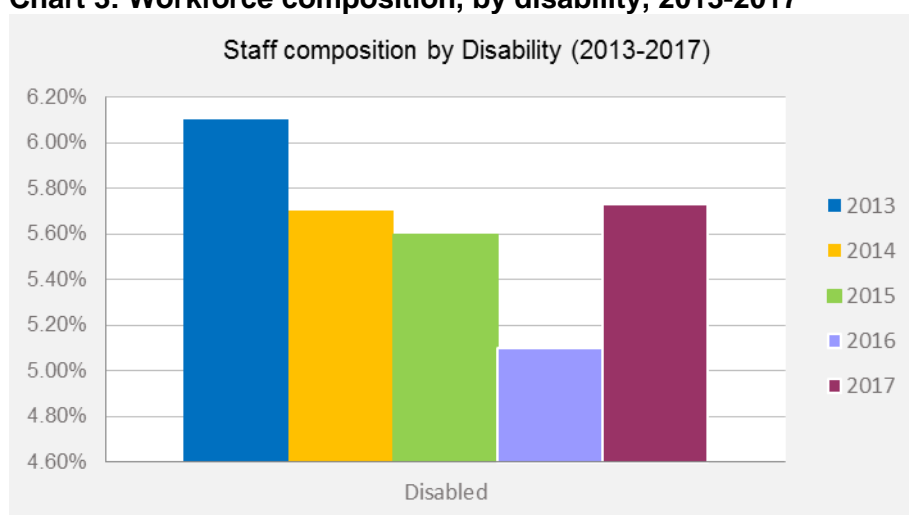
Table 16 shows the number and percentage of overall internal staff, by disability, across five years.

In 2017 the percentage and number of staff with a declared disability increased from 5.1% in 2016 to 6.1% in 2017.

Table 16: Overall workforce composition, by disability, 2013-2017

	2013		2014		2015		2016		2017	
	total	% of total	total	% of total	total	% of total	total	% of total	total	% of total
Disabled	318	6.1%	299	5.7%	288	5.6%	262	5.1%	366	6.1%
Non-disabled	4907	93.6%	4945	93.8%	4805	93.7%	4790	93.8%	5519	92.4%
Unknown	20	0.4%	28	0.5%	33	0.6%	57	1.1%	87	1.5%
Total	5245	100%	5272	100%	5126	100%	5109	100%	5972	100.00%

Chart 3: Workforce composition, by disability, 2013-2017



Disability Senior Staff Composition

Senior Staff include Pro-Vice-Chancellors, Executive Deans, Head of School, Head of Units and Staff on Grade 10 below Head of Units.

The percentage of senior staff with a declared disability slightly increased from 2.8% in 2016 to 2.9% in 2017.

Table 17: Senior staff composition, by disability, 2013-2017

	2013		2014		2015		2016		2017	
	total	% of total	total	% of total	total	% of total	total	% of total	total	% of total
Disabled	8	3.20%	7	3%	6	2.50%	7	2.80%	8	2.9%
Non-disabled	241	96%	225	96.60%	234	97.10%	242	96.40%	266	96.7%
Unknown	2	0.80%	1	0.40%	1	0.40%	2	0.80%	1	0.4%
Total	251	100%	233	100%	241	100%	251	100%	275	100%

Disability Academic Staff Composition

Table 18 shows the number and percentage of academic staff by grade and disability.

In 2017, 6.1% of academic staff had a declared disability, higher by 0.5% when compared to previous year. The majority (49.4%) of academic staff with a declared disability were employed on AC3 grade.

Table 18: Academic staff composition, by grade and disability, 2017

	AC1		AC2		AC3		AC4		NS1		PB1		PB2		PB3		SS		Total	
	total	%	total	%	total	%	total	%	total	%	total	%	total	%	total	%	total	%	total	%
Disabled	0	0.0%	11	6.0%	39	8.8%	23	5.0%	0	0.0%	2	2.8%	1	1.6%	0	0.0%	3	10.0%	79	6.1%
Non-disabled	23	95.8%	170	92.4%	403	91.2%	436	95.0%	10	100.0%	68	95.8%	60	98.4%	17	100.0%	27	90.0%	1214	93.5%
Unknown	1	4.2%	3	1.6%	0	0.0%	0	0.0%	0	0.0%	1	1.4%	0	0.0%	0	0.0%	0	0.0%	5	0.4%
Total	24	100.0%	184	100.0%	442	100.0%	459	100.0%	10	100.0%	71	100.0%	61	100.0%	17	100.0%	30	100.0%	1298	100.0%

Disability Recruitment

Table 19 shows the number and percentage of applicants shortlisted and appointed by disabled status.

