

Workforce Diversity Annual Report

1 January 2014 – 31 December 2014



Making sure that everyone counts

If you require a copy of this policy in an alternative format (for example easy read; another language) or would like any assistance in relation to the content of this policy, please contact the Equality and Diversity team on 01803 656607.

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1. Introduction

South Devon Healthcare NHS Foundation Trust (“the Trust”) runs a general hospital (Torbay Hospital) serving the South Devon area. South Devon Healthcare was one of the first NHS Trusts (established in 1991) and was authorised as one of the early NHS Foundation Trusts in 2007, and has a large public membership. The biggest part of the Trust's work is emergency treatment. Over 70,000 patients a year come through Torbay Hospital's Accident and Emergency Department.

Torbay Hospital therefore serves a resident population of approaching 300,000 people, plus about 100,000 visitors at any one time during the summer holiday season. We are one of Devon's biggest employers with over 4,000 staff.

Our ambition is for Torbay to be the best hospital of its class in England, achieving the highest standards and demonstrating excellence in all that we do. The Trust is committed to preventing discrimination, valuing diversity and achieving equality of opportunity. No person (staff, patient or public) will receive less favourable treatment on the grounds of the nine protected characteristics as governed by the Equality Act 2010: Sexual Orientation; Gender; Age; Gender Reassignment; Pregnancy and Maternity; Disability; Religion or Belief; Race; Marriage and Civil Partnership. In addition to these nine, the Trusts will not discriminate on the grounds of domestic circumstances, social-economic status, political affiliation or trade union membership.

The Trust has produced this annual report which details the breakdown of the diversity profile of the Trust's workforce. This report contributes to demonstrating the Trust's compliance with the Public Sector Equality Duty.

Following the 2013 annual workforce diversity report, a number of recommendations were made – the first couple highlighted the need for diversity through all levels of the organisation. This has been addressed through further development of the Employability Hub. Although representation at senior levels could be improved, we have actively advertised development programmes for minority groups, i.e. Stonewall's Leadership Programme for Lesbian, Gay, Bisexual and Trans individuals and the NHS Leadership Academy 'Ready Now' programme aimed at senior BME leaders. The objective to reduce levels of non-disclosure remains an issue however, we continue to promote equality monitoring in all areas of the equalities agenda to reinforce the importance and reassure staff of the security of information.

Data Protection

The Data Protection Act 1998 defines many of the protected characteristics such as sexual orientation as ‘sensitive personal data’. This requires us to take greater precautions compared with other personal data. The Trust adheres to the good practice guidance issued for equality monitoring by the Equality and Human Rights Commission (EHRC) in respect to omitting data items of 10 units or less. This is to ensure individuals cannot be identified. Data that represents small numbers of staff are indicated in the report by an asterisk (*).

2. Workforce Profile

The workforce data is benchmarked in relation to national and regional statistics and information. This Workforce Diversity report identifies inequality trends and highlights work in progress or appropriate steps required to advance equality. On the 31st December 2014 the Trust employed 4,277 members of staff. Figure 1 shows the proportion of employees by division. Figure 2 shows the proportion of staff by pay band.

