

Equality Diversity and Inclusion Implementation Committee

14 November 2019

Equality and Diversity Monitoring Report 1 April 2019 to 30 September 2019

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Contact Details:	57375	
Date of Report:	14 November 2019	
Purpose of Report:		
To provide a bi-annual update on staff relating to the protected characteristics covered by the Equality Act 2010		
1 <input type="checkbox"/>	2 <input checked="" type="checkbox"/>	3 <input type="checkbox"/>
For information	For Discussion	For Approval
Recommendations:		
Continue monitoring on a six monthly basis to identify any ongoing trends Review of HR Procedures sections following an increase in cases Investigate to find best way to collect information on HR procedures/recruitment/training for Pregnancy and Maternity Issue a further communication to all staff to complete their personal information on ESR		
Sensitivity Level:		
1 <input type="checkbox"/>	2 <input checked="" type="checkbox"/>	3 <input type="checkbox"/>
Not sensitive: For immediate publication	Sensitive in part: Consider redaction prior to release	Wholly sensitive: Consider applicable exemption

Purpose of paper

To provide a bi-annual update on staff relating to the protected characteristics covered by the Equality Act 2010.

Background

The Committee will be aware that this report is produced to regularly monitor data in relation to our workforce, based on an analysis against the nine protected characteristics. This is the first report for the financial year 1st April 2019 to 31st March 2020 covering the period 1st April 2019 to 30th September 2019.

Current position

The data has changed very little over the reporting year with figures continuing to be representative of the community the Trust serves.

Key issues

The main issue is to improving the data that is collected whilst reassuring staff that the information they disclose will be kept confidential and not used for any other purpose than for monitoring. The figures on HR procedures show there has been quite an increase in some areas which will require a review of the ongoing cases.

Nationally NHS staff are reticent of declaring if they have a particular protected characteristic for fear this would impact on their employment and career progression. For example 3% of staff on ESR declare they have a disability compared to 18% on the staff survey (NHSE). This is reflected in the low level of Trust data for some of the characteristics.

Actions

1. Continue monitoring the protected characteristics of our staff alongside the local demographics to enable the Trust to respond to any changes.
2. Send out a confidential survey to try and identify any problems to disclosure of information and reassure staff that the data collected on the protected characteristics is strictly confidential.
3. Improve the data on Pregnancy and Maternity to include HR procedures, recruitment and training.
4. Review the ongoing HR cases to identify sudden increase across a number of characteristics.

Recommendations

Continue monitoring on a six monthly basis to identify any ongoing trends

Workforce Monitoring Report 1 April 2019 – 30 September 2019

Background

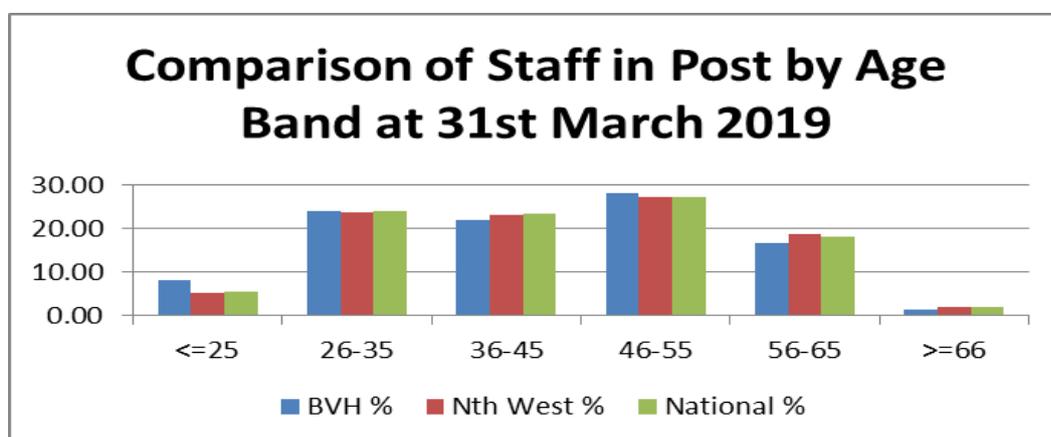
Equality and Diversity (E&D) is an important part of the Trust’s overall work to improve service provision and employment environments. This report looks at the Trust’s employment activities for April 2019 to September 2019 by protected characteristics, which are: Age, Disability, Gender Reassignment, Marriage or Civil Partnership, Pregnancy and Maternity, Race/Ethnic Origin, Religion or Belief, Gender, and Sexual Orientation. Each of the characteristics is addressed below in the following format:

- Trust overall data March 2019 is compared to that for the NW NHS and for England NHS where available - (data obtained Health and Social Care Information Centre March 2019).

NB the Trust data has been reconfigured to reflect the categories in the comparative data, except on the Staff in Post Age Band table.

Data is limited on several protected characteristics. A communication has been drawn up and sent to all staff three times in the past eighteen months encouraging them to update information held on ESR by using the self-service facility. The Trust is hoping this will improve data for future reports. For the purposes of this report, the staff in post headcount includes all staff directly employed by the Trust.

1. AGE



	<u><=25</u>	<u>26-35</u>	<u>36-45</u>	<u>46-55</u>	<u>56-65</u>	<u>>=66</u>
BVH%	8.13	24.08	21.79	28.09	16.59	1.32
NW %	5.10	23.69	23.16	27.27	18.80	1.97
National %	5.46	23.85	23.53	27.08	18.05	2.03

Comparator data is from NHSI who use slightly different age bands as below.

% Under 25	% 25 to 34	% 35 to 44	% 45 to 54	% 55 to 64	% 65 and Over
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In line with national data, the average age of Trust employees remains relatively similar to the previous report with very little movement in the figures across the table. The above graph shows the Trust continues to have an above average number of staff employed under the age of 25 (8.13%), 26-35 (24.08%) and the 46-55 age range (28.09%), compared to the national average (5.46%, 23.85% and 27.08% respectively), with a slight decrease in the over 65 age range.

NHS Employers have a project 'Working Longer' which looks at ways in which Trusts can best support its staff who will be working longer and until they are older.

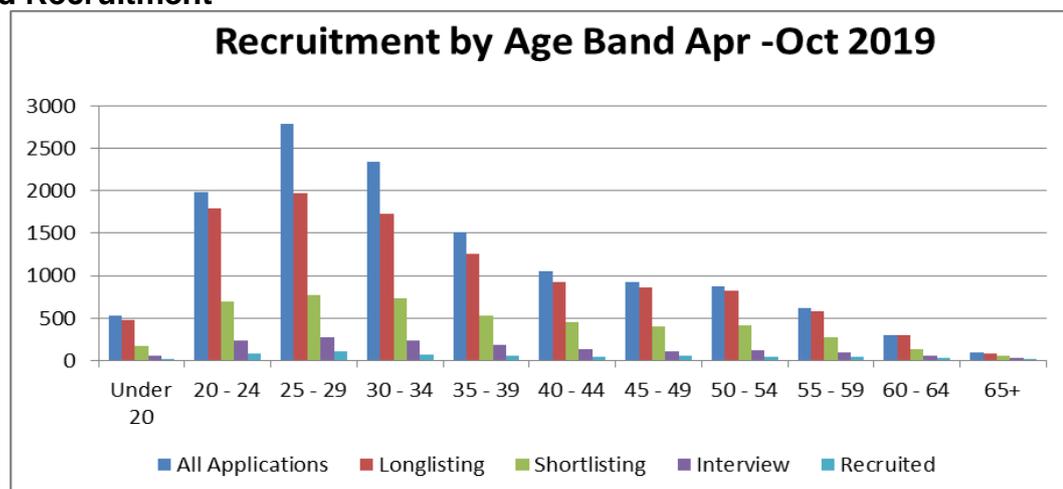
The Trust will continue to take steps to identify new ways or promote existing methods of encouraging people to consider a career within the Trust.

Age and HR Procedures

Age Band	Disciplinarys	Grievance	Bullying & Harassment	Managing Performance	Comparison	
					% Staff in Post	% HR Policy
<=25	0	1	0	0	8.13	1.37
26-35	2	4	1	1	24.08	10.96
36-45	3	9	4	2	21.79	24.66
46-55	4	17	7	4	28.09	43.84
56-65	4	4	3	2	16.59	17.81
>=66	1	0	0	0	1.32	1.37

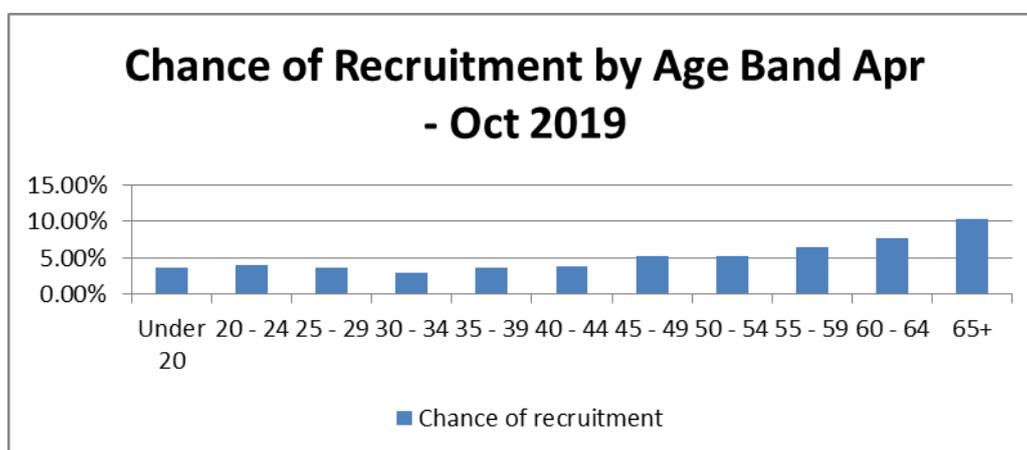
The above data suggests a change in the number of HR cases across most age groups, with a significant decrease in the 26-35 (27), 36-45 (18) and 46-55 (35) age groups for disciplinarys. In contrast there have been increases in grievances cases in the following groups: 26-35 up 2; 36-45 up 4; 46-55 up 4 to 17. Slight increases have also been seen in the number of bullying and harassment cases up by 5 overall; Managing Performance cases have increased by 3. Overall there has been a decrease in the number of cases from 104 to 73 since the last report. Given the Trust has a workforce of over 6700 staff the overall figure still remains relatively low.

