

Equality Diversity and Inclusion Implementation Committee

20 May 2019

Equality and Diversity Monitoring Report 1 October 2018 to 31 March 2019

Report Prepared By:	Tina Daniels	
Contact Details:	57375	
Date of Report:	May 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"/> X	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"/> X	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 2018 to 31st March 2019 covering the period 1st October 2018 to 31st March 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 October 2018 – 31 March 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 October 2018 – March 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:

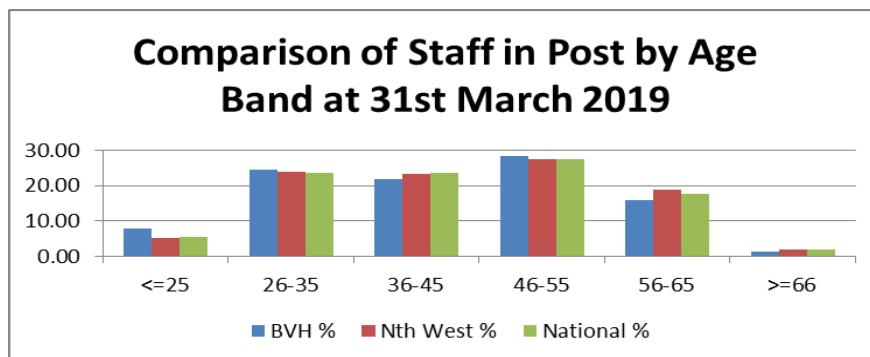
- Trust overall data March 2019 is compared to that for the NW NHS and for England NHS where available - (data obtained Health and Social Care Information Centre March 2019).

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 to send to all staff 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.

On the 1 October 2018 approximately 250 community staff were transferred to University Hospitals Morecambe Bay, which will impact on this report, when compared to the previous report from November 2018.

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 %	7.86	23.459	21.76	28.47	16.00	1.32
Nth West %	5.13	23.75	23.16	27.33	18.71	1.86
National %	5.55	23.59	23.69	27.51	17.77	1.88
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

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 (7.86%), 26-35 (24.5%) and the 46-55 age range (28.47%), compared to the national average (5.55%, 23.59% and 27.51% 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.

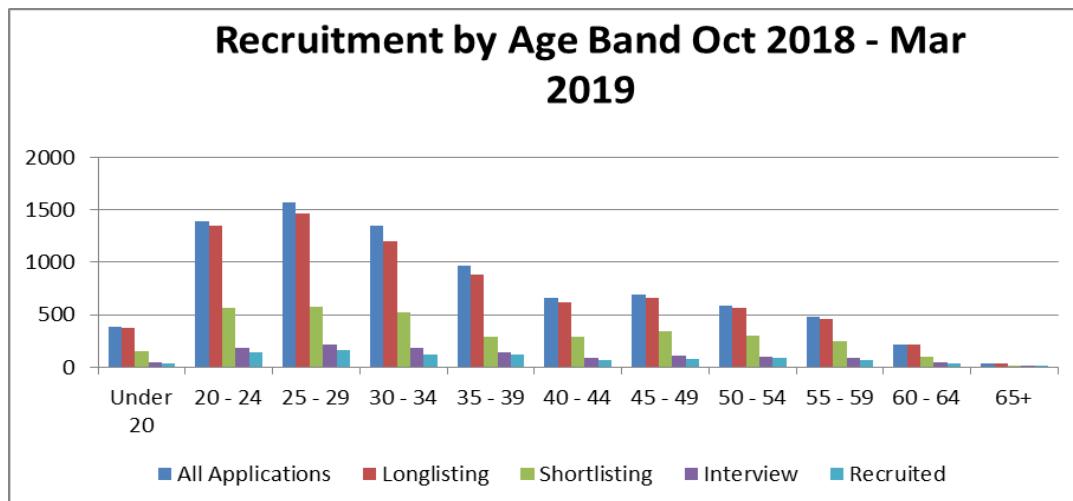
The Trust will continue to take steps to identify new ways or promote existing methods of encouraging people to consider a career within the Trust.

Age and HR Procedures

Age Band	Disciplinaries	Grievance	Bullying & Harrassment	Managing Performance	Comparison	
					% Staff in Post	% HR Policy
<=25	2	0	1	0	7.86	2.14
26-35	29	2	1	0	24.59	22.86
36-45	21	5	2	2	21.76	21.43
46-55	39	4	7	3	28.47	37.86
56-65	15	3	0	3	16.00	15.00
>=66	0	0	0	1	1.32	0.71

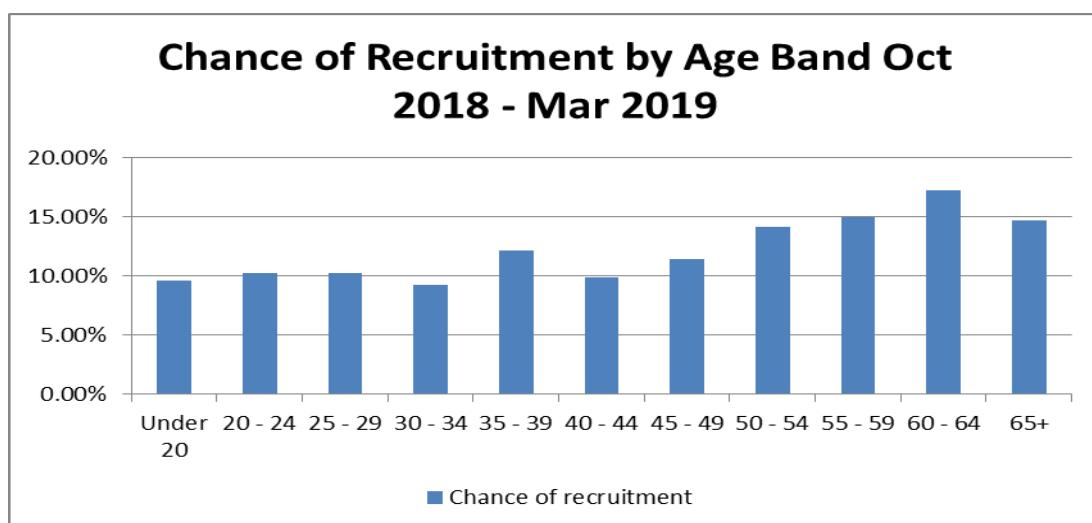
The above data suggests a change in the number of HR cases across most age groups, with a slight decrease in the 'under 25' age group. Increases in cases can be seen in the following groups: 26-35 up from 22 to 29; 36-45 up from 18 to 21; 46-55 up from 37 to 39. This is an 2 additional cases (106) since the last report (104). Given the Trust has a workforce of over 6700 staff the overall figure still remains relatively low.

Age and Recruitment

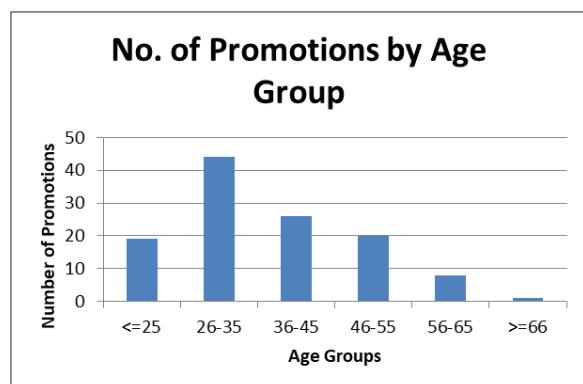


	<u>Under 20</u>	<u>20 - 24</u>	<u>25 - 29</u>	<u>30 - 34</u>	<u>35 - 39</u>	<u>40 - 44</u>	<u>45 - 49</u>	<u>50 - 54</u>	<u>55 - 59</u>	<u>60 - 64</u>	<u>65+</u>
All Applications	387	1391	1569	1351	968	658	695	588	474	215	34
Longlisting	374	1343	1462	1204	882	616	655	562	462	212	34
Shortlisting	149	562	578	523	284	287	342	295	241	100	14
Interview	46	183	212	182	143	91	103	99	87	43	6
Recruited	37	142	161	124	117	65	79	83	71	37	5
Chance of recruitment	9.56%	10.21%	10.26%	9.18%	12.09%	9.88%	11.37%	14.12%	14.98%	17.21%	14.71%

The possibility of recruitment has decreased for eight of the eleven age groups with small increase for the remaining groups. This is most evident in the 60+ age groups with the likelihood of recruitment decreasing since the last report by a total of 35.06%. It would be pertinent to 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 is operating a vacancy control process for all non-clinical vacancies.



