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Area of Work Report
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Cancer Research UK Manchester Institute
Staff Survey 2019

June 2019

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CAPITA

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The University of Manchester
Cancer Research UK Manchester Institute

Background

In March 2019, The University of Manchester launched its staff survey, to provide an opportunity for employees to feedback on their experiences in working for the University and to highlight issues they feel should be addressed in the future.

The survey was designed by The University of Manchester (in conjunction with Capita Surveys and Research) as an online survey, with an option to complete the survey on paper or over the telephone.

The survey was distributed on 4th March 2019 with a closure date of 8th April 2019. Capita Surveys and Research processed and validated 7,424 completed survey questionnaires from The University of Manchester employees: this gives a response rate of 69% based on the 10,814 staff invited to participate.

In addition, UMC staff received invitations to participate in the staff survey. UMC achieved 167 responses from 474 members of staff invited, equivalent to a 35% response rate. The results are reported separately from this report.

Response Rate

The Cancer Research UK Manchester Institute achieved a response rate of 46% i.e. 153 out of 334 employees responded to the survey.

Presentation of results

This report presents a summary of the results for the Cancer Research UK Manchester Institute, referred to as area of work (AoW) throughout this report.

Part A: Areas of Strength and Areas for Improvement

All positive perceptions for the primary questions/statements in the 2019 survey in descending ranked order. All results are colour coded to help to identify areas of strength or opportunities for improvement. A comparison to the 2017 results is included.

Part B: Area of Work Results compared to the University Results

A table of results designed to give an overview of the survey results at University level and by Area of Work. Results for the area of work are colour coded red, amber or green and show a comparison to the University question results.

Part C: Area of Work Results in Frequency Data Format

This format provides figures for the number and percentage of respondents to each individual question, encompassing all response options, for example a count and percentage would be given for each of 'Agree', 'Tend to agree', 'Tend to disagree' and 'Disagree'.

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Reliability of results

The accuracy of survey results is related to the size of the responding sample, not the whole organisation from which it is drawn. Very low response rates run the risk of non-response bias, e.g. if only 30% of an organisation participate can you be sure that the views of the 30% who responded are the same as the 70% who didn't respond? As a rule of thumb a sample size of 200 responses or a 50% response rate is considered the minimum for opinion research whatever the organisation size, and will overcome non-response bias. When considering a sub-group of a total survey population 50 responses or a 50% response rate is considered the minimum for results to be reliable.

Confidence intervals and statistical reliability

The respondents to the questionnaire are only a sample of the total University population, so we cannot be 100% certain that the figures obtained are exactly those we would have if everybody had returned their questionnaires, i.e. the 'true values'. We can, however, predict the variation between the sample results and the 'true' values from the knowledge of the size of the samples on which the results are based, the 'confidence level'.

In social research, the most common measure of confidence for this prediction is the 95% confidence interval – where the chances are 95 out of 100 that the true value would be within a specified range – i.e. if everyone had responded. As a general guide it is calculated that the results for the Cancer Research UK Manchester Institute are within ± 4% (the confidence interval), for each question.

Understanding the effect of rounding

Figures throughout this report are displayed as whole numbers for the ease of reading. To ensure the figures are as accurate as possible we apply rounding to the figures to the nearest percentage point. Sometimes this will mean that the figures shown may not be identical if calculations are performed using the figures displayed in the report, however any difference would not be larger than ± 1 percentage point.

Therefore, if you sum the percentages for all the response options to a question the figure may not sum to 100%, but may sum to 99% or 101%.

When combining the total positive responses we first combine the number of responses and then calculate a combined percentage, rather than simply adding the two individual response percentages together.

In the example shown below, if we sum the displayed percentages for *agree* and *tend to agree* to calculate the percentage positive response it would be 91%, however, by using raw figures we calculate the result more accurately to 91.5289% which is rounded up to 92%.

EXAMPLE:

	Agree	Tend to Agree	Tend to Disagree	Disagree	Total	Total Positive responses calculation
	(A)	(B)	(C)	(D)	A+B+C+D	A+B
Number of responses	4289	2464	448	177	7,378	6,753
Percent of responses	58.1323%	33.3966%	6.0721%	2.3990%	100.0000%	91.5289% (this rounds up to 92%)
Rounds to	58%	33%	6%	2%	99%	91%

Note

When calculating the percentage point differences between survey results, the whole numbers for each result, following the rounding of the raw figures, are used.

Part A: Areas of strength and areas identified for improvement

This part of the report displays all the primary questions in the survey in table format for the area of work. The table contains the 2019 percentage; the 2017 percentage; and the percentage point change between the two years where a comparison is available. A summary table of the overall number of improvements and deteriorations between the 2019 and 2017 survey results is shown on the top of each page.

The table presents results in ranked in descending order i.e. the most positive responses appear at the top of the list. The question/statement results are colour coded to help to identify areas of strength or opportunities for improvement.

Cells displaying question results are colour coded red, amber or green according to the percentage of respondents giving a positive response:

GREEN indicates 'strength'- agreement from 75% or more of staff

AMBER indicates 'opportunities for improvement' - agreement from between 51% and 74% of staff

RED indicates 'areas for improvement' - agreement from 50% or fewer staff.

Calculating the 'combined positive' perceptions

The result for each question is calculated by adding together the 'Agree' and 'Tend to Agree' responses and using the resulting combined percentage or using the straightforward 'Yes' responses to questions.

However, to calculate a 'combined positive' result for some questions the 'Disagree' and 'Tend to Disagree' responses are combined to generate the percentage, or the straightforward 'No' response is used.

For example, to find the 'combined positive' result for the question '*Relationships at work are strained*' we add together the 'Disagree' and 'Tend to Disagree' responses as these are the respondents who have said '*Relationships at work are __not__ strained*'.

A second example, the 'positive' response in relation to the question '*Do you believe you are currently being harassed or bullied at work?*' is the 'No' response, i.e. those respondents who have said '*I __am not__ currently being harassed or bullied at work*'.

When ranking and comparing results for questions throughout the survey we will always use the 'combined positive' and show the relevant associated question text as shown in the examples above.

Notes

Please note, whilst there may be a high percentage of employees who identify themselves as __not__ being harassed, bullied or discriminated against, and this is identified as a strength in the analysis, these areas should be considered as areas for improvement as most organisations have a zero tolerance policy regarding these issues.

Sub-set questions/statements are only asked of participants meeting certain criteria (usually giving specific response(s) to a previous question) and therefore are answered by a smaller number of participants. To ensure anonymity is maintained, some of the sub-set questions/statements are excluded from this analysis. However, as a large proportion of employees have responded to the sub-set questions in Question Block 6: Performance and Personal Development (Q6-2 to Q6-6), and Q8-10 'Has your stress had an impact on your ability to cope with the work demands placed on you?' these follow up sub-set questions are used in the analysis.

Area of Work: Cancer Research UK Manchester Institute

The table below shows the percentage of respondents who gave a positive response to the question.

Responses to negatively phrased questions (highlighted in grey) have been treated in reverse to allow direct comparison with positively worded questions / statements. e.g. Q8-7 Relationships at work are not strained, the percentage stated represents the respondents who said 'Tend to Disagree' and 'Disagree' to the question Q8-7 Relationships at work are strained (i.e. gave the positive response).

There may be variation up to 1% when compared to the Frequency Data report due to rounding.

