

Workforce Diversity Annual Report

1 January 2018 – 31 December 2018

Working with you, for you



Making sure that everyone counts

If you need assistance communicating with us, or require information in an

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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/MIU departments annually. We serve a resident population of approximately 300,000 people, plus about 100,000 visitors at any one time during the summer holiday season.

We employ 6,225 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 2018 the Trust employed 6,225 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

Percentage of Staff employed by Division

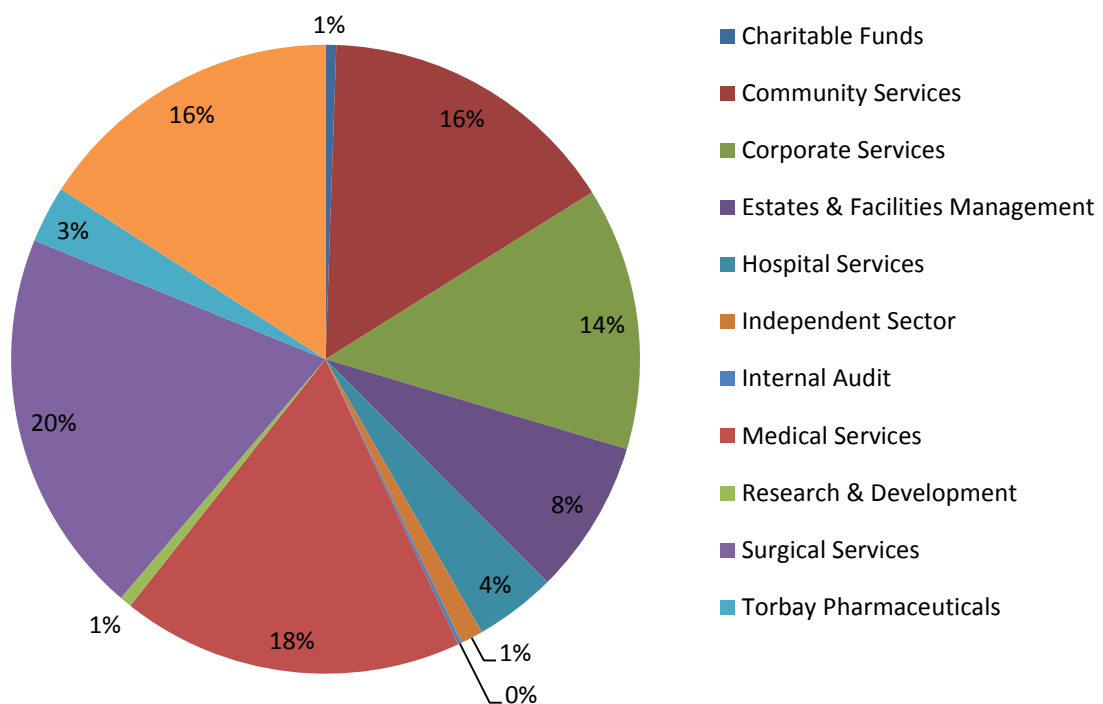
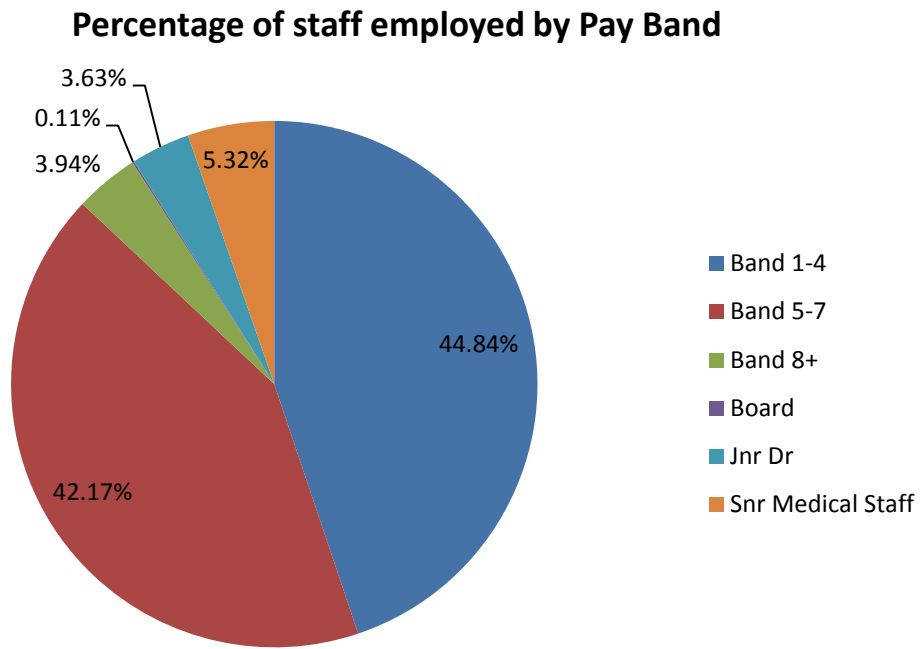