Figure 1: Total percentage of staff employed by division

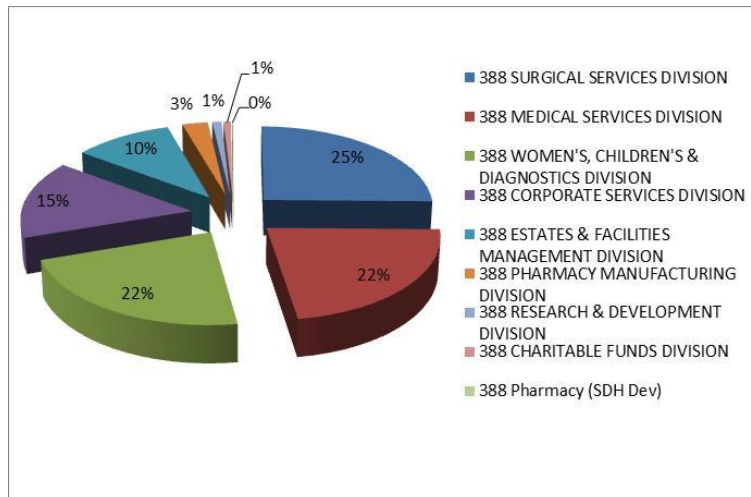
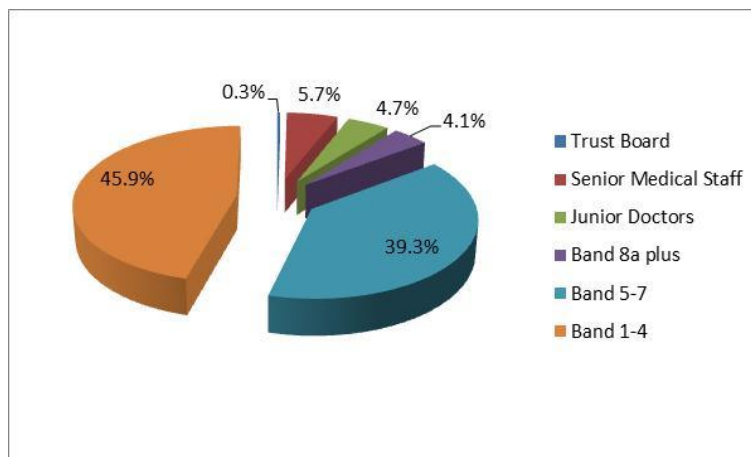


Figure 2: Total percentage of staff employed by pay band



One of the Trust's Equality Objectives is to improve the quantity and quality of workforce information regarding protected characteristics. We are currently able to collect data for six of the nine protected characteristics at each stage of employment. The Trust's position is that it is either unnecessary or inappropriate to collect data for all nine protected characteristics. For example, marriage and civil partnership and pregnancy and maternity are not currently reported. With regard to gender reassignment, Section 22 of the Gender Recognition Act 2004 prohibits employers from making a transgender individual identifiable. The Trust does not collect data on the gender identity of staff due to the low proportion of staff that are transgender.

In 2013 (together with Torbay and Southern Devon Health and Care Trust) the Trust launched an 'Employability Hub'. The vision is to have a more employable, highly skilled and competitive local workforce. We also aim to have a diverse workforce that is representative of the community we serve. The Trust will provide a programme of meaningful work placements, apprenticeships and

traineeships. Underrepresented and disadvantaged groups, for example, people that are homeless, people that face social exclusion, people that misuse substances, will be prioritised. The Employability programme provides an inclusive framework, based on the principle of 'positive action' allowed under the Equality Act 2010, to promote equal opportunities and will assist the recruitment, retention and development of a local labour force. The Employability Hub is aligned to a number of national strategic priorities such as NHS England's Equality and Reducing Health Inequalities strategy and the Government's agenda around improving the skills of people in the workplace (UK Employment Commission's Employer Skills Survey 2013)

