

Workforce Diversity Annual Report

1 January 2017 – 31 December 2017

Working with you, for you



Making sure that everyone counts

If you need assistance communicating with us, or require information in an alternative format, please contact the Diversity Officer on 01803 656705.

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1. Introduction

Torbay and South Devon NHS Foundation Trust is an integrated organisation providing acute health care services from Torbay Hospital, community health services and adult social care. The Trust runs Torbay Hospital, and community hospitals that provides health and social care in Dawlish, Totnes, Torbay, Newton Abbot and the surrounding area.

We see over 350,000 face-to-face contacts with patients in their homes and communities each year and see over 100,000 people in our A&E department annually. We serve a resident population of approximately 375,000 people, plus about 100,000 visitors at any one time during the summer holiday season.

We employ 6,067 staff including frontline health and social care staff, such as nurses, occupational therapists, social workers, consultants, and physiotherapists who work in your home and from a range of different premises across Torbay and south Devon such as community hospitals and clinics. We also have in the region of 507 volunteers across both Acute and Community Services who make a difference each and every day to the people we care for.

Our Commitment

Our vision as an integrated care organisation will be to support everyone in living well and ageing well. Where we are all supported and empowered to be well and independent as long as possible, To be able to manage our own health and wellbeing, in our own homes. When we require further care we will have a choice about how our needs are met, taking into consideration what matters to you and only having to tell our story once.

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.

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.

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 2017 the Trust employed 6,067 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

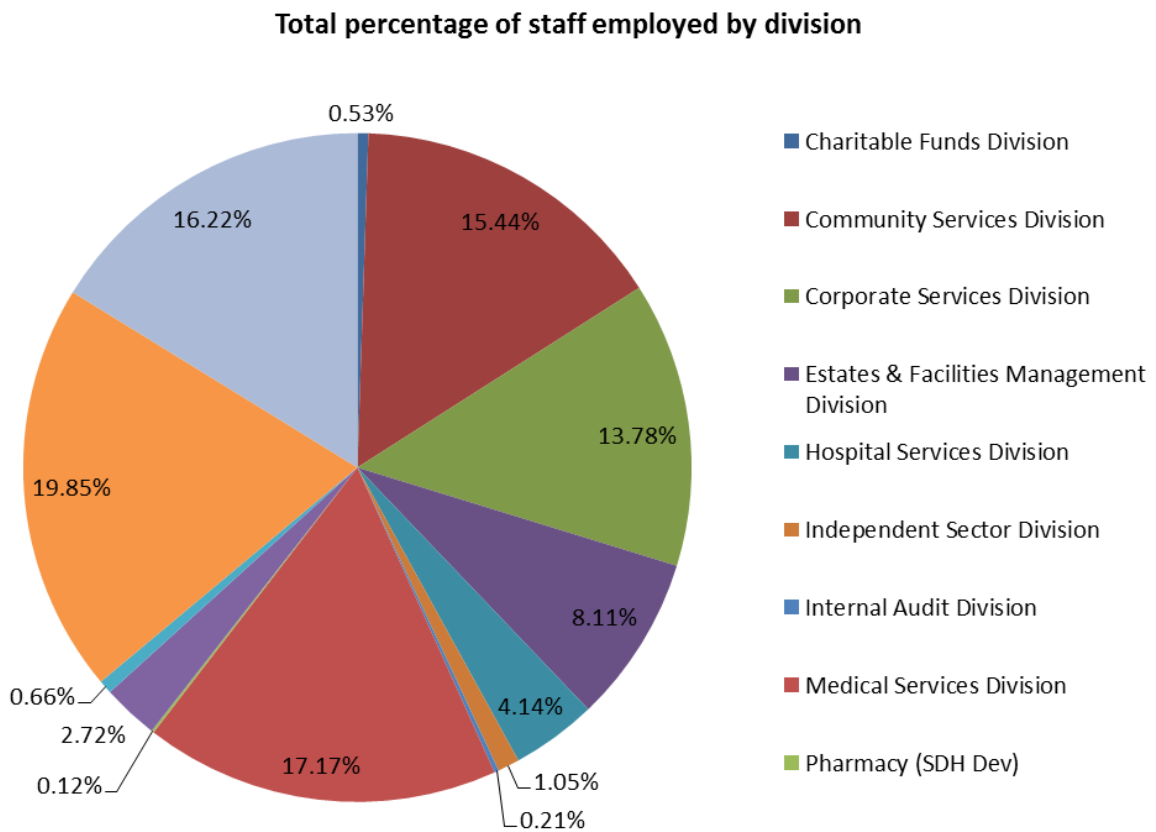
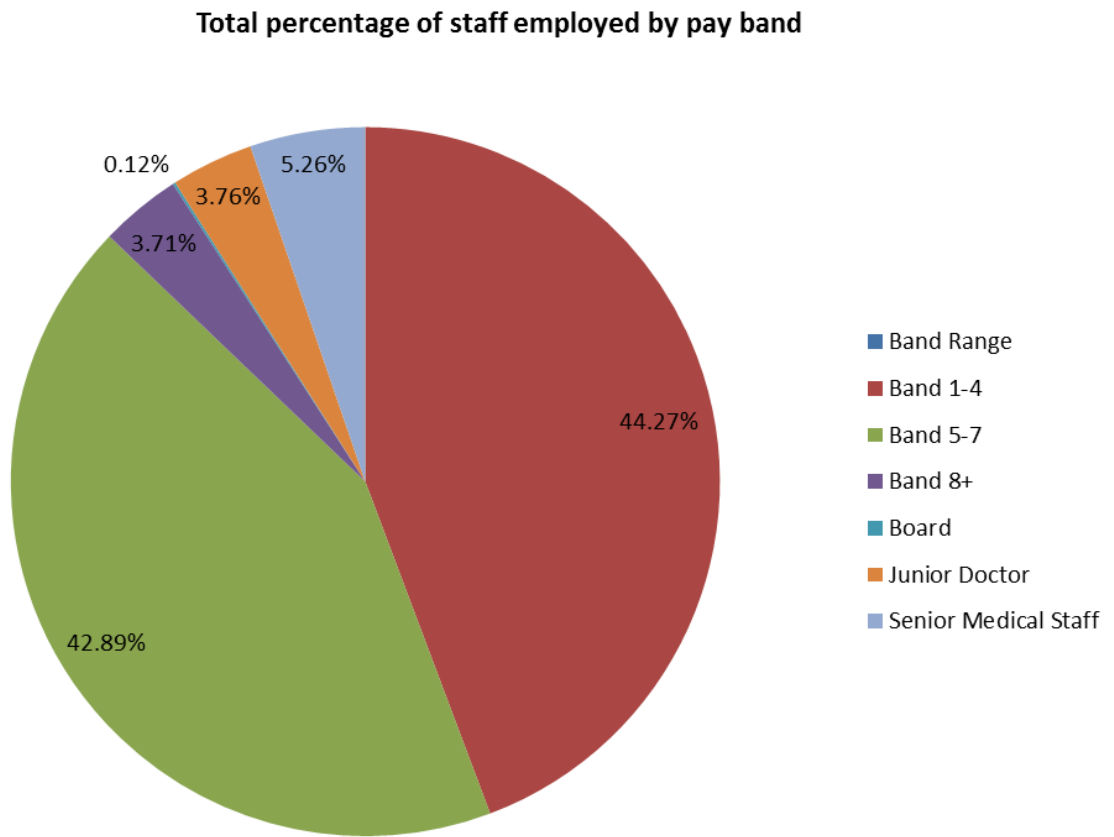