Figure 2: Total percentage of staff employed by pay band



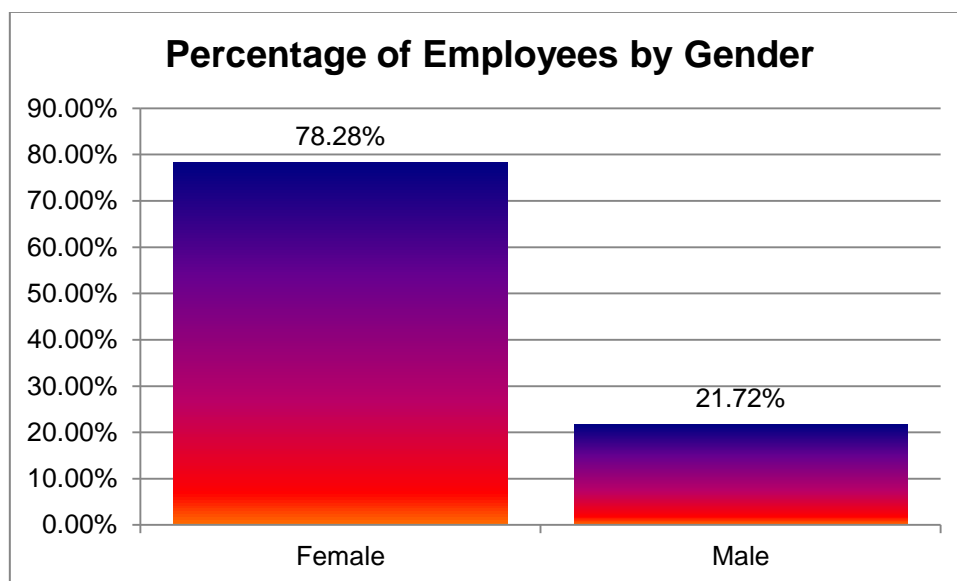
One of the Trust's Equality Objectives is to capture, monitor and evaluate relevant demographic data in order to remove barriers and improve access to services/ information. We are currently able to collect data for six of the nine protected characteristics at each stage of employment. The Trust's position 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 on. 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 4,873 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 is male.