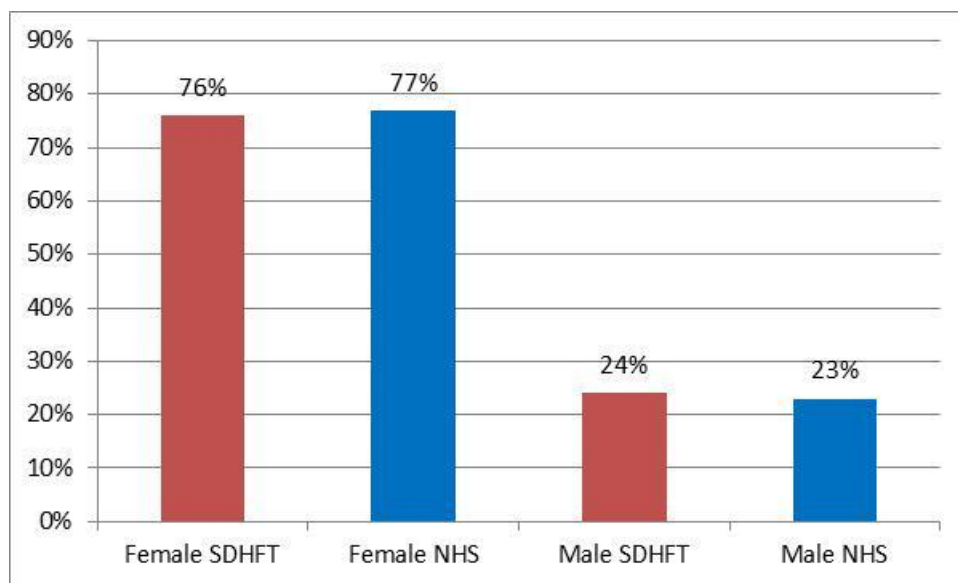
3. Workforce Diversity Data: An Overview

3.1 Gender

The Trust employs 3,240 females which equates to 76% of the workforce. Males are therefore under represented at 24%. However, these figures are representative of the national NHS gender demographics whereby approximately one quarter of all employees are male.

Conversely, a greater number of males are members of the Trust Board or hold Senior Medical Staff positions (approximately two-thirds). In comparison, one-third of women are employed at a similar level (see Appendix 1 for full workforce diversity data).

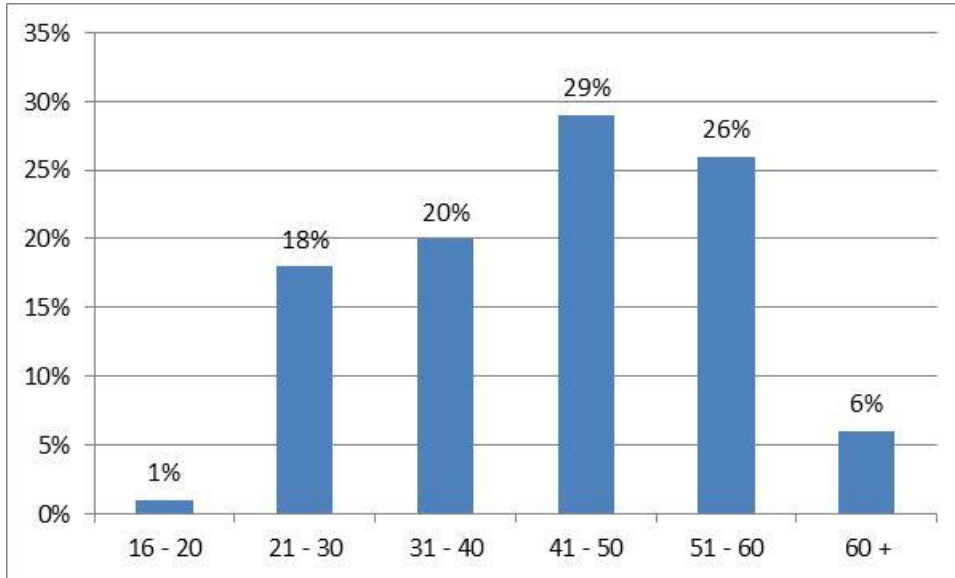
Figure 2: Percentage of employees by gender



3.2 Age

The average population age in the UK is 39, compared to 44 in South Devon (Devon Census 2011). This is reflective within the Trust with over 55% of the workforce are aged between 41 and 60 years of age. Staff aged under 20 or over 60 represent less than 7% of the workforce. Of all staff aged 16 – 20, 100% are working in pay bands 1 – 4. The majority of staff in senior management positions (band 8a and above) are aged 41 – 50.