Age and Recruitment

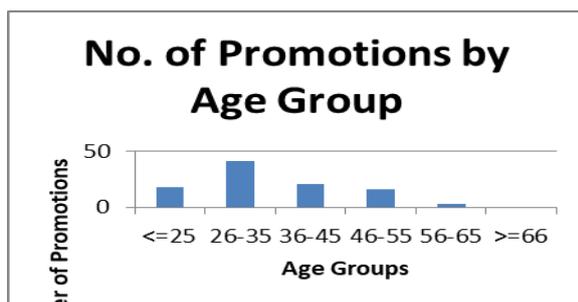


	Under 20	20 - 24	25 - 29	30 - 34	35 - 39	40 - 44	45 - 49	50 - 54	55 - 59	60 - 64	65+
All Applications	524	1987	2797	2338	1518	1049	929	878	618	300	87
Longlisting	479	1797	1978	1726	1254	926	858	818	576	291	84
Shortlisting	174	690	772	728	533	446	394	406	273	128	56
Interview	52	228	265	236	178	129	108	120	86	52	34
Recruited	19	79	100	68	55	40	48	46	40	23	9
Chance of recruitment	3.63%	3.98%	3.58%	2.91%	3.62%	3.81%	5.17%	5.24%	6.47%	7.67%	10.34%

The possibility of recruitment has decreased for all of the eleven age groups. This is most evident in the 50+ 17.39% and 60+ 13.91% age groups with a slight decrease in the likelihood of recruitment of 3.76% to 31.30% since the last report. It would be pertinent to continue monitor recruitment levels to ensure the Trust sustains the right levels of staffing across all age groups and departments. It must be noted that the Trust had been operating a vacancy control process for all non-clinical vacancies.



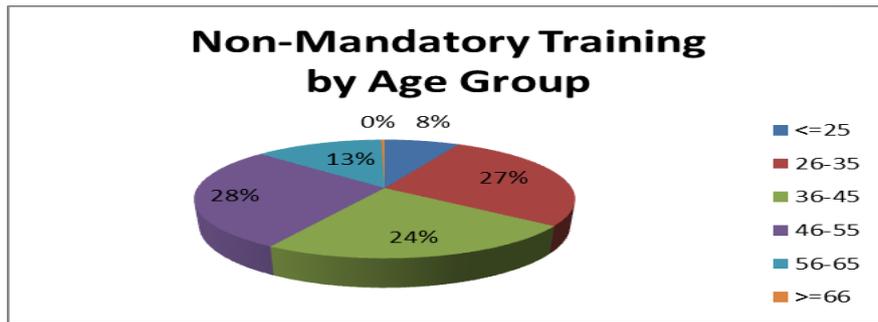
Age and Promotion



Age band	Promotions	Staff in Post
<=25	18.18%	8.13%
26-35	41.41%	24.08%
36-45	21.21%	21.79%
46-55	16.16%	28.09%
56-65	3.03%	16.59%
>=66	0.00%	1.32%

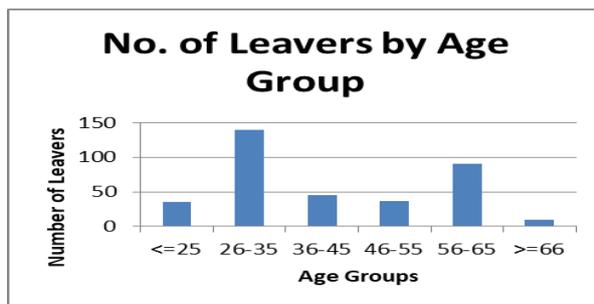
The percentages of promotions per age group have remained broadly similar to the previous report with slight decreases for three of six age groups (26-35; 36-45; & 56-65). Despite the slight decrease the 26-35 age group has the highest percentage of promotions. Data continues to show large variances from the percentages of staff in post at both ends of the age spectrum. For the 56-65 age group some staff may be close to retiring and for the over 65s there might be fewer opportunities for promotion, or staff do not wish to seek promotion.

Age and Training



The data shows the number of staff undertaking training remains broadly similar to the previous report, and broadly reflects the demographics of the staff within the Trust. Further investigation continues to highlight any requirement to promote training for staff aged 56 and over, or identify barriers to accessing training, and bearing in mind individual choices.

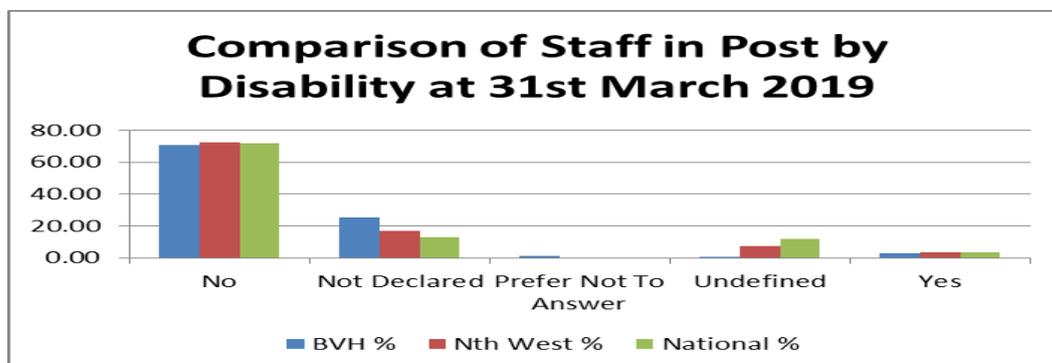
Leavers



Age band	Leavers	Staff in Post
<=25	10.06%	8.13%
26-35	39.11%	24.08%
36-45	12.57%	21.79%
46-55	10.34%	28.09%
56-65	25.14%	16.59%
>=66	2.79%	1.32%

The table above identifies the age groups 26-35 as having the highest numbers of leavers. The age group 46-55 shows the largest reduction in the number of leavers of 18%. The latter two groups could include staff who have taken retirement. To clarify this information exit interviews could play a part in providing further details.

2. DISABILITY



	No	Not Declared	Prefer Not To Answer	Undefined	Yes
BVH %	70.58	25.29	1.31	0.16	2.67

Nth West %	72.33	16.68	0.00	7.54	3.45
National %	71.57	13.12	0.00	11.99	3.31

The percentage of staff who disclosed a disability or long term health condition has increased slightly from 2.50% in the last report, to 2.67%. The 'not declared' figure remains just under double the national figure at 25.29%. Taken together, the 'prefer not to answer' and 'undefined' categories are comparable to the national percentage, but further investigation might help identify the reasons for non-disclosure and assist the Trust to improve the quality of data held. The Trust will continue to send communications periodically to all staff requesting they use the ESR self-service facility to update their information on protected characteristics. Staff are also asked to check that their personal details are correct when completing their annual appraisal.

Disability and HR Procedures

Disability	Disciplinaries	Grievance	Bullying & Harrassment	Managing Performance	Comparison	
					% Staff in Post	% HR Procedure
Yes	3	2	0	1	2.67	8.22
No	8	25	11	6	70.58	68.49
Not Declared	3	8	4	2	25.29	23.29
Unknown	0	0	0	0	1.47	0.00

The highest numbers of HR cases are recorded in the 'no' section with a total of 50 cases, which is a decrease of 52 since the last report. There are 22 cases across the remaining groups, which is a decrease of 15 since the last report. There has been a decrease in the number of cases in the 'not declared' group but this could skew the overall figures and will require a review. Given the Trust have over 6700 employees the overall figure remains low.

Disability and Recruitment



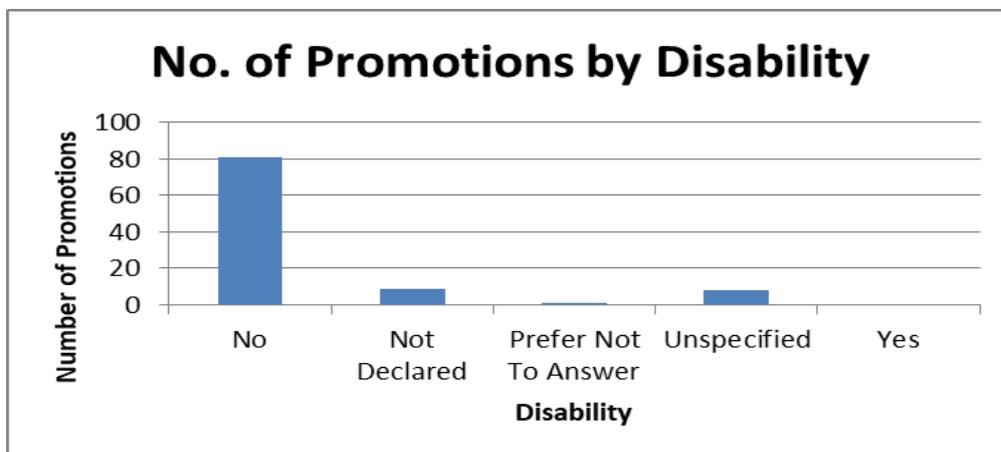
	No	Yes - part of the Guaranteed Interview	Not stated
All Applications	12027	629	206
Longlisting	9843	586	206
Shortlisting	4062	266	204
Interview	1221	54	202
Recruited	424	15	82
Chance of recruitment	3.53%	2.38%	39.81%



Applicants who are interviewed as part of the guaranteed interview scheme have a decreased opportunity of recruitment than those in the remaining groups. The figure for the 'not stated' group (39.8112%) is relatively high and could skew the overall figures. More work is required to encourage applicants to declare a disability. There has been a further decrease, albeit small, in the number of people recruited from the guaranteed interview groups (from 6.22% to 3.84%). Further investigation might highlight any problems to recruiting people with a disability.

The Trust signed the NHS Employers Pledge for the Learning Disability Employment Programme in May 2019 which aims to improve the employment opportunities for people with a Learning Disability, and is a pilot site for the new Easy Read application form.