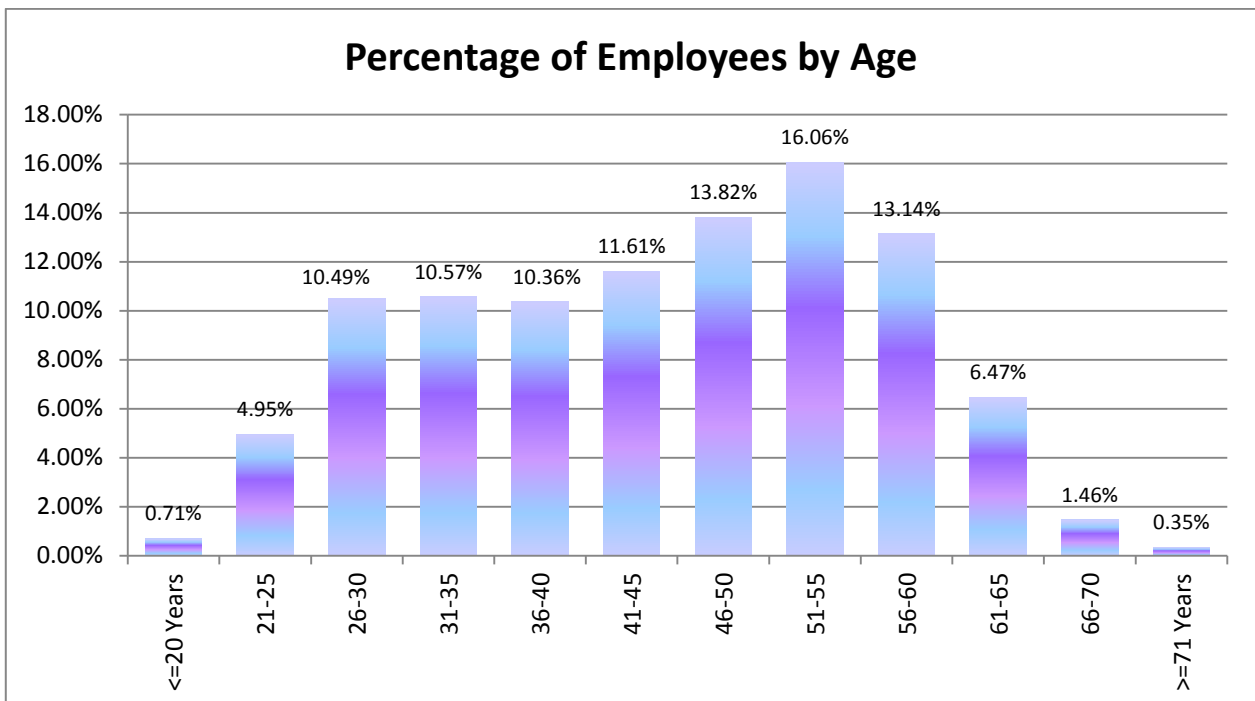
Figure 2: Percentage of employees by gender



3.2 Age

The average population age in the UK is 40, compared to 44.8 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 (80%).

Figure 3: Percentage of employees by age

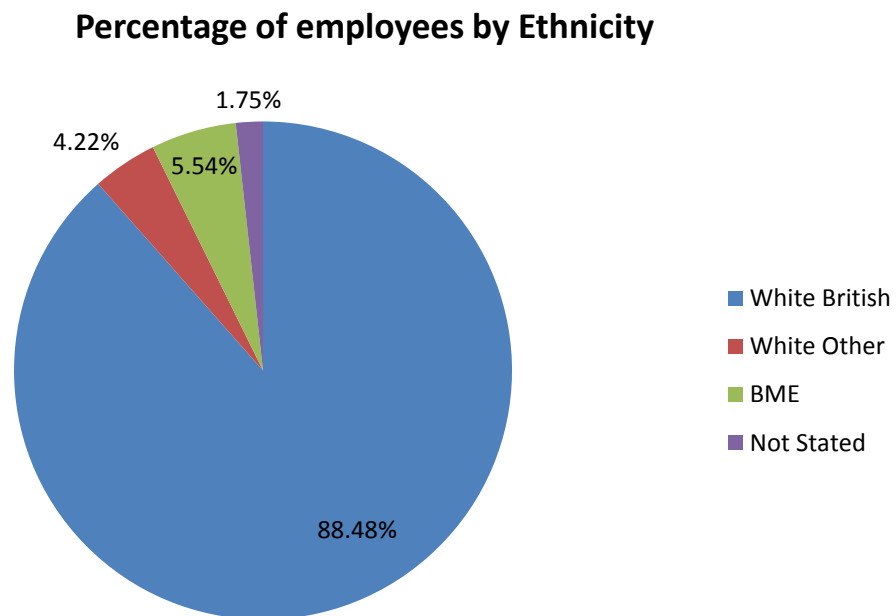


3.3 Ethnicity

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 109 (1.75% of the total workforce). This remains the same as the 2017 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