In 2017, 38.4% of applicants with a declared disability were shortlisted. This figure is slightly higher when compared to 2016 data where 37.5% of disabled applicants were shortlisted. However, the percentage of staff appointed with a declared disability was lower than it was observed in the previous year (45.5%).

Table 19: Applications and appointments, by disability, 2017

	shortlisted	% applicants shortlisted	appointed	% shortlisted appointed
Disabled	106	38.4%	41	38.7%
Non-disabled	2530	29.2%	915	36.2%
Unknown	33	22.9%	34	103.0%
Total	2669	29.4%	990	37.1%

Disability Promotions

Table 20 shows the number and percentage of promotions by disability, whilst table 21 shows aggregated data for five years.

In 2017, staff with a declared disability were as likely to be promoted as staff with no disability. The percentage of staff promoted with a declared disability in 2017 was 6% which is lower than it was observed in 2016 where the percentage of staff promoted was 8.8%.

Table 20: Promotions, by disability, 2017

	promotions	headcount	% of headcount
Disabled	22	366	6.0%
Non-disabled	366	5519	6.6%
Unknown	4	87	5.0%
Total	392	5972	6.6%

Table 21: Promotions, by disability, 2013-2017

	promotions	avg. headcount	% of avg. headcount
Disabled	93	415	22.41%
Non-disabled	1787	5942	30.07%
Unknown	10	46	21.74%
Total	1890	6403	29.52%

Disability Training and Development

Table 22 shows the number of staff attending training courses in 2017 by type of training and disability, whilst table 23 shows aggregated data for five years.

The total number of courses taken by staff was 6,632 of which (6.3%) were courses taken by staff with a declared disability.

The average number of courses taken by staff in 2017 was 1.1, with staff with a declared disability taking on average of 0.3 courses.

Table 22: Training, by disability and type of training, 2017

	Disabled	Non-disabled	Unknown	Total
Coaching & Mentoring	4	47	7	58
Equality & Diversity	5	92	17	114
Health & Safety	290	4018	442	4750
Leadership & Management	39	476	50	565
Other*	45	502	111	658
Skills Development	34	413	40	487
Total	417	5548	667	6632

*Please note that the type of course is not consistently captured across all training and development initiatives within the OU and as such a large proportion of the courses fall under 'Other'.

Table 23: Training, by disability, 2012-2017

	courses	avg headcount	avg per avg headcount
Disabled	2135	415	5.1
Non-disabled	31647	5942	5.3
Unknown	790	46	17.2
Total	34572	6403	5.4

Disability Leavers

Table 24 shows the number and percentage of leavers by disability, whilst table 25 shows aggregated data for five years.

For the university as a whole, 4.1% of staff with a declared disability left voluntarily in 2017. This figure is higher when compared to 2016 where 3.8% of staff with a declared disability left the university voluntarily. The overall staff turnover for staff with a declared disability has also increased from 7.6% in 2016 to 11.7% in 2017. This could be attributed to the organisational structure changes which took place in 2017.

Table 24: Leavers and turnover, by disability, 2017

	Involuntary		Retirements		Voluntary		Total		Turnover rate	
	leavers	% of total	leavers	% of total	leavers	% of total	leavers	% of total	voluntary	total
Disabled	28	7.0%	4	7.3%	11	3.5%	43	5.6%	4.1%	11.7%
Non-disabled	362	90.0%	51	92.7%	296	95.2%	709	92.3%	6.3%	12.8%
Unknown	12	3.0%	0	0.0%	4	1.3%	16	2.1%	4.6%	18.4%
Total	402	100.0%	55	100.0%	311	100.0%	768	100.0%	6.1%	12.9%