Figure 3: Percentage of employees by age

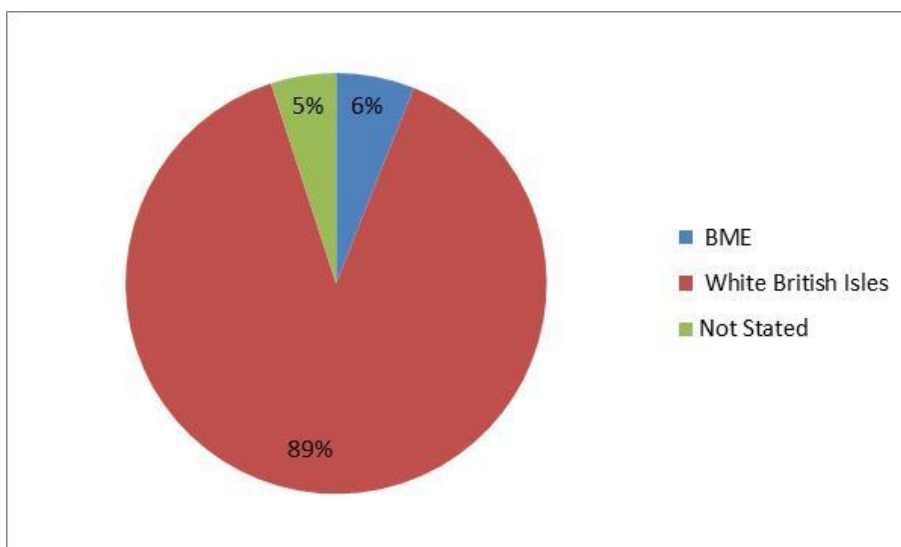


3.3 Ethnicity

The majority of staff identify themselves as White British and constitute nearly 90% of the total workforce. The highest proportion (nearly 50%) of Black Minority Ethnic (BME) staff are working at bands 5 -7 (evidence can be seen in Appendix 1). The number of staff that have not disclosed their ethnicity is 225 (5% of the total workforce).

According to the Devon Census 2011, Devon has a resident ethnic minority population of circa 5%. The number of BME staff is therefore representative of the local population. However, in senior (non-medical) positions, the level of BME representation is considerably lower at less than 1%.

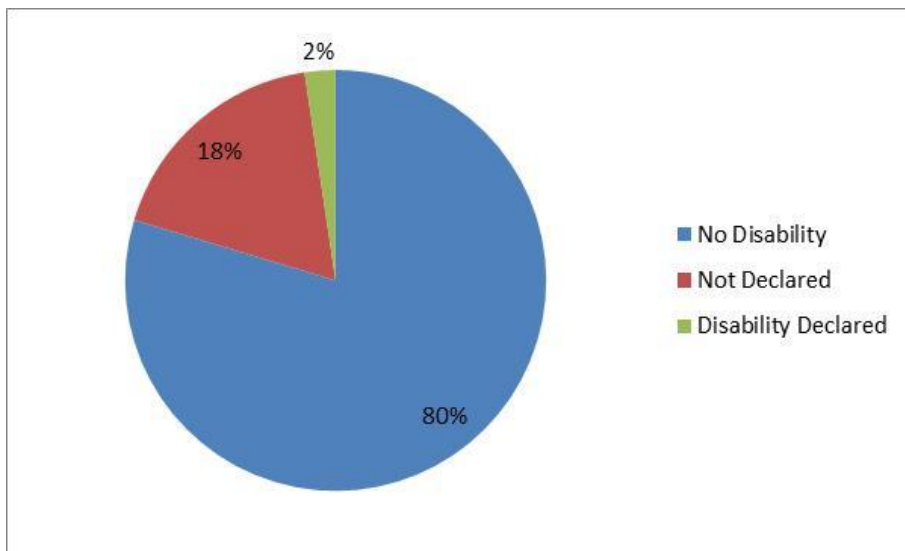
Figure 3: Percentage of employees by ethnicity



3.4 Disability

2% (101 staff) declared themselves as having a disability and 18% did not declare this information. In the UK, around 6% of children are disabled, compared to 16% of working age adults and 45% of adults over State Pension age (GOV.UK 2010/11). This reflects significant under-representation and high levels of non-disclosure which must be addressed. Of those who declared a disability, over 90% are currently working within roles Band 1-7 (57 staff in band 1-4 and 37 staff in band 5-7). The remaining 7% are working in senior roles (band 8 or above).