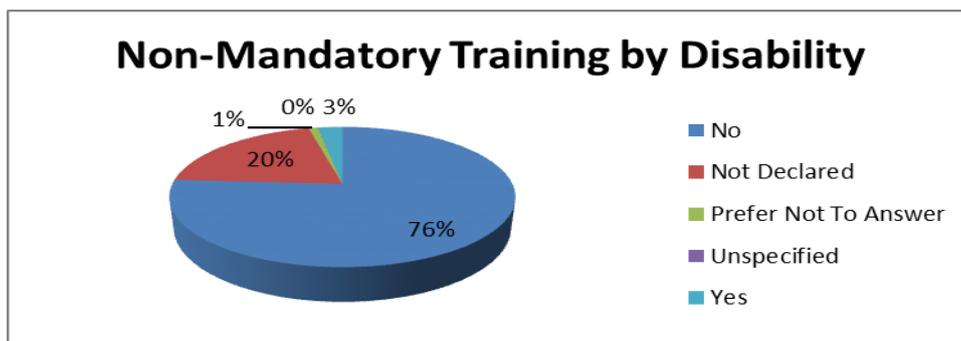
Disability and Promotion



Disability	Promotions	Staff in Post
No	81.82%	70.58%
Not Declared	9.09%	25.29%
Prefer Not To Answer	1.01%	1.31%
Unspecified	8.08%	0.16%
Yes	0.00%	2.67%

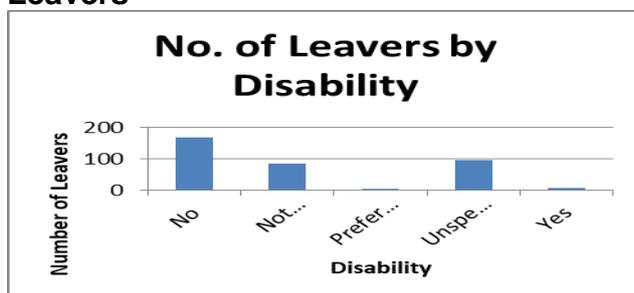
According to the data 0% of staff declaring a disability have been promoted which remains the same as the last report, and an increase of 3.17% for those with 'no' disability. However, there might also be some staff in the 'not declared' and 'unspecified' groups who have a disability or health condition which skew the figures in other groups. Further investigation might yield information to explain and address any underlying reasons for non-disclosure.

Disability and Training



With 21% of staff 'not declaring', 'prefer not to answer' or 'undefined' this might skew figures in other groups. This metric will continue to be monitored to ensure there are no barriers for staff with a disability accessing training.

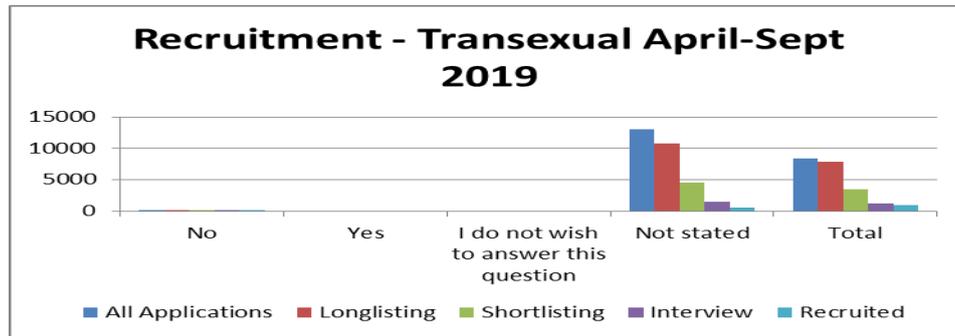
Leavers



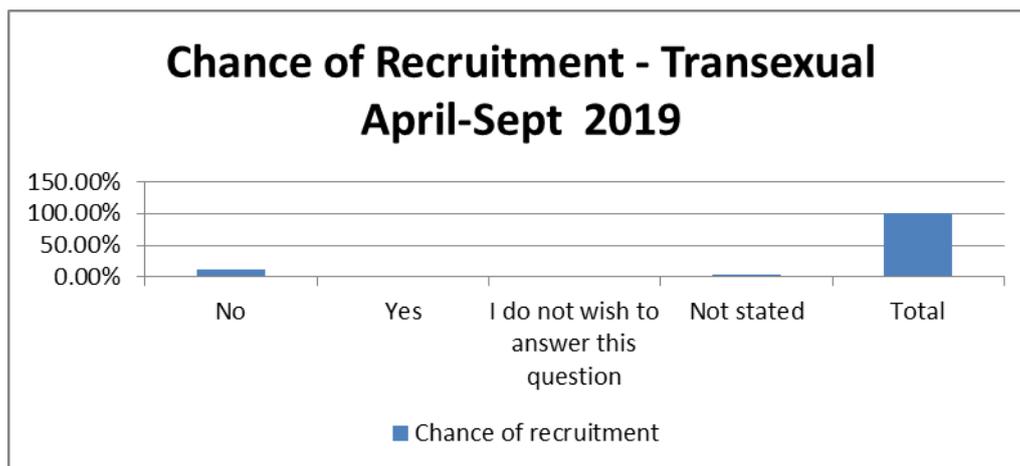
Disability	Leavers	Staff in Post
No	46.93%	70.58%
Not Declared	23.74%	25.29%
Prefer Not	0.84%	1.31%
Unspecified	26.54%	0.16%
Yes	1.96%	2.67%

The table above identifies the 'no' (46.93%) or 'unspecified' (26.54%) groups as having the highest combined number of leavers. The latter group shows an increase of 24.81% from 1.73% in the last report. The 23.74% for not declared could skew the figures in other groups. Exit interview information might be able to assist clarify reasons.

3. GENDER REASSIGNMENT AND RECRUITMENT



Nationally this remains a difficult characteristic to collate data for, given the sensitive nature of the request to disclose. A review of wording used when asking about a person's gender might encourage more transgender people to respond. Currently it is not possible to record this information on ESR (which is a national system issue), although it is collected locally during recruitment via our TRAC (recruitment) system.



	No	Yes	I do not wish to answer this question	Not stated	Total
All Applications	18	0	0	13008	8330
Longlisting	16	0	0	10772	7806
Shortlisting	12	0	0	4588	3475
Interview	5	0	0	1483	1195
Recruited	2	0	0	525	921
Chance of recruitment	11.11%	0.00%	0.00%	4.04%	100.00%

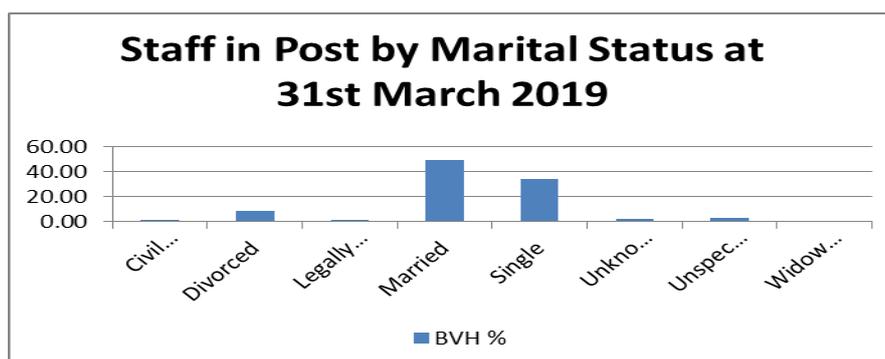
The likelihood of recruitment for those who identify as transgender has remained the same since the last report, at 0%. A data cleansing exercise may help to ensure accurate reporting to eliminate the 'do not wish to answer' and 'not stated' responses. This information is not recorded on the Health and Social Care Information site and this metric will continue to be monitored.

Leavers

Disclosure on this characteristic is very confidential and personal to the individual. Hence there continues to be no data recorded to enable graphs to be produced for this protected characteristic. This characteristic will continue to be monitored.

4. MARRIAGE AND CIVIL PARTNERSHIP

Marriage and Civil partnership monitoring is only really relevant from an employment and training perspective and not service provision.



	Civil Partnership	Divorced	Legally Separated	Married	Single	Unknown	Unspecified	Widowed
BVH %	1.18	8.25	1.47	49.14	33.85	2.45	2.89	0.78

The majority of staff declare themselves as being married with the second largest group recorded being single, with very slight variation across the remaining groups since the last report. There remains very little change for this characteristic since reporting commenced. A data cleansing exercise may help to ensure accurate reporting of marital status to eliminate the unknown and unspecified groups.

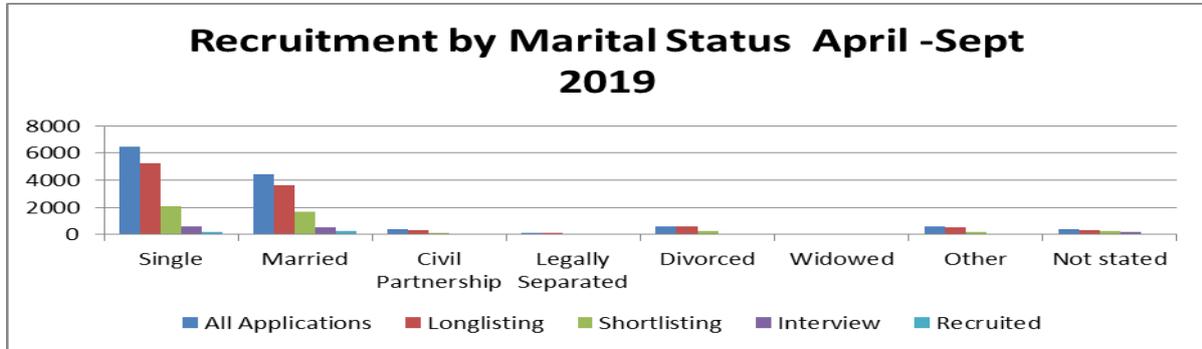
Marriage and Civil Partnership and HR Procedures

Marital Status	Disciplinaries	Grievance	Bullying & Harrassment	Managing Performance	Comparison	
					% Staff in Post	% HR Procedure
Married	5	14	4	3	49.14	35.62
Civil Partnership	1	1	1	0	1.18	4.11
Single	3	10	5	4	33.85	30.14
Divorced	5	7	5	1	8.25	24.66
Widowed	0	1	0	0	0.78	1.37
Legally Separated	0	1	0	0	1.47	1.37
Unknown	0	1	0	1	2.45	2.74
Unspecified	0	0	0	0	2.89	0.00

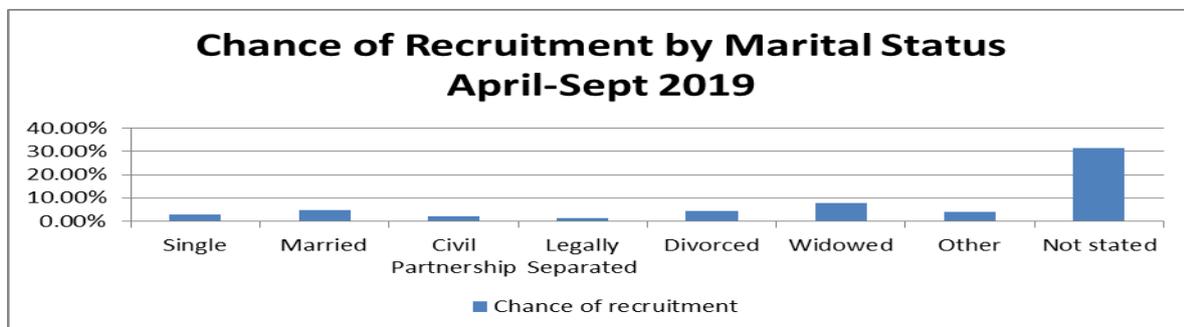
The number of married staff involved with HR procedures has decreased from 59 to 26 since the last report, with the single group figure also decreasing from 50 to 22, leaving 25 cases across the remaining groups. Cases involving divorced staff has increased by 8. Overall the data is closely representative of the total number of staff

who are married or single. This information is not recorded on the Health and Social Care Information site and the metric will continue to be monitored.