Figure 2: Total percentage of staff employed by pay band



One of the Trust's Equality Objectives is to capture, monitor and evaluate relevant demographic data in order to remove barriers and improve access to services/ information. 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.

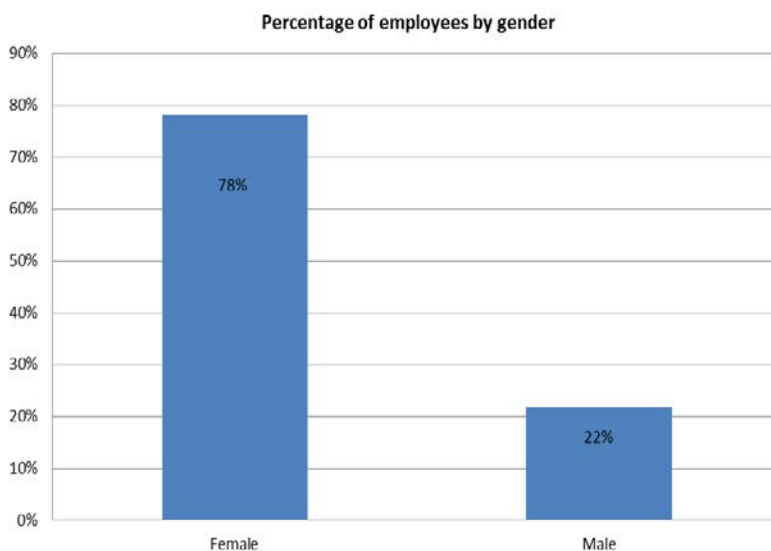
3. Workforce Diversity Data: An Overview

3.1 Gender

The Trust employs 4,732 females which equates to 78% of the workforce. Males are therefore under represented at 22%. However, these figures are representative of the national NHS gender demographics whereby approximately one quarter of all employees are male.

On the contrary, 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).