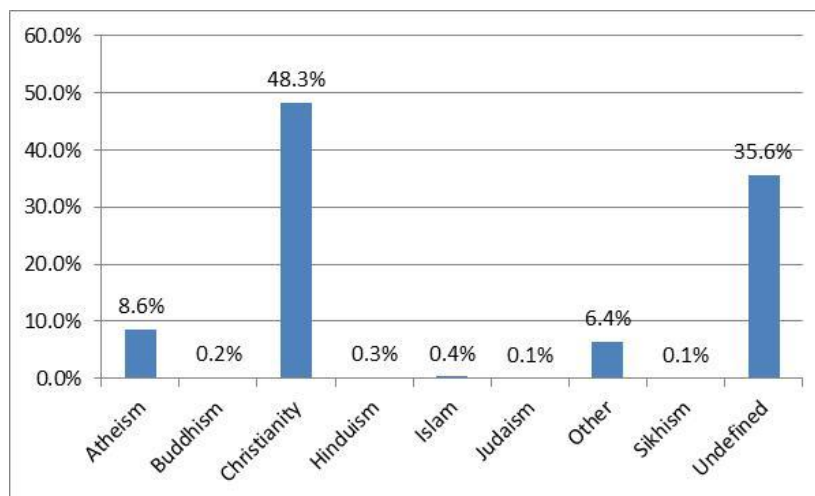
Figure 4: Percentage of staff employed by disability



3.5 Religion and Belief

Nearly half of the workforce identifies themselves as being Christian. 36% of staff did not disclose or were undefined. Over 6% of the workforce declared other religions or beliefs, whilst the remaining 9% of the workforce declared no belief. In general, the workforce is representative of the regional population in regards to religion and belief demographics with the exception of Islam which is underrepresented (1% in Devon Census 2011).

Figure 4: Percentage of employees by (non) Religion/ Belief

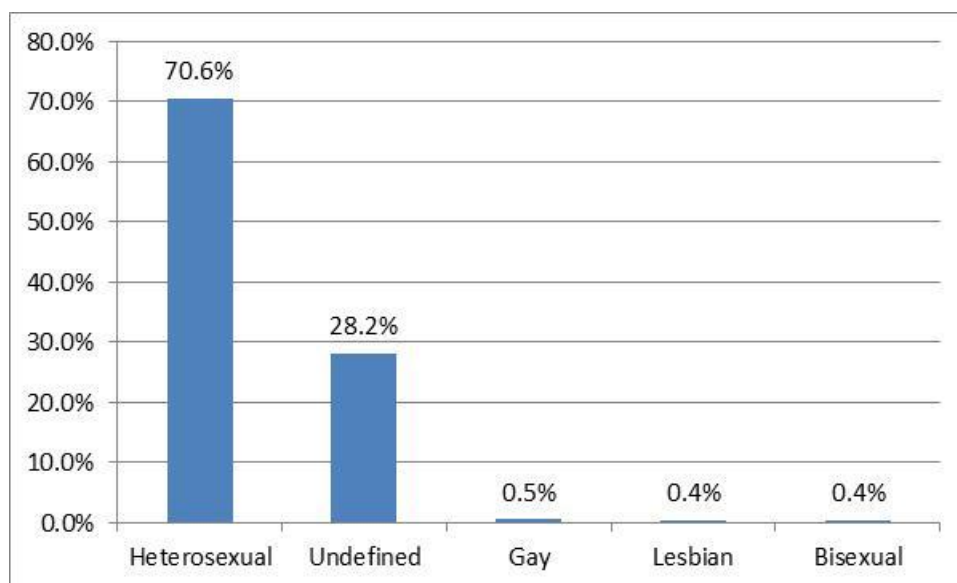


3.6 Sexual Orientation

The number of staff who declared themselves as being Lesbian, Gay or Bisexual (LGB) is less than 2%. Over 70% declared themselves as heterosexual / straight. The number of staff who did not declare this information is almost 30%.