Marriage and Civil Partnership and Recruitment

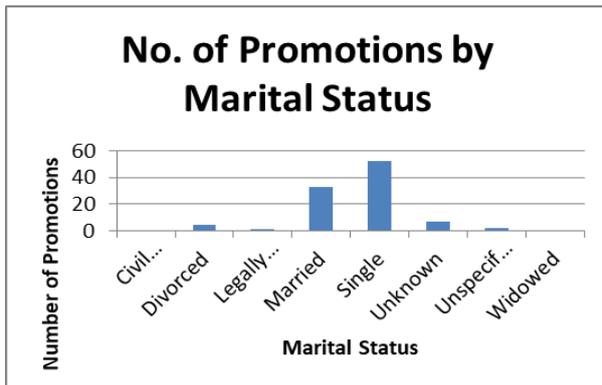


	Single	Married	Civil Partnership	Legally Separated	Divorced	Widowed	Other	Not stated
All Applications	6504	4446	366	134	603	64	561	348
Longlisting	5277	3598	326	113	567	60	526	321
Shortlisting	2067	1668	115	40	257	21	210	222
Interview	600	525	20	11	71	12	64	177
Recruited	189	215	8	2	27	5	22	59
Chance of recruitment	2.91%	4.84%	2.19%	1.49%	4.48%	7.81%	3.92%	31.40%



The data indicates that people 'not stating' their marital status still have the highest chance of recruitment than other groups since the last report despite a decrease from 51.30% to 31.40%. The groups with second and third highest chances of recruitment are 'widowed' at 10.19% and 'other' at 8.13%. An unknown quantity lies within the 'other' and 'not stated' groups which together have the overall greater chance of being recruited, and a data cleansing exercise might be helpful in reallocating people to the correct group.

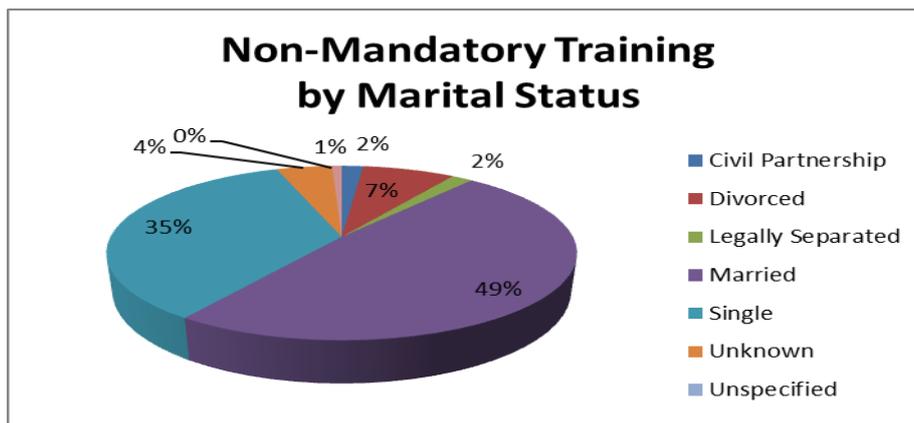
Marriage and Civil Partnership and Promotion



Marital Status	Promotions	Staff in Post
Civil Partnership	0.00%	1.18%
Divorced	4.04%	8.25%
Legally Separated	1.01%	1.47%
Married	33.33%	49.14%
Single	52.53%	33.85%
Unknown	7.07%	2.45%
Unspecified	2.02%	2.89%
Widowed	0.00%	0.78%

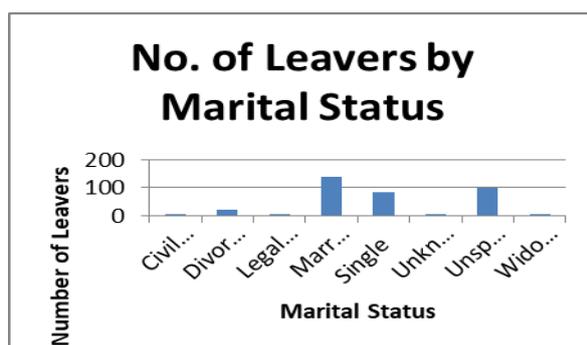
The largest percentage of promotions can be seen in the 'single' group at 52.53% with a slight increase of 0.84% since the last report. The next largest group is the married group, which shows an increase of 4.12% from 29.21% to 33.33%. This metric will continue to be monitored to ensure no discrimination is taking place.

Marriage and Civil Partnership and Training



Figures show that staff in the 'married' and 'single' groups remains the largest groups when accessing training. The 5% of staff who chose not disclose for this characteristic is small and should have little impact on the overall figures. This metric will continue to be monitored to ensure equal access to training for all groups.

Leavers



Marital Status	Leavers	Staff in Post
Civil Partnersh	0.84%	1.18%
Divorced	6.15%	8.25%
Legally Separat	1.12%	1.47%
Married	38.83%	49.14%
Single	23.18%	33.85%
Unknown	1.12%	2.45%
Unspecified	28.21%	2.89%
Widowed	0.56%	0.78%

The table above identifies staff in the married group as having the highest number of leavers despite a decrease from 61.73% to 38.83% since the last report. With those who are single the next largest group. The 'unspecified' group shows an increase of 25.74% to 28.21% from 2.47%, which is likely to skew the figures across other groups. To clarify the reason for leaving analysis on information from exit interviews could play a part in providing further details.

5. PREGNANCY AND MATERNITY

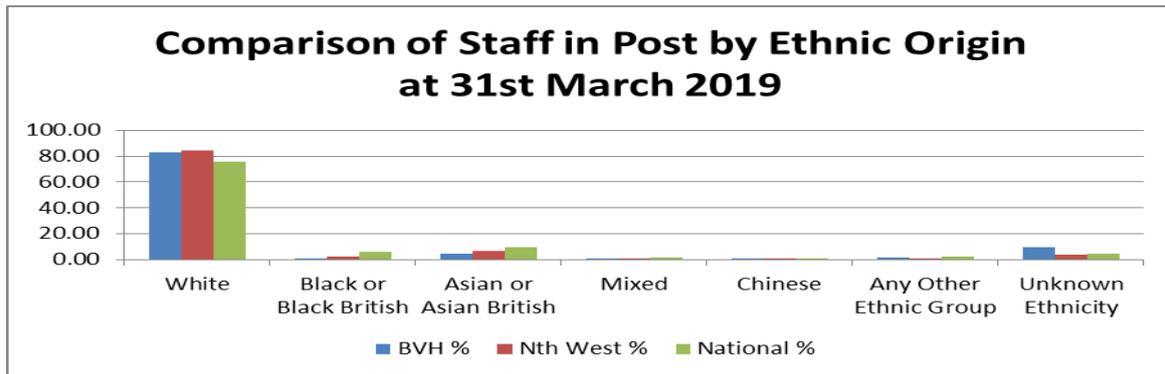
30th September 2019	Total Number
Maternity Leave	170

The figure has increased by 9 since the previous report. Data relating to Pregnancy and Maternity and HR Procedures, Leavers and Recruitment and Training are not currently recorded. The recording of this data across other areas e.g. training is being looked at to enable more accurate future reporting.

6. ETHNIC ORIGIN

The staff in post tables below shows a higher percentage of white staff at 83.12%, with a total of 7.54% from all other ethnic origin groups. With 9.35% of staff not declaring their ethnicity this could impact on figures in others groups. The latter group shows a slight increase from the last report of 1.01%, in the number of staff not declaring their ethnicity and the Trust remains above the national figure (4.69%).

The local demographics for the Fylde Coast were 96.7% white with 4.1% being from black, Asian, minority and ethnic (BAME) groups. The Trust continues to be broadly representative of the community it serves.



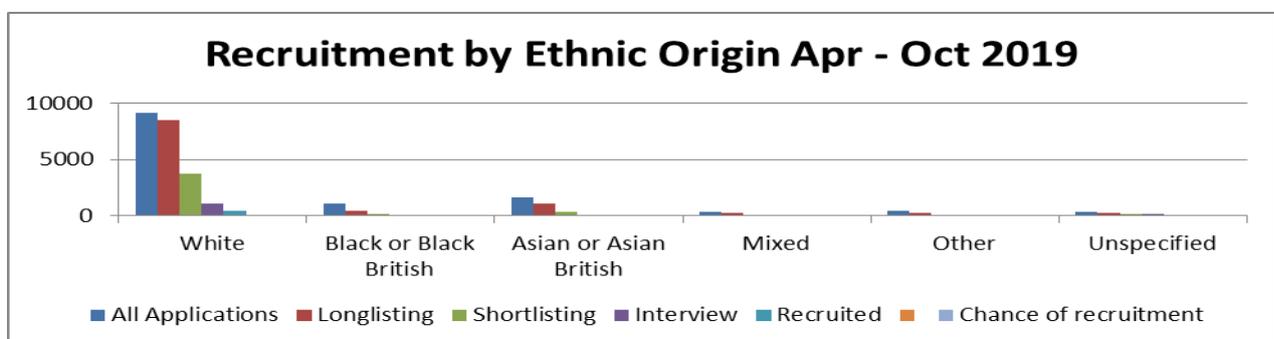
	White	Black or Black British	Asian or Asian British	Mixed	Chinese	Any Other Ethnic Group	Unknown Ethnicity
BVH %	83.12	0.58	4.15	0.77	0.25	1.79	9.35
Nth West %	84.60	2.19	6.89	1.22	0.42	1.00	3.68
National %	75.56	5.82	9.53	1.66	0.53	2.18	4.69

