

Northampton General Hospital

**Equality and Human Rights
Monitoring Report**

2014/2015

**Including
Workforce and Service Data**

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EXECUTIVE SUMMARY

The Equality and Human Rights Monitoring Report for 2014/2015 provides analysis of the data that the Trust holds in relation to its workforce and service users.

Northampton General Hospital (NGH) has a legal duty to promote equality of opportunity, foster good relations and eliminate harassment and unlawful discrimination. As part of our legal duty we must prepare and publish equality information annually comprising of an equality profile of our patients and staff to determine if there are any issues of access to services for patients as a result of their protected characteristic, or any issues for staff arising from theirs.

Under the Public Sector Duty, the Trust is required to publish information relating to people who use our services. We also use equality information to:

- Establish who is accessing our services and to identify and where possible, address under-representation from specific protected characteristic groups
- Understand the needs of our patients
- Identify any disadvantage faced by people based on protected characteristics
- Compare our performance with similar organisations and make necessary service improvements.

Our Equality Information Report considers overall patient activity for the following:

- Age
- Ethnicity
- Gender
- Religion

There are gaps in information regarding some protected characteristics as the Trust's electronic data systems do not allow for additional data to be recorded. The Trust is procuring a new Patient Administration System (PAS) to replace iPM which will address this issue and will be ready for deployment in 2017.

Our legal duty to monitor our workforce is also addressed in this document. The report provides information for some of the protected characteristics in the following areas:

- Trust's Workforce Profile
- Human Resources (HR) Recruitment Activity
- HR Caseload Activity
- Learning and Development Activity

INTRODUCTION

Northampton General Hospital believes that Equality and Diversity (E&D) is central to what we do. Equality is about creating a fairer society where everyone has the opportunity to fulfill their potential.

The Trust aims to deliver high quality services that are accessible, responsive and appropriate to meet the diverse needs of the different groups and individuals we serve and the staff we employ.

To achieve this aim, we want to ensure that service users and employees are not subject to any form of discrimination or unequal treatment. Everyone can expect to be treated with equal respect and dignity regardless of their background or circumstances.

It is important to us that we eliminate discrimination in the way we provide our services and the way we recruit, train and support our workforce. The Trust does not tolerate any forms of unlawful or unfair discrimination. In addition it recognises that all people have rights and entitlements.

OUR POPULATION

Northamptonshire has an estimated population of 718,300 people in mid-2015 (ONS population projections, published 29 May 2014). More than 30% of the population are in the least deprived quintile, and around 12% are in the most deprived quintile. While the population of Northamptonshire is expected to rise by around 5% to approximately 749,000 by 2020, the increase in working age population is estimated at only 2%, whereas the total population aged 65 and over is projected to rise by 17% in this period. The 70-74 age group will rise by 40% (the post-war baby boomer generation), and the number aged 90 and over is expected to rise by 30%.

The latest Health Profile for Northamptonshire (Public Health England, 2 June 2015) describes 32 indicators, most of which are related to health and lifestyle.

Northamptonshire is significantly worse than the England average for the following:

- Smoking status at time of delivery
- Excess weight in adults
- Hospital stays for self-harm
- Life expectancy at birth (female)
- Under 75 mortality rate: Cancer

Northamptonshire Population (2011 Census)

Ethnic Group	Religion	Marital Status	Age Group	Gender
White 91.48%	Christian 59.9%	Single 29.2%	0-17 22.5%	Male 49.3%
Mixed 1.51%	Buddhist 0.3%	Married 41.4%	18-24 7.8%	Female 50.7%
Asian 4.04%	Hindu 1.2%	Civil Partnership 0.2%	25-34 12.6%	
Black 2.53%	Jewish 0.1%	Separated 5.3%	35-44 13.5%	
Other 0.43%	Muslim 1.7%	Divorced 14.3%	45-54 14.8%	
	Sikh 0.4%	Widowed 9.6%	55-64 11.7%	
	Other 0.4%		65-74 9.8%	
	No religion 29.2%		75-84 5.2%	
	Not stated 6.7%		85+ 2.2%	

SERVICE INFORMATION – APRIL 2014 to MARCH 2015

Gender

During this period the Trust had 106,306 inpatient admissions:

	Number of inpatient admissions
Female	63,619
Male	42,684
Not recorded	3
Total	106,306

In comparison to the local population (in the 2011 census, which is the latest available data) whereby there are 49.3 % of males the Trust has had under representation of male inpatient admissions at 40.2%.

During this period 388,502 outpatient appointments were attended and an additional 30,345 were not productive when patients did not attend. This is shown in the table below:

	Outpatient Attendances		Did not Attend Appointment	
	Number	% of total	Number	% of total
Female	216,599	55.8%	15,938	52.5%
Male	171,882	44.2%	14,406	47.5%
Not recorded	21		1	
Total	388,502		30,345	

This shows that there were proportionally more males who did not attend their appointments than females.

Age

Age	Inpatients		Outpatients		Did not attend appointment	
	Number	% of total	Number	% of total	Number	% of total
0-4	10,308	9.7	12,584	3.2	1,663	5.5
5-16	4,639	4.4	23,755	6.1	3,162	10.4
17-29	15,035	14.1	34,583	8.9	5,126	16.9
30-44	18,184	17.1	57,239	14.7	6,100	20.1
45-59	17,207	16.2	73,053	18.8	5,572	18.4
60-74	22,569	21.2	105,936	27.3	4,809	15.8
75-89	15,973	15	74,600	19.2	3,449	11.4
90+	2,391	2.2	6,752	1.7	464	1.5
Total	106,306		388,502		30,345	

The above chart demonstrates that during the main 'working years' from 16-60, there is a disproportionate number of patients who did not attend (DNA's) outpatient appointments: 55.4% compared with 42.4% of all outpatient appointments.

Ethnic Group

Ethnic Group	Inpatients		Outpatients		Did not attend appointment	
	Number	% of total	Number	% of total	Number	% of total
Not known	1,386	1.3	11,367	2.9	1,400	4.6
White-British	82,296	77.4	301,967	77.7	20,810	68.6
White - Irish	1,390	1.3	5,091	1.3	427	1.4
Any other white background	5,841	5.5	12,852	3.3	1,356	4.5
Mixed- white & Black Caribbean	705	0.7	1,836	0.5	252	0.8
Mixed- White & Black African	279	0.3	562	0.1	94	0.3
Mixed- White & Asian	287	0.3	680	0.2	58	0.2
Mixed-any other mixed background	489	0.5	1,017	0.3	150	0.5

Asian or Asian British-Indian	1,709	1.6	5,785	1.5	453	1.5
Asian or Asian British-Pakistani	916	0.9	1,600	0.4	198	0.6
Asian or Asian British-Bangladeshi	1,470	1.4	2,508	0.6	325	1.1
Asian or Asian British-any other Asian	749	0.7	1,902	0.5	188	0.6
Black or Black British-Caribbean	1,075	1.0	3,741	1.0	463	1.5
Black or Black British-African	2,299	2.2	4,891	1.3	801	2.6
Black or Black British-any other Black	457	0.4	1,094	0.3	190	0.6
Other ethnic group-Chinese	337	0.3	1,243	0.3	87	0.3
Other ethnic group	1,031	1.0	2,286	0.6	258	0.9
Not stated	3,590	3.4	28,080	7.2	2,835	9.3
Total	106,306		388,502		30,345	

The above table demonstrates that DNAs were particularly disproportionately higher in the 'any other white background' and 'Black or Black British-African' ethnic groups.

Religion or Belief

The chart below summarises the religions of our patients. 74 different religions were identified. The religion of 34.5% of our inpatients was unknown and 11% of our inpatients stated they did not have a religion.

Religion	Inpatients	Religion	Inpatients
Agnostic	72	Lutheran	2
Anglican	155	Patient refused	3
Atheist	367	Methodist	1079
Baha'i	9	Mormon	56
Baptist	721	Muslim	1763
Buddhist	156	Moravian	1
Christian	5785	Non-Conformist	48
Catholic	72	Non-Denominational	2
Celtic Orthodox Christian	1	Patient Religion unknown	36,703
Christian Existentialist	1	None	11,937
Coptic Orthodox	1	New Testament	3
Apostolic Pentecostalist	3	Order of the Cross	1
Old Catholic	3	Other Free Church	10
Romanian Orthodox	6	Orthodox Christian	222
Church of England	33,838	Other	317
Church of God of Prophecy	31	Pagan	43
Chapel	6	Plymouth Brethren	28
Christadelphian	26	Pentecostal	78
Church of Ireland	19	Presbyterian	41
Church of Latter Day Saints	3	Protestant	118

Congregationalist	15	Quaker	24
Church of Christ	31	Rastafarian	13
Christian Science	3	Roman Catholic	7,266
Church of Wales	1	Russian Orthodox	6
Eastern Orthodox	2	Salvation Army	90
Evangelist	17	Church of Scotland	256
Orthodox Jew	2	Seventh Day Adventist	26
Free Church	30	Sikh	298
Ismaili Muslim	19	Serbian Orthodox	6
Greek Orthodox	28	Spiritualist	123
Hindu	651	Taoist	1
Zoroastrian	1	Unitarian	8
Jain	11	United Reformed Church	156
Jewish	98	Wesleyan	12
Jehovah's Witness	263	Wiccan	6

PATIENT COMPLAINTS 2014-2015

The Complaints Department and the Patient Advisory and Liaison Service (PALS) are valuable sources of information regarding dissatisfaction with our services and evidence for when the services at NGH do not meet the needs of patients from protected groups.

In the reporting year 2014-2015 the Trust received 599 complaints which were investigated through the NHS Complaints Regulations. This compares with the 541 complaints the previous year.

Ethnicity

286 complainants provided their ethnicity status but 52% declined to provide this information although it is handled on an anonymized basis. The ethnicity of the

complainants who responded is detailed below. 266 of those complainants were White British which is proportionally higher than inpatients and outpatients from this ethnic group.

Ethnicity	Number
White British	266
White Irish	2
White other	8
Mixed white and black Caribbean	2
Mixed white and black African	0
Mixed white and Black Asian	0
Mixed other	1
Asian or Asian British Indian	4
Asian or Asian British Pakistani	0
Asian or Asian British Bangladeshi	0
Asian or Asian British other	0
Black or Black British Caribbean	2
Black or Black British African	1
Black or Black British other	0
Chinese/other Chinese	0
Not stated	313
Total	599

Age

279 complainants identified their age, the data is as follows:

Age	Number
18 and under	11
19-40	50

41-60	73
61-70	60
71-80	43
81-90	30
91+	12

There was an equality issue raised in five of the complaints. These were concerning:

- Lack of understanding of the needs of a patient with dementia: Complaint partially upheld
- Communication: No further action
- Attitude and behavior of a member of staff regarding a patient with mental health issues: complaint partially upheld
- Lack of availability of an interpreter for OPD appointment: No further action
- Lack of suitable adult changing facilities on the ward: No further action

EQUALITY ANALYSIS

Identifying and responding to the effect of the activities of the Trust on the different protected groups remains of fundamental importance in the context of giving due regard in line with our Public Sector Equality Duties.

Equality Analysis remains a key component in delivering a quality service which meets the needs of our different communities and ensures that people are not excluded. The Trust continues to utilise its systems for equality analysis on policies, procedures, functions and programmes of change to assess whether they have the potential to affect people differently. The Trust recognises this process identifies and addresses real or potential inequalities resulting from policy, practice or service development.

Any negative consequences for a particular group or section of service users / staff can be eliminated, minimised or counterbalanced by other measures, wherever possible, in order to take account of and meet the needs of all our communities. The equality analysis ensures that consideration is given to;

- Effective processes and communication between staff and service users
- Physical access
- Provision of information in a format which can be understood
- Cultural norms, preferences and practices of protected groups are taken into account
- Available relevant data and service user / staff feedback.

During 2014 / 2015 the Trust has been reviewing its Equality Analysis processes to ensure that they are robust and fit for purpose. This has included training more staff across the

organisation as Equality Analysts and as a result the Trust has over 35 trained members of staff who can carry out Equality Analysis.

WORKFORCE PROFILE – APRIL 2014 to MARCH 2015

The following analysis contains quantitative information from the Electronic Staff Record (ESR) for the year ending 31 March 2015 relating to:

- Staff in Post by pay band/grade
- Sickness episodes by pay band/grade
- Leavers by pay band/grade

Information relating to Recruitment & Promotion and Disciplinary & Grievance Procedures is provided separately within the monitoring report.

Where possible the information has been analysed against the following protected characteristics:

- Age
- Disability
- Gender
- Ethnicity
- Religious Belief
- Sexual Orientation
- Marital Status

It is important to know and understand the demographic profile of our workforce, and to be able to compare this profile with that of the local population which we serve.

Workforce Profile by Pay Band / Grade

It is obviously important that the data we hold for employees relating to Protected Characteristics is as complete as possible in order to draw meaningful conclusions from any analysis.

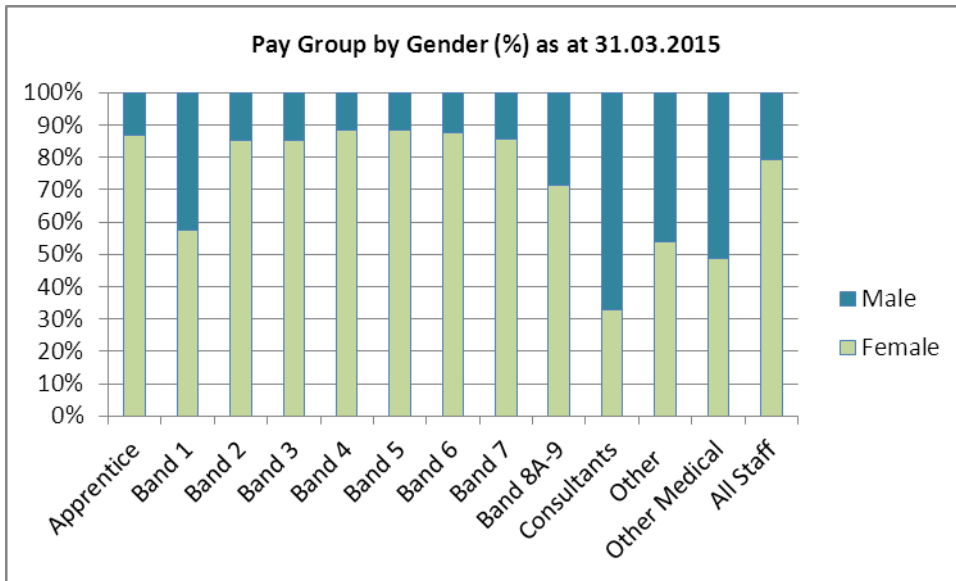
In some areas the level of completeness of data is very high; just under 97% of employees have their ethnic origin recorded, and a slightly smaller percentage (94%) have a record for marital status. Gender and age are recorded for all employees. Disability information has always been poorly recorded; almost 27% have no record relating to disability status, although this is an improvement on the reported figure in 2014 of 33%. Sexual Orientation and Religious Belief were not collected until relatively recently, and as a consequence employees who have been with the trust for many years will often have nothing recorded against these criteria. This results in just over 13% of employees for whom the trust has no record of Sexual Orientation, and just over 12% with no record of Religious Belief. Over time the levels of employees with no record in these areas should reduce and in the

last few years a number of data cleansing exercises have taken place; in both cases the number of employees with no record has fallen since 2014.

Appendix 1 provides the data tables for detailed information regarding the workforce profile by protected characteristics.

Protected Group	Analysis
Age	<p>When compared to the Northamptonshire population, the percentage of staff in the 16-20 and over 60 age groups is significantly lower. However, this would be expected given the numbers of people in the wider population still in education in the first group, and the number having taken retirement in the second.</p> <p>If only those people in the 20-60 age groups of the Northamptonshire population and NGH workforce are considered, then the trust is fairly representative of the local population in most age groups. However, the local population has 19.5% of the working age group in the 55 – 64 range, whereas at NGH this falls to 13.9% which may relate to the lower pension age of 60 for many current and former NHS employees.</p>
Disability	<p>Only 2.5% of the NGH workforce has disclosed a disability. According to PANSI (Projecting Adult Needs & Service Information) the projection of Northamptonshire population aged between 18 and 64 likely to have either a moderate or serious disability is 7.9 and 2.4% respectively. However just under 27% of the workforce do not have a disability status recorded; if this data was complete the rate would probably increase but still be well below the local population estimated rate. The physical nature of most work in the healthcare sector could help to explain the low representation of disabled people in the NGH workforce.</p>
Gender	<p>The NHS workforce is predominantly female, and at NGH the percentage is 79%. The staff groups with the highest percentage of female employees are the registered nursing & midwifery (93.5%), allied health professional (84.3%), and clinical support staff (87.1%) groups. However the percentage of male employees is higher in the Agenda for Change bands 8a – 9 groups, at 28.5%. Within the medical & dental staff group 58% are male, and 67% of consultants are male. The percentage of male consultants has fallen since 2014, when the figure was 70%.</p>
Ethnicity	<p>According to the 2011 Census, the Northamptonshire population was 91.5% white, 8.5% Black & Minority Ethnic (BME), whereas the trust employees (as at 31 March 2015) were 78.1% white (of which 72.1% were British or Irish), 18.5% BME. The overall percentage of BME employees is boosted by the high representation of this group (45.7%) in the Medical & Dental staff group.</p>

	<p>If Medical & Dental staff were removed from the analysis, then the BME percentage in the remaining staff groups falls slightly to 15.2%, but this nonetheless remains a significantly higher ratio than in the local population. Although only 7% of staff in Agenda for Change bands 8a – 9 are in the BME group, 19.4% of bands 5 – 7 are BME, higher than the average BME representation across all pay bands in the trust.</p>
Religion	<p>The 2011 Census data indicated that 59.9% of the population of Northamptonshire were Christian, 1.7% Muslim, and 1.2% Hindu. Employee data showed 48.5% Christian, rising to 51.3% if Medical & Dental staff were excluded. The percentage of the local population professing no religion was 29.2%; 12.3% of employee records had no religion defined, and a further 15.4% did not wish to state their religion or belief, while 10% professed to be Atheist. In total, 13.8% of employees are from a minority faith community.</p>
Sexual Orientation	<p>Sexual Orientation information is not collected as part of the National Census so a comparison cannot be made between trust employees and the Northamptonshire population. However, 72% of employees are recorded as heterosexual. 13% did not wish to state their sexual orientation, and a further 13.3% had no data recorded. Bisexual, Gay or Lesbian employees made up 1.6% of the total.</p>
Marital Status	<p>Of the total number of employees, 51.8% were married compared with 41.4% of the local population; 32.9% of employees were single, 6.9% divorced, 0.5% in a civil partnership, 1.2% separated, and 1% widowed. The comparable figures in the local population were 29.2% single, 14.3% divorced, 0.2% civil partnership, 5.3% separated, and 9.6% widowed. The much higher percentage of widowed people in the population reflects the number in older age-groups no longer part of the working or economically active population.</p>



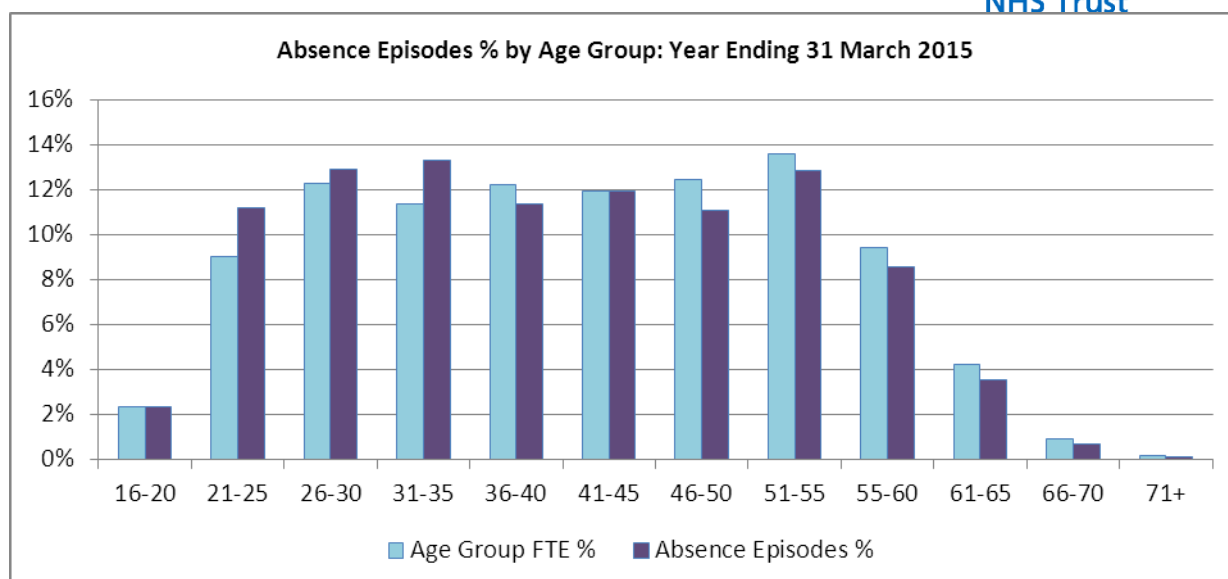
Sickness Absence Analysis (number of episodes)

The number of separate episodes of sickness for the year ending 31 March 2015 was 8,747. Appendix 1 provides the data tables for detailed analysis of the information.

