

Equality Diversity and Inclusion Implementation Committee

18 June 2020

Equality and Diversity Monitoring Report 1 October 2019 to 31 March 2020

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Contact Details:	57375	
Date of Report:	June 2020	
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 second and final report for the financial year 1st April 2019 to 31st March 2020 covering the period 1st October 2019 to 31 March 2020.

Current position

The data has changed 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 October 2019 – 31 March 2020

Background

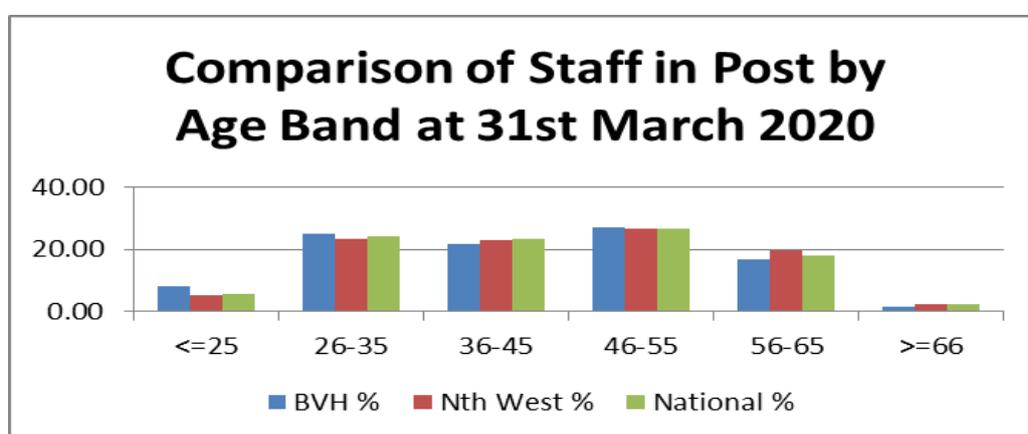
Equality and Diversity (E&D) is an important part of the Trust’s overall work to improve service provision and employment environments. This report looks at the Trust’s employment activities for October 2019 to March 2020 by protected characteristics, which are: Age, Disability, Gender Reassignment, 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 2020 is compared to that for the NW NHS and for England NHS where available - (data obtained Health and Social Care Information Centre March 2020).

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%	7.93	24.98	21.77	27.06	16.81	1.44
NW %	5.08	23.19	23.25	26.56	19.65	2.36
National %	5.55	24.27	23.40	26.59	18.06	2.13

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 (7.93%), 26-35 (24.98%) and the 46-55 age range (27.06%), compared to the national average (5.55%, 24.27% and 27.06% 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.

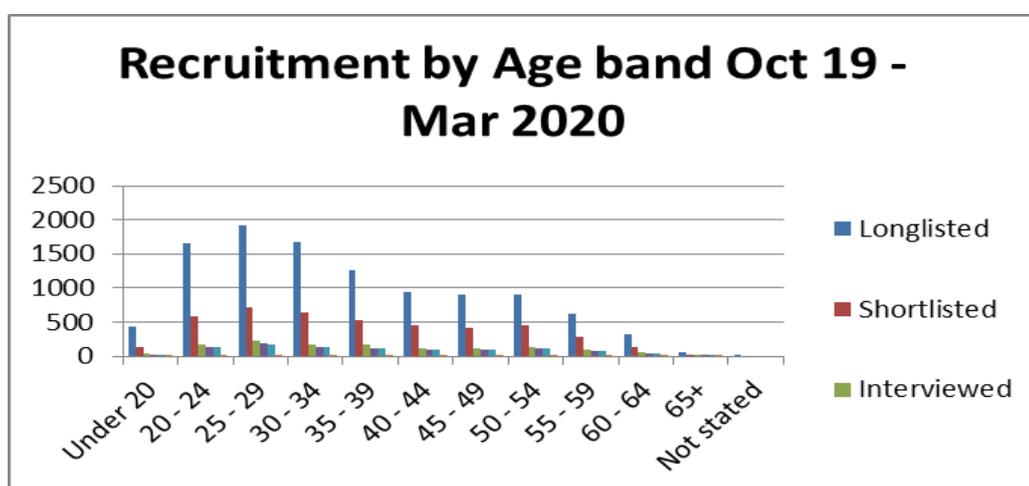
The Trust will continue to take steps to identify new ways or promote existing methods of encouraging people to consider a career within the Trust.

Age and HR Procedures

Age Band	Disciplinarys	Grievance	Bullying & Harrassment	Managing Performance	Comparison	
					% Staff in Post	% HR Policy
<=25	2	0	0	0	7.93	3.13
26-35	7	1	4	2	24.98	21.88
36-45	6	1	1	0	21.77	12.50
46-55	12	4	4	1	27.06	32.81
56-65	8	2	6	1	16.81	26.56
>=66	0	1	1	0	1.44	3.13

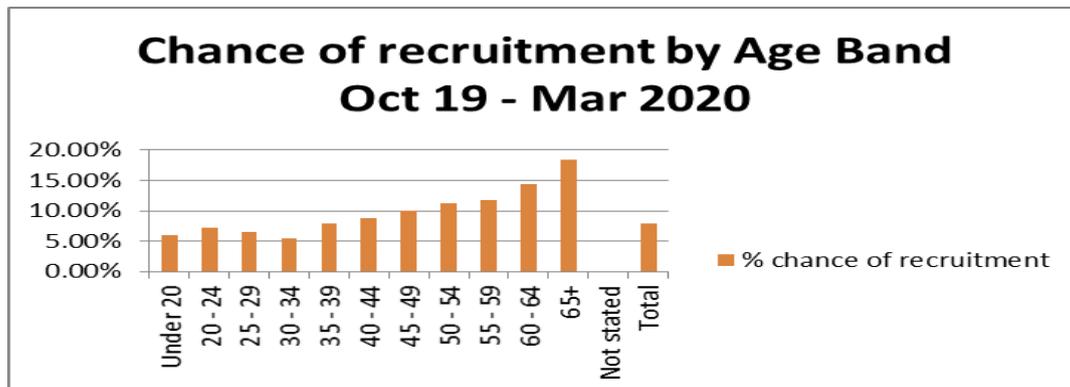
The above data suggests a change in the number of HR cases across most age groups. However, despite a decrease in cases for the 46-55 (21) age group this group saw the highest number of HR cases recorded. In contrast there has been decrease in the number of grievances down from 35 to 9 across all age groups. Overall there has been a further decrease in the number of cases from 73 to 64 since the last report. Given the Trust has a workforce of over 6700 staff the overall figure still remains relatively low.

Age and Recruitment

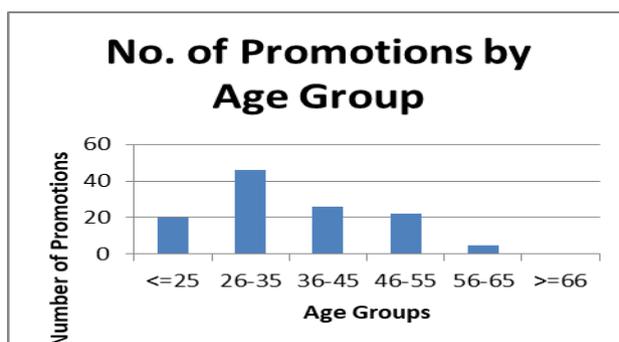


Age	Longlisted	Shortlisted	Interviewed	Offered	Started	% chance of recruitment
Under 20	439	143	33	29	29	6.02%
20 - 24	1662	592	169	136	135	7.21%
25 - 29	1914	726	231	184	182	6.56%
30 - 34	1666	639	181	132	129	5.48%
35 - 39	1259	533	168	125	122	7.86%
40 - 44	934	452	123	98	95	8.80%
45 - 49	902	411	110	100	99	10.03%
50 - 54	903	446	136	114	110	11.17%
55 - 59	623	292	92	79	79	11.81%
60 - 64	316	137	51	47	47	14.37%
65+	58	29	11	11	11	18.33%
Not stated	1	0	0	0	0	0.00%
Total	10677	4400	1305	1055	1038	7.89%

The possibility of recruitment has increased for all of the eleven age groups. This is most evident in the 50+ (22.98%) and 60& (32.7%) age groups with a slight increases for the remaining 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.



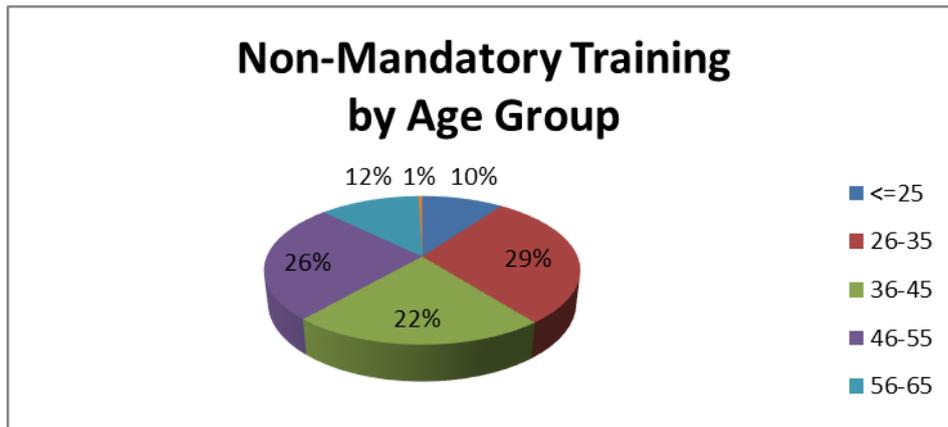
Age and Promotion



Age band	Promotions	Staff in Post
<=25	16.81%	7.93%
26-35	38.66%	24.98%
36-45	21.85%	21.77%
46-55	18.49%	27.06%
56-65	4.20%	16.81%
>=66	0.00%	1.44%

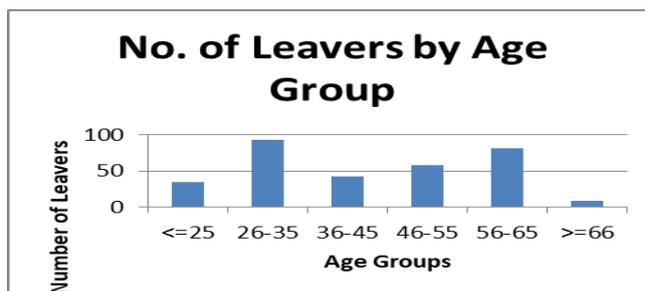
The percentages of promotions per age group have remained broadly similar to the previous report with slight decreases for two of six age groups (<25; 26-35). The 26-35 age group has the highest percentage of promotions. Data continues to show large variances from the percentages of staff in post at 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.