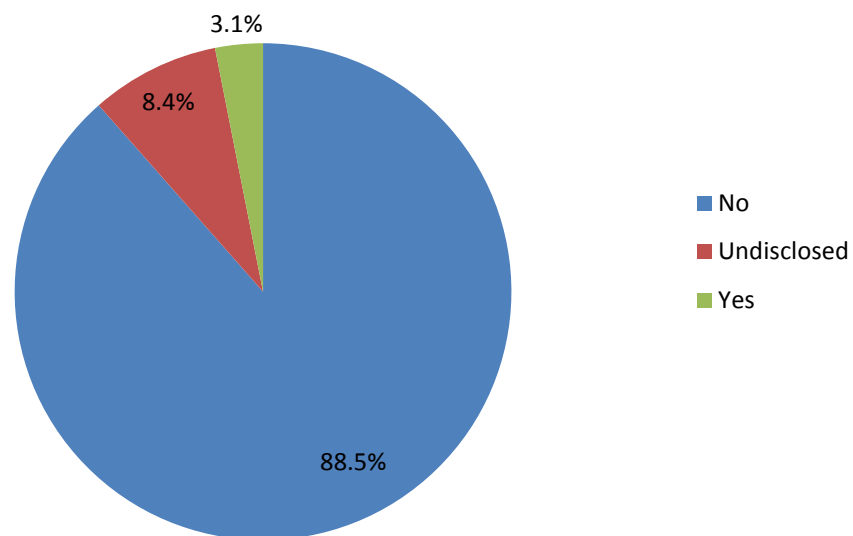


3.4 Disability

3.1% (193 staff) declared themselves as having a disability and 8.4% did not declare this information. In the UK, there are 13.3 million disabled people (almost one in five of the population) only 17% of disabled people were born with their disabilities. The majority of disabled people acquire their disability later in life. There are 3.5 million in employment. (Disabled Living Foundation 2018). Although this is a reduction on 2017's data at 10%, this still reflects significant levels of non-disclosure which we will aim to address. Of those who declared a disability, nearly 92% are currently working within roles Band 1-7 (97 staff in band 1-4 and 80 staff in band 5-7). The remaining 8% are working in senior medical roles or band 8 and above. The introduction of the Workplace Equality Disability Standards 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

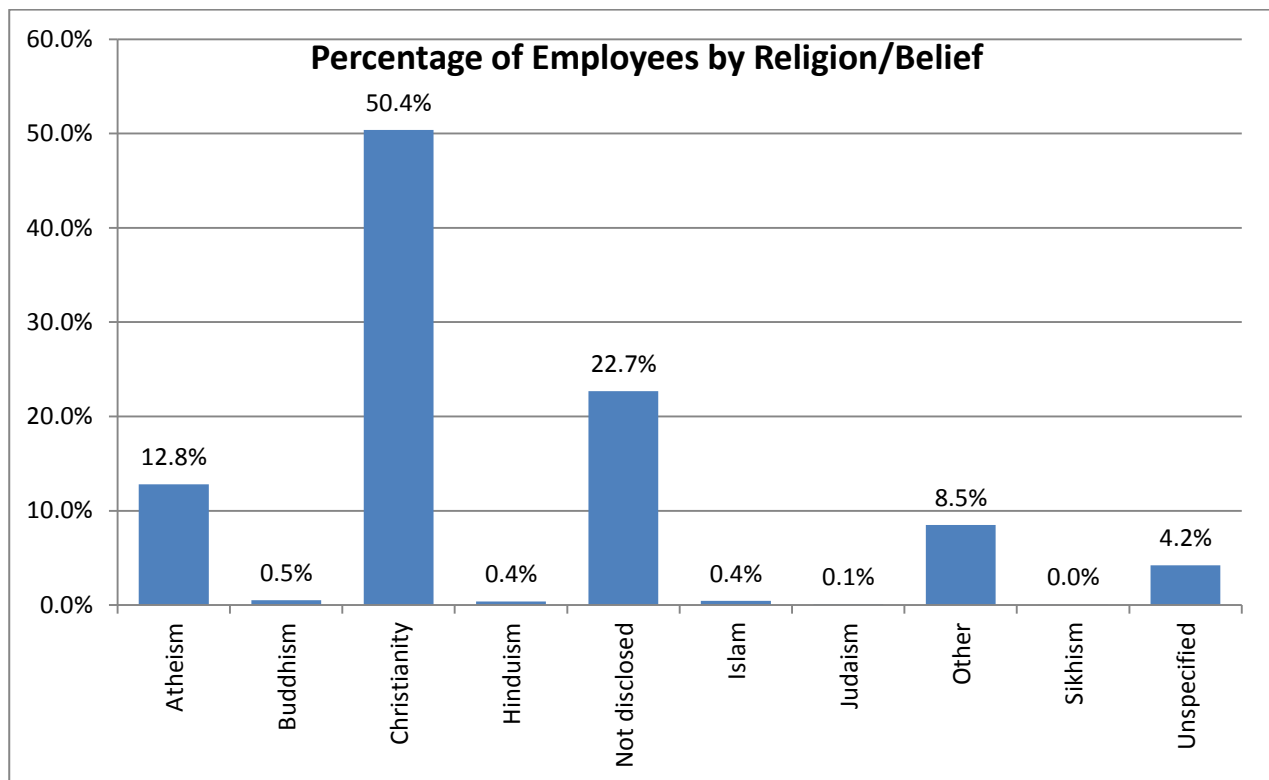
Percentage of Staff Employed by Disability



