

<b>TRUST BOARD IN PUBLIC</b>		<b>Date: 26<sup>th</sup> October 2017</b>	
		<b>Agenda Item: 6.3</b>	
<b>REPORT TITLE:</b>		2016 SASH Inclusion Report – Progress Update	
<b>EXECUTIVE SPONSOR:</b>		Mark Preston, Director of Organisational Development & People	
<b>REPORT AUTHOR (s):</b>		Mark Preston, Director of Organisational Development & People	
<b>REPORT DISCUSSED PREVIOUSLY:</b> (name of sub-committee/group & date)		Workforce Committee	
<b>Action Required:</b>			
<b>Approval ( )</b>	<b>Discussion ( )</b>	<b>Assurance (√)</b>	
<b>Purpose of Report:</b>			
The Workforce Diversity Report provides an overview of the Trust and local community demographics			
<b>Summary of key issues</b>			
<ul style="list-style-type: none"> <li>• The Diversity Report is based on data for 2016, as well as comparisons over the period 2012-2016</li> <li>• The report highlights key equality and diversity demographics (ie protected characteristics), in relation to SASH staff</li> <li>• As part of our responsibilities under the Public Sector Equality Duties and the Workforce Race Equality Standard this information is to be published on the Trust website</li> </ul>			
<b>Recommendation:</b>			
The Board are asked to note the contents of this report			
<b>Relationship to Trust Strategic Objectives &amp; Assurance Framework:</b>			
<p><b>SO1:</b> Safe – Deliver safe high quality and improving services which pursue perfection and be in the top 20% against our peers</p> <p><b>SO2:</b> Effective – As a teaching hospital deliver effective, improving and sustainable clinical services within the local health economy</p> <p><b>SO3:</b> Caring – Working in partnership with staff, families and carers</p> <p><b>SO4:</b> Responsive – Become the secondary care provider of choice our catchment population</p> <p><b>SO5:</b> Well led - Become an employer of choice and deliver financial and clinical</p>			

sustainability around a patient focused clinical model

**Corporate Impact Assessment:**

**Legal and regulatory impact**

Publishing equality data is a requirement of the Public Sector Equality Duty

**Financial impact**

There is no direct financial implications

**Patient Experience/Engagement**

Comparing Trust and local community demographics should allow the Trust to understand how representative we are of the population we provide services for

**Risk & Performance Management**

There is no direct Risk / Performance management issues

**NHS Constitution/Equality & Diversity/Communication**

Reviewing equality data and designing and delivering suitable responses to this meets the over-arching requirements of the NHS Constitution

**Attachment:**

- (1) SASH Inclusion Reporting
- (2) Workforce Diversity Report 2016

**TRUST BOARD REPORT IN PUBLIC – 26<sup>TH</sup> October 2017**  
**SASH Inclusion Reporting**

**1.0 Introduction**

As part of the introduction of the Equality Act (2010), public sector organisations were given specific responsibilities known as Public Sector Equality Duties (PSED), along with the general duties of the Act.

The general equality duties comprise three key components, namely:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act
- Advance equality of opportunity between people who share a protected characteristic and those who do not
- Foster good relations between people who share a protected characteristic and those who do not

Along with this, under the PSED, public sector employers are required to:

- Publish equality data on their website on an annual basis, where they employ more than 150 members of staff
- Set out at least one equality objective, (which must be specific and measurable), and new objective(s) must be issued at least every four years

Taking these requirements into account, SASH developed and published its first equality report in September 2016, which detailed equality data from 2015.

The attached report is the second report and details information for the 2016 calendar year.

**2.0 Protected Characteristics**

The Equality Act (2010), defined a set of protected characteristics of which it is unlawful to discriminate against. The protected characteristics are as follows:

Age	Disability	Gender Reassignment
Pregnancy & Maternity	Marriage & Civil Partnership	Race
Religion or Belief	Sex	Sexual Orientation

**3.0 SASH Inclusion Report**

The data for the Workforce Diversity report comprises information taken for 2016, as well as comparisons over the period 2012-2016. This data has been taken from the Electronic Staff Record (ESR).

The report highlights key equality and diversity demographics (ie protected characteristics), in relation to SaSH staff.

Along with comparisons between staff groups, the report also highlights the demographics of the communities we predominantly provide services for. The overall aim of this is for the Trust to understand how representative our staff population is of the local communities, and where access to services may be a barrier due to this.

### **3.0 Inclusion at SASH**

The Trust is currently finalising our Inclusion Strategy following work we have undertaken with BRAP, a national equalities charity, and we hope to launch this in January 2018.

The Strategy will include an operational plan which will set out the actions required to deliver the strategy. We are keen to ensure the strategy is a 'living' document.

We are linking the strategy to other national frameworks (eg Workforce Race Equality Scheme), and using feedback from staff (eg via the national staff survey), to inform the content of the strategy.

This year we have set up the SASH Black & Minority Ethnic Network Group (BAME Network), as well as the Disability Network, which is a collaboration of local employers who meet to discuss issues around disability. We have also employed the SASH Freedom to Speak Up Guardian who supports and advises staff on raising concerns.

### **4.0 Next Steps**

As a public sector organisation, SASH is committed to delivering national requirements (eg our public sector equality duties, etc), however we want to ensure that we are delivering an Inclusion Strategy that is relevant, supports and enables staff and allows for the delivery of first class patient care.

# Workforce Diversity Report 2016



**Surrey and Sussex Healthcare NHS Trust (SASH)** sits at the heart of our community and plays a huge part in people's daily lives, be those staff, patients or members of the public. Our role is to ensure that all of 'our people' have equal access to fair and inclusive services and opportunities.

The Trust has a legal obligation, (under the Public Sector Equality Duty, as set out in the Equality Act 2010), to deliver this but over and above our legal obligations, we as a Trust want to ensure that these basic principles are embedded in everything we do.

Our responsibilities under the Public Sector Equality Duty are as follows:

- **Eliminate unlawful discrimination**, harassment and victimisation and other conduct prohibited by the Equality Act.
- **Advance equality of opportunity** between people who share a protected characteristic and those who do not.
- **Foster good relations** between people who share a protected characteristic and those who do not.

In order to meet these three responsibilities we are required to review and publish our workforce data on an annual basis. Doing this allows us to identify areas where we need to reduce inequalities and notice workforce trends which enable us to make effective decisions for the future.