Employees' pay band or grade appears to have a relatively significant influence on the number of sickness episodes compared to other Equality & Diversity factors. Band 2 employees comprise 19.7% of the workforce, and are the second biggest staff group, but they were responsible for the single highest percentage of the sickness, equating to 26.89% of all episodes. The biggest staff group in pay band terms is Band 5, with just over 21% of the workforce, and they accounted for the second highest percentage of sickness episodes, at 25.97%. Staff in bands 7 and 8a-9 account for 8.7% and 3.3% of the workforce but only 6.3% and 2.2% of the sickness episodes.

Protected Group	Analysis
Age	The percentage of the total number of sickness episodes relating to each age group equates relatively closely to the proportionate size of each age group in terms of staff in post, indicating a fairly even spread of sickness across all age groups. However, all the age groups from 16-20 to 31-35 had a higher proportion of the sickness than would be indicated by their proportion of the workforce, while those groups from 36-40 to 71+ all had a lower proportion of the sickness episodes. The sixth biggest age group numerically, 31-35 (11.34%) had the highest group percentage of the total number of sickness episodes at 13.31%.
Disability	Employees who declare a disability comprise 2.5% of the workforce, although this figure would probably increase if the status of the 27% where no record is held was known. However, those employees who do declare a disability accounted for 3.9% of the sickness episodes. It is perhaps to be expected that this would be the case.

Gender	Whilst 79.1% of employees are female, they accounted for 85.5% of the sickness episodes, indicating that gender does have an influence on the likelihood of sickness absence.
Ethnicity	In terms of ethnic groups as a percentage of the total number of employees, the percentage of sickness episodes in each group relates relatively closely. However, Asian staff comprise 9.8% of the number of employees but account for only 8.7% of sickness episodes, whereas Black employees are 5.9% of the workforce and account for 6.2% of sickness episodes. White employees comprise 78.1% of the workforce and account for 80.2% of sickness episodes.
Religion	Religious belief does not seem to play a significant part in an employee's likelihood of having episodes of sickness absence. The spread of sickness episodes across religious belief groupings is fairly consistent with the ratio of employees in each group, for example 49.6% of sickness episodes are within the Christianity group, which accounts for 48.5% of the workforce. However Islam is stated as the religion for 2.5% of the workforce but accounts for only 1.5% of sickness episodes, and similarly Hinduism applies to 2.6% of the workforce and only 1.7% of sickness episodes.
Sexual Orientation	As with religious belief, the percentage of staff within each category of sexual orientation as compared with the percentage of the total sickness episodes recorded does not show a significant variation, although those with no sexual orientation recorded or those not wishing to state their sexual orientation amount to 26.4% of the workforce and have 24.4% of sickness attributed to them. This represents a relatively large percentage of the workforce in total and may make meaningful analysis less likely. Nonetheless, 73.34% of sickness episodes occur in the heterosexual group, which in turn makes up 72.03% of the workforce. The Gay, Lesbian & Bisexual groups total 1.58% of the workforce and account for 2.26% of the sickness episodes.
Marital Status	There is some variation across the marital status groups between the percentage of employees in each one and the percentage of sickness episodes in each one. For example, married or civil partnership employees are slightly less likely to have sickness, with 52.2% of the workforce being in these groups but only taking 47.9% of the sickness episodes. By contrast divorced or legally separated employees make up 8.1% of the workforce and accounted for 9% of sickness episodes. Single employees are 32.9% of the workforce and they accumulated 39% of sickness episodes. Just over 68% of single employees are in the age groups from 16-35 which are also more likely to have episodes of sickness, whereas 82.47% of married people are aged 36 or more, this age group being less likely to have sickness episodes.

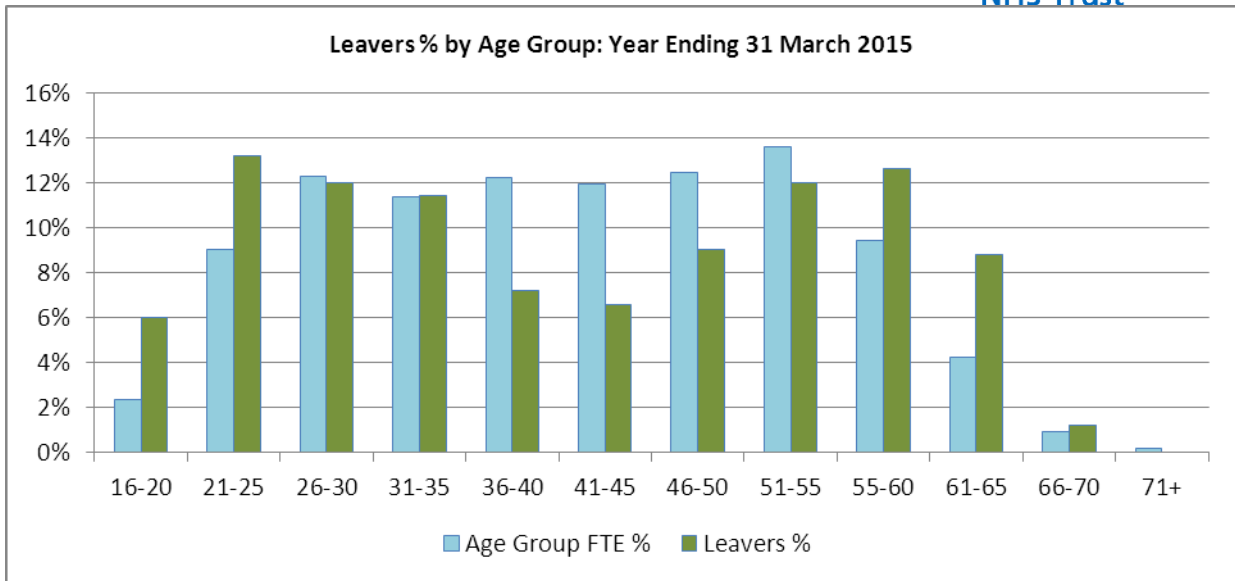


Leaving Employment

In total, 500 employees with permanent contracts left the trust in the year ending 31 March 2015. The biggest pay band groups numerically had contrasting leaver records. Band 2 employees form 21% of the permanent workforce but only 18.8% of leavers were from this group; band 5 employees (22.7% of the permanent workforce) made up 25.6% of leavers. Band 5 registered nurses were 18% of the workforce but 20.6% of leavers.

Protected Group	Analysis
Age	<p>A higher proportion of employees in the age groups from 16 to 25 left in the year than would be indicated by comparison with the percentage of the workforce that they represent. Almost 19.5% of leavers came from this age group, which represents only 11.4% of the workforce in post.</p> <p>By contrast, the staff groups aged between 26 and 55 make up 74% of the workforce, but only 58.2% of the leavers. People in these groups seem to become a stable part of the workforce, compared to those younger and probably earlier in their careers who are more inclined to change their employer.</p> <p>Employees aged over 55 made up 22.6% of the leavers but 14.8% of the workforce, basically in line with what might be expected given the numbers who would be retiring from this range.</p>
Disability	<p>Although the number of leavers in the group declaring a disability was small, they represented 2.4% of leavers, roughly in line with their representation rate among all employees, which was 2.5%. Employees positively declaring no disability (62.96% of the workforce) made up 62.6% of leavers, again in line with what might be expected.</p>

Gender	Whilst 79.1% of the workforce is female, they made up only 77.4% of the leavers. The male workforce (20.9%) provided 22.6% of leavers, so was slightly over-represented.
Ethnicity	White employees made up 79% of leavers, compared to 78.1% of the workforce, so within the range of what might be expected. Black employees are 5.94% of the workforce but 7.34% of leavers, so this group is slightly over-represented. Asian employees (9.81% of all employees, but 8.24% when junior doctors on fixed term rotations are excluded as they do not form part of the leaver statistics) were only 7.54% of leavers, so therefore appear to be less likely to leave the trust.
Religion	Around 47% of leavers were recorded as Christian, a slightly lower rate than the overall rate in the workforce, which varies between 48.5% and 49.8% depending on whether Junior Medical staff are included or not (for reasons explained in the initial protected characteristic analysis for employees in post). There is generally a reasonable correlation between percentage of workforce and percentage of leavers across all religions as declared by trust employees.
Sexual Orientation	A closely comparable percentage of Heterosexual permanent employees were leavers (71.6%) compared with the workforce (72%). Those people not wishing to state their sexual orientation made up 11.4% of leavers compared with 13% of the workforce. Gay, Lesbian or Bisexual employees are 1.6% of the workforce but only 1% of the leavers.
Marital Status	Married employees were less likely to leave than their proportion of the workforce would suggest; 48.4% of leavers were married, compared to 51.8% in the workforce or 53% when Junior Doctors are excluded (as they are not included in the leaver figures). Similarly, divorced and separated employees made up 8.1% of the workforce (8.53% excluding Junior Doctors) and 7.6% of leavers. Single employees by contrast comprise around 33% of the workforce (using both measures above) but almost 40% of leavers. This is likely to be linked to the age range of single employees, as they tend to fall into the younger age groups and are probably more likely to change employment before settling into a longer term career choice.



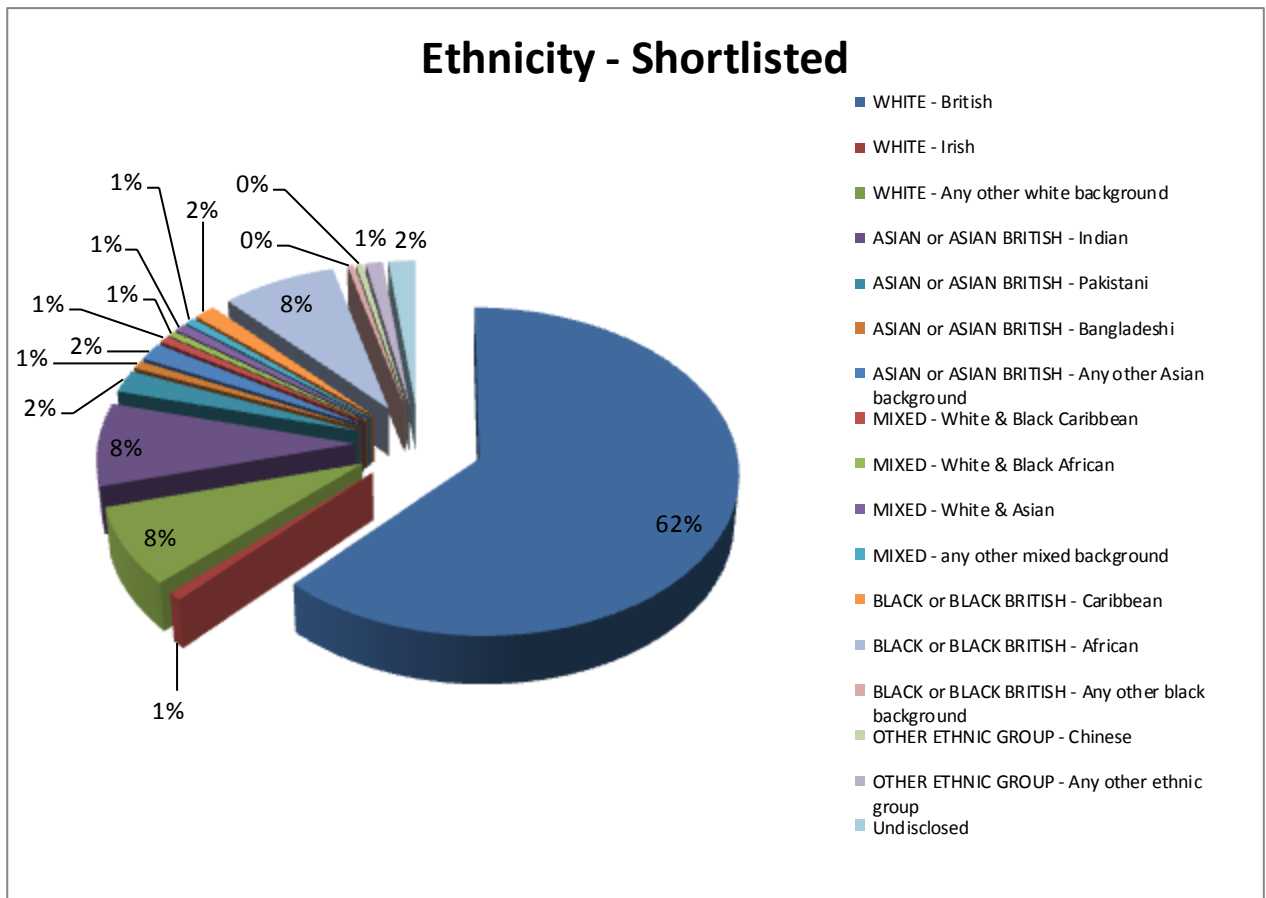
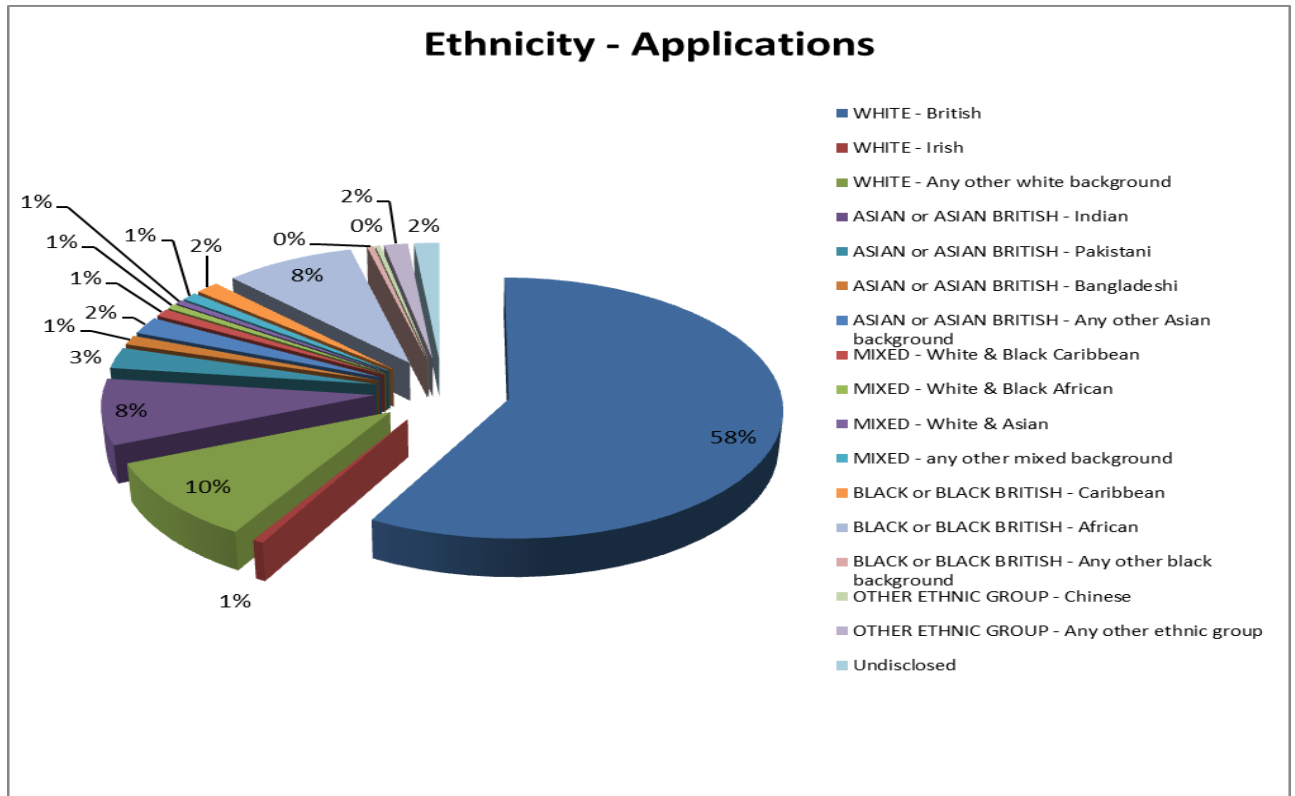
RECRUITMENT ACTIVITY – APRIL 2014 TO MARCH 2015