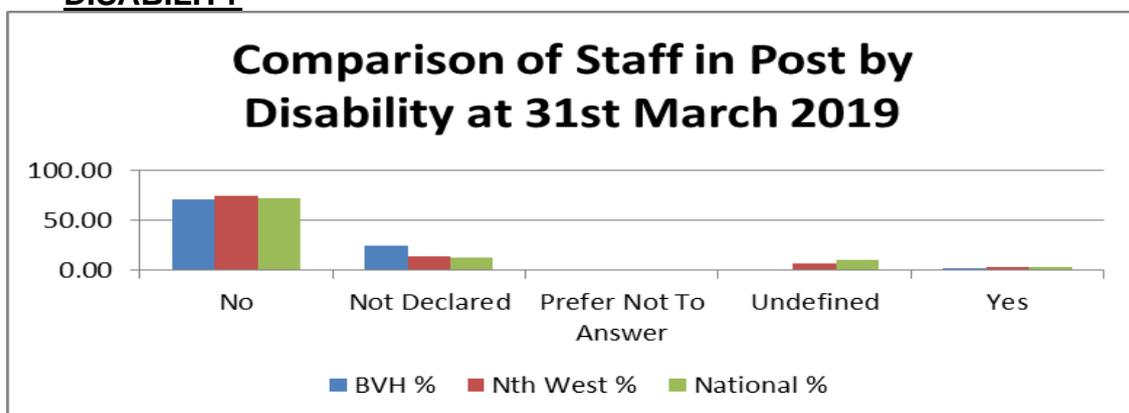
Leavers



Age band	Leavers	Staff in Post
<=25	10.66%	7.93%
26-35	29.47%	24.98%
36-45	13.48%	21.77%
46-55	18.18%	27.06%
56-65	25.71%	16.81%
>=66	2.51%	1.44%

The table above identifies the age groups 26-35 as having the highest numbers of leavers which is down 9.64% from the last report. The 56-65 age group shows the second largest reduction in the number of leavers of 25.71%. The latter group 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 %	70.78	24.62	1.22	0.63	2.76
Nth West %	74.98	14.55	0.00	6.66	3.81
National %	72.77	12.69	0.00	11.09	3.44

The percentage of staff who disclosed a disability or long term health condition has increased slightly from 2.67% in the last report, to 2.76%. The ‘not declared’ figure remains just under double the national figure at 24.62%. 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	Disciplinarys	Grievance	Bullying & Harrassment	Managing Performance	Comparison	
					% Staff in Post	% HR Procedure
Yes	1	1	0	0	2.76	3.13
No	19	6	8	2	70.78	54.69
Not Declared	15	2	8	2	24.62	42.19
Unknown	0	0	0	0	1.85	0.00

The highest numbers of HR cases are recorded in the ‘no’ section with a total of 35 cases out of 64, which is a decrease of 15 since the last report. There are 29 cases across the remaining groups, which is an increase of 7 since the last report. There has been a increase in the number of cases in the ‘not declared’ group and this could skew the overall figures and will require a review. Given the Trust have over 6900 employees the overall figure remains low.

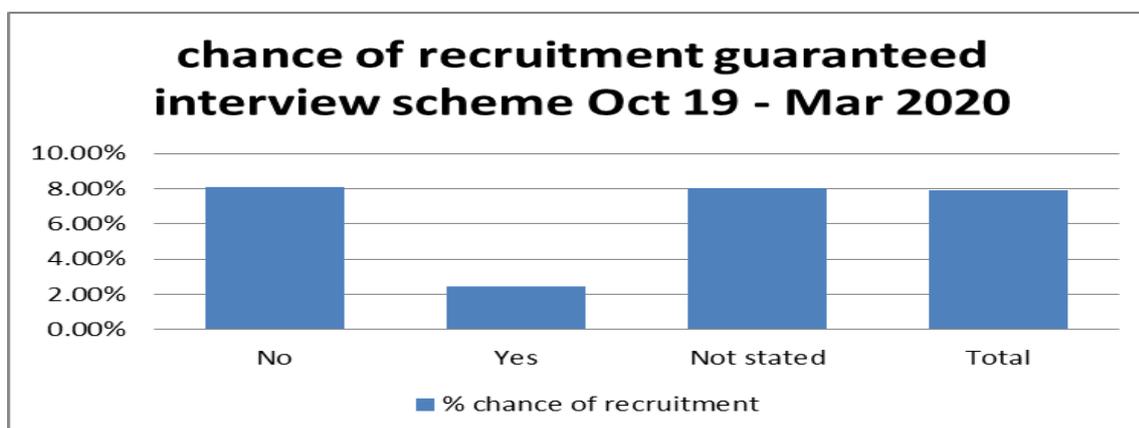
Disability and Recruitment



Disability	Longlisted	Shortlisted	Interviewed	Offered	Started	% chance of recruitment
I do not w	147	68	12	7	7	4.46%
No	9748	3899	1068	876	861	7.08%
Yes	583	236	29	25	24	3.75%
Not stated	199	197	196	147	146	73.37%
Total	10677	4400	1305	1055	1038	7.89%



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 (73.37%) 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 group (from 3.84% to 2.84%). Further investigation might highlight any problems to recruiting people with a disability.

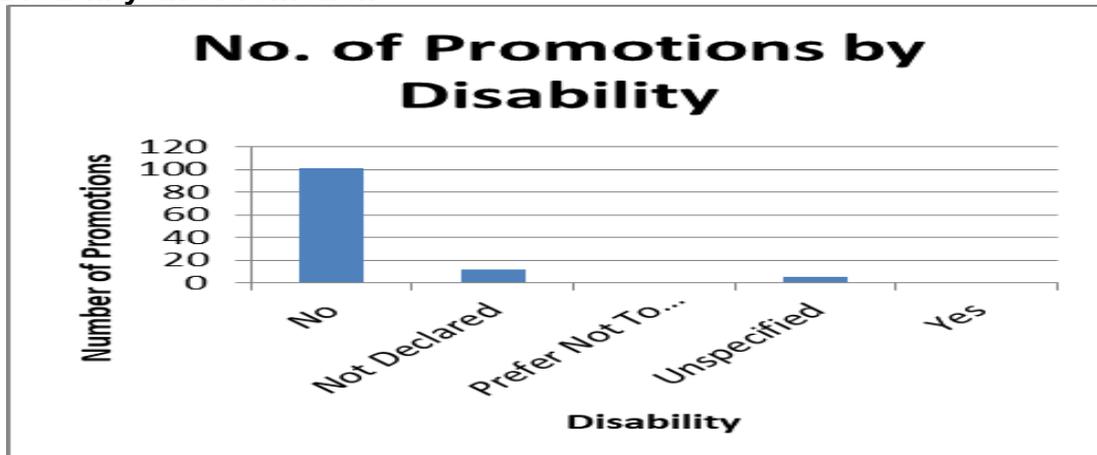


Guaranteed interview scheme	Longlisted	Shortlisted	Interviewed	Offered	Started	% chance of recruitment
No	7775	3114	868	723	709	8.07%
Yes	371	142	13	10	10	2.48%
Not stated	2531	1144	424	322	319	8.05%
Total	10677	4400	1305	1055	1038	7.89%

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.

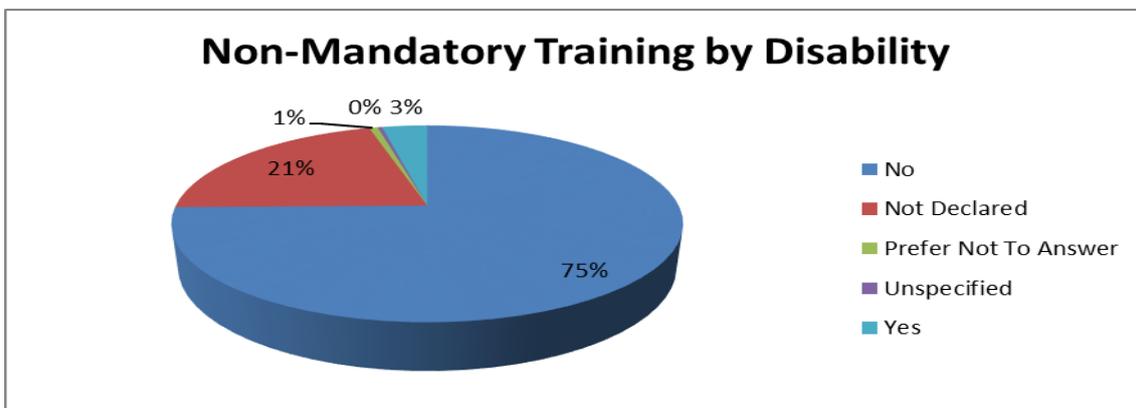
Disability and Promotion



Disability	Promotions	Staff in Post
No	84.87%	70.78%
Not Declared	10.08%	24.62%
Prefer Not To Answer	0.84%	1.22%
Unspecified	4.20%	0.63%
Yes	0.00%	2.76%