🟩 75% or higher = Strength	Improvements: 33
🟨 51% - 74% = Opportunity for improvement	No change: 8
🟥 50% or lower = Needs improvement	Deteriorations: 39

Total number of responses:	153	154	Per
Question	2019 %	2017 %	Diff +/-
Q2-2 I agree with the University Core Goal to support world-leading research	99	97	2
Q2-3 I agree with the University Core Goal to deliver outstanding teaching, learning and student experience	99	98	1
Q2-4 I agree with the University Core Goal to make a positive contribution to society	99	99	0
Q7-1d I have a clear understanding about expected standards of behaviour	97	96	1
Q9-5a I feel the University acts fairly with regard to recruitment	97	95	2
Q10-3 I have a place I can go for a break at work	97	91	6
Q10-1 I feel safe and secure at the University	96	97	-1
Q10-5 Facilities for research are good	96	95	1
Q1-1 The University is a good place to work	95	98	-3
Q2-5 I feel proud to work for the University	95	93	2
Q9-11 I have not felt discriminated against at work in the last 12 months	95	95	0
Q10-4 Facilities for teaching students are good	95	96	-1
Q9-6 I am not currently being harassed or bullied at work	93	95	-2
Q7-1c I have a clear understanding about expected standards of performance	92	94	-2
Q8-1 I can decide on my own how to go about doing my work	92	91	1
Q1-7 Teaching staff are valued as part of the University community	91	90	1
Q7-1b I have a clear understanding about what I am expected to achieve in my job	91	93	-2
Q9-4 I believe the University is committed to equality of opportunity for all of its staff	91	95	-4
Q10-2 I have a comfortable work space (including temperature, lighting, etc.)	91	76	15
Q7-2 I have the information I need to do my job well	90	91	-1
Q8-3 I am satisfied with the support I get from my work colleagues	90	89	1
Q1-6 I am interested in the University; to me it's not just a job	88	86	2
Q7-1a I have a clear understanding about my role within the University	88	87	1
Q9-3 I am aware of my responsibilities within the University's Dignity at Work and Study Policy on bullying, harassment and discrimination	88	82	6
Q1-8 Research staff are valued as part of the University community	87	86	1
Q6-4 Have you completed, or are you in the process of completing, your personal development objectives? (Based on people who agreed personal development objectives – from Q6-3)	85	69	16
Q9-2 Are you aware of the zero tolerance to bullying and harassment campaigns ('We Get it', 'Speak Up, Stand Up')?	85	77	8
Q1-9 Professional services staff are valued as part of the University community	84	82	2
Q1-10 Overall, I am satisfied with my job	84	86	-2

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Area of Work: Cancer Research UK Manchester Institute

🟩	75% or higher = Strength	
🟨	51% - 74% = Opportunity for improvement	
🟥	50% or lower = Needs improvement	

Improvements: **33**
No change: **8**
Deteriorations: **39**

Question	Total number of responses: 153 / 2019 %	154 / 2017 %	Per Diff +/-
Q6-2 Did you agree clear objectives as part of your P&DR/probation review? (Based on people who had an individual Performance and Development Review (P&DR) or probation review in the last 12 months – from Q6-1)	84	94	-10
Q10-7 Do you know how to report accidents and incidents?	84	85	-1
Q1-5 I feel I have a good work life balance	83	75	8
Q9-5d I feel the University acts fairly with regard to training and development	83	81	2
Q5-1 My immediate line manager gives me recognition for work done well	82	85	-3
Q7-3 I am well informed about what is happening in the team/section I work in	82	85	-3
Q8-2 I am satisfied with the support I get from my immediate manager	82	81	1
Q5-2 My immediate line manager provides me with feedback about my performance	81	81	0
Q6-1 Have you had an individual Performance and Development Review (P&DR) or probation review in the last 12 months?	81	84	-3
Q1-4 I feel valued by the people I work with	80	86	-6
Q2-1 I understand what the core goals of the University are	79	74	5
Q6-7 I am satisfied with my current level of learning and development	79	78	1
Q10-6 I am aware of the services the University provides to support my well-being	79	75	4
Q2-8 Would you recommend the University to a friend as a place to work?	78	95	-17
Q5-3 My immediate line manager keeps me informed about things I should know about	78	79	-1
Q7-5 My job security at the University is good	78	74	4
Q8-6 I am able to handle all the conflicting demands on my time at work	78	76	2
Q5-6 My immediate line manager helps me find a good work-life balance	77	74	3
Q5-8 My immediate line manager helps me develop in my role	77		
Q6-3 As part of your P&DR, did you agree personal development objectives? (Based on people who had an individual Performance and Development Review (P&DR) or probation review in the last 12 months – from Q6-1)	77	82	-5
Q11-1 Generally, change within the University is managed well	77	77	0
Q5-4 My immediate line manager communicates effectively with me and my team	76	76	0
Q6-9 In the past 12 months, have you taken part in any type of work-related learning or development (including e-learning, online learning or face-to-face training)?	76	47	29
Q5-5 My immediate line manager involves me in decisions that affect me or my area of work	75	78	-3
Q6-5 Has your line manager supported you in accessing the learning and development identified in your personal development objectives? (Based on people who agreed personal development objectives – from Q6-3)	75	72	3
Q6-8 Overall, I feel there are sufficient learning and development opportunities available to me to do my job more effectively	75	81	-6
Q1-3 I feel part of my School/PS Directorate/cultural institution	74	79	-5
Q9-1 Are you aware of the University's Dignity at Work and Study Policy?	73	70	3
Q5-7 My immediate line manager deals with poor performance effectively	72	73	-1
Q8-7 Relationships at work are not strained	72	76	-4
Q8-8 I am able to take regular breaks on most days	72	64	8
Q8-10 My stress has not had an impact on my ability to cope with the work demands placed on me (Based on people feeling stressed at work 'Always', 'Frequently' or 'Occasionally' – from Q8-9)	72	80	-8
Q2-6 On the whole, communication in the University is effective	71	77	-6

Area of Work: Cancer Research UK Manchester Institute

🟩	75% or higher = Strength
🟧	51% - 74% = Opportunity for improvement
🟥	50% or lower = Needs improvement

Improvements:	33
No change:	8
Deteriorations:	39

Total number of responses:	153	154	Per
Question	2019 %	2017 %	Diff +/-
Q9-5b I feel the University acts fairly with regard to career progression/promotion	71	71	0
Q2-9 Would you recommend the University to a friend as a place to study?	70		
Q12-1 I intend to stay working for the University for at least the next three years	70		
Q4-1 My Faculty or Professional Service Directorate or cultural institution is managed well	69		
Q6-6 Overall, my P&DR/probation review was useful (Based on people who had an individual Performance and Development Review (P&DR) or probation review in the last 12 months – from Q6-1)	69	77	-8
Q4-2 My local School or Department or Division is managed well	67		
Q7-6 Overall, I feel the University offers a good pay and benefits package	67	68	-1
Q8-4 Communications between teams/sections are effective	66	72	-6
Q11-4 Generally, I have seen some positive changes in the last 12 months	64	69	-5
Q9-5c I feel the University acts fairly with regard to rewarding exceptional performance	63	63	0
Q11-5 Generally, I believe positive action will be taken as a result of this survey	61	63	-2
Q12-2 I am confident results of the staff survey will be acted upon	61		
Q1-2 I feel part of the University	60	68	-8
Q3-5 The President's Senior Leadership Team communicate well and keep staff informed on important issues	59	88	-29
Q7-4 I feel fairly paid for the work I do	58	56	2
Q2-7 There are effective channels for me to feed my views upwards in the University	54	56	-2
Q11-2 Generally, I am consulted about changes that affect my team/School/Directorate	54	58	-4
Q3-1 The President's Senior Leadership Team manage and lead the University well	53	90	-37
Q3-2 The President's Senior Leadership Team set out a clear vision of where the organisation is headed	53	88	-35
Q12-5 I feel my views are listened to	52		
Q3-3 The President's Senior Leadership Team support new ideas for improving services	45	86	-41
Q3-4 The President's Senior Leadership Team listen to and respond to the views of staff	44	80	-36
Q8-5 I feel I have not had to put in a lot of extra time in the last 12 months to meet the demands of my workload	42	33	9
Q12-6 I have had the opportunity to contribute to action planning activities	42		
Q12-3 I have seen improvements since the last survey	39		
Q6-10 In the past 12 months, have you received any work-related mentoring?	26		
Q11-3 Generally, more could not be done to help staff prepare for and cope with change	26	30	-4
Q6-11 In the past 12 months, have you received any work-related coaching?	22		
Q12-4 I have taken part in discussions within my School/ Directorate/Department/cultural institution about our staff survey results	20		
Q8-9 I never feel stressed at work	8	8	0