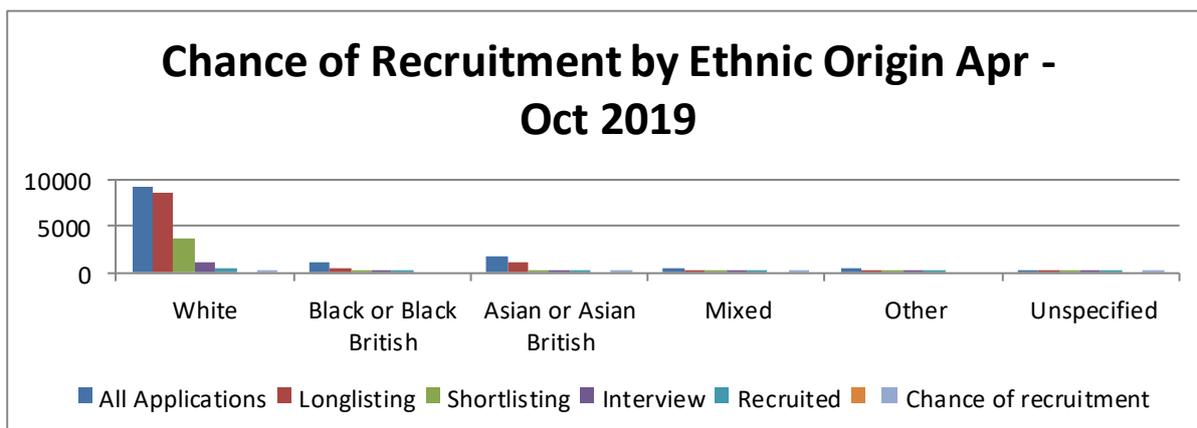
Ethnic Origin and HR Procedures

Ethnic Origin	Disciplinarys	Grievance	Bullying & Harrassment	Managing Performance	Comparison	
					% Staff in Post	% HR Procedure
White	13	32	13	8	83.12	90.41
Black / Black British	0	1	1	0	0.58	2.74
Asian / Asian British	1	1	0	0	4.15	2.74
Mixed	0	0	0	0	0.77	0.00
Chinese	0	0	0	0	0.25	0.00
Any Other group	0	0	0	1	1.79	1.37
Unknown Ethnicity	0	1	1	0	9.35	2.74

The above data indicates that compared to the staff in post, white staff (66) are more likely to be involved in HR procedures compared to other ethnic groups (5), although details for the 'unknown' group would need to be clarified to obtain a more reliable conclusion.

Ethnic Origin and Recruitment

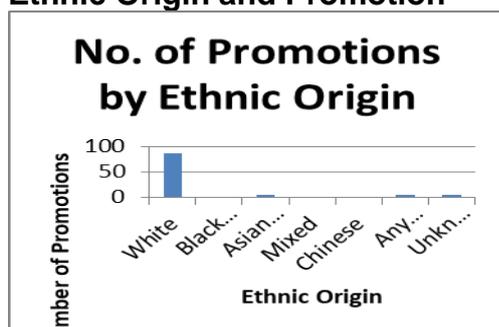




The data below shows that of those applicants declaring their ethnic origin as 'unspecified' they are more likely to be recruited despite a small decrease from 54.09% to 36.26% since the last report. Data shows there has been a decrease in every other group except for 'Mixed' which shows a slight increase of 1.27%. A data cleansing exercise might help to ensure more accurate reporting across ethnic groups thereby reducing the figure in the 'unspecified' group.

	White	Black or Black British	Asian or Asian British	Mixed	Other	Unspecified
All Applications	9153	1065	1684	387	418	319
Longlisting	8526	471	1051	241	233	266
Shortlisting	3749	135	366	85	65	200
Interview	1130	34	102	18	21	183
Recruited	426	1	28	5	2	65
Chance of recruitment	13.83%	0.10%	6.64%	7.94%	0.53%	36.26%

Ethnic Origin and Promotion



Ethnic Origin	Promotions	Staff in Post
White	86.87%	83.12%
Black / Black British	0.00%	0.58%
Asian / Asian British	4.04%	4.15%
Mixed	0.00%	0.77%
Chinese	0.00%	0.25%
Any Other group	5.05%	1.79%
Unknown Ethnicity	4.04%	9.35%

The above data shows a slight increase of 4.85% in percentages of promotions for white staff are broadly in line with the percentages of staff in post. There has also been a further decrease from 1.12% to 0.0% in promotions for Black/Black British and Mixed origin since the previous report. With a reduction of 7.2% in the 'unknown' category this will lead to a slight improvement of data in the other groups. This metric requires further monitoring to ascertain if there are any barriers preventing BAME staff from applying, having the opportunity to apply, gaining promotion, or to clarify any link with other protected characteristics.

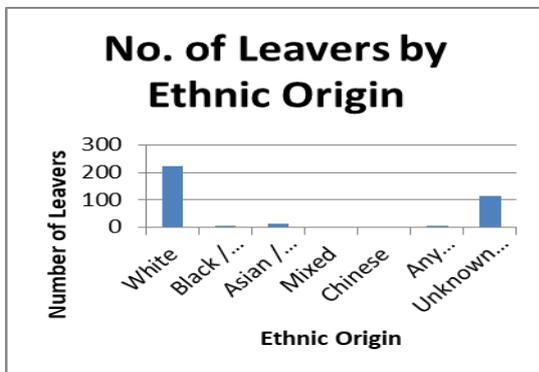
The Workforce Race Equality Standard (WRES) introduced by NHS Employers on 1st April 2015, assists the Trust in monitoring its work on reducing inequalities for BAME staff. As part of this work the Trust is holding 'Big Conversation' sessions for BAME staff to voice concerns, ask questions etc.

Ethnic Origin and Training

There does not appear to be any barriers preventing access to training by any BAME group. Opportunities for BAME staff to participate in the NHS Stepping Up Programme, and Leadership course have been circulated and it is hoped staff will be interested in accessing these. Work remains ongoing to link non-mandatory training to our OLM system to improve report data.



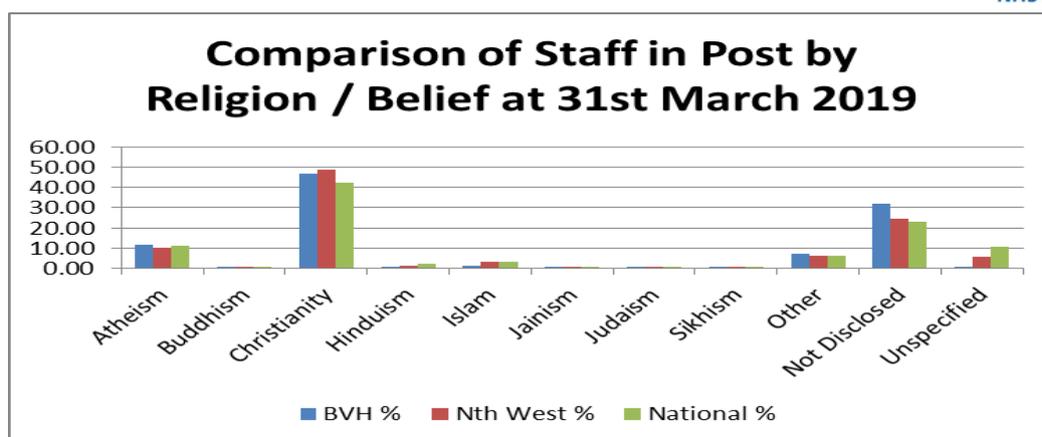
Leavers



Ethnic Origin	Leavers	Staff in Post
White	62.01%	83.12%
Black / Black British	1.12%	0.58%
Asian / Asian British	3.63%	4.15%
Mixed	0.28%	0.77%
Chinese	0.00%	0.25%
Any Other group	1.40%	1.79%
Unknown Ethnicity	31.56%	9.35%

The table above identifies the largest group of leavers by ethnicity as White 62.01%, with the next largest group having their ethnicity recorded as 'unknown' 31.56% an increase of 20.32% since the last report.

7. RELIGION OR BELIEF



	Atheism	Buddhism	Christianity	Hinduism	Islam	Jainism	Judaism	Sikhism	Other	Not Disclosed	Unspecified
BVH %	11.60	0.36	46.92	0.71	1.35	0.04	0.03	0.06	6.92	31.80	0.20
Nth West %	9.99	0.39	48.68	1.24	3.28	0.03	0.16	0.15	6.06	24.44	5.58
National %	10.99	0.55	42.53	1.98	3.14	0.05	0.19	0.56	6.33	23.22	10.46

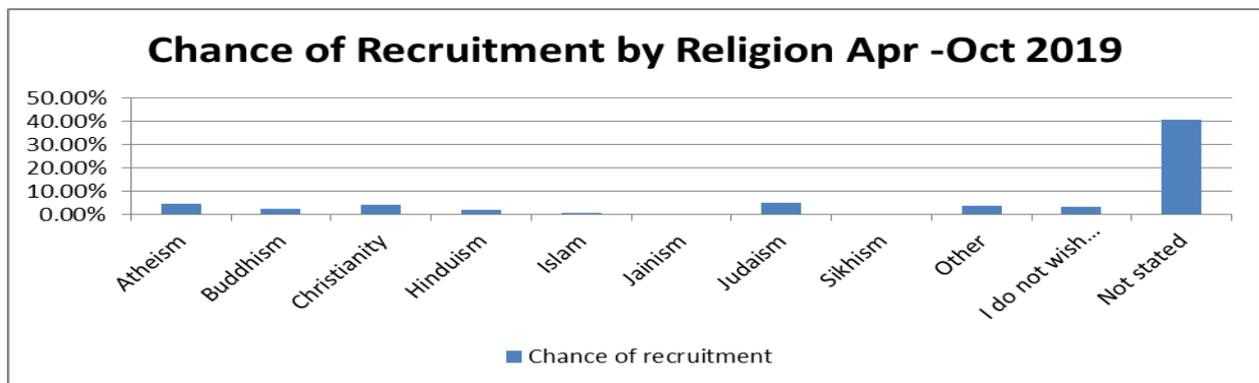
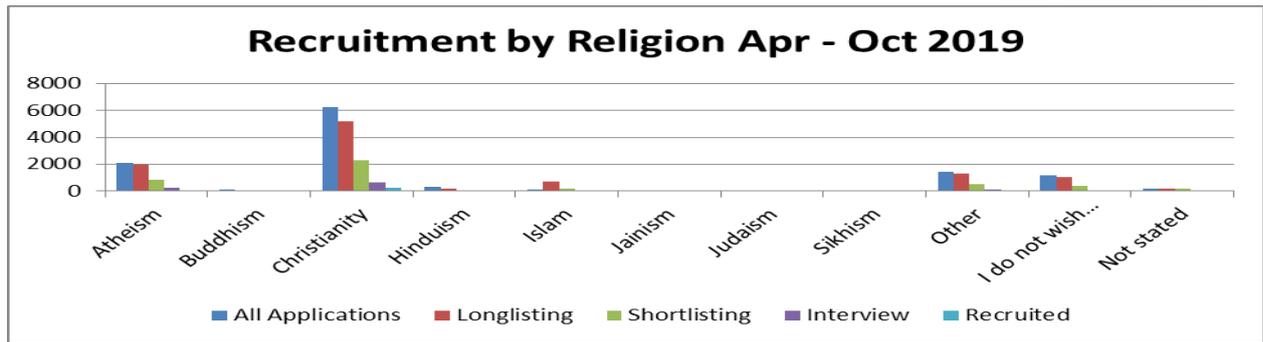
The above data shows there is a broad mix of religions and beliefs in the Trust with Christianity the most highly recorded as in previous reports. The large number of staff 'not disclosing' (31.80%) their religion or belief will continue to create inaccuracies of the data in other groups. The Trust figures remain above the national average for the number of staff in the 'not disclosed' and 'other' categories, but well under the national average for the 'unspecified' category.