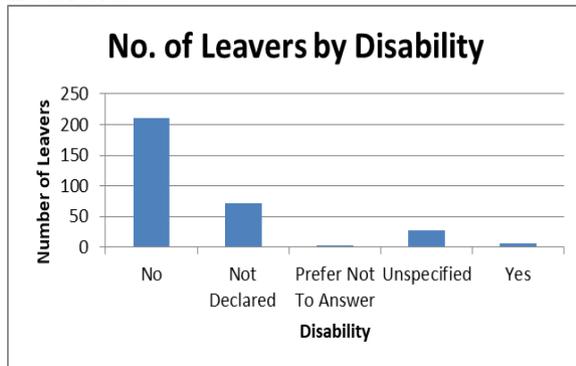
According to the data 0% of staff declaring a disability have been promoted which remains the same as the last report, with an increase 81.82% to 84.87% (3.17%) for those with 'no' disability. However, there might also be some staff in the 'not declared', 'prefer not to say' and 'unspecified' groups 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

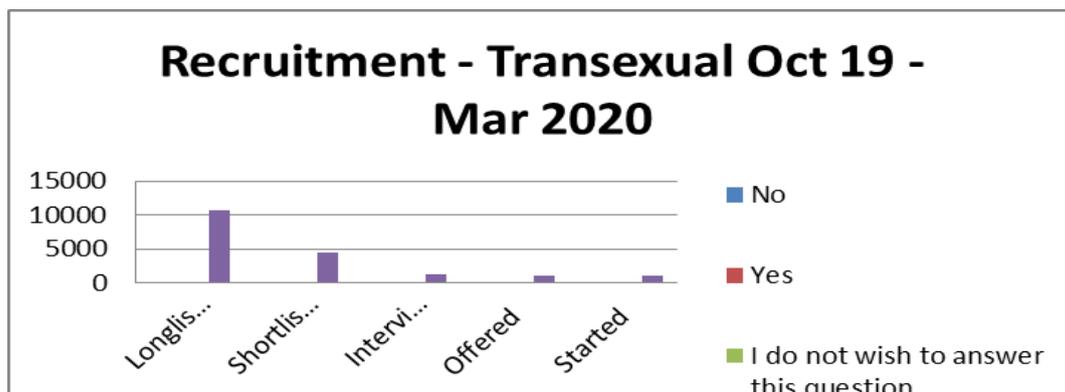


Disability	Leavers	Staff in Post
No	65.83%	70.78%
Not Declared	22.26%	24.62%
Prefer Not To	0.94%	1.22%
Unspecified	8.78%	0.63%
Yes	2.19%	2.76%

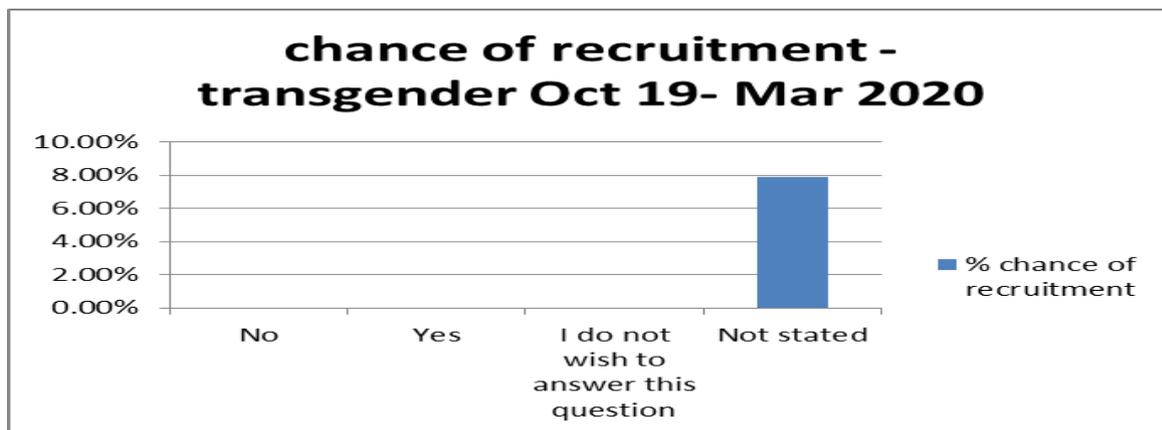
The table above identifies the 'no' (65.83%) or 'unspecified' (22.26%) groups as having the highest combined number of leavers. The latter group shows an increase of 18.9% to 65.83% since the last report. The 22.26%, 0.94% and 8.78% for 'not declared', 'prefer not to say' and 'unspecified' may skew the 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.



Transgend	Longlisted	Shortlisted	Interviewe	Offered	Started	% chance c
No	8	4	1	0	0	0.00%
Yes	0	0	0	0	0	0.00%
I do not wi	0	0	0	0	0	0.00%
Not stated	10669	4396	1304	1055	1038	7.90%
Total	10677	4400	1305	1055	1038	7.89%



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.

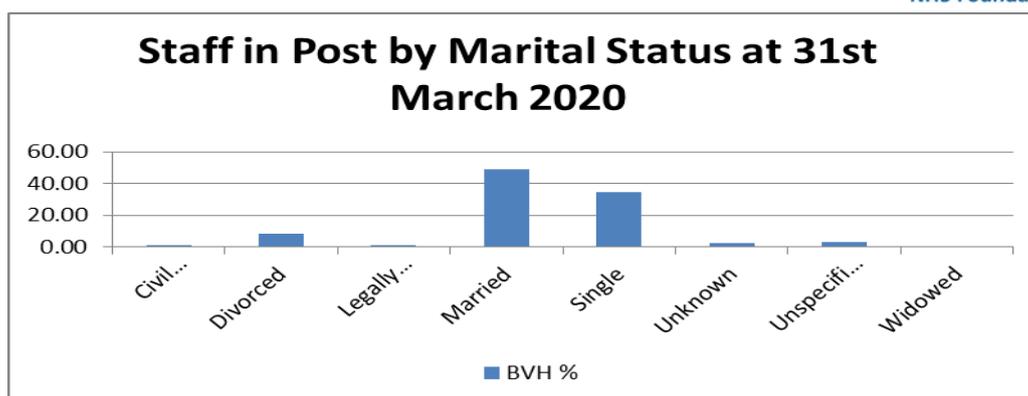
Leavers

There is no data on the number of leavers who identify as Trans gender across the Trust.

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 %	1.32	8.14	1.26	48.89	34.26	2.60	2.80	0.73

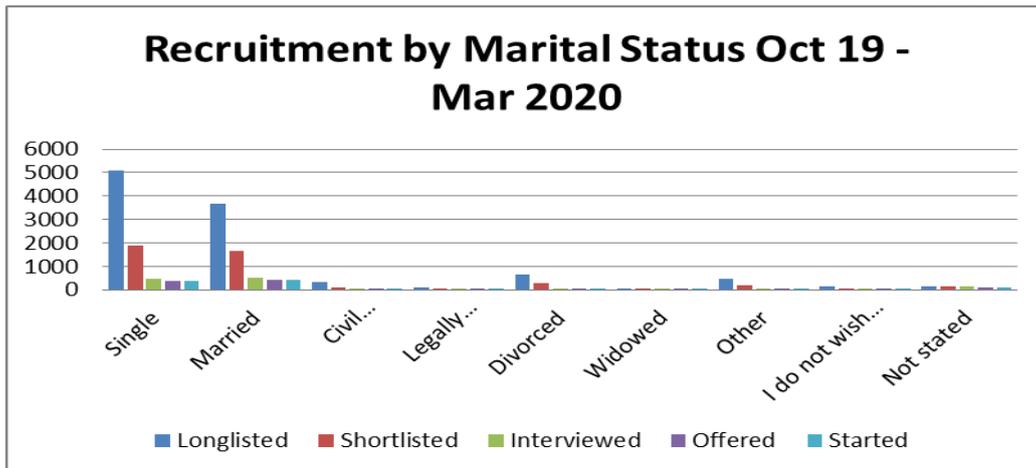
The majority of staff declare themselves as being married with the second largest group recorded being single, with very slight variation across the remaining groups since the last report. There remains very little change for this characteristic since reporting commenced. A data cleansing exercise may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

Marriage and Civil Partnership and HR Procedures

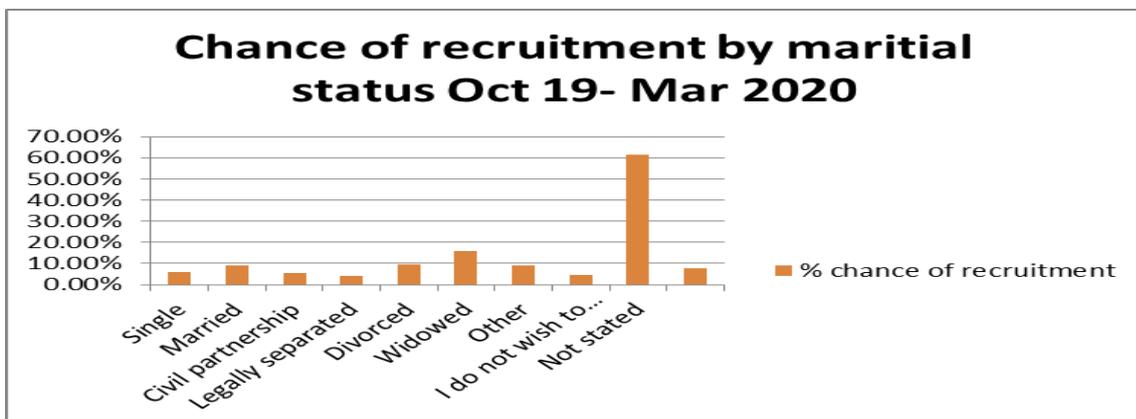
Marital Status	Disciplinaries	Grievance	Bullying & Harrassment	Managing Performance	Comparison	
					% Staff in Post	% HR Procedure
Married	18	6	8	1	48.89	51.56
Civil Partnership	0	0	0	0	1.32	0.00
Single	11	3	6	3	34.26	35.94
Divorced	1	0	2	0	8.14	4.69
Widowed	3	0	0	0	0.73	4.69
Legally Separated	0	0	0	0	1.26	0.00
Unknown	2	0	0	0	2.60	3.13
Unspecified	0	0	0	0	2.80	0.00