Part B: Area of Work Results compared to the University Results

This part of the report, known as RAG (Red, Amber, Green) tables, is designed to give an overview of the survey results at area of work level compared to the University results.

Each question is listed in the order it appears in the survey. The figures given are the 'combined positive' i.e. the percentage of respondents who provided a positive response to the question. A higher result indicates a more positive response and a better outcome.

> The 'combined positive' result for most questions are calculated by adding together the 'Agree' and 'Tend to Agree' responses and using the resulting combined percentage or using the straightforward 'Yes' responses to the questions.
>
> However, to calculate a 'combined positive' result for some questions the 'Disagree' and 'Tend to Disagree' responses are combined to generate the percentage, or the straightforward 'No' response is used.
>
> **For example**, the results for the statement '*Relationships at work are strained'* are displayed for those who said *'Disagree'* or *'Tend to Disagree'* to this statement i.e. the positive perception.
>
> The text has therefore been reworded to *'Relationships at work are __not__ strained'* and these questions/statements have been highlighted in grey in the tables.

Colour coding is used to identify whether a group has more positive or negative views than the University result.

🟥	Where a group is at least 10 percentage points worse than the University result, the cell is coloured red.
🟧	Where a group is between 5 and 10 percentage points worse than the University result, the cell is coloured amber.
🟩	Where a group is at least 10 percentage points better than the University result, the cell is coloured green.

At the top of the sheet is a count of the number of questions coded red, amber and green for each group.

The RAG report is designed to aid local action planning by understanding whether a group has particular areas of strength and improvement of their own.

The report includes quantitative data only and not data from qualitative questions (free text questions).

Sub-set questions/statements are only asked of participants meeting certain criteria, usually giving specific response(s) to a previous question, and therefore are answered by a smaller number of participants. To ensure anonymity is maintained, some of the sub-set questions/statements are excluded from this analysis.

However, as a large number of staff have responded to the sub-set questions in Question Block 6: Performance and Personal Development (Q6-2 to Q6-6), and Q8-10 'Has your stress had an impact on your ability to cope with the work demands placed on you?' these follow up sub-set questions are used in the analysis.

The table below shows the 'combined positive' i.e. the percentage of respondents answering 'Agree' and 'Tend to Agree' (or 'Yes') to positively worded questions or 'Disagree' and 'Tend to Disagree' (or 'No') to negatively worded questions, unless otherwise stated in the question text.

Responses to negatively phrased questions (highlighted in grey) have been treated in reverse to allow direct comparison with positively worded questions / statements. e.g. Q8-7 Relationships at work are not strained, the percentage stated represents the respondents who said 'Tend to Disagree' and 'Disagree' to the question Q8-7 Relationships at work are strained (i.e. gave the positive response).

The data is categorised by The University of Manchester 2019, 2017, and the difference between the results, then by Faculty and by area of work. The coloured cells indicate a difference to the overall organisation score.

There may be variation up to 1% when compared to the Frequency Data report due to rounding.

Total Reds	1	4
Total Ambers	3	11
Total Greens	0	13

Total number of respondents	7424	7658		2257	153

Question	The University of Manchester 2019	The University of Manchester 2017	+/- Difference	Faculty of Biology Medicine and Health	Cancer Research UK Manchester Institute
	%	%	%	%	%
1: Job Satisfaction					
Q1-1 The University is a good place to work	92	93	-1	92	95
Q1-2 I feel part of the University	81	82	-1	77	60
Q1-3 I feel part of my School/PS Directorate/cultural institution	77	79	-2	73	74
Q1-4 I feel valued by the people I work with	81	81	0	82	80
Q1-5 I feel I have a good work life balance	70	70	0	70	83
Q1-6 I am interested in the University; to me it's not just a job	87	87	0	86	88
Q1-7 Teaching staff are valued as part of the University community	81	83	-2	81	91
Q1-8 Research staff are valued as part of the University community	87	88	-1	82	87
Q1-9 Professional services staff are valued as part of the University community	70	72	-2	72	84
Q1-10 Overall, I am satisfied with my job	80	81	-1	81	84
2: University Goals and Values					
Q2-1 I understand what the core goals of the University are	87	90	-3	83	79
Q2-2 I agree with the University Core Goal to support world-leading research	97	97	0	97	99
Q2-3 I agree with the University Core Goal to deliver outstanding teaching, learning and student experience	98	98	0	98	99
Q2-4 I agree with the University Core Goal to make a positive contribution to society	97	97	0	98	99
Q2-5 I feel proud to work for the University	89	91	-2	90	95
Q2-6 On the whole, communication in the University is effective	56	62	-6	61	71
Q2-7 There are effective channels for me to feed my views upwards in the University	51	54	-3	51	54
Q2-8 Would you recommend the University to a friend as a place to work?	76	78	-2	76	78
Q2-9 Would you recommend the University to a friend as a place to study?	79			80	70

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Total Reds	1	4
Total Ambers	3	11
Total Greens	0	13

	Total number of respondents	7424	7658		2257	153
	Question	The University of Manchester 2019	The University of Manchester 2017	+/- Difference	Faculty of Biology Medicine and Health	Cancer Research UK Manchester Institute
		%	%	%	%	%
3: Senior Leadership	Q3-1 The President's Senior Leadership Team manage and lead the University well	59	65	-6	56	53
	Q3-2 The President's Senior Leadership Team set out a clear vision of where the organisation is headed	63	71	-8	60	53
	Q3-3 The President's Senior Leadership Team support new ideas for improving services	50	54	-4	46	45
	Q3-4 The President's Senior Leadership Team listen to and respond to the views of staff	42	47	-5	41	44
	Q3-5 The President's Senior Leadership Team communicate well and keep staff informed on important issues	56	63	-7	58	59
4: Faculty/ School/ Directorate/ Divisional/ Cultural Institution Senior Management	Q4-1 My Faculty or Professional Service Directorate or cultural institution is managed well	61			60	69
	Q4-2 My local School or Department or Division is managed well	70			71	67
5: My Manager	Q5-1 My immediate line manager gives me recognition for work done well	80	78	2	82	82
	Q5-2 My immediate line manager provides me with feedback about my performance	76	76	0	79	81
	Q5-3 My immediate line manager keeps me informed about things I should know about	80	79	1	80	78
	Q5-4 My immediate line manager communicates effectively with me and my team	77	76	1	78	76
	Q5-5 My immediate line manager involves me in decisions that affect me or my area of work	75	74	1	77	75
	Q5-6 My immediate line manager helps me find a good work-life balance	72	70	2	72	77
	Q5-7 My immediate line manager deals with poor performance effectively	68	67	1	71	72
	Q5-8 My immediate line manager helps me develop in my role	73			76	77