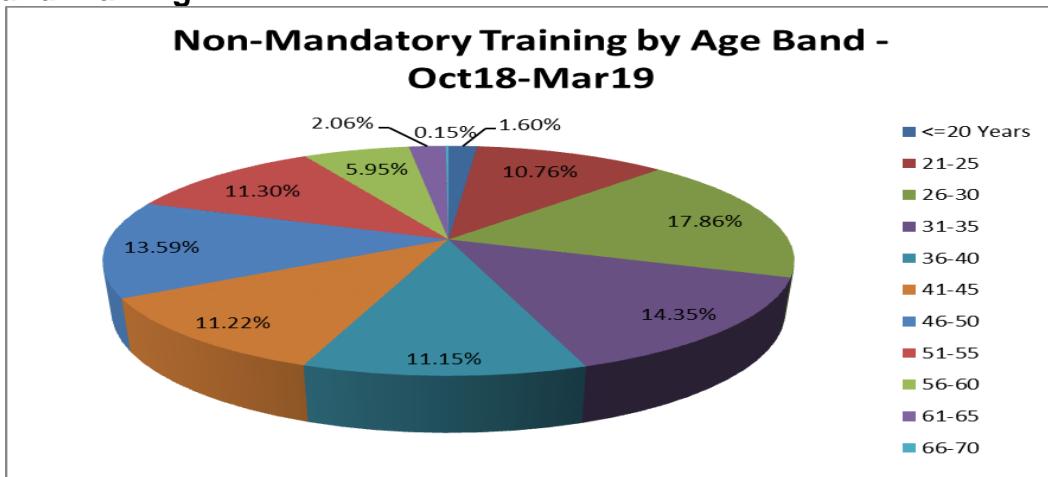
Age and Promotion



Age band	Promotions	Staff in Post
<=25	14.61%	7.86%
26-35	41.57%	24.59%
36-45	21.35%	21.76%
46-55	15.73%	28.47%
56-65	6.74%	16.00%
>=66	0.00%	1.32%

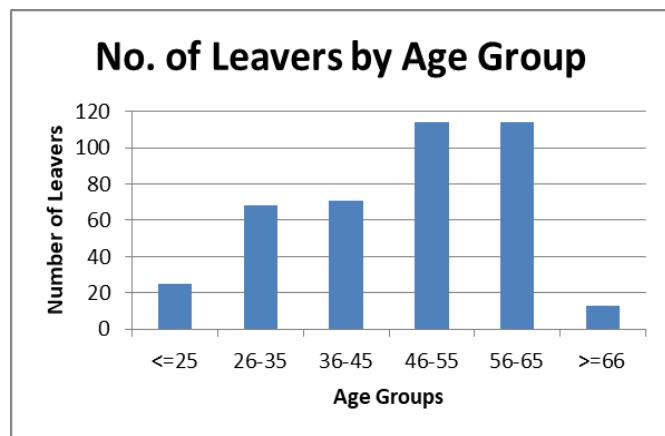
The percentages of promotions per age group have remained broadly similar to the previous report with slight decreases for all age groups. Data continues to show large variances from the percentages of staff in post at both ends of the age spectrum. For the over 65s there might be fewer opportunities 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 might 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

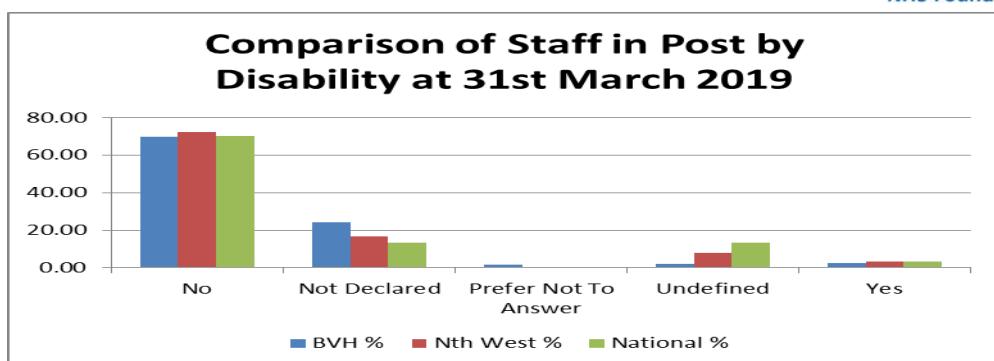


Age band	Leavers	Staff in Post
<=25	6.17%	7.86%
26-35	16.79%	24.59%
36-45	17.53%	21.76%
46-55	28.15%	28.47%
56-65	28.15%	16.00%
>=66	3.21%	1.32%

This is the first time leavers has been included across each protected characteristic so there will be limited information until the next report in November 2019. The table above identifies the age groups 46-55 and 56-65 as having the highest numbers of leavers. 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 %	69.94	24.22	1.46	1.89	2.50
Nth West %	72.13	16.75	0.00	7.78	3.44
National %	70.03	13.39	0.00	13.43	3.15

The percentage of staff who disclosed a disability or long term health condition has increased slightly from 2.42% in the last report, to 2.50%. The 'not declared' figure remains just under double the national figure at 24.22%. Taken together, the 'not declared' 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.

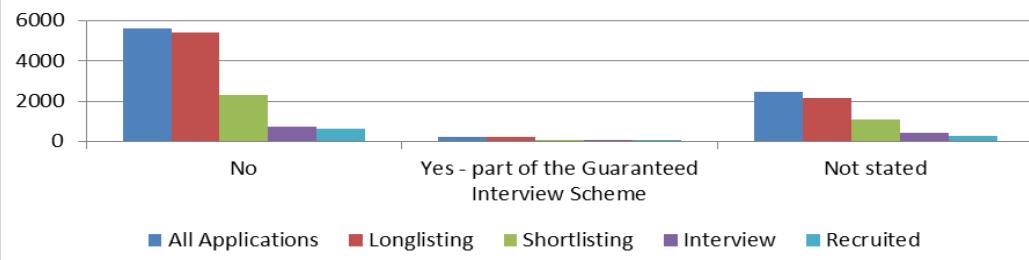
Disability and HR Procedures

Disability	Disciplinaries	Grievance	Bullying & Harrassment	Managing Performance	Comparison	
					% Staff in Post	% HR Procedure
Yes	5	0	0	0	2.50	3.57
No	77	11	6	8	69.94	72.86
Not Declared	24	3	5	1	25.67	23.57
Unknown	0	0	0	0	1.89	0.00

The highest numbers of HR cases are recorded in the 'no' section with a total of 102 cases, which is an increase of 24 since the last report. There are 38 cases across the remaining groups, which is a decrease from 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

**Recruitment by Disability including
Guaranteed Interview Scheme Oct 2018 - Mar
2019**



	No	Yes - part of the Guaranteed Interview Scheme	Not stated
All Applications	5630	241	2459
Longlisting	5399	228	2179
Shortlisting	2287	93	1095
Interview	759	24	412
Recruited	608	15	298
Chance of recruitment	10.80%	6.22%	12.12%

Two categories removed since last report: 'I do not wish to declare' and 'Yes'

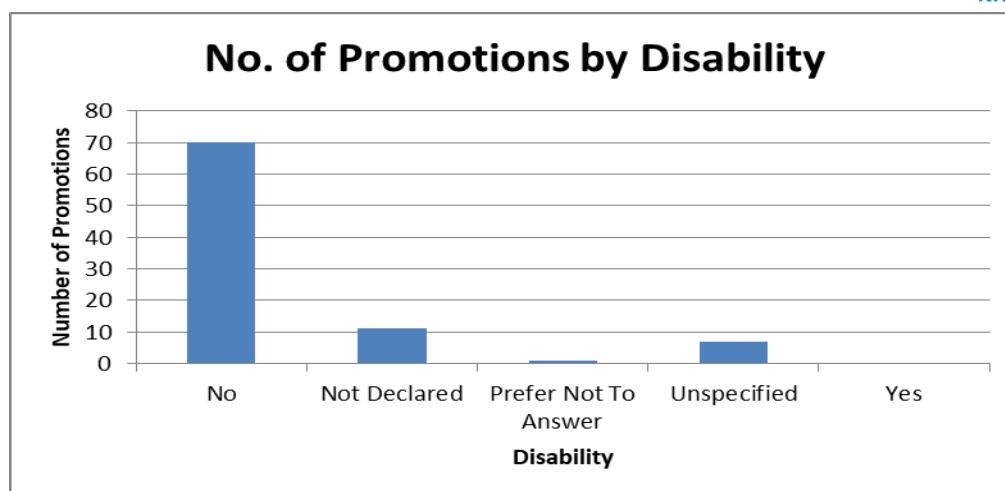
**Chance of Recruitment by Disability
including Guaranteed Interview Scheme
Oct 2018 - Mar 2019**



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 (12.12%) is relatively high when combined with the guaranteed interview group and could skew the overall figures.

There has been a decrease, albeit small, in the number of people recruited from the guaranteed interview groups (from 7.76% to 6.22%). Further investigation might highlight any problems to recruiting people with a disability.

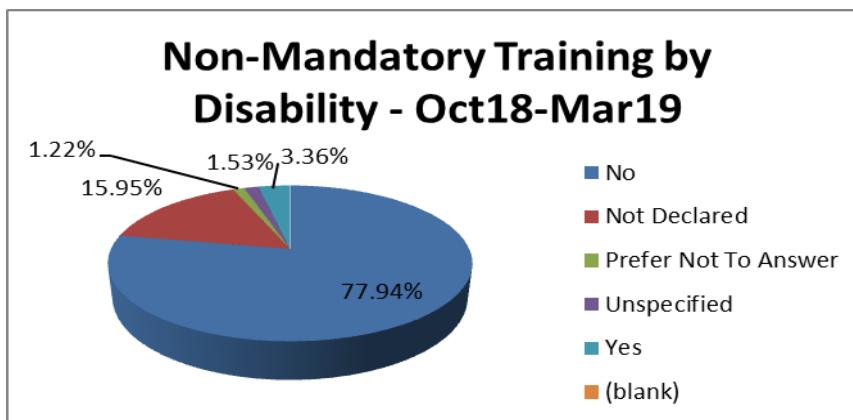
Disability and Promotion



Disability	Promotions	Staff in Post
No	78.65%	69.94%
Not Declared	12.36%	24.22%
Prefer Not To Answer	1.12%	1.46%
Unspecified	7.87%	1.89%
Yes	0%	2.50%

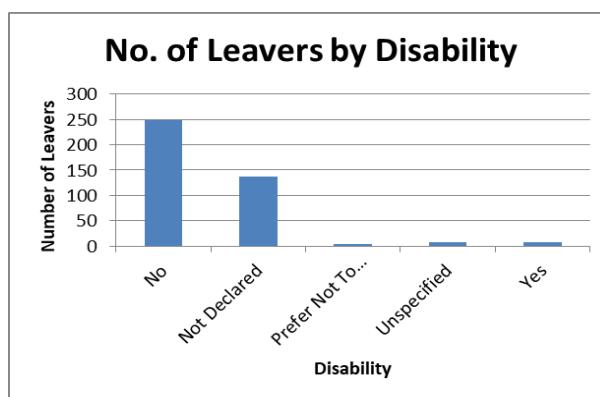
According to the data collected 0% of staff declaring a disability have been promoted a decrease of 4.24% since the last report, with an increase of 11.7% for those with 'no' disability. However, there might also be some staff in the 'not declared' group who have a disability or health condition which 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 18.70% 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