The number of married staff involved with HR procedures has increased from 26 to 33 since the last report, with the single group figure also increasing from 22 to 23, leaving 26 cases across the remaining groups. Cases involving divorced staff has decreased by 15. 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

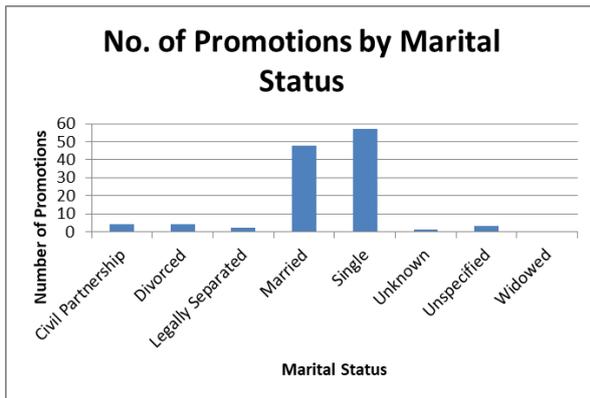


Marital Status	Longlisted	Shortlisted	Interviewed	Offered	Started	% chance of recruitment
Single	5110	1910	484	379	374	5.81%
Married	3651	1650	503	432	423	9.17%
Civil partnership	325	108	28	22	20	5.45%
Legally separated	122	43	8	6	6	4.14%
Divorced	630	289	76	65	65	9.63%
Widowed	65	23	11	11	11	15.71%
Other	488	189	52	48	48	9.20%
I do not wish to state	151	56	12	8	8	4.42%
Not stated	135	132	131	84	83	61.48%
Total	10677	4400	1305	1055	1038	7.89%



The data indicates that people 'not stating' their marital status still have the highest chance of recruitment than other groups since the last report with an increase from 31.40% to 61.48%. The groups with second and third highest chances of recruitment are 'widowed' at 15.71% and 'other' at 9.20%. 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.

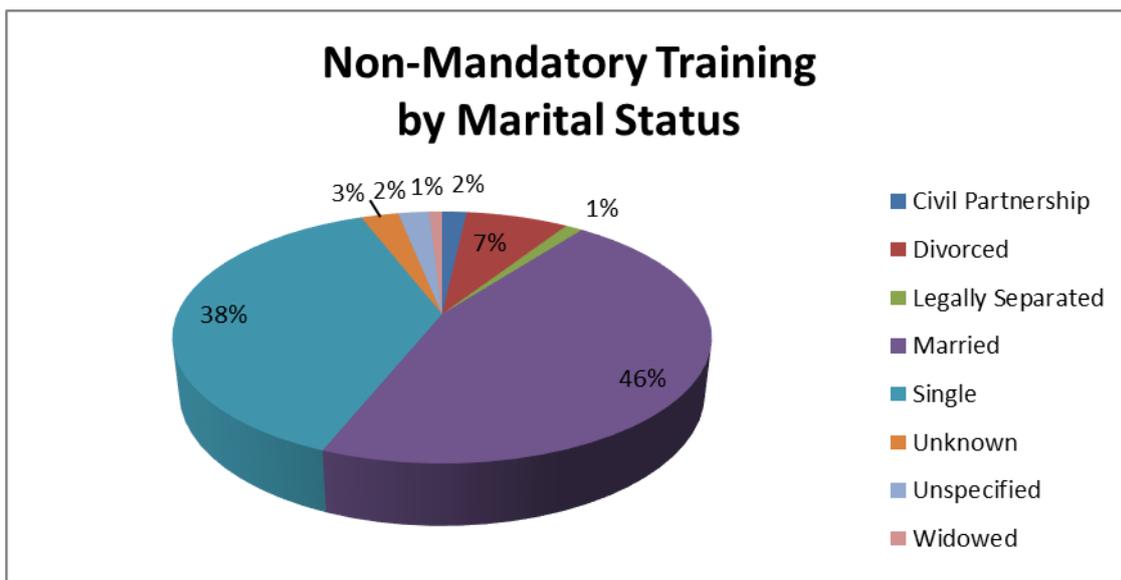
Marriage and Civil Partnership and Promotion



Marital Status	Promotions	Staff in Post
Civil Partn	3.36%	1.32%
Divorced	3.36%	8.14%
Legally Se	1.68%	1.26%
Married	40.34%	48.89%
Single	47.90%	34.26%
Unknown	0.84%	2.60%
Unspecifie	2.52%	2.80%
Widowed	0.00%	0.73%

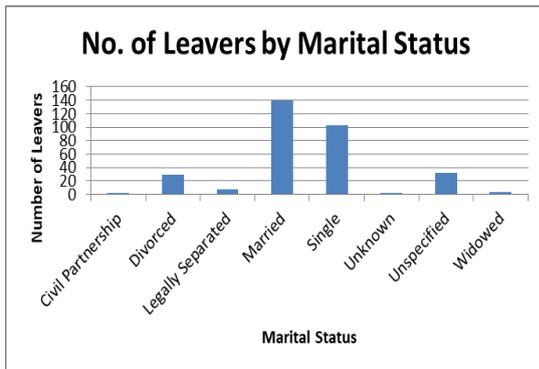
The largest percentage of promotions can be seen in the 'single' group at 47.90% with a slight decrease of 4.63% since the last report. The next largest group is the 'married' group, which shows an increase of 7.01% from 33.33% to 40.34%. This metric will continue to be monitored to ensure no discrimination 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 remains the same as the last report 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	0.63%	1.32%
Divorced	9.40%	8.14%
Legally Separa	2.19%	1.26%
Married	43.57%	48.89%
Single	32.29%	34.26%
Unknown	0.63%	2.60%
Unspecified	10.03%	2.80%
Widowed	1.25%	0.73%

The table above identifies staff in the married group as having the highest number of leavers despite an increase from 38.83% to 43.57% since the last report, with those who are single the next largest group. The 'unspecified' group shows an decrease from 28.21% to 10.03% which is likely to assist clarify 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

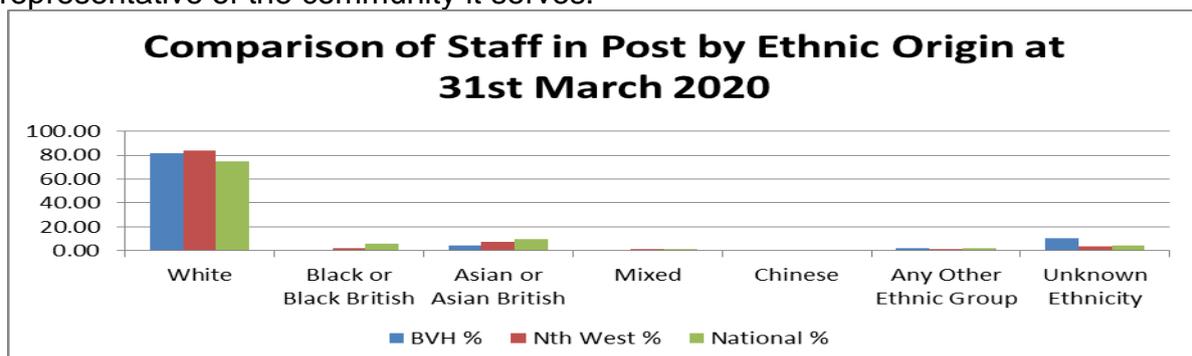
31st March 2020	Total Number
Maternity Leave	160

The figure has increased by 10 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 81.43%, with a total of 8.35% from all other ethnic origin groups. With 10.23% 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 0.88% in the number of staff not declaring their ethnicity and the Trust remains above the national figure (4.70%).

The local demographics for the Fylde Coast were 96.7% white with 3.3% 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 %	81.43	0.67	4.34	0.80	0.27	2.27	10.23
Nth West %	83.53	2.37	7.24	1.29	0.40	1.13	4.04
National %	74.95	5.94	9.83	1.71	0.54	2.32	4.70

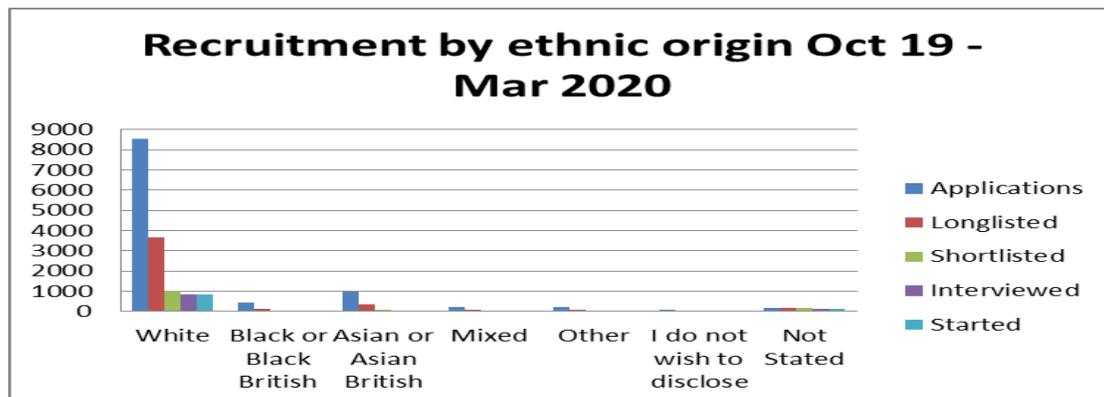
The table above shows marginal increases and decreases across all ethnicities in relation to staff in post, with White staff down by 1.69%.