Religion or Belief and HR Procedures

Religion or Belief	Disciplinarys	Grievance	Bullying & Harrassment	Managing Performance	Comparison	
					% Staff in Post	% HR Procedure
Christianity	7	19	10	6	46.92	57.53
Atheism	1	4	1	1	11.06	9.59
Buddhism	0	1	0	0	0.36	1.37
Islam	1	0	0	0	1.35	1.37
Other	0	2	1	1	9.86	5.48
Unknown/Not Disclosed	5	9	3	1	31.80	24.66

The table above shows there is a decrease of 37 to 7 Christian staff going through HR procedures compared to 31 across the remaining groups, but this is broadly in line with the staff in post percentages. Despite a reduction of 24 the next highest group relates to those who have 'not disclosed' / 'unknown' (18), which could lead to inaccuracies of data in other groups.

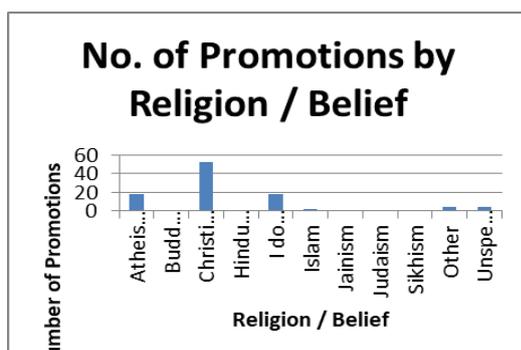
Religion or Belief and Recruitment



	Atheism	Buddhism	Christianity	Hinduism	Islam	Jainism	Judaism	Sikhism	Other	I do not wish to disclose	Not stated
All Applications	2085	124	6242	341	133	5	21	22	1449	1199	205
Longlisting	1950	78	5205	178	750	3	17	20	1333	1049	205
Shortlisting	852	28	2281	63	218	0	5	4	529	417	203
Interview	255	11	678	25	49	0	2	1	147	97	51
Recruited	97	3	241	6	8	0	1	0	51	37	83
Chance of recruitment	4.65%	2.42%	3.86%	1.76%	0.60%	0.00%	4.76%	0.00%	3.52%	3.09%	40.49%

Applicants who did not state a religion or belief still have the highest chance of being recruited which despite a decrease from 61.54% to 40.49%. The chances of recruitment decreased from 40% to 4.76% for those in the Judaism group. The quality of monitoring data will be affected by those choosing to 'not disclose' or 'not state' their beliefs.

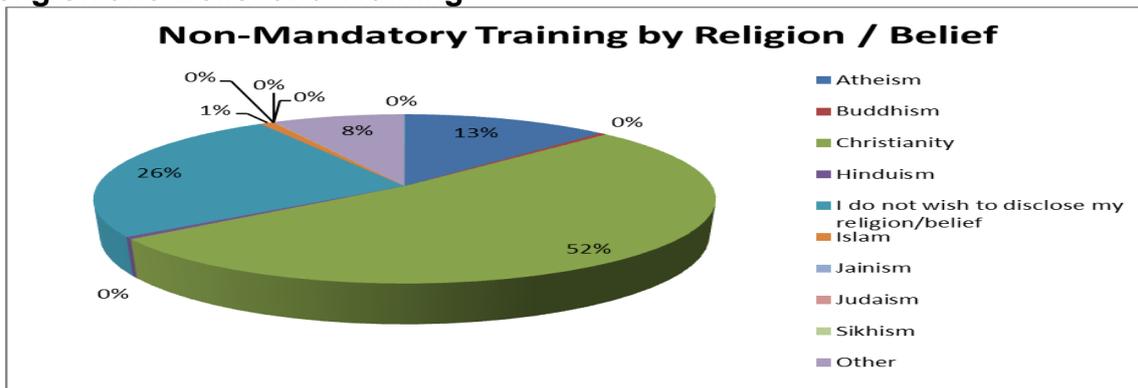
Religion and Belief and Promotion



Religious Belief	Promotions	Staff in Post
Atheism	18.18%	11.60%
Buddhism	0.00%	0.36%
Christianity	52.53%	46.92%
Hinduism	1.01%	0.71%
I do not wish to dis	18.18%	1.35%
Islam	2.02%	0.04%
Jainism	0.00%	0.03%
Judaism	0.00%	0.06%
Sikhism	0.00%	6.92%
Other	4.04%	31.80%
Unspecified	4.04%	0.20%

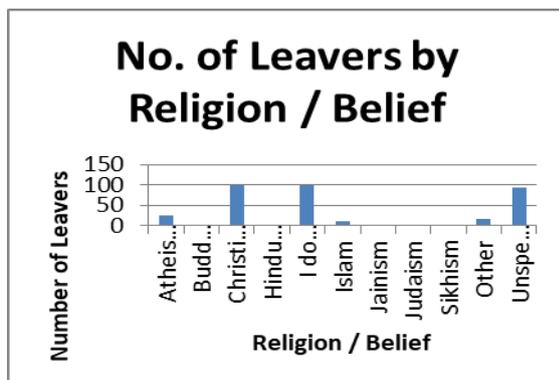
The most prominent groups recorded for promotion remains Christians, Atheists and 'do not wish to disclose'; although the 'do not wish to disclose' and 'unspecified' groups will impact on the overall data quality. This metric requires monitoring to ensure there are no barriers preventing promotion based on a person's religion or belief.

Religion and Belief and Training



The data above, which reflects the overall breakdown of staff, does not appear to indicate there are any barriers to preventing staff accessing training on the grounds of their religion or beliefs. However the 26% who have not disclosed a religion or belief might skew the figures in the other groups. This metric will continue to be monitored.

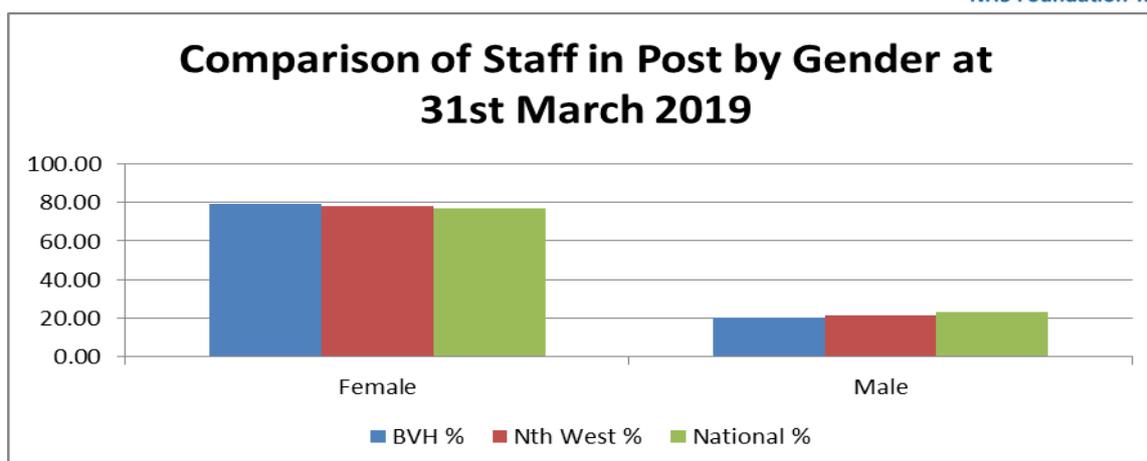
Leavers



Religious Belief	Leavers	Staff in Post
Atheism	7.54%	11.60%
Buddhism	0.56%	0.36%
Christianity	27.65%	46.92%
Hinduism	1.12%	0.71%
I do not wish to c	28.21%	1.35%
Islam	3.35%	0.04%
Jainism	0.00%	0.03%
Judaism	0.00%	0.06%
Sikhism	0.28%	6.92%
Other	4.75%	31.80%
Unspecified	26.54%	0.20%

The table above identifies the highest numbers of leavers as being from the 'I do not wish to declare' group, with the second largest group being from the Christian faith. The data recorded in 'do not wish to disclose' and 'unspecified' groups will impact on the overall data quality.

8. GENDER



	Female	Male
BVH %	79.49	20.51
Nth West %	78.31	21.69
National %	76.96	23.04

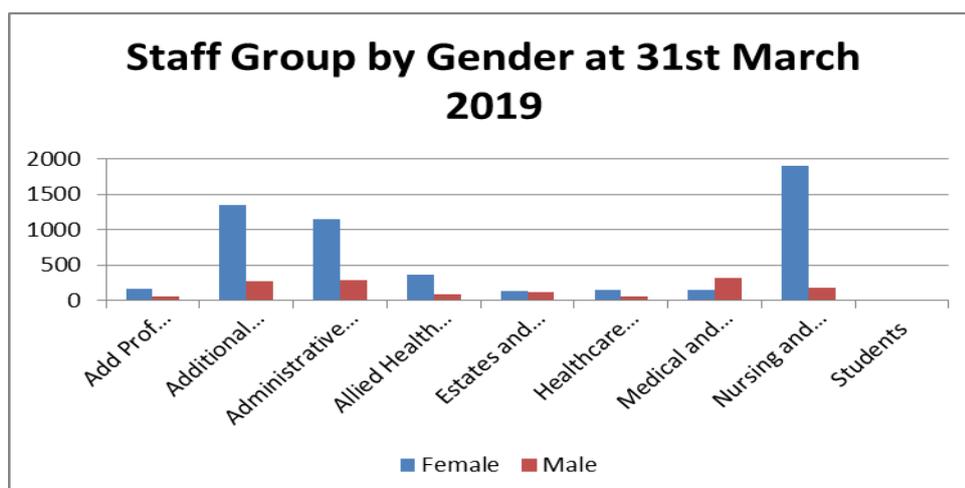
There has been no change since the last report, in the number of male employees in post but remains below the national average. However, the Trust remains above average for the number of females it employs. The division between male and female employees across the Trust is broadly representative of the NHS nationally.