Stonewall, the organisation working for equality for lesbian, gay and bisexual people, estimates that the percentage of LGB people in the UK is 5-7 %. Therefore LGB employees are either underrepresented at the Trust or they are hidden in the undefined category. The high percentage rates of 'undefined' should be investigated to establish if there are barriers to providing this information.

Figure 4: Percentage of employees by sexual orientation



4. Data Source

The data reported in this analysis is taken from Electronic Staff Records (ESR) for employees of South Devon Healthcare NHS Foundation Trust. The extract reflects staff reported on the system as of 31st December 2014. There were 4277 staff records in ESR at this time.

This data does not currently include contactors, volunteers, or employees registered with the temporary staffing bank. Staff on fixed term contracts or secondments paid by the Trust are included.

5. Upcoming year plan

Following the recommendations from last year's report, the Trust will continue to frame objectives around the Equality Delivery System (EDS) – which will be a mandate for NHS Trusts from April 2015. The continued development of the Employability Hub will support goal 3 of the EDS to ensure a supported and representative workforce. The Trust aims to develop talent management programmes which will support the progression of diverse groups of staff to be successful in obtaining senior management positions. The Trust does need to continue to stress the importance of equality monitoring and address areas of under-representation.

6. References

[Devon Census 2011](#)

[GOV.UK](#)

7. Appendix 1: Full Workforce Diversity Data

The Trust adheres to the good practice guidance issued for equality monitoring by the Equality and Human Rights Commission (EHRC) in respect to omitting data items of 10 units or less. This is to ensure individuals cannot be identified. Data that represents small numbers of staff are indicated in the report by an asterisk (*).

NB: HC refers to the total headcount within the Trust

7.1 Total Number of Staff Employed by Each Division

Division	HC	%
Surgical Services Division	1080	25%
Medical Services Division	955	22%
Women's, Children's & Diagnostics Division	951	22%
Corporate Services Division	655	15%
Estates & Facilities Management Division	442	10%
Pharmacy Manufacturing Division	114	3%
Research & Development Division	41	1%
Charitable Funds Division	33	1%
Pharmacy (SDH Dev)	*	*
Grand Total	4277	100%

7.2 Total Number of Staff Employed by Gender at each pay band

Gender Agenda for Change Band	Male		Female		Total HC
	HC	%	HC	%	
Band 1-4	433	24%	1532	76%	1965
Band 5-7	292	20%	1387	80%	1679
Band 8a plus	60	37%	115	63%	175
Junior Doctors	91	47%	109	53%	200
Senior Medical Staff	152	66%	92	34%	244
Trust Board	*	67%	*	33%	14
Grand Total	1037	27%	3240	73%	4277

7.3 Total Number of staff Employed by Age at each pay band

Age	Band 1-4		Band 5-7		Band 8a plus		Junior Doctors		Senior Medical Staff		Trust Board	
16 - 20	46	100%	0	0%	0	0%	0	0%	0	0%	0	0%
21 - 30	361	48%	257	34%	1	0.1%	129	17%	3	0.4%	0	0%
31 - 40	345	40%	389	45%	28	3%	60	7%	47	5%	0	0%
41 - 50	488	40%	557	45%	74	6%	9	1%	100	8%	2	0.2%
51 - 60	550	49%	37	3%	67	6%	1	0.1%	84	7%	8	0.7%
60 +	175	69%	58	23%	5	2%	1	0.4%	10	4%	4	2%
Grand Total	1965	46%	1679	39%	175	4%	200	5%	244	6%	14	0%