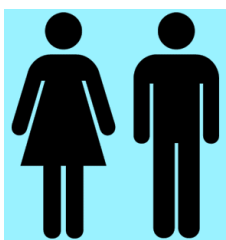
This report provides the high level data for the protected characteristics that we record on the Electronic Staff Record (ESR). The data in this report is accurate as of 31<sup>st</sup> December 2016. We have included historical data going back to 2012 as a means of identifying workforce trends over the last five years.

## Workforce data in comparison to the population of our local boroughs

40 - average age of a resident living in Reigate and Banstead

37 - average age of a resident living in Crawley

41 - average age of an employee working at SASH



49% Male / 51% Female - Crawley, Reigate & Banstead

23.4% Male / 76.6% Female - SASH

Characteristic	Reigate & Banstead	Crawley	SASH
Ethnicity	71% White, 29% BAME*	73% White, 27% BAME	71.8% White, 27.4% BAME
Religion ** (highest three % score excluding disclosed)	61.9% Christian, 1.9% Muslim, 1.4% Hindu, 26% No Religion	54.2% Christian, 7.2% Muslim, 4.6% Hindu, 25.5% No Religion	36% Christian, 2.76% Muslim, 2.74% Hindu, 6.64% No Religion
*BAME (Black, Asian and Minority Ethnic) **of those staff who declared they had a faith			

We do not pay any staff below the national minimum wage.

## Ethnicity data 2016

Percentage of staff in each ethnic code:

	A	B	C	D	E	F	G	H	J	K	L	M	N	P	R	S	Z	D-S
<b>Band 1</b>	30.65	0.32	29.35	1.61	1.29	0.97	3.23	3.23	0.00	0.97	8.06	1.61	6.45	3.87	1.61	6.13	0.65	39.03
<b>Band 2</b>	61.05	1.08	8.76	0.13	0.54	0.27	0.27	2.29	0.67	0.13	8.89	1.21	3.77	2.16	0.67	7.28	0.81	28.30
<b>Band 3</b>	69.57	1.45	9.78	0.00	0.00	0.72	0.00	3.99	0.36	0.36	5.07	0.36	2.17	0.72	1.09	3.26	1.09	18.12
<b>Band 4</b>	82.98	1.06	5.32	0.00	0.71	0.35	0.00	0.71	0.71	0.35	2.48	0.71	2.48	0.00	0.35	1.06	0.71	9.93
<b>Band 5</b>	51.50	1.14	19.89	0.29	0.43	0.57	0.43	3.00	1.86	0.14	7.58	1.00	6.01	1.14	0.57	3.72	0.72	26.75
<b>Band 6</b>	60.84	4.72	10.14	0.35	0.17	0.17	0.70	6.64	0.52	0.00	5.24	0.87	4.20	0.35	0.87	3.50	0.70	23.60
<b>Band 7</b>	74.65	3.66	4.23	0.00	0.28	0.28	0.28	4.23	0.85	0.28	3.94	1.41	2.54	0.00	0.28	2.54	0.56	16.90
<b>Band 8a</b>	79.21	0.99	7.92	0.00	0.00	0.00	0.00	3.96	0.00	0.00	0.99	0.00	3.96	0.99	1.98	0.00	0.00	11.88
<b>Band 8b</b>	85.29	0.00	2.94	0.00	0.00	0.00	0.00	0.00	2.94	0.00	2.94	0.00	2.94	2.94	0.00	0.00	0.00	11.76
<b>Band 8c</b>	84.62	7.69	0.00	0.00	0.00	7.69	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7.69
<b>Band 8d</b>	88.89	0.00	0.00	11.11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11.11
<b>Band 9</b>	75.00	0.00	25.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Directors</b>	90.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10.00	0.00	0.00	0.00	10.00
<b>Medical Staff</b>	35.37	1.32	13.88	0.00	0.33	1.16	0.66	16.69	6.12	1.65	7.93	0.83	4.13	0.50	2.31	5.79	1.32	48.10
<b>Non Exec Director / Chair</b>	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

A White - British	J Asian or Asian British - Pakistani
B White - Irish	K Asian or Asian British - Bangladeshi
C White - Any other white background	L Asian or Asian British - Any other Asian background
D Mixed - White & Black Caribbean	M Black or Black British - Caribbean
E Mixed - White & Black African	N Black or Black British - African
F Mixed - White & Asian	P Black or Black British - Any other Black background
G Mixed - Any other mixed background	R Chinese
H Asian or Asian British - Indian	S Any Other Ethnic Group
	Z Not Stated

In 2016 our workforce comprised:

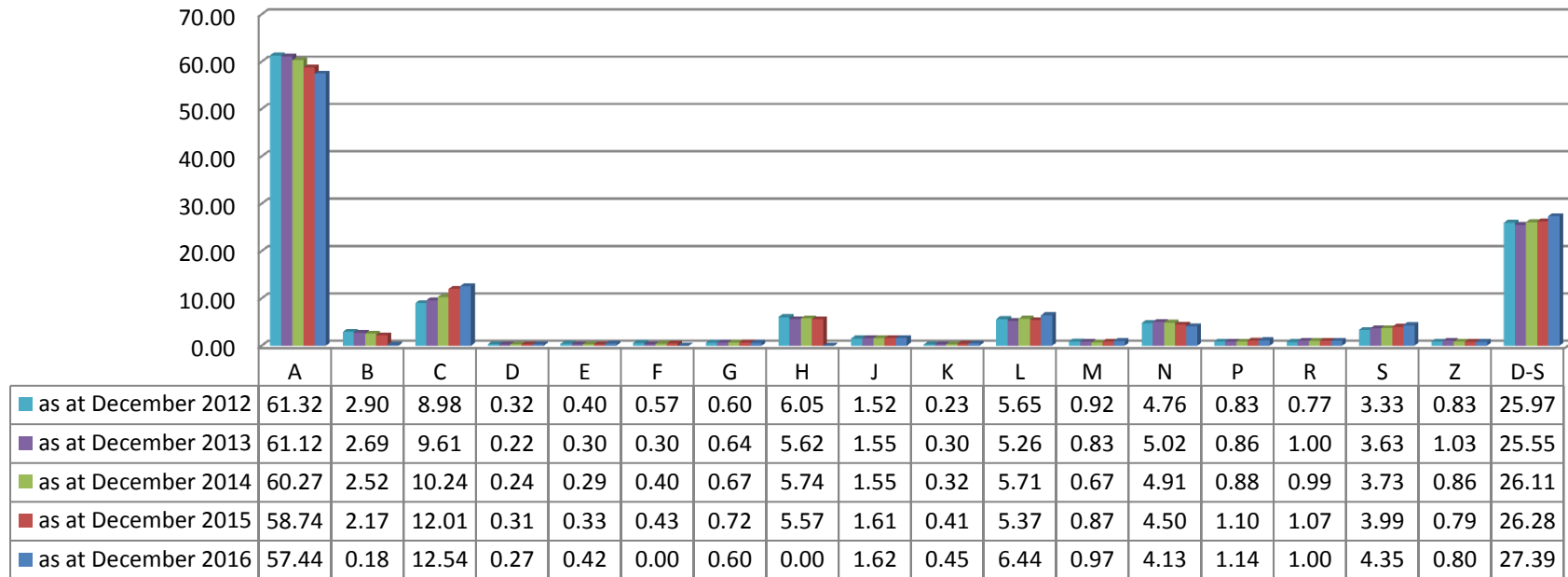
**71.82% White (British/ Irish/ Other)**  
**27.39% BAME (Black, Asian, Minority Ethnic)**  
**0.80% Not stated**