Ethnic Origin and HR Procedures

Ethnic Origin	Disciplinarys	Grievance	Bullying & Harrassment	Managing Performance	Comparison	
					% Staff in Post	% HR Procedure
White	27	9	15	2	81.43	82.81
Black / Black British	0	0	0	0	0.67	0.00
Asian / Asian British	3	0	1	1	4.34	7.81
Mixed	0	0	0	0	0.80	0.00
Chinese	0	0	0	0	0.27	0.00
Any Other group	1	0	0	0	2.27	1.56
Unknown Ethnicity	4	0	0	1	10.23	7.81

The above data indicates that compared to the staff in post, white staff (53) are more likely to be involved in HR procedures compared to other ethnic groups (11), although details for the 'unknown' group would need to be clarified to obtain a more reliable conclusion.

Ethnic Origin and Recruitment

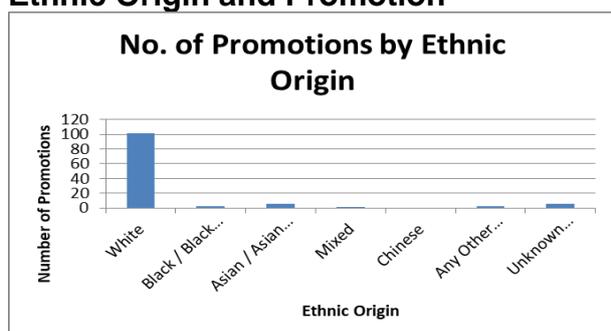




The data below shows that of those applicants declaring their ethnic origin as 'unspecified' they are more likely to be recruited despite an increase from 36.26% to 68.35% since the last report. Include the 'do not wish to disclose' and the total is 73% which will skew the figures in the remaining groups. A data cleansing exercise might help to ensure more accurate reporting across ethnic groups thereby reducing the figure in the 'unspecified' group.

	Application	Longlisted	Shortlisted	Interview	Started	% chance c
White	8550	3646	1014	856	843	9.86%
Black or Bl	455	106	18	12	11	2.42%
Asian or As	985	332	79	53	51	5.18%
Mixed	221	72	15	10	10	4.52%
Other	222	63	17	11	11	4.95%
I do not wi	86	25	6	4	4	4.65%
Not Stated	158	156	156	109	108	68.35%

Ethnic Origin and Promotion



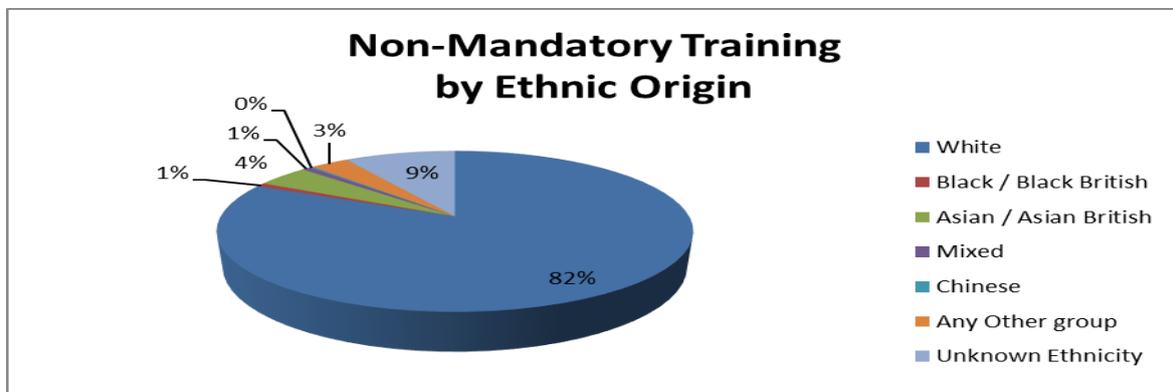
Ethnic Origin	Promotions	Staff in Post
White	84.87%	81.43%
Black / Bla	1.68%	0.67%
Asian / Asi	5.04%	4.34%
Mixed	0.84%	0.80%
Chinese	0.00%	0.27%
Any Other	2.52%	2.27%
Unknown	5.04%	10.23%

The above data shows a slight decrease of 2% in promotions for white staff but are broadly in line with the percentages of staff in post. There has also been an increase from 0.0% to 1.68% in promotions for Black/Black British and 1.84% for Mixed origin since the previous report. Even with an increase to 5.04% from 4.04% in the 'unknown' category this will lead to a slight skewing 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.

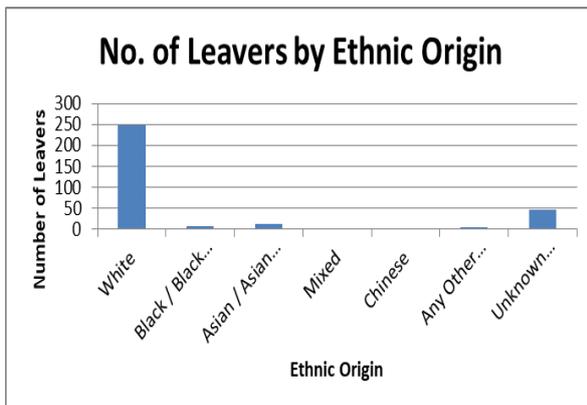
The Workforce Race Equality Standard (WRES) introduced by NHS Employers on 1st April 2015, assists the Trust in monitoring its work on reducing inequalities for BAME staff. As part of this work the Trust is holding 'Big Conversation' sessions for BAME staff to voice concerns, ask questions etc.

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.



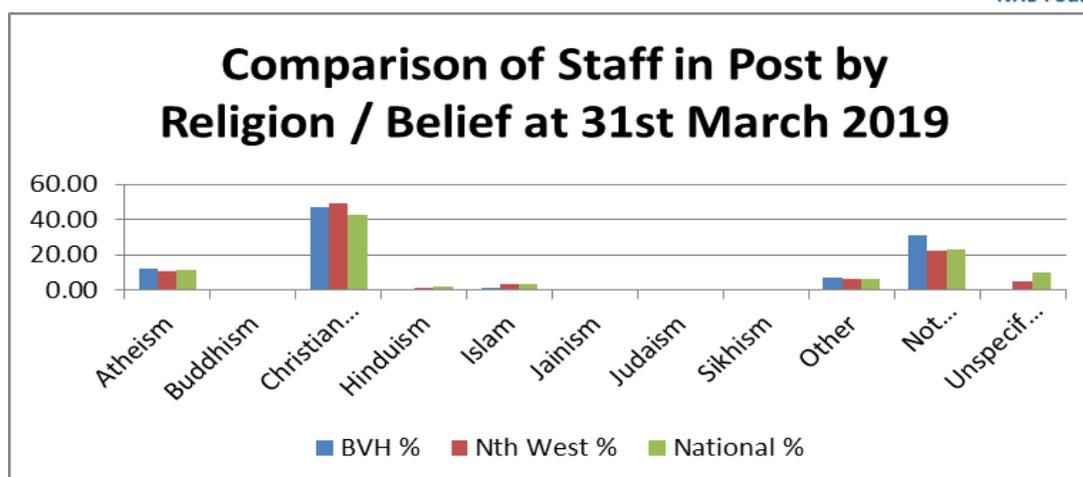
Leavers



Ethnic Origin	Leavers	Staff in Post
White	77.43%	81.43%
Black / Black B	1.88%	0.67%
Asian / Asian B	4.08%	4.34%
Mixed	0.63%	0.80%
Chinese	0.00%	0.27%
Any Other gro	1.25%	2.27%
Unknown Ethr	14.73%	10.23%

The table above identifies the largest group of leavers by ethnicity as White 77.43%, with the next largest group having their ethnicity recorded as 'unknown' 14.73% a decrease of 16.83% since the last report.

7. RELIGION OR BELIEF



	Atheism	Buddhism	Christianity	Hinduism	Islam	Jainism	Judaism	Sikhism	Other	Not Disclosed	Unspecified
BVH %	11.84	0.36	46.63	0.64	1.39	0.03	0.04	0.07	6.97	31.35	0.69
Nth West %	10.96	0.37	49.47	1.28	3.60	0.01	0.13	0.11	6.23	22.65	5.19
National %	11.56	0.57	42.73	2.05	3.32	0.05	0.19	0.57	6.50	22.79	9.67

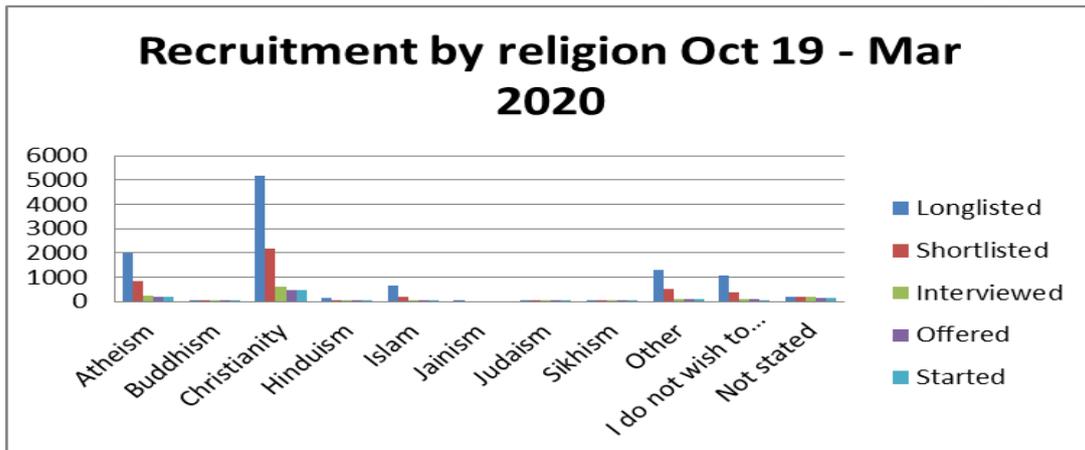
The above data shows there is a broad mix of religions and beliefs in the Trust with Christianity the most highly recorded as in previous reports. The large number of staff 'not disclosing' and 'unspecified' (32.04%) their religion or belief will continue to create inaccuracies of the data in other groups. 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	14	6	9	2	46.63	48.44
Atheism	6	0	0	1	11.84	10.94
Buddhism	0	0	0	0	0.36	0.00
Islam	0	0	0	0	1.39	0.00
Other	4	1	1	1	7.75	10.94
Unknown/Not Disclose	11	2	6	0	32.03	29.69

The table above shows there is a decrease of 11 to 31 for Christian staff going through HR procedures compared to 33 across the remaining groups, but this is broadly in line with the staff in post percentages. Despite a reduction of 5 the next highest group relates to those who have 'not disclosed'/'unknown' (19), which could lead to inaccuracies of data in other groups.