Table 25: Leavers, by disability, 2013-2017

	Involuntary		Retirements		Voluntary		Total		Turnover rate	
	leavers	% of total	leavers	% of total	leavers	% of total	leavers	% of total	voluntary	total
Disabled	85	7.2%	45	8.9%	63	4	193	6.2%	26.0%	46.5%
Non-disabled	1076	90.8%	462	91.1%	1332	94	2870	92.4%	30.2%	48.3%
Unknown	24	2.0%	0	0.0%	19	1	43	1.4%	41.3%	93.5%
Total	1185	100.0%	507	100.0%	1414	100	3106	100.0%	30.0%	48.5%

Disability Grievances, Bullying & Harassment

Table 26 shows the number of Grievances, Bullying and Harassment cases by disability, in 2017 whilst table 27 shows aggregated data for five years.

There were 2 Grievance or Bullying and Harassment cases raised by staff with a declared disability in 2017.

There were no disability-related tribunal cases in 2017.

Table 26: Grievances, Bullying & Harassment, by disability, 2017

	cases	headcount	% of headcount
Disabled	2	366	0.54%
Non-disabled	18	5519	0.33%
Unknown	0	87	0.00%
Total	20	5972	0.33%

Table 27: Grievances, Bullying & Harassment, by disability, 2013-2017

	cases	avg headcount	% of avg headcount
Disabled	93	415	22%
Non-disabled	1787	5942	30%
Unknown	10	46	21.74%
Total	1890	6403	29.52%

Disability Disciplinary cases

Table 28 shows the number of Disciplinary cases by disability in 2017, whilst table 29 shows aggregated data for five years.

There were no disciplinary cases for staff with declared disabilities in 2017. However, the historical data over the past five years does indicate that on average staff with a declared disability are more likely to be involved in a disciplinary case (12.5%) when compared to staff without a declared disability (3.7%).

Table 28: Disciplinary cases, by disability, 2017

	cases	headcount	% of headcount
Non-disabled	15	5519	0.27%
Total	15	5972	0.25%

Table 29: Disciplinary cases, by disability, 2013-2017

	cases	avg headcount	% of avg headcount
Disabled	52	415	12.5%
Non-disabled	218	5942	3.7%
Unknown	7	46	15.2%
Total	277	6403	4.3%

Disability Agile Working

Table 30 shows the number of agile working requests made in 2017 by disability.

The total number of agile working requests made in 2017 was 329. The majority 91.5% of agile working requests were made by staff without a declared disability and only 6.9% of agile working request were made by staff with a declared disability. 95.6% of all the agile working requests made by declared disability staff were approved.

Table 30: Agile working requests, by disability, 2017

	agile working requests	requests granted	requests refused	appeals for denied requests	appeals successful	appeals unsuccessful
Disabled	23	22	1	2	0	2
Non-disabled	301	294	7	0	0	0
Unknown	5	5	0	0	0	0
Total	329	321	8	2	0	2

Ethnicity Workforce Composition

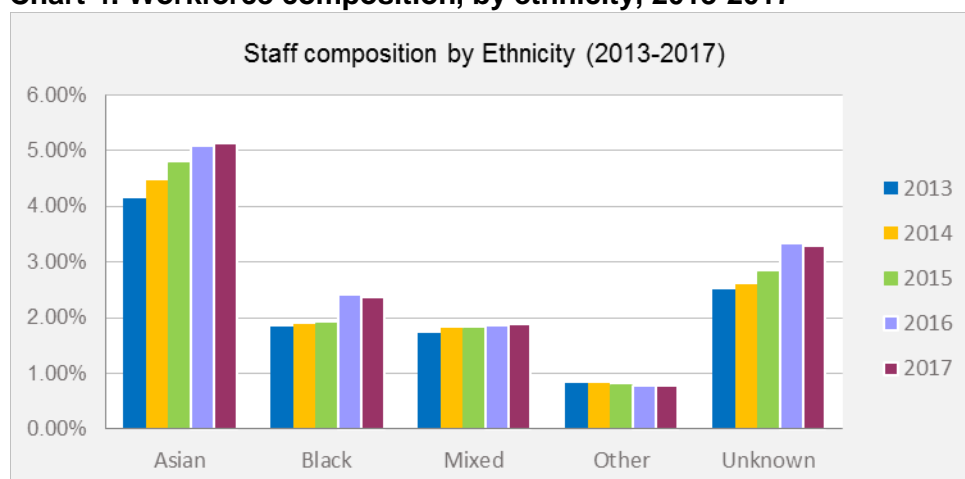
Table 31 shows the number and percentage of overall internal staff workforce by ethnicity across five years.