Gender and HR Procedures

Gender	Disciplinaries	Grievance	Bullying & Harrassment	Managing Performance	Comparison	
					% Staff in Post	% HR Procedure
Female	11	23	12	8	79.58	73.97
Male	3	12	3	1	20.42	26.03

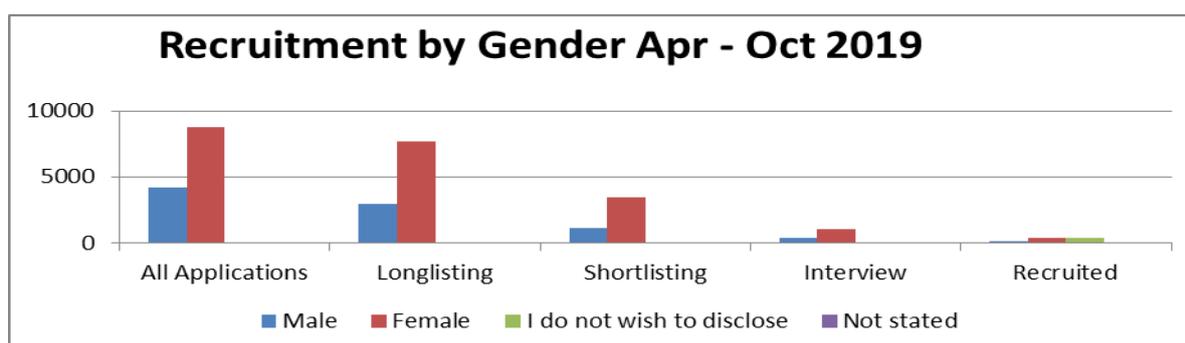
Female employees (54) are twice as likely to be involved in all HR procedures compared with the staff in post percentages than males (19); this requires monitoring to see if there any particular female staff group is more prevalent than others in this category.

The percentage for male employees has decreased from 47.80% (67) in the last report to 26.03% (19).



The largest numbers of females are employed in the Nursing and Midwifery group with the second and third largest female groups working in Additional Clinical Services and Admin and Clerical respectively. Since the last report there remains very little change to the breakdown of gender across remaining staff groups.

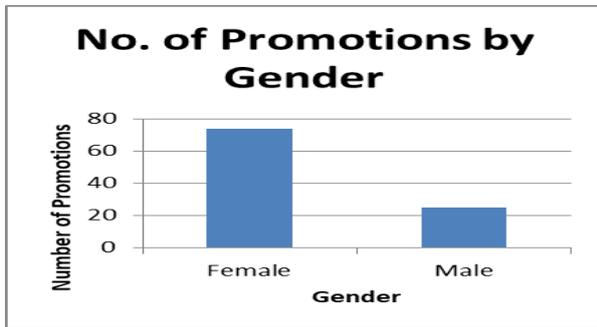
Gender and Recruitment



	<u>Male</u>	<u>Female</u>	<u>I do not wish to disclose</u>	<u>Not stated</u>
All Applications	4224	8781	21	0
Longlisting	3008	7761	19	0
Shortlisting	1148	3446	6	0
Interview	404	1081	3	0
Recruited	122	404	404	0
Chance of recruitment	2.89%	4.60%	4.76%	0.00%

The breakdown of overall numbers for the recruitment of staff is to be expected given that the Trust and NHS nationally both have predominantly female workforces. The percentage for recruitment remains slightly in favour of female applicants, despite a further decrease, from 11.97% to 4.60% since the last report. The chance of males being recruited also decreased further from 8.72% to 2.89%. The quality of the monitoring data will be affected by the data of 4.67% in the 'not to disclose' group.

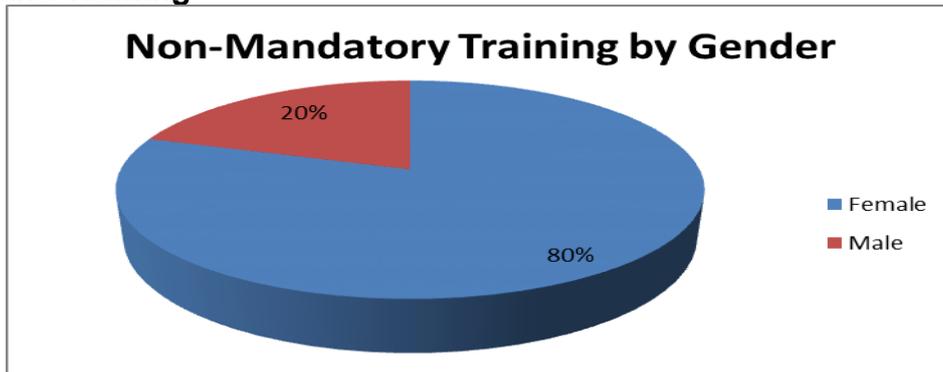
Gender and promotion



Gender	Promotions	Staff in Post
Female	74.75%	79.58%
Male	25.25%	20.42%

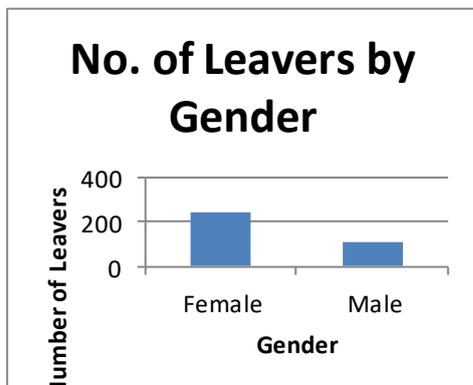
The data shows promotion for males has decreased from 30.34% in the last report to 25.25%, but remains broadly reflective of the overall numbers of staff the Trust employs. There does not appear to be any barriers for promotion in relation to gender given that 20.51% of employees are male.

Gender and Training



The totals for staff completing training continues to be wholly reflective of the overall figures relating to the breakdown of gender within the Trust.

Leavers

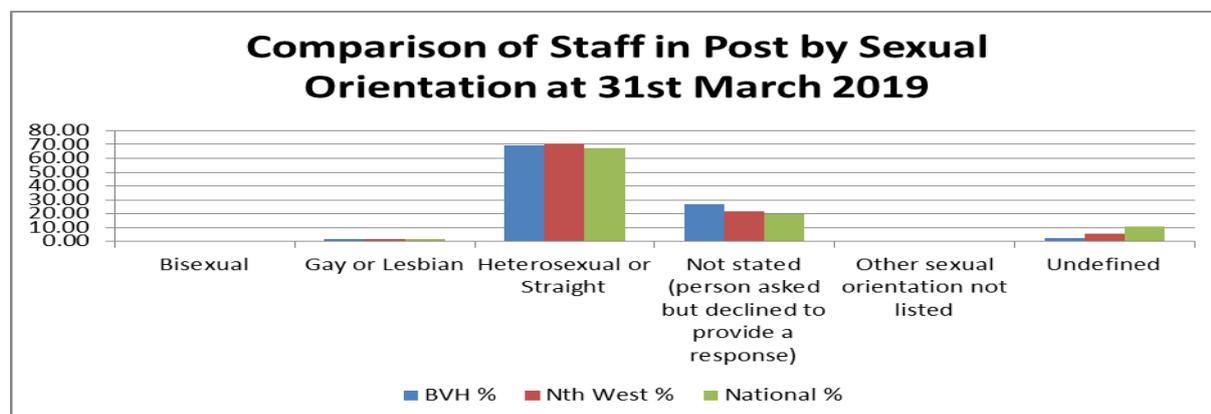


Gender	Leavers	Staff in Post
Female	82.72%	79.58%
Male	17.28%	20.42%

The table above identifies females as having the highest number of leavers with no changes since the last report. Given that there are approximately four times the number of females than males this is to be expected.

9. SEXUAL ORIENTATION

This protected characteristic is about who a person is attracted to: the opposite sex, same sex or both sexes.



	Bisexual	Gay or Lesbian	Heterosexual or Straight	Not stated (person asked but declined to provide a response)	Other sexual orientation not listed	Undefined
BVH %	0.34	1.52	69.02	26.85	0.03	2.24
Nth West %	0.46	1.52	70.91	21.49	0.02	5.60
National %	0.60	1.40	67.38	20.04	0.04	10.54

The data shows no change in that 29.09% of employees chose 'not stated' or put 'undefined'. This is below the national average of 30.58%, but will still affect the data quality in the other groups. A further communication has been sent to all staff encouraging them to use the self-service facility on ESR to improve the data. The annual appraisal system requests staff to check and update their personal details before proceeding which might also assist to improve data.

The option 'other sexual orientation' is included to capture data from people who identify with orientations such as gender neutral or gender fluid.

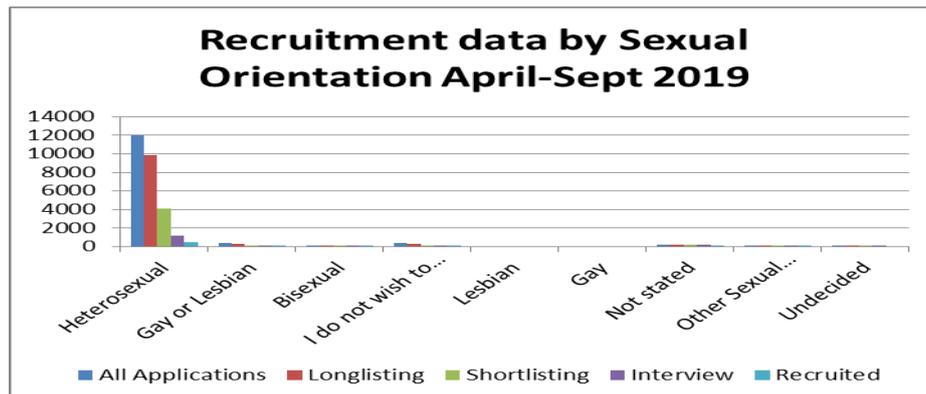
Sexual Orientation and HR Procedures

Sexual Orientation	Disciplinaries	Grievance	Bullying & Harrassment	Managing Performance	Comparison	
					% Staff in Post	% HR Procedure
Heterosexual	9	26	12	8	69.62	75.34
Gay or Lesbian	0	0	0	0	1.57	0.00
Bisexual	0	0	0	0	0.38	0.00
Not Disclosed	5	9	2	1	28.12	23.29
Unspecified	0	0	1	0	0.32	1.37

The table above shows the largest group of staff going through all HR procedures are heterosexual (55) a decrease of 39 since the previous report. Data quality has

been impacted by the large percentage of staff in the 'unspecified' and 'not disclosed' groups (18). The overall percentages listed by sexual orientation are broadly in line with the staff in post breakdown however, the figures will be skewed due to the percentage recorded as 'not disclosed' and 'unspecified'. It would be prudent to review with cases in this category with HR.