3.5 Religion and Belief

Over half of the workforce identifies themselves as being Christian and 23% of staff did not wish to disclose while 4% were undefined. Nearly 10% 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 Religion/ Belief

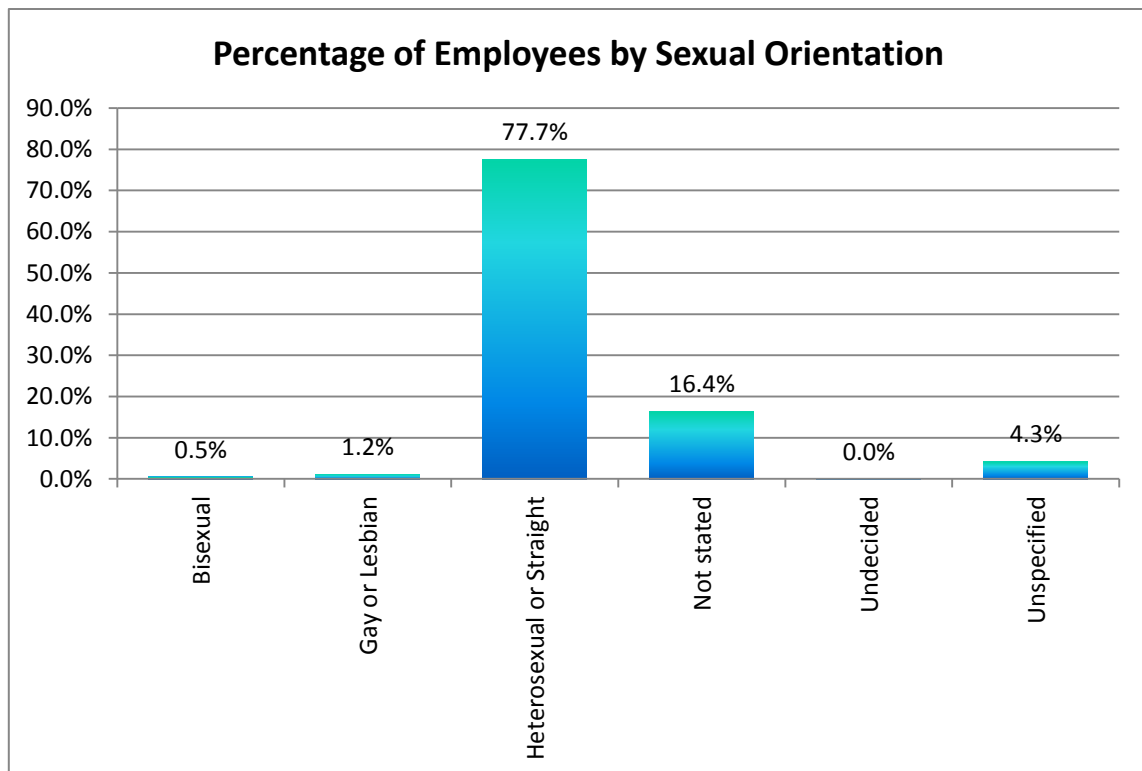


3.6 Sexual Orientation

The number of staff who declared themselves as being Lesbian, Gay or Bisexual (LGBT) is less than 2%. Over 77% declared themselves as heterosexual / straight. The number of staff who did not wish to declare or are unspecified this information is circa 21%. This figure is lower than that of 2017 which was circa 24%.

Stonewall, the organisation working for equality for lesbian, gay and bisexual people, estimates that the percentage of LGBT people in the UK is 5-7 %. Therefore LGBT 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 2018. There were 6,224 staff records in ESR at this time.

This data does not currently include contractors, 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 (23%) reported in 2017 as (25%), Sexual Orientation (circa 21%) reported in 2017 as (24%) and Disability (8.4%) reported in 2017 as (10%). The fall in the disclosure rates across all of these areas is encouraging. However, 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 and creating an environment where all staff feel they are able to be themselves.

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 continue 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 to create a supportive, flexible environment that empowers members of staff to feel able to manage their work life balance in a way that promotes and enhances their wellbeing.

Monitoring requests for flexible working, and reasonable adjustments which will be launched by in 2019 and completing the new Workforce Disability Standards (which have just been launched and we will need to report and publish our findings and actions by August 2019), will help to focus on

