

North Bristol NHS Trust

Annual Equality Statistics

Monitoring Report 2016



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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.

Lesley Mansell
Equality and Diversity Manager
Human Resources & Development
March 2016

1 Staff in Post

The total number of staff Full time Equivalent (FTE) at the Trust on 31.12.2016 was 7125 (590 fewer than in 2015). 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.

1.1 Ethnicity

The percentage of BME Staff at 31.12.2015 was 16% (15% in 2015) and the percentage for White Staff was 83% (84% in 2015). This figure was 14% in 2009 and it fell until 2011 when it began to rise again. Less than 1% (less than 2% in 2015) did not provide this information in 2016 compared with 27% in 2009.

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

Table 1

Full Time Equivalent staff by staff group and Ethnicity Sum of FTE Med and Non Med 2016							
	Medical			Non-Medical			Grand Total
Staff Group	Black	Un disclosed	White	Black	Un disclosed	White	
Add Prof Scientific and Technic				18.44	0.51	196.42	215.37
Additional Clinical Services				215.81	6.51	1077.90	1300.22
Administrative and Clerical				91.28	7.56	1265.38	1364.23
Allied Health Professionals				19.27	3.00	328.32	350.59
Estates and Ancillary				200.57	5.52	479.99	686.08
Healthcare Scientists				31.53	8.27	308.35	348.15
Medical and Dental	174.90	26.71	689.82				891.43
Nursing and Midwifery Registered				382.17	10.00	1574.63	1966.81
Students						2.60	2.60
Grand Total	174.90	26.71	689.82	959.08	41.37	5233.61	7125.49
Workforce %	2.45	0.37	9.68	13.46	0.58	73.45	100.00

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. The NHS analysed the results of 4 key indicators and NBT came top in 3 of these. NBT has also become involved in the work on the Bristol Race Equality Manifesto our data for pay was submitted along with 11 other public bodies, this found that BME people are represented in small number in every pay band in every organisation. We are now identifying actions to bring about a change in this.

Table 2

Ethnicity of staff by pay band (Sum of FTE) 2016					
Medical or Non-Medical	Band	Black	White	Undisclosed	Grand Total
Non Medical	Band 1	0.42%	0.66%	0.00%	1.08%
	Band 2	4.60%	14.86%	0.10%	19.56%
	Band 3	1.02%	10.44%	0.06%	11.52%
	Band 4	0.72%	8.03%	0.06%	8.82%
	Band 5	4.66%	15.55%	0.12%	20.33%
	Band 6	1.47%	12.09%	0.10%	13.66%
	Band 7	0.39%	7.90%	0.05%	8.34%
	Band 8A	0.07%	2.12%	0.01%	2.20%
	Band 8B	0.03%	0.83%	0.00%	0.85%
	Band 8C	0.01%	0.37%	0.00%	0.38%
	Band 8D	0.00%	0.27%	0.01%	0.28%
	Band 9	0.00%	0.08%	0.00%	0.08%
	Non AFC	0.06%	0.26%	0.06%	0.38%
	Medical	Non AFC	0.03%	0.01%	0.00%
Medical & Dental		2.43%	9.67%	0.37%	12.47%
Grand Total		15.91%	83.13%	0.96%	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

Key population data Source: 2011 Census	England	South West England	Bristol	North Somerset	South Glos.
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 2016 there were 5235 (5822 in 2015) full time equivalent females representing 73% of the workforce (75% and 2% lower in 2015) and 1891 full time equivalent males representing 27% of the workforce (1893 or 24% in 2015). These are equivalent to the previous year. The figures for 2016 by staff group in Table 4 below are rounded up.

Table 4

Full Time Equivalent staff by Occupation by Gender 2016*			
Sum of FTE	Gender		
Staff Group	Female	Male	Grand Total
Add Prof Scientific and Technic	164	52	216
Additional Clinical Services	1031	269	1300
Administrative and Clerical	1087	278	1365
Allied Health Professionals	287	64	351
Estates and Ancillary	301	385	686
Healthcare Scientists	223	125	348
Medical and Dental	390	501	891
Nursing and Midwifery Registered	1749	217	1966
Students	3		3
Grand Total	5235	1891	7126

* 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 73% of females in the workforce and 27% 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

