Workforce Race Equality Standard

REPORTING TEMPLATE (Revised 2016)

Template for completion

Name of organisation

Hertfordshire Community NHS Trust

Date of report: month/year

March 2017

Name and title of Board lead for the Workforce Race Equality Standard

Debbie Eyitayo Interim Director of Human Resources and Organisational Development

Name and contact details of lead manager compiling this report

Laura Neligan Head of Workforce Planning and Information Human Resources Department

Names of commissioners this report has been sent to (complete as applicable)

Name and contact details of co-ordinating commissioner this report has been sent to (complete as applicable)

Unique URL link on which this Report and associated Action Plan will be found

https://www.hct.nhs.uk/about-us/equality-and-diversity/

This report has been signed off by on behalf of the Board on (insert name and date)

Debbie Eyitayo Interim Director of Human Resources and Organisational Development

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Report on the WRES indicators

1. Background narrative

a. Any issues of completeness of data

Ethnicity data completeness :	March 2017	2828/2965 records have ethnicity completed = 95%
	March 2016	2873/3037 records have ethnicity completed = 95%

b. Any matters relating to reliability of comparisons with previous years

None

2. Total numbers of staff

a. Employed within this organisation at the date of the report

2965 (2828 with ethnicity recorded, 95% of the Trust)

b. Proportion of BME staff employed within this organisation at the date of the report

13% (based on 95% of staff data with ethnicity recorded)

3. Self reporting

a. The proportion of total staff who have self–reported their ethnicity

95%

b. Have any steps been taken in the last reporting period to improve the level of self-reporting by ethnicity

None in the last 12 months

c. Are any steps planned during the current reporting period to improve the level of self reporting by ethnicity

Roll-out of employee self-service on ESR which will allow employees to self-report.

4. Workforce data

a. What period does the organisation's workforce data refer to?

1st April 2016 to 31st March 2017

5. Workforce Race Equality Indicators

Please note that only high level summary points should be provided in the text boxes below – the detail should be contained in accompanying WRES Action Plans.

	Indicator	Data for reporting year	Data for previous year	Narrative – the implications of the data and any additional background explanatory narrative	Action taken and planned including e.g. does the indicator link to EDS2 evidence and/or a corporate Equality Objective
	For each of these four workforce indicators, compare the data for White and BME staff				
1	Percentage of staff in each of the AfC Bands 1-9 and VSM (including executive Board members) compared with the percentage of staff in the overall workforce. Organisations should undertake this calculation separately for non-clinical and for clinical staff.	BME staff make up 14.6% of the clinical workforce, this is an increase on the 2016 position. 48.8% of the Medical & Dental	BME staff make up 14.1% of the clinical workforce. 45.5% of the Medical & Dental group is made up of BME staff. Largest	Thie data show is a slight improvement on 2015/16 figures.	All our HR people processes are aligned with our Trust & ED values. ED covered in leaders meeting for staff across the organisation. In 2017/18 we will: Showcase positive role models across the organisation
2	Relative likelihood of staff being appointed from shortlisting across all posts.	The relative likelihood of White staff being appointed from shortlisting compared to BME staff (0.24/0.12) is 1.94 times	The relative likelihood of White staff being appointed from shortlisting compared to BME staff (0.22/0.09) is therefore 2.38	The data has improved slightly over the last 12 months.	We have extended training for recruiting managers to raise awareness of unconscious bias and to ensure recruitment and selection (R&S) processes are fair and transparent. We have also completed an audit of interview scoring sheets and published a Recruitment handbook. In 2017/18 we will:
3	Relative likelihood of staff entering the formal disciplinary process, as measured by entry into a formal disciplinary investigation. This indicator will be based on data from a two year rolling average of the current year and the previous year.	The relative likelihood of BME staff entering the formal disciplinary process compared to White staff is	The relative likelihood of BME staff entering the formal disciplinary process compared to White staff is	The proportion of BME staff that have been involved in a formal disciplinary process has marginally increased in the year ending March 2017 in comparison to March 2016.	A detailed analysis of disciplinary data by band, offence type, outcome completed. Actions for 2017/18 include: The HR Team to be trained to pay more attention to E&D issues as part of their wider role in disciplinaries. Managers investigating disciplinaries, to be given
4	Relative likelihood of staff accessing non-mandatory training and CPD.	The relative likelihood of White staff accessing non mandatory training/CPD compared to BME is 0.61/0.57 =	The relative likelihood of White staff accessing non mandatory training/CPD compared to BME is 0.60/0.58 =	There has been an improvement in the likelihood of BME staff accessing non-mandatory training in the year ending March 2017 compared to the year ending March 2016.	All our HR people processes are aligned with our Trust & ED values. In 2017/18 we will: Take on a targeted approach to leadership and management development programmes, proactively encourage BME candidates

