

# **North Bristol NHS Trust**

## **Annual Equality Statistics**

### **Monitoring Report 2015**



## Table of contents

Introduction .....	4
1 Staff in Post.....	5
1.1 Ethnicity .....	5
1.2 Gender.....	7
1.3 Disability .....	8
1.4 Sexual Orientation .....	9
1.5 Religion or Belief.....	10
1.6 Age.....	11
2 Applications for Employment.....	12
2.1 Applicants and Staff Appointed by Ethnic Background .....	12
2.2 Applicants and Staff Appointed by Gender .....	13
2.3 Applicants and Staff Appointed by Disability .....	13
2.4 Applicants and Staff Appointed by Sexual Orientation .....	14
2.5 Applicants and Staff Appointed by Religion or Belief .....	14
2.6 Applicants and Staff Appointed by Age.....	15
3 Staff Training.....	15
4 Full/Part-Time Status.....	16
Full/Part-time Status by Gender 2015.....	16
Full/Part Time Status by Ethnicity 2015 .....	17
Full/Part Time Status by Disability 2015 .....	17
5 Benefits 2015.....	18
6 Reasons for Leaving.....	18
7 ASK HR Case Management .....	21
8 Harassment and Bullying .....	22
9 Trust Board Equality Profile 2015.....	23
10 Workforce Diversity Profile .....	23

## Introduction

This report contains statistics concerning the staff employed by North Bristol Trust by Race, Gender, Disability, Sexual Orientation, Religion or Belief and Age. The collection of these statistics demonstrates how we meet our legal requirements under the statutory duties, as set out in the Equality Act 2010 and in the Public Sector Equality Duty (PSED) 2011. The latter obliges us to provide information relating to employees who have a relevant protected characteristic. We also need to demonstrate compliance with the NHS Constitution and Equality Delivery System which are measured externally by the Quality Care Commission and Equality and Human Rights Commission respectively, and by other monitoring bodies.

This report is one part of how we meet our statutory obligations under the PSED but does not contain a full analysis of the figures. It needs to be read in conjunction with the 2014 Annual Equality report. Monitoring is an important part of understanding the access needs and experiences of our staff and also assessing whether we are responding to them in an appropriate and effective manner. Both the Monitoring and Equality reports were first compiled in 2009 and these give evidence the Trust has made considerable progress in promoting equality and taking steps to ensure that it does not discriminate.

The report also meets the Governments' requirement for public bodies, which was set out by Baroness Verma in the House of Lords 6 September 2011 who said that NHS Trusts must be:

: "...delivering real progress on equality and to be transparent about that so that the public can hold them to account."

The staffing information in this report is taken from the Electronic Staff Record (ESR) unless otherwise stated. ESR is the main workforce/payroll system used by the Trust. It can be seen from the report that there are gaps in some of the data, particularly in relation to disability, sexual orientation and religion or belief; in some cases the figures are too small to be statistically significant. The Trust's Equality Objectives were agreed in 2012 and include actions to further improve staff monitoring data. These were reviewed in 2014 and are due to be relooked at in 2016.

The figures only became available in 2009 so this year is used as a comparator. This report should be read in conjunction with the Annual Equality Report 2014.

There are some inconsistencies in numbers of staff (headcount and FTE) in the report and this is due to the data being drawn at different times and over different periods, while some figures have been rounded up. These figures are mainly calculated on full time equivalent staff and do not include bank and agency, unless otherwise stated.

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## 1 Staff in Post

The total number of staff Full time Equivalent (FTE) at the Trust on 31.12.2015 was 7715 (509 more than in 2014). This figure excludes bank staff. These figures have hardly altered since 2009 when there were 77% female staff and 22% male of a total of 7283 FTE. The total FTE is 7715 (7206 FTE in 2014) 509 more than 2014. In 2009 the FTE was 7283.

### 1.1 Ethnicity

The percentage of BME Staff at 31.12.2015 was 15% (14% in 2014) and the percentage for White Staff was 84% (84% in 2014). This figure was 14% in 2009 and it fell until 2011 when it began to rise again. Less than 2% did not provide this information in 2015 compared with 27% in 2009.

Table 1 below shows Ethnicity by staff group and Full Time Equivalent (FTE).

Table 1

<b>Full Time Equivalent staff by staff group and Ethnicity FTE 2015</b>							
<b>Medical or Non-Medical</b>							
	<b>Medical</b>			<b>Non-Medical</b>			<b>Grand Total</b>
<b>Staff Group</b>	<b>Black</b>	<b>White</b>	<b>Undisclosed</b>	<b>Black</b>	<b>White</b>	<b>Undisclosed</b>	
<b>Add Prof Scientific and Technic</b>				20.35	241.64	0.51	262.49
<b>Additional Clinical Services</b>				208.10	1154.68	13.21	1376.00
<b>Administrative and Clerical</b>				102.72	1447.67	16.95	1567.35
<b>Allied Health Professionals</b>				20.80	384.22	4.00	409.02
<b>Estates and Ancillary</b>				176.33	459.79	6.12	642.24
<b>Healthcare Scientists</b>				29.45	295.45	8.77	333.67
<b>Medical and Dental</b>	186.88	687.78	22.15				896.81
<b>Nursing and Midwifery Registered</b>				404.01	1785.56	33.58	2223.15
<b>Students</b>				1.00	4.00		5.00
<b>Grand Total</b>	186.88	687.78	22.15	962.76	5773.02	83.14	7715.72
<b>Workforce</b>	2.42%	8.91%	0.28%	12.47%	74.82%	1.07%	

Table 2 shows the ethnicity of staff by pay band. In 2012 these figures were very similar showing little progress; consequently a project to promote career development for Black and Minority Ethnic Staff was set up in 2013.

A number of initiatives have been put in place for example, members of the Trust Board offered to mentor staff from a BME background and interview skills training was offered. This work has impacted on the results of the Workforce Race Equality Standard which showed extremely favourable outcomes in its first report which was based on 2014 statistics.