Full Time equivalent staff by pay band by Gender 2016*			
Sum of FTE	Gender		
Band	Female	Male	Grand Total
Band 1	35.51	41.27	76.77
Band 2	936.57	457.32	1393.89
Band 3	686.47	134.56	821.03
Band 4	495.05	133.43	628.48
Band 5	1238.87	209.82	1448.69
Band 6	780.50	192.90	973.40
Band 7	478.07	116.36	594.43
Band 8A	113.72	42.97	156.69
Band 8B	30.85	30.00	60.85
Band 8C	22.05	5.00	27.05
Band 8D	8.80	11.20	20.00
Grand Total	4828.46	1378.82	6207.28

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 73% of the workforce, 47% Board members are female of which 55% are Executive Directors and 40% are Non Executives. Females represent 41% of staff in all Band 8 posts while men comprise 59%.

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

Table 6

Key population data Source: 2011 Census	England and Wales	South West England	Bristol	North Somerset	South Glos.
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 bands.

1.3 Disability

The total number of staff who declared a disability as at 31.12.2016 was 1.26% (0.94% in 2015 and 1.17% in 2014). This is slightly lower than that in the Office for National Statistics (ONS) data which is 1.5% for the population. The number of staff declaring a disability has changed slightly and the overall number of staff has reduced. Fewer staff did not declare a disability and fewer were undefined (a total of 4%). There was an increase of almost 3% of staff who did not declare a disability or have non-disabled status compared with 65% in 2015. The figure for disabled staff has risen slightly 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 31.12.2016.

Table 7

Full Time Equivalent staff by Disability 2016					
Number of Disabled Staff 2016	Yes	No	Not Declared	Undefined	Grand Total
Headcount	104	5612	773	1786	8275
Headcount %	1.26%	67.82%	9.34%	21.58%	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 18% from 2015, which was the same reduction from 2014. The previous year there was an increase of 5%. This figure had risen every year since 2009. A proportion of staff were asked to complete the survey in 2016 and there was a 30% response rate equivalent to that in 2015 when all staff were invited to participate.

It is recognised that there is under-reporting of disability. Actions were taken again during 2016 on disability issues in line with the Equality Delivery System to improve this recording. These actions include encouraging all new staff to provide this information as part of Induction training.

Joint research on the experience of Disabled staff in the NHS, a report by Middlesex and Bedfordshire Universities (2015), analysed the National Staff Attitude Survey results for 2014. They showed that nationally there were 17% Disabled staff in the NHS Staff survey, the figure was higher for NBT at 22% and that the Electronic Staff Record this is 3% nationally, while the NBT figure was much lower at just over 1%.

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

Table 8

Key population data Source: 2011 Census	England and Wales	South West England	Bristol	North Somerset	South Glos.
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 18% 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 2016 the statistics show that 1.76% (1.41% in 2015) of staff stated they are LGB. This is a slightly more than the national data collected by the Office for National Statistics (1.5%).

58% (52% in 2015) of staff declared they were heterosexual. In 2015 almost 29% (34% in 2015) did not want to disclose their sexual orientation, 5% fewer than the previous year, while 11% did not record anything a reduction of 2% from 2015.

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 estimate the LGB Lesbian, Gay or Bisexual population but the Bristol Pride webpage estimates around 60,000 (about 7%) LGB people live and work in the city of Bristol.

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

Table 9

Full Time Equivalent and headcount staff by Sexual Orientation 2016			
Sexual Orientation	Sum of FTE	Headcount	Headcount %
Lesbian	33.34	37	0.45%
Gay	51.23	56	0.68%
Bisexual	43.68	52	0.63%
Heterosexual	4154.00	4833	58.40%
I do not wish to disclose my sexual orientation	2095.08	2375	28.70%
Undefined	748.16	922	11.14%
Grand Total	7125.49	8275	100.00%

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 more recent data is not yet available. The census does not collect figures for sexual orientation.

Table 10

Civil Partnerships data Source: 2011 Census	England	South West England	Bristol	North Somerset	South Glos.
Civil Partnerships	100,288	9,768	1,126	314	297
Percentage CPs	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 31.12.2016 were Christians representing 34% of staff (31% in 2015) followed by Atheists at 9.37% of staff (7.6% in 2015) then "Other" at almost 6% (almost 5% in 2015) and Muslims at 1.87% a slight increase from the previous year. When all religions, excluding Christians, are added together this represents almost 9% of staff with a belief (7% in 2015) a small increase from 2015 which is an over-representation against the 2011 ONS data (0.5%). There was a slight decrease in staff who "preferred not to say" along with a decrease of 3% in the percentage of "undefined" at 12% (15% in 2014). Table 11 below shows the range of staff declaring the religion or belief they hold by headcount and Full Time Equivalent.

