

Human Resources

Equality & Diversity Monitoring Analysis



April 2010 to March 2011

1. Introduction

ESR (Electronic Staff Record) is the integrated Human Resources and Payroll system within the Trust. It enables relevant data on staff to be collated and facilitates up to date reporting for workforce monitoring purposes. A data cleansing exercise is undertaken each year to ensure that accurate information is reported.

An Equality and Diversity Monitoring Information report is produced by the Human Resources Department on a bi-annual basis (April and October) presenting workforce equality data. The data is analysed against demographic information for each of the localities served by the Trust (which is taken from Office for National Statistics estimates and Census data) and any actions or recommendations are implemented and reviewed as appropriate, in order to ensure that, as far as possible, the Trust's workforce is representative of the communities it serves.

1. Ethnicity

2.1 Staff in Post by Ethnic Origin as at 31 March 2011

Headcount				
	Male	Female	Total	Total %
WHITE	604	1,954	2,558	86.57%
White – British	582	1,898	2,480	83.93%
White – Irish	4	7	11	0.37%
White – Any other White Background	18	49	67	2.27%
MIXED	4	7	11	0.37%
Mixed – White & Black Caribbean	0	3	3	0.10%
Mixed – White & Black African	1	1	2	0.07%
Mixed – White & Asian	1	1	2	0.07%
Mixed – Any other mixed background	2	2	4	0.14%
ASIAN	29	27	56	1.90%
Asian or Asian British – Indian	11	15	26	0.88%
Asian or Asian British – Pakistani	9	7	16	0.54%
Asian or Asian British – Bangladeshi	1	1	2	0.07%
Asian or Asian British – Any other Asian background	8	4	12	0.41%
BLACK	15	29	44	1.49%
Black or Black British – Caribbean	4	11	15	0.51%
Black or Black British – African	9	15	24	0.81%
Black or Black British – Any other Black background	2	3	5	0.17%
OTHER	11	5	16	0.54%
Chinese	2	0	2	0.07%
Any other Ethnic Group	9	5	14	0.47%
NOT KNOWN	65	205	270	9.14%
Not Stated	65	205	270	9.14%
Total	728	2,227	2,955	100.0%

90.9% of Trust staff have their ethnicity recorded on ESR. New starter information, including ethnicity, is now automatically downloaded from successful applicants' application forms from NHS jobs to ESR.

The Trust provides services in Rotherham, Doncaster, North and North East Lincolnshire and Manchester. Very few Trust staff are based in North East Lincolnshire or Manchester – 0.5%

and 0.9% of Trust staff respectively. Therefore, the Office for National Statistics data used for benchmarking in this report will be the average population data for Doncaster, Rotherham and North Lincolnshire, as estimated for mid 2009.

This is as follows:

	Doncaster	Rotherham	North Lincolnshire	North East Lincolnshire	Manchester
WHITE	95.0%	93.8%	94.7%	95.7%	77.3%
MIXED	1.0%	1.1%	0.8%	0.9%	3.2%
ASIAN	2.1%	3.5%	2.8%	1.6%	11.3%
BLACK	1.1%	0.9%	0.6%	0.6%	4.8%
OTHER	0.9%	0.8%	1.2%	1.0%	3.5%

The percentage of staff employed by the Trust who are of BME origin (not including those for whom no ethnicity is recorded) is 6.9%, which is higher than the estimated average for the geographical area, and also represents an increase of 0.4% over the last 12 months.

The Trust has increased or maintained its BME representation as a percentage of total staff in most categories over the last six months:

- White Irish 0.3% to 0.4 (+0.1%)
- White – Any other White Background 2.3% to 2.3% (no change)
- Mixed – 0.4% to 0.4% (no change)
- Asian 1.7% to 1.9% (+0.2%)
- Black 1.4% to 1.5% (+0.1%)
- Other 0.5% to 0.5% (no change)

2. Gender

2.3 Staff in Post by Gender as at 31 March 2011

Headcount		
Gender	Total	Total %
Female	2227	75.36%
Male	728	24.64%
Total	2,955	100.00%

It is not practical to benchmark Health and Social Care staff gender against local population data, as the NHS is a historically female dominated organisation.