In 2017, 10.2% of internal staff with a known ethnicity were from an ethnic minority background, up from 10.1% in 2016. Over the past five years the percentage of staff from an ethnic minority background has gradually increased.

Table 31: Overall workforce composition, by ethnicity, 2013-2017

	2013		2014		2015		2016		2017	
	total	% of known	total	% of known	total	% of known	total	% of known	total	% of known
Ethnic Minorities	447	8.5%	473	9.0%	475	9.3%	518	10.1%	608	10.2%
White	4668	89.0%	4663	88.4%	4507	87.9%	4420	86.5%	5170	86.6%
Unknown	130	2.5%	136	2.6%	144	2.8%	171	3.3%	194	3.2%
Total	5245	100.0%	5272	100.0%	5126	100.0%	5109	100.0%	5972	100.0%

Chart 4: Workforce composition, by ethnicity, 2013-2017



Ethnicity Senior Staff Composition

Senior Staff include Pro-Vice-Chancellors, Executive Deans, Head of Units and Staff on Grade 10 below Head of Units.

The percentage of senior staff from an ethnic minority background has increased from 7.17% in 2016 to 8% in 2017. Although we saw a decrease last year, on average over the past 5 years there has been an increasing trend.

Table 32: Senior staff composition, by ethnicity, 2013-2017

	2013		2014		2015		2016		2017	
	total	% of known	total	% of known	total	% of known	total	% of known	total	% of known
Ethnic Minorities	15	5.98%	16	6.87%	18	7.47%	18	7.17%	22	8.00%
White	227	90.44%	209	89.70%	214	88.80%	222	88.45%	244	88.73%
Unknown	9	3.59%	8	3.43%	9	3.73%	11	4.38%	9	3.27%
Total	251	100.00%	233	100.00%	241	100.00%	251	100.00%	275	100.00%

Ethnicity Academic Staff Composition

Table 33 shows the number of academic staff by grade and ethnicity.

In 2017, 10.3% of academic staff were from an ethnic minority background, an increase from 2016, where 9.31% were from an ethnic minority background.

Table 33: Academic staff composition, by grade and ethnicity, 2017

	AC1		AC2		AC3		AC4		NS1		PB1		PB2		PB3		SS		total	
	total	%	total	%	total	%	total	%	total	%	total	%	total	%	total	%	total	%	total	%
Ethnic Minorities	1	4.2%	36	19.6%	46	10.4%	34	7.4%	1	10.0%	7	9.9%	6	9.8%	2	11.8%	1	3.3%	134	10.3%
Unknown	2	8.3%	6	3.3%	8	1.8%	14	3.1%	1	10.0%	2	2.8%	3	4.9%	0	0.0%	0	0.0%	36	2.8%
White	21	87.5%	142	77.2%	388	87.8%	411	89.5%	8	80.0%	62	87.3%	52	85.2%	15	88.2%	29	96.7%	1128	86.9%
Total	24	100.0%	184	100.0%	442	100.0%	459	100.0%	10	100.0%	71	100.0%	61	100.0%	17	100.0%	30	100.0%	1298	100.0%

Ethnicity Recruitment

Table 34 shows the number and percentage of applicants shortlisted and appointed by ethnicity.

Ethnic minority applicants continue to be less likely to be shortlisted (22% - 2016 figure was 23.41%) in comparison to staff from a white ethnicity (33%). A similar pattern can be seen in relation to the percentage of shortlisted applicants being appointed, where shortlisted applicants from an ethnic minority background are less likely to be appointed (29.96% - 2016 figure 35.19%) compared to applicants from a white ethnic background (38.97%).

Table 34: Applications and appointments, by ethnicity, 2017

	shortlisted	% applicants shortlisted	appointed	% shortlisted appointed
Ethnic Minorities	454	22.00%	136	29.96%
White	2099	33.00%	818	38.97%
Unknown	116	20.00%	36	31.03%
Total	2669	29.00%	990	37.09%

Ethnicity Promotions

Table 35 shows the number and percentage of promotions by ethnicity, whilst table 36 shows aggregated data for five years.