Table 11

Full Time Equivalent and headcount staff by Religion or Belief 2016			
Religious Belief	Sum of FTE	Headcount	Headcount %
Christianity	2405.01	2811	33.97%
Atheism	705.31	775	9.37%
Other	409.38	472	5.70%
Islam	122.95	155	1.87%
Hinduism	41.47	44	0.53%
Buddhism	28.70	35	0.42%
Sikhism	16.16	18	0.22%
Judaism	7.32	8	0.10%
Jainism	1.83	2	0.02%
I do not wish to disclose my religion/belief	2638.39	3032	36.64%
Undefined	748.96	923	11.15%
Grand Total	7125.49	8275	100.00%

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

Table 12

Key population data Source: 2011 Census percentage	England and Wales	South West England	Bristol	North Somerset	South Glos.
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 51-55 at 13% and a change from 2nd place for the 46-50 age group (12% in 2015). The smallest group remains the same for those aged over 70 at 52% (51% in 2015) of staff were over 40 and 11% (11% in 2015) were under 25, equivalent to the 11% in 2009. 27% of staff are over 50 (27% in 2015).

Table 13

Full Time Equivalent and headcount staff by Age 2016			
Age Band	Sum of FTE	Headcount	Headcount %
16-20	74.77	85	1.03%
21-25	751.75	796	9.62%
26-30	1069.87	1154	13.95%
31-35	837.46	977	11.81%
36-40	851.41	1022	12.35%
41-45	811.74	954	11.53%
46-50	886.64	1035	12.51%
51-55	880.10	1050	12.69%
56-60	631.63	767	9.27%
61-65	269.23	344	4.16%
66-70	52.50	80	0.97%
71-75	6.80	9	0.11%
76-80	1.00	1	0.01%
Over 80	0.60	1	0.01%
Grand Total	7125.49	8275	100.00%

2 Applications for Employment

These figures were collected between 1st January 2016 and 31st December 2016. There was a 19% decrease in the number of applicants from 2015.

2.1 Applicants and Staff Appointed by Ethnic Background

In 2016, 17% of staff appointed were from a BME background compared with 16% in 2015, an increase of 1% this is higher than the current BME workforce (16%) plus fewer BME people applied, 6025 in 2016 compared with 8035 in 2015. 2% more BME applicants were shortlisted than in 2015 (26% in 2016 and 24% in 2015).

Only 2.5% did not state their ethnic origin this is an increase from 2015 when it was 0.22%.

Further, an evaluation process is due to be introduced 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. This process was delayed from 2016.

Table 14

Applicants and Staff Appointed by Ethnicity 2016*						
Ethnicity	Number Applied in 2016	Total Applied %	Number Short listed 2016	Total Shortlisted %	Number Appt. 2016	Total Appt %
BME	6625	31.2%	2094	26.2%	185	17.2%
White	14051	66.3%	5703	71.5%	883	82.5%
Undisclosed	534	2.5%	190	2.4%	19	1.5%
Grand Total	21210	100%	7987	100%	1084	100%

2.2 Applicants and Staff Appointed by Gender

In 2016 almost 72% (71% in 2015) of staff appointed were female a slight increase. Fewer females applied 14221 compared with 18588 in 2015, there was a 19% overall decrease in applicants. In 2009, of all those appointed 81% were female.

Table 15

Applicants and Staff Appointed by Gender 2016*			
Gender	Number Applied in 2016	Total Applied %	Total Appointed % FTE
Female	14221	67%	71.7%
Male	6940	32.7%	28.1%
Undisclosed	49	0.2%	0.2%
Grand Total	21210	100%	

2.3 Applicants and Staff Appointed by Disability

In 2016 just over 4% (2015 4%) of applicants declared themselves as Disabled. This is almost double the figure for 2012. Fewer disabled people applied for posts and the number of applicants fell from 2015.