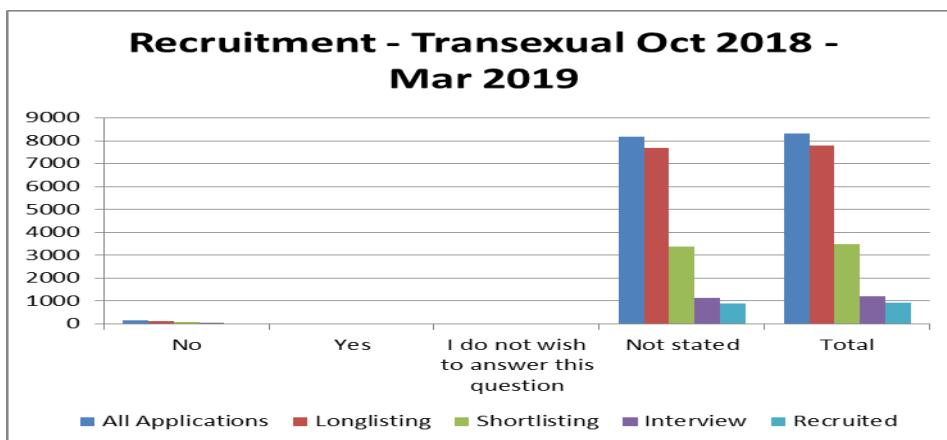


Disability	Leavers	Staff in Post
No	61.48%	69.94%
Not Declared	34.07%	24.22%
Prefer Not To...	0.99%	1.46%
Unspecified	1.73%	1.89%
Yes	1.73%	2.50%

This is the first time leavers has been included across each protected characteristic so there will be limited information until the next report in November 2019.

The table above identifies the 'no' (61.48%) or 'not stated' (34.07%) groups as having the highest numbers of leavers. The 34.07% 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	143	0	1	8186	8330
Longlisting	130	0	1	7675	7806
Shortlisting	103	0	1	3371	3475
Interview	43	0	1	1151	1195
Recruited	33	0	1	887	921
Chance of recruitment	23.08%	0.00%	100.00%	10.84%	100.00%

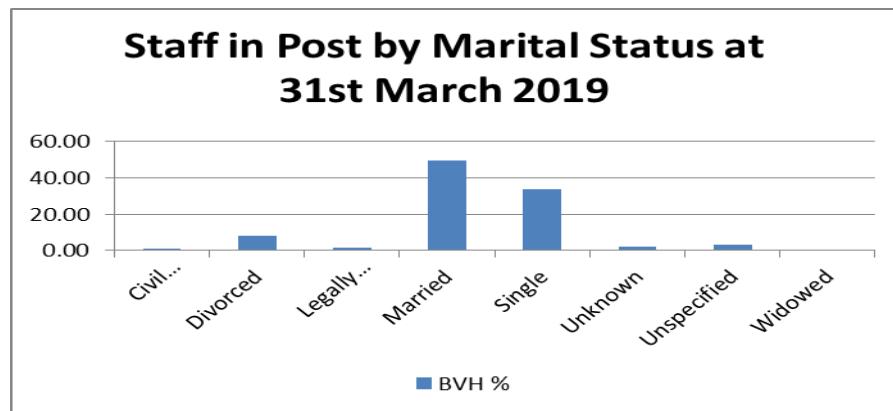
The likelihood of recruitment for those who identify as transgender has decreased further since the last report, from 10% to 0%. A data cleansing exercise may help to ensure accurate reporting to eliminate the 'do not wish to answer' and 'not stated' responses. This information is not recorded on the 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 is currently 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 %	1.10	8.24	1.50	49.19	33.61	2.38	3.24	0.74

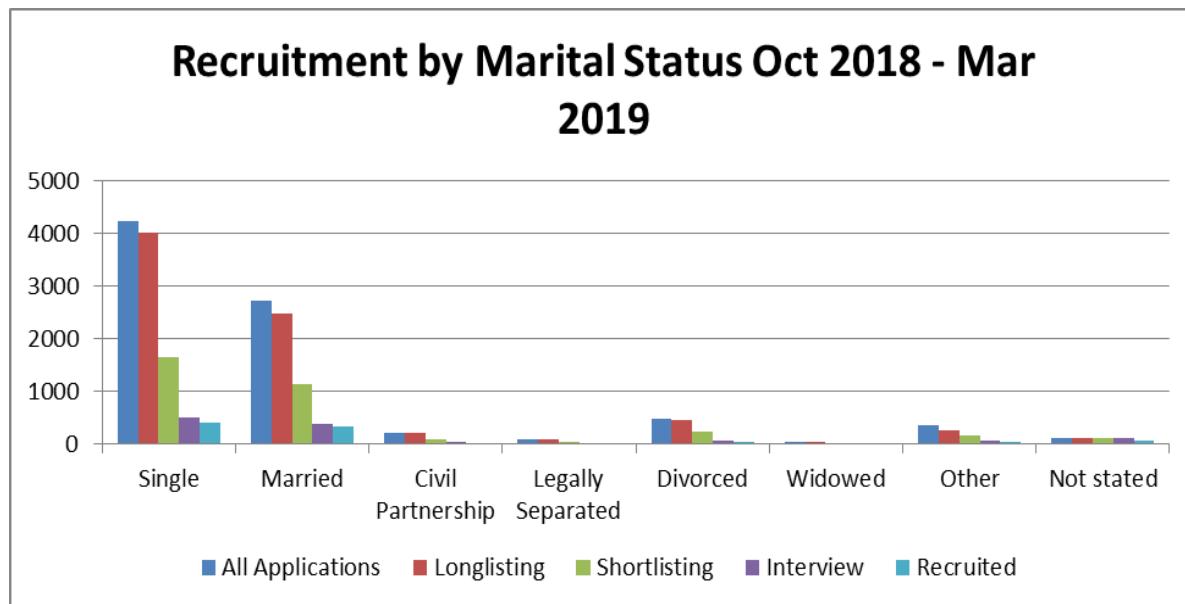
The majority of staff declare themselves as being married with the second largest group recorded being single, with very slight variation across the remaining groups since the last report. A data cleansing exercise may help to ensure accurate reporting of marital status to eliminate the unknown and unspecified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

Marriage and Civil Partnership and HR Procedures

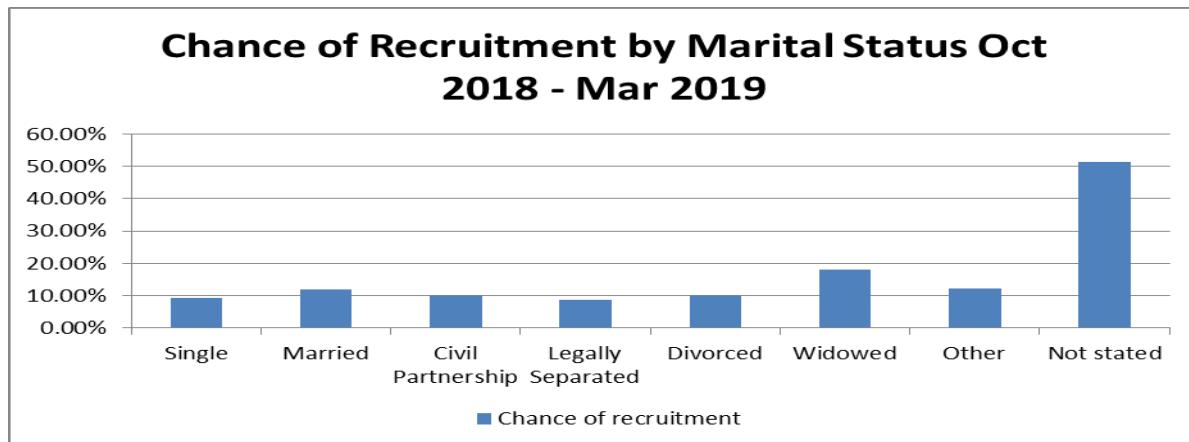
Marital Status	Disciplinaries	Grievance	Bullying & Harrassment	Managing Performance	Comparison	
					% Staff in Post	% HR Procedure
Married	42	5	5	7	49.19	42.14
Civil Partnership	2	1	0	0	1.10	2.14
Single	40	5	4	1	33.61	35.71
Divorced	12	3	1	1	8.24	12.14
Widowed	2	0	0	0	0.74	1.43
Legally Separated	2	0	0	0	1.50	1.43
Unknown	2	0	1	0	2.38	2.14
Unspecified	4	0	0	0	3.24	2.86

The number of married staff involved with HR procedures has decreased from 63 to 59 since the last report, with the single group figure also decreasing slightly from 52 to 50, leaving 31 cases across the remaining groups. Cases involving divorced staff has increased by 4. 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

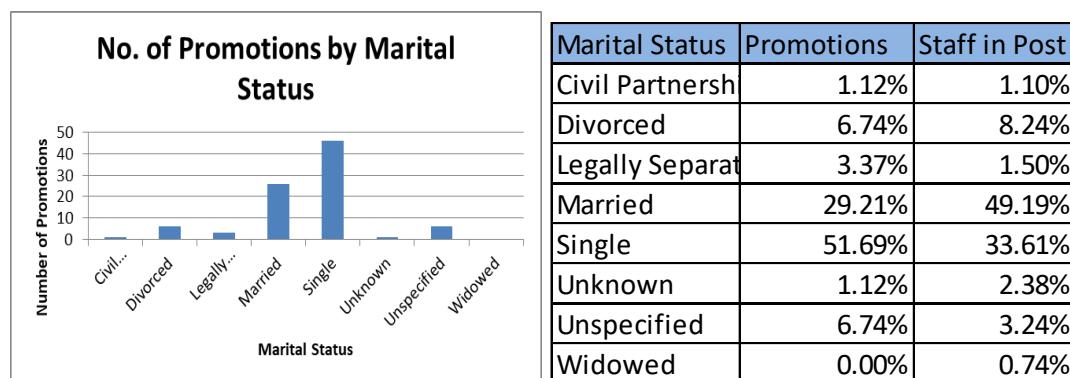


	Single	Married	Civil Partnership	Legally Separated	Divorced	Widowed	Other	Not stated
All Applications	4238	2711	207	82	466	50	365	115
Longlisting	4007	2467	198	82	450	49	247	115
Shortlisting	1654	1144	86	37	224	21	151	115
Interview	506	390	28	8	60	12	59	115
Recruited	395	324	21	7	47	9	44	59
Chance of recruitment	9.32%	11.95%	10.14%	8.54%	10.09%	18.00%	12.05%	51.30%