The population of the borough of Reigate and Banstead (where East Surrey Hospital is based) is 71% white. The population of the borough of Crawley is 73% white.





## Percentage of Workforce in each Ethnic Group 2012-2016

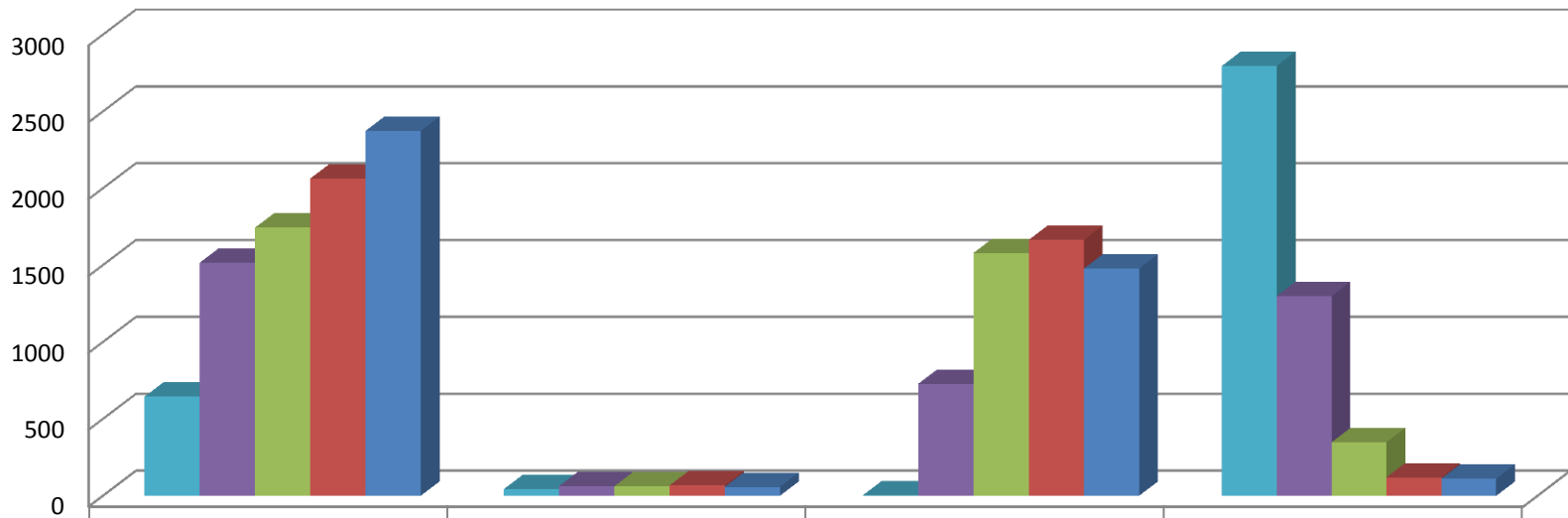


A White - British	J Asian or Asian British - Pakistani
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C White - Any other white background	L Asian or Asian British - Any other Asian
D Mixed - White & Black Caribbean	M Black or Black British - Caribbean
E Mixed - White & Black African	N Black or Black British - African
F Mixed - White & Asian	P Black or Black British - Any other Black
G Mixed - Any other mixed background	R Chinese
H Asian or Asian British - Indian	S Any Other Ethnic Group
	Z Not Stated

Over the last five years we have seen a gradual reduction (3.88%) in the number of white-British staff.

Since 2012 the population of our Black, Asian and Minority Ethnic (BAME) workforce has increased by 1.42%.

## Disability Data for 2012-2016



	No	Yes	Not declared	Undefined
HC as at Dec 2012	644	42	3	2796
HC as at Dec 2013	1515	62	727	1298
HC as at Dec 2014	1743	61	1578	348
HC as at Dec 2015	2063	66	1663	120
HC as at Dec 2016	2373	58	1477	112