Table 2

<b>Ethnicity of staff by pay band (showing FTE) 2015</b>				
<b>Band</b>	<b>Black</b>	<b>White</b>	<b>Undisclosed</b>	<b>Grand Total</b>
<b>Band 1</b>	0.38%	0.63%	0.00%	1.01%
<b>Band 2</b>	4.07%	15.34%	0.20%	19.61%
<b>Band 3</b>	0.87%	9.95%	0.07%	10.89%
<b>Band 4</b>	0.64%	7.97%	0.14%	8.75%
<b>Band 5</b>	4.58%	14.68%	0.13%	19.40%
<b>Band 6</b>	1.32%	13.10%	0.31%	14.73%
<b>Band 7</b>	0.40%	8.64%	0.14%	9.18%
<b>Band 8A</b>	0.07%	2.53%	0.01%	2.62%
<b>Band 8B</b>	0.05%	0.99%	0.00%	1.04%
<b>Band 8C</b>	0.00%	0.40%	0.00%	0.40%
<b>Band 8D</b>	0.00%	0.30%	0.01%	0.31%
<b>Band 9</b>	0.00%	0.09%	0.00%	0.09%
<b>Non AFC</b>	0.09%	0.19%	0.06%	0.34%
<b>Medical</b>	2.42%	8.90%	0.29%	11.61%
<b>Non AFC</b>	0.00%	0.01%	0.00%	0.01%
<b>Grand Total</b>	14.90%	83.74%	1.36%	100.00%

Table 3 shows the BME population taken from the 2011 census figures for the South West, Bristol, North Somerset and South Gloucestershire areas.

Table 3

<b>Key population data</b>	<b>England</b>	<b>South West England</b>	<b>Bristol</b>	<b>North Somerset</b>	<b>South Glos.</b>
<b>Source: 2011 Census</b>					
Total population	53,012,456	5,288,935	428,234	202,566	262,767
BME	20%	9%	22%	6%	8%
White	80%	91%	78%	94%	92%

The 2011 census showed that fewer than 9% of the population in the South West are from a Black or Minority Ethnic (BME) background. Bristol has a more diverse population with 22% BME while there is 8% in South Gloucestershire and 6% in North Somerset. The average of 14% BME people in the three BNSSG areas is slightly lower than the figure for BME staff in the Trust 15%. The BME staffing profile is 7% less than the Bristol population, 7% higher than the census figures for South Gloucestershire and 9% higher than for North Somerset.

## 1.2 Gender

In 2015 there were 5822 full time equivalent females representing 75% of the workforce (1% lower than 2014) and 1893 full time equivalent males representing 24% of the workforce. These are equivalent to the previous year.

The figures for 2014 by staff group in Table 4 below are rounded up.

Table 4

<b>Full Time Equivalent staff by Occupation by Gender 2015*</b>			
<b>Staff Group</b>	<b>Female</b>	<b>Male</b>	<b>Grand Total</b>
Add Prof Scientific and Technic	198	64	262
Additional Clinical Services	1101	275	1376
Administrative and Clerical	1247	321	1567
Allied Health Professionals	345	64	409
Estates and Ancillary	292	350	642
Healthcare Scientists	210	123	334
Medical and Dental	418	479	897
Nursing and Midwifery Registered	2006	217	2223
Students	5		5
<b>Grand Total</b>	<b>5822</b>	<b>1893</b>	<b>7715</b>

\* These figures are rounded up.

The Trust does not ask questions regarding Gender Identity (Trans staff) and it may be illegal to do so under the 2004 Gender Recognition Act. However, Trans staff have said they are happy to have this information recorded. A request has been made to the service provider of the Electronic Staff Record to include this category and an answer is awaited.

There are 80% of females in the workforce and 20% males. 70% of females are in bands 8a – 8d compared with 30% of males. This is an increase of 1% for females and 5% below the workforce figure. Bands 1 - 4 has 75% females and 25% males which is equivalent to the workforce figure. There are 84% of females in bands 5 -7 and 16% males.

Table 5

<b>Full Time equivalent staff by pay band by Gender 2015*</b>			
<b>Sum of FTE</b>	<b>Gender</b>		
<b>Band</b>	<b>Female</b>	<b>Male</b>	<b>Grand Total</b>
<b>Band 1</b>	41	37	78
<b>Band 2</b>	1028	485	1513
<b>Band 3</b>	713	127	840
<b>Band 4</b>	560	115	675
<b>Band 5</b>	1280	216	1496
<b>Band 6</b>	946	190	1136
<b>Band 7</b>	584	124	708
<b>Band 8A</b>	156	46	202
<b>Band 8B</b>	47	34	81
<b>Band 8C</b>	21	10	31
<b>Band 8D</b>	12	12	24

<b>Grand Total</b>	<b>5388</b>	<b>1396</b>	<b>6784</b>
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\* These figures are rounded up.

The last census return shows that there are slightly more than 50% of females in the population, this is the case nationally, regionally and locally.

At NBT female staff are 75% of the workforce, 36% Board members are female of which 30% are Executive Directors and 14% are Non Executives.

Table 6 shows the 2011 Census figures broken down by gender for the South West, Bristol, North Somerset and South Gloucestershire areas.

Table 6

<b>Key population data</b>	<b>England and Wales</b>	<b>South West England</b>	<b>Bristol</b>	<b>North Somerset</b>	<b>South Glos.</b>
<b>Source: 2011 Census</b>					
Total population	53,012,456	5,288,935	428,234	202,566	262,767
Female	51%	51%	50%	51%	50%
Male	49%	49%	50%	49.00%	50%

There are considerably more females represented in the Trust's workforce compared to the general population. There is a predominance of females in the nursing and administrative areas.

### 1.3 Disability

The total number of staff who declared a disability as at 31.12.2015 was 0.94% (1.17% in 2014 and 1.2% in 2013). Similar numbers did not declare a disability but fewer (5%) were undefined. This is slightly lower than that in the Office for National Statistics (ONS) data which is 1.5% for the population. There was almost a 6% increase to 65% of staff who did not declare a disability or have non-disabled status compared with 39% in 2014. The figure for disabled staff has fallen since 2009 when it was 1.1%. These figures are too small to be statistically significant.