7.4 Total Number of staff Employed by Ethnicity at each pay band

Ethnicity	BME		White British		Not Stated		Total HC
	HC	%	HC	%	HC	%	
Trust Board	0	0%	14	100%	0	0%	14
Senior Medical Staff	50	19%	186	76%	*	*	244
Junior Doctors	30	12%	121	61%	49	22%	200
Band 8a plus	*	*	159	91%	14	6%	175
Band 5-7	121	47%	1470	88%	88	39%	1679
Band 1-4	55	21%	1844	94%	66	29%	1965
Grand Total	258	6%	3794	89%	225	5%	4277

7.5 Total Number of staff Employed by Disability at each pay band

Disability	No		Not Declared		Yes		Total HC
	HC	%	HC	%	HC	%	
Band 1-4	1601	81%	307	40%	57	3%	1965
Band 5-7	1306	78%	336	43%	37	2%	1679
Band 8a plus	153	87%	21	3%	*	*	175
Junior Doctors	179	90%	20	3%	*	*	200
Senior Medical Staff	159	65%	81	10.5%	*	*	244
Trust Board	*	*	*	*	*	*	14
Grand Total	3407	80%	769	18%	101	2%	4277

7.6 Total Number of Staff Employed by (non) Religion/ Belief

Religious Belief	HC	%
Atheism	369	8.6%
Buddhism	10	0.2%
Christianity	2064	48.3%
Hinduism	12	0.3%
Islam	17	0.4%
Judaism	*	*
Other	275	6.4%
Sikhism	*	*
Undefined	1524	35.6%
Grand Total	4277	100.0%

7.7 Total Number of Staff Employed by Sexual Orientation

Sexual Orientation	HC	%
Heterosexual	3019	70.6%
Undefined	1205	28.1%
Gay	21	0.5%
Lesbian	17	0.4%
Bisexual	15	0.4%
Grand Total	4277	100.0%

Leavers Data

7.8 Total Number of Leavers by Age

Age Band	HC	%
16 - 20	9	2.0%
21 - 30	114	24.0%
31 - 40	60	13.0%
41 - 50	93	20.0%
51 - 60	112	24.0%
60 +	81	17.0%
Grand Total	469	100.0%

7.9 Total Number of Leavers by Gender

Gender	HC	%
Female	362	77.2%
Male	107	22.8%
Grand Total	469	100.0%

8.0 Total Number of Leavers by Ethnicity

Ethnicity	HC	%
White British Isles	447	95.3%
BME	16	3.4%
Not Stated	*	*
Grand Total	469	100.0%

8.1 Total Number of Leavers by Disability

Disabled	HC	%
No	385	82.1%
Undefined	67	14.3%
Yes	17	3.6%
Grand Total	469	100.0%

8.2 Total Number of Leavers by Staff Group

Staff Group	HC	%
Nursing and Midwifery Registered	120	25.6%
Administrative and Clerical	119	25.4%
Additional Clinical Services	100	21.3%
Estates and Ancillary	44	9.4%
Allied Health Professionals	38	8.1%
Medical and Dental	26	5.5%
Add Prof Scientific and Technic	15	3.2%
Healthcare Scientists	*	*
Grand Total	469	100.0%

8.3 Total Number of Leavers by Reason

Leaving Reason	HC	%
Death in Service	*	*
Dismissal	21	4.5%
Employee Transfer	*	*
End of Fixed Term Contract	35	7.5%
MARS	*	*
Resignation	284	60.6%
Retirement	114	24.3%
Redundancy - Voluntary	*	*
Grand Total	469	100.0%

Starters Data

8.4 Total Number of Starters by Age

Age	HC	%
16 - 20	38	6.0%
21 - 30	208	35.0%
31 - 40	117	20.0%
41 - 50	110	19.0%
51 - 60	98	16.0%
61 +	26	4.0%
Grand Total	597	100.0%

8.5 Total Number of Starters by Gender

Gender	HC	%
Female	451	75.5%
Male	146	24.5%
Grand Total	597	100.0%

8.6 Total Number of Starters by Ethnicity

Ethnicity	HC	%
BME	66	11.0%
White British Isles	526	88.1%
Not Stated	*	*
Grand Total	597	100.0%