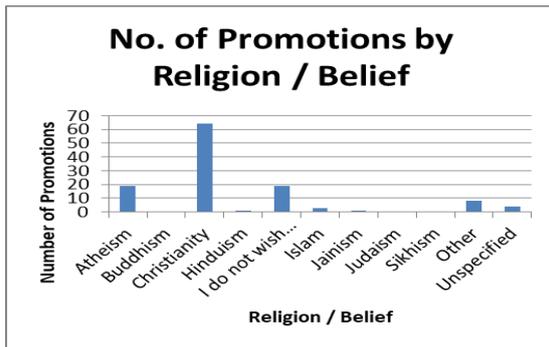
Religion or Belief and Recruitment



Religion	Longlisted	Shortlisted	Interviewed	Offered	Started	% chance of recruitment
Atheism	1988	855	236	196	193	9.01%
Buddhism	67	21	7	3	3	2.63%
Christianity	5171	2179	599	495	486	7.68%
Hinduism	168	51	19	10	10	2.86%
Islam	671	185	29	18	18	1.38%
Jainism	3	0	0	0	0	0.00%
Judaism	13	3	1	1	1	6.25%
Sikhism	20	4	1	1	1	4.55%
Other	1324	505	113	100	97	6.67%
I do not wish to...	1054	401	104	84	83	6.85%
Not stated	198	196	196	147	146	73.74%
Total	10677	4400	1305	1055	1038	7.89%

Applicants who did 'not state' a religion or belief still have the highest chance of being recruited which despite an increase from 40.49% to 73.74%. The chances of recruitment increased from 0% to 4.55% for Sikhs. The quality of monitoring data will be affected by those choosing to 'not disclose' or 'not state' their beliefs.

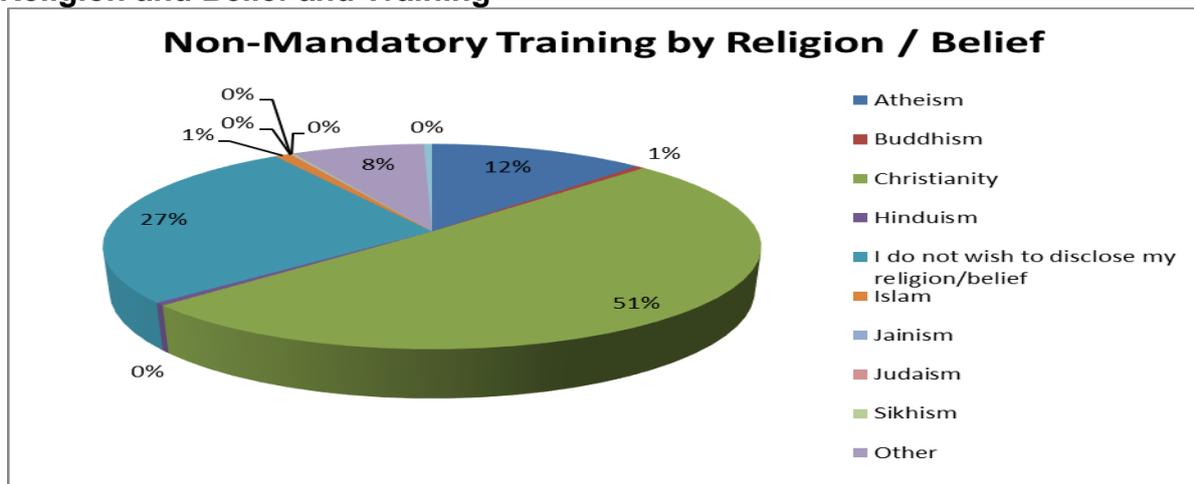
Religion and Belief and Promotion



Religious Belief	Promotions	Staff in Post
Atheism	15.97%	11.84%
Buddhism	0.00%	0.36%
Christianity	53.78%	46.63%
Hinduism	0.84%	0.64%
I do not wish to disclose	15.97%	31.35%
Islam	2.52%	1.39%
Jainism	0.84%	0.03%
Judaism	0.00%	0.04%
Sikhism	0.00%	0.07%
Other	6.72%	6.97%
Unspecified	3.36%	0.69%

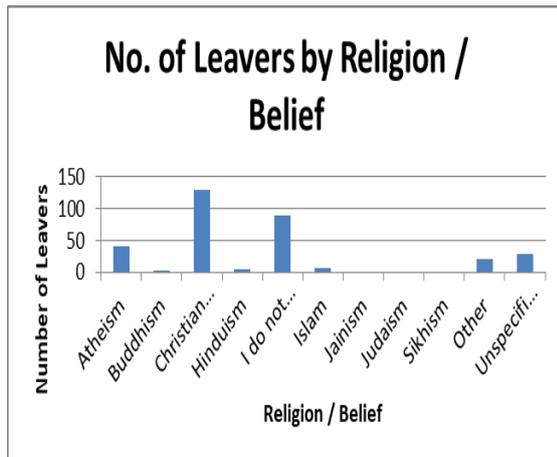
The most prominent groups recorded for promotion remains Christians (53.78%), Atheists (15.97%) and 'do not wish to disclose' (3.36%); although the 'do not wish to disclose' and 'unspecified' groups will impact on the overall data quality. This metric requires monitoring to ensure there are no barriers 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.

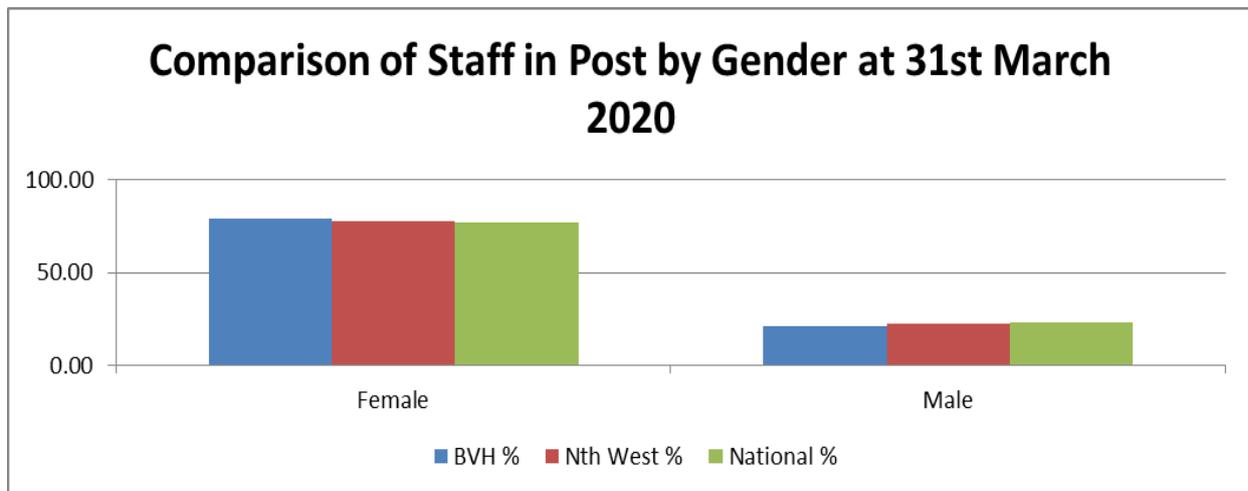
Leavers



Religious Belief	Leavers	Staff in Post
Atheism	12.54%	11.84%
Buddhism	0.31%	0.36%
Christianity	40.44%	46.63%
Hinduism	1.25%	0.64%
I do not wish to declare	28.21%	31.35%
Islam	1.88%	1.39%
Jainism	0.00%	0.03%
Judaism	0.00%	0.04%
Sikhism	0.00%	0.07%
Other	6.58%	6.97%
Unspecified	8.78%	0.69%

The table above identifies the highest numbers of leavers as being from the Christian faith group (40.44%) and the second largest group being the 'I do not wish to declare' group (28.21%), The data recorded in 'do not wish to disclose' and 'unspecified' groups will impact on the overall data quality.