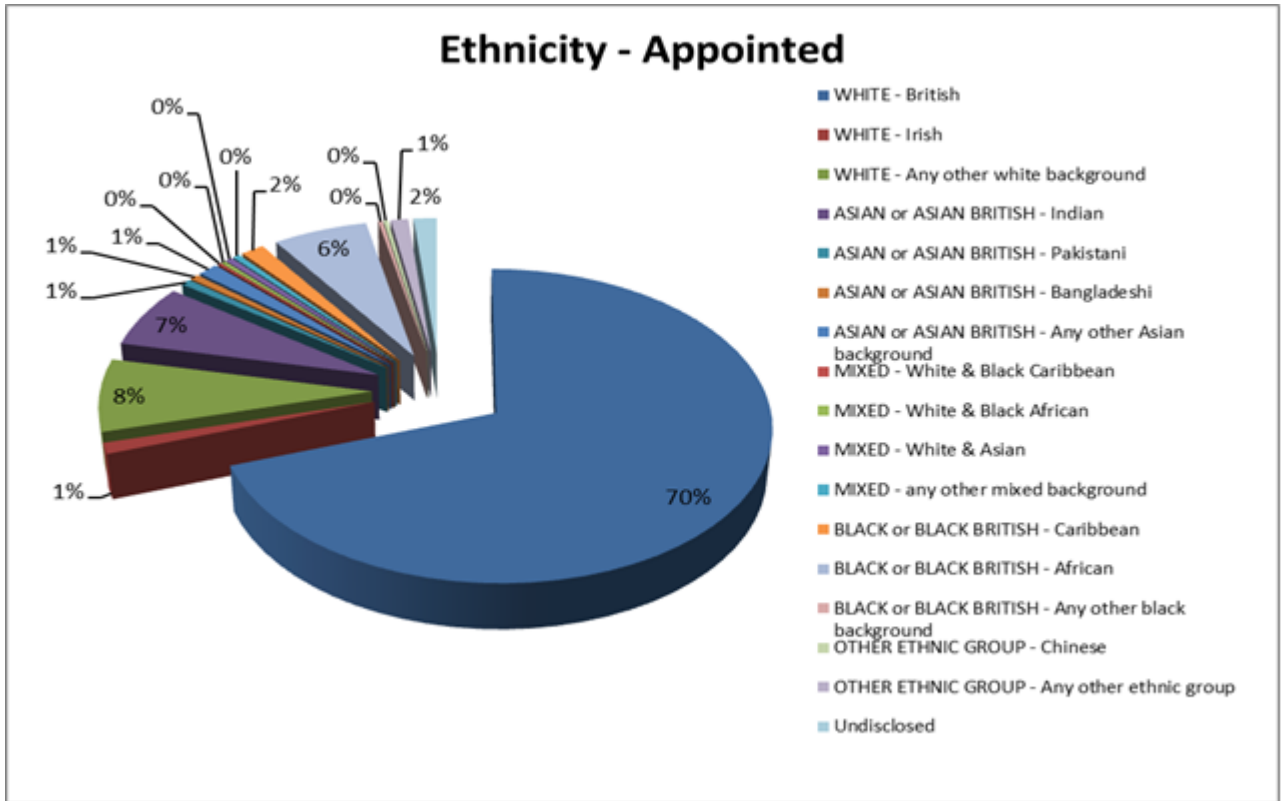
This section of the report is based on the information collected by the HR Service Centre between April 2014 and March 2015 and consists of the number of applicants, those shortlisted and staff appointed from the protected characteristics for which information is collected.

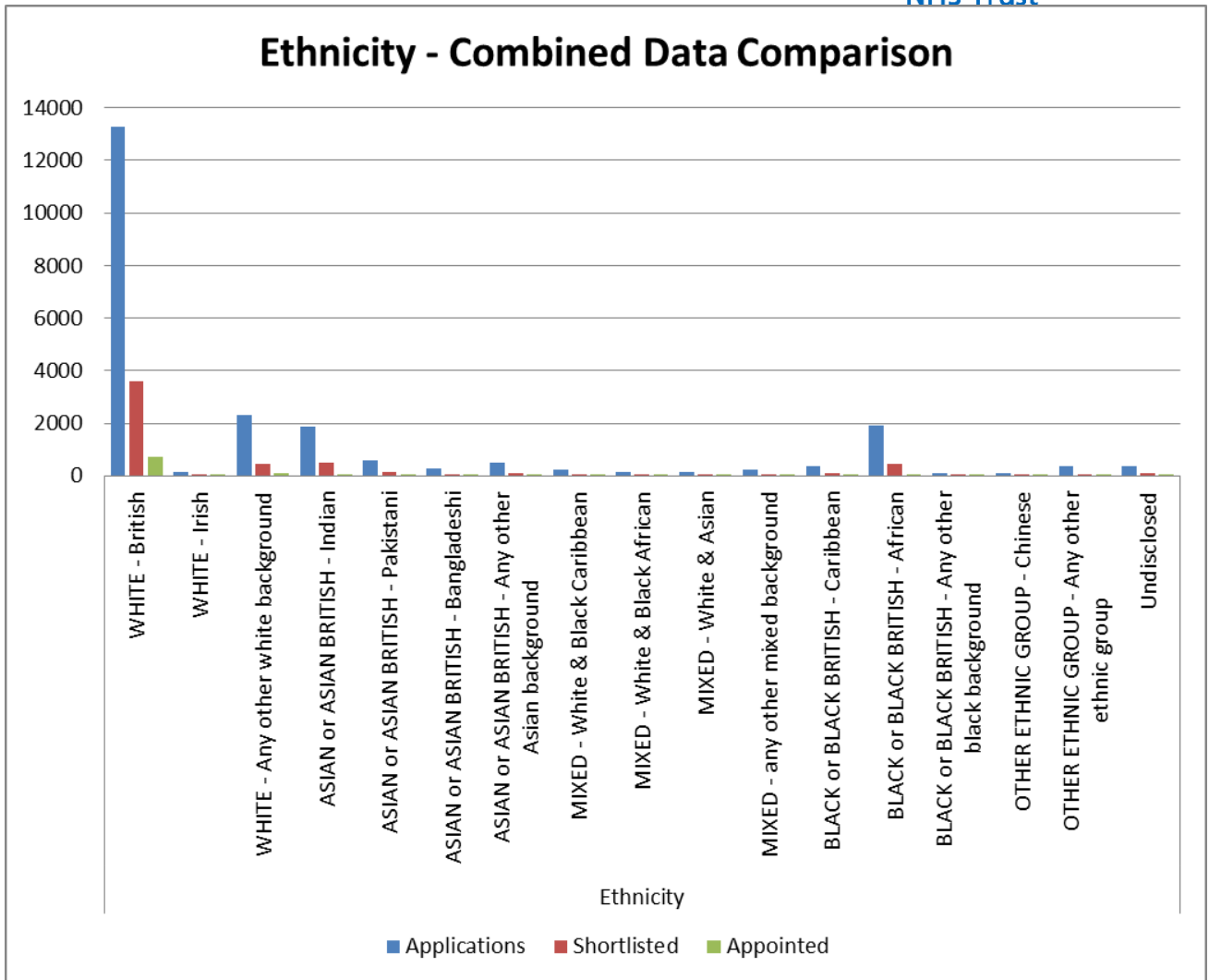
Equality and Diversity is addressed throughout the recruitment process, from advertisement of the job to the appointment of the successful candidate, such as following the Trusts advertisement process, targeting a wide range of audiences.

Managers receive anonymous applications to ensure the selection process is equal and fair. Candidates shortlisted for interviews are based on their education, qualifications, experience and their personal specification.

Recruitment – Ethnicity







Category	Description	Applications	%	Shortlisted	%	Appointed	%
Ethnicity	WHITE - British	13279	58.1	3592	62.1	730	69.7
	WHITE - Irish	137	0.6	47	0.8	12	1.1
	WHITE - Any other white background	2317	10.1	456	7.9	80	7.6
	ASIAN or ASIAN BRITISH - Indian	1884	8.2	479	8.3	69	6.6
	ASIAN or ASIAN BRITISH - Pakistani	602	2.6	129	2.2	7	0.7
	ASIAN or ASIAN BRITISH - Bangladeshi	270	1.2	46	0.8	6	0.6
	ASIAN or ASIAN BRITISH - Any other Asian background	490	2.1	102	1.8	14	1.3
	MIXED - White & Black Caribbean	219	1.0	40	0.7	2	0.2
	MIXED - White & Black African	145	0.6	32	0.6	3	0.3
	MIXED - White & Asian	123	0.5	47	0.8	5	0.5
	MIXED - any other mixed background	231	1.0	39	0.7	5	0.5
	BLACK or BLACK BRITISH - Caribbean	350	1.5	87	1.5	16	1.5
	BLACK or BLACK BRITISH - African	1925	8.4	458	7.9	65	6.2
	BLACK or BLACK BRITISH - Any other black background	98	0.4	27	0.5	3	0.3
	OTHER ETHNIC GROUP - Chinese	79	0.3	27	0.5	3	0.3
	OTHER ETHNIC GROUP - Any other ethnic group	349	1.5	68	1.2	12	1.1
	Undisclosed	369	1.6	108	1.9	16	1.5
Total		22867	100	5784	100	1048	100

The charts above show the number of applications that have been received, shortlisted and appointed between April 2014 and March 2015 by ethnicity.

The charts demonstrate that White – British has the highest amount of applications with 13,279 which equates to 58.1% of all applications. 13,279 and 3,592 were shortlisted, out of the 3,592 shortlisted, 730 of them were appointed to a position at Northampton General Hospital.

WHITE - Any other white background has the second highest amount of applications made with 2,317 which resulted in 456 WHITE - Any other white background candidates being shortlisted. Out of the 456 shortlisted, 80 were successful in gaining a position with the hospital.

ASIAN or ASIAN BRITISH - Indian has the third highest amount of applications made with 1,184 and out of the 1,184, ASIAN or ASIAN BRITISH - Indian 479 were shortlisted and 69 were successful in gaining employment with the trust.

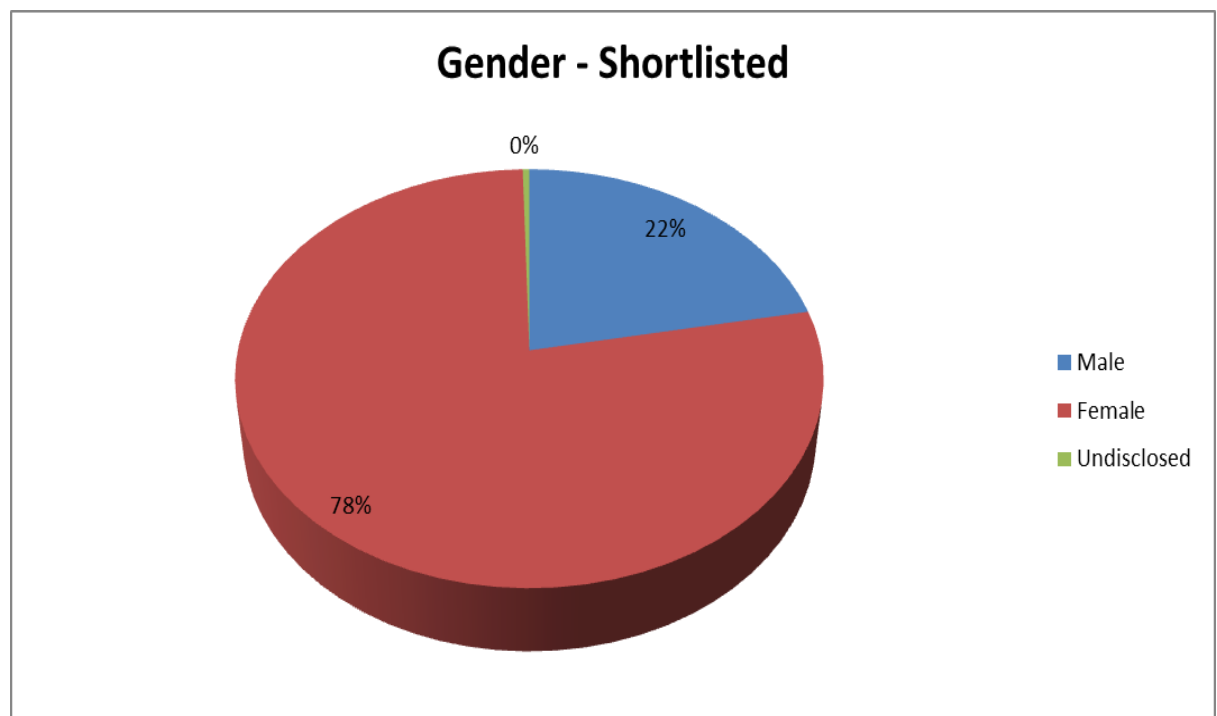
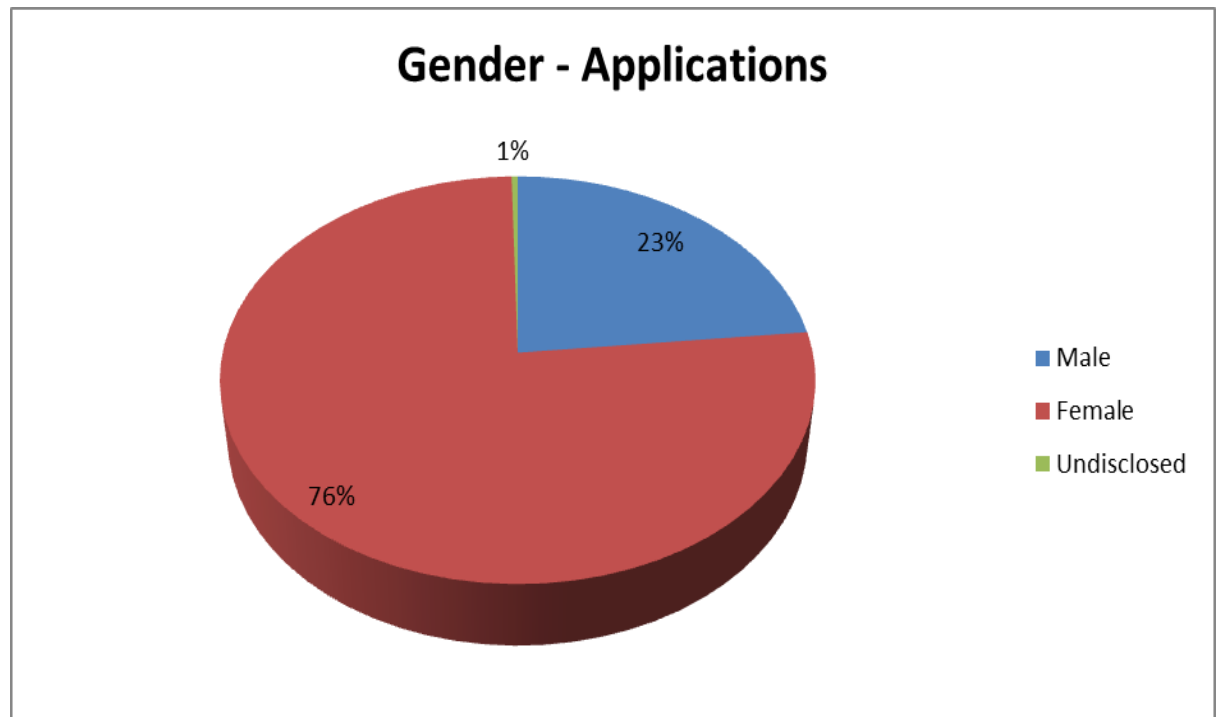
The White – British categories continue to shortlist and appoint the highest number of applicants with 62.1% being shortlisted and 69.7% being appointed but this has had a slight decrease in comparison with 2013/2014 as in 2013/2014 61.8% White – British were shortlisted and 71.2% were appointed.