areas such as coming into work when you are unwell, have reasonable adjustments been made, sickness, harassment, equal opportunities. Work is also underway to identify two focus groups in Disability and BME to help inform the Trust around the Workforce Disability Equality Standards (WDES) and the Workforce Race Equality Standards (WRES). There is also a focus on Reasonable adjustments for staff that have long term conditions and consideration for staff who are experiencing temporary conditions. 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 2019 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	Total
Charitable Funds Division	33
Community Services Division	971
Corporate Services Division	842
Estates & Facilities Management Division	494
Hospital Services Division	260
Independent Sector Division	72
Internal Audit Division	12
Medical Services Division	1093
Research & Development Division	38
Surgical Services Division	1238
Torbay Pharmaceuticals Division	182
Women's, Children's & Diagnostics Division	990
Grand Total	6225

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

Band	Female		Male		Grand Total	
	HC	%	HC	%	HC	%
Band 1-4	2252	36.18%	539	8.66%	2791	44.84%
Band 5-7	2184	35.08%	441	7.08%	2625	42.17%
Band 8+	160	2.57%	85	1.37%	245	3.94%
Board	*	*	*	*	*	*
Jnr Dr	133	2.14%	93	1.49%	226	3.63%
Snr Dr	139	2.23%	192	3.08%	331	5.32%
Grand Total	4873	78.28%	1352	21.72%	6225	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		Jnr Dr		Snr Dr		Grand Total	
	HC	%	HC	%	HC	%	HC	%	HC	%	HC	%	HC	%
<=20 Years	42	0.67%	2	0.03%									44	0.71%
21-25	170	2.73%	98	1.57%					38	0.61%	2	0.03%	308	4.95%
26-30	270	4.34%	266	4.27%	2	0.03%			85	1.37%	30	0.48%	653	10.49%
31-35	263	4.22%	289	4.64%	10	0.16%			64	1.03%	32	0.51%	658	10.57%
36-40	246	3.95%	310	4.98%	24	0.39%			27	0.43%	38	0.61%	645	10.36%
41-45	266	4.27%	350	5.62%	35	0.56%			7	0.11%	65	1.04%	723	11.61%
46-50	349	5.61%	391	6.28%	53	0.85%	2	0.03%	5	0.08%	60	0.96%	860	13.82%
51-55	424	6.81%	444	7.13%	75	1.20%	3	0.05%			54	0.87%	1000	16.06%
56-60	417	6.70%	329	5.29%	34	0.55%	2	0.03%			36	0.58%	818	13.14%
61-65	261	4.19%	120	1.93%	11	0.18%					11	0.18%	403	6.47%
66-70	65	1.04%	23	0.37%	1	0.02%					2	0.03%	91	1.46%
>=71 Years	18	0.29%	3	0.05%							1	0.02%	22	0.35%
Grand Total	2791	44.84%	2625	42.17%	245	3.94%	7	0.11%	226	3.63%	331	5.32%	6225	100.00%