Table 7 shows the number of staff who declared their disability status as at 31.12.2014.

Table 7

<b>Full Time Equivalent staff by Disability 2015</b>					
<b>Number of Disabled Staff 2013</b>	<b>Yes</b>	<b>No</b>	<b>Not Declared</b>	<b>Undefined</b>	<b>Grand Total</b>
Headcount	104	7214	1211	2535	11064
Headcount %	0.94%	65.20%	10.95%	22.91%	100.00%

The National Staff Attitude Survey (SAS) records staff who state they have a long term illness/health problem or disability. There was a decrease of 2% to 20% from 2014. The previous year there was an increase of 5%. This figure had risen every year since 2009. All staff were asked to complete the survey in 2015 for the first time and there was a 30% response rate. It is recognised that there is under-reporting of disability. Actions were taken again during 2015 on disability issues in line with the Equality Delivery System to improve this recording. These actions include



Employment Services sending out equality monitoring forms to new staff when they are appointed and encouraging all new staff to provide this information as part of Induction training. It is now possible to add information or amend personal information on the Electronic Staff Record and this has been publicised at Induction, through face to face training, Equality newsletter, Message of the Day, weekly electronic bulletins and so on to improve the statistics, this includes disability status. Joint research on the experience of Disabled staff in the NHS a report by Middlesex and Bedfordshire Universities uses the National Staff Attitude Survey results and shows that nationally there are 17% Disabled staff in the NHS Staff survey, the figure is much higher for NBT at 20% and that in the Electronic Staff Record is 3% nationally while the NBT figure is much lower at less than 1%.

Table 8 below shows the 2011 Census information relating to long term illness.

Table 8

<b>Key population data</b>	<b>England and Wales</b>	<b>South West England</b>	<b>Bristol</b>	<b>North Somerset</b>	<b>South Glos.</b>
<b>Source: 2011 Census</b>					
Total population	53,012,456	5,288,935	428,234	202,566	262,767
People with limiting long term illness	8,809,194	892,034	67,739	34,915	35,696
% people with limiting long term illness	17	17	16	17	14

The census in 2011 asked a question in relation to limiting long-term illness, which covered any long term illness, health problem or disability which limits daily activities at work. The census statistics therefore showed a much higher rate of those with long term illnesses nationally, regionally and locally compared to those who declared a disability in our 2015 workforce. The average for the BNSSG area is 16% and the staff survey figure of 20% is closer to these figures than those in the Electronic Staff Survey.

#### **1.4 Sexual Orientation**

Sexual orientation covers Lesbian, Gay and Bisexual (LGB) and heterosexual. For 2015 the statistics show that 1.41% (1.49% in 2014) of staff stated they are LGB. This is a slight underrepresentation against the national data collected by ONS (1.5%).

52% (55% in 2014) of staff declared they were heterosexual. In 2015 34% (34% in 2014) did not want to disclose their sexual orientation while 13% did not record anything a reduction of 2% from 2014.

This information has only been collected in recent years and it appears that staff are more reluctant to share this information. While more staff declare their sexual orientation (mainly heterosexual) the numbers of LGB staff are still too small to be statistically significant.

It is difficult to the LGB Lesbian, Gay or Bisexual but the Bristol Pride webpage estimates around 60,000 (about 7%) LGB people live and work in the city.

Table 9 shows sexual orientation by headcount and Full Time Equivalent.

Table 9

<b>Full Time Equivalent and headcount staff by Sexual Orientation 2015</b>			
Sexual Orientation	Sum of FTE	Headcount	Headcount %
Lesbian	33.19	38	0.34%
Gay	44.13	58	0.52%
Bisexual	45.45	61	0.55%
Heterosexual	4385.79	5749	51.96%
I do not wish to disclose my sexual orientation	2302.84	3785	34.21%
Undefined	904.32	1373	12.41%
<b>Grand Total</b>	<b>7715.72</b>	<b>11064</b>	<b>100.00%</b>

The table below shows the percentage of civil partnerships in relation to marriages in the 2011 census. As Civil Partnerships are only open to same sex couples it gives some indication of the number of lesbian/gay people in the population, but these figures should be treated with caution as many same sex people do not have a Civil Partnership. There were 86 Same Sex Marriage ceremonies in the BNSSG area in 2014 the data is not yet available for 2015. The census does not collect figures for sexual orientation.

Table 10

<b>Civil Partnerships data</b>	<b>England</b>	<b>South West England</b>	<b>Bristol</b>	<b>North Somerset</b>	<b>South Glos.</b>
<b>Source: 2011 Census</b>					
Civil Partnerships	100,288	9,768	1,126	314	297
<b>Percentage CPs</b>	0.2%	0.2%	0.3%	0.2%	0.1%
Marriages	20,029,369	2,134,822	126,910	86,784	110,532

## 1.5 Religion or Belief

The largest group declaring a religion at 31.12.2015 were Christians representing 31% of staff (35% in 2014) followed by Atheists at 7.6% of staff (7.5% in 2014) then "Other" at almost 5% (the same as for 2014) and Muslims at 1.47% a slight reduction from the previous year. When all religions, excluding Christians, are added together this represents 7% of staff (7% in 2014). There was an increase of over 6% of staff who preferred not to say. There was a decrease of 3% in the percentage of "undefined" at 12% (15% in 2014). Staff belonging to religions "Other" than Christian account for 4.73% (7.5% in 2014) of all staff which is an under-representation against the 2011 ONS data (0.5%).

Table 11 below shows the range of staff declaring the religion or belief they hold by headcount and Full Time Equivalent.

Table 11

<b>Full Time Equivalent and headcount staff by Religion or Belief 2015</b>			
<b>Religious Belief</b>	<b>Sum of FTE</b>	<b>Headcount</b>	<b>Headcount %</b>
Christianity	2605.83	3411	30.83%
Atheism	661.07	841	7.60%
Other	404.64	523	4.73%
Islam	105.63	163	1.47%
Hinduism	46.13	50	0.45%
Buddhism	32.75	44	0.40%
Sikhism	13.57	17	0.15%
Judaism	6.32	7	0.06%
Jainism	1.73	2	0.02%
I do not wish to disclose my religion or belief	2933.73	4633	41.87%
Undefined	904.32	1373	12.41%
<b>Grand Total</b>	<b>7715.72</b>	<b>11064</b>	<b>100.00%</b>

Table 12 below shows the 2011 census data by religion and belief.