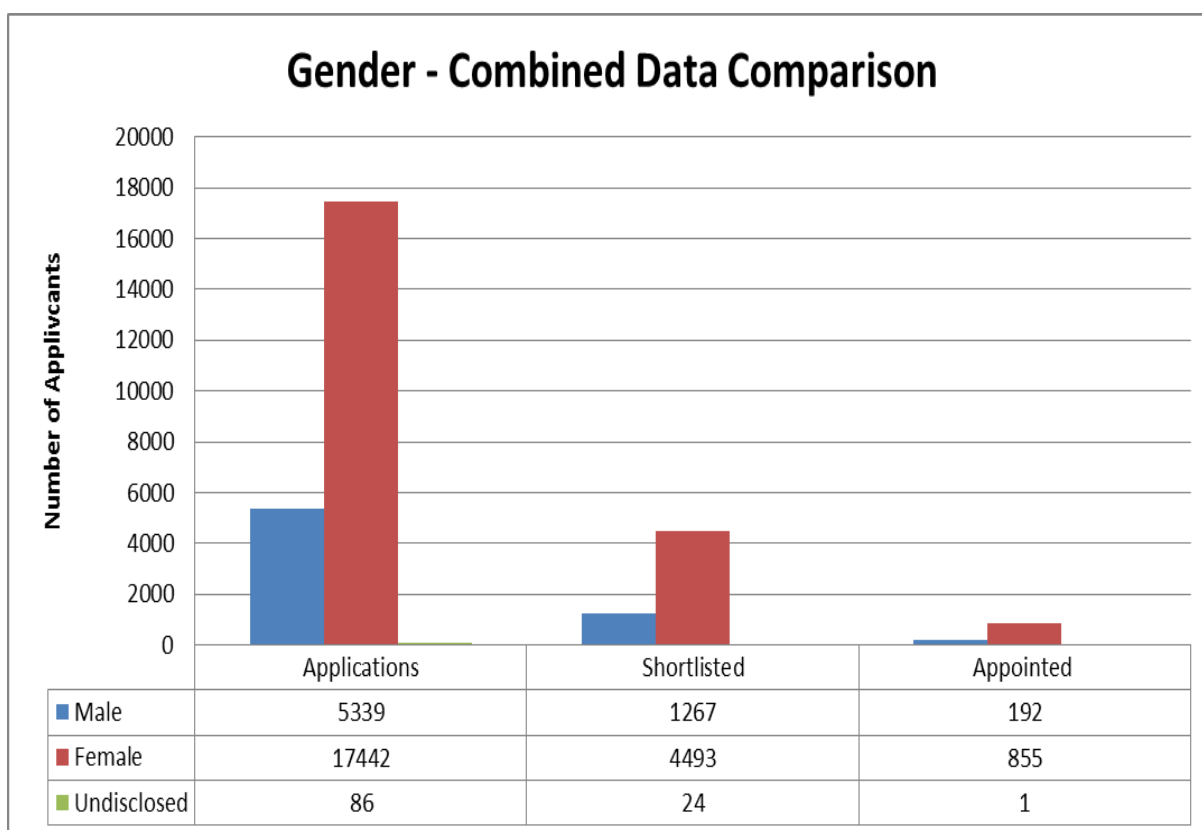
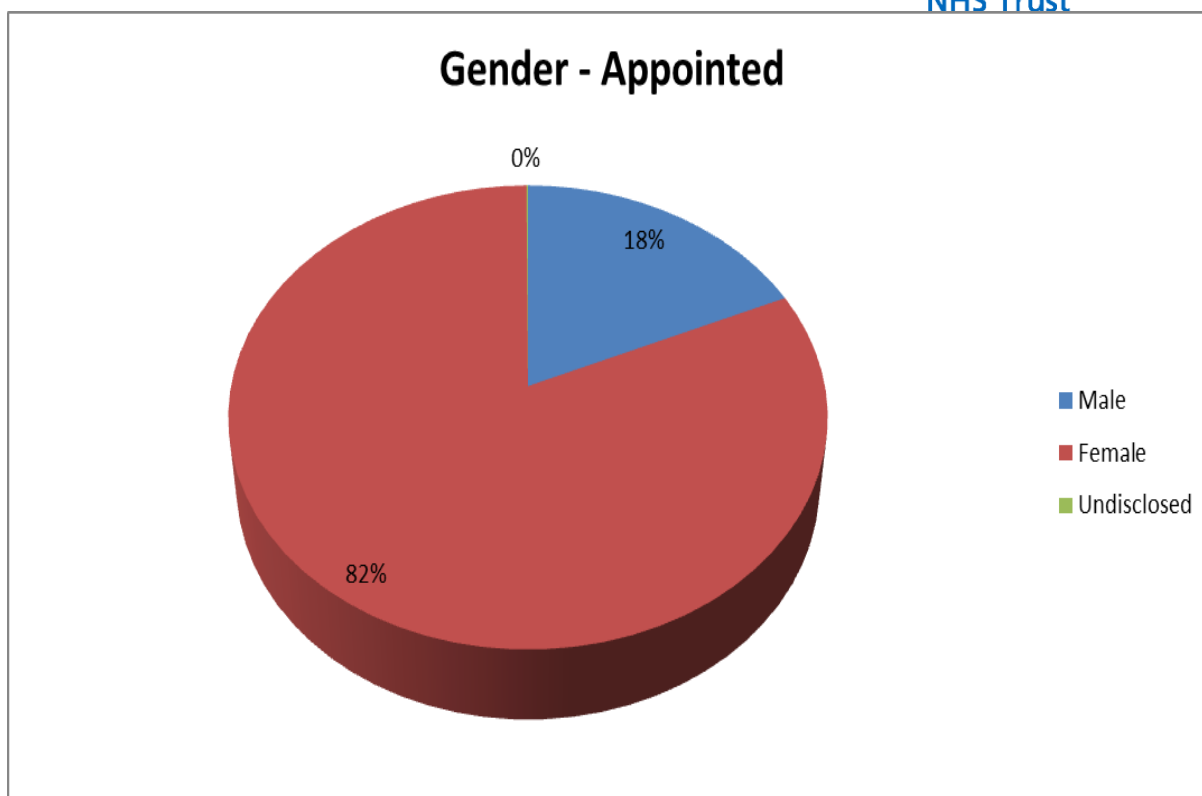
There has been a 2% increase of applications received from WHITE – any other background candidates compared to 2013/14 as there has been specific recruitment drives targeting European nurses.

There has been a slight decrease in % for the Asian and Mixed categories but an increase in Black or Black British and Other Ethnic group candidates being shortlisted and appointed in comparison to 2013/2014.

General recruitment activity is up and has resulted in an extra 222 staff being appointed for 2014/15.

Recruitment - Gender





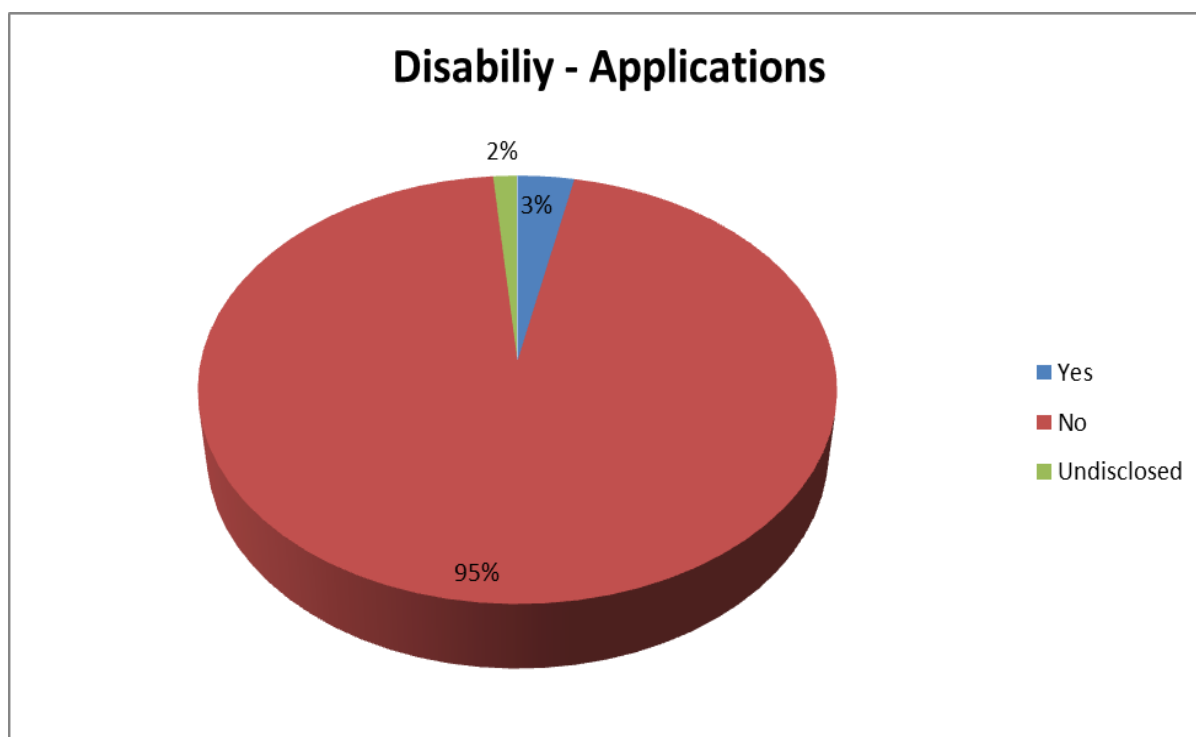
Category	Description	Applications	%	Shortlisted	%	Appointed	%
Gender	Male	5339	23.3	1267	21.9	192	18.3
	Female	17442	76.3	4493	77.7	855	81.6
	Undisclosed	86	0.4	24	0.4	1	0.1
Total		22867	100.0	5784	100.0	1048	100.0

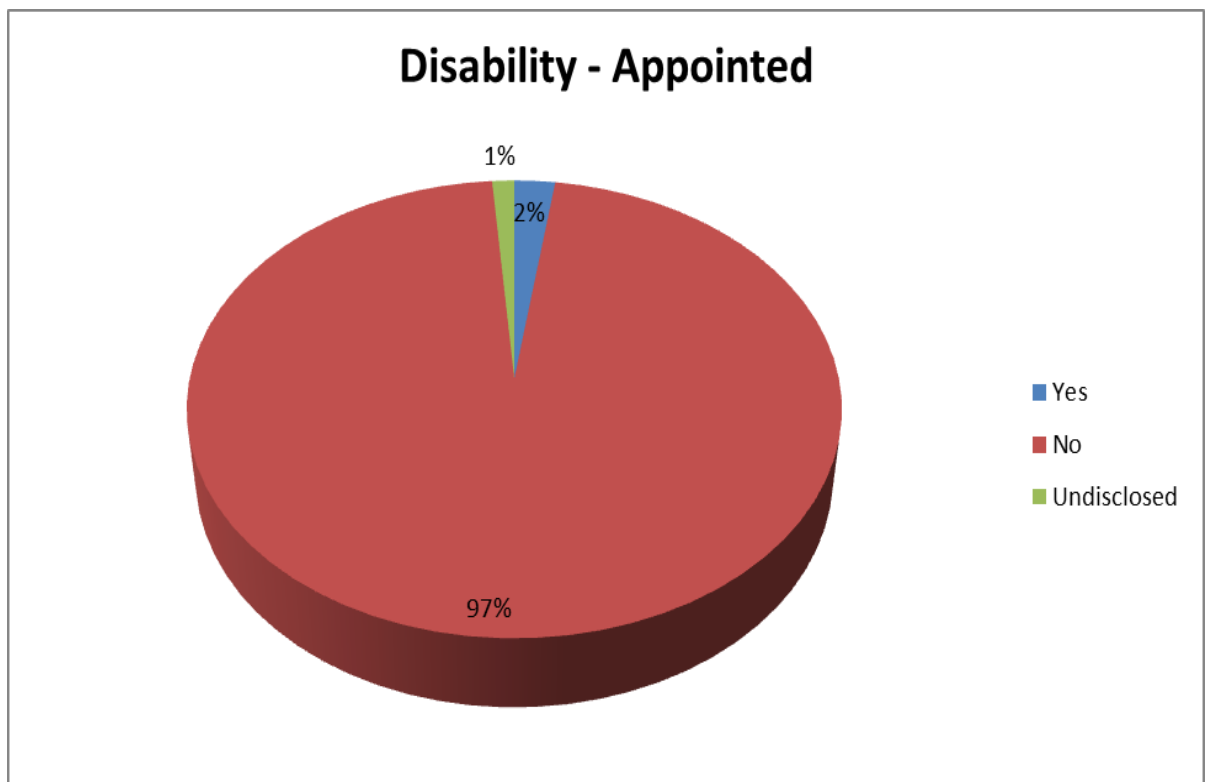
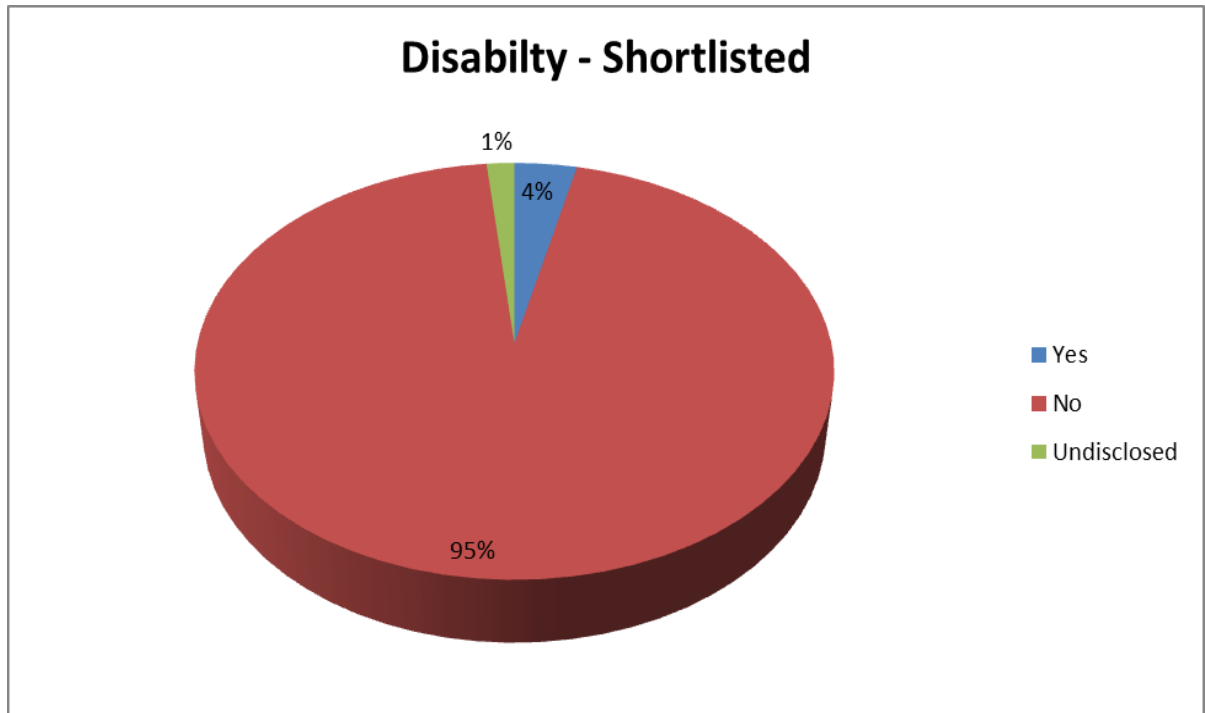
There is a significant correlation between the gender population of the Trust and the recruitment to posts by gender. The trust in line with previous years data appointed a higher proportion of females with 76.3% applying for positions, 77.7% being shortlisted and 81.6% being appointed. There has been a slight decrease of 1.6% applications submitted from males. 23.3% applied for positions at Northampton General Hospital, out of the 23.3% who applied, 21.9% were shortlisted and 18.3% were appointed.

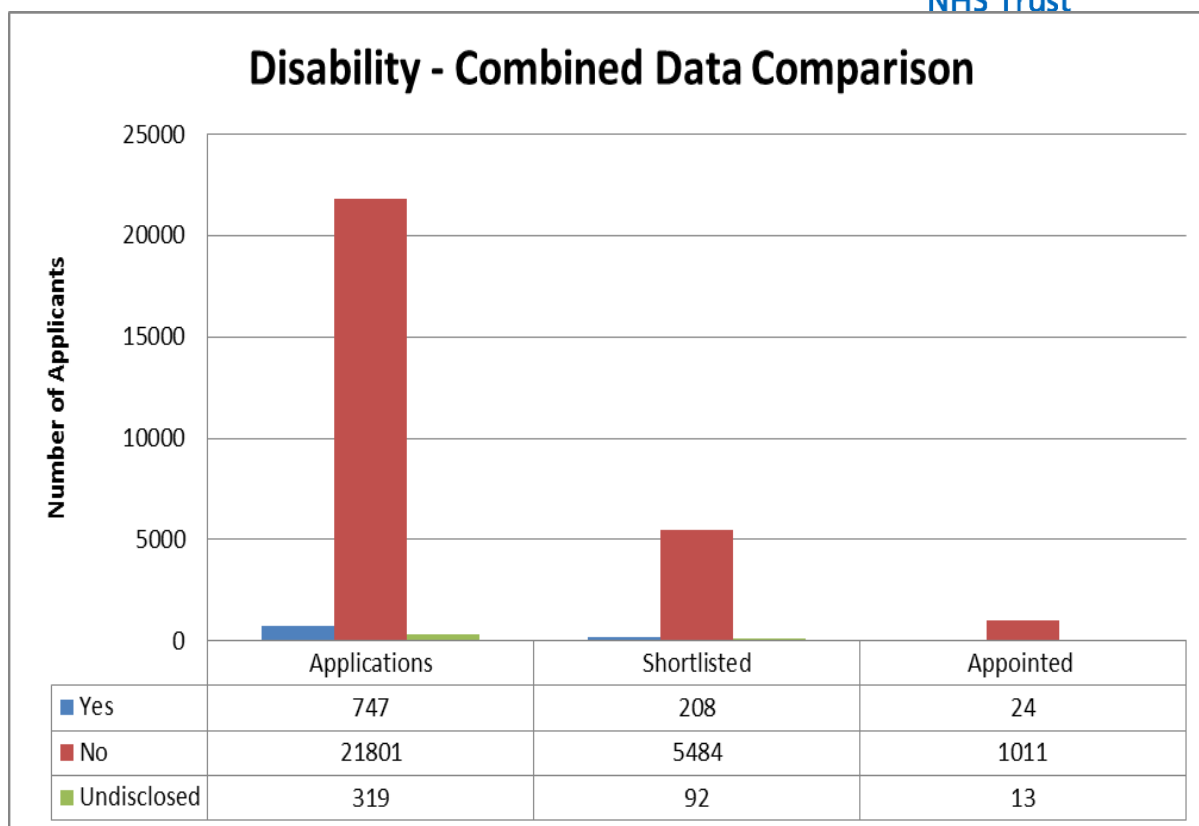
The undisclosed category for gender applications has remained the same. Applications are anonymous so that hiring managers are unable to identify the protected characteristics of individuals as both the application and shortlisting stages. This provides reassurance that this significant difference is not discriminatory at any stage.

The increase in the female gender applications may be the outcome of the increased nursing recruitment activity nationally and internationally. All data indicators show that this particular staff group attracts a high proportion of female gender.