Whilst only 24.6% of the Trust's workforce are male, 7% of staff in Agenda for Change pay bands 8a to 9 are men compared to 3% of women. This has remained the same from 2010.

The organisation will continue to ensure its equal opportunity policies are complied with.

3. Age

2.2 Staff in Post by Age as at 31 March 2011

Headcount		
Age Range	Total	Total %
16 – 20	40	1.35%
21 – 25	177	5.99%
26 – 30	250	8.46%
31 – 35	263	8.90%
36 – 40	300	10.15%
41 – 45	448	15.16%
46 – 50	519	17.56%
51 – 55	467	15.80%
56 – 60	313	10.59%
61 - 65	155	5.25%
66+	23	0.77%
Total	2,955	100%

As at March 2011, 5.3% of Trust staff were approaching, or at, pensionable age (age 61 or over). This is an increase of 0.4% from March 2010.

16 – 19 year olds accounted for 5.2% of job applications received by the Trust in the period, with 3% of shortlisted candidates falling into this age range. 16 – 19 year old staff in post has increased by 0.2%.

With regard to staff currently in post, the largest age group is 46-50 (17.5%), which is unchanged from March 2010. Staff in the age ranges over 50 have all increased since March 2010 which is indicative of an ageing workforce.

4. New Starters

Between April 2010 and March 2011, 200 new starters joined the Trust. The highest percentage of new starters were in the 26 – 30 age range. 3% of the new starters identified themselves as disabled.

5. Leavers

The total number of leavers as a percentage of the total workforce for the period April 10 to March 2011 was 7.6%, which is similar to the figure for the previous year (7.4%).

Of the 256 leavers in this period, 80.8% were White British. The highest BME percentage leavers were Asian. This was primarily due to several locum medical staff leaving the Trust.

The highest percentage of leavers up to March 2011 was in the 46 – 50 age group at 13.3% compared to 16.4% leavers in the previous 6 months in the 26 – 30 age range.

6. Staff Accessing Training

The Trust has a Learning and Development Centre which publishes a catalogue of both internal and external training available to staff each year. Nomination forms are completed by staff and their manager and then forwarded to the appropriate administrator for that course. Attendance on courses is monitored through the central Electronic Staff Record system. Staff wishing to obtain a recognised qualification are able to apply for support for funding via the Trust Qualification Based Sponsorship panel to ensure a fair approach.

The ethnic breakdown of staff accessing training approximately reflects that of the Trust.

7. Promotion

All vacancies within the Trust are advertised through NHS Jobs, an internet based advertising service, either externally or on an 'internal only' basis as appropriate. Staff who do not have access to the internet can complete a paper application form, details of which are then added to the NHS Jobs database.

This ensures that all staff within the Trust are offered the same opportunity to apply for positions and ensures that effective monitoring can be undertaken via the Applications and Short-listing data on NHS Jobs.

During the period April 2010 to March 2011, the vast majority of staff (91.8%) who were promoted were of White British ethnic origin, with only 2% of those promoted being of BME origin. This is a decrease over the previous 6 months which was 3.4%.

8. Disciplinary, Grievance and Harassment

Between April 2010 and March 2011, there were a total of 70 disciplinary cases, 62 of which resulted in formal disciplinary outcomes. Two members of staff of BME origin received a formal disciplinary sanction.

All disciplinary hearings are conducted in the presence of a Human Resources Advisor to ensure that a full and fair investigation has taken place and that any disciplinary outcome is consistent and appropriate. All staff have a right to be accompanied by a trade union representative or colleague to provide support and have the right to appeal should they feel they have not been treated fairly.

During the period April 2010 to March 2011, there were six formal grievances, all raised by White British staff and 8 formal harassment cases, one of which was from a BME member of staff.