In 2016 staff from ethnic minority backgrounds were on average most likely to be promoted (11.4%). This has decreased by almost half in 2017 with ethnic minority background staff only at 6%. Looking at the data for the past five years, ethnic minority groups were more likely to be promoted when compared with staff from White ethnic background, but only by 1% (31%). The data shows that this gap has decreased.

Table 35: Promotions, by ethnicity, 2017

	promotions	headcount	% of headcount
Ethnic Minorities	35	608	6%
Unknown	8	194	4%
White	349	5170	7%
Total	392	5972	7%

Table 36: Promotions, by ethnicity, 2013-2017

	promotions	avg. headcount	% of avg. headcount
Ethnic Minorities	189	605	31%
Unknown	42	188	22%
White	1659	5609	30%
Total	1890	6403	30%

Ethnicity Training and Development

Table 37 shows the number of staff that attended training courses in 2017 by type of course and ethnicity, whilst table 38 shows aggregated data for five years.

The total number of courses taken by staff in 2017 was 6,632, with 594 were taken by staff from ethnic minority backgrounds.

Over the past five years, staff from a White ethnic background on average took the most courses, other backgrounds took the fewest.

Table 37: Training, by ethnicity and type of training, 2017

	Ethnic	White	Unknown	Total
Coaching & Mentoring	5	45	8	58
Equality & Diversity	8	89	17	114
Health & Safety	443	3812	495	4750
Leadership & Management	27	486	52	565
Other*	73	499	86	658
Skills Development	38	404	45	487
Total	594	5335	703	6632

*Please note that the type of course is not consistently captured across all training and development initiatives within the OU and as such a large proportion of the courses fall under 'Other'.

Table 38: Training, by ethnicity, 2012-2017

	courses	avg headcount	avg per avg headcount
Ethnic	2030	605	3.4
White	25019	5609	4.5
Unknown	670	188	3.6
Total	27940	6403	4.4

Ethnicity

Leavers

Table 39 shows the number and percentage of leavers by ethnicity, whilst table 40 shows aggregated data for five years.

Overall, voluntary turnover was higher for ethnic minority staff (6.4%) than it was for staff from a non-minority ethnic background (5.01%).

Table 39: Leavers and turnover, by ethnicity, 2017

	Involuntary		Retirements		Voluntary		Total	
	leavers	% of total	leavers	% of total	leavers	% of total	leavers	% of total
Ethnic Minorities	36	9	1	2	39	13	76	10
Unknown	24	6	1	2	13	4	38	5
White	342	85	53	96	259	83	654	85
Total	402	100	55	100	311	100	768	100

Table 40: Leavers, by ethnicity, 2013-2017

	Involuntary		Retirements		Voluntary		Total	
	leavers	% of total	leavers	% of total	leavers	% of total	leavers	% of total
Ethnic Minorities	115	10	13	3	167	12	295	10
Unknown	55	5	13	3	50	4	118	4
White	1015	86	481	95	1197	85	2693	87
Total	1185	100	507	100	1414	100	3106	100

Ethnicity

Grievances, Bullying & Harassment

Table 41 shows the number of Grievances, Bullying and Harassment cases by ethnicity in 2017, whilst table 42 shows aggregated data for five years.

The number of staff filing a Grievance or Bullying and Harassment case is too low to allow for any meaningful comparison for 2017.

The historical data over the past five years indicates that on average, staff from ethnic minority backgrounds are less likely to file a Grievance or Bullying and Harassment case when compared to staff from a White ethnic background. Staff from an unknown ethnic background were most likely to file a Grievance or Bullying and Harassment case (1.92%).

Table 41: Grievances, Bullying & Harassment, by ethnicity, 2017

	cases	headcount	% of headcount
Ethnic Minority	1	114	0.88%
White	19	5168	0.37%
Total	20	5972	0.33%

Table 42: Grievances, Bullying & Harassment, by ethnicity, 2013-2017

	cases	Avg. headcount	% of avg. headcount
Unknown	3	156	1.92%
Ethnic Minority	1	98	1.02%
White	62	4697	1.32%
Total	66	5345	1.23%

Ethnicity

Disciplinary cases

Table 43 shows the number of Disciplinary cases by ethnicity in 2017, whilst table 44 shows aggregated data for five years.