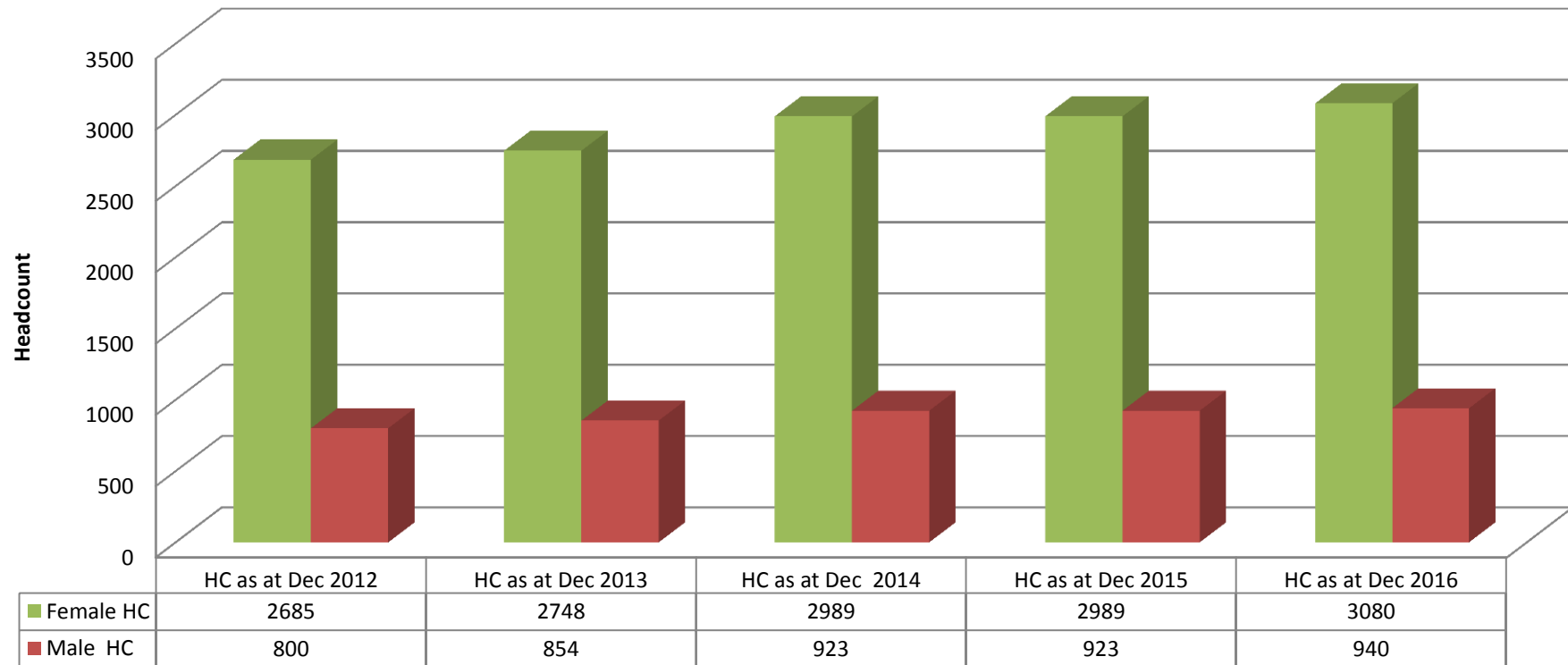
In our 2016 staff survey results, 301 staff (13% of responses) declared they had a disability which is significantly higher than the 58 staff, (1.44% of the total workforce), who are recorded as declaring they have a disability on ESR.

Over the last five years a significant proportion of the workforce has moved from “undefined” to actively choosing to declare or not declare whether or not they have a disability.

For example, the number of staff declaring they do not have a disability increased from 644 people in 2012 to 2373 people in 2016.

The number of staff declaring they have a disability in 2016 was 58 people (1.44% of the total workforce).

## Gender Data 2012 - 2016

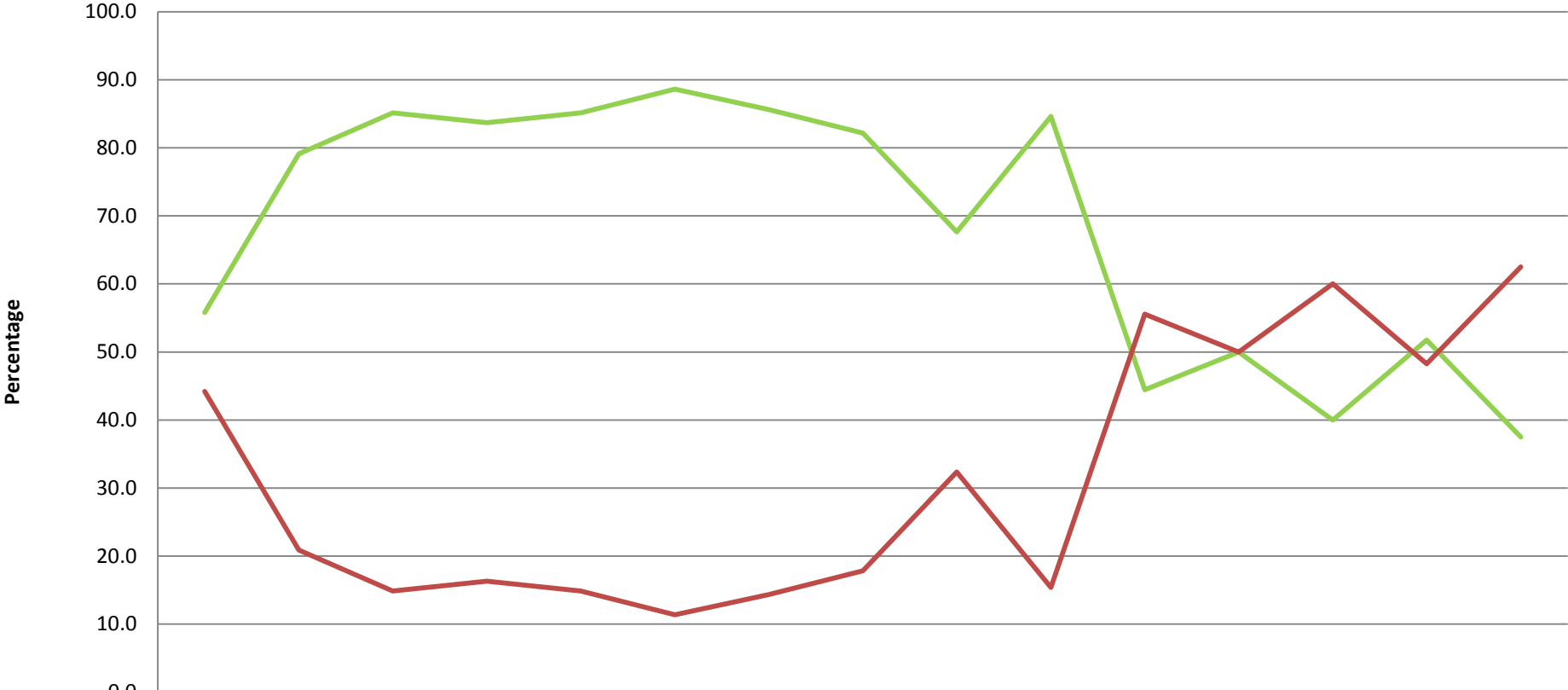


	Female %	Male %
% as at Dec 2012	77.04	22.96
% as at Dec 2013	76.29	23.71
% as at Dec 2014	76.49	23.51
% as at Dec 2015	76.41	23.59
% as at Dec 2016	76.62	23.38

Our workforce gender profile has generally remained consistent since 2012.