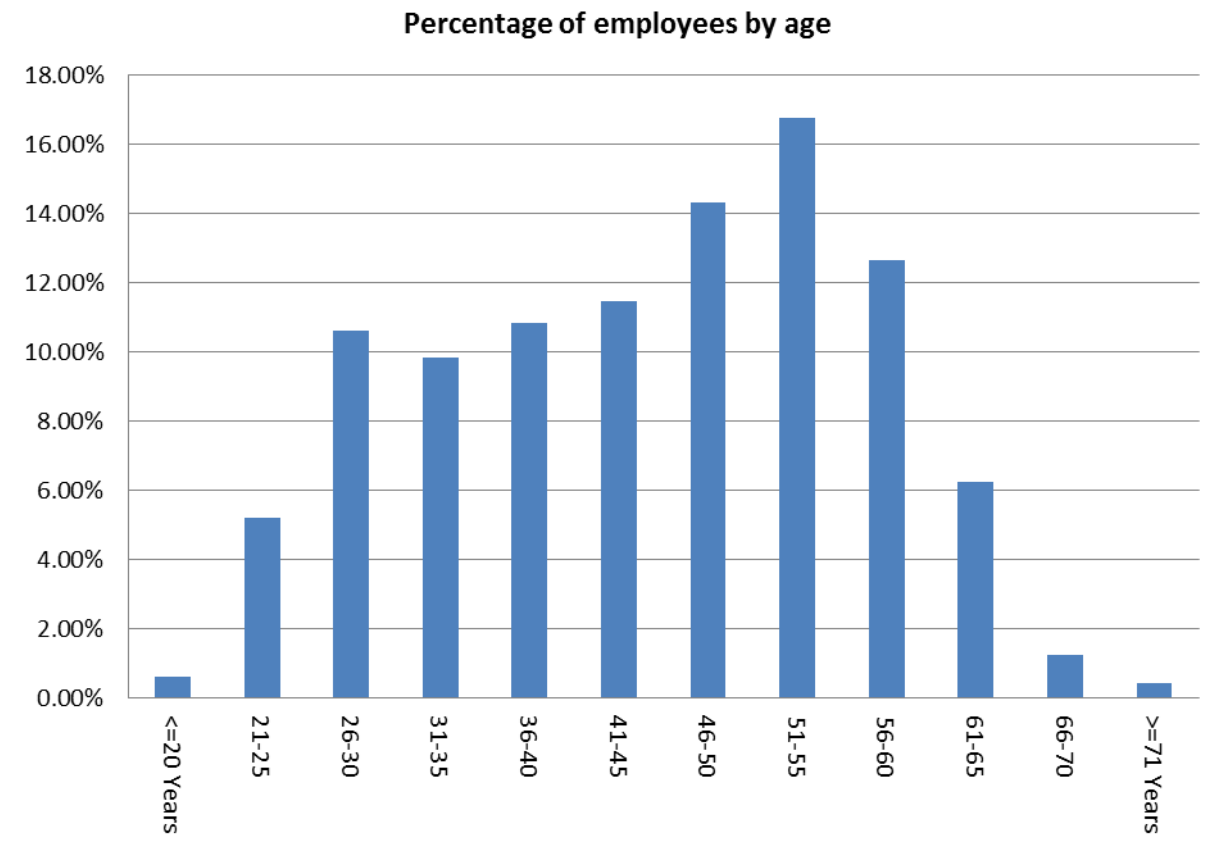
Figure 2: Percentage of employees by gender



3.2 Age

The average population age in the UK is 40, compared to 44 in South Devon (Devon Census 2011). This is reflective within the Trust with 55% of the workforce aged between 41 and 60 years of age. Staff aged under 20 or over 60 represent 9% of the workforce. Staff aged 16 – 20 are working predominantly in pay bands 1 – 4. The majority of staff in senior management positions (band 8a and above) are aged 41 – 60.