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Total Reds	1	4
Total Ambers	3	11
Total Greens	0	13

Question	The University of Manchester 2019 %	The University of Manchester 2017 %	+/- Difference %	Faculty of Biology Medicine and Health %	Cancer Research UK Manchester Institute %
Total number of respondents	7424	7658		2257	153
6: Performance and Personal Development					
Q6-1 Have you had an individual Performance and Development Review (P&DR) or probation review in the last 12 months?	73	72	1	76	81
Q6-2 Did you agree clear objectives as part of your P&DR/probation review? (Based on people who had an individual Performance and Development Review (P&DR) or probation review in the last 12 months – from Q6-1)	91	90	1	93	84
Q6-3 As part of your P&DR, did you agree personal development objectives? (Based on people who had an individual Performance and Development Review (P&DR) or probation review in the last 12 months – from Q6-1)	85	84	1	85	77
Q6-4 Have you completed, or are you in the process of completing, your personal development objectives? (Based on people who agreed personal development objectives – from Q6-3)	68	53	15	69	85
Q6-5 Has your line manager supported you in accessing the learning and development identified in your personal development objectives? (Based on people who agreed personal development objectives – from Q6-3)	67	65	2	66	75
Q6-6 Overall, my P&DR/probation review was useful (Based on people who had an individual Performance and Development Review (P&DR) or probation review in the last 12 months – from Q6-1)	74	76	-2	76	69
Q6-7 I am satisfied with my current level of learning and development	75	78	-3	78	79
Q6-8 Overall, I feel there are sufficient learning and development opportunities available to me to do my job more effectively	74	76	-2	78	75
Q6-9 In the past 12 months, have you taken part in any type of work-related learning or development (including e-learning, online learning or face-to-face training)?	79	60	19	81	76
Q6-10 In the past 12 months, have you received any work-related mentoring?	23			24	26
Q6-11 In the past 12 months, have you received any work-related coaching?	17			15	22
7: My Role					
Q7-1a I have a clear understanding about my role within the University	90	91	-1	89	88
Q7-1b I have a clear understanding about what I am expected to achieve in my job	89	89	0	90	91
Q7-1c I have a clear understanding about expected standards of performance	90	91	-1	91	92
Q7-1d I have a clear understanding about expected standards of behaviour	95	96	-1	96	97
Q7-2 I have the information I need to do my job well	83	84	-1	85	90
Q7-3 I am well informed about what is happening in the team/section I work in	77	77	0	77	82
Q7-4 I feel fairly paid for the work I do	67	67	0	67	58
Q7-5 My job security at the University is good	62	70	-8	52	78
Q7-6 Overall, I feel the University offers a good pay and benefits package	75	78	-3	74	67

Percentages may not add up to 100% due to rounding

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Total Reds	1	4
Total Ambers	3	11
Total Greens	0	13

		Total number of respondents	7424	7658		2257	153
	Question		The University of Manchester 2019	The University of Manchester 2017	+/- Difference	Faculty of Biology Medicine and Health	Cancer Research UK Manchester Institute
			%	%	%	%	%
8: My Work Experience	Q8-1 I can decide on my own how to go about doing my work		93	92	1	94	92
	Q8-2 I am satisfied with the support I get from my immediate manager		81	82	-1	83	82
	Q8-3 I am satisfied with the support I get from my work colleagues		89	89	0	90	90
	Q8-4 Communications between teams/sections are effective		63	64	-1	64	66
	Q8-5 I feel I have not had to put in a lot of extra time in the last 12 months to meet the demands of my workload		35	34	1	36	42
	Q8-6 I am able to handle all the conflicting demands on my time at work		64	64	0	65	78
	Q8-7 Relationships at work are not strained		74	74	0	76	72
	Q8-8 I am able to take regular breaks on most days		67	67	0	67	72
	Q8-9 I never feel stressed at work		8	9	-1	6	8
	Q8-10 My stress has not had an impact on my ability to cope with the work demands placed on me (Based on people feeling stressed at work 'Always', 'Frequently' or 'Occasionally' – from Q8-9)		64	68	-4	65	72
9: Dignity at Work	Q9-1 Are you aware of the University's Dignity at Work and Study Policy?		74	71	3	71	73
	Q9-2 Are you aware of the zero tolerance to bullying and harassment campaigns ('We Get it', 'Speak Up, Stand Up')?		85	78	7	85	85
	Q9-3 I am aware of my responsibilities within the University's Dignity at Work and Study Policy on bullying, harassment and discrimination		85	82	3	84	88
	Q9-4 I believe the University is committed to equality of opportunity for all of its staff		83	87	-4	87	91
	Q9-5a I feel the University acts fairly with regard to recruitment		81	82	-1	86	97
	Q9-5b I feel the University acts fairly with regard to career progression/promotion		60	62	-2	63	71
	Q9-5c I feel the University acts fairly with regard to rewarding exceptional performance		58	60	-2	60	63
	Q9-5d I feel the University acts fairly with regard to training and development		80	83	-3	84	83
	Q9-6 I am not currently being harassed or bullied at work		95	95	0	96	93
	Q9-11 I have not felt discriminated against at work in the last 12 months		91	91	0	92	95
10: Physical Environment	Q10-1 I feel safe and secure at the University		94	95	-1	96	96
	Q10-2 I have a comfortable work space (including temperature, lighting, etc.)		78	79	-1	78	91
	Q10-3 I have a place I can go for a break at work		83	81	2	84	97
	Q10-4 Facilities for teaching students are good		88	86	2	90	95
	Q10-5 Facilities for research are good		91	91	0	91	96
	Q10-6 I am aware of the services the University provides to support my well-being		85	82	3	84	79
	Q10-7 Do you know how to report accidents and incidents?		75	73	2	73	84

Total Reds	1	4		
Total Ambers	3	11		
Total Greens	0	13		

		Total number of respondents	7424	7658		2257	153
	Question		The University of Manchester 2019	The University of Manchester 2017	+/- Difference	Faculty of Biology Medicine and Health	Cancer Research UK Manchester Institute
			%	%	%	%	%
11: Managing Change	Q11-1 Generally, change within the University is managed well		48	54	-6	50	77
	Q11-2 Generally, I am consulted about changes that affect my team/School/Directorate		53	56	-3	50	54
	Q11-3 Generally, more could not be done to help staff prepare for and cope with change		17	20	-3	17	26
	Q11-4 Generally, I have seen some positive changes in the last 12 months		53	56	-3	49	64
	Q11-5 Generally, I believe positive action will be taken as a result of this survey		55	59	-4	56	61
12: Acting upon the Survey	Q12-1 I intend to stay working for the University for at least the next three years		81			80	70
	Q12-2 I am confident results of the staff survey will be acted upon		56			57	61
	Q12-3 I have seen improvements since the last survey		45			41	39
	Q12-4 I have taken part in discussions within my School/Directorate/Department/cultural institution about our staff survey results		36			27	20
	Q12-5 I feel my views are listened to		51			50	52
	Q12-6 I have had the opportunity to contribute to action planning activities		45			39	42

Part C: Area of Work Results in Frequency Data Format

This part of the report provides figures for the number and percentage of respondents to each individual question, encompassing all response options. For example a count and percentage would be given for each of 'Agree', 'Tend to agree', 'Tend to disagree' and 'Disagree'.