Recruitment – Disability



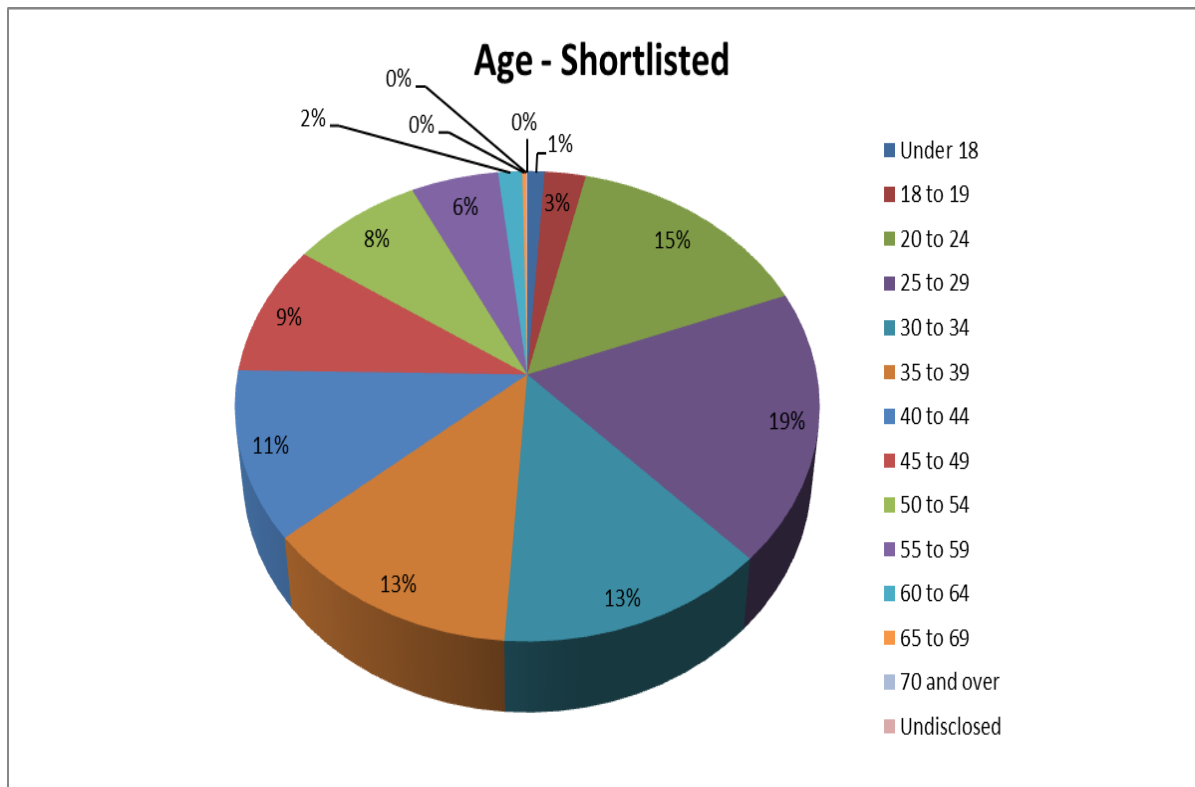
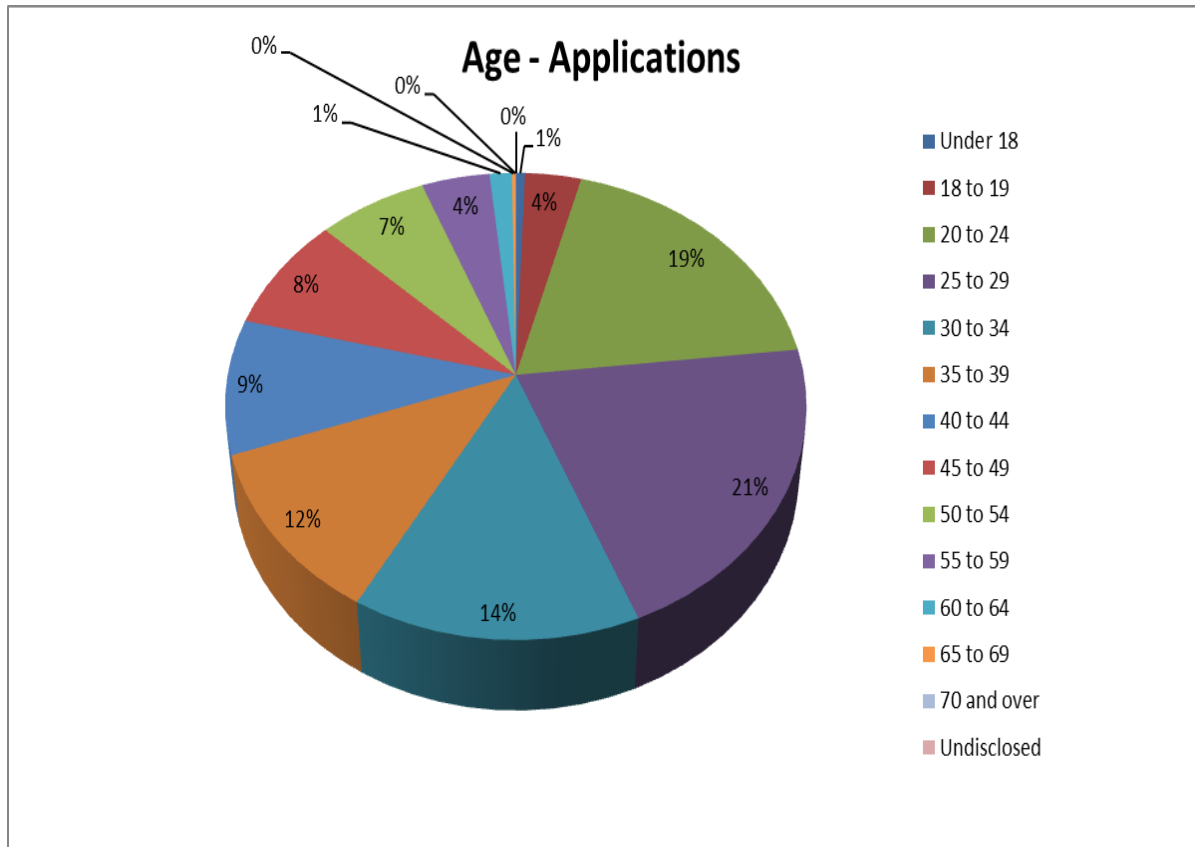


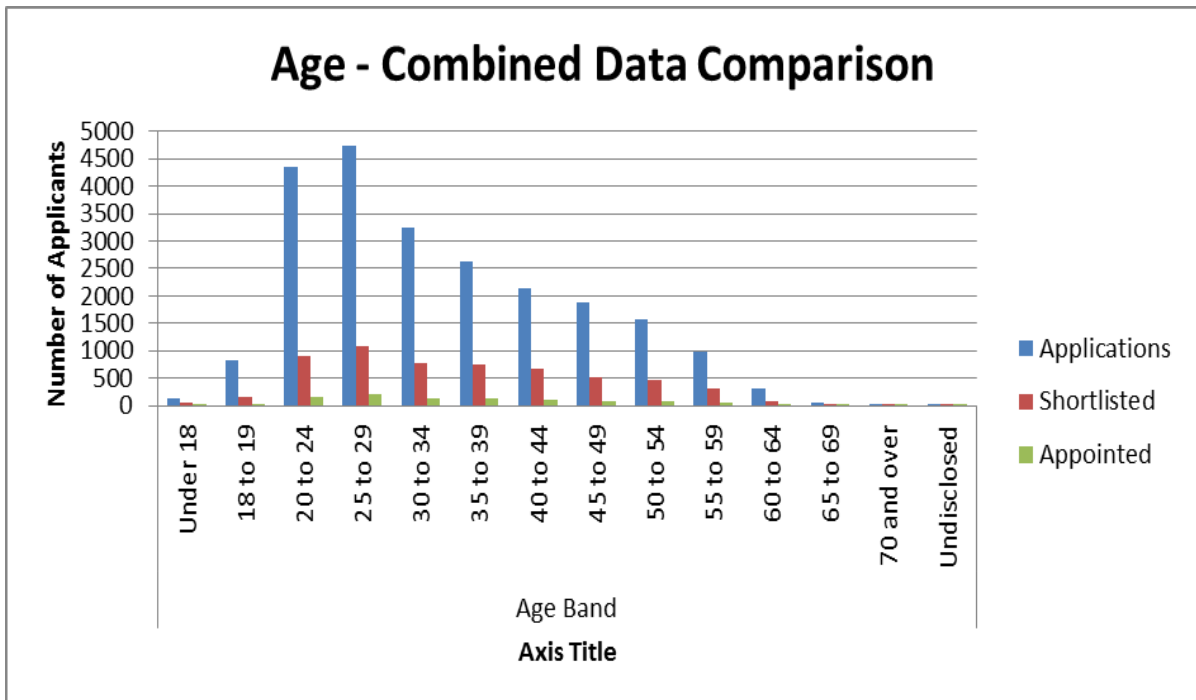
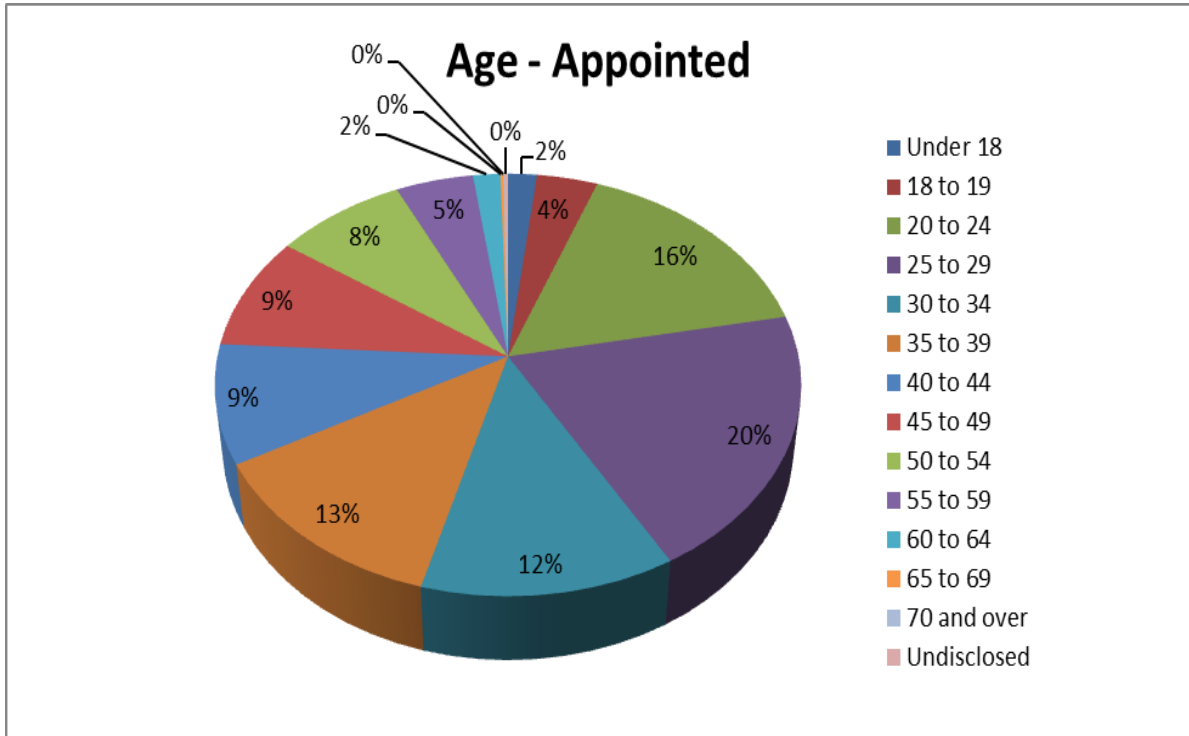


Category	Description	Applications	%	Shortlisted	%	Appointed	%
Disability	Yes	747	3.3	208	3.6	24	2.3
	No	21801	95.3	5484	94.8	1011	96.5
	Undisclosed	319	1.4	92	1.6	13	1.2
Total		22867	100.0	5784	100	1048	100

Northampton General Hospital is committed to supporting people with disabilities as they have retained the “Two Ticks” symbol which provides recognition by Job Centre Plus that employers have made certain commitments regarding employment, retention training and carer development of disabled people. The Trust believes that its continued commitment will encourage disabled people to apply for the jobs within the hospital and the evidence in the table suggests that the Trusts Guaranteed Interview Scheme is being applied as 3.6% of disabled people were shortlisted and 2.3% were appointed. There has been a slight decrease from 2013/14 in disabled people being recruited but a slight increase in applicants using the undisclosed description. This may explain the reduction in the use of the disability category.

Recruitment – Age





Category	Description	Applications	%	Shortlisted	%	Appointed	%
Age Band	Under 18	133	0.6	63	1.1	19	1.8
	18 to 19	814	3.6	150	2.6	40	3.8
	20 to 24	4361	19.1	896	15.5	170	16.2
	25 to 29	4737	20.7	1077	18.6	209	19.9
	30 to 34	3236	14.2	769	13.3	130	12.4
	35 to 39	2625	11.5	737	12.7	133	12.7
	40 to 44	2138	9.3	663	11.5	95	9.1
	45 to 49	1879	8.2	530	9.2	92	8.8
	50 to 54	1579	6.9	474	8.2	86	8.2
	55 to 59	986	4.3	319	5.5	51	4.9
	60 to 64	324	1.4	88	1.5	18	1.7
	65 to 69	48	0.2	13	0.2	2	0.2
	70 and over	5	0.0	2	0.0	1	0.1
	Undisclosed	2	0.0	3	0.1	2	0.2
Total		22867	100.0	5784	100	1048	100

The charts show the number of applications that have been received and those shortlisted and appointed between April 2014 and March 2015 by age group.

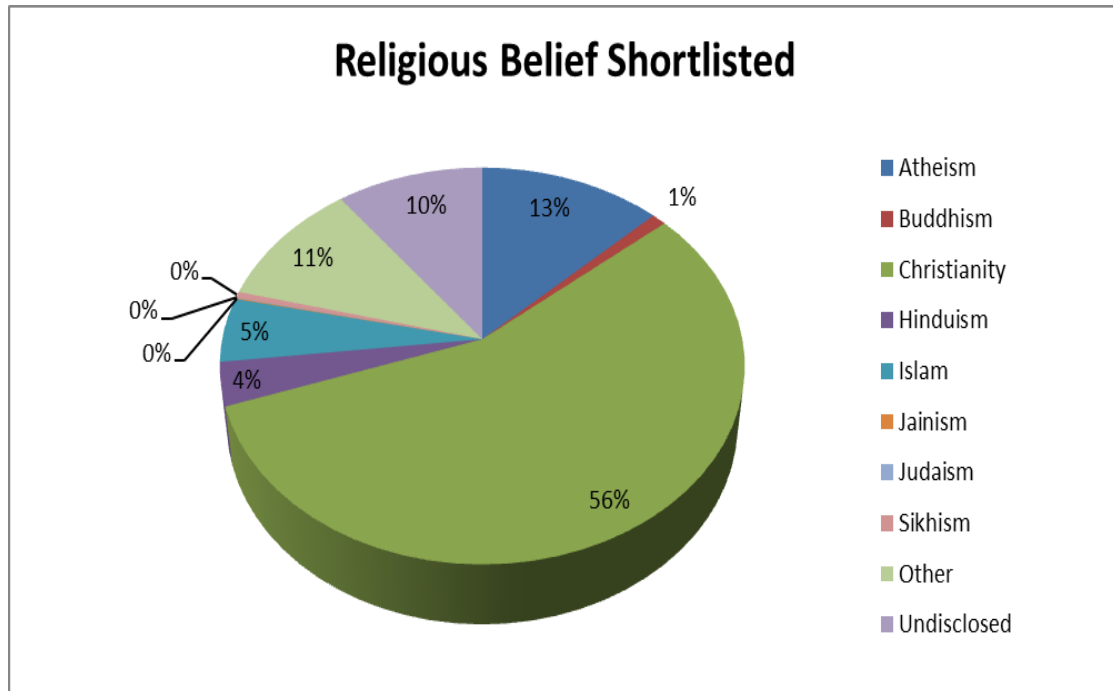
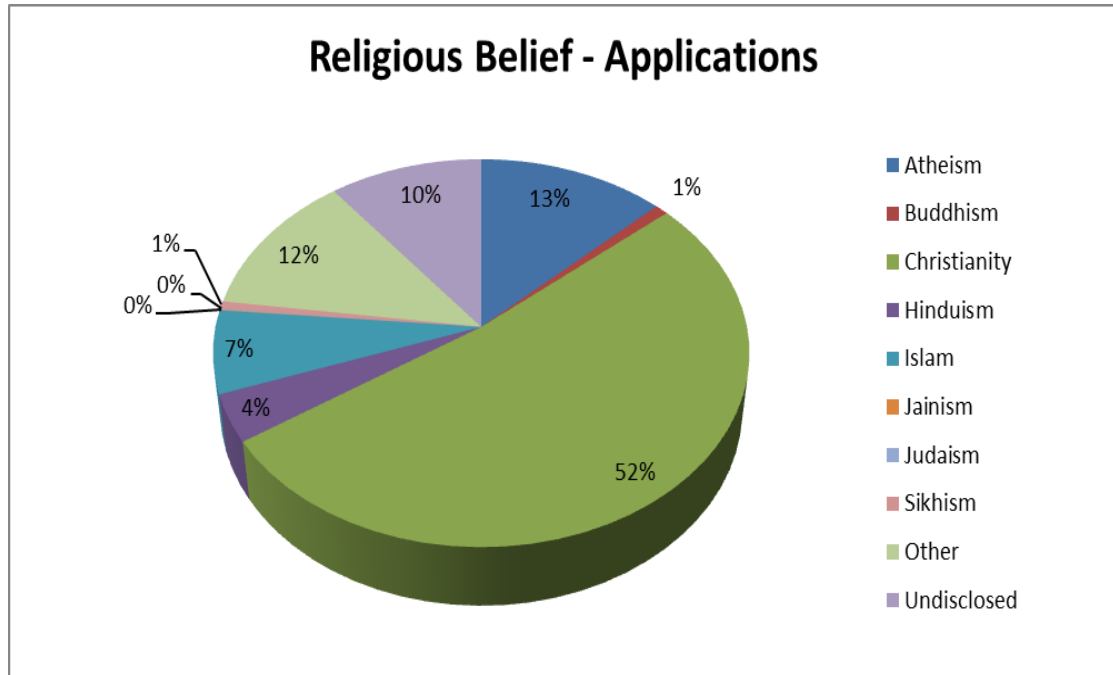
In 2014/2015 the highest number of applications were received from the 25 to 29 age group with 4,737 applications (20.7%) out of these 15.5% were shortlisted and 16.2% were appointed.