8. GENDER



	Female	Male
BVH %	79.05	20.95
Nth West %	77.77	22.23
National %	76.91	23.09

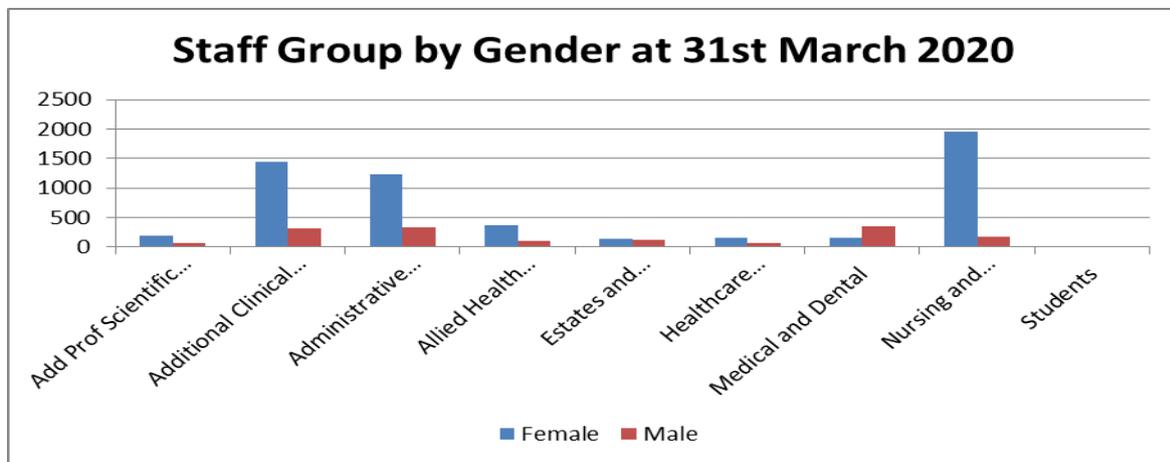
There has been a small increase since the last report, in the number of male employees (0.44%) in post but remains below the national average. However, the Trust remains above average for the number of females it employs across the North West and nationally. The division between male and female employees across the Trust is broadly representative of the NHS nationally.

Gender and HR Procedures

Gender	Disciplinarys	Grievance	Bullying & Harrassment	Managing Performance	Comparison	
					% Staff in Post	% HR Procedure
Female	29	8	11	3	79.05	79.69
Male	6	1	5	1	20.95	20.31

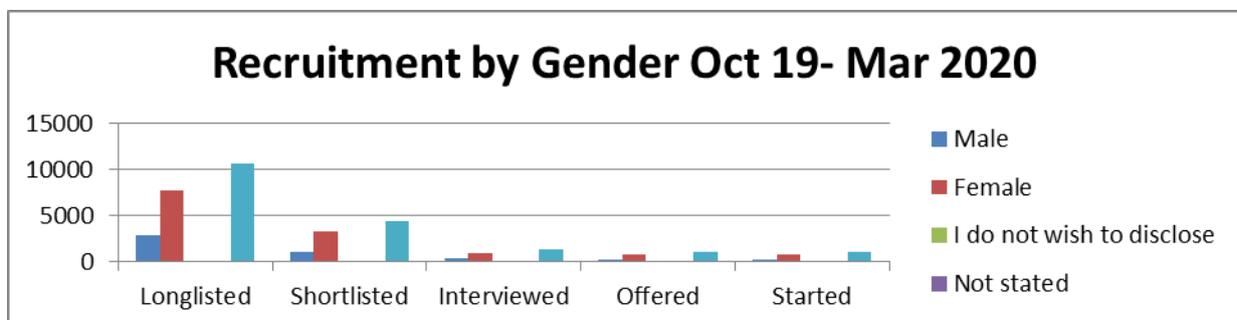
Female employees (51) are twice as likely to be involved in all HR procedures compared with the staff in post percentages than males (13); this requires monitoring to see if there any particular female staff group is more prevalent than others in this category.

The percentage for male employees involved in HR Procedures has further decreased from 26.03% (19) in the last report to 20.31% (13).



The largest numbers of females are employed in the Nursing and Midwifery group with the second and third largest number of females 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.

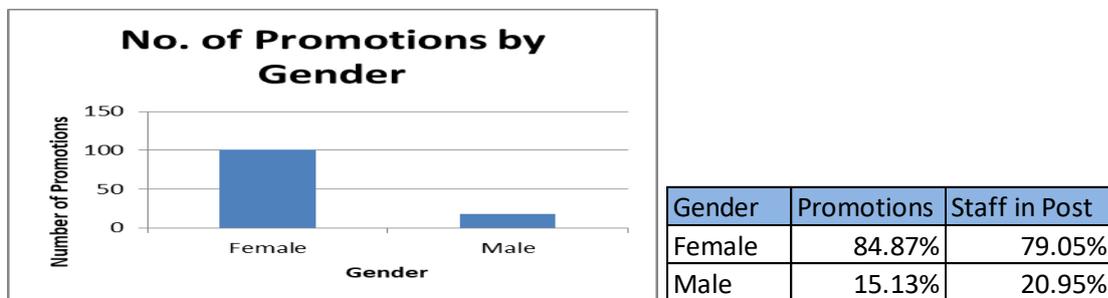
Gender and Recruitment



	Longlisted	Shortlisted	Interviewed	Offered	Started	% chance of
Male	2957	1065	332	251	248	5.76%
Female	7701	3328	969	802	788	8.93%
I do not wish to disclose	19	7	4	2	2	9.09%
Not stated	0	0	0	0	0	#DIV/0!
Total	10677	4400	1305	1055	1038	7.89%

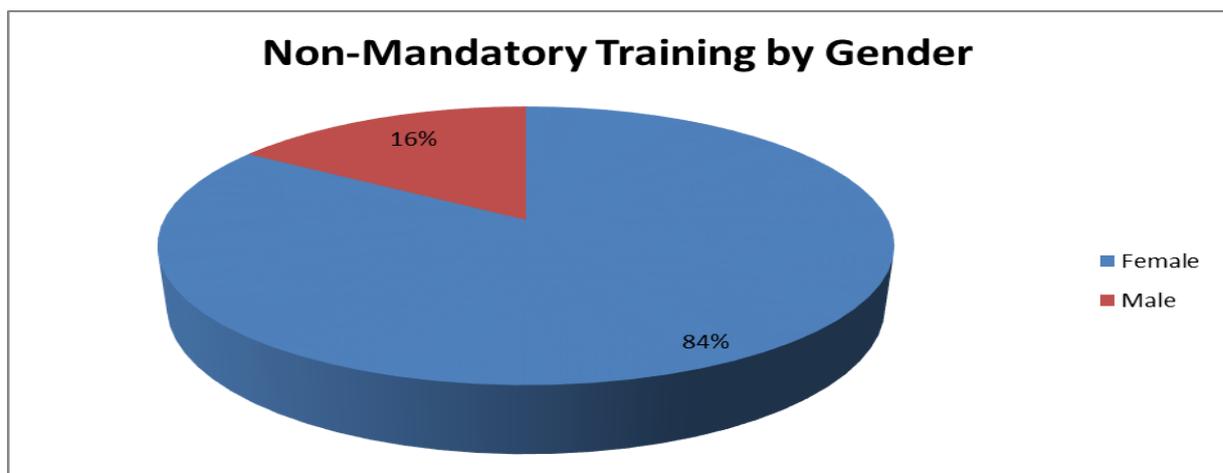
The breakdown of overall numbers for the recruitment of staff is to be expected given that the Trust and NHS nationally both have predominantly female workforces. The percentage for recruitment remains in favour of female applicants, despite a further decrease, from 4.60% to 4.33% since the last report. The chance of males being recruited increased further from 2.89% to 5.76%. The quality of the monitoring data will be affected by the data of 9.09% in the 'not to disclose' group.

Gender and promotion



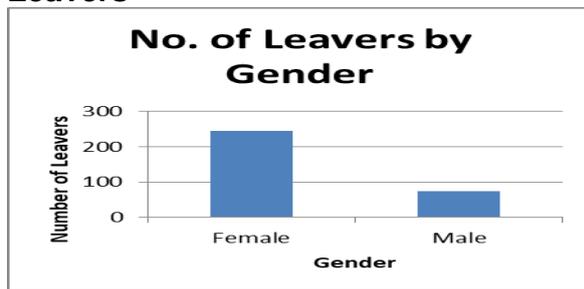
The data shows promotion for males has decreased from 25.25% in the last report to 15.13%, but remains broadly reflective of the overall numbers of staff the Trust employs. There does not appear to be any barriers for promotion in relation to gender given that 20.95% of employees are male.

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

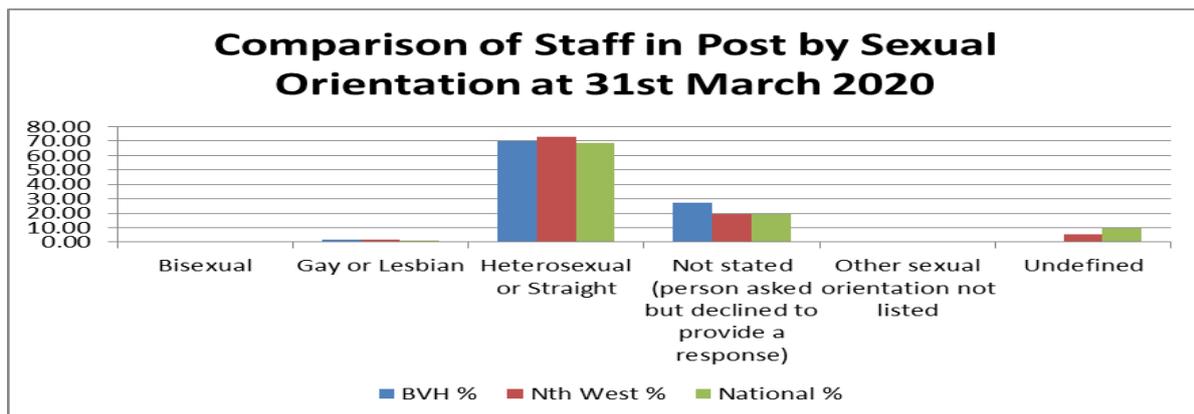


Gender	Leavers	Staff in Post
Female	76.80%	79.05%
Male	23.20%	20.95%

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 %	0.41	1.65	69.76	27.39	0.03	0.77
Nth West %	0.56	1.72	73.23	19.32	0.02	5.16
National %	0.66	1.46	68.66	19.45	0.03	9.73

The data shows no change in that 28.16% of employees chose 'not stated' or put 'undefined'. This is below the national average of 29.18%, but will still affect the data quality in the other groups. A further communication will be 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.