Each section displays questions in table format with percentages. It should be noted the sum of the total responses throughout this report may not be exactly equal to 100% due to rounding.

Sub-set questions/statements are only asked of participants meeting certain criteria, usually giving specific response(s) to a previous question, and therefore are answered by a smaller number of participants. To ensure anonymity is maintained, some of the sub-set questions/statements are excluded from this analysis. For the same reason, the background/demographic details of the individuals responding to the survey are also excluded.

However, as a large number of staff have responded to the sub-set questions in Question Block 6: Performance and Personal Development (Q6-2 to Q6-6), and Q8-10 'Has your stress had an impact on your ability to cope with the work demands placed on you?' these follow up sub-set questions are used in the analysis.

Where data is available (i.e. the same question was asked in 2017), staff survey responses for the previous year are provided for comparison. Not all questions in the 2019 Survey were asked in 2017.

Part C: Area of Work Results in Frequency Data Format

CAPITA

Area of Work: Cancer Research UK Manchester Institute

Question Block 1: Job Satisfaction

		2019		**2017**	

Q1-1 *The University is a good place to work*

	2019		2017	
Agree	88	58%	89	58%
Tend to Agree	58	38%	62	40%
Tend to Disagree	4	3%	2	1%
Disagree	3	2%	1	1%
Total:	**153**		**154**	

Q1-2 *I feel part of the University*

	2019		2017	
Agree	35	23%	34	22%
Tend to Agree	56	37%	70	46%
Tend to Disagree	48	32%	42	27%
Disagree	13	9%	7	5%
Total:	**152**		**153**	

Q1-3 *I feel part of my School/PS Directorate/cultural institution*

	2019		2017	
Agree	61	41%	69	45%
Tend to Agree	48	33%	51	34%
Tend to Disagree	26	18%	24	16%
Disagree	12	8%	8	5%
Total:	**147**		**152**	

Q1-4 *I feel valued by the people I work with*

	2019		2017	
Agree	71	46%	68	44%
Tend to Agree	51	33%	65	42%
Tend to Disagree	23	15%	17	11%
Disagree	8	5%	4	3%
Total:	**153**		**154**	

Q1-5 *I feel I have a good work life balance*

	2019		2017	
Agree	67	44%	52	34%
Tend to Agree	60	39%	63	41%
Tend to Disagree	16	10%	29	19%
Disagree	10	7%	10	6%
Total:	**153**		**154**	

Q1-6 *I'm not interested in the University; to me it's just a job*

	2019		2017	
Agree	4	3%	4	3%
Tend to Agree	15	10%	17	11%
Tend to Disagree	68	45%	69	45%
Disagree	65	43%	62	41%
Total:	**152**		**152**	

Q1-7 *Teaching staff are valued as part of the University community*

	2019		2017	
Agree	40	29%	37	27%
Tend to Agree	88	63%	86	63%
Tend to Disagree	11	8%	14	10%
Disagree	1	1%	0	0%
Total:	**140**		**137**	

Area of Work: Cancer Research UK Manchester Institute

Question Block 1: Job Satisfaction

		2019		**2017**	

Q1-8 Research staff are valued as part of the University community

	2019		2017	
Agree	42	29%	43	29%
Tend to Agree	86	59%	84	57%
Tend to Disagree	13	9%	15	10%
Disagree	6	4%	5	3%
Total:	**147**		**147**	

Q1-9 Professional services staff are valued as part of the University community

	2019		2017	
Agree	38	26%	33	22%
Tend to Agree	83	58%	88	60%
Tend to Disagree	19	13%	20	14%
Disagree	4	3%	6	4%
Total:	**144**		**147**	

Q1-10 Overall, I am satisfied with my job

	2019		2017	
Agree	71	46%	61	40%
Tend to Agree	58	38%	71	46%
Tend to Disagree	16	10%	17	11%
Disagree	8	5%	5	3%
Total:	**153**		**154**	

CAPITA

Area of Work: Cancer Research UK Manchester Institute

Question Block 2: University Goals and Values

		2019		2017	

Q2-1   *I understand what the core goals of the University are*

		2019		2017	
Agree		44	30%	39	26%
Tend to Agree		74	50%	72	48%
Tend to Disagree		19	13%	32	21%
Disagree		12	8%	8	5%
Total:		**149**		**151**	

Q2-2   *I agree with the University Core Goal to support world-leading research*

Agree		101	68%	104	68%
Tend to Agree		47	32%	44	29%
Tend to Disagree		0	0%	4	3%
Disagree		1	1%	0	0%
Total:		**149**		**152**	

Q2-3   *I agree with the University Core Goal to deliver outstanding teaching, learning and student experience*

Agree		103	69%	94	62%
Tend to Agree		44	30%	55	36%
Tend to Disagree		1	1%	3	2%
Disagree		1	1%	0	0%
Total:		**149**		**152**	

Q2-4   *I agree with the University Core Goal to make a positive contribution to society*

Agree		105	71%	101	67%
Tend to Agree		41	28%	48	32%
Tend to Disagree		1	1%	2	1%
Disagree		1	1%	0	0%
Total:		**148**		**151**	

Q2-5   *I feel proud to work for the University*

Agree		74	49%	76	50%
Tend to Agree		69	46%	66	43%
Tend to Disagree		5	3%	10	7%
Disagree		3	2%	0	0%
Total:		**151**		**152**	

Q2-6   *On the whole, communication in the University is effective*

Agree		31	21%	27	18%
Tend to Agree		75	50%	87	58%
Tend to Disagree		30	20%	29	19%
Disagree		13	9%	6	4%
Total:		**149**		**149**	

CAPITA

Area of Work: Cancer Research UK Manchester Institute

Question Block 2: University Goals and Values

		2019		**2017**	

Q2-7 ***There are effective channels for me to feed my views upwards in the University***

		2019		2017	
Agree		20	14%	17	12%
Tend to Agree		60	41%	66	45%
Tend to Disagree		47	32%	45	31%
Disagree		20	14%	19	13%
	Total:	**147**		**147**	

Q2-8 ***Would you recommend the University to a friend as a place to work?***

Yes		120	78%	125	95%
No		7	5%	6	5%
Don't Know		26	17%	0	0%
	Total:	**153**		**131**	

Q2-9 ***Would you recommend the University to a friend as a place to study?***

Yes		107	70%
No		1	1%
Don't Know		44	29%
	Total:	**152**	

Area of Work: Cancer Research UK Manchester Institute

Question Block 2: University Goals and Values

CAPITA

Area of Work: Cancer Research UK Manchester Institute

Question Block 3: Senior Leadership

		2019		**2017**	

Q3-1   ***The President's Senior Leadership Team manage and lead the University well***

	2019		2017	
Agree	28	18%	28	30%
Tend to Agree	53	35%	55	60%
Tend to Disagree	3	2%	7	8%
Disagree	3	2%	2	2%
Don't Know	65	43%	0	0%
Total:	**152**		**92**	

Q3-2   ***The President's Senior Leadership Team set out a clear vision of where the organisation is headed***

	2019		2017	
Agree	25	16%	29	30%
Tend to Agree	55	36%	55	57%
Tend to Disagree	5	3%	9	9%
Disagree	4	3%	3	3%
Don't Know	63	41%	0	0%
Total:	**152**		**96**	