However, almost 4% were appointed (1.5% in 2015) this was 0.2% of those who declared a disability, a marked improvement over the last 8 years, there were over 95% of non-disabled applicants appointed.

While 95% of those appointed were not disabled, this compares with 98% in 2015. There was a reduction to 111 (136 in 2015) in the number of applicants who did not disclose this status and 1% more were appointed. These figures are small overall so it is difficult to draw conclusions other than to note that Disabled people may still be reluctant to declare their status.

Table 16

Disability	Number Applied in 2016	Total Applied %	Shortlisted	% Short / Short	Appointed	% Apptd/ Apptd
Yes	871	4%	366	5%	44	4%
No	20086	95%	7512	94%	1062	95%
Undisclosed	261	1%	111	1%	9	1%
Grand Total	21218	100%	7989	100%	1115	100.00%

* These figures have also been rounded up.

2.4 Applicants and Staff Appointed by Sexual Orientation

In 2016 4% (2015 1%) of people who applied were Lesbian, Gay or Bisexual compared with 3% in 2013. There were also 4% (1.68% in 2015) LGB people appointed in 2016 (2.5% in 2013). Both these figures have increased since 2015 despite the decrease in applicants of 19% during 2016.

8.5% of applicants did not state their sexual orientation in 2016 compared with 8% in 2015 which is a slight change.

In 2009, 0.91% of those appointed were LGB. These figures are too small to be statistically significant however, this shows a huge rise in applicants since 2009 when 364 LGB applied compared with 12697 heterosexuals.

Table 17

Applicants and Staff Appointed by Sexual Orientation 2016			
Sexual Orientation	Number Applied in 2016	Total Applied %	Total Appointed % FTE
Lesbian	179	0.8%	1.0%
Gay	268	1.3%	1.9%
Bisexual	393	1.9%	1.5%
Heterosexual	18,574	87.6%	89.9%
Undisclosed	1796	8.5%	5.6%
Grand Total	21210	100%	

2.5 Applicants and Staff Appointed by Religion or Belief

Christians represent the largest group of people who applied in 2016 at 42% (2015 46% 2014 and 54% in 2013) followed by Atheists 19% (18% in 2015). Fewer applicants chose not to disclose, 12% (11% in 2015). The 2009 report shows that 37% of those applying were Christian showing an increase of 5% over the last 7 years. There were almost 12% in the "Other" category the same as for 2015 this figure has risen from 7% in 2009. Muslims are the next largest group at 10% (9% in 2015). All groups, except for Christians and including "Other" was 27% (25% in 2015).

These figures have changed since 2009 with 7% fewer people recording a Christian faith and 4% less saying they are Atheist. 88% of applicants recorded a faith in 2016 compared with 89% in 2009. More people did not disclose a faith in 2016 (12%) which is an increase since 2009 when it was 10%.

Table 18

Applicants and Appointed by Religion or Belief 2016			
Religion or Belief	Number Applied in 2016	Total Applied %	Total Appointed %
Atheism	3985	18.80%	25.10%
Buddhism	240	1.10%	0.60%
Christianity	8873	41.80%	44.60%
Hinduism	643	3.00%	1.00%
Islam	2123	10.00%	5.40%
Jainism	22	0.10%	0.00%
Judaism	22	0.10%	0.20%
Sikhism	94	0.40%	0.60%
Other	2622	12.40%	11.70%
Undisclosed	2594	12.20%	10.90%
TOTAL	21218		

2.6 Applicants and Staff Appointed by Age

45.7% (41.82% in 2015) of staff appointed were aged between 20 and 29 in 2016; this represented the largest group of those appointed. The second largest are aged 30 – 39 26.5% (29% in 2015). This is a change from 2009 when the highest number appointed were in the group aged 30 – 39 at 36%.