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

Band	BME		White British		White Other		Not Stated		Grand Total	
	HC	%	HC	%	HC	%	HC	%	HC	%
Band 1-4	88	1.41%	2331	37.45%	343	5.51%	29	0.47%	2791	44.84%
Band 5-7	153	2.46%	2064	33.16%	371	5.96%	37	0.59%	2625	42.17%
Band 8+	*	0.05%	197	3.16%	41	0.66%	*	0.06%	245	3.94%
Board		0.00%	5	0.08%	*	0.02%	*	0.02%	*	0.11%
Jnr Dr	34	0.55%	143	2.30%	15	0.24%	34	0.55%	226	3.63%
Snr Dr	67	1.08%	209	3.36%	51	0.82%	*	0.06%	331	5.32%
Grand Total	345	5.54%	4949	79.50%	822	13.20%	109	1.75%	6225	100.00%

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

Band	No		Undisclosed		Yes		Grand Total	
	HC	%	HC	%	HC	%	HC	%
Band 1-4	2478	39.81%	216	3.47%	97	1.56%	2791	44.84%
Band 5-7	2334	37.49%	211	3.39%	80	1.29%	2625	42.17%
Band 8+	214	3.44%	22	0.35%	*	0.14%	245	3.94%
Board	*	0.11%	0	0.00%		0.00%	*	0.11%
Jnr Dr	202	3.24%	20	0.32%	*	0.06%	226	3.63%
Snr Dr	274	4.40%	54	0.87%	*	0.05%	331	5.32%
Grand Total	5509	88.50%	523	8.40%	193	3.10%	6225	100.00%

7.6 Total Number of Staff Employed by Religion/ Belief

Religious Belief	HC	%
Atheism	796	12.79%
Buddhism	31	0.50%
Christianity	3135	50.36%
Hinduism	24	0.39%
Not Disclosed	1411	22.67%
Islam	27	0.43%
Judaism	*	0.11%
Other	528	8.48%
Sikhism	*	0.05%
Unspecified	263	4.22%
Grand Total	6225	100.00%

7.7 Total Number of Staff Employed by Sexual Orientation

Sexual Orientation	HC	%
Bisexual	31	0.50%
Gay or Lesbian	72	1.16%
Heterosexual or Straight	4834	77.65%
Not stated	1021	16.40%
Undecided	*	0.02%
Unspecified	266	4.27%
Grand Total	6225	100.00%

Leavers Data

7.8 Total Number of Leavers by Age

Age Band	Total	%
<=20 Years	*	1%
21-25	60	8%
26-30	131	18%
31-35	89	12%
36-40	68	9%
41-45	42	6%
46-50	57	8%
51-55	73	10%
56-60	109	15%
61-65	82	11%
66-70	18	2%
>=71 Years	*	1%
Grand Total	744	100%

7.9 Total Number of Leavers by Gender

Gender	Total	%
Female	528	71%
Male	216	29%
Grand Total	744	100%

8.0 Total Number of Leavers by Ethnicity

Ethnicity Simple	Total	%
BME	40	5%
White British	629	85%
White Other	46	6%
Not Stated	29	4%
Grand Total	744	100%

8.1 Total Number of Leavers by Disability

Disability	Total	%
No	665	89%
Undisclosed	65	9%
Disabled	14	2%
Grand Total	744	100%

8.2 Total Number of Leavers by Reason

Reason	Total	%
Death in Service	*	0%
Dismissal	25	3%
End of Fixed Term Contract	156	21%
MARS	24	3%
Redundancy	*	0%
Resignation	388	52%
Retirement	146	20%
Grand Total	744	100%