There were 2 disciplinary cases involving staff from an ethnic minority background in 2017, compared to 6 in 2016, although this number is too low to make a meaningful comparison. The historical data over the past five years does indicate that on average staff from ethnic minority backgrounds are more likely to be involved in a disciplinary case (6.61%) when compared to staff of white ethnic background (4.03%).

Table 43: Disciplinary cases, by ethnicity, 2017

	cases	headcount	% of headcount
Ethnic Minorities	2	608	0.33%
White	13	5170	0.25%
Total	15	5972	0.25%

Table 44: Disciplinary cases, by ethnicity, 2013-2017

	cases	Avg. headcount	% of Avg. headcount
Ethnic Minorities	40	605	6.61%
Unknown	11	188	5.85%
White	226	5609	4.03%
Total	277	6403	4%

Ethnicity

Agile Working

Table 45 shows the number of agile working requests made in 2017 by ethnicity.

The total number of agile working requests made in 2017 was 329, a huge increase from 2016 when 182 requests were made. 15.8% of agile working requests were made by staff from ethnic minority backgrounds. 98% of the agile working requests made by these staff were approved.

Table 45: Agile working requests, by ethnicity, 2017

	agile working requests	requests granted	requests refused	appeals for denied requests	appeals successful	appeals unsuccessful
Ethnic Minorities	52	51	1	0	0	0
Unknown	9	9	0	0	0	0
White	268	261	7	2	0	2
Total	329	321	8	2	0	2

Gender Workforce Composition

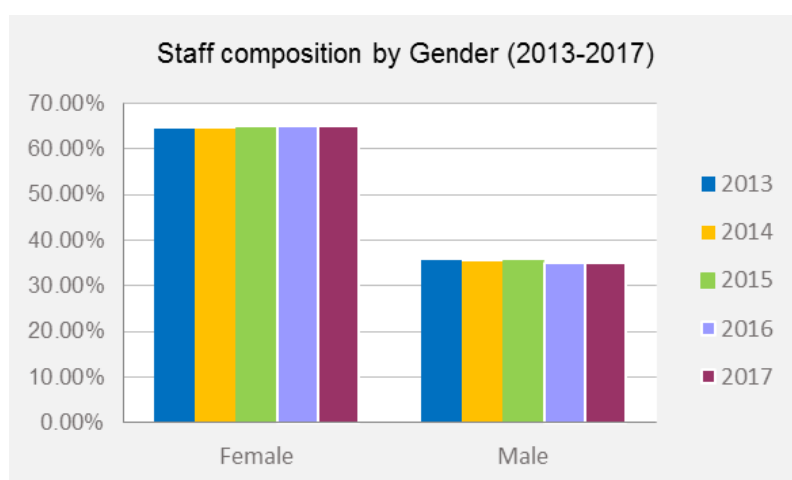
Table 46 shows the number and percentage of overall internal staff by gender across five years.

The balance between male and female staff has remained relatively unchanged over the past five years, with 2017 showing a distribution of 65% female staff against 35% male staff.

Table 46: Overall workforce composition, by gender, 2013-2017

	2013		2014		2015		2016		2017	
	total	%of total	total	%of total	total	%of total	total	%of total	total	%of total
Female	3377	64.40%	3402	64.50%	3308	64.50%	3322	65%	3883	65%
Male	1868	35.60%	1870	35.50%	1818	35.50%	1787	35%	2085	35%
Total	5245	100%	5272	100%	5126	100%	5109	100%	5968	100%

Chart 5: Workforce composition, by gender, 2013-2017



Gender Senior Staff Composition

Senior staff includes Pro-Vice-Chancellors, Executive Deans, Head of Units and Staff on Grade 10 below Head of Units.

The gender distribution of senior staff shows the opposite pattern of the overall gender distribution, with 39% of senior staff being female and 61% being male. The percentage of female senior staff has increased from 35.5% in 2013.

This has an impact on the gender pay gap with a greater proportion of males in senior roles.