Figure 3: Percentage of employees by age

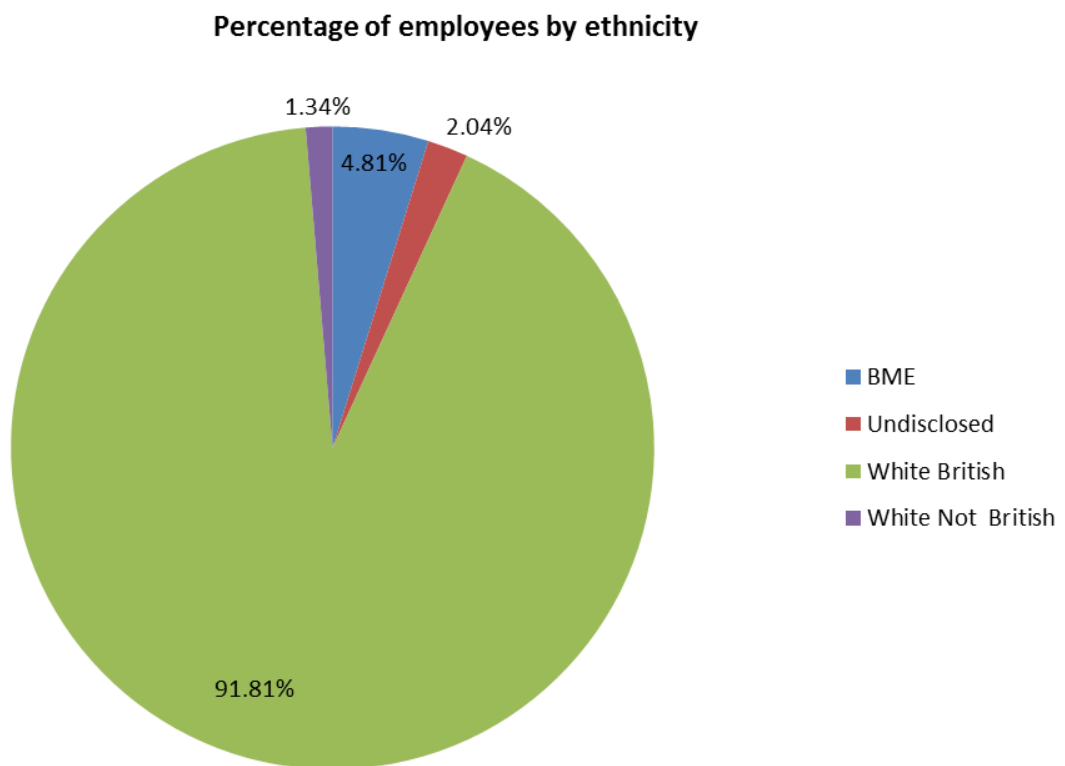


3.3 Ethnicity

The majority of staff identify themselves as White British and constitute over 90% of the total workforce. The highest proportion 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 124 (2% of the total workforce). This remains the same as the 2016 data.

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%.

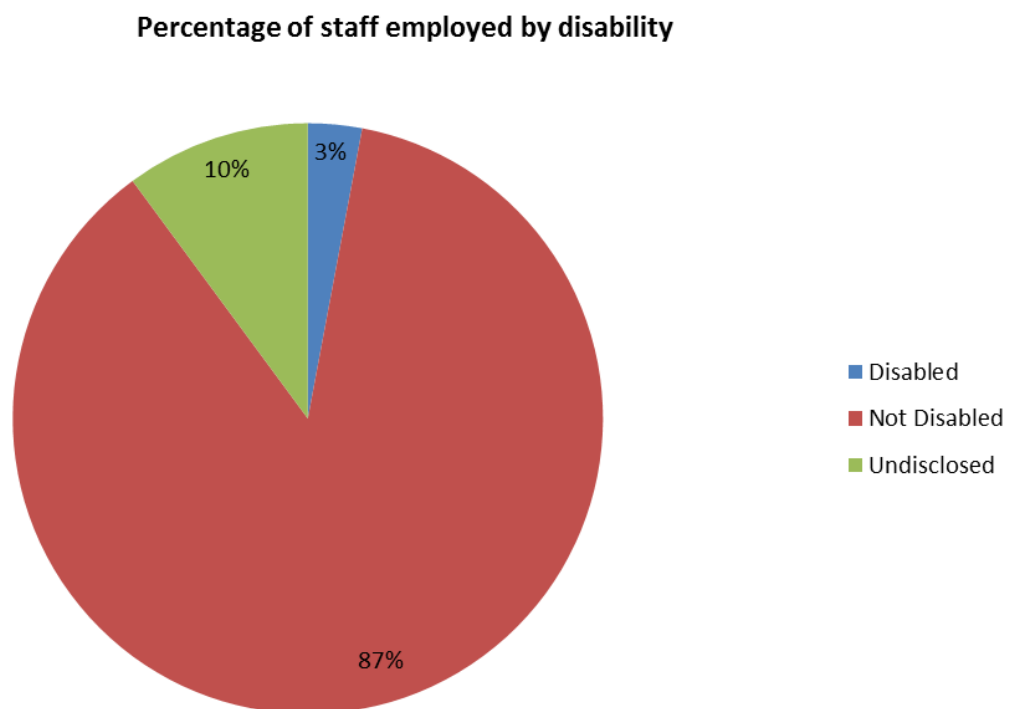
Figure 3: Percentage of employees by ethnicity