Starters Data

8.3 Total Number of Starters by Age

Age Band	Total	%
<=20 Years	37	4%
21-25	153	17%
26-30	169	18%
31-35	124	13%
36-40	99	11%
41-45	78	8%
46-50	76	8%
51-55	79	9%
56-60	68	7%
61-65	32	3%
66-70	*	0%
>=71 Years	*	0%
Grand Total	923	100%

8.4 Total Number of Starters by Gender

Gender	Total	%
Female	676	73%
Male	247	27%
Grand Total	923	100%

8.5 Total Number of Starters by Ethnicity

Ethnicity	Total	%
BME	94	10%
White British	782	85%
White Other	37	4%
Undisclosed	10	1%
Grand Total	923	100%

8.6 Total Number of Starters by Disability

Disability	Total	%
No	891	97%
Undisclosed	10	1%
Yes	22	2%
Grand Total	923	100%

Internal Promotions

8.7 Total Number of Internal Promotions by Age

Age Band	Total	%
<=20 Years	*	1.1%
21-25	35	10.0%
26-30	70	19.9%
31-35	58	16.5%
36-40	36	10.3%
41-45	42	12.0%
46-50	34	9.7%
51-55	43	12.3%
56-60	24	6.8%
61-65	*	0.9%
66-70	*	0.3%
>=71 Years	*	0.3%
Grand Total	351	100.0%

8.8 Total Number of Internal Promotions by Gender

Gender	Total	%
Female	246	70.1%
Male	105	29.9%
Grand Total	351	100.0%

8.9 Total Number Internal Promotions by Ethnicity

Ethnicity	Total	%
BME	17	4.8%
Undisclosed	*	1.4%
White British	316	90.0%
White Other	13	3.7%
Grand Total	351	100.0%

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

Religious Belief	Total	%
Atheism	68	19.4%
Christianity	180	51.3%
Undisclosed	66	18.8%
Islam	*	0.3%
Other	36	10.3%
Grand Total	351	100.0%

9.1 Total Number of Internal Promotions by Sexual Orientation

Sexual Orientation	Total	%
Bisexual	*	0.6%
Gay or Lesbian	*	0.9%
Heterosexual or Straight	306	87.2%
Undisclosed	40	11.4%
Grand Total	351	100.0%

9.2 Total Number of Internal Promotions by Disability

Disabled	Total	%
No	321	91.5%
Undisclosed	12	3.4%
Yes	18	5.1%
Grand Total	351	100.0%

Appraisals

9.3 Total Number of Appraisals by Age

Age Band	Total	%
<=20 Years	11	0.3%
21-25	112	3.0%
26-30	289	7.7%
31-35	346	9.2%
36-40	373	9.9%
41-45	446	11.8%
46-50	564	15.0%
51-55	672	17.8%
56-60	586	15.6%
61-65	283	7.5%
66-70	67	1.8%
>=71 Years	17	0%
Grand Total	3766	100%

9.4 Total Number of Appraisals by Gender

Gender	Total	%
Female	3020	80.2%
Male	746	19.8%
Grand Total	3766	100.0%

9.5 Total Number of Appraisals by Ethnicity

Ethnicity	Total	%
BME	161	4.3%
Undisclosed	51	1.4%
White British	3407	90.5%
White Other	147	3.9%
Grand Total	3766	100.0%

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

Religious Belief	Total	%
Atheism	432	11.5%
Buddhism	17	0.5%
Christianity	2020	53.6%
Hinduism	*	0.2%
Islam	*	0.1%
Judaism	*	0.1%
Other	323	8.6%
Undisclosed	961	25.5%
Grand Total	3766	100.0%

9.7 Total Number of Appraisals by Disability

Disability	Total	%
No	3307	87.8%
Undisclosed	336	8.9%
Yes	123	3.3%
Grand Total	3766	100.0%

9.8 Total Number of Appraisals by Sexual Orientation

Sexual Orientation	Total	%
Bisexual	14	0.4%
Gay or Lesbian	50	1.3%
Heterosexual or Straight	2954	78.4%
Undisclosed	748	19.9%
Grand Total	3766	100.0%