Table 19

Applicants and Staff Appointed by Age 2016			
Age	Number Applied in 2016	Total Applied %	Total Appointed %
Age up to 20	617	3%	2.8%
Age 20 - 29	8978	42.4%	45.7%
Age 30 – 39	5691	26.9%	26.5%
Age 40 – 49	3398	16.1%	14.9%
Age 50 – 59	2213	10.4%	8.8%
Age 60 - 69	292	1.4%	1.2%
Age 70 +	4	0.0%	0.0%
Undisclosed	17	0.1%	0.2%
Total	21210	100%	

3 Staff Training

There were 4039 (57%) staff in 2016 (2265 or 35% of staff in 2015) who undertook some form of equality and diversity training, attended corporate induction or undertook the E learning equality and diversity course. Of these 17% were BME (18% in 2015) 78% were White (74% in 2015) and 5% a lower number than 2015, did not give their ethnicity. 72% were female (65% in 2015) and 25% were male (30% in 2015). Equality training became mandatory in April 2015 for all staff once every 3 years and there was an 88% (77% in 2015) compliance rate by 31 December 2016.

Table 20

Equality Training for 2016				
	Female	Male	Total Training Attendances/ Completions	Total Attendances /Completions as %
Ethnic Category	Training Attendances/ Completions	Training Attendances/ Completions		
BME	454	247	701	100%
White	2446	690	3136	100%
Ethnicity not recorded	133	69	202	100%
Grand Total	3033	1006	4039	100%

Induction training is mandatory for all new starters and includes a section on equality and diversity, during 2016 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 Disability Confident 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, where to find out about interpreters for deaf and hard of hearing patients or those whose first language is not English, 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 focusses on 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

4.1 Full/Part-time Status by Gender 2016

Figures for the year to the 31st December 2016 show that 60% (56% in 2015) of staff worked full time, a decrease of 4% from the previous year. 41% (43% in 2015) of staff worked part time in 2016. 40% were female and 4% were male, there is no change for females and a 1% increase for males from 2015. In 2009, 49% of staff worked part time, of which 44% were female and 5% were male.

Table 21

Full/Part-time Status by Gender 2016*						
Employee Category	Female			Male		
	Sum of FTE	Head count	Head count %	Sum of FTE	Head count	Head count %
Full Time	3204.00	3205	39.73%	1681.00	1681	20.31%
Part Time	2029.75	3069	37.09%	209.74	318	3.84%
Undefined	1.00	2	0.02%			0.00%
Grand Total	5234.75	6276	75.84%	1890.74	1999	24.16%

4.2 Full/Part Time Status by Ethnicity 2016

The proportion of White staff working full time was 49% (38% in 2015). For BME staff 10% (9% in 2015) were full time and 5% were part time (4% in 2015). There are 3% more BME full time staff than in 2009 and the same percentage of BME staff working part-time as in 2009.

Table 22

Full/Part Time Status by Ethnicity 2016						
	Full Time			Part Time		
Ethnicity	Sum of FTE	Head count	Head count %	Sum of FTE	Head count	Head count %
Black	820.00	820	9.91%	313.98	452	5.46%
White	4018.00	4019	48.57%	1904.43	2902	35.07%
Undisclosed	47.00	47	0.57%	21.08	33	0.40%
Total	4885.00	4886	59.05%	2239.49	3387	40.93%

4.3 Full/Part Time Status by Disability 2015

In 2016 less than 1% (1% 2015) of staff who declared a disability was 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

Full/Part Time Status by Disability 2016						
	Full Time			Part Time		
Disabled	Sum of FTE	Head count	Head count %	Sum of FTE	Head count	Head count %
Yes	62.00	62	0.75%	25.99	42	0.51%
No	3511.00	3511	42.43%	1386.46	2099	4.04%
Not Declared	439.00	439	5.31%	225.41	334	4.04%
Undefined	873.00	874	10.56%	601.63	912	11.02%
Grand Total	4885.00	4886	59.05%	2239.49	3387	40.93%

5 Benefits 2016

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 2016 show that 57 doctors received these awards, (47 in 2015) of which 14 or 25% (22% in 2015) were female and 43 or 75% (31% in 2015) were male.

17.5% of BME doctors had an award in 2016 compared with 20% in 2015 and 24% in 2014; this figure has decreased each year since 2015.

The Ethnic Origin breakdown was as follows:

Table 24

Benefits 2016 by Ethnic Origin	
British	22
Any Other White background	6
Not stated	3
Indian	6
White British	11
Any other Mixed background	1
Asian	1
Irish	1
Pakistani	1
White Caucasian	1
Caucasian	3
White non-British	1
Total	57

6 Reasons for Leaving

In 2016 there were 2572 leavers (2995 in 2015) a decrease of 14% since 2015. For leavers by age the highest number was for those between the ages of 26-30 18% (19% in 2015) followed by 31-35 years olds 14% (16% in 2015). There was a change in that 36-40 year olds took the third position with 11% (11% in 2015) then 21-25 year olds 10% (13% in 2015). 46-50 year olds moved into 5th place with 10% (7% in 2015) followed by then a tie in 6th place for 41-45 (8% in 2015) 51-55 year olds (7% in 2015) and 56-60 years olds (8% in 2015) all at 9% each.