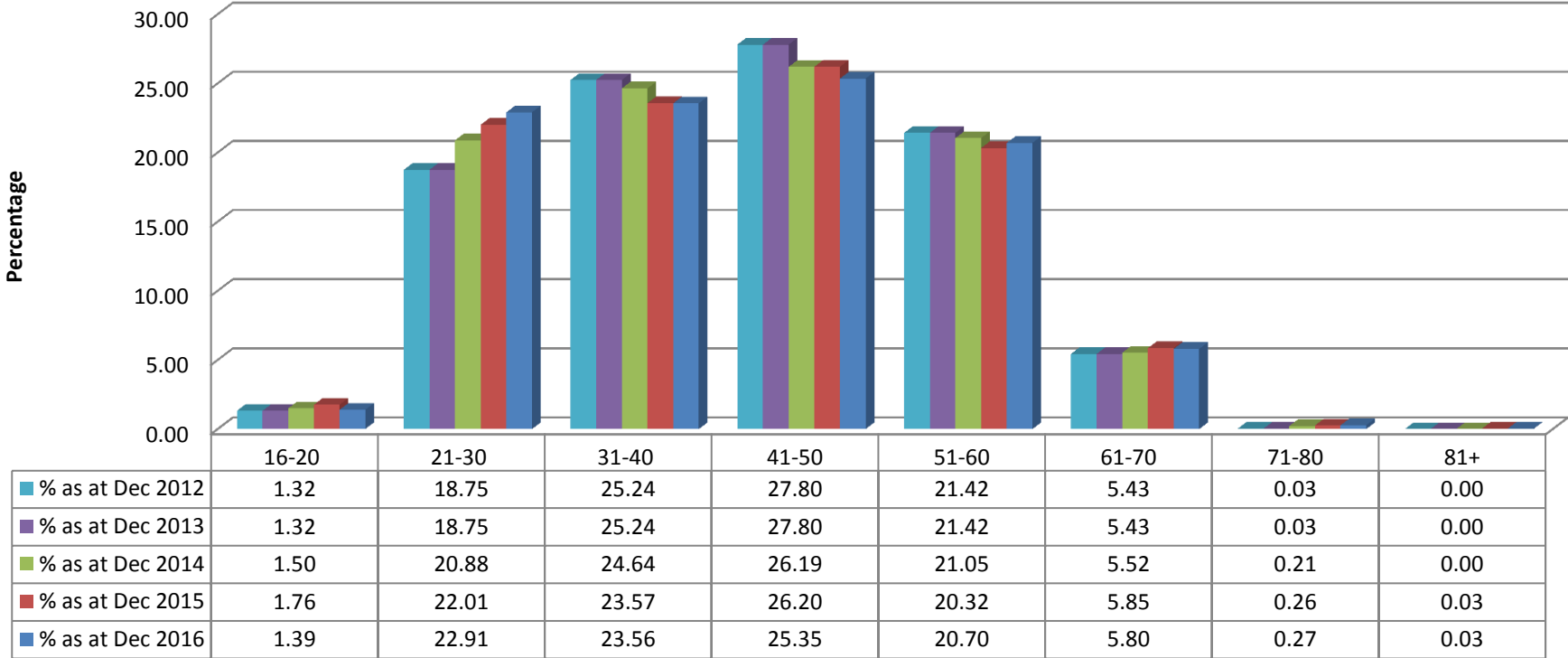
Our gender diversity is in line with the national NHS workforce population. We have a slightly higher proportion of females in 2016 (76.62), then we employed in 2015 (76.41%).

# Gender and Pay Band 2016



	Band 1	Band 2	Band 3	Band 4	Band 5	Band 6	Band 7	Band 8a	Band 8b	Band 8c	Band 8d	Band 9	Directors	Medical	Non Exec
Female %	55.8	79.1	85.1	83.7	85.1	88.6	85.6	82.2	67.6	84.6	44.4	50.0	40.0	51.7	37.5
Male %	44.2	20.9	14.9	16.3	14.9	11.4	14.4	17.8	32.4	15.4	55.6	50.0	60.0	48.3	62.5

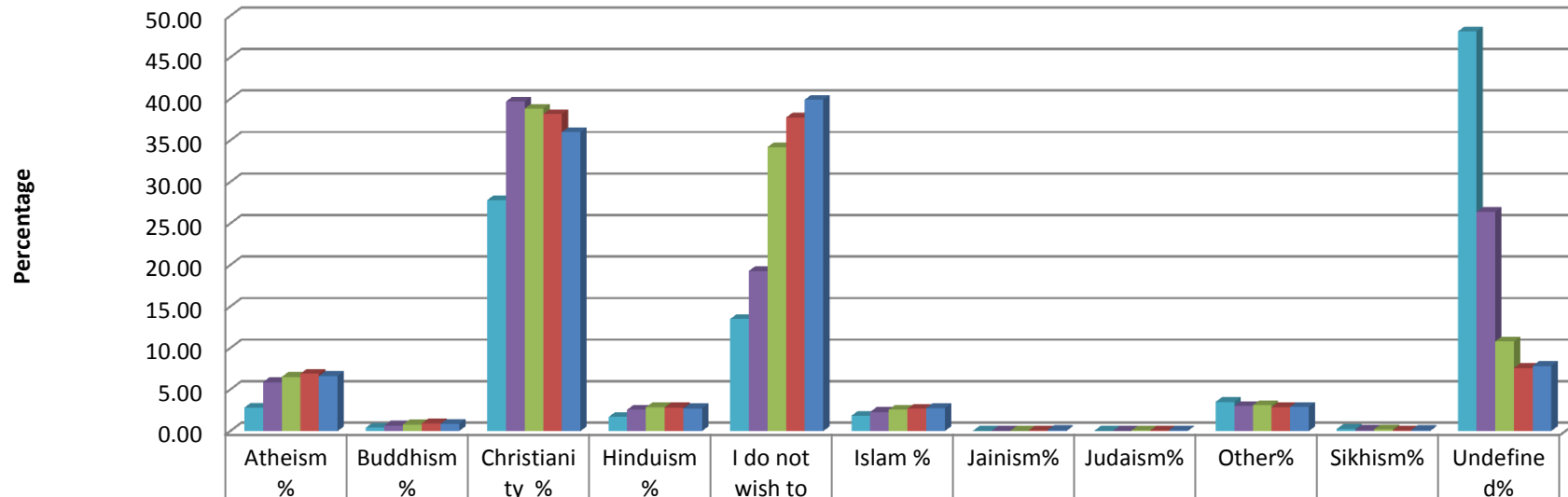
### Age Data 2012 -2016



Over the last five years the percentage of the workforce in age groups 31-40, 41-50 and 51-60 has shown a downward trend, however there has been a significant increase in the age group 21-30 which has increased by 4.15% since 2012.

The average age of a SASH employee is 41 years.