Table 47: Senior staff composition, by gender, 2013-2017

	2013		2014		2015		2016		2017	
	total	% of total	total	% of total	total	% of total	total	% of total	total	% of total
Female	89	35.50%	84	36.10%	87	36.10%	103	41%	106	39%
Male	162	64.50%	149	63.90%	154	63.90%	148	59%	169	61%
Total	251	100%	233	100%	241	100%	251	100%	275	100%

Gender Academic Staff Composition

Table 48 shows the number of academic staff by grade and gender.

There is greater female representation from AC2 through to AC4. The exception is at AC1 where female representation is 33.3%.

From PB1 level upwards, there is greater representation of males when compared to females. A similar pattern as was shown in Senior Staff overall. At PB3 level, the male representation is significantly higher at 82.4%.

Table 48: Academic staff composition, by grade and gender, 2017

	AC1		AC2		AC3		AC4		NS1		PB1		PB2		PB3		SS		total	
	total	%	total	%	total	%	total	%	total	%	total	%	total	%	total	%	total	%	total	%
Female	8	33.3%	99	53.8%	263	59.5%	258	56.2%	5	50.0%	27	38.0%	21	34.4%	3	17.6%	10	33.3%	694	53.5%
Male	16	66.7%	85	46.2%	179	40.5%	201	43.8%	5	50.0%	44	62.0%	40	65.6%	14	82.4%	20	66.7%	604	46.5%
Total	24	100.0%	184	100.0%	442	100.0%	459	100.0%	10	100.0%	71	100.0%	61	100.0%	17	100.0%	30	100.0%	1298	100.0%

Gender Recruitment

Table 49 shows the number and percentage of applicants shortlisted and appointed by gender. Overall 62% of applicants were female compared to 38% male.

In 2017, a greater proportion of female applicants were shortlisted (31%) when compared to male applicants (26%).

Similar levels of female and male shortlisted applicants were successfully appointed.

Table 49: Applications and appointments, by gender, 2017

	shortlisted	% applicants shortlisted	appointed	% shortlisted appointed
Female	1763	31%	636	36%
Male	906	26%	354	39%
Total	2669	29%	990	37%

Gender Promotions

Table 50 shows the number and percentage of promotions by gender, whilst table 51 shows aggregated data for five years.

In 2017, men and women were equally as likely to be promoted. When looking at aggregated data for the last 5 years, there is very little difference

Table 50: Promotions, by gender, 2017

	promotions	headcount	%of headcount
Female	250	3885	6.44%
Male	142	2087	6.80%
Total	392	5972	6.56%

Table 51: Promotions, by gender, 2013-2017

	promotions	avg. headcount	% of avg. headcount
Female	1211	4151	29.17%
Male	679	2251	30.16%
Total	1890	6403	29.52%

Gender Training and Development

Table 52 shows the number of staff who attended training courses in 2017 by gender, whilst table 53 shows aggregated data for five years based on average headcount.

66% of training courses were attended by females compared to 34% males – in line with the gender split across the organisation of 65% females and 35% males.

Over 5 years, females on average have attended slightly more courses.

Table 52: Training, by gender and type of training, 2017

	Female	Male	Total
Coaching & Mentoring	45	13	58
Equality & Diversity	86	28	114
Health & Safety	3035	1715	4750
Leadership & Management	413	152	565
Other	441	217	658
Skills Development	344	143	487
Total	4364	2268	6632

Table 53: Training, by gender, 2012-2017

	courses	avg headcount	avg per avg headcount
Female	23866	4151	5.7
Male	10706	2251	4.8
Total	34572	6403	5.4

Gender Leavers

Table 54 shows overall a greater proportion of leavers are female. Retirements and voluntary leavers are in line with the gender split across the organisation. However, involuntary leavers is higher at 74%. This is also higher than the 5 year trend.

Table 54: Leavers and turnover, by gender, 2017

	Involuntary		Retirements		Voluntary		Total	
	leavers	% of total	leavers	% of total	leavers	% of total	leavers	% of total
Female	297	74	38	69	206	66	541	70
Male	105	26	17	31	105	34	227	30
Total	402	100	55	100	311	100	768	100

Table 55: Leavers, by gender, 2013-2017

	Involuntary		Retirements		Voluntary		Total	
	leavers	% of total	leavers	% of total	leavers	% of total	leavers	% of total
Female	785	66	327	65	912	65	2024	65
Male	400	34	180	36	502	36	1082	35
Total	1185	100	507	100	1414	100	3106	100

Gender

Grievances, Bullying & Harassment

The number of grievances, bullying and harassment cases are too low to identify any meaningful trends.