These figures now reduce for age bands at age range 66-70 at 5% (6% in 2015). 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, some doctor are on training contracts and rotate. Over the last year there was a drive to recruit more staff and reduce bank and agency usage.

Table 25

Leavers 2016 - All Staff by Age*			
Age Band	Sum of FTE	Headcount	Headcount %
16 - 20	33.59	37	1.43
21 - 25	251.88	267	10.4
26 - 30	428.83	464	18
31 - 35	312.49	373	14.5
36 - 40	229.46	291	11.3
41 - 45	184.12	243	9.4
46 - 50	192.88	255	10
51 - 55	182.52	244	9.5
56 - 60	185.56	244	9.5
61 - 65	96.07	131	5
66 - 70	11.65	17	0.03
71 & above	3.94	6	0.23
Grand Total	2112.98	2572	

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. The number of leavers has increased for both groups 24% BME in 2016 compared with 15% in 2015 and 29% White staff in 2016 and 15% in 2015.

Table 26

Leavers by Ethnicity 2016*				
Ethnicity	Sum of Leavers FTE	Sum of Leavers Headcount	Sum of FTE	Sum of Turnover %
Black	270.64	312	1146.90	23.60%
White	1816.75	2192	6253.76	29.05%
Undisclosed	51.84	67	87.48	59.26%
Grand Total	2139.23	2571	7488.14	28.57%

*These figures cover January – December 2016 but the reports were run on different dates so there is a slight variation in the data.

Information is collected on reasons for leaving by way of a termination form. The highest number was due to voluntary resignation 37% the same as in 2015 then Employee Transfer at 35% (10% in 2015) followed by all types of voluntary resignation 14% (10% in 2015). The expiry of all fixed term contracts is 17% an increase from 15% in 2015.

There was an increase from 2015 of 25% of employee transfer. The figures are too small to be statistically significant across the protected characteristics.

Table 27

Leaving Reason 2016*			
Leaving Reason	Sum of FTE	Headcount	Headcount %
Death in Service	3.60	4	4
Dismissal - Capability	23.88	28	28
Dismissal - Conduct	23.49	28	28
Dismissal - Some Other Substantial Reason	7.45	8	8
Employee Transfer	648.98	902	902
End of Fixed Term Contract	165.04	183	183
End of Fixed Term Contract - Completion of Training Scheme	11.40	12	12
End of Fixed Term Contract - End of Work Requirement	13.34	15	15
End of Fixed Term Contract - External Rotation	203.00	206	206
End of Fixed Term Contract - Other	23.53	25	25
Flexi Retirement	4.40	5	5
Has Not Worked	4.12	5	5
Redundancy - Compulsory	10.20	11	11
Retirement - Ill Health	11.99	15	15
Retirement Age	115.80	147	147
Voluntary Early Retirement - no Actuarial Reduction	8.85	10	10
Voluntary Early Retirement - with Actuarial Reduction	9.56	11	11
Voluntary Resignation - Adult Dependants	6.33	8	8
Voluntary Resignation - Better Reward Package	52.60	61	61
Voluntary Resignation - Child Dependants	17.22	26	26
Voluntary Resignation - Health	37.84	48	48
Voluntary Resignation - Incompatible Working Relationships	12.68	14	14
Voluntary Resignation - Lack of Opportunities	28.48	31	31
Voluntary Resignation - Other/Not Known	5.26	7	7
Voluntary Resignation - Promotion	115.46	128	128
Voluntary Resignation - Relocation	166.83	180	180
Voluntary Resignation - To undertake further education or training	90.47	98	98
Voluntary Resignation - Work Life Balance	290.17	355	355
Pregnancy	1.00	1	1
Grand Total	2112.98	2572	2572

7 ASK HR Case Management

ASK HR dealt with 740 cases in 2016 an increase of 2% from 2015, BME staff are represented in 5 of the 14 areas reported which is lower than those for White staff who are included in 11. BME staff represent 18% of cases overall an increase of 5.5% from 2015 and 2% higher than the percentage of BME staff in the workforce; this is a change from 2015 when it was 4% lower. There were 7 cases involving Disabled staff 1 in respect of capability and 6 for long term illness, these figures are separate to the case for race.