## Religion Data 2012 -2016

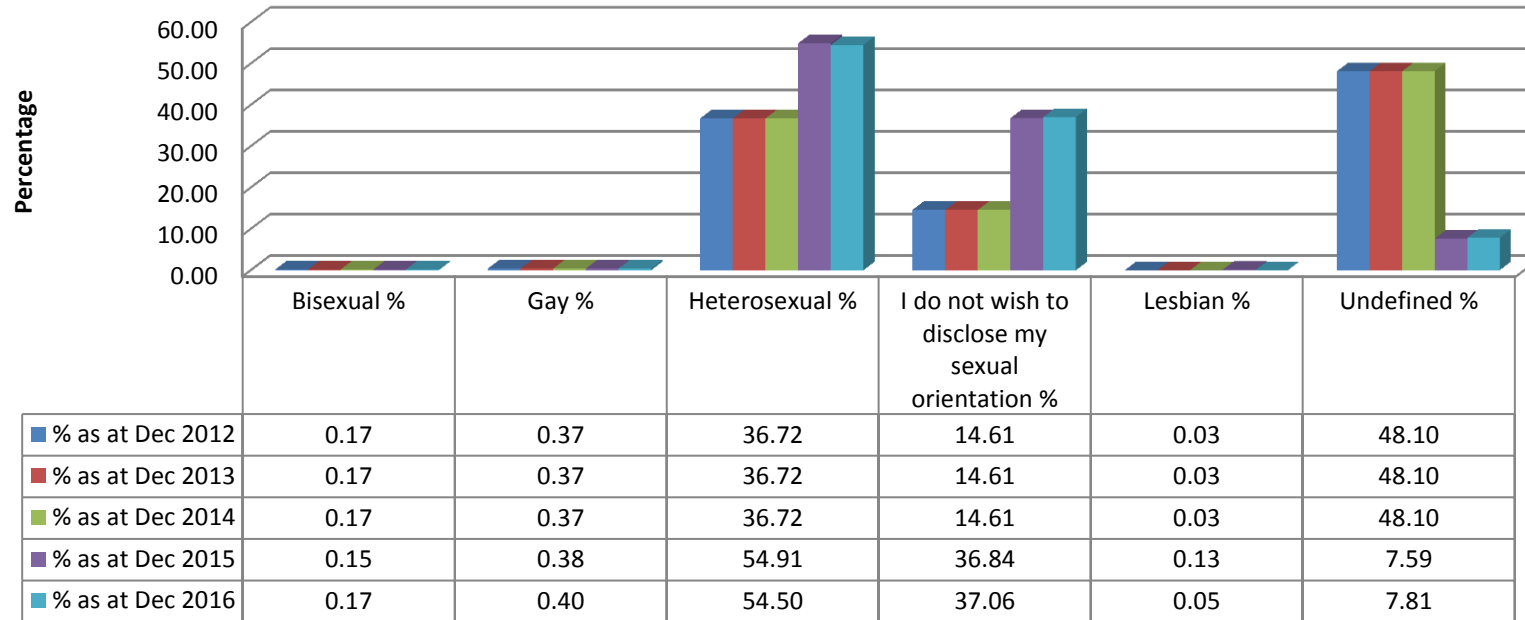


	Atheism %	Buddhism %	Christianity %	Hinduism %	I do not wish to disclose %	Islam %	Jainism %	Judaism %	Other %	Sikhism %	Undefined %
■ % as at Dec 2012	2.82	0.40	27.80	1.70	13.48	1.84	0.03	0.03	3.51	0.26	48.13
■ % as at Dec 2013	5.89	0.67	39.67	2.58	19.27	2.30	0.03	0.03	3.03	0.14	26.40
■ % as at Dec 2014	6.51	0.80	38.82	2.87	34.18	2.57	0.03	0.08	3.11	0.21	10.80
■ % as at Dec 2015	6.90	0.92	38.16	2.84	37.76	2.68	0.10	0.08	2.86	0.10	7.59
■ % as at Dec 2016	6.64	0.87	36.00	2.74	39.90	2.76	0.12	0.10	2.91	0.12	7.84

The largest declared religion within the Trust is Christianity with 36% of staff, with 2.76% Muslim and 2.74% Hindu. Atheism accounts for almost 7% of staff who have made a declaration.

Approximately 40% of staff have chosen not to declare. As a result of our ongoing data cleansing exercise the percentage of staff moving from “undefined” to choosing to declare or not declare if they have a religion has decreased from 48% to 7.84%.

## Sexual Orientation Data 2012 -2016



	Bisexual	Gay	Heterosexual	Not disclosed	Lesbian	Undefined
<b>December 2012</b>	6	13	1277	508	1	1673
<b>December 2013</b>	6	16	1932	695	2	951
<b>December 2014</b>	5	12	2046	1262	3	402
<b>December 2015</b>	6	15	2144	1439	5	297
<b>December 2016</b>	7	16	2191	1490	2	314

\*These figures are headcount

Over half of the workforce (54.50%) have declared they are heterosexual with 0.62% of the workforce identifying as lesbian, gay or bisexual.

Over a third of the organisation (37%), have chosen not to disclose their sexual orientation.