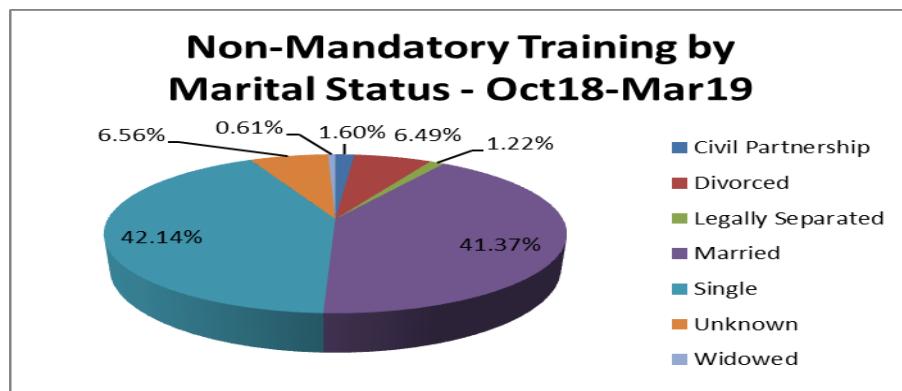
The data indicates that people 'not stating' their marital status still have the highest chance of recruitment than other groups since the last report. The second and third highest chances of recruitment are recorded in the 'widowed' and 'other' groups. An unknown quantity lies within the 'other' and '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



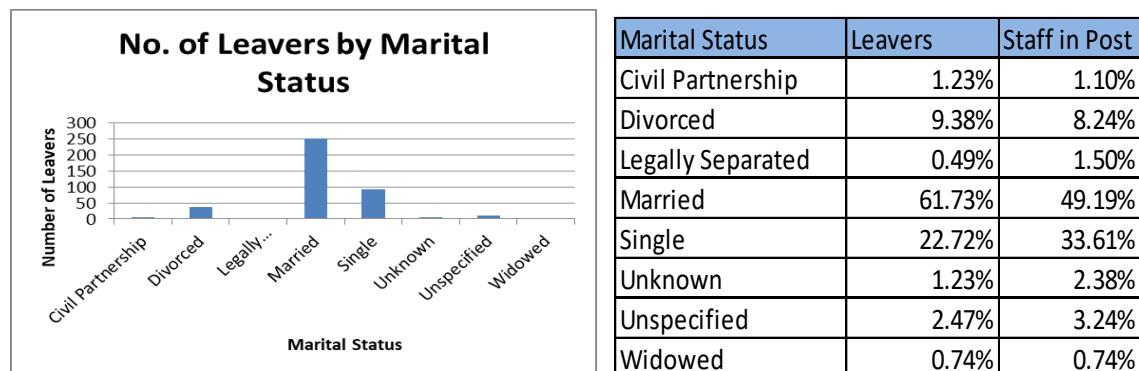
The largest percentage of promotions can be seen in the 'single' group at 51.69% with an increase of 6.77% since the last report. The next largest being the married group, despite a further decrease from 33.90% 29.21%. This metric will continue to be monitored to ensure no discrimination is taking place.

Marriage and Civil Partnership and Training



Figures show that staff in the 'married' and 'single' groups remains the largest groups when accessing training. This metric will continue to be monitored to ensure there are no barriers for any staff accessing training.

Leavers



This is the first time leavers has been included across each protected characteristic so there will be limited information until the next report in November 2019.

The table above identifies staff in the married group as having the highest number of leavers with those who are single the next largest group. To clarify the reason for leaving information from exit interviews could play a part in providing further details.

5. PREGNANCY AND MATERNITY

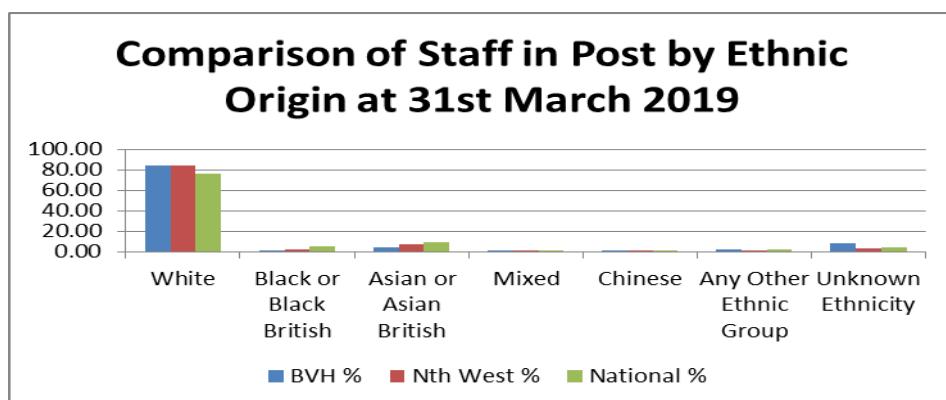
31st March 2019	Total Number
Maternity Leave	161

The figure has decreased by 6 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 84.08%, with a total of 7.58% from all other ethnic origin groups, and 8.34% of staff not declaring their ethnicity. The latter group shows a slight increase from the last report of 0.58%, in the number of staff not declaring their ethnicity and the Trust remains above the national figure (4.68%)

Previous data indicated that the local demographics for the Fylde Coast were 96.7% white with 4.1% being from black, Asian, minority and ethnic (BAME) groups. These figures have been updated by the county council which now shows 96.7% White British and 3.3% from BAME communities indicating that the Trust remains broadly representative of the community it serves.



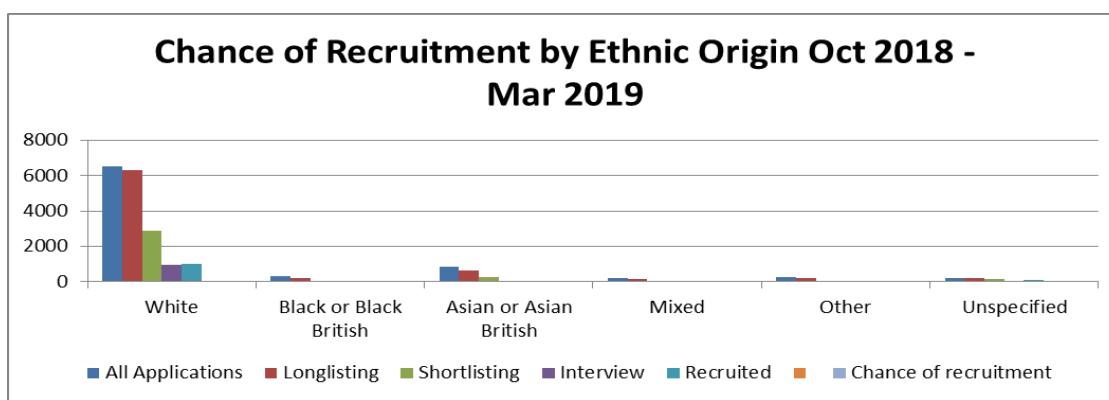
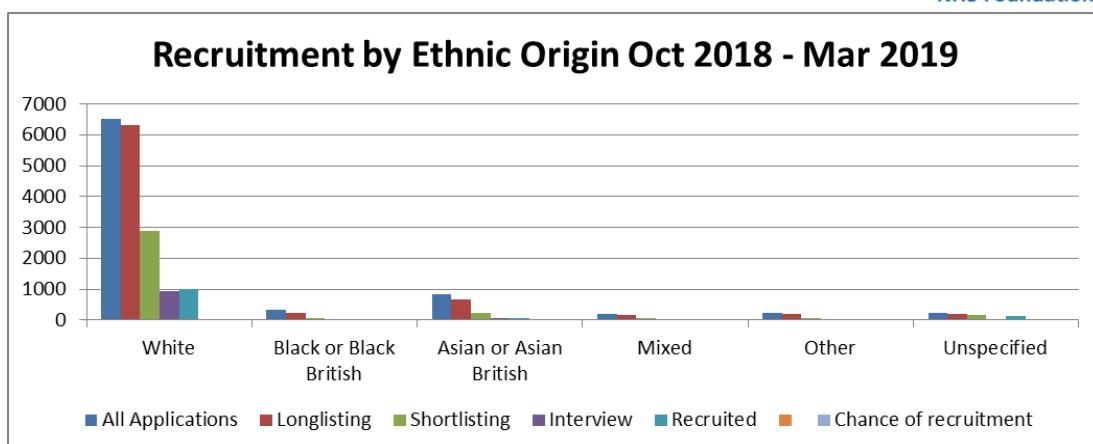
	White	Black or Black British	Asian or Asian British	Mixed	Chinese	Any Other Ethnic Group	Unknown Ethnicity
BVH %	84.08	0.61	4.15	0.77	0.27	1.78	8.34
Nth West %	84.58	2.18	6.89	1.21	0.43	0.99	3.71
National %	76.09	5.67	9.33	1.62	0.53	2.09	4.68

Ethnic Origin and HR Procedures

Ethnic Origin	Disciplinaries	Grievance	Bullying & Harrassment	Managing Performance	Comparison	
					% Staff in Post	% HR Procedure
White	91	12	9	8	84.08	85.71
Black / Black British	2	2	0	0	0.61	2.86
Asian / Asian British	8	0	1	1	4.15	7.14
Mixed	0	0	1	0	0.77	0.71
Chinese	0	0	0	0	0.27	0.00
Any Other group	2	0	0	0	1.78	1.43
Unknown Ethnicity	3	0	0	0	8.34	2.14

The above data indicates that compared to the staff in post, white staff (120) are more likely to be involved in HR procedures compared to other ethnic groups (17), although details for the 'other group' and 'unknown' ethnicity group would need to be clarified to obtain a more reliable conclusion.