Q3-3   ***The President's Senior Leadership Team support new ideas for improving services***

	2019		2017	
Agree	24	16%	22	25%
Tend to Agree	43	29%	54	61%
Tend to Disagree	6	4%	10	11%
Disagree	4	3%	2	2%
Don't Know	73	49%	0	0%
Total:	**150**		**88**	

Q3-4   ***The President's Senior Leadership Team listen to and respond to the views of staff***

	2019		2017	
Agree	17	11%	20	24%
Tend to Agree	50	33%	47	56%
Tend to Disagree	8	5%	14	17%
Disagree	6	4%	3	4%
Don't Know	70	46%	0	0%
Total:	**151**		**84**	

Q3-5   ***The President's Senior Leadership Team communicate well and keep staff informed on important issues***

	2019		2017	
Agree	30	20%	31	32%
Tend to Agree	61	40%	55	56%
Tend to Disagree	11	7%	8	8%
Disagree	3	2%	4	4%
Don't Know	48	31%	0	0%
Total:	**153**		**98**	

Area of Work: Cancer Research UK Manchester Institute

Question Block 4: Faculty/School/Directorate/Divisional/Cultural Institution Senior Management

			2019	**2017**

Q4-1 **My Faculty or Professional Service Directorate or cultural institution is managed well**

	2019	
Agree	45	30%
Tend to Agree	59	39%
Tend to Disagree	8	5%
Disagree	10	7%
Don't Know	29	19%
Total:	**151**	

Q4-2 **My local School or Department or Division is managed well**

	2019	
Agree	48	32%
Tend to Agree	54	36%
Tend to Disagree	15	10%
Disagree	13	9%
Don't Know	22	14%
Total:	**152**	

CAPITA

Area of Work: Cancer Research UK Manchester Institute

Question Block 5: My Manager

		2019		**2017**	

Q5-1 ***My immediate line manager gives me recognition for work done well***

	2019		2017	
Agree	83	55%	80	52%
Tend to Agree	42	28%	50	33%
Tend to Disagree	14	9%	12	8%
Disagree	13	9%	11	7%
Total:	**152**		**153**	

Q5-2 ***My immediate line manager provides me with feedback about my performance***

	2019		2017	
Agree	80	53%	68	45%
Tend to Agree	43	28%	55	36%
Tend to Disagree	20	13%	18	12%
Disagree	8	5%	11	7%
Total:	**151**		**152**	

Q5-3 ***My immediate line manager keeps me informed about things I should know about***

	2019		2017	
Agree	74	49%	67	44%
Tend to Agree	44	29%	53	35%
Tend to Disagree	21	14%	18	12%
Disagree	13	9%	14	9%
Total:	**152**		**152**	

Q5-4 ***My immediate line manager communicates effectively with me and my team***

	2019		2017	
Agree	74	49%	70	46%
Tend to Agree	41	27%	45	30%
Tend to Disagree	23	15%	24	16%
Disagree	14	9%	13	9%
Total:	**152**		**152**	

Q5-5 ***My immediate line manager involves me in decisions that affect me or my area of work***

	2019		2017	
Agree	76	50%	73	48%
Tend to Agree	38	25%	46	30%
Tend to Disagree	22	14%	21	14%
Disagree	16	11%	12	8%
Total:	**152**		**152**	

Q5-6 ***My immediate line manager helps me find a good work-life balance***

	2019		2017	
Agree	67	44%	66	44%
Tend to Agree	50	33%	45	30%
Tend to Disagree	18	12%	22	15%
Disagree	17	11%	18	12%
Total:	**152**		**151**	

Q5-7 ***My immediate line manager deals with poor performance effectively***

	2019		2017	
Agree	58	38%	46	31%
Tend to Agree	50	33%	63	42%
Tend to Disagree	27	18%	30	20%
Disagree	16	11%	11	7%
Total:	**151**		**150**	

Area of Work: Cancer Research UK Manchester Institute

Question Block 5: My Manager

		2019		**2017**

Q5-8 ***My immediate line manager helps me develop in my role***

		2019		2017
Agree		69	45%	
Tend to Agree		48	32%	
Tend to Disagree		18	12%	
Disagree		17	11%	
Total:		**152**		

Area of Work: Cancer Research UK Manchester Institute

Question Block 5: My Manager

Area of Work: Cancer Research UK Manchester Institute

Question Block 6: Performance and Personal Development

		2019		**2017**	

Q6-1 **Have you had an individual Performance and Development Review (P&DR) or probation review in the last 12 months?**

	Yes	123	81%	128	84%
	No	29	19%	24	16%
	Total:	**152**		**152**	

Q6-2 **Did you agree clear objectives as part of your P&DR/probation review? (Based on people who had an individual Performance and Development Review (P&DR) or probation review in the last 12 months – from Q6-1)**

	Yes	103	84%	120	94%
	No	19	16%	8	6%
	Total:	**122**		**128**	

Q6-3 **As part of your P&DR, did you agree personal development objectives? (Based on people who had an individual Performance and Development Review (P&DR) or probation review in the last 12 months – from Q6-1)**

	Yes	94	77%	104	82%
	No	28	23%	23	18%
	Total:	**122**		**127**	

Q6-4 **Have you completed, or are you in the process of completing, your personal development objectives? (Based on people who agreed personal development objectives – from Q6-3)**

	Yes	80	85%	71	69%
	No	1	1%	8	8%
	Too Early To Say	13	14%	24	23%
	Total:	**94**		**103**	

Compared to the 2017 question 'Have you received the training, learning and development identified?'

Q6-5 **Has your line manager supported you in accessing the learning and development identified in your personal development objectives? (Based on people who agreed personal development objectives – from Q6-3)**

	Yes	70	75%	74	72%
	No	7	8%	9	9%
	Too Early To Say	16	17%	20	19%
	Total:	**93**		**103**	

Compared to the 2017 question 'Has your line manager supported you in accessing the training, learning and development identified?'

Q6-6 **Overall, my P&DR/probation review was useful (Based on people who had an individual Performance and Development Review (P&DR) or probation review in the last 12 months – from Q6-1)**

	Agree	40	33%	52	41%
	Tend to Agree	44	36%	46	36%
	Tend to Disagree	32	26%	20	16%
	Disagree	6	5%	9	7%
	Total:	**122**		**127**	

CAPITA

Area of Work: Cancer Research UK Manchester Institute

Question Block 6: Performance and Personal Development

		2019		**2017**	

Q6-7 *I am satisfied with my current level of learning and development*

		2019		2017	
Agree		57	38%	60	39%
Tend to Agree		62	41%	59	39%
Tend to Disagree		22	15%	23	15%
Disagree		10	7%	10	7%
Total:		**151**		**152**	

Q6-8 *Overall, I feel there are sufficient learning and development opportunities available to me to do my job more effectively*

		2019		2017	
Agree		51	34%	55	36%
Tend to Agree		62	41%	68	45%
Tend to Disagree		30	20%	19	13%
Disagree		8	5%	10	7%
Total:		**151**		**152**	

Q6-9 *In the past 12 months, have you taken part in any type of work-related learning or development (including e-learning, online learning or face-to-face training)?*