3.4 Disability

3% (179 staff) declared themselves as having a disability and 10% did not declare this information. In the UK, there are 13.3 million disabled people and 3.5 million are employed. (Disabled Living Foundation 2018). This reflects significant under-representation and high levels of non-disclosure which must be addressed. Of those who declared a disability, nearly 95% are currently working within roles Band 1-7 (86 staff in band 1-4 and 78 staff in band 5-7). The remaining 5% are working in senior medical roles or band 8 and above. The introduction of the Workplace Equality Disability Standards in 2018 will require us to report annually on disability equality and to produce an action plan to address differences between disabled and non-disabled staff. The metrics will focus on areas where evidence shows that outcomes for disabled staff are poorer when compared to those of non-disabled colleagues. |

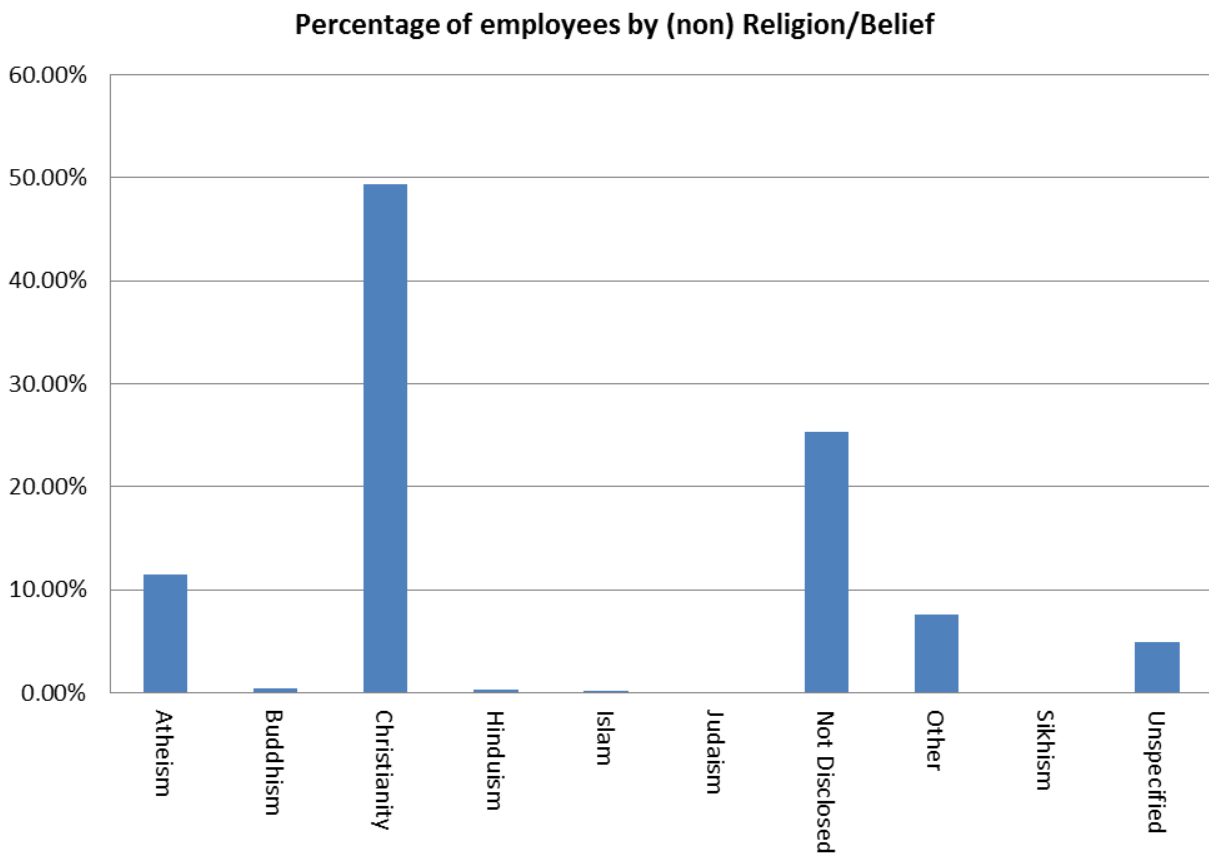
Figure 4: Percentage of staff employed by disability



3.5 Religion and Belief

Nearly half of the workforce identifies themselves as being Christian and 30% of staff did not disclose or were undefined. Nearly 8% of the workforce declared other religions or beliefs. 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