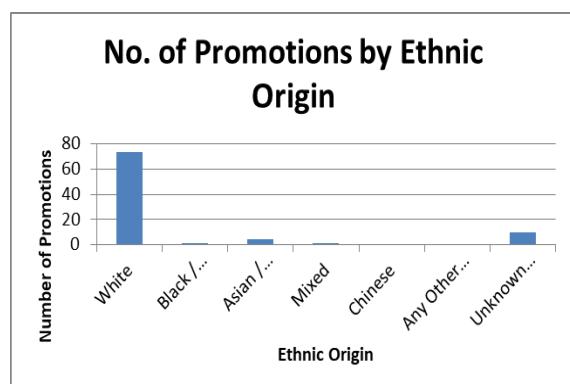
Ethnic Origin and Recruitment



The data below shows that of those applicants declaring their ethnic origin as 'unspecified' they are more likely to be recruited a small increase from 53.47% to 54.09% since the last report. Data shows there has been very little change across the remaining groups with small increases for White (2.99%) and Asian and British Asian groups (1.75%). 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	6520	326	824	195	245	220
Longlisting	6302	227	659	163	200	205
Shortlisting	2880	71	240	60	73	151
Interview	948	14	64	14	20	13
Recruited	1022	9	67	13	20	119
Chance of recruitment	15.67%	2.76%	8.13%	6.67%	8.16%	54.09%

Ethnic Origin and Promotion



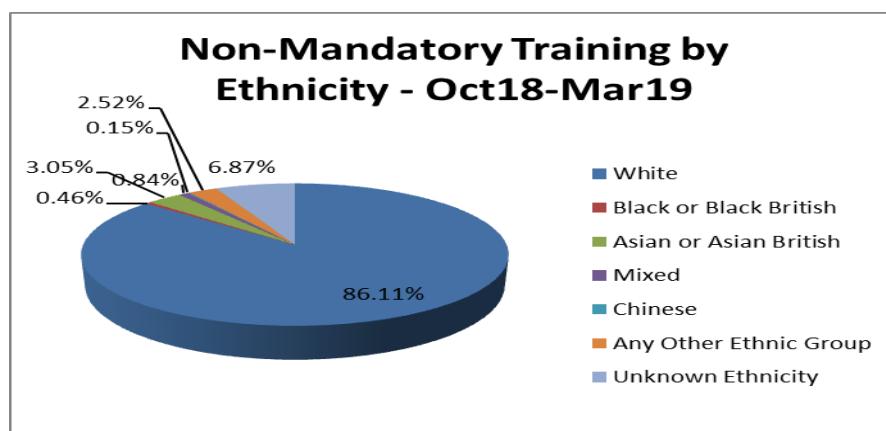
Ethnic Origin	Promotions	Staff in Post
White	82.02%	84.08%
Black / Black British	1.12%	0.61%
Asian / Asian British	4.49%	4.15%
Mixed	1.12%	0.77%
Chinese	0.00%	0.27%
Any Other group	0.00%	1.78%
Unknown Ethnicity	11.24%	8.34%

The above data shows a slight decrease of 6.96% in percentages of promotions for white staff are broadly in line with the percentages of staff in post. There has also been a slight decrease from 1.69% to 1.12% in promotions for Black/Black British since the previous report. With 11.24% of staff not declaring their ethnicity this will lead to some inaccuracies 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.

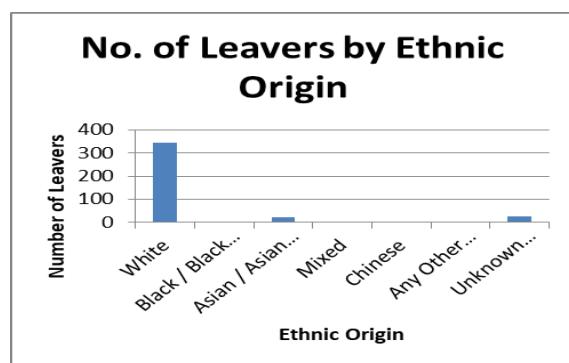
The Workforce Race Equality Standard (WRES) introduced by NHS Employers on 1st April 2015, assists the Trust in monitoring its work on reducing inequalities for BAME staff.

Ethnic Origin and Training

There does not appear to be any barriers preventing access to training by any BAME group. Work is ongoing to link non-mandatory training to our OLM system to improve reporting data.



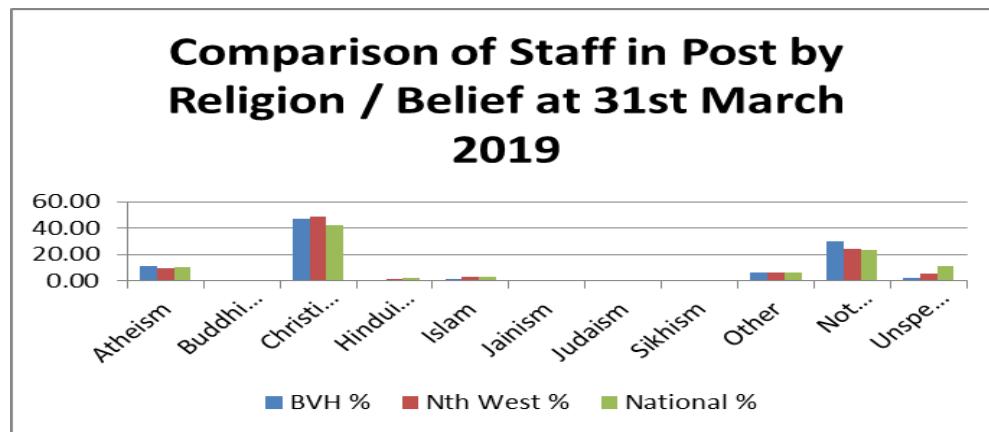
Leavers



Ethnic Origin	Leavers	Staff in Post
White	84.94%	84.08%
Black / Black British	0.99%	0.61%
Asian / Asian British	5.93%	4.15%
Mixed	0.00%	0.77%
Chinese	0.74%	0.27%
Any Other group	0.49%	1.78%
Unknown Ethnicity	6.91%	8.34%

This is the first time leavers has been included across each protected characteristic so there will be limited information until the next report in November 2019.
 The table above identifies the largest group of leavers by ethnicity as White, with the next largest group not having an 'unknown ethnicity' recorded.

7. RELIGION OR BELIEF



	Atheism	Buddhism	Christianity	Hinduism	Islam	Jainism	Judaism	Sikhism	Other	Not Disclosed	Unspecified
BVH %	11.07	0.36	47.14	0.71	1.59	0.06	0.03	0.07	6.66	30.13	2.17
Nth West %	9.94	0.39	48.67	1.25	3.27	0.03	0.17	0.15	6.01	24.59	5.64
National %	10.59	0.53	42.35	1.93	2.95	0.05	0.19	0.55	6.18	23.36	11.32

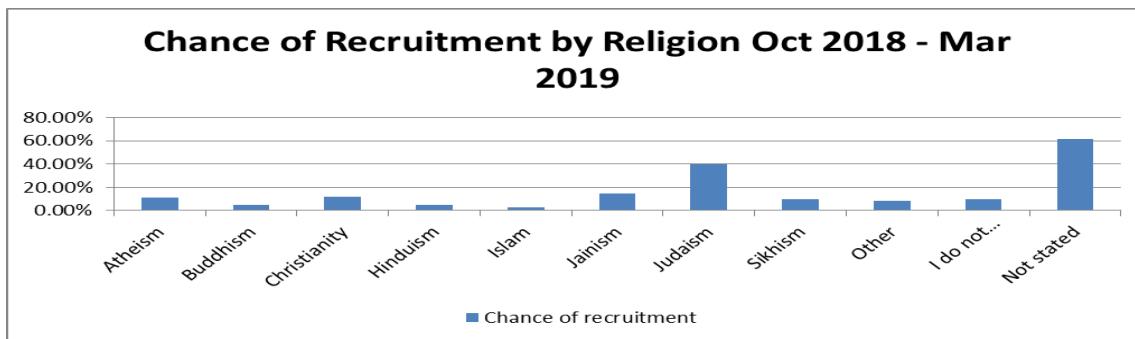
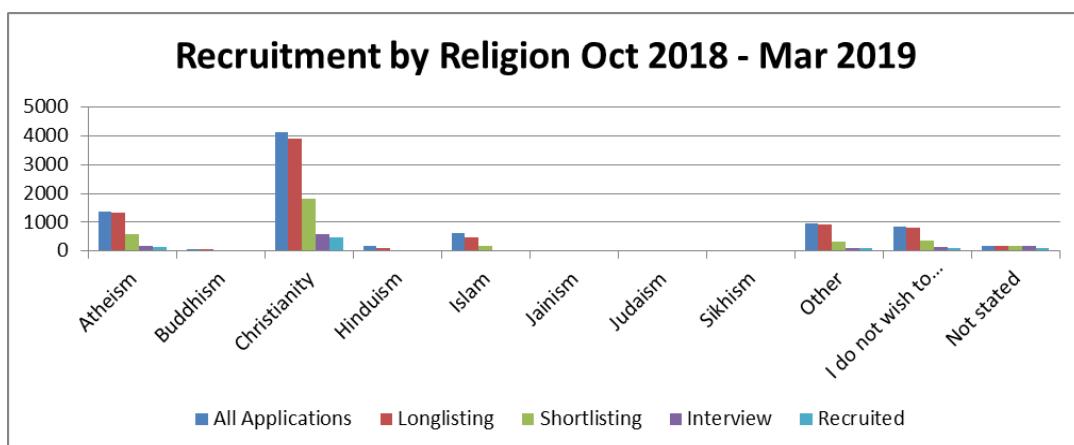
The above data shows there is a broad mix of religions and beliefs in the Trust with Christianity the most highly recorded as in previous reports. The large number of staff 'not disclosing' (23.36%) or 'unspecified' (11.32%) their religion or belief will continue to create inaccuracies of the data in 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	Disciplinaries	Grievance	Bullying & Harrassment	Managing Performance	Comparison	
					% Staff in Post	% HR Procedure
Christianity	44	10	4	3	47.14	43.57
Atheism	13	1	1	2	11.07	12.14
Hinduism	4	0	0	1	0.71	3.57
Other	11	1	2	1	8.78	10.71
Unknown/Not Disclosed	34	2	4	2	32.30	30.00

The table above shows there is an increase of 6 Christian staff (61) going through HR procedures compared to 79 across the remaining groups, but this is broadly in line with the staff in post percentages. The next highest group relates to those who have 'not disclosed' or where the information is 'unknown' (42), which could lead to inaccuracies of data in other groups.