		2019		2017	
Yes		115	76%	72	47%
No		37	24%	81	53%
Total:		**152**		**153**	

Q6-10 *In the past 12 months, have you received any work-related mentoring?*

		2019	
Yes		39	26%
No		112	74%
Total:		**151**	

Q6-11 *In the past 12 months, have you received any work-related coaching?*

		2019	
Yes		33	22%
No		118	78%
Total:		**151**	

CAPITA

Area of Work: Cancer Research UK Manchester Institute

Question Block 7: My Role

		2019		**2017**	

Q7-1a   *I have a clear understanding about my role within the University*

		2019		2017	
Agree		74	48%	66	44%
Tend to Agree		61	40%	66	44%
Tend to Disagree		13	8%	15	10%
Disagree		5	3%	4	3%
	Total:	153		151	

Q7-1b   *I have a clear understanding about what I am expected to achieve in my job*

		2019		2017	
Agree		100	65%	96	64%
Tend to Agree		39	25%	44	29%
Tend to Disagree		12	8%	9	6%
Disagree		2	1%	2	1%
	Total:	153		151	

Q7-1c   *I have a clear understanding about expected standards of performance*

		2019		2017	
Agree		114	75%	103	68%
Tend to Agree		26	17%	40	26%
Tend to Disagree		10	7%	7	5%
Disagree		2	1%	2	1%
	Total:	152		152	

Q7-1d   *I have a clear understanding about expected standards of behaviour*

		2019		2017	
Agree		121	80%	107	70%
Tend to Agree		27	18%	39	26%
Tend to Disagree		2	1%	5	3%
Disagree		2	1%	1	1%
	Total:	152		152	

Q7-2   *I have the information I need to do my job well*

		2019		2017	
Agree		76	50%	76	50%
Tend to Agree		61	40%	63	41%
Tend to Disagree		9	6%	12	8%
Disagree		6	4%	2	1%
	Total:	152		153	

Q7-3   *I am well informed about what is happening in the team/section I work in*

		2019		2017	
Agree		73	48%	69	45%
Tend to Agree		52	34%	62	40%
Tend to Disagree		22	14%	17	11%
Disagree		5	3%	6	4%
	Total:	152		154	

Q7-4   *I feel fairly paid for the work I do*

		2019		2017	
Agree		36	24%	38	25%
Tend to Agree		52	34%	49	32%
Tend to Disagree		32	21%	40	26%
Disagree		32	21%	27	18%
	Total:	152		154	

CAPITA

Area of Work: Cancer Research UK Manchester Institute

Question Block 7: My Role

		2019		**2017**	

Q7-5   ***My job security at the University is good***

		2019		2017	
Agree		55	36%	41	27%
Tend to Agree		63	42%	71	47%
Tend to Disagree		16	11%	17	11%
Disagree		17	11%	22	15%
	Total:	**151**		**151**	

Q7-6   ***Overall, I feel the University offers a good pay and benefits package***

		2019		2017	
Agree		39	26%	33	22%
Tend to Agree		62	41%	69	46%
Tend to Disagree		28	19%	33	22%
Disagree		21	14%	14	9%
	Total:	**150**		**149**	

CAPITA

Area of Work: Cancer Research UK Manchester Institute

Question Block 8: My Work Experience

	2019		**2017**	

Q8-1 *I can decide on my own how to go about doing my work*

	2019		2017	
Agree	88	58%	98	64%
Tend to Agree	53	35%	42	27%
Tend to Disagree	10	7%	10	6%
Disagree	2	1%	4	3%
Total:	**153**		**154**	

Q8-2 *I am satisfied with the support I get from my immediate manager*

	2019		2017	
Agree	83	54%	80	52%
Tend to Agree	42	27%	44	29%
Tend to Disagree	18	12%	17	11%
Disagree	10	7%	12	8%
Total:	**153**		**153**	

Q8-3 *I am satisfied with the support I get from my work colleagues*

	2019		2017	
Agree	82	54%	87	58%
Tend to Agree	56	37%	46	31%
Tend to Disagree	13	8%	13	9%
Disagree	2	1%	4	3%
Total:	**153**		**150**	

Q8-4 *Communications between teams/sections are effective*

	2019		2017	
Agree	49	32%	47	31%
Tend to Agree	51	34%	62	41%
Tend to Disagree	37	25%	28	18%
Disagree	14	9%	15	10%
Total:	**151**		**152**	

Q8-5 *I feel I have had to put in a lot of extra time in the last 12 months to meet the demands of my workload*

	2019		2017	
Agree	46	31%	51	33%
Tend to Agree	41	27%	51	33%
Tend to Disagree	40	27%	41	27%
Disagree	23	15%	10	7%
Total:	**150**		**153**	

Q8-6 *I am unable to handle all the conflicting demands on my time at work*

	2019		2017	
Agree	10	7%	13	9%
Tend to Agree	24	16%	24	16%
Tend to Disagree	75	49%	77	51%
Disagree	44	29%	38	25%
Total:	**153**		**152**	

CAPITA

Area of Work: Cancer Research UK Manchester Institute

Question Block 8: My Work Experience

		2019		**2017**	
Q8-7	***Relationships at work are strained***				
	Agree	10	7%	9	6%
	Tend to Agree	33	22%	28	18%
	Tend to Disagree	52	34%	57	38%
	Disagree	56	37%	58	38%
	Total:	**151**		**152**	
Q8-8	***I am able to take regular breaks on most days***				
	Agree	50	33%	46	30%
	Tend to Agree	60	39%	50	33%
	Tend to Disagree	29	19%	41	27%
	Disagree	14	9%	14	9%
	Total:	**153**		**151**	
Q8-9	***I feel stressed at work***				
	Always	9	6%	12	8%
	Frequently	32	21%	29	19%
	Occasionally	100	65%	100	65%
	Never	12	8%	12	8%
	Total:	**153**		**153**	

Q8-10 ***Has your stress had an impact on your ability to cope with the work demands placed on you? (Based on people feeling stressed at work 'Always', 'Frequently' or 'Occasionally' – from Q8-9)***

		2019		2017	
	Yes	39	28%	28	20%
	No	102	72%	113	80%
	Total:	**141**		**141**	

CAPITA

Area of Work: Cancer Research UK Manchester Institute

Question Block 9: Dignity at Work

		2019		**2017**	

Q9-1 *Are you aware of the University's Dignity at Work and Study Policy?*

		2019		2017	
	Yes	111	73%	108	70%
	No	42	27%	46	30%
	Total:	**153**		**154**	

Q9-2 *Are you aware of the zero tolerance to bullying and harassment campaigns ('We Get it', 'Speak Up, Stand Up')?*

	Yes	130	85%	118	77%
	No	23	15%	36	23%
	Total:	**153**		**154**	

Q9-3 *I am aware of my responsibilities within the University's Dignity at Work and Study Policy on bullying, harassment and discrimination*

	Agree	90	59%	85	56%
	Tend to Agree	44	29%	40	26%
	Tend to Disagree	11	7%	16	11%
	Disagree	7	5%	11	7%
	Total:	**152**		**152**	

Q9-4 *I believe the University is committed to equality of opportunity for all of its staff*

	Agree	99	66%	101	66%
	Tend to Agree	38	25%	44	29%
	Tend to Disagree	11	7%	4	3%
	Disagree	3	2%	4	3%
	Total:	**151**		**153**	

Q9-5a *I feel the University acts fairly with regard to recruitment*

	Agree	80	54%	78	52%
	Tend to Agree	64	43%	65	43%
	Tend to Disagree	3	2%	3	2%
	Disagree	2	1%	5	3%
	Total:	**149**		**151**	

Q9-5b *I feel the University acts fairly with regard to career progression/promotion*

	Agree	40	27%	43	28%
	Tend to Agree	65	44%	64	42%
	Tend to Disagree	27	18%	31	21%
	Disagree	15	10%	13	9%
	Total:	**147**		**151**	

Q9-5c *I feel the University acts fairly with regard to rewarding exceptional performance*

	Agree	32	22%	38	25%
	Tend to Agree	60	41%	57	38%
	Tend to Disagree	35	24%	40	27%
	Disagree	20	14%	15	10%
	Total:	**147**		**150**	

Area of Work: Cancer Research UK Manchester Institute

Question Block 9: Dignity at Work

		2019		**2017**	

Q9-5d   I feel the University acts fairly with regard to training and development

		2019		2017	
Agree		51	34%	57	38%
Tend to Agree		73	49%	66	44%
Tend to Disagree		18	12%	20	13%
Disagree		7	5%	8	5%
	Total:	**149**		**151**	

Q9-6   Do you believe you are currently being harassed or bullied at work?