For disciplinary cases:

- 45% (21% in 2015) involved BME staff; this is 29% higher than the percentage of BME staff in the workforce. This is 8% lower than for White staff which is 53% (71% in 2015).

Harassment and Bullying cases concerned:

- 0% (30% in 2015) BME staff and 100% White staff

Grievances were raised by:

- 14% (19% in 2015) of BME staff which is 2% lower than the workforce figure, and 57% of White staff (75% in 2015) 18% less than in 2015 and 4% more than the workforce figure.

Overall cases come from 18% of BME staff (12.5% in 2015) compared with 80% of White staff (84% in 2015) and 2% unknown.

It should be noted that the figures regarding BME staff are calculated from the small number of cases registered for each category.

Table 28

ASK HR Cases 2016					
Policy	BME	White	Not known	Disability*	Total
AWOL	0	1	0	0	1
Capability	2	3	0	(1)	5
Discipline	21	25	1	0	47
Fixed Term Contracts	0	0	1	0	1
Flexible Working	0	1	0	0	1
Grievance	2	8	4	0	14
Harassment & Bullying	0	7	0	0	7
Organisational Change (0-99 Staff)	0	1	1	0	2
Recruitment and Selection	0	0	1	0	1
Redeployment	0	10	0	0	10
Sickness (Long term)	104	491	3	(6)	598
Sickness (Persistent/Intermittent)	7	44	0		51
Trust Board Appeals	0	0	1	0	1
Whistleblowing (Raising Concerns)	0	1	0	0	1
Total	136	592	12	(7)	740

*Disabled statistics are included in the total and not additional to the figures for Race.

Underreporting of disability status on the Electronic Staff Record means that cases dealt with do not necessarily show the true number of disabled staff. In 2016 there was only 1 recorded case dealt with by ASK HR where the staff member recorded their disability status.

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

78% (84% in 2015) of staff managed under HR policies were women, slightly higher than the percentage of women in our workforce (73%) and 6% less than in 2015, Meanwhile, there were 20% of male staff involved. The majority of these related to long term sickness, 81% for females and 18% males.

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

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 that 18 staff (14 in 2015) contacted the service between January

2016 and December 2016 and the reason why, where this is known. 27% of cases related to Race (36% in 2015) a reduction of 11%. 11% related to Disability (20% in 2015) 9% fewer than the previous year. Sexual orientation made up 6% of cases (14% in 2015) 8% less, likewise Gender saw a reduction of 1% to 7%, however for Religion/Belief there was a 100% increase as there were no cases in 2015.

It should be noted that these figures are very low so it is difficult to draw any conclusions from them.

The Staff Attitude Survey for 2016 showed 86% of staff (87% in 2015) did not feel harassed or bullied at work by managers and 80% felt that they were not harassed or bullied (81% in 2015) by staff, while 70% said they had experienced this from patients (73% in 2015). Only 36% said they had reported it a rise of 2% from 2015. It is good to see low levels of helpline cases but this may not be the true picture within the Trust.

Table 29

Harassment and Bullying Helpline Cases 2016												
Category	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Age												
Race		1	2							2		
Disability							1			1		
Sexual Orientation					1							
Gender										1		
Religion/Belief										1		
Management Behaviour												
Perceived Unfair												
Other												
Not Known		1		2	2		1	1	1	1		
Not H&B											2	
Total Cases	18											

However, calls to the helpline show that harassment and bullying of staff continues to increase for BME staff but reduced for Disabled staff in 2016. The service is promoted in a variety of ways throughout the year: in the monthly equality newsletters, on Message of the Day, the equality notice boards and elsewhere to ensure that staff are aware of the helpline.

The SAS showed in 2015 staff who experienced harassment, bullying or abuse from other staff was highest for men at 34% followed by disabled staff at 32% (28% in 2015) and BME staff 32% (24% in 2015) followed by White staff at 25% (26% in 2015). For those experiencing harassment, bullying or abuse from patients, relatives or the public this was also highest for male staff at 32% (20% in 2015) followed by White staff 25% (27% in 2015) then equally by Disabled staff (32% in 2015) and BME staff at 32% (28% in 2015). Women had the lowest score of 23% a fall of 6% (29% in 2015) and non-Disabled staff at 25% (26% in 2015).