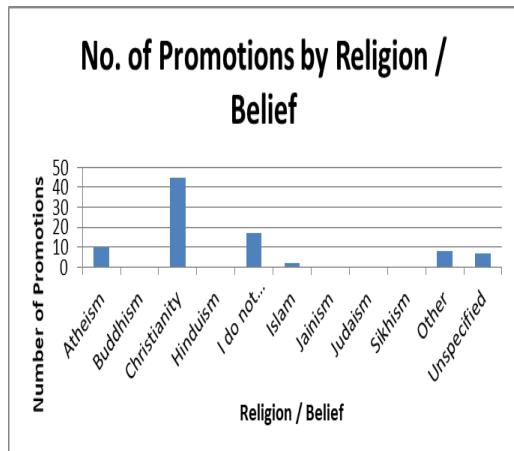
Religion or Belief and Recruitment



	Atheism	Buddhism	Christianity	Hinduism	Islam	Jainism	Judaism	Sikhism	Other	I do not wish to disclose	Not stated
All Applications	1355	60	4120	158	617	7	5	21	969	862	154
Longlisting	1312	53	3921	93	487	2	5	21	934	822	154
Shortlisting	589	14	1812	30	162	1	4	8	340	359	154
Interview	183	4	586	12	34	1	2	2	95	123	154
Recruited	153	3	475	8	18	1	2	2	82	81	96
Chance of recruitment	11.29%	5.00%	11.53%	5.06%	2.92%	14.29%	40.00%	9.52%	8.46%	9.40%	61.54%

Applicants who did not state a religion or belief still have the highest chance of being recruited which despite a decrease from 83.13% to 61.54%. The chances of recruitment increased by 2.50% to 40% 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.

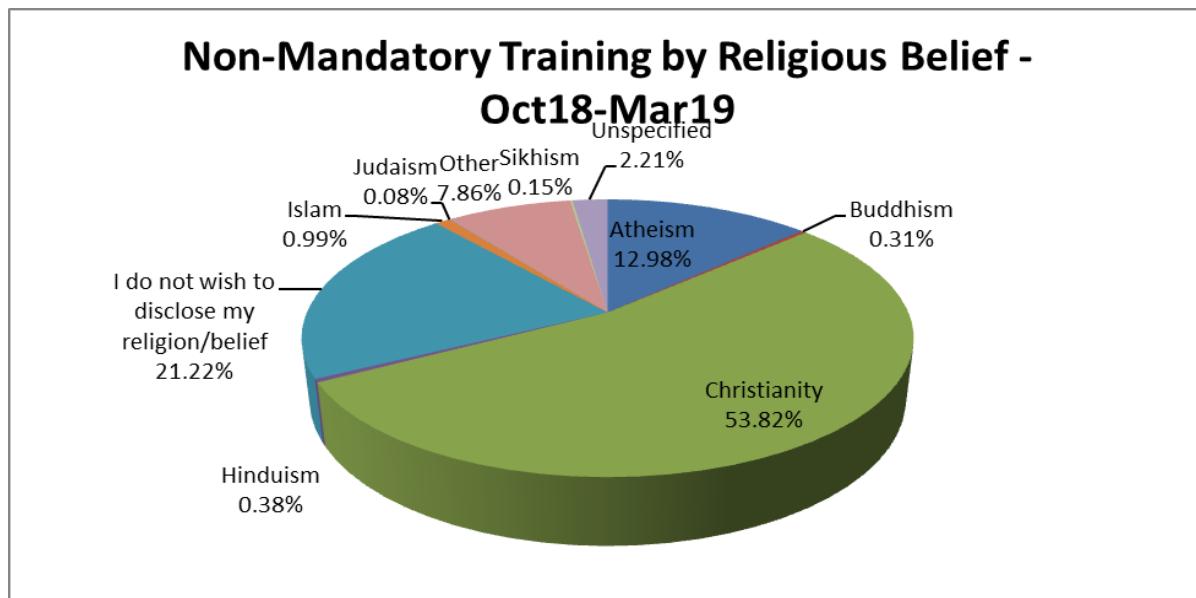
Religion and Belief and Promotion



Religious Belief	Promotions	Staff in Post
Atheism	11.24%	11.07%
Buddhism	0.00%	0.36%
Christianity	50.56%	47.14%
Hinduism	0.00%	0.71%
I do not wish to disclose my religion/belief	19.10%	30.13%
Islam	2.25%	1.59%
Jainism	0.00%	0.06%
Judaism	0.00%	0.03%
Sikhism	0.00%	0.07%
Other	8.99%	6.66%
Unspecified	7.87%	2.17%

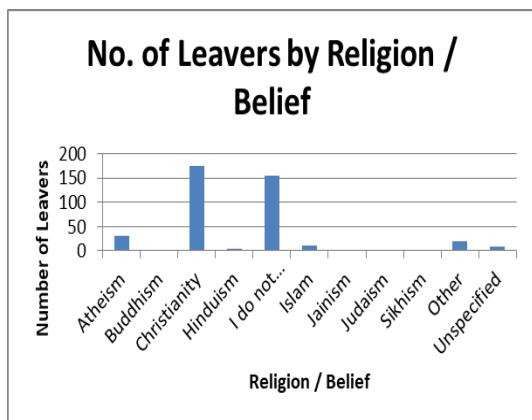
The most prominent groups recorded for promotion remains Christians, Atheists and 'do not wish to disclose'; although the 'do not wish to disclose', 'other' and 'unspecified' groups will impact on the overall data quality. This metric requires monitoring to ensure there are no barriers preventing promotion 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. This metric will continue to be monitored.

Leavers

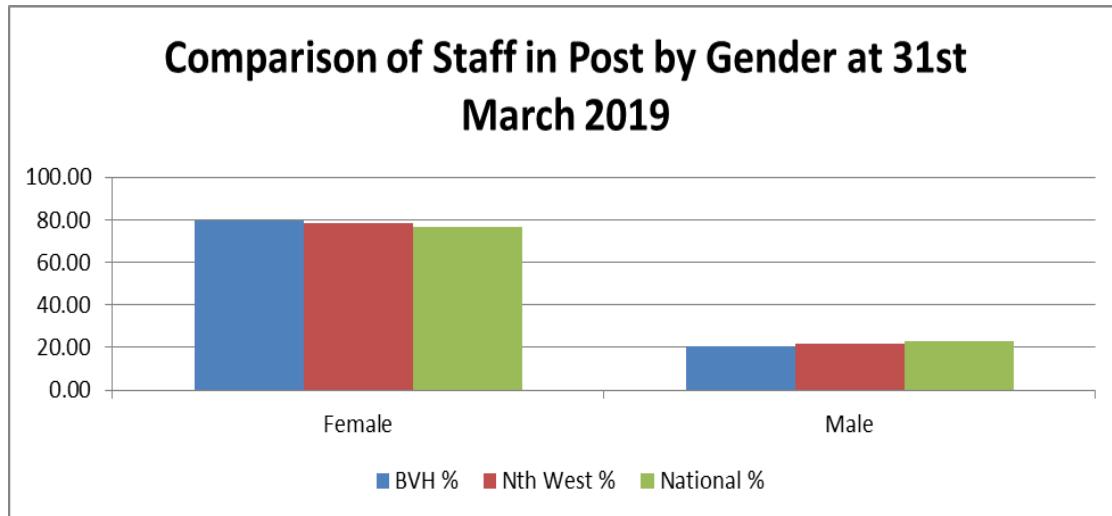


Religious Belief	Leavers	Staff in Post
Atheism	7.65%	11.07%
Buddhism	0.25%	0.36%
Christianity	43.21%	47.14%
Hinduism	0.99%	0.71%
I do not wish to disclose	38.02%	30.13%
Islam	2.72%	1.59%
Jainism	0.00%	0.06%
Judaism	0.25%	0.03%
Sikhism	0.25%	0.07%
Other	4.69%	6.66%
Unspecified	1.98%	2.17%

This is the first time leavers has been included across each protected characteristic so there will be limited information until the next report in November 2019.

The table above identifies the highest numbers of leavers as being from the Christian faith, and the second largest group being those who have not disclosed. The data recorded in 'other' and 'unspecified' groups will impact on the overall data quality.