		2019		2017	
Yes		11	7%	8	5%
No		142	93%	146	95%
	Total:	**153**		**154**	

Q9-11   Have you felt discriminated against at work in the last 12 months?

		2019		2017	
Yes		8	5%	8	5%
No		145	95%	146	95%
	Total:	**153**		**154**	

Area of Work: Cancer Research UK Manchester Institute

Question Block 9: Dignity at Work

Area of Work: Cancer Research UK Manchester Institute

Question Block 10: Physical Environment

		2019		**2017**	

Q10-1   *I feel safe and secure at the University*

		2019		2017	
Agree		102	67%	99	65%
Tend to Agree		45	29%	49	32%
Tend to Disagree		4	3%	4	3%
Disagree		2	1%	1	1%
Total:		**153**		**153**	

Q10-2   *I have a comfortable work space (including temperature, lighting, etc.)*

		2019		2017	
Agree		84	55%	57	37%
Tend to Agree		55	36%	59	39%
Tend to Disagree		9	6%	29	19%
Disagree		5	3%	8	5%
Total:		**153**		**153**	

Q10-3   *I have a place I can go for a break at work*

		2019		2017	
Agree		116	76%	96	63%
Tend to Agree		33	22%	43	28%
Tend to Disagree		2	1%	12	8%
Disagree		2	1%	2	1%
Total:		**153**		**153**	

Q10-4   *Facilities for teaching students are good*

		2019		2017	
Agree		70	53%	51	40%
Tend to Agree		55	42%	70	56%
Tend to Disagree		6	5%	5	4%
Total:		**131**		**126**	

Q10-5   *Facilities for research are good*

		2019		2017	
Agree		102	68%	93	62%
Tend to Agree		42	28%	49	33%
Tend to Disagree		4	3%	7	5%
Disagree		2	1%	0	0%
Total:		**150**		**149**	

Q10-6   *I am aware of the services the University provides to support my well-being*

		2019		2017	
Agree		62	42%	60	40%
Tend to Agree		53	36%	53	35%
Tend to Disagree		25	17%	33	22%
Disagree		6	4%	4	3%
Total:		**146**		**150**	

Q10-7   *Do you know how to report accidents and incidents?*

		2019		2017	
Yes		129	84%	131	85%
No		6	4%	4	3%
Not Sure		18	12%	19	12%
Total:		**153**		**154**	

CAPITA

Area of Work: Cancer Research UK Manchester Institute

Question Block 11: Managing Change

			2019		**2017**	

Q11-1 ***Generally, change within the University is managed well***

		2019		2017	
Agree		28	20%	20	14%
Tend to Agree		80	57%	87	63%
Tend to Disagree		25	18%	27	19%
Disagree		7	5%	5	4%
	Total:	**140**		**139**	

Q11-2 ***Generally, I am consulted about changes that affect my team/School/Directorate***

		2019		2017	
Agree		22	15%	23	16%
Tend to Agree		56	39%	61	42%
Tend to Disagree		51	35%	44	31%
Disagree		16	11%	16	11%
	Total:	**145**		**144**	

Q11-3 ***Generally, more could be done to help staff prepare for and cope with change***

		2019		2017	
Agree		20	14%	30	21%
Tend to Agree		84	60%	68	49%
Tend to Disagree		34	24%	39	28%
Disagree		2	1%	3	2%
	Total:	**140**		**140**	

Q11-4 ***Generally, I have seen some positive changes in the last 12 months***

		2019		2017	
Agree		28	20%	24	17%
Tend to Agree		59	43%	72	51%
Tend to Disagree		39	28%	36	26%
Disagree		11	8%	8	6%
	Total:	**137**		**140**	

Q11-5 ***Generally, I believe positive action will be taken as a result of this survey***

		2019		2017	
Agree		23	16%	23	16%
Tend to Agree		63	45%	68	47%
Tend to Disagree		42	30%	37	26%
Disagree		12	9%	17	12%
	Total:	**140**		**145**	

CAPITA

Area of Work: Cancer Research UK Manchester Institute

Question Block 12: Acting upon the Survey

2019

Q12-1   I intend to stay working for the University for at least the next three years

Agree		65	44%
Tend to Agree		40	27%
Tend to Disagree		27	18%
Disagree		17	11%
	Total:	**149**	

Q12-2   I am confident results of the staff survey will be acted upon

Agree		28	19%
Tend to Agree		62	42%
Tend to Disagree		48	32%
Disagree		10	7%
	Total:	**148**	

Q12-3   I have seen improvements since the last survey

Agree		11	9%
Tend to Agree		38	30%
Tend to Disagree		59	47%
Disagree		18	14%
	Total:	**126**	

Q12-4   I have taken part in discussions within my School/Directorate/Department/cultural institution about our staff survey results

Agree		10	7%
Tend to Agree		17	13%
Tend to Disagree		40	29%
Disagree		69	51%
	Total:	**136**	

Q12-5   I feel my views are listened to

Agree		14	10%
Tend to Agree		60	43%
Tend to Disagree		47	33%
Disagree		20	14%
	Total:	**141**	

Q12-6   I have had the opportunity to contribute to action planning activities

Agree		15	11%
Tend to Agree		43	31%
Tend to Disagree		41	30%
Disagree		38	28%
	Total:	**137**	

CAPITA

Area of Work: Cancer Research UK Manchester Institute

Question Block 13: Comments

2019

Q13-1 *Please note below the main thing that you feel could be improved at the University:*
What theme would you say your comment is related to?

Pay & Benefits	14	24%
Job Security	3	5%
Job Satisfaction	1	2%
Communication	13	22%
Relationships/Co-operation	3	5%
Feeling Valued/Supported	4	7%
Training, Development & Progression	3	5%
Facilities/Environment	4	7%
Management - Immediate/Local	3	5%
Senior Leadership	3	5%
Equality, Diversity and Inclusion	2	3%
Other	6	10%
Total:	**59**	

Q13-2 *Please note below the main thing that you think is good about working for the*
University: What theme would you say your comment is related to?

Pay & Benefits	8	15%
Job Security	3	6%
Job Satisfaction	12	23%
Communication	1	2%
Relationships/Co-operation	3	6%
Feeling Valued/Supported	1	2%
Training, Development & Progression	7	13%
Facilities/Environment	9	17%
Role & Responsibilities	1	2%
Management - Immediate/Local	1	2%
Equality, Diversity and Inclusion	1	2%
Other	5	10%
Total:	**52**	