Table 12

<b>Key population data</b>	<b>England and Wales</b>	<b>South West England</b>	<b>Bristol</b>	<b>North Somerset</b>	<b>South Glos.</b>
<b>Source: 2011 Census percentage</b>					
Total population	53,012,456	5,288,935	428,234	202,566	262,767
Christianity	59	60	47	61	74%
No religion	25	30	37	30	17%
Islam	5.0	1.0	5.1	0.4	0.4%
Hinduism	1.5	0.3	0.6	0.2	0.3%
Other	0.4	0.6	0.7	0.5	0.2%
Buddhism	0.5	0.4	0.6	0.3	0.1%
Sikhism	0.8	0.1	0.5	0	0.1%
Judaism	0.5	0.1	0.2	0.1	0.06%
Religion not stated	7.2	7.9	8.1	7.5	7%

Of those who declared their religion/belief the workforce data mirrors the population data with the largest proportion of staff stating they are Christian.

## 1.6 Age

The table below shows the age bandings of staff by FTE and headcount. The biggest age group comprised staff aged from 46–50 at 12% (14% in 2014) and the smallest group was for those aged over 70. Almost 51% (65% in 2014) of staff were over 40 and 11% (10% in 2014) were under 25, this is a decrease of 11% from 2009. 27% of staff are over 50 (33% in 2014).

Table 13

<b>Full Time Equivalent and headcount staff by Age 2015</b>			
<b>Age Band</b>	<b>Sum of FTE</b>	<b>Headcount</b>	<b>Headcount %</b>
16-20	82.66	171	1.55%
21-25	749.37	1074	9.71%
26-30	1057.85	1447	13.08%
31-35	928.44	1416	12.80%
36-40	957.89	1367	12.36%
41-45	915.50	1263	11.42%
46-50	1003.87	1365	12.34%
51-55	964.92	1279	11.56%
56-60	724.89	1036	9.36%
61-65	277.61	484	4.37%
66-70	43.52	133	1.20%
71-75	6.89	26	0.23%
76-80	2.32	3	0.03%
<b>Grand Total</b>	<b>7715.72</b>	<b>11064</b>	<b>100.00%</b>

## 2 Applications for Employment

These figures were collected between 1<sup>st</sup> January 2015 and 31<sup>st</sup> December 2015. There was a 27% increase in the number of applicants from 2014.

### 2.1 Applicants and Staff Appointed by Ethnic Background

In 2015 almost 16% of staff appointed were from a BME background compared with 23% in 2014 a decrease of 7% this is higher than the current BME workforce. More BME people applied than in the previous year and in 2015, 12% fewer White people were appointed than in 2014.

It is not known why there was a huge increase in 2014 of BME appointments and a decrease in 2015. There were more Valued Based Recruitment events in 2015. In 2016 candidates will be asked to evaluate the VBR process on whether or not they deem it is a 'fair' process. We are also beginning to introduce assessor training to improve consistency in scoring, one of the topics in the training is 'being aware of your recruitment biases.'

Further, an evaluation process will be introduced in 2016 where we look at the recruitment numbers for different equality groups recorded on NHS Jobs (date of birth, disability, gender, ethnic origin, sexual orientation and religion/belief). This should gather data from a number of different stages in the process: Applications; Shortlisted; Attending Assessment Centre; and Total Successful. It is hoped this will help us identify any trends which may be occurring.

Table 14

<b>Applicants and Staff Appointed by Ethnicity 2015*</b>						
<b>Ethnicity</b>	<b>Number Applied in 2015</b>	<b>Total Applied %</b>	<b>Number Short listed 2015</b>	<b>Total Shortlisted %</b>	<b>Number Appt. 2015</b>	<b>Total Appt %</b>
<b>BME</b>	8035	30.5%	1952	24%	150	16%
<b>White</b>	17902	68%	6103	75%	783	83%
<b>Undisclosed</b>	394	1.5%	131	1%	15	1%
<b>Grand Total</b>	<b>26331</b>	<b>100%</b>	<b>8186</b>	<b>100%</b>	<b>948</b>	<b>100%</b>

\*These figures are rounded up

## 2.2 Applicants and Staff Appointed by Gender

In 2015 71% (2014 69%) of staff appointed were female this compares with 82% in 2013. More females applied 5232 than in 2014. In 2009, of all those appointed 81% were female.

<b>Applicants and Staff Appointed by Gender 2015*</b>			
<b>Gender</b>	<b>Number Applied in 2015</b>	<b>Total Applied %</b>	<b>Total Appointed % FTE</b>
Female	18588	71%	71%
Male	7683	29%	29%
Undisclosed	60	0%	0%
<b>Grand Total</b>	<b>26331</b>	<b>100%</b>	

\*These figures are rounded up where possible

## 2.3 Applicants and Staff Appointed by Disability

In 2015 4% of applicants (3.7% in 2014) declared themselves Disabled. This is almost double the figure for 2012. 291 (29%) more disabled people applied for posts in 2015 than in 2014. However, 1.5% were appointed (2.6% 2014). In 2009 this was 0.2% of those who declared a disability, therefore this shows a marked improvement over the last 7 years. While 8% of those appointed were not disabled, this compares with 96% in 2014. There was an increase of 136 in the number of applicants who did not disclose this status yet 43% were appointed. These figures are small overall so it is difficult to draw conclusions other than to show that Disabled people are still reluctant to declare their status.

In 2015 the percentage of those appointed is taken from the Electronic Staff record for new starters which may explain the high figure for those who did not declare their status either way.

Table 16

<b>Disability</b>	<b>Number Applied in 2015</b>	<b>Total Applied %</b>	<b>Total Appointed % FTE</b>
Yes	1013	4%	1.5%
No	24987	95%	8%
Undisclosed	331	1%	43%
<b>Grand Total</b>	<b>26331</b>	<b>100%</b>	

\* These figures have also been rounded up.