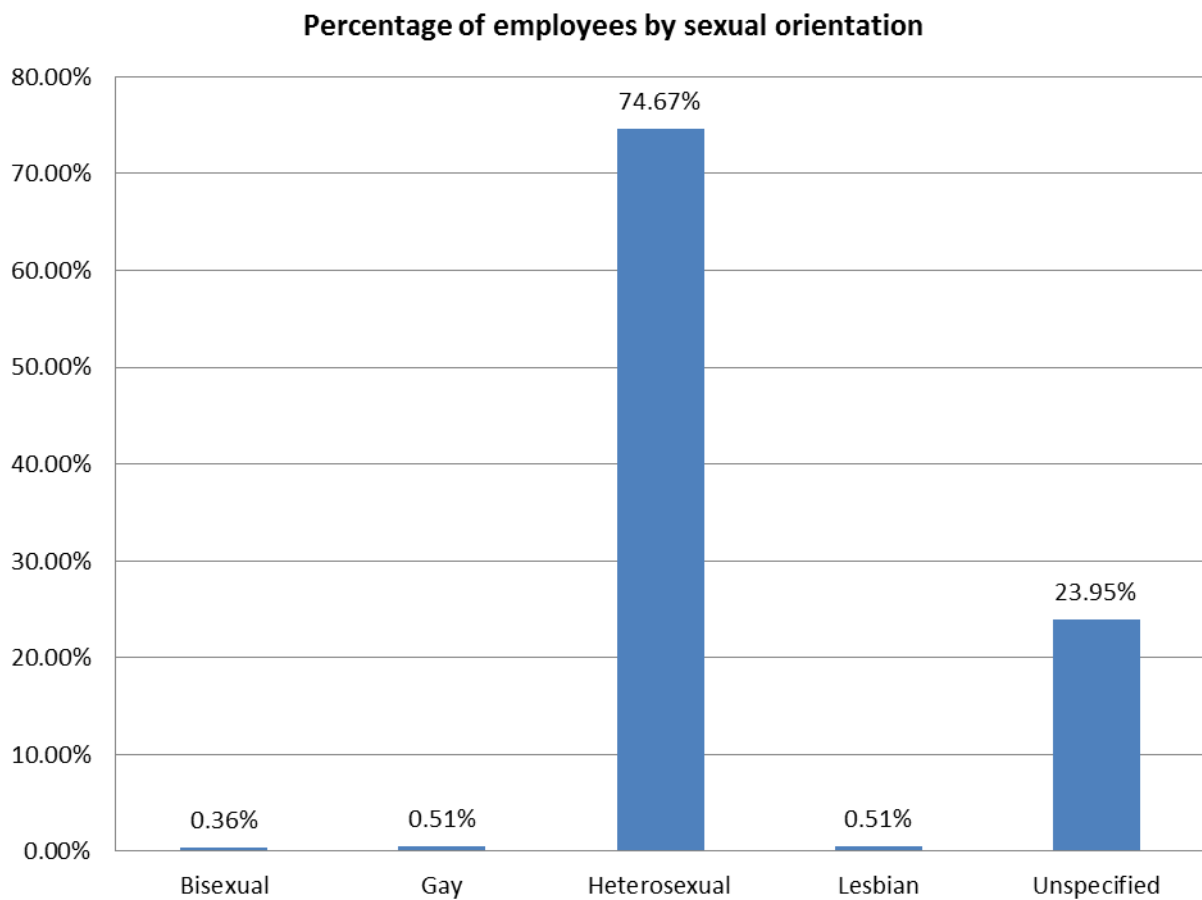


3.6 Sexual Orientation

The number of staff who declared themselves as being Lesbian, Gay or Bisexual (LGB) is less than 2%. Over 74% declared themselves as heterosexual / straight. The number of staff who did not declare this information is circa 24%.

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.

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 Torbay and South Devon NHS Foundation Trust. The extract reflects staff reported on the system as of 31st December 2017. There were 6,067 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

The highest levels of non-disclosure are apparent for Religion and Belief (25%), Sexual Orientation (24%) and Disability (10%). The Trust does need to continue to stress the importance of equality monitoring and address these primary areas of under-representation through the recruitment process.

Following the recommendations from last year's report, the Trust will continue to frame objectives around the Equality Delivery System (EDS) – which has been a mandate for NHS Trusts from April 2015.

The Equality Business Forum was founded in 2015 to, on behalf of the Trust Board of Directors, monitor, develop, extend and improve the Trust's work on the workforce equalities and inclusion agenda. The Forum is specifically responsible for overseeing the implementation and development of the Trust's workforce equalities agenda, holding the organisation to account. This workforce focus will allow the Forum to focus on the business of the organisation, providing the Trust Board with robust assurance on the delivery of the agenda. The Forum consists of Chairs from existing staff network groups and will influence positive change to advance equality. For instance, in relation to the high levels of non-disclosure of equality monitoring data, the Equality Business Forum will be responsible for identifying, developing and implementing practical solutions to improve in this area.

Key considerations for the year ahead are to focus on our ageing workforce. The data in (figure 3) shows that 55% of our workforce are between 41-60 years. There is a genuine risk that many of our staff will leave in quick succession taking with them unquantifiable levels of experience, organisational history and potentially leaving significant gaps in service provision that could have an impact on the organisation. We need to ensure that our workforce plans and succession planning is in place and make strides to being creative about how we can use such things as the apprenticeship levy as a pro-active way of designing roles for the future.