8. GENDER



	Female	Male
BVH %	79.49	20.51
Nth West %	78.26	21.74
National %	76.97	23.03

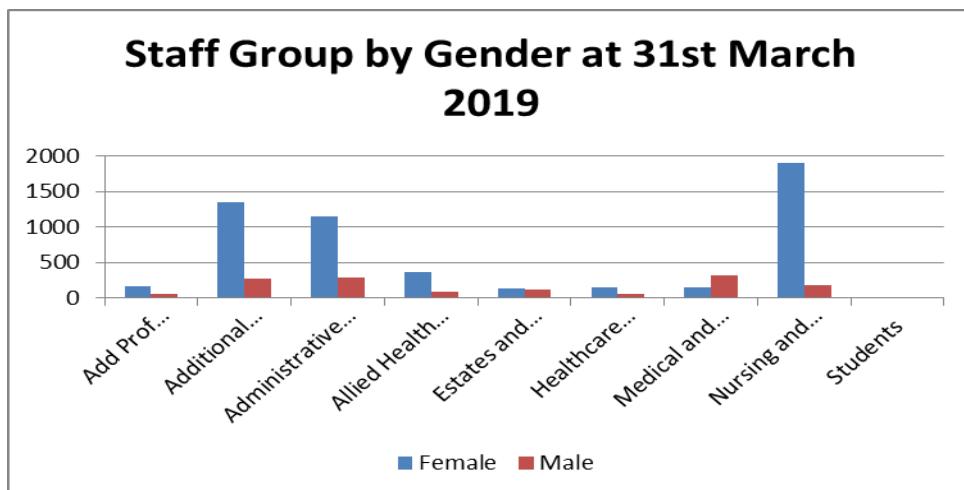
There has been a very slight increase (0.81%) since the last report, in the number of male employees in post but remains below the national average. However, the Trust remains above average for the number of females it employs. The division between male and female employees across the Trust is broadly representative of the NHS nationally.

Gender and HR Procedures

Gender	Disciplinaries	Grievance	Bullying & Harrassment	Managing Performance	Comparison	
					% Staff in Post	% HR Procedure
Female	49	11	5	8	79.49	52.14
Male	57	3	6	1	20.51	47.86

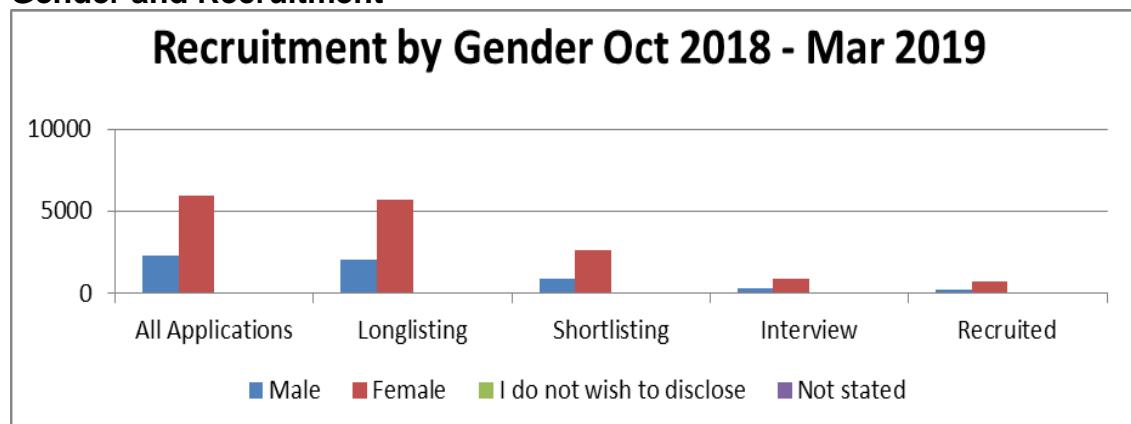
Female employees (73) are more likely to be involved in all HR procedures compared with the staff in post percentages than males (67); this issue requires monitoring to see if there any particular female staff group is more prevalent than others in this category.

The percentage for male employees has increased from 44.29% (62) in the last report to 47.86% (67). This will require further investigation to ascertain if there is a particular reason for this increase.



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.

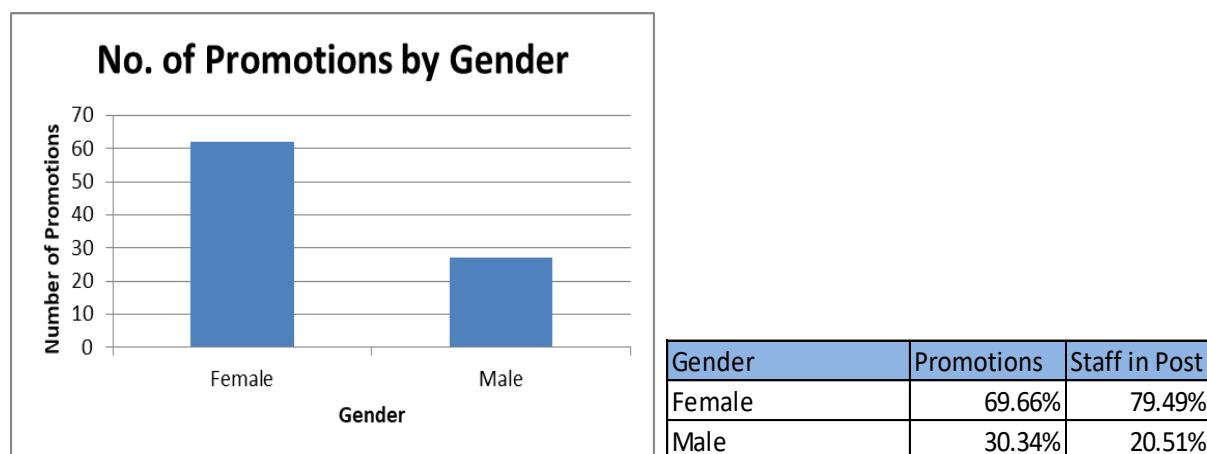
Gender and Recruitment



	<u>Male</u>	<u>Female</u>	<u>I do not wish to disclose</u>	<u>Not stated</u>
All Applications	2350	5964	16	0
Longlisting	2080	5712	14	0
Shortlisting	861	2607	7	0
Interview	292	900	3	0
Recruited	205	714	2	0
Chance of recruitment	8.72%	11.97%	12.50%	0.00%

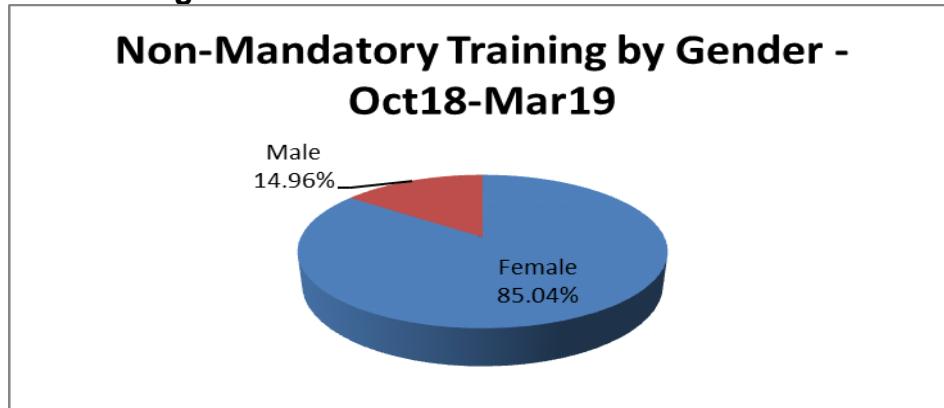
The breakdown of overall numbers for the recruitment of staff is to be expected given that the Trust and NHS nationally both have predominantly female workforces, with the percentage of recruitment remains slightly in favour of female applicants, despite a slight decrease, from 13.11% to 11.97% since the last report. The chance for males being recruited also decreased slightly from 10.71% to 8.72%. The quality of the monitoring data will be affected by the data in the 'not to disclose' or 'not state' groups.

Gender and promotion



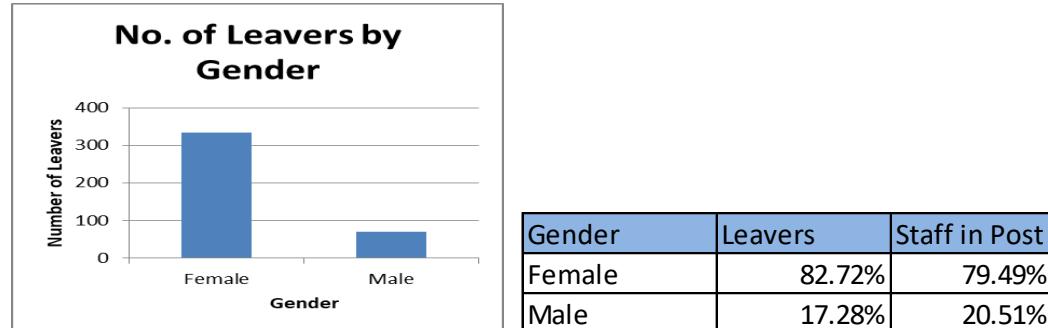
The data shows promotion for males has increased from 16.10% in the last report to 30.34%, but remains broadly reflective of the overall numbers of staff the Trust employs. There does not appear to be any barriers for promotion in relation to gender given that just under 80% of employees are female.

Gender and Training



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

Leavers



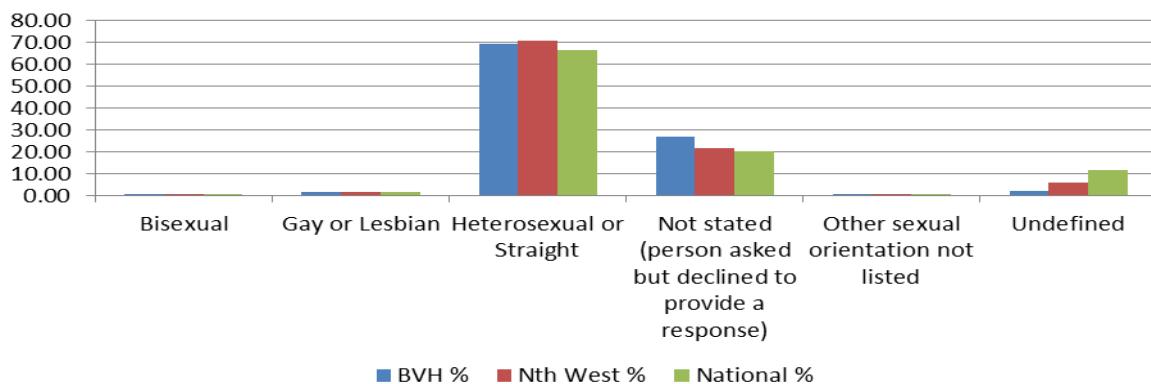
This is the first time leavers has been included across each protected characteristic so there will be limited information until the next report in November 2019.