## 2.4 Applicants and Staff Appointed by Sexual Orientation

In 2015 1% of people who applied were Lesbian, Gay or Bisexual compared with 3.5% in 2014 and 3% in 2013. There were 1.68% LGB people appointed in 2015 (3% in 2014 and 2.5% in 2013).

In 2009, 0.91% of those appointed were LGB. 1074 LGB people applied in 2015 (676 in 2014) compared with 395 in 2012. These figures are too small to be statistically significant however, this shows a huge rise in applicants since 2009 when 364 LGB applied and 12697 heterosexuals. 8% of applicants did not state their sexual orientation in 2015 compared with 7.5% in 2014. In 2015 the percentage of those appointed is taken from the Electronic Staff record for new starters.

Table 17

<b>Applicants and Staff Appointed by Sexual Orientation 2015</b>			
<b>Sexual Orientation</b>	<b>Number Applied in 2015</b>	<b>Total Applied %</b>	<b>Total Appointed % FTE</b>
Lesbian	197	1%	0.41%
Gay	283	1%	0.68%
Bisexual	594	2%	0.59%
Heterosexual	23193	88%	57.41%
Undisclosed	2064	8%	40.92%
<b>Grand Total</b>	<b>26331</b>	<b>100%</b>	

## 2.5 Applicants and Staff Appointed by Religion or Belief

Christians represent the largest number of people who applied in 2015 at 46% (2014, 46% and 54% in 2013) followed by Atheists 18% (20% in 2014). The same percentage chose not to disclose, 11% as in 2014. The 2009 report shows that 37% of those applying were Christian showing an increase of 9% since then. There were 12% in the "Other" category (9% in 2014) this figure has risen from 7% in 2009. Muslims are the next largest group at 9%. All groups, except for Christian and including "Other" was 25% similar to 2014.

These figures have changed significantly since 2009 with 12% more people recording a Christian faith and 6% more saying they are Atheist. 89% of applicants recorded a faith in 2015 the same as in 2014 and an increase of 3% since 2009.

Table 18

<b>Applicants and Appointed by Religion or Belief 2015</b>			
<b>Religion or Belief</b>	<b>Number Applied in 2015</b>	<b>Total Applied %</b>	<b>Total Appointed %</b>
Atheism	4750	18%	10.74%
Buddhism	341	1%	0.23%
Christianity	12056	46%	24.33%
Hinduism	710	3%	0.82%
Islam	2269	9%	2.63%
Jainism	14	0.05%	0%
Judaism	30	0.11%	0%
Sikhism	115	0.43%	0.23%
Other	3185	12%	6.16%
Undisclosed	2861	11%	54.87%
<b>TOTAL</b>	<b>26331</b>		

## 2.6 Applicants and Staff Appointed by Age

41.82% (37% in 2014) of staff appointed were aged between 20 and 29 in 2015; this represented the largest group of those appointed. This is a change from 2009 when the highest number appointed were in the group aged 30 – 39 at 36%.

Table 19

<b>Applicants and Staff Appointed by Age 2015</b>			
<b>Age</b>	<b>Number Applied in 2015</b>	<b>Total Applied %</b>	<b>Total Appointed %</b>
Age up to 20	832	3%	1.31%
Age 20 - 29	12153	46%	41.82%
Age 30 – 39	6470	24%	29.04%
Age 40 – 49	4118	15%	14.86%
Age 50 – 59	2516	9%	9.56%
Age 60 - 69	219	0.83%	3.26%
Age 70 +	2	0.0%	0.14%
Undisclosed	21	08%	0%
<b>Total</b>	<b>26331</b>		

\*These figures are too small and cannot be rounded up in certain places

## 3 Staff Training

There were 2265 (35%) staff in 2015 (3125 or 43% of staff in 2014) who undertook some form of equality and diversity training, attended corporate induction or undertook the E learning equality and diversity course. Of these 18% were BME (18% in 2014) 74% were White (71% in 2014) and 8% a higher number than 2014, did not give their ethnicity. 65% were female (59% in 2014) and 30% were male (30% in 2014). Equality training became mandatory in April 2015 for all staff once every 3 years and there was a 77% compliance rate by 31 December 2015.

Table 20

<b>Equality Training for 2015</b>	<b>Gender</b>		<b>No record</b>		
<b>Ethnic Category</b>	<b>Female</b>	<b>Male</b>	<b>No record</b>	<b>%</b>	<b>Grand Total</b>
<b>BME</b>	293	188		18%	481
<b>White</b>	1435	530		74%	1965
<b>Ethnicity not recorded</b>	165	54	219	8%	219
<b>Grand Total</b>	1893	772		100%	2665

Induction training is mandatory for all new starters and includes a section on equality and diversity, during 2015 there was an increase in new staff.

This session covers the equality duties, the protected characteristics, the responsibility for equality monitoring, respect and dignity statement, harassment and bullying, the Two Ticks Disability scheme and practical examples on how to make reasonable adjustments, for example, where to find out how to produce information in different formats for patients, how to support people on the autistic spectrum, recognising different diets for people from different cultures, acknowledging patients in the gender they present in and so on.

Information is given out about the staff equality group. It is emphasised that equality monitoring is confidential, anonymous and voluntary and staff are encouraged to provide their information directly through the Electronic Staff Record and gather it from patients.

iCare training was offered to staff in 2014 which looks at the Trusts' values. 35% of full time equivalent (FTE) staff underwent this training in 2015 (39% in 2014) which includes information about equality. The "R" in iCare stands for respect.

#### **4 Full/Part-Time Status**

##### **Full/Part-time Status by Gender 2015**

Figures for the year to the 31<sup>st</sup> December 2015 show that 56% (79% in 2014) of staff worked full time, a decrease of 23% from the previous year.

43% (50% in 2014) of staff worked part time in 2015. 40% were female and 3% were male, there is no change for females and a 7% decrease for males from 2014. In 2009, 49% of staff worked part time, of which 44% were female and 5% were male.