Sexual Orientation and Recruitment

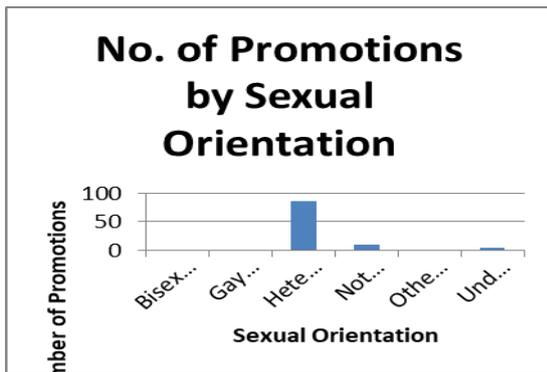


The table below shows 551 applicants choosing to 'not describe' or 'not state' their sexual orientation, leading to the data quality in other groups being affected; 91 of applicants from these groups were employed with 39.81% of applicants employed from the 'not stated' group.

The recruitment opportunity for gay people has decreased from 38.46% to 0% and lesbian people from 12.50% to 0% since the last report, but may have been captured under the joint heading of 'Gay or Lesbian'. There has also been a decrease in the combined 'Gay or Lesbian' group from 7.07% to 2.01%. The figures could be skewed due to data in the 'not stated', 'undecided' and 'not wanting to describe' groups.

	Heterosexual	Gay or Lesbian	Bisexual	I do not wish to describe my orientation	Lesbian	Gay	Not stated	Other Sexual Orientation	Undecided
All Applications	11968	384	129	345	0	0	206	13	17
Longlisting	9828	310	109	310	0	0	206	11	14
Shortlisting	4097	128	35	126	0	0	204	2	8
Interview	1210	35	8	30	0	0	203	1	1
Recruited	425	7	3	9	0	0	82	1	0
Chance of recruitment	3.55%	2.01%	2.33%	2.61%	0.00%	0.00%	39.81%	7.69	0

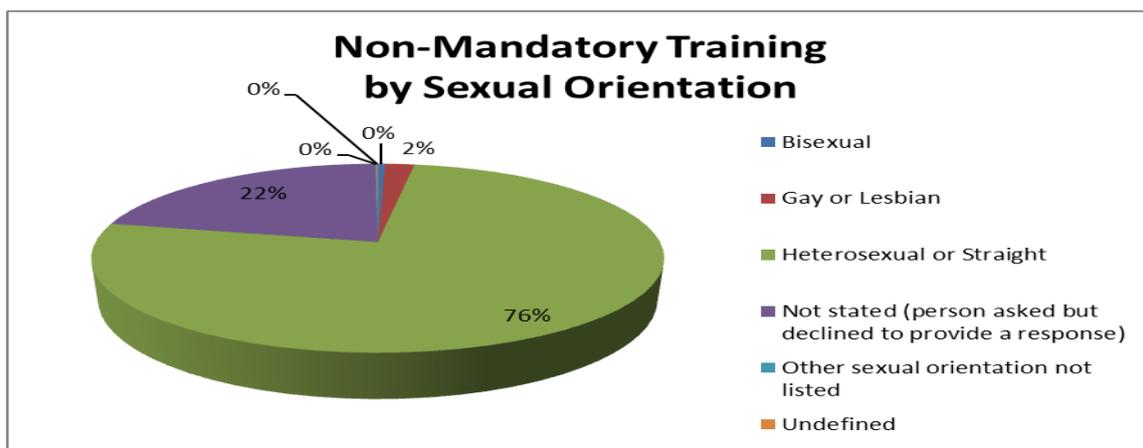
Sexual Orientation and Promotion



Sexual Orientation	Promotions	Staff in Post
Bisexual	0.00%	0.38%
Gay or Lesbian	0.00%	1.57%
Heterosexual or Straight	85.86%	69.62%
(person asked but declined to provide a response)	10.10%	28.12%
Other sexual orientation not listed	0.00%	0.07%
Undefined	4.04%	0.25%

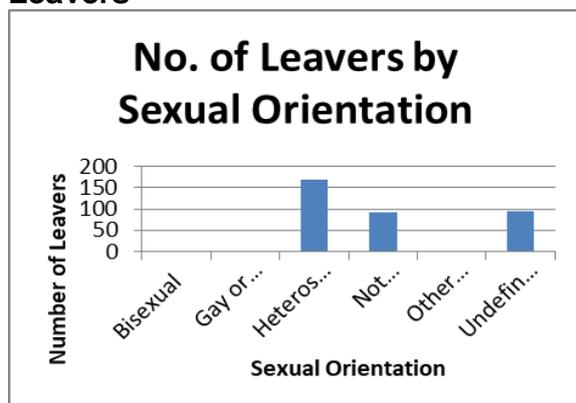
85.86% of recorded promotions were for heterosexual staff, and 0% for Lesbian and Gay or Bisexual. There could be inaccuracies in the data, with 14.14% of staff 'declining' or listed as 'undefined'. This metric should continue to be monitored to ensure there are no barriers preventing staff from applying for and gaining a promotion, or opportunities to apply, and to uncover any inappropriate behaviours in the Trust.

Sexual Orientation and Training



From the data collated it appears that there appears to be no barriers restricting staff from accessing any training offered by the Trust on the grounds of their sexual orientation. However 22% have 'not stated' their sexual orientation and might skew the figures in the other groups

Leavers



Sexual Orientation	Leavers	Staff in Post
Bisexual	0.28%	0.38%
Gay or Lesbian	0.28%	1.57%
Heterosexual or Straight	46.93%	69.62%
Not stated (person asked but declined to provide a response)	25.98%	28.12%
Other sexual orientation	0.00%	0.07%
Undefined	26.54%	0.25%

The table above identifies heterosexuals as being the largest group of leavers (46.93%), with the group who have 'not stated' (25.98%) as the second largest. If the figures from the 'not stated' (25.98%) and 'undefined' (26.54%) groups are taken into account (52.52%) it might skew the figures across the remaining groups.

Conclusion/Recommendations

There are a number of protected characteristics where similar approaches could be used to make improvements. It is hoped that by using the appraisal system, and the communication to staff on using self-service, it will improve the quality of the data used for this report. Further communications asking staff to clarify data/information, held on ESR, for all characteristics was circulated via our Weekly News and it is hoped will prompt staff to update ESR.

It is accepted that there will be deficiencies in the data due to staff not disclosing or not stating a characteristic which may skew reporting outcomes. A further consideration is double reporting, as individuals may possess a number of protected characteristics. Improving confidence around the collection, storage and usage of the data remains an important factor to help reassure staff that reporting is strictly confidential, and might improve disclosure. Consideration for a further data cleansing exercise would be useful to encourage staff to update all their personal details held on ESR and is one of the main actions arising from this report. The Staff ED&I Ambassadors are organising an event on the mezzanine in December 2019 to encourage staff to disclose information around protected characteristics.

ESR self-service is now available to all staff, allowing them to view their personal details and update some of them. The increase in staff declaring a disability/long-term health condition might be as a result of using self-serve. This direct access may encourage staff to be more open when divulging information linked to the protected characteristics.

Action

The Steering Group is asked to note the contents of this report. A further update will be provided in six months at the May 2020 meeting, covering the period 1 October 2019 to 31 March 2020.

STAFF EQUALITY AND DIVERSITY MONITORING REPORT ACTION PLAN 2019-20

ACTION	OUTCOME	LEAD	COMPLETION DATE	RAG RATING
1. Review recruitment approaches/methods particularly for attracting BAME groups.	Improved recruitment figures for the BAME Groups.	AP	Also being monitored as part of the WRES work	G
2. Review attitudes towards the uptake and promotion of training for the over 50s (survey/working party/sub-group).	Improved number of over 50s taking up training.	JM/SA/EMc/AS	Work will be ongoing to ensure any new starters are included in this work. All staff irrespective of age should have an annual appraisal resulting in a PDP	G
3. Develop system/communications to encourage staff to disclose information on all protected characteristics, especially on disability/Religion or Belief/gender reassignment and sexual orientation.	Improved reporting figures over subsequent annual reports. ESR self-serve may assist with disclosing personal data.	TD/HR Teams	Ongoing - Disability monitored as part of the WDES. Ethnicity monitored as	G

			part of the WRES	
4. Investigate characteristics with high chance of being involved in HR cases. Then review cases to identify if any processes are creating barriers in relation to any of the protected characteristics.	Reduction in cases connected to all protected characteristics Once barriers identified take relevant action to address any issue by eliminating or reducing any barrier.	HR Teams	Ongoing - Ethnicity also monitored as part of the WRES. Disability also monitored as part of the WDES	G
5. Monitor figures around promotions for single, BAME and LGBTQ+ staff to ensure fair practices are in place.	Promotion figures will show an increase in the number of promotions across these groups.	HR Teams	Also being monitored as part of the WRES	G
6. Improve data collection for reporting on information relating to pregnancy and maternity regarding: HR Procedures/ recruitment and training.	Improved data collection for subsequent annual reports. Suggestion: to survey people upon return to work about their experiences during pregnancy re access to training/recruitment/promotion-also include those on adoption leave.	AP/OLM/ESR/HR Teams	Ongoing	G
7. Develop robust data collection regarding all protected characteristics in relation to leavers/appraisals.	Improved data collection for subsequent annual reports.	OLM/ESR/SA	Leavers included in the report	G

Any survey organised can include relevant questions covering all the protected characteristics to save time and prevent overload of questionnaires to staff. Alternative approaches might be to set up a working party or sub group to look into some of the above issues and/or actions to determine the best way forward to investigate some of the areas

The Equality and Diversity Lead will oversee/co-ordinate the work between teams to complete this action plan.

AP - Andrea Padgeon

JM - Jane Meek

SA - Sharon Adams

SL – Samantha Landon

EMc/AS – Ellie McManus/Andrew Stone