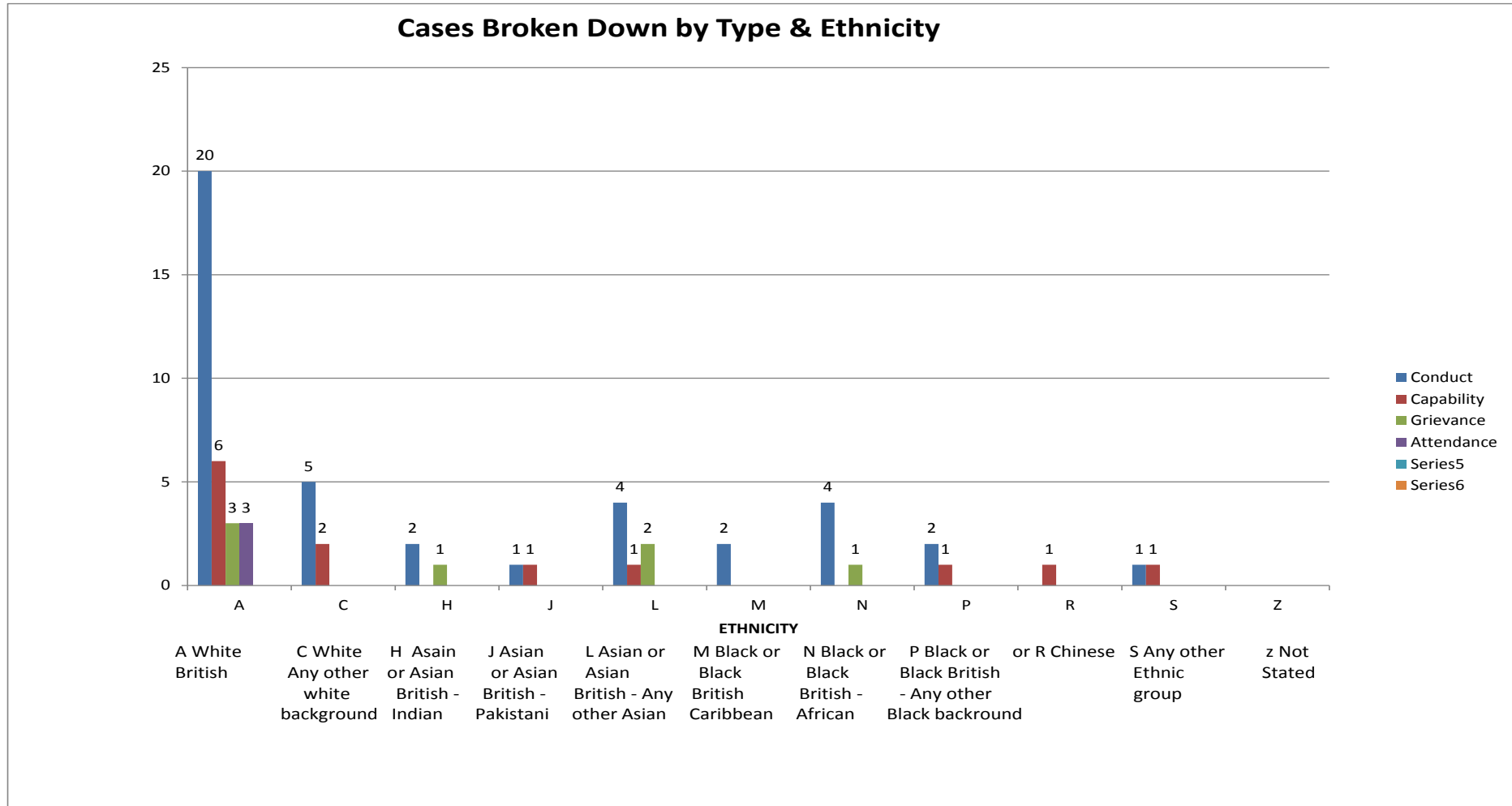
## Recruitment Data by Ethnicity

Ethnicity	Applications	%	Shortlisted	%	Appointed	%
WHITE - British	5,171	37.40%	1945	42.20%	341	45.90%
WHITE - Irish	155	1.10%	75	1.60%	18	2.40%
WHITE - Any other white background	2,017	14.60%	606	13.10%	87	11.70%
ASIAN or ASIAN BRITISH - Indian	1,449	10.50%	422	9.20%	33	4.40%
ASIAN or ASIAN BRITISH - Pakistani	779	5.60%	184	4.00%	11	1.50%
ASIAN or ASIAN BRITISH - Bangladeshi	140	1.00%	32	0.70%	3	0.40%
ASIAN or ASIAN BRITISH - Any other Asian background	910	6.60%	292	6.30%	46	6.20%
MIXED - White & Black Caribbean	60	0.40%	19	0.40%	3	0.40%
MIXED - White & Black African	91	0.70%	26	0.60%	2	0.30%
MIXED - White & Asian	67	0.50%	21	0.50%	1	0.10%
MIXED - any other mixed background	171	1.20%	52	1.10%	4	0.50%
BLACK or BLACK BRITISH - Caribbean	228	1.70%	61	1.30%	15	2.00%
BLACK or BLACK BRITISH - African	1,315	9.50%	403	8.70%	32	4.30%
BLACK or BLACK BRITISH - Any other black background	133	1.00%	48	1.00%	6	0.80%
OTHER ETHNIC GROUP - Chinese	134	1.00%	36	0.80%	5	0.70%
OTHER ETHNIC GROUP - Any other ethnic group	564	4.10%	171	3.70%	14	1.90%
Undisclosed	434	3.10%	218	4.70%	122	16.40%

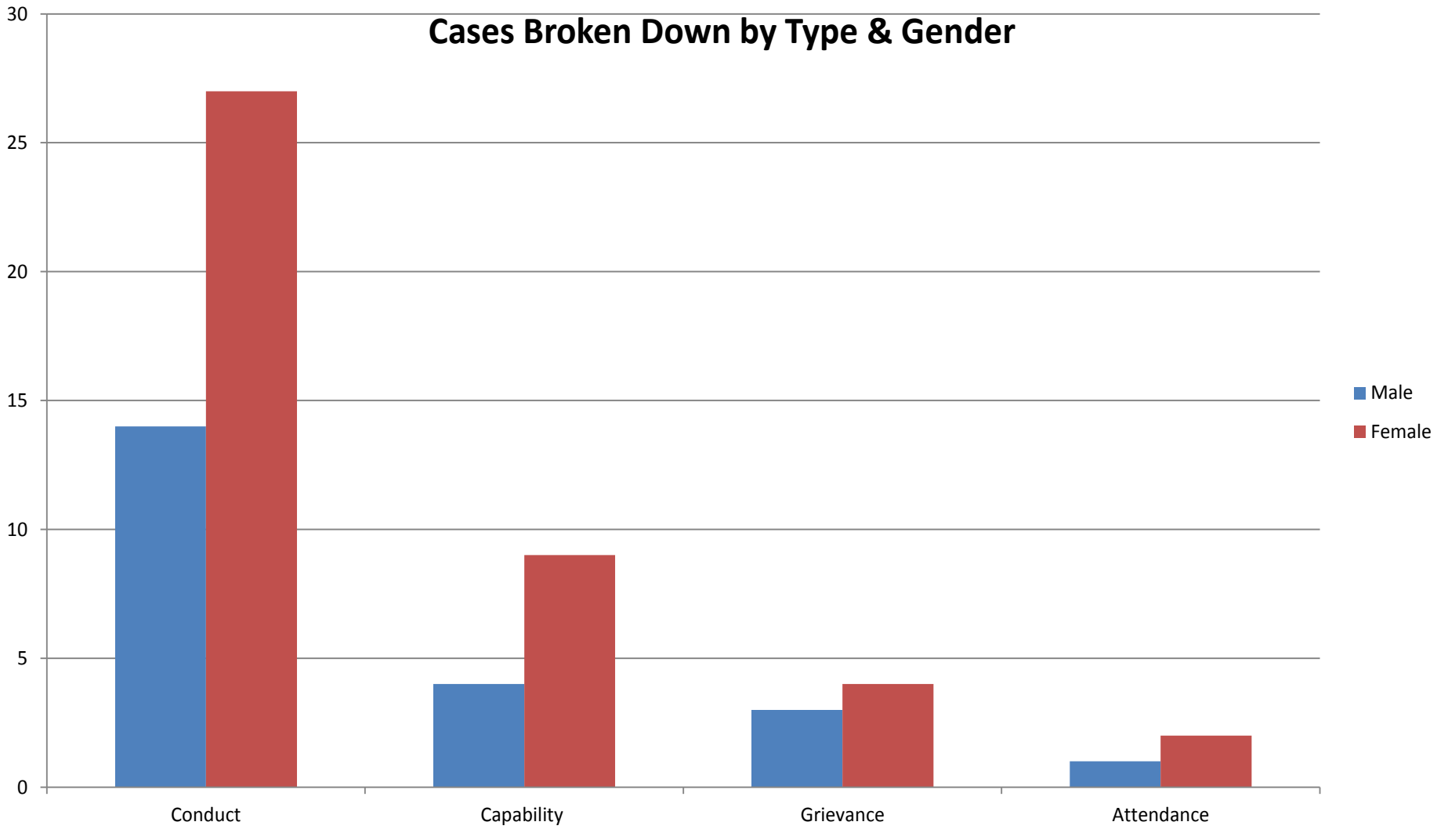
This data shows the number and percentage of applications by ethnic group, the number who were shortlisted and subsequently appointed to posts.