Table 21

<b>Full/Part-time Status by Gender 2015*</b>						
	<b>Female</b>			<b>Male</b>		
<b>Employee Category</b>	<b>Sum of FTE</b>	<b>Head count</b>	<b>Head count %</b>	<b>Sum of FTE</b>	<b>Head count</b>	<b>Head count %</b>
Full Time	3270	3271	38%	1556	1557	18%
Part Time	2213	3440	40%	166	280	3%
Undefined					1	
<b>Grand Total</b>	<b>5483</b>	<b>6711</b>	<b>78%</b>	<b>1722</b>	<b>2597</b>	<b>21%</b>

\*These figures have been rounded up.

### Full/Part Time Status by Ethnicity 2015

The proportion of White staff working full time was 47% (47% in 2014). 38% (43% in 2012) of part time staff are White, a reduction from 2014.

For BME staff 9% (8% in 2014) were full time and 4% were part time (5% in 2014). There is almost 2% more BME full time staff than in 2009 and just under 0.5% fewer BME staff working part-time than in 2009.

Table 22

<b>Full/Part Time Status by Ethnicity 2015*</b>						
	<b>Full Time</b>			<b>Part Time</b>		
<b>Ethnicity</b>	<b>Sum of FTE</b>	<b>Head count</b>	<b>Head count %</b>	<b>Sum of FTE</b>	<b>Head count</b>	<b>Head count %</b>
Black	748	748	9%	254	391	4%
White	4013	4015	47%	2078	3256	38%
Undisclosed	65	65	1%	47	73	0.85%
<b>Total</b>	<b>4826</b>	<b>4828</b>	<b>57%</b>	<b>2379</b>	<b>3720</b>	<b>43%</b>

\*These figures are rounded up.

### Full/Part Time Status by Disability 2015

In 2015 less than 1% (1% 2014) of staff who declared a disability were full time and the same figure worked part time (1% 2014). While these figures are too small to be of any statistical significance there has also been very little change since 2009.

Table 23

<b>Full/Part Time Status by Disability 2015*</b>						
	<b>Full Time</b>			<b>Part Time</b>		
<b>Disabled</b>	<b>Sum of FTE</b>	<b>Head count</b>	<b>Head count %</b>	<b>Sum of FTE</b>	<b>Head count</b>	<b>Head count %</b>
Yes	520	52	0.61%	29	48	0.56%
No	3066	3068	35.89%	1290	2022	23.65%
Not Declared	536	536	6.27%	251	392	4.59%
Undefined	1172	1172	13.71%	809	1258	14.72%
<b>Grand Total</b>	<b>4826</b>	<b>4828</b>	<b>56.4%</b>	<b>2379</b>	<b>3720</b>	<b>43.51%</b>

\*These figures are rounded up.

## 5 Benefits 2015

The NHS has very few benefits for staff in the way of enhanced payments; however, Clinical Excellence Awards are awarded to doctors through an application process.

The figures for the awards in 2015 show that 47 doctors received these awards, 7 fewer than in 2014 of which 22% (42% in 2014) were female and 31% (58% in 2014) were male. In 2015 there was 7% more females than males who received awards. This reverses the trend from 2014 when there was an increase of 7% for male doctors and a decrease of almost 20% for female doctors receiving awards. 20% of BME doctors had an award in 2015 compared with 24% in 2014, a decrease of 4%.

The Ethnic Origin breakdown was as follows:

Table 24

<b>Benefits 2015 by Ethnic Origin</b>	
British	18
Any Other White background	2
Not stated	2
Indian	3
White	2
White British	15
White & Asian	1
British Asian Indian	1
Egyptian	1
White & Black Caribbean	1
Any other Asian	2
Caucasian	1
Any other ethnic group	1
Chinese	1
<b>Total</b>	<b>53</b>

## 6 Reasons for Leaving

In 2015 there were 2995 leavers (2146 in 2014 and 1648 in 2013) an increase of 28% since 2014. For leavers by age the highest number was for those between the ages of 26-30 19% (17% in 2014) followed by 31-35 years olds 16% (the same as for 2014 and 2013) There was a change for 21-25 year olds 13% (9% in 2013) who took the third position followed by 36-40 year olds 11% (11% in 2014) then 41-45 at 8% (10% in 2014 and 8% in 2013). A further change is that 56-60 year olds were 6<sup>th</sup> in the list at 8%.

These figures now reduce for age bands at age range 66-70 at 6%. It is common for staff to leave within the first five years of employment, whether in the NHS and other organisations. There are a number of reasons as to why this is the case, for example, short-term contracts especially for doctors. Over the last year there was a drive to recruit more staff with a view to using bank and agency staff far less. The introduction of the Valued Based recruitment process showed that over the first 18 months or so retention rates were improved.

Table 25

<b>Leavers 2015 - All Staff by Age*</b>		
Age Band	Sum of FTE	Headcount
16 – 20	31	74
21 – 25	187	380
26 – 30	339	582
31 – 35	233	472
36 – 40	151	332
41 – 45	104	236
46 – 50	80	202
51 – 55	102	225
56 – 60	128	231
61 – 65	68	168
66 – 70	12	62
71 & above	3	31
<b>Grand Total</b>	<b>1438</b>	<b>2995</b>

\*These figures are rounded up.

Information is collected on reasons for leaving by way of a termination form. The highest number was due to all types of voluntary resignation 37% (14% in 2014) then Bank staff at 27% which was largely due to a data cleanse of the system. The expiry of fixed term contracts stood at 15% a decrease from 22% in 2014. Transfer of staff was 10% a decrease from 23% in 2014 followed by voluntary retirement at 7% (9% in 2014). The figures are too small to be statistically significant across the protected characteristics.

Table 26 shows that while the percentage of BME staff is far lower than that of White staff there is an almost an equivalent percentage of leavers for both groups.