9 Trust Board Equality Profile 2015

The equality profile for the North Bristol Trust Board is set out below. This has changed slightly in that 47% are female, 0% declare a disability, 7% are from a BME background.

Board Member Equality Statistics 2016

Table 30

Trust Board Equality Profile 2016										
No. of Execs	No. of non-Execs	Female	Male	BME	White	Disabled	Lesbian	Gay	Bisexual	Trans
8	7	7	8	1	13	0	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 16% (15% in 2015) 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 they have had the opportunity to be matched with Board members and senior managers as mentors. NBT took part in the University of the West of England Diversity Advantage scheme which placed a BME mentee within the Trust, the plan is for him to continue with the Hospital Charity in order to gain an understanding of the finances he will also attend public board meetings.

The total number of staff who declared a disability was 1.26% a slight increase from the previous year; this has risen very slightly since 2009 when it was 1.1%, too small to be statistically significant. The percentage (9%) who did not declare a disability or have non-disabled status fell by 1% from 2015. The number of “not declared” and “undefined” fell to 31% from 34% in 2015.

In 2016 4% of applicants declared their Disabled status, the same as in 2015 however this is almost double the figure for 2012. 142 fewer disabled people applied for posts in 2015 than in 2014 however, 4% were appointed (1.5% in 2015).

In 2009 this was 0.2% of those who declared a disability; therefore this shows a marked improvement over the last 7 years. While 95% of those appointed were not disabled, this compares with 98% in 2015.

These figures are small overall so it is difficult to draw conclusions, however, it would appear that Disabled and LGB people are still reluctant to declare their status although all new members of staff are encouraged to declare this information at Induction.

The figures for successful Disabled applicants rose slightly in 2016. 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 2016 reported a total of 18% (20% in 2015) 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.

Full time equivalent females represent 73% (75% in 2015) of the workforce and full time equivalent males represent 27% 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. At NBT female staff are 73% of the workforce. Females represent 41% of staff in all Band 8 posts while men comprise 59%.

47% Board members are female of which 55% are Executive Directors and 40% are Non-Executives.

Over the last year the statistics for sexual orientation have risen slightly. Sexual orientation covers Lesbian, Gay and Bisexual (LGB) and heterosexual staff. A total of 1.76% (1.41% in 2015) of staff stated they are LGB. Figures for non-declaration decreased by 1.27% from 2015. 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 people who applied in 2016 and 1% more appointed and the numbers continue to rise since 2009. There was also an increase of 0.5% 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 2016 at 45% (46% in 2015) followed by Atheists 25%. Slightly more people percentage chose not to disclose, 11.7%. The 2009 report shows that 37% of those applying were Christian showing an increase of 7% since then. There were 12% in the "Other" category this figure has risen from 7% in 2009. Muslims are the next largest group at 5%.

These figures have changed significantly since 2009 with 7% fewer people recording a Christian faith and 4% less saying they are Atheist. 88% of applicants recorded a faith in 2015 an increase of 2% 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. A Taoist group also meets. The BME Staff Development group held events to celebrate Vaisakhi in 2016.

The biggest age group comprised staff aged from 51-55 at 13% and the smallest group was for those aged over 70. 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 increased by 28% in 2016. These figures are very small. The helpline is advertised in the monthly staff Equality Newsletter and by other means.

The Staff Attitude Survey for 2016 shows a reduction in the number of staff who feel they are being harassed or bullied by patients, relatives or the public. It may be of concern that only 36% said they had reported it, a rise of 2% from 2015. It is good to see low levels of helpline cases, but this may not be the true picture within the Trust.

However, the SAS shows that harassment and bullying by staff has increased for men, and the figures are equal for BME and Disabled staff. The Harassment and Bullying service is regularly advertised.

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.

Lesley Mansell
Equality and Diversity Manager
Human Resources and Development
North Bristol NHS Trust
May 2017

If you would like this document in a different format please contact me at:

Email: lesley.mansell@nbt.nhs.uk
Telephone: 0117 414 5578