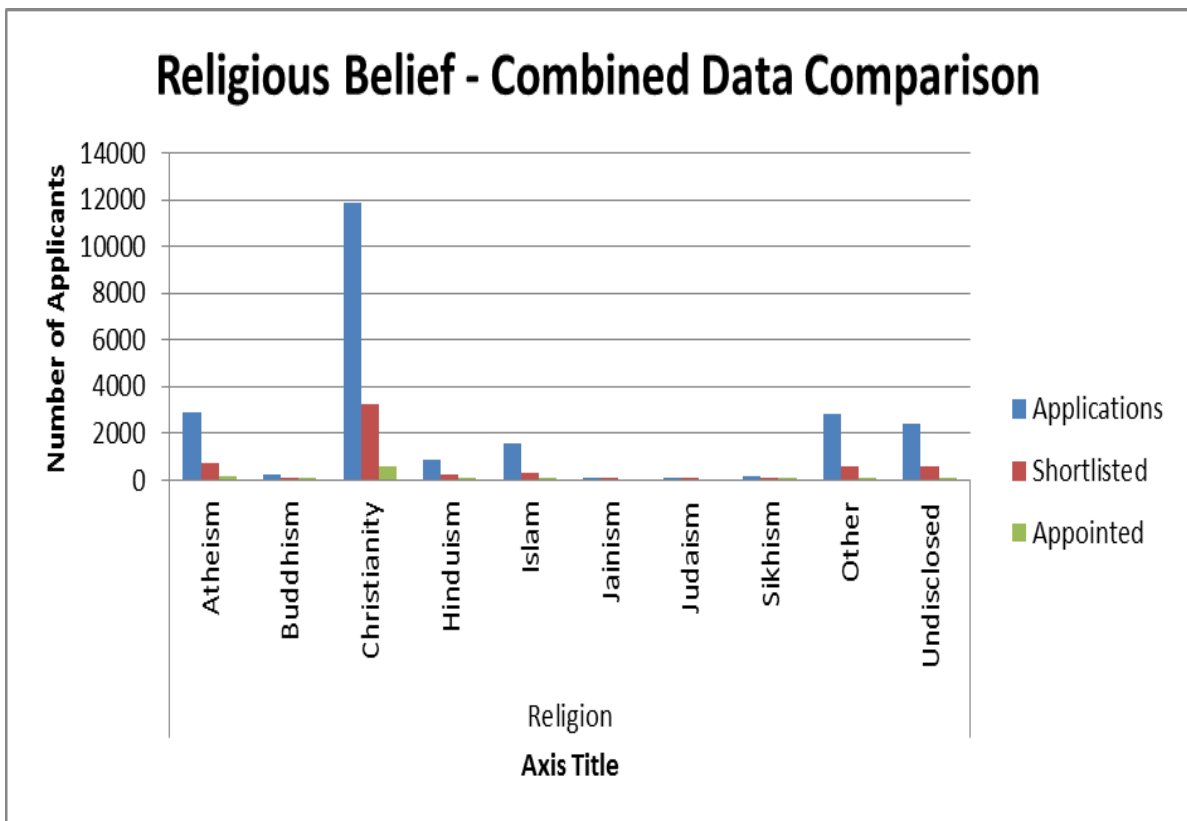
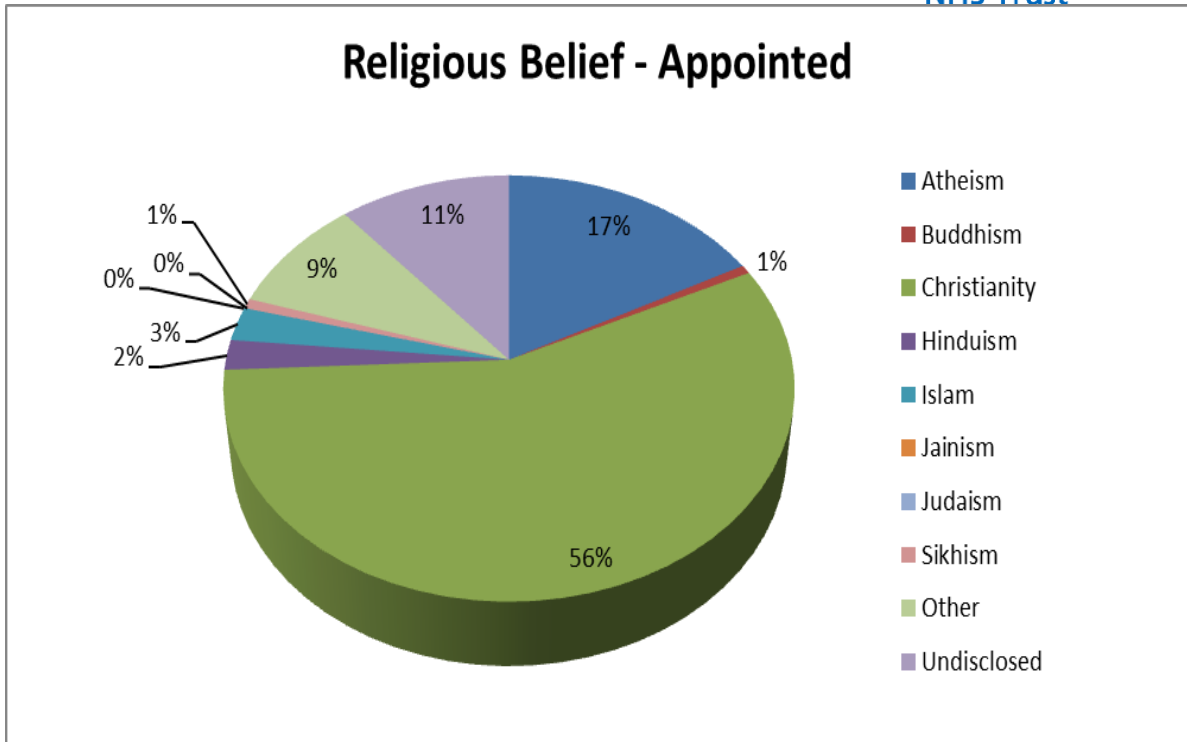
The second highest number of applicants came from the age group of 20 to 24 year olds with 4,361 applications, out of the 4,361 applicants, 19.1% were shortlisted and 18% were appointed.

There was a slight decrease in the 20-24 age group in 2014/15 but an increase in the 25 to 29. Recruitment had been targeted at student nurses and skilled nursing which would result in the higher age groups being appointed.

The Trust is leading the initiative to introduce apprentices to the workplace and we have been successful in appointing further apprentices across the trust. The Trust has introduced a centralised Work Experience Programme to attract younger people and this has resulted in a significant 1.5% rise in the under 18 age group recruited.

Recruitment – Religious Belief





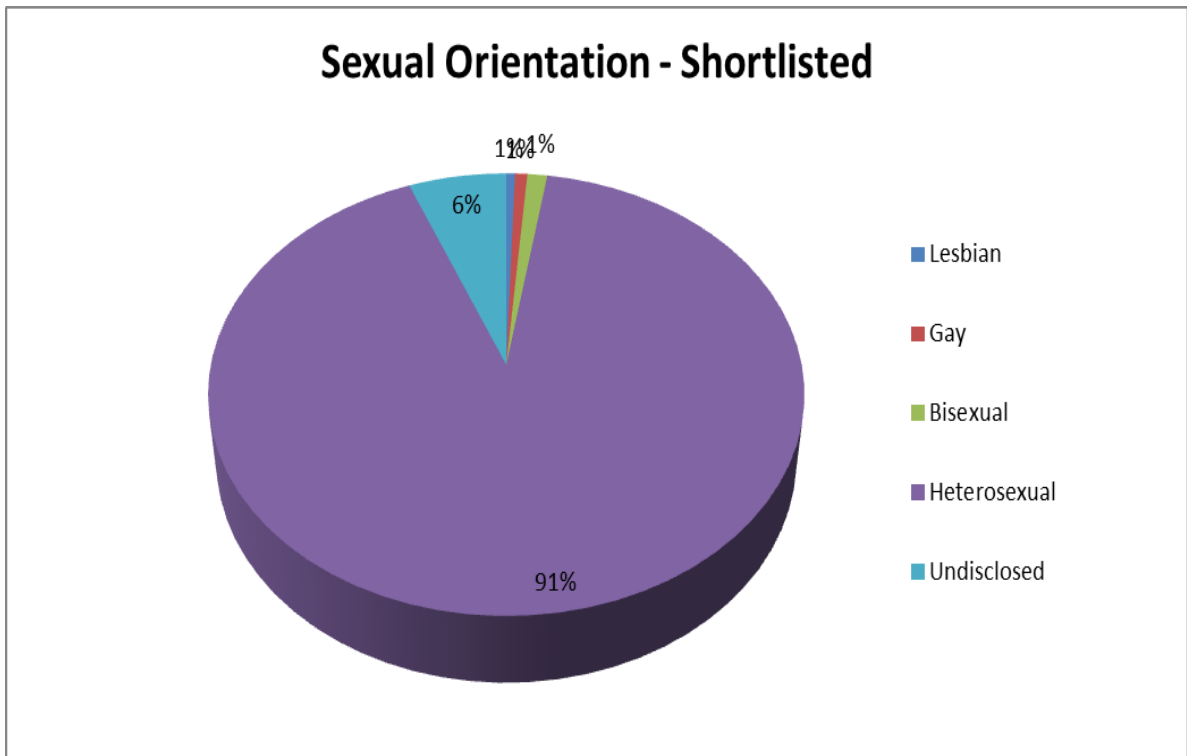
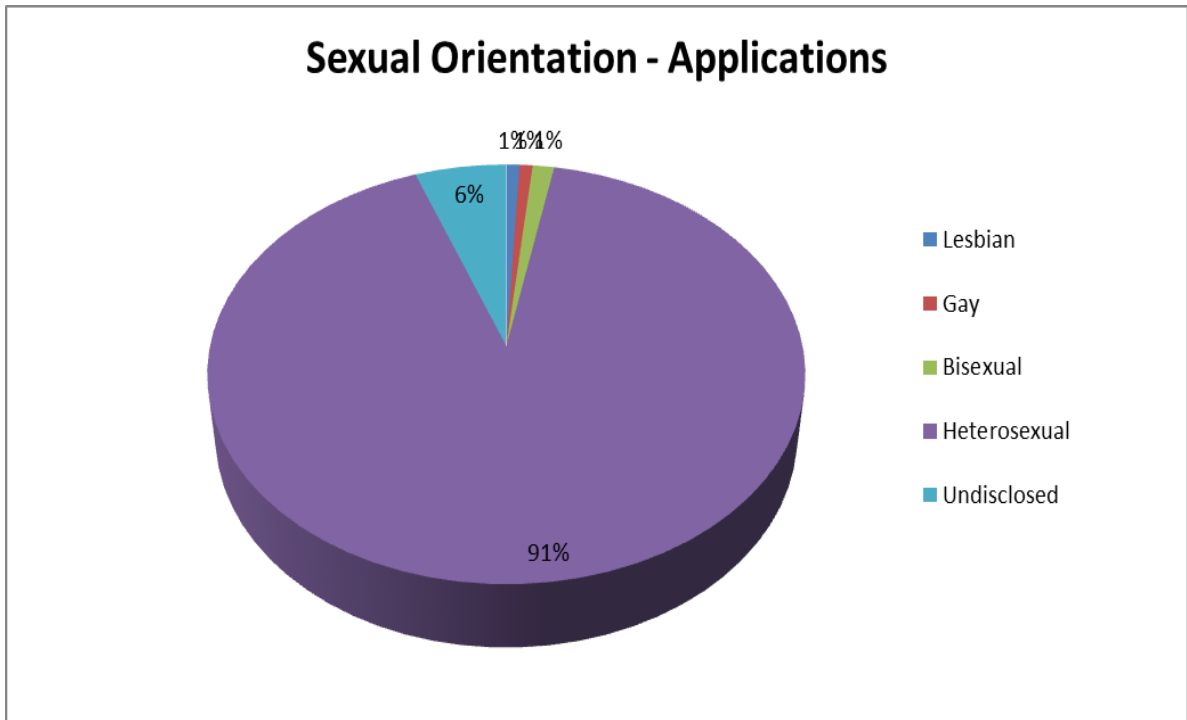
Category	Description	Applications	%	Shortlisted	%	Appointed	%	
Religion	Atheism	2932	12.8	740	12.8	179	17.1	
	Buddhism	206	0.9	58	1.0	7	0.7	
	Christianity	11857	51.9	3230	55.8	592	56.5	
	Hinduism	899	3.9	204	3.5	24	2.3	
	Islam	1576	6.9	303	5.2	27	2.6	
	Jainism	15	0.1	5	0.1	0	0.0	
	Judaism	23	0.1	3	0.1	0	0.0	
	Sikhism	140	0.6	28	0.5	8	0.8	
	Other	2813	12.3	617	10.7	95	9.1	
	Undisclosed	2406	10.5	596	10.3	116	11.1	
	Total		22867	100	5784	100	1048	100

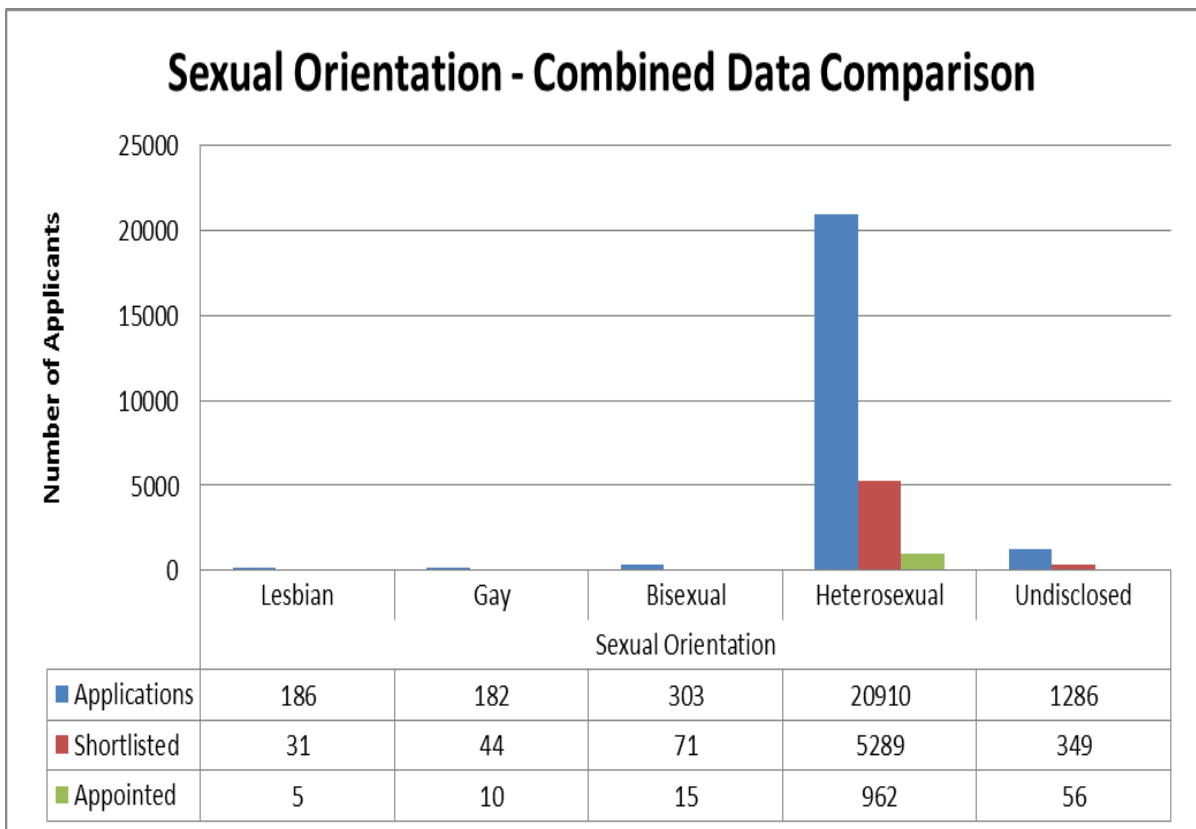
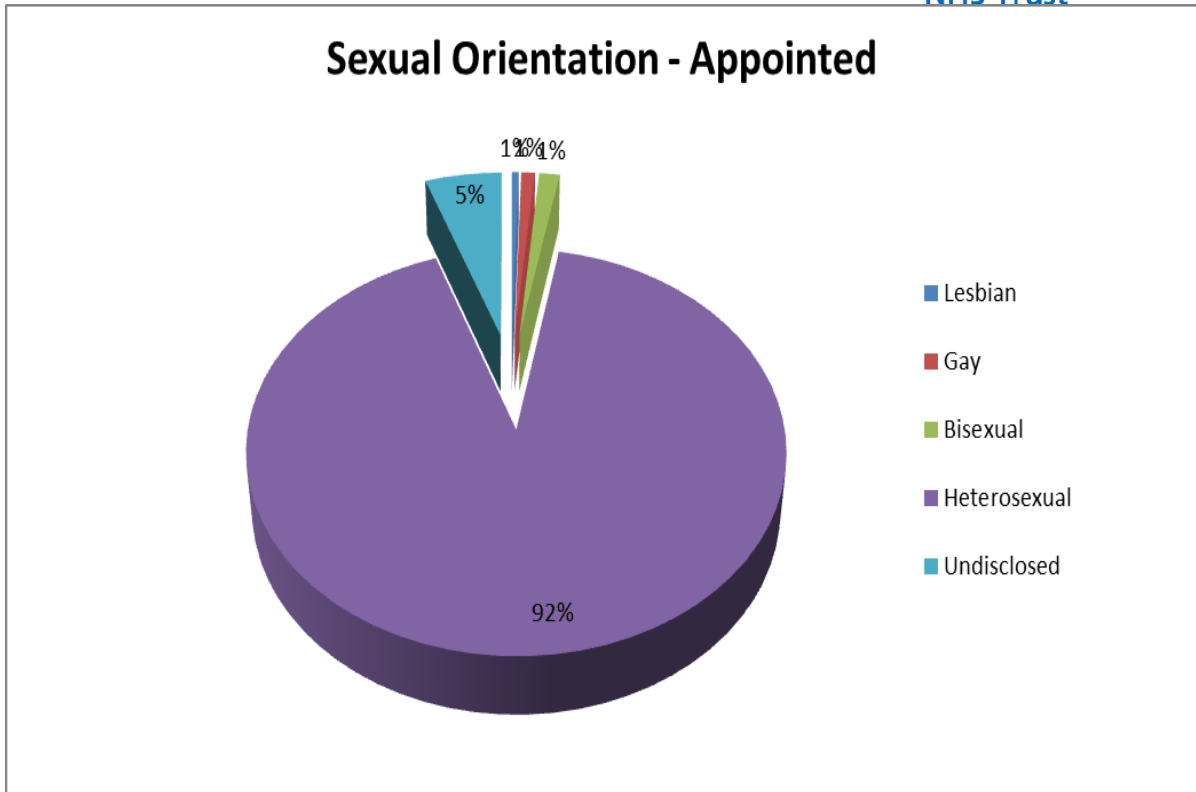
The charts identify the number of applications that have been received, shortlisted and appointed between April 2014 to March 2015. Christianity had the most number of applicants with 11,857 (51.9%) 3,230 of which were shortlisted (55.8%) and 592 were appointed (56.5%). This has decreased in comparison to 2013/2014.

Atheism had the second highest amount of applications with 2,932 (12.8%) and 668 (12.6%) were shortlisted. 170 (17.1%) were appointed. In comparison to 2013/2014, the Atheism category has increased.

Islam had a decrease of 1.8% in the number of appointed candidates compared to 2013/14. However, there has been a decrease in the number of appointed candidates who did not disclose their religious belief. This means that the data supplied is relevant and shows an increase in some categories for instance Hinduism and Buddhism. The category for other has a significant increase of 2.5% showing the movement in the demographic area to other forms of religion.