8.7 Total Number of Starters by Disability

Disabled	HC	%
No	567	95.0%
Undefined	15	2.5%
Yes	15	2.5%
Grand Total	597	100.0%

8.8 Total Number of Starters by Staff Group

Staff Group	HC	%
Add Prof Scientific and Technic	19	3.2%
Additional Clinical Services	170	28.5%
Administrative and Clerical	186	31.2%
Allied Health Professionals	33	5.5%
Estates and Ancillary	53	8.9%
Healthcare Scientists	*	*
Medical and Dental	28	4.7%
Nursing and Midwifery Registered	104	17.4%
Grand Total	597	100.0%
Grand Total	583	100.0%

Internal Promotions

8.9 Total Number of Internal Promotions by Age

Age	HC	%
21 - 25	22	13%
26 - 30	27	16%
31 - 35	26	15%
36 - 40	28	16%
41 - 45	26	15%
46 - 50	19	11%
51 - 55	21	12%
56 - 60	*	*
61 - 65	*	*
Grand Total	174	100%

9.0 Total Number of Internal Promotions by Gender

Gender	HC	%
Female	128	74%
Male	46	26%
Grand Total	174	100%

9.1 Total Number Internal Promotions by Ethnicity

Ethnicity	HC	%
BME	*	*
White British	162	93%
Undefined	*	*
Grand Total	174	100%

9.2 Total Number of Internal Promotions by (non) Religion/ Belief

Religious Belief	HC	%
Atheism	24	14%
Christianity	100	57%
Other	*	*
Undefined	42	24%
Grand Total	174	100%

9.3 Total Number of Internal Promotions by Sexual Orientation

Sexual Orientation	HC	%
Bisexual	1	1%
Gay	2	1%
Heterosexual	144	83%
Undefined	27	16%
Grand Total	174	100%

9.4 Total Number of Internal Promotions by Disability

Disabled	HC	%
No	150	86%
Undefined	19	11%
Yes	5	3%
Grand Total	174	100%

Appraisals

9.5 Total Number of Appraisals by Age

Age	Appraisals in Date		Qualifying Staff
	HC	%	Total
16 - 20	15	1%	15
21 - 30	315	12%	380
31 - 40	503	19%	613
41 - 50	838	32%	1003
51 - 60	773	29%	935
60 +	178	7%	205
Grand Total	2622	100%	3151

9.6 Total Number of Appraisals by Gender

Gender	Appraisals in Date		Qualifying Staff
	HC	%	Total
Female	2092	80%	2498
Male	530	20%	653
Grand Total	2622	100%	3151

9.7 Total Number of Appraisals by Ethnicity

Ethnicity	Appraisals in Date		Qualifying Staff
	HC	%	Total
BME	97	4%	118
White British Isles	2409	92%	2900
Not Stated	116	4%	133
Grand Total	2622	100%	3151

9.8 Total Number of Appraisals by (non) Religion/ Belief

Religious Belief	Appraisals in Date		Qualifying Staff
	HC	%	Total
Atheism	217	8%	272
Buddhism	*	*	*
Christianity	1390	53%	1659
Hinduism	*	*	*
Islam	*	*	*
Judaism	*	*	*
Other	157	6%	191
Undefined	842	32%	1009
Grand Total	2622	100%	3151

9.9 Total Number of Appraisals by Disability

Disabled	Appraisals in Date		Qualifying Staff
	HC	%	Total
No	2029	77%	2431
Undefined	530	20%	638
Yes	63	2%	82
Grand Total	2622	100%	3151

9.10 Total Number of Appraisals by Sexual Orientation

Sexual Orientation	Appraisals in Date		Qualifying Staff
	HC	%	Total
Bisexual	13	0%	15
Gay	14	1%	16
Heterosexual	1907	73%	2296
Lesbian	12	0%	16
Undefined	676	26%	808
Grand Total	2622	100%	3151