The table above identifies females as having the highest number of leavers. 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.

Comparison of Staff in Post by Sexual Orientation at 31st March 2019



	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 %	0.45	1.50	70.79	21.66	0.02	5.67
National %	0.55	1.34	66.32	20.39	0.01	11.40

The data shows that 29.09% of employees chose 'not to disclose' or put 'unspecified' as their sexual orientation. This is below the national average of 31.79%, 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.

For the first time 'other sexual orientation' option has been included in this report to capture data from people who identify with orientations such as gender neutral or gender fluid.

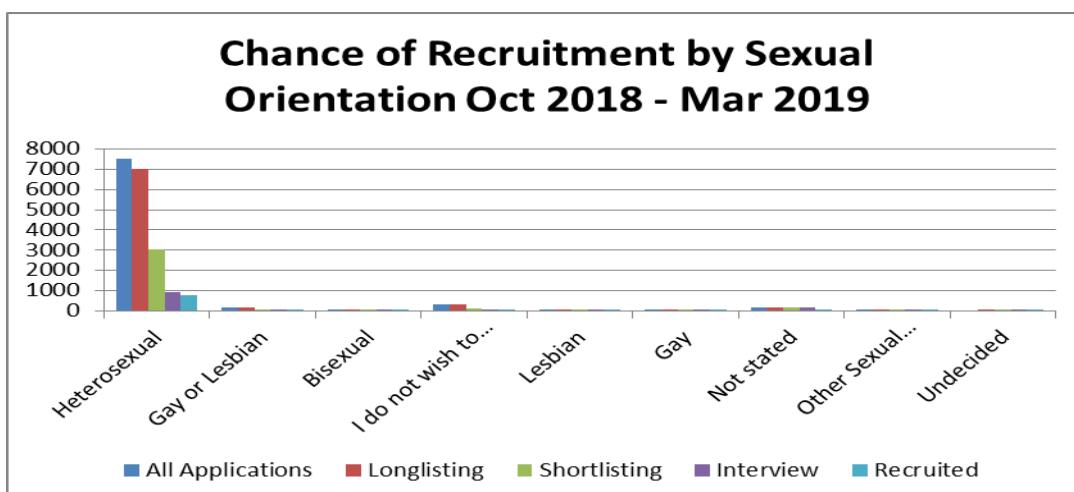
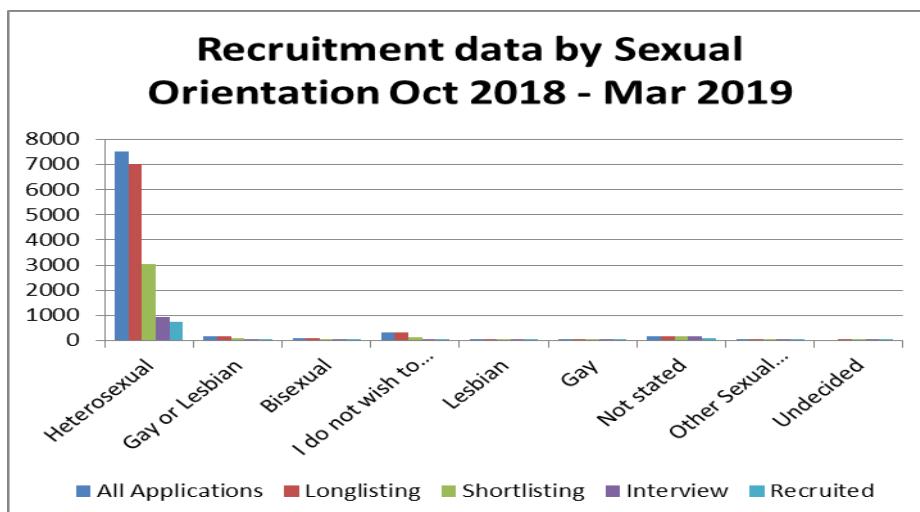
Sexual Orientation and HR Procedures

Sexual Orientation	Disciplinaries	Grievance	Bullying & Harrassment	Managing Performance	Comparison	
					% Staff in Post	% HR Procedure
Heterosexual	68	13	7	6	69.02	67.14
Gay or Lesbian	3	0	0	0	1.52	2.14
Bisexual	0	0	0	0	0.34	0.00
Not Disclosed	0	0	0	0	26.88	0.00
Unspecified	35	1	4	3	2.24	30.71

The table above shows the largest group of staff going through all HR procedures are heterosexual (94) an increase of 9 since the previous report. Data quality has been impacted by the large percentage of staff in the 'unspecified' group (43). 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 a high percentage

recorded as 'unspecified'. It would be prudent to review with cases in this category with HR.

Sexual Orientation and Recruitment

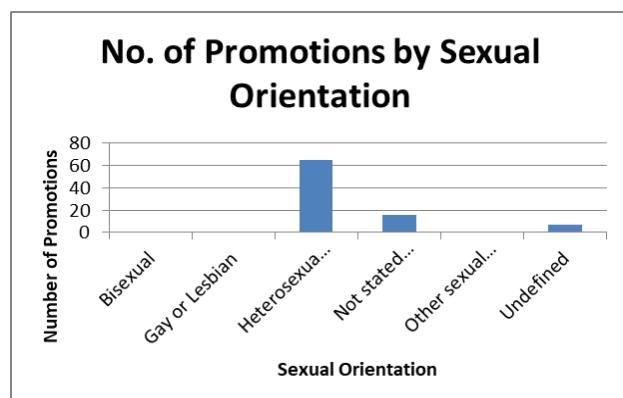


The table below shows 497 applicants choosing to 'not describe' or 'not state' their sexual orientation, leading to the data quality in other groups being affected; 132 of applicants from these groups were employed with 61.15% of applicants employed from the 'not stated' group.

The recruitment opportunity for homosexuals has increased from 13.40% to 38.46% since the last report, but 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	7503	184	90	340	8	13	157	15	
Longlisting	7023	180	81	318	8	13	157	10	20
Shortlisting	3060	76	30	130	2	9	157	2	16
Interview	949	19	10	52	1	5	156	2	9
Recruited	762	13	7	35	1	5	96	1	1
Chance of recruitment	10.16%	7.07%	7.78%	10.29%	12.50%	38.46%	61.15%	6.67	5

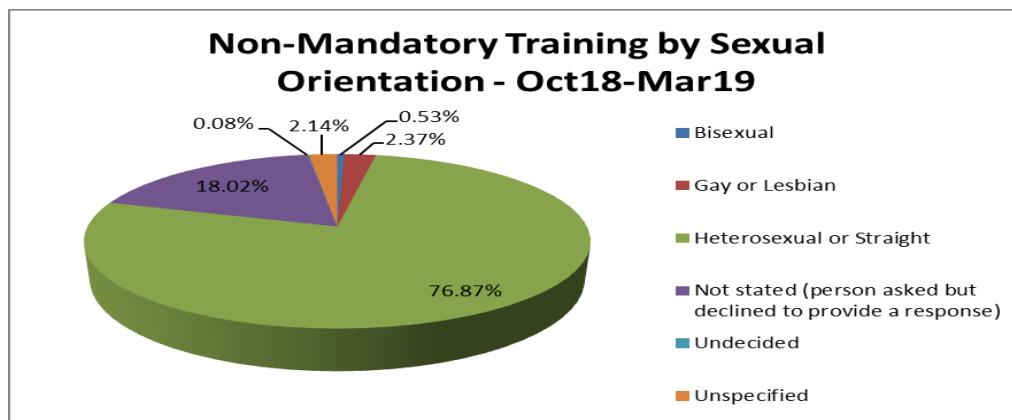
Sexual Orientation and Promotion



Sexual Orientation	Promotions	Staff in Post
Bisexual	0.00%	0.34%
Gay or Lesbian	1.12%	1.52%
Heterosexual or Straight	73.03%	69.02%
Not stated (person asked but declined to provide a response)	17.98%	26.85%
Other sexual orientation	0.00%	0.03%
Undefined	7.87%	2.24%

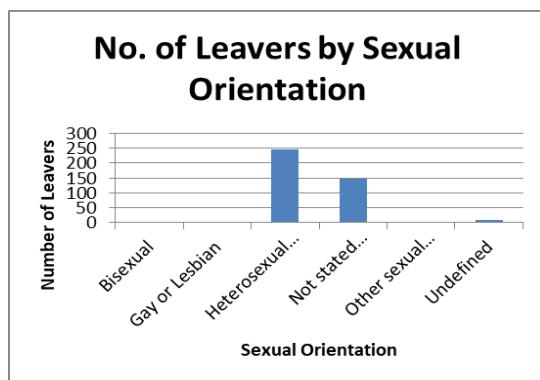
73.03% of recorded promotions were for heterosexual staff, and 1.12% for Lesbian and Gay. There could be inaccuracies in the data, with 25.85% of staff 'not describing' or listing their sexual orientation as 'undefined'. This metric should continue to be monitored to ensure there are no barriers preventing 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 are no barriers restricting staff from accessing any training offered by the Trust on the grounds of their sexual orientation.

Leavers



Sexual Orientation	Leavers	Staff in Post
Bisexual	0.00%	0.34%
Gay or Lesbian	0.49%	1.52%
Heterosexual or Stra	60.99%	69.02%
Not stated (person asked but declined to provide a	36.54%	26.85%
Other sexual orienta	0.00%	0.03%
Undefined	1.98%	2.24%

This is the first time leavers has been included across each protected characteristic so there will be limited information until the next report in November 2019.

The table above identifies heterosexuals as being the largest group of leavers, with those who have 'not stated' as the second largest, which might skew the figures across the remaining groups.

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 would be beneficial.

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 hoping to organise an event on the mezzanine 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 November 2019 meeting, covering the period 1 April 2019 to 30 September 2019.

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	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 WRRES	
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 WRRES. Disability also monitored as part of the WDES from May 2019	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 WRRES	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 being included in the report from April 2019	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 – Ellie McManus