Table 26

<b>Leavers by Ethnicity 2015</b>			
<b>Ethnicity</b>	<b>Sum of Leavers FTE</b>	<b>Sum of FTE</b>	<b>Sum of Turnover %</b>
<b>Black</b>	144.69	980.11	14.76%
<b>White</b>	872.23	5986.22	14.57%
<b>Undisclosed</b>	17.82	106.46	16.74%
<b>Grand Total</b>	<b>1034.74</b>	<b>7072.78</b>	<b>14.63%</b>

Table 27

<b>Leaving Reason 2015*</b>		
<b>Leaving Reason</b>	<b>Sum of FTE</b>	<b>Headcount</b>
Bank Staff not fulfilled minimum work requirement	1	823
Death in Service	5	6
Dismissal - Capability	23	29
Dismissal - Conduct	9	12
Dismissal - Some Other Substantial Reason	3	13
Dismissal - Statutory Reason	3	7
Employee Transfer	12	291
End of Fixed Term Contract	137	150
End of Fixed Term Contract - Completion of Training Scheme	51	54
End of Fixed Term Contract - End of Work Requirement	7	7
End of Fixed Term Contract - External Rotation	202	206
End of Fixed Term Contract - Other	30	34
Flexi Retirement	7	9
Has Not Worked	7	26
Initial Pension Ended	0.00	3
Redundancy - Compulsory	26	28
Redundancy - Voluntary	1	1
Retirement - Ill Health	9	12
Retirement Age	119	158
Voluntary Early Retirement - no Actuarial Reduction	11	12
Voluntary Early Retirement - with Actuarial Reduction	15	18
Voluntary Resignation - Adult Dependants	5	6
Voluntary Resignation - Better Reward Package	63	71
Voluntary Resignation - Child Dependants	23	31
Voluntary Resignation - Health	32	42
Voluntary Resignation - Incompatible Working Relationships	9	10
Voluntary Resignation - Lack of Opportunities	34	38
Voluntary Resignation - Other/Not Known	12	206
Voluntary Resignation - Promotion	133	148
Voluntary Resignation - Relocation	156	181
Voluntary Resignation - To undertake further education or training	55	65
Voluntary Resignation - Work Life Balance	234	296
Pregnancy	1	1
Mutually Agreed Resignation - National Scheme with Repayment	1	1
<b>Grand Total</b>	<b>1436</b>	<b>2995</b>

## 7 ASK HR Case Management

ASK HR dealt with 722 cases in 2015 an increase of 33% from 2014, BME staff are represented in 7 of the 11 categories which is lower than those for White staff who are included in 10. BME staff represent 12.5% of cases overall a reduction of 2.5% from 2014 and 2.5% lower than the BME workforce statistic. For disciplinary cases 21% related to BME staff, although this is 6% more than the workforce figures it is 17% lower than in 2014 and 60% lower than for White staff. Harassment and Bullying cases concerned 30% (29% in 2014) BME staff and 70% White staff, grievances were raised by 19% of BME staff, 1% less than in 2014 and 4% more than the workforce figure, 74% (17% in 2014).

Overall cases come from 12.5% of BME staff compared with 84% of White staff. It should be noted that the figures regarding BME staff are calculated from the small number of cases registered for each category.

Table 28

<b>ASK HR Cases 2015</b>					
<b>Policy</b>	<b>BME</b>	<b>White</b>	<b>Not known*</b>	<b>Disability</b>	<b>Total</b>
Capability	4	9	0	0	13
Discipline	11	37	4		52
Employment Break	0	0	1	0	1
Equality and Diversity policy	0	1	0	0	1
Grievance	3	12	1	0	16
Harassment & Bullying	3	7	0	0	10
Miscellaneous	2	6			8
Redeployment	0	2	0	0	2
Sickness (Long Term Sick)	60	472	15	2	549
Sickness (Persistent/Intermittent)	7	57	3	0	67
Whistleblowing (Raising Concerns)	0	1	0	0	1
<b>Total</b>	<b>90</b>	<b>604</b>	<b>24</b>	<b>2</b>	<b>722</b>
<b>Percentages</b>	<b>12.5%</b>	<b>84%</b>	<b>3%</b>	<b>0.2%</b>	<b>100%</b>

Due to underreporting of disability status on the Electronic Staff Record there were only 2 cases dealt with by ASK HR (long term sickness) involving disabled members of staff.

All new members of staff are encouraged to provide this information when they attend Induction sessions.

84% of staff managed under HR policies were women, reflecting the gender profile of our workforce and 2% more than in 2014 while 34% of staff defined their religious belief as Christian, followed by 7% who considered themselves as Atheist, reflective of the Trusts staff profile. Nearly 2% of staff categorised themselves as lesbian, gay or bisexual and all of these figures are reflective of the Trusts staff profile.

It is encouraging that the provision of data from staff has improved year on year which has contributed to a more coherent assessment of the equality and diversity employee relations climate within the Trust.

The combination of data that was missing or not defined represents 53% (47% in 2014) of staff who were managed under HR policies 6% higher than in 2014. 45% did not declare their sexual orientation. Overall figures are currently too small to be statistically significant.

## 8 Harassment and Bullying

The Harassment and Bullying advice line service was launched in November 2009 following responses to the Staff Attitude Survey (SAS) where staff said they did not think enough was being done to tackle harassment and bullying. The service is supported by volunteer harassment advisors, recruited from a diverse staff group. Table 29 below shows the number of staff (14) contacting the service between January 2015 and December 2015 and the reason why. There were 17 cases in 2014, these low figures may be a concern. The Staff Attitude Survey for 2015 shows 29% of staff feel they are being harassed or bullied by patients, relatives or the public, this is a reduction of 2% from the previous year. This figure stands at 32% for NHS staff nationally.

Table 29

Category	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Age			1									
Race							1			1	3	
Disability												
Sexual Orientation			1	1								
Gender		1										
Management Behaviour												
Perceived Unfair												
Other							1	1	3			
<b>Total</b>	<b>14</b>											

However, calls to the helpline show that harassment and bullying of staff has increased for BME staff and reduced for Disabled staff in 2015. New ways to promote the service are being investigated. The service is advertised in the monthly equality newsletter, on Message of the Day and the equality notice boards and elsewhere to ensure that staff are aware of the helpline. 6 new advisers were recruited and trained in 2015. The service is promoted in a variety of ways throughout the year.