# Formal Trust Processes

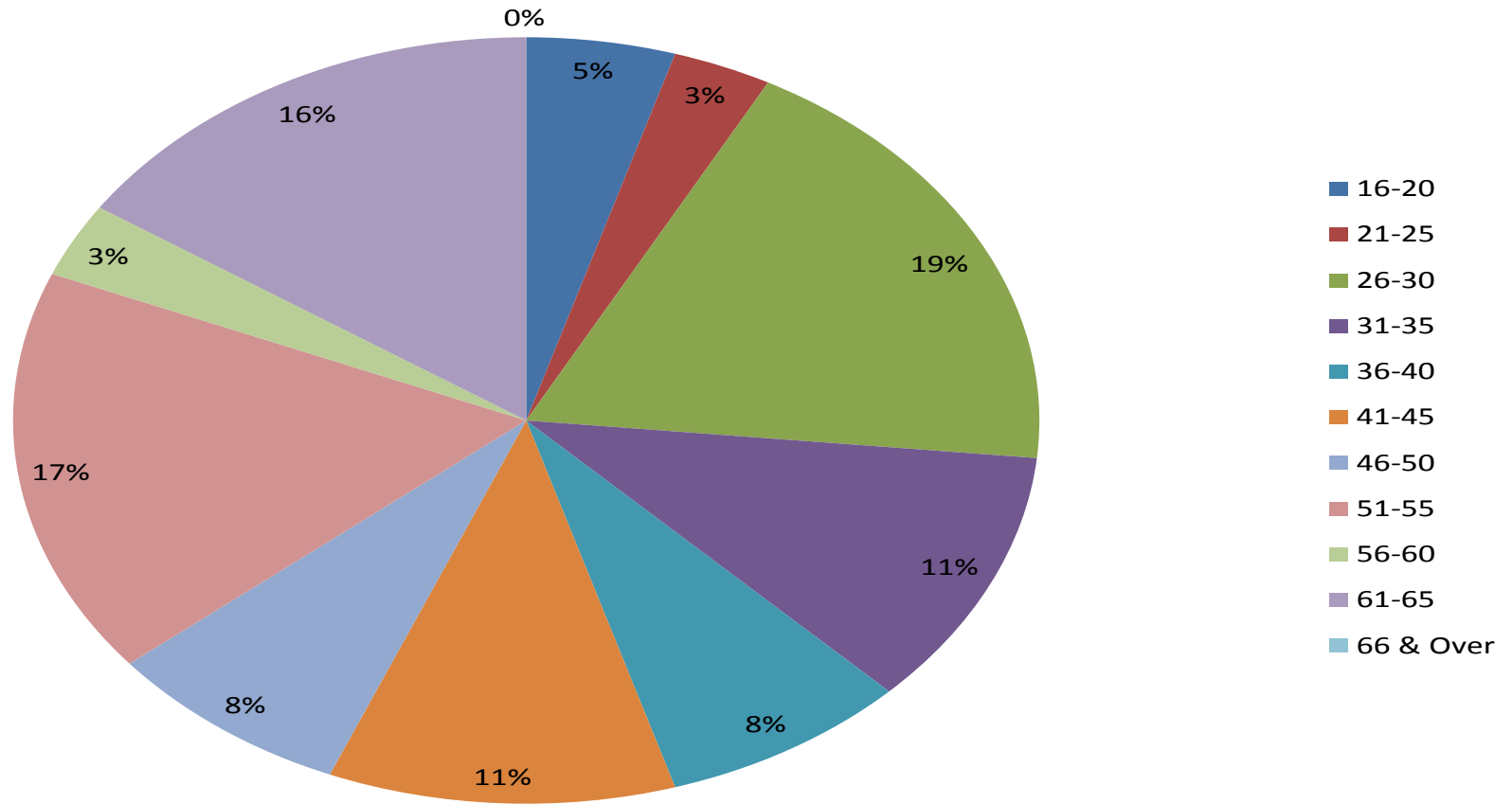
The attached data shows where formal Trust processes (ie disciplinary, grievance, respect at work), have been used.



# Cases Broken Down by Type & Gender



# Cases Broken Down into Age Ranges



## Our work on diversity and inclusion

Throughout 2016 we embarked on a number of activities to support our work on diversity and inclusion at SASH.

### Equality Objectives

SASH have been working with brap, (an equalities charity), to develop and agree a set of equality objectives and define our Inclusion Strategy. This work is on-going and we hope to be able to publish our SASH Inclusion Strategy in due course.

### Equality Training

We have also worked with brap on diversity training initiatives across the latter part of 2016 and early 2017. This included unconscious bias, managing diverse teams and recruitment and selection.

### Equality Networks

We have launched our Black, Asian and Minority Ethnic (BAME) Forum, and we have developed a Disability Network in collaboration with other employers in our locality.

### Learning from others

The Trust has become a member of the Employers Network for Equality and Inclusion, a multi-sector national support network who facilitate the sharing of best practice and new developments in diversity and inclusion.

### National NHS programmes

SASH is engaged in national diversity programmes including the workforce race equality standard (WRES) which is published separately to this report on an annual basis.