This age group are sometimes referred to as the "sandwich generation". By this it is meant they could be caring for ageing relatives, looking after grandchildren along with possibly coping with health concerns and working. Therefore an area of focus will be how do we as an organisation create a supportive, flexible environment to ensuring that members of staff feel able to manage their work and life in a productive way.

Monitoring requests for flexible working, and reasonable adjustments and completing the new Workforce Disability Standards (August 2018) will help to focus on areas such as coming into work when you are unwell, have reasonable adjustments been made, sickness, harassment, equal opportunities. This would link into the wellbeing agenda and give staff the support they need to be able to work for longer.

The data obtained in this report will be used in collaboration with other Equality Standards such as the Equality Delivery System (EDS), the Workplace Race Equality Standard (WRES) and in August 2018 the introduction of Workplace Disability Equality Standard (WDES). Specifically, these Standards aim to identify and subsequently address the barriers which exist for many minority staff leading to poorer experiences of the workplace. Furthermore, consideration must be afforded to the demographics of the Trust Board and staff in senior positions in relation to representation.

6 References

[Devon Census 2011](#)

[Disabled Living Foundation](#)

[GOV.UK](#)

7 Actions Plans

[Diversity and Inclusion Plan](#)

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	
Charitable Funds Division	32	0.53%
Community Services Division	937	15.44%
Corporate Services Division	836	13.78%
Estates & Facilities Management Division	492	8.11%
Hospital Services Division	251	4.14%
Independent Sector Division	64	1.05%
Internal Audit Division	13	0.21%
Medical Services Division	1042	17.17%
Pharmacy (SDH Dev)	*	*
Pharmacy Manufacturing Division	165	2.72%
Research & Development Division	40	0.66%
Surgical Services Division	1204	19.85%
Women's, Children's & Diagnostics Division	984	16.22%
Grand Total	6067	100.00%

7.2

Total Number of Staff Employed by Gender at each pay band

Pay Band	Female		Male		Total HC	Total %
	HC	%	HC	%		
Band 1-4	2152	35.47%	534	8.80%	2686	44.27%
Band 5-7	2176	35.87%	426	7.02%	2602	42.89%
Band 8+	144	2.37%	81	1.34%	225	3.71%
Board	*	*	*	*	*	*
Consultant	134	2.21%	185	3.05%	319	5.26%
Junior Doctor	129	2.13%	99	1.63%	228	3.76%
Grand Total	4741	78%	1326	22%	6067	100.00%

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

Age Band	Band 1-4		Band 5-7		Band 8+		Board		Consultant		Junior Doctor		Grand Total	
	HC	%	HC	%	HC	%	HC	%	HC	%	HC	%	HC	%
16-20	35	1%	*	0%		0%		0%		0%		0%	36	1%
21-30	442	7%	344	6%	*	0%		0%	27	0%	141	2%	957	16%
31-40	470	8%	600	10%	33	1%		0%	79	1%	69	1%	1251	21%
41-50	598	10%	748	12%	88	1%	*	0%	113	2%	16	0%	1564	26%
51-60	826	14%	774	13%	89	1%	*	0%	86	1%	*	0%	1783	29%
60+	315	5%	135	2%	12	0%		0%	14	0%		0%	476	8%
Grand Total	2686	44%	2602	43%	225	4%	*	0%	319	5%	228	4%	6067	100%

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

Ethnicity Agenda for Change Band	BME		White British		White Not British		Undisclosed	
	HC	%	HC	%	HC	%	HC	%
Band 1-4	81	1%	2548	42%	29	0%	28	0%
Band 5-7	134	2%	2402	40%	34	1%	32	1%
Band 8+	*	0%	217	4%		0%	*	0%
Board		0%	6	0%		0%	*	0%
Consultant	54	1%	248	4%	10	0%	*	0%
Junior Doctor	19	0%	149	2%	*	0%	52	1%
Grand Total	292	5%	5570	92%	81	1%	124	2%

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

Disability Agenda for Change Band	No		Not Declared		Yes	
	HC	%	HC	%	HC	%
Band 1-4	2346	39%	254	4%	86	1%
Band 5-7	2276	38%	248	4%	78	1%
Band 8+	201	3%	18	0%	*	0%
Board	*	0%		0%		0%
Consultant	257	4%	57	1%	*	0%
Junior Doctor	187	3%	37	1%	*	0%
Grand Total	5274	87%	614	10%	179	3%

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

Religious Belief	Total	
Atheism	701	11.55%
Buddhism	26	0.43%
Christianity	2997	49.40%
Hinduism	19	0.31%
Islam	13	0.21%
Judaism	*	*
Not Disclosed	1539	25.37%
Other	464	7.65%
Sikhism	*	*
Unspecified	299	4.93%
Grand Total	6067	