Recruitment – Sexual Orientation





Category	Description	Applications	%	Shortlisted	%	Appointed	%
Sexual Orientation	Lesbian	186	0.8	31	0.5	5	0.5
	Gay	182	0.8	44	0.8	10	1.0
	Bisexual	303	1.3	71	1.2	15	1.4
	Heterosexual	20910	91.4	5289	91.4	962	91.8
	Undisclosed	1286	5.6	349	6.0	56	5.3
Total		22867	100	5784	100	1048	100

The highest number of individuals applying for posts at Northampton General Hospital and being appointed still remains within the heterosexual group, with 91.4% being shortlisted and 91.8% being appointed.

There has been a decrease in the Lesbian and Gay Categories that have been appointed, but an increase in the Bisexual Category.

The undisclosed category being used has fallen for 2014/15 this may be an indicator that people now feel comfortable with disclosing their sexuality and has impacted with an increase on the Bisexual description.

HUMAN RESOURCES (HR) CASELOAD ACTIVITY – APRIL 2014 TO MARCH 2015

Background

This section of the report provides the equal opportunities breakdown for the formal Human Resources (HR) caseload activity across the Trust between the period of April 2014 and March 2015 for both open and closed formal cases.

The HR activity has been broken down into the following categories:

- Harassment and Bullying
- Grievances
- Conduct – Disciplinary

In the year ending March 2015 there were 67 formal cases; 5 Harassment and Bullying cases, 13 Grievances, and 49 Disciplinary cases recorded on the HR database.

Harassment and Bullying Cases

Age Group	No.	Comment
31 - 35	1	There appears to be no trend towards any particular age group for harassment and bullying complaints.
41-45	1	
46 – 50	0	
51 - 55	2	
56-60	1	

Disability	No.	Comment
Yes	0	The numbers do not suggest any trend towards disabled or non-disabled members of staff.
No	3	
Not Declared	1	
Undefined	1	

Gender	No.	Comment
Female	4	Given the small number of cases, this split is reasonably representative of the 80% female 20% male split in the trust as a whole.
Male	1	

Ethnicity	No.	Comment
White	5	Given the small number of cases, this split is reasonable.
BME	0	

Marital Status	No.	Comment
Married	4	There have been no allegations of marital status being a factor within the small number of cases reported.
Single	1	

Sexual Orientation	No.	Comment
Heterosexual	3	It appears that sexual orientation was not a factor in any harassment or bullying cases.
Other	0	
Does not wish to disclose	2	

Religion	No.	Comment
Christianity	2	It appears that religious belief was not a factor in any Harassment or bullying cases.
Other	1	
Atheism	1	
Undefined	1	

Grievance Cases

Age Group	No.	Comment
21 – 25	1	The age group for grievance cases shows a trend towards the older age group with 7 cases being with those over the age of 45. Less than 10% of staff employed with the Trust are between the age of 56-60 therefore the number of cases are high for this age group.
26 - 30	2	
31 - 35	1	
36 - 40	3	
41 – 45	0	
46 – 50	1	
51 – 55	3	
56 – 60	3	

Disability	No.	Comment
No	11	Disability did not factor in any grievance cases recorded.
Undefined	2	

Gender	No.	Comment
Female	9	Given the gender split the number of male cases appears double that expected in a workforce with an 80/20 split.
Male	4	

Ethnicity	No.	Comment
White	12	Given the small number of cases, this split is reasonably representative of the 79.4% White, 20.6% BME split in the trust as a whole.
BME	1	

Marital Status	No.	Comment
Married	7	Just over half of NGH employees are married, which is reflected in the marital status of those employees involved in a grievance procedure in the year ending 31 March 2015.
Single	4	
Separated	0	
Divorced	2	
Unknown	0	

Sexual Orientation	No.	Comment
Heterosexual	11	Around 70% of employees have their Sexual Orientation recorded as Heterosexual therefore the case split is reflective of the organisations orientation.
Lesbian	0	
Undefined	2	

Religion	No.	Comment
Christianity	8	It appears that religious belief was not a factor in any grievance cases. About 50% of NGH employees profess to be Christian.
Other	3	
Did not wish to disclose	2	

Disciplinary Cases

Age Group	No.	Comment
16 – 20	1	The spread of disciplinary cases across age-groups is high between the ages of 41-45 and 51-55 which reflects the age groups across the Trust.
21 – 25	3	
26 – 30	7	
31 – 35	1	
36 – 40	4	
41 – 45	11	
46 – 50	6	
51 – 55	9	
56 – 60	3	
61-65	2	

Disability	No.	Comment
No	31	2 of the disciplinary cases recorded involve employees with a declared disability which is slightly higher than expected.
Not Declared	4	
Undefined	12	
Yes	2	

Gender	No.	Comment
Female	37	The gender split of disciplinary cases represents the split in the organisation as a whole.
Male	12	

Ethnicity	No.	Comment
White	44	The ethnicity split of disciplinary cases represents the split in the organisation as a whole.
BME	5	

Marital Status	No.	Comment
Single	20	The split of cases is indicative of the marital status of NGH employees.
Married	20	
Divorced	7	
Legally Separated	2	

Sexual Orientation	No.	Comment
Heterosexual	33	The split of cases is indicative of the sexual orientation of NGH employees.
Did not wish to disclose	13	
Undefined	3	

Religion	No.	Comment
Christianity	17	The split of cases is indicative of the religious beliefs of NGH employees.
Did not wish to disclose	13	
Other	3	
Undefined	9	
Atheism	3	

LEARNING AND DEVELOPMENT – APRIL 2014 TO MARCH 2015

Background

The Trust uses the Oracle Learning Management System (OLM) to record training information. This is a centralised system and the focus since its implementation in 2009 has been used to record Mandatory Training and Role Specific Essential Training attendance which is collated and reported from the Electronic Staff Record system.

The Trust also provides and maintains records on clinical training such as IV study days and dementia training which are included in this section of the report. We have continued to offer courses on Interview skills, Assertiveness, Communication skills, Appraisal Training for Managers, Appraisal Training for Staff and this year offered Time Management.

Our training is split between Mandatory Training and Role Specific Essential Training (RSET). Mandatory means all staff need to attend, whilst RSET has been set against roles. A piece of work was carried out to ensure that RSET training was set accurately against each role, this data cleanse resulted in some staff not having to attend courses that were not relevant to them.

Sessions have been adapted to support staff within different roles.

The Trust Induction was changed to include a variety of learning activities to meet the different learning styles across our staff groups. The Induction is now more interactive with assessments being introduced, which has helped to embed learning.

The Trust has recruited International nurses, which has led to bespoke preceptorship programmes being run and 'Speak Up' courses available when required.

Throughout the year, work has continued on producing workbooks and e-learning, with the intention that all the mandatory training will have four methods of delivery: face to face, RoK, e-learning and workbook/Assessment.

Demand has required us to increase the number of RoK sessions as this seems to be a preferred option than attending a traditional classroom lecture.

Staff are encouraged to access on-going development across all levels; this includes Apprenticeship Frameworks, NVQ's & Foundation Degrees. Registered staff are also able to access modules at Degree & Masters level via the Learning Beyond Registration contract held with Health Education East Midlands and 12 Higher Education Providers across the region.

NGH is also an employer of Apprentices across Directorates and roles. 11 apprentices commenced their apprenticeship during 2014 and 2015 and 6 apprentices have been offered full time employment by the Trust on completing their apprenticeship during 2014 and 2015. Further work has resulted in running a pilot for 7 Clinical Apprentices and the 4 Divisions have agreed to support 10 apprentices each over the coming year.

A member of staff attended a session which was open to all trainers to talk about how they could make our training more accessible to people who have hearing impairments. All felt it was a really useful insight into some of the difficulties that people face, and how we can best help them.

In spring, two Deaf and Disability one day workshops were offered to staff. Really positive feedback was received. The workshop was delivered by Darren who is deaf and co-facilitated with his signer. His anecdotes were extremely powerful and the exercises staff took part in were extremely useful in understanding how to assist staff, patients and the public who have a hearing impairment.

The table below shows the analysis of the Trustwide workforce using the Trust headcount by protected characteristics and the number of training courses attended. We currently collect data on 6 of the 9 protected characteristics, those not included are; Gender Reassignment, Marriage and Civil Partnership and Pregnancy and Maternity.

It is important to note that the reports used for the analysis include the Trust's bank staff.

Training – Trust Headcount of 5,982	
Protected Group	Analysis
Disability	<p>The number of 'not stated' has decreased from last year and the report shows an increase on the number of staff disclosing a disability.</p> <p>Training is accessible to disabled staff with all training rooms providing good access. There is an increase in the opportunity to access training by e-learning and workbooks so staff can complete their training at their usual workplace</p>
Ethnic Origin	<p>The report details that training is provided to all staff and the Trust headcount and numbers of training courses attended by all staff reflects the Trust's ethnic population. For example the highest number of staff in the Trust is of white ethnicity with the second group being Asian and the third category from Black / Black British, which was the same last year.</p> <p>The highest variance in attendance is within the Black or Black British - African group. Whilst the greatest variance in non-attendance is in the White – British group.</p> <p>There has been an increase in the number of staff who had 'not stated' and there has been an increase in 'Undefined'.</p>
Sexual Orientation	<p>The number of 'not stated' has decreased from last year, but the number of staff who do not wish to disclose their sexual orientation has slightly increased. There has however been an increase in the number of staff disclosing that they are Bi-sexual, and Lesbian compared to last year</p> <p>The report shows that all categories of sexual orientation are attending training and this correlates with the numbers of staff in post.</p>
Religious Belief	<p>The highest proportion of training was completed by the Christian religious group which correlates with the workforce profile. There has been an increase in the number of staff who did not wish to disclose their religion/belief but there has been a decrease in the number of staff not stating their religion/belief.</p> <p>The training in these other categories is being completed proportionately.</p>
Age Band	<p>Training is offered to all age groups. There has been an increase in the number of staff within 21-30 and a decrease in 41-50 and 56-65. The biggest variance is within the age range 21-25 where more staff have</p>

	attended training and the greater variance of non-attendance is within the 56-70 groups which may be attributable to this age group working more part-time and evenings or weekends.
Gender	<p>There are more females attending training than males which correlate to the workforce profile. However, the report also identified that less males are completing training by proportion.</p> <p>The recruitment data shows that we have recruited more males than last year.</p>

The variance indicates whether the protected characteristics are accessing the training by proportion of headcount.

Sexual Orientation	Trust Headcount	Trust Headcount %	Trained Headcount	Trained Headcount %	Variance
Bisexual	45	0.76%	426	1.08%	0.32%
Gay	25	0.42%	238	0.60%	0.18%
Heterosexual	4128	69.37%	28910	73.08%	3.71%
I do not wish to disclose my sexual orientation	895	15.04%	5618	14.20%	-0.84%
Lesbian	20	0.34%	178	0.45%	0.11%
Undefined	838	14.08%	4191	10.59%	-3.49%
Total:	5951		39561		

Religious Belief	Trust Headcount	Trust Headcount %	Trained Headcount	Trained Headcount %	Variance
Atheism	604	10.15%	4383	11.08%	0.93%
Buddhism	37	0.62%	215	0.54%	-0.08%
Christianity	2754	46.28%	19827	50.12%	3.84%
Hinduism	156	2.62%	918	2.32%	-0.30%
I do not wish to disclose my religion/belief	1022	17.17%	6425	16.24%	-0.93%
Islam	142	2.39%	934	2.36%	-0.03%
Jainism	6	0.10%	25	0.06%	-0.04%
Judaism	8	0.13%	45	0.11%	-0.02%
Other	413	6.94%	2833	7.16%	0.22%
Sikhism	21	0.35%	157	0.40%	0.04%
Undefined	788	13.24%	3799	9.60%	-3.64%
Total:	5951		39561		

Age Band	Trust Headcount	Trust Headcount %	Trained Headcount	Trained Headcount %	Variance
16-20	218	3.66%	1379	3.49%	-0.18%
21-25	680	11.43%	5786	14.63%	3.20%
26-30	768	12.91%	5403	13.66%	0.75%
31-35	678	11.39%	4608	11.65%	0.25%
36-40	691	11.61%	4970	12.56%	0.95%
41-45	660	11.09%	4458	11.27%	0.18%
46-50	670	11.26%	4482	11.33%	0.07%
51-55	699	11.75%	4392	11.10%	-0.64%
56-60	500	8.40%	2651	6.70%	-1.70%
61-65	261	4.39%	1169	2.95%	-1.43%
66-70	105	1.76%	208	0.53%	-1.24%
71 +	21	0.35%	55	0.14%	-0.21%
Total:	5951		39561		

Gender	Trust Headcount	Trust Headcount %	Trained Headcount	Trained Headcount %	Variance
Female	4584	77.03%	32425	81.96%	4.93%
Male	1367	22.97%	7136	18.04%	-4.93%
Total:	5951		39561		

Disability	Trust Headcount	Trust Headcount %	Trained Headcount	Trained Headcount %	Variance
No	3520	59.15%	26260	66.38%	7.23%
Not Stated	2287	38.43%	12354	31.23%	-7.20%
Yes	144	2.42%	947	2.39%	-0.03%
Total:	5951		39561		

Ethnic Origin	Trust Headcount	Trust Headcount %	Trained Headcount	Trained Headcount %	Variance
A White - British	4148	69.70%	25970	65.65%	-4.06%
B White - Irish	65	1.09%	432	1.09%	0.00%
C White - Any other White background	265	4.45%	1957	4.95%	0.49%
C3 White Unspecified	1	0.02%	9	0.02%	0.01%
CA White English	6	0.10%	32	0.08%	-0.02%
CC White Welsh	1	0.02%	7	0.02%	0.00%
CE White Cypriot (non specific)	1	0.02%	13	0.03%	0.02%
CFWhite Greek	2	0.03%	9	0.02%	-0.01%
CK White Italian	7	0.12%	43	0.11%	-0.01%
CP White Polish	9	0.15%	45	0.11%	-0.04%
CQ White ex-USSR	1	0.02%	1	0.00%	-0.01%
CW White Other Ex-Yugoslav	1	0.02%	1	0.00%	-0.01%
CX White Mixed	4	0.07%	9	0.02%	-0.04%
CY White Other European	44	0.74%	660	1.67%	0.93%
D Mixed - White & Black Caribbean	28	0.47%	186	0.47%	0.00%
E Mixed - White & Black African	9	0.15%	63	0.16%	0.01%
F Mixed - White & Asian	16	0.27%	90	0.23%	-0.04%
G Mixed - Any other mixed background	27	0.45%	168	0.42%	-0.03%
GA Mixed - Black & Asian	1	0.02%	0	0.00%	-0.02%
GC Mixed - Black & White	1	0.02%	7	0.02%	0.00%
GD Mixed - Chinese & White	1	0.02%	0	0.00%	-0.02%
GE Mixed - Asian & Chinese	2	0.03%	16	0.04%	0.01%
GF Mixed - Other/Unspecified	3	0.05%	13	0.03%	-0.02%
H Asian or Asian British - Indian	414	6.96%	2845	7.19%	0.23%
J Asian or Asian British - Pakistani	51	0.86%	285	0.72%	-0.14%
K Asian or Asian British - Bangladeshi	19	0.32%	169	0.43%	0.11%
L Asian or Asian British - Any other Asian background	73	1.23%	509	1.29%	0.06%
LE Asian Sri Lankan	13	0.22%	43	0.11%	-0.11%
LH Asian British	3	0.05%	5	0.01%	-0.04%
LK Asian Unspecified	6	0.10%	23	0.06%	-0.04%
M Black or Black British - Caribbean	69	1.16%	438	1.11%	-0.05%
N Black or Black British - African	264	4.44%	2488	6.29%	1.85%
P Black or Black British - Any other Black background	22	0.37%	152	0.38%	0.01%
PA Black Somali	1	0.02%	2	0.01%	-0.01%
PC Black Nigerian	3	0.05%	8	0.02%	-0.03%
PD Black British	6	0.10%	29	0.07%	-0.03%
PE Black Unspecified	1	0.02%	2	0.01%	-0.01%
R Chinese	22	0.37%	152	0.38%	0.01%
S Any Other Ethnic Group	41	0.69%	364	0.92%	0.23%
SC Filipino	4	0.07%	37	0.09%	0.03%
SD Malaysian	2	0.03%	8	0.02%	-0.01%
SE Other Specified	9	0.15%	49	0.12%	-0.03%
Undefined	60	1.01%	148	0.37%	-0.63%
Z Not Stated	225	3.78%	2074	5.24%	1.46%
Total:	5951		39561		

Equality & Diversity Training

Our commitment to ensuring all our staff have appropriate equality and diversity training is borne out in the results of the Staff Survey which demonstrates we compare most favourably with other acute Trusts in this area. Equality and diversity training remains mandatory for all staff and is included on the Trust Induction.

To ensure staff are able to access this subject, we have various delivery styles; E-learning, RoK sessions and written information. In addition, all new staff are trained in Equality and Human Rights as part of their Trust Induction.

All staff attending the Equality & Human Rights training are given an awareness of the nine protected characteristics under the Equalities Act 2010 and the adverse impact on clinical care if they are not respected. The training presentation has been updated so more emphasis is placed on challenging unacceptable behaviours based on discriminatory practice.

Learning and Development conclusion

With an increase in attendance of training for 2014/15, we can conclude that access to training and learning and development for all staff has improved. To this end, provision has been developed to offer flexible approaches to learning that remove barriers to access for groups with protected characteristics. With the option of training through workbook and assessment sheets, this has meant that training can be accessed outside of normal working hours.

Staff are being communicated with to ensure that all proposed methods of delivery do not exclude any of the protected characteristics. Work has continued in certain areas to look at the way the training is delivered and the depth of knowledge required, this has led to some courses being adapted for those areas e.g. Domestic Services. Bespoke induction courses for staff who would not benefit from attending the Trust Induction along with 40 other colleagues, have been provided.

We are aware that training and information accessed through attending sessions does not meet all of the different languages and culture requirements. Therefore we have worked with the relevant departments in making training easier to understand.

Learning and Development continues to communicate to staff the Trust Mandatory Training Policy. This policy ensures that all staff are aware of the mandatory and role specific training they are required to undertake and for the Trust to be compliant against its' regulatory requirements. A prospectus is also made available to all staff detailing the clinical training that is available.