The Staff Attitude Survey (SAS) showed that for staff feeling harassed or bullied by other members of staff was 26% which is 2% lower than for 2014.

The SAS showed in 2015 staff who experienced harassment, bullying or abuse from other staff was highest for disabled staff at 28% followed by White staff (26%) and BME staff (24%). For those experiencing harassment, bullying or abuse from patients, relatives or the public this was also highest for Disabled staff (32%) followed by Women (29%) and BME staff (28%).

## 9 Trust Board Equality Profile 2015

The equality profile for the North Bristol Trust Board is set out below. This has not changed since 2011. 36% are female, 7% declare a disability. 14% are from a BME background which is higher than the percentage for Trust Boards in London (9%).

### Board Member Equality Statistics 2015

Table 30

Trust Board Equality Profile 2015									
No. of Execs	No of non-Execs	Fe-male	Male	BME	Dis-abled	Lesbian	Gay	Bi-sexual	Trans
7	7	5	9	2	1	0	0	0	N/k

## 10 Workforce Diversity Profile

Figures taken from the Electronic Staff Record (ESR) show that the percentage of BME staff increased to 15% (14% in 2014) and the percentage for White staff decreased to remain the same at 84%. Almost 16% of those appointed were BME a fall of 7% from 2014.

The BME population for Bristol, South Gloucestershire and North Somerset is 14% and the figures for BME staff equate with this. More staff members are being recruited to the BME Career Development group and 8 of these were matched with Board members and senior managers as mentors. A number have attended training on recruitment and acted as assessors at Valued Based Recruitment sessions where staff are selected.

The total number of staff who declared a disability was 0.94% on the ESR this decreased slightly from the previous year and has risen very slightly since 2009 when it was 1.1%, too small to be statistically significant.

The percentage (34%) who did not declare a disability or have non-disabled status has fallen by 5% since 2014 and this percentage continues to fall.

In 2015 4% of applicants (3.7% in 2014) declared themselves Disabled. This is almost double the figure for 2012. 291 (29%) more disabled people applied for posts in 2015 than in 2014. However, 1.5% were appointed (2.6% 2014). In 2009

this was 0.2% of those who declared a disability, therefore this shows a marked improvement over the last 7 years. While 8% of those appointed were not disabled, this compares with 96% in 2014. There was an increase of 136 in the number of applicants who did not disclose this status yet 43% were appointed. These figures are small overall so it is difficult to draw conclusions other than to show that Disabled people are still reluctant to declare their status.

The figures for successful Disabled applicants rose slightly in 2014 along with the number who did not wish to give this information. However, due to the lack of statistics this is too small to be of any significance. In comparison the National Staff Attitude Survey (SAS) results for NBT in 2015 reported a total of 20% (22% in 2014) of staff who declare their status as a long term illness/health problem or disability a decrease of 2% from the previous year. The Staff Disabled Development group has a chair and they have drawn up an action plan. Disabled staff have been invited to be assessors at the Valued Based Recruitment sessions.

Full time equivalent females represent 80% (76% in 2014) of the workforce and full time equivalent males represent 20% of the workforce. The census figures show just over 50% of the population is female locally, regionally and nationally and that the Trust employs a far higher percentage. Of those in Band 8 and above female staff comprise 70% which is 5% lower than the workforce figure and males comprise 30% of this band which is 10% higher than in the workforce as a whole.

Over the last year the statistics for sexual orientation have again fallen very slightly. Sexual orientation covers Lesbian, Gay and Bisexual (LGB) and heterosexual staff. A total of 1.41% (1.49% in 2014) of staff stated they are LGB. Figures for non-declaration decreased by 9% from 2014. This information has only been collected in recent years and it appears that staff are more reluctant to share these details, although the figures collected increase each year the numbers are still too small to be statistically significant.

There were more LGB who applied in 2015 and 1.68% appointed just over 1% fewer than the previous year and the numbers continue to rise since 2009. There was also an increase of 8% of people who did not state their sexual orientation. These figures are too small to be statistically significant.

Christians represent the largest group of people who applied in 2015 at 46% followed by Atheists 18%. The same percentage chose not to disclose, 11% as in 2014. The 2009 report shows that 37% of those applying were Christian showing an increase of 9% since then. There were 12% in the "Other" category this figure has risen from 7% in 2009. Muslims are the next largest group at 9%.

These figures have changed significantly since 2009 with 12% more people recording a Christian faith and 6% more saying they are Atheist. 89% of applicants recorded a faith in 2015 an increase of 3% since 2009.

The Sanctuary offers specific space to Muslims for Friday prayers, a Christian group has prayers every Wednesday and there are also smaller rooms for individual prayers or contemplation at other times. The BME Staff Development group held events to celebrate Vaisakhi and Eid in 2015.



The biggest age group comprised staff aged from 46–50 at 12% and the smallest group was for those aged over 70. Almost 51% of staff were over 40 and 11% were under 25, this is a decrease of 11% from 2009. 27% of staff are over 50.

The figures for calls to the Harassment and Bullying helpline fell by 30% in 2015. The helpline is advertised in the monthly staff Equality Newsletter and by other means.

The Staff Attitude Survey for 2015 shows 29% of staff feel they are being harassed or bullied by patients, relatives or the public this is a reduction of 2% from the previous year. This figures stands at 32% for NHS staff nationally. For staff feeling harassed or bullied by other members of staff this is 26% which is 2% lower than for 2014.

However, it also shows that harassment and bullying by staff has increased for BME, and reduced for Disabled in 2015. New ways to promote the service are being investigated. The service is advertised in the monthly equality newsletter and elsewhere to ensure that staff are aware of the helpline and new advisers were trained and recruited in 2015.

This report has been collated since 2009. There have been some changes in the last five years in that more staff are beginning to give their equality information in some categories; however these movements are often too small to have any statistical significance. Staff seem reluctant to record their disability and/or sexual orientation on the Electronic Staff Record while numbers stating a religion or belief have increased during this time.

In 2015 the electronic self-service system allowed staff to add their personal data and this has been advertised by various means, including the Equality and Diversity newsletter and the Message of the Day.

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**March 2016**

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