7.7 Total Number of Staff Employed by Sexual Orientation

Sexual Orientation	Total	
Bisexual	22	0.36%
Gay	31	0.51%
Heterosexual	4530	74.67%
Lesbian	31	0.51%
Unspecified	1453	23.95%
Grand Total	6067	

Leavers Data

7.8 Total Number of Leavers by Age

Age Band	HC	%
16-20	20	2%
21-30	250	27%
31-40	183	20%
41-50	127	14%
51-60	222	24%
60+	119	13%
Grand Total	921	100%

7.9 Total Number of Leavers by Gender

Gender	HC	%
Female	682	74%
Male	239	26%
Grand Total	921	100%

8.0 Total Number of Leavers by Ethnicity

Ethnicity	HC	%
BME	52	6%
Undisclosed	33	4%
White British	758	82%
White Not British	78	8%
Grand Total	921	100%

8.1 Total Number of Leavers by Disability

Disability	HC	%
Disabled	30	3%
Not Disabled	837	91%
Undisclosed	54	6%
Grand Total	921	100%

8.2 Total Number of Leavers by Reason

Leaving Reason	HC	%
Death in Service	*	*
Dismissal	26	3%
Employee Transfer	*	*
End of Fixed Term Contract	188	20%
MARS	34	4%
Redundancy	*	*
Resignation	500	54%
Retirement	159	17%
Grand Total	921	100%

Starters Data

8.3 Total Number of Starters by Age

Age Band	HC	%
16-20	20	3%
21-30	313	41%
31-40	197	26%
41-50	109	14%
51-60	107	14%
60+	19	2%
Grand Total	765	100%

8.4 Total Number of Starters by Gender

Gender	HC	%
Female	542	71%
Male	223	29%
Grand Total	765	100%

8.5 Total Number of Starters by Ethnicity

Ethnicity	HC	%
BME	68	9%
Undisclosed	53	7%
White British	601	79%
White Not British	43	6%
Grand Total	765	100%

8.6 Total Number of Starters by Disability

Disability	HC	%
Disabled	28	4%
Not Disabled	690	90%
Undisclosed	47	6%
Grand Total	765	100%

Internal Promotions

8.7 Total Number of Internal Promotions by Age

Age Band	HC	%
16-20	*	*
21-30	89	33%
31-40	64	24%
41-50	62	23%
51-60	45	17%
60+	*	*
Grand Total	266	100%

8.8 Total Number of Internal Promotions by Gender

Gender	HC	%
Female	208	78%
Male	58	22%
Grand Total	266	100%

8.9 Total Number Internal Promotions by Ethnicity

Ethnic Category	HC	%
BME	16	6%
Undisclosed	*	*
White British	246	92%
White Not British	*	*
Grand Total	266	100%

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

Religious Belief	HC	%
Atheism	53	20%
Buddhism	*	*
Christianity	135	51%
Hinduism	*	*
Islam	*	*
Other	28	11%
Unspecified	46	17%
Grand Total	266	100%

9.1 Total Number of Internal Promotions by Sexual Orientation

Sexual Orientation	HC	%
Gay	*	*
Heterosexual	228	86%
Lesbian	*	*
Unspecified	33	12%
Grand Total	266	100%

9.2 Total Number of Internal Promotions by Disability

Disability	HC	%
Disabled	13	5%
Not Disabled	247	93%
Undisclosed	*	*
Grand Total	266	100%

Appraisals

9.3 Total Number of Appraisals by Age

Age Band	HC	%
16-20	16	0%
21-30	487	12%
31-40	810	19%
41-50	1159	28%
51-60	1330	32%
60+	353	8%
Grand Total	4155	100%

9.4 Total Number of Appraisals by Gender

Gender	HC	%
Female	3334	80%
Male	821	20%
Grand Total	4155	100%

9.5 Total Number of Appraisals by Ethnicity

Ethnic Category	HC	%
BME	179	4%
Undisclosed	52	1%
White British	3867	93%
White Not British	57	1%
Grand Total	4155	100%

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

Religious Belief	HC	%
Atheism	444	11%
Buddhism	13	0%
Christianity	2186	53%
Hinduism	11	0%
Islam	*	*
Judaism	*	*
Other	315	8%
Sikhism	*	*
Unspecified	1171	28%
Grand Total	4155	100%

9.7 Total Number of Appraisals by Disability

Disability Status	HC	%
Disabled	120	3%
Not Disabled	3607	87%
Undisclosed	428	10%
Grand Total	4155	100%

9.8 Total Number of Appraisals by Sexual Orientation

Sexual Orientation	HC	%
Bisexual	18	0%
Gay	23	1%
Heterosexual	3195	77%
Lesbian	22	1%
Unspecified	897	22%
Grand Total	4155	100%