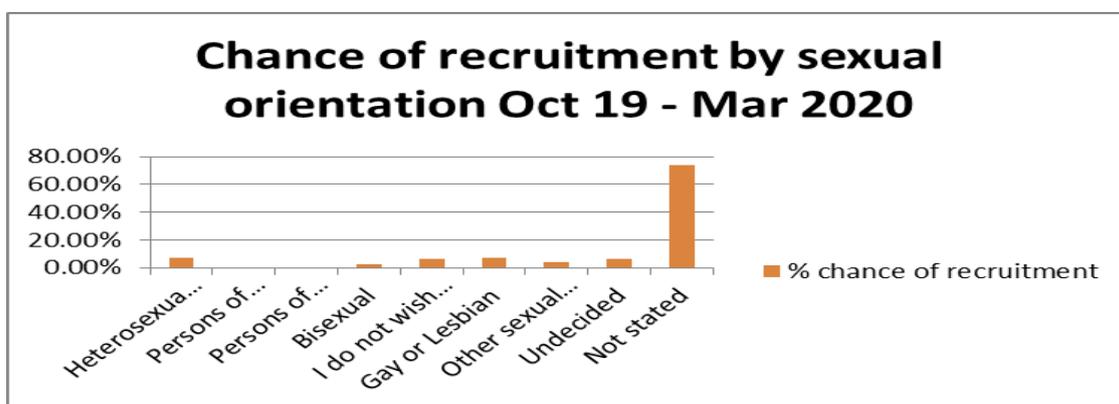
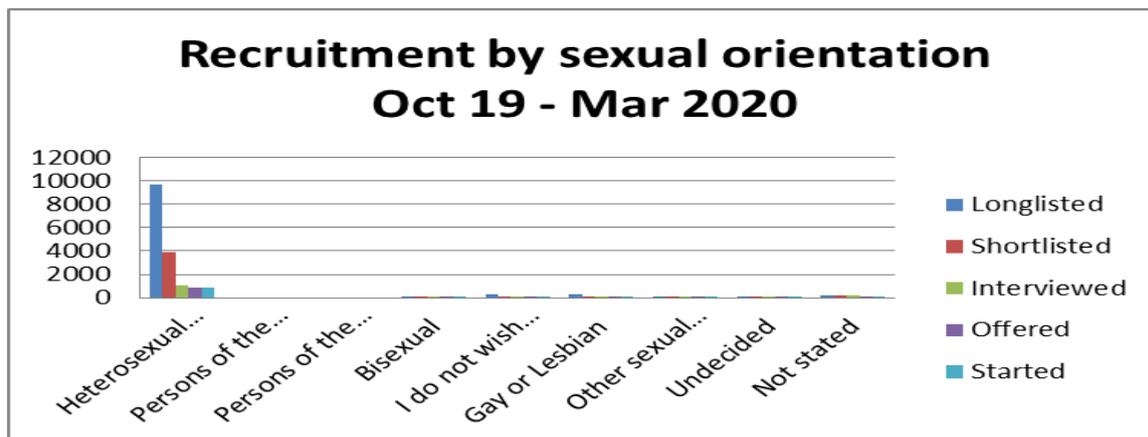
The option 'other sexual orientation' is included to capture data from people who identify with orientations such as gender neutral or gender fluid.

Sexual Orientation and HR Procedures

Sexual Orientation	Disciplinarys	Grievance	Bullying & Harrassment	Managing Performance	Comparison	
					% Staff in Post	% HR Procedure
Heterosexual	27	9	11	4	69.76	79.69
Gay or Lesbian	0	0	0	0	1.65	0.00
Bisexual	0	0	0	0	0.41	0.00
her orientation not list	0	0	0	0	0.03	0.00
Not Disclosed	8	0	5	0	27.39	20.31
Unspecified	0	0	0	0	0.77	0.00

The table above shows the largest group of staff going through all HR procedures are heterosexual (51) a decrease of 4 since the previous report. Data quality has been impacted by the large percentage of staff in the 'unspecified' group (13). 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'. It would be prudent to review with cases in this category with HR.

Sexual Orientation and Recruitment



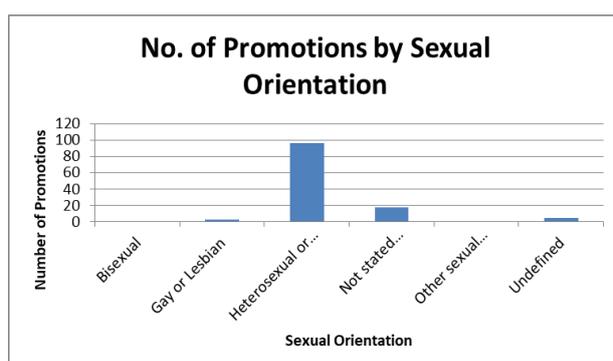
The table below shows 521 applicants choosing to 'not describe' or 'not state' their sexual orientation, leading to the data quality in other groups being affected; 169 of

applicants from these groups were employed with 73.74% of applicants employed from the 'not stated' group.

The recruitment opportunity for Gay or Lesbian people has increased from 0% to 7.28% since the last report. The figures could be skewed due to data in the 'not stated', 'undecided' and 'not wanting to describe' groups.

Sexual Ori	Longlisted	Shortlisted	Interviewe	Offered	Started	% chance c
Heterosex	9707	3904	1041	852	838	6.95%
Persons of	0	0	0	0	0	0.00%
Persons of	0	0	0	0	0	0.00%
Bisexual	102	30	4	3	3	2.40%
I do not wi	323	131	30	23	23	6.30%
Gay or Les	315	130	32	28	26	7.28%
Other sexu	18	4	1	1	1	4.00%
Undecided	14	5	1	1	1	6.25%
Not stated	198	196	196	147	146	73.74%
Total	10677	4400	1305	1055	1038	7.89%

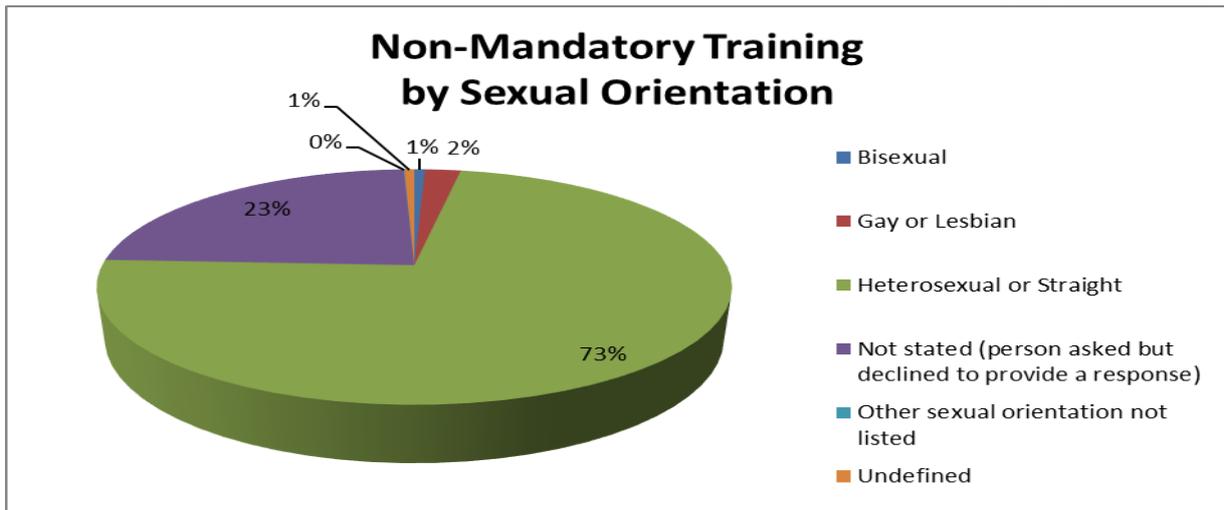
Sexual Orientation and Promotion



Sexual Ori	Promotions	Staff in Post
Bisexual	0.00%	0.41%
Gay or Les	1.68%	1.65%
Heterosex	80.67%	69.76%
stated		
(person	14.29%	27.39%
Other sexu	0.00%	0.03%
Undefined	3.36%	0.77%

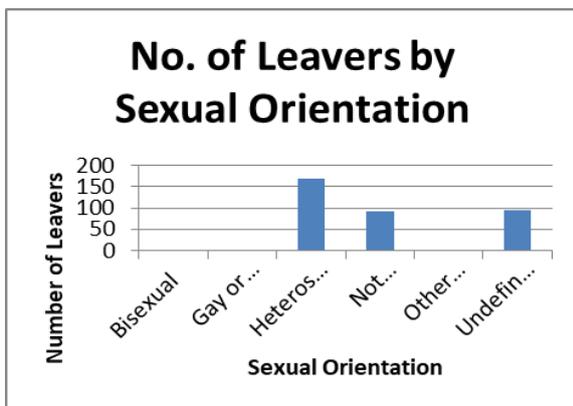
80.67% of recorded promotions were for heterosexual staff down from 85.86%, and up by 1.68% for Lesbian and Gay since the last report. There could be inaccuracies in the data, with 17.65% of staff 'declining' or listed as 'undefined'. This metric should continue to be monitored to ensure there are no 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	0.63%	0.41%
Gay or Lesbian	1.57%	1.65%
Heterosexual or Straight	64.58%	69.76%
Not stated (person asked but declined to provide a response)	24.14%	27.39%
Other sexual orientation not listed	0.31%	0.03%
Undefined	8.78%	0.77%

The table above identifies heterosexuals as being the largest group of leavers (64.58%), with the group who have 'not stated' (24.14%) as the second largest. There has been a noticeable decrease in the figure for 'undefined' down from 26.54% to 8.78%. If the figures from the 'not stated' (24.14%) and 'undefined' (8.78%) groups are taken into account (32.92%) 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 keen to be involved with promoting information on disclosing personal information and 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. Further encouragement during an appraisal meeting would also be helpful in updating ESR data.

Action

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

MH – Mark Hayes