Table 56: Grievances, Bullying & Harassment, by gender, 2017

	cases	headcount	% of headcount
Female	13	3885	0.33%
Male	7	2087	0.34%
Total	20	5972	0.33%

Table 57: Grievances, Bullying & Harassment, by gender, 2013-2017

	cases	avg headcount	% of avg headcount
Female	41	3458.4	1.19%
Male	25	1886.2	1.33%
Total	66	5344.6	1.23%

Gender

Disciplinary cases

The number of disciplinary cases are too low to identify any meaningful trends, although male staff were more likely to be involved in a case when compared to female staff.

Table 58: Disciplinary cases, by gender, 2017

	cases	headcount	% of headcount
Female	9	3885	0.23%
Male	13	2087	0.62%
Total	15	5972	0.25%

Table 59: Disciplinary cases, by gender, 2013-2017

	cases	avg headcount	% of avg headcount
Female	136	4151	3.28%
Male	140	2251	6.22%
Total	277	6403	4%

Gender Agile Working

Table 60 shows the number of agile working requests made in 2017 by gender.

77% of requests were from female members of staff. Most requests are accepted (98%)

Table 60: Agile working requests, by gender, 2017

	agile working requests	requests granted	requests refused	appeals for denied requests	appeals successful	appeals unsuccessful
Female	254	247	7	2	0	2
Male	75	74	1	0	0	0
Total	329	321	8	2	0	2

Gender Staff taking parental leave

The number of females taking maternity leave in 2017 was 61, the lowest in 5 years. There was also a decrease in men taking paternity leave.

Although numbers are still very small, there was an increase in staff taking adoption and shared parental leave.

Table 61: Staff taking maternity leave, 2014-2017

	2014	2015	2016	2017
	Maternity	Maternity	Maternity	Maternity
Total	89	73	85	61

Table 62: Staff taking paternity leave, 2014-2017

	2014	2015	2016	2017
	Paternity	Paternity	Paternity	Paternity
Total	34	39	51	33

Table 63: Staff taking adoption, by gender, 2014-2017

	2014	2015	2016	2017
	Adoption	Adoption	Adoption	Adoption
Female	4	1	2	3
Male	1	0	1	2
Total	5	1	3	5

Table 64: Staff taking shared parental leave, by gender, 2014- 2017

	2014	2015	2016	2017
	Shared Parental Leave	Shared Parental Leave	Shared Parental Leave	Shared Parental Leave
Female	0	0	1	1
Male	1	3	2	6
Total	1	3	3	7

Gender Parental Leave returners

98% of women return from maternity leave and stay longer than 3 months. This is an increase over the last 5 years by approximately 8%

There is a 100% return rate for staff taking Adoption and Shared Parental leave.

Table 65: Women returning from maternity, 2014-2017

	2014		2015		2016		2017	
	total	% of total	total	% of total	total	% of total	total	% of total
Did not return from maternity	5	4.8%	5	6.5%	1	1.6%	0	0.0%
Returned for less than 3 months	2	1.9%	2	2.6%	3	4.7%	1	1.8%
Returned for 3 months	2	1.9%	0	0.0%	3	4.7%	0	0.0%
Returned for more than 3 months	96	91.4%	70	90.9%	57	89.1%	55	98.2%
Total	105	100%	77	100%	64	100.0%	56	100.0%

Table 66: Staff returning from adoption, 2014-2017

	2014		2015		2016		2017	
	total	% of total	total	% of total	total	% of total	total	% of total
Did not return from adoption	0	0.0%	1	33.3%	0	0.0%	0	0.0%
Returned for more than 3 months	2	100%	2	66.7%	3	100.0%	4	100.0%
Total	2	100%	3	100.0%	3	100.0%	4	100.0%

Table 67: Staff returning from shared parental leave, 2014-2017

	2014		2015		2016		2017	
	total	% of total	total	% of total	total	% of total	total	% of total
Returned for more than 3 months	2	100.0%	2	100.0%	3	100.0%	7	100.0%
Total	2	100.0%	2	100.0%	3	100.0%	7	100.0%