Report on the WRES indicators, continued

	Indicator	Data for reporting year	Data for previous year	Narrative – the implications of the data and any additional background explanatory narrative	Action taken and planned including e.g. does the indicator link to EDS2 evidence and/or a corporate Equality Objective
	National NHS Staff Survey indicators (or equivalent) For each of the four staff survey indicators, compare the outcomes of the responses for White and BME staff.				
5	KF 25. Percentage of staff experiencing harassment, bullying or abuse from patients, relatives or the public in last 12 months.	White 23.3 BME 21.8	White 26.1 BME 25.9	Overall there has been a decrease in the number of staff experiencing harassment/bullying, with a slightly bigger decrease seen in the BME staff group.	Equality & Community Engagement Forum established to engage with people with protected characteristics in the community. WRES & PSED data discussed with forum in 2016.
6	KF 26. Percentage of staff experiencing harassment, bullying or abuse from staff in last 12 months.	White 16.5 BME 19.2	White 14.7 BME 21.2	Overall there has been an improvement in the percentage of staff experiencing harassment/bullying from other staff, with a biggest improvement seen in the BME group of staff.	See above
7	KF 21. Percentage believing that trust provides equal opportunities for career progression or promotion.	White 90.4 BME 79.8	White 90.4 BME 75.5	The data for White staff is consistent with last year's results. There has been an improvement with the number of BME staff stating the Trust provides equal opportunities for career progression, however the proportions are still	See above
8	Q17. In the last 12 months have you personally experienced discrimination at work from any of the following? b) Manager/team leader or other colleagues	White 3.7 BME 12.3	White 4.4 BME 12.6	Data is consistent with the previous reporting period. A higher proportion of BME staff report discrimination from their manager than White staff.	See above
	Board representation indicator For this indicator, compare the difference for White and BME staff.				
9	Percentage difference between the organisations' Board voting membership and its overall workforce.	Trust Voting Board has 13.8% less BME staff that the overall workforce	Trust Voting Board has 13.3% less BME staff that the overall workforce	Results are broadly similar to the previous year's data.	All adverts make clear commitment to ED and we will continue doing this in 2017/18. Board champions for ED: NED and Interim Director of Human Resources and Organisational Development.

Note 1. All provider organisations to whom the NHS Standard Contract applies are required to conduct the NHS Staff Survey. Those organisations that do not undertake the NHS Staff Survey are recommended to do so, or to undertake an equivalent.

Note 2. Please refer to the WRES Technical Guidance for clarification on the precise means for implementing each indicator.

6. Are there any other factors or data which should be taken into consideration in assessing progress?

The Trust continues to work towards achieving the Equality Delivery System (EDS2) standards for services and employment, to improve the experiences of people who belong to vulnerable and protected groups. A really positive development in 2016 was the establishment of the Trust's Equality & Community Engagement Forum, with membership drawn from community and voluntary organisations covering a range of protected characteristics including ethnicity. The Deputy Director Quality & Governance Deputy Chief Nurse is chair of the forum.

The EDS2 grading and engagement process will be repeated by 31st march 2018.

PSED data is discussed at Board level and published annually by 31st January.

7. Organisations should produce a detailed WRES Action Plan, agreed by its Board. Such a Plan would normally elaborate on the actions summarised in section 5, setting out the next steps with milestones for expected progress against the WRES indicators. It may also identify the links with other work streams agreed at Board level, such as EDS2. You are asked to attach the WRES Action Plan or provide a link to it.

Continue to deliver 1-day recruitment & selection (R&S) training for all managers
Map compliance with R&S training within suite of senior managers (band 7 & above)
Set up a system to capture R&S training received from other trusts
Roll out half-day recruitment & selection training for senior managers
When senior jobs are coming up target panel members for training and refer to the R&S guide
Implement & monitor compliance with policy regarding at least 1 interview panel member with R&S training
Develop interview tips for candidates to be published on Trust website
Briefing on key R&S tips via noticeboard and direct to locality and service managers

Click to lock all form fields and prevent future editing