Appendix 1

Equality and Diversity Workforce Data – 1st April 2014 – 31st March 2015

Staff in Post by Age and Pay Group

Pay Group Age Group	Appren tice	Band 1	Band 2	Band 3	Band 4	Band 5	Band 6	Band 7	Band 8A-9	Consul tants	Other	Other Medical	Total
16-20	12	53	40	6	1								112
21-25	2	35	123	36	24	151	27				3	28	429
26-30		36	108	33	37	144	72	28	4		1	120	583
31-35		21	96	36	26	127	92	55	13	8		65	539
36-40		25	89	31	45	159	93	50	15	27	1	46	581
41-45	1	26	88	42	36	124	83	67	28	48	4	19	566
46-50		33	106	64	42	83	89	69	39	48	8	10	591
51-55		49	125	57	64	112	77	69	38	40	3	13	647
55-60		41	99	46	47	64	46	52	21	31	1	1	449
61-65		20	53	27	26	31	16	18		6	4	1	202
66-70		10	9	3	3	6	2	5		4	1	1	44
71+		3		1	1	1						2	8
Total	15	352	936	382	352	1002	597	413	158	212	26	306	4751

Staff in Post by Disability and Pay Group

Pay Group Disability	Appren tice	Band 1	Band 2	Band 3	Band 4	Band 5	Band 6	Band 7	Band 8A-9	Consul tants	Other	Other Medical	Total
No	14	196	661	232	223	616	349	229	96	106	10	259	2991
Not Declared		35	42	26	15	111	32	21	8	29	9	28	356
Undefined		109	207	115	105	245	200	158	51	74	5	16	1285
Yes	1	12	26	9	9	30	16	5	3	3	2	3	119
Total	15	352	936	382	352	1002	597	413	158	212	26	306	4751

Staff in Post by Sexual Orientation and Pay Group

Pay Group	Appren tice	Band 1	Band 2	Band 3	Band 4	Band 5	Band 6	Band 7	Band 8A-9	Consul tants	Other	Other Medical	Total
Sexual Orientation													
Bisexual		3	5	1	1	21	4					2	37
Gay		4	5	1	1	4	3		2	1			21
Heterosexual	15	222	757	283	254	689	450	269	110	112	16	245	3422
I do not wish to disclose my sexual orientation		57	75	49	53	162	57	54	21	38	9	45	620
Lesbian		2	3	1		6	2	1	1			1	17
Undefined		64	91	47	43	120	81	89	24	61	1	13	634
Total	15	352	936	382	352	1002	597	413	158	212	26	306	4751

Staff in Post by Gender and Pay Group

Pay Group	Appren tice	Band 1	Band 2	Band 3	Band 4	Band 5	Band 6	Band 7	Band 8A-9	Consul tants	Other	Other Medical	Total
Gender													
Female	13	202	799	325	311	884	524	354	113	70	14	149	3758
Male	2	150	137	57	41	118	73	59	45	142	12	157	993
Total	15	352	936	382	352	1002	597	413	158	212	26	306	4751

Staff in Post by Religious Belief and Pay Group

Pay Group	Apprentice	Band 1	Band 2	Band 3	Band 4	Band 5	Band 6	Band 7	Band 8A-9	Consultants	Other	Other Medical	Total
Religious Belief													
Atheism	4	33	114	38	38	81	74	35	12	10	2	37	478
Buddhism		5	2	3	1	4	1	1	1	2		11	31
Christianity	7	160	500	190	166	534	308	200	93	53	13	78	2302
Hinduism		2	10	7	1	12	6	13	2	32		39	124
I do not wish to disclose my religion/belief	1	66	111	60	74	168	77	46	20	40	9	61	733
Islam	1	3	11	5	4	18	6	2	1	11		58	120
Jainism								2		1		1	4
Judaism						2	1					1	4
Other	2	22	101	34	26	73	50	30	6	3	1	4	352
Sikhism		1	3	2		2	1	3	1	3		3	19
Undefined		60	84	43	42	108	73	81	22	57	1	13	584
Total	15	352	936	382	352	1002	597	413	158	212	26	306	4751

Staff in Post by Marital Status and Pay Group

Pay Group	Apprentice	Band 1	Band 2	Band 3	Band 4	Band 5	Band 6	Band 7	Band 8A-9	Consultants	Other	Other Medical	Total
Marital Status													
Civil Partnership		4	6	1		2	6	2	1			1	23
Divorced		18	72	40	40	50	41	46	9	7	3	3	329
Legally Separated		6	12	7	4	9	10	3	3	2			56
Married	1	129	448	195	175	500	341	274	111	159	17	109	2459
NULL	1	6	18	14	5	30	5	4		2		20	105
Single	13	171	353	117	120	397	182	74	27	16	5	90	1565
Unknown		12	9	5	4	8	9	7	6	25	1	82	168
Widowed		6	18	3	4	6	3	3	1	1		1	46
Total	15	352	936	382	352	1002	597	413	158	212	26	306	4751

Staff in Post by Ethnic Origin and Pay Group

Pay Group	Apprentice	Band 1	Band 2	Band 3	Band 4	Band 5	Band 6	Band 7	Band 8A-9	Consultants	Other	Other Medical	Total
A White - British	11	239	721	310	316	576	490	343	136	107	21	90	3360
B White - Irish		7	7	2	2	17	7	6	4	3		2	57
C White - Any other White background	1	44	53	17	4	51	13	8	4	10	1	22	228
C3 White Unspecified						1							1
CA White English		2		1		2						1	6
CC White Welsh				1									1
CE White Cypriot (non specific)												1	1
CF White Greek			1									1	2
CK White Italian			1				2		1			2	6
CP White Polish		1	4	1		1	1						8
CQ White ex-USSR		1											1
CW White Other Ex-Yugoslav												1	1
CX White Mixed			1									2	3
CY White Other European			1			23	4		1	3		5	37
D Mixed - White & Black Caribbean	1		4	3	1	6	3						18
E Mixed - White & Black African	1	1				1				1		2	6
F Mixed - White & Asian		1	1	1	1	1	2			3		1	11
G Mixed - Any other mixed background		1	6	2	3	4		2		2		3	23
GC Mixed - Black & White				1									1
GD Mixed - Chinese & White												1	1
GE Mixed - Asian & Chinese						1						1	2
GF Mixed - Other/Unspecified								1				2	3
H Asian or Asian British - Indian		16	46	15	3	100	17	22	3	54		56	332
J Asian or Asian British - Pakistani			3	1	3	2	3		1	3		28	44
K Asian or Asian British - Bangladeshi	1	1	3	1		3	1	2				3	15
L Asian or Asian British - Any other Asian background		3	13	2		12	5	5	2	7		12	61
LE Asian Sri Lankan										1		6	7
LH Asian British			1									1	2
LK Asian Unspecified		1								1		3	5
M Black or Black British - Caribbean		5	15	3	3	16	3	6	2	1		2	56
N Black or Black British - African		9	31	5	4	107	27	5	1	2	1	14	206
P Black or Black British - Any other Black background		1	5		3	2	1					1	13
PA Black Somali						1							1
PC Black Nigerian						1							1
PD Black British		1		1		1	1						4
PE Black Unspecified												1	1
R Chinese		1		1		2	1	4	1	4		4	18
S Any Other Ethnic Group		2	5	2	1	10	3	2	1	4		7	37
SC Filipino						4							4
SD Malaysian												1	1
SE Other Specified			1							2		3	6
Z Not Stated		15	13	12	8	57	13	7	1	4	3	27	160
Total	15	352	936	382	352	1002	597	413	158	212	26	306	4751

Sickness Absence Episodes

Sickness Episodes by Age and Pay Group

Pay Group Age Group	Appren tice	Band 1	Band 2	Band 3	Band 4	Band 5	Band 6	Band 7	Band 8A-9	Consult ants	Other	Other Medical	Total
16-20	3	67	106	31									207
21-25	13	72	379	66	34	321	59					33	977
26-30		70	333	80	64	311	179	29	2		2	61	1131
31-35		37	298	99	75	338	172	104	11			30	1164
36-40		36	164	84	79	369	164	69	14	3		13	995
41-45		44	217	92	71	291	151	94	57	15		14	1046
46-50		44	245	142	79	188	131	86	46	5	2	3	971
51-55		81	300	120	118	245	114	91	45	7		4	1125
55-60		86	194	95	86	137	78	56	15	5			752
61-65		24	100	51	36	63	18	18		1			311
66-70		15	16	5	7	7	4	5					59
71+		3			4	2							9
Total	16	579	2352	865	653	2272	1070	552	190	36	4	158	8747

Sickness Episodes by Disability and Pay Group

Pay Group Disability	Appren tice	Band 1	Band 2	Band 3	Band 4	Band 5	Band 6	Band 7	Band 8A-9	Consult ants	Other	Other Medical	Total
No	16	308	1586	531	426	1362	625	298	105	8	2	139	5406
Not Declared		42	105	64	13	231	39	23	18	10	2	16	563
Undefined		203	569	235	191	574	366	223	58	17		1	2437
Yes		26	92	35	23	105	40	8	9	1		2	341
Total	16	579	2352	865	653	2272	1070	552	190	36	4	158	8747

Sickness Episodes by Sexual Orientation and Pay Group

Pay Group Sexual Orientation	Appren tice	Band 1	Band 2	Band 3	Band 4	Band 5	Band 6	Band 7	Band 8A-9	Consult ants	Other	Other Medical	Total
Bisexual			5	15		3	56	9					88
Gay			3	12	3	5	9	12		1	3		48
Heterosexual	16	367	1859	681	455	1534	836	371	134	14	4	144	6415
I do not wish to disclose my sexual orientation			66	178	94	110	376	96	61	36	8	13	1038
Lesbian			12	30			17		1	1		1	62
Undefined			126	258	87	80	280	117	119	18	11		1096
Total	16	579	2352	865	653	2272	1070	552	190	36	4	158	8747

Sickness Episodes by Gender and Pay Group

Pay Group	Apprentice	Band 1	Band 2	Band 3	Band 4	Band 5	Band 6	Band 7	Band 8A-9	Consultants	Other	Other Medical	Total
Female	16	348	2030	755	574	2044	930	482	170	17	4	107	7477
Male		231	322	110	79	228	140	70	20	19		51	1270
Total	16	579	2352	865	653	2272	1070	552	190	36	4	158	8747

Sickness Episodes by Religious Belief and Pay Group

Pay Group	Apprentice	Band 1	Band 2	Band 3	Band 4	Band 5	Band 6	Band 7	Band 8A-9	Consultants	Other	Other Medical	Total
Atheism		55	325	86	72	174	147	60	20	1		16	956
Buddhism		6	4	11	2	5	4		3			2	37
Christianity	3	248	1154	414	324	1195	573	260	104	6	4	52	4337
Hinduism		4	38	4	1	31	11	26	1	5		25	146
I do not wish to disclose my religion/belief		95	276	151	125	368	112	39	30	10		23	1229
Islam		8	13	10	8	37	16	2		3		35	132
Jainism								4		1			5
Judaism						5						3	8
Other	13	42	298	111	46	193	100	40	12			1	856
Sikhism			7	3		7	3	4	2			1	27
Undefined		121	237	75	75	257	104	117	18	10			1014
Total	16	579	2352	865	653	2272	1070	552	190	36	4	158	8747

Sickness Episodes by Marital Status and Pay Group

Pay Group	Apprentice	Band 1	Band 2	Band 3	Band 4	Band 5	Band 6	Band 7	Band 8A-9	Consultants	Other	Other Medical	Total
Civil Partnership		2	25			3	13	4	4			1	52
Divorced		39	150	90	77	122	88	80	14			2	662
Legally Separated		14	33	15	9	30	22	5	2				130
Married		198	1058	427	296	1062	546	336	140	26	2	43	4134
Single	16	283	1010	312	256	959	382	112	25	2	2	56	3415
Unknown		30	54	13	9	84	17	8	3	8		56	282
Widowed		13	22	8	6	12	2	7	2				72
Total	16	579	2352	865	653	2272	1070	552	190	36	4	158	8747

Sickness Episodes by Ethnic Origin and Pay Group

Pay Group	Apprentice	Band 1	Band 2	Band 3	Band 4	Band 5	Band 6	Band 7	Band 8A-9	Consultants	Other	Other Medical	Total
A White - British	16	412	1853	724	591	1281	873	454	172	20	2	39	6437
B White - Irish		8	19	4	2	44	15	8	1			3	104
C White - Any other White background		76	101	45	7	110	16	16	7			18	396
C3 White Unspecified						1							1
CA White English		2		1		1							4
CC White Welsh				1									1
CF White Greek			1									1	2
CK White Italian			1				1					2	4
CP White Polish		2	8	4		2							16
CQ White ex-USSR		6											6
CX White Mixed			2									2	4
CY White Other European			2			38	2		2				44
D Mixed - White & Black Caribbean			10	10	3	26	8						57
E Mixed - White & Black African		4				7							11
F Mixed - White & Asian		2			1	2	7						12
G Mixed - Any other mixed background		2	16	11	2	4		1				2	38
GC Mixed - Black & White				2									2
GE Mixed - Asian & Chinese						1							1
GF Mixed - Other/Unspecified												2	2
H Asian or Asian British - Indian		15	155	18	4	275	44	38	3	9		33	594
J Asian or Asian British - Pakistani			9	2	6	3	6			1		20	47
K Asian or Asian British - Bangladeshi		2	2	1		5	1	2				4	17
L Asian or Asian British - Any other Asian background		5	27	3		38	8	8	1			2	92
LE Asian Sri Lankan												2	2
LH Asian British			2										2
LK Asian Unspecified		2										2	4
M Black or Black British - Caribbean		8	29	4	11	20	3	7	1			6	89
N Black or Black British - African		18	53	15	6	246	55	6			2	5	406
P Black or Black British - Any other Black background		2	13		2	5							22
PA Black Somali						3							3
PC Black Nigerian						6							6
PD Black British		2		4		3	4						13
R Chinese		2		1		2	4		3	2		2	16
S Any Other Ethnic Group			8	1	2	19		3		2		3	38
SC Filipino						7							7
SE Other Specified			1							1			2
Z Not Stated		9	40	14	16	123	23	9		1		10	245
Total	16	579	2352	865	653	2272	1070	552	190	36	4	158	8747

Leaving Employment

Leavers by Age Band and Pay Group

Pay Group	Band 1	Band 2	Band 3	Band 4	Band 5	Band 6	Band 7	Band 8A-9	Consultant	Other	Other Medical	Total
16 - 20	21	8	1									30
21 - 25	7	16	5	1	32	5						66
26 - 30	5	8	1	2	24	13	5	2				60
31 - 35	2	8	3	4	21	6	9	3	1			57
36 - 40	1	6	5	2	9	7	5		1			36
41 - 45		11	2	2	5	5	3	2	3			33
46 - 50	5	7	7	3	5	3	6	3	4	2		45
51 - 55	2	6	5	5	18	9	8	4	2		1	60
56 - 60	1	15	7	8	3	15	8	4	2			63
61 - 65	4	8	9	6	10	4	2	1				44
66 - 70	1	1		1	1	1			1			6
Total	49	94	45	34	128	68	46	19	14	2	1	500

Leavers by Disability and Pay Group

Pay Group	Band 1	Band 2	Band 3	Band 4	Band 5	Band 6	Band 7	Band 8A-9	Consultant	Other	Other Medical	Total
No	29	77	27	21	71	40	27	15	4	1	1	313
Not Declared	4	3	2	4	25	1	3	1		1		44
Undefined	16	12	14	8	28	24	16	3	10			131
Yes		2	2	1	4	3						12
Total	49	94	45	34	128	68	46	19	14	2	1	500

Leavers by Sexual Orientation and Pay Group

Pay Group	Band 1	Band 2	Band 3	Band 4	Band 5	Band 6	Band 7	Band 8A-9	Consultant	Other	Other Medical	Total
Bisexual	1					1						2
Gay						1		1				2
Heterosexual	33	81	31	20	98	45	30	12	6	1	1	358
I do not wish to disclose my sexual orientation	4	11	6	6	13	5	6	3	2	1		57
Lesbian				1								1
Undefined	11	2	8	7	16	17	10	3	6			80
Total	49	94	45	34	128	68	46	19	14	2	1	500

Leavers by Gender and Pay Group

Pay Group	Band 1	Band 2	Band 3	Band 4	Band 5	Band 6	Band 7	Band 8A-9	Consultant	Other	Other Medical	Total
Female	26	73	36	30	117	53	35	14	2	1		387
Male	23	21	9	4	11	15	11	5	12	1	1	113
Total	49	94	45	34	128	68	46	19	14	2	1	500

Leavers by Religious Belief and Pay Group

Pay Group	Band 1	Band 2	Band 3	Band 4	Band 5	Band 6	Band 7	Band 8A-9	Consultant	Other	Other Medical	Total
Atheism	9	16		2	14	3	3	1	1			49
Buddhism	1	1					1		1			4
Christianity	19	50	22	13	63	35	20	11	3	1		237
Hinduism	1	1	1	1	1		2					7
I do not wish to disclose my religion/belief	3	11	8	5	15	8	8		2	1		61
Islam		3	1	1	4	2			1		1	13
Jainism			1									1
Other	6	10	4	5	17	4	3	5				54
Sikhism	1		1				1					3
Undefined	9	2	7	7	14	16	8	2	6			71
Total	49	94	45	34	128	68	46	19	14	2	1	500

Leavers by Marital Status and Pay Group

Pay Group	Band 1	Band 2	Band 3	Band 4	Band 5	Band 6	Band 7	Band 8A-9	Consultant	Other	Other Medical	Total
Divorced	3	4	5	5	3	4	2	1				27
Legally Separated	1	2	3		2	1	2					11
Married	11	43	29	20	55	33	27	9	12	2	1	242
Single	33	40	6	8	64	25	13	9				198
Unknown			1			4	1		2			8
Widowed	1	3				1	1					6
Undefined		2	1	1	4							8
Total	49	94	45	34	128	68	46	19	14	2	1	500

Leavers by Ethnic Origin and Pay Group

Pay Group	Band 1	Band 2	Band 3	Band 4	Band 5	Band 6	Band 7	Band 8A-9	Consultant	Other	Other Medical	Total
A White - British	39	66	35	26	65	55	35	15	7	2		345
B White - Irish					12	1	1	1				15
C White - Any other White background	1	7	1		7	3	2					21
CFWhite Greek									1			1
CP White Polish					1							1
CX White Mixed							1					1
CY White Other European	1	1			9							11
E Mixed - White & Black African		1										1
F Mixed - White & Asian	1											1
G Mixed - Any other mixed background		1				1	1					3
H Asian or Asian British - Indian	3	2	3	1	2	2	4		3			20
J Asian or Asian British - Pakistani			1			2						3
K Asian or Asian British - Bangladeshi		2		1	2						1	6
L Asian or Asian British - Any other Asian background	1	2			2			2	2			9
M Black or Black British - Caribbean		4		1	3							8
N Black or Black British - African	1	4	1	1	17	2						26
P Black or Black British - Any other Black background								1				1
PC Black Nigerian					1							1
PD Black British	1											1
R Chinese							1					1
S Any Other Ethnic Group		1										1
SE Other Specified							1					1
Undefined			1	2					1			4
Z Not Stated	1	3	3	2	7	2						18
Total	49	94	45	34	128	68	46	19	14	2	1	500