

The Royal Wolverhampton NHS Trust  
 Workforce Race Equality Standard  
**Reporting Template (revised 2016)**

<b>Name of Organisation</b>	<b>Date of Report</b>
The Royal Wolverhampton NHS Trust	March 2018
<b>Name and title of Board Lead for the Workforce Race Equality Standard</b>	
Alan Duffell, Executive Director of Workforce	
<b>Name and contact details of lead manager compiling this report</b>	
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<b>Names of commissioners this report has been sent to (complete as applicable)</b>	
Wolverhampton CCG	
<b>Name and contact details of co-ordinating commissioner this report has been sent to (complete as applicable)</b>	
David King, Equality and Human Rights Manager, NHS Arden and Greater East Midlands Commissioning Support Unit Email: <a href="mailto:david.king17@nhs.net">david.king17@nhs.net</a>	
<b>Unique URL link on which this report and associated Action Plan will be found</b>	
<a href="https://www.royalwolverhampton.nhs.uk/about-us/equality-diversity-and-inclusion/equalities-information/">https://www.royalwolverhampton.nhs.uk/about-us/equality-diversity-and-inclusion/equalities-information/</a>	
<b>This report has been signed off by on behalf of the Board on (insert name and date)</b>	
Name: Alan Duffell                      Date: 28 <sup>th</sup> September 2018	

## 1. Background Narrative

### a. Any issues of completeness of data

Education and Training information is currently manually reported and does not include information about all requests for Training and Learning interventions - including CPD activities (i.e. non- mandatory training).

### b. Any matters relating to reliability of comparison with previous years

E&T data is still a matter of interrogating manual records (pending implementation of E Study form) and as such is the best data available at present.

## 2. Total numbers of Staff

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

8,484 as at 31<sup>st</sup> March 2018

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

26.25% as at 31<sup>st</sup> March 2018

### 3. Self- Reporting

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

100% of staff records have a declaration recorded (including those whose declaration is 'I do not wish to disclose'. There are no records assigned as 'undeclared'.

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

The Trust continues to encourage staff to use the ESR Employee Self Service facility and to self-declare their personal data including those which relate to Protected Personal Characteristics. After a comprehensive communication campaign, in excess of 50% of the Trust's workforce has signed up to Employee Self-Service.

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

The Trust is planning to undertake a piece of work raising awareness of the importance of Personal Data declarations on ESR and to show what this data is then able to drive, thus improving the experience in the workplace.

### 4. Workforce data

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

1st April 2017 to 31<sup>st</sup> March 2018

## 5. Workforce Race Equality Indicators

	Indicator	Data for year ending 31 <sup>st</sup> March 2018	Data for year ending 31 <sup>st</sup> March 2017	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
	<b>National NHS Staff Survey indicators (or equivalent)</b> For each of the four staff survey indicators, <u>compare the outcomes of the responses for White and BAME staff</u>				
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.	White 73.2%  BAME 26.1%	White 74.6%  BAME 24.5%	There has been a slight decrease in the percentage of the workforce who are from a BAME background, however this still demonstrates an improvement of 4% since 2015.  The Trust is working to increase the number of job applications from all aspects of its diverse communities.	Linked to EDS2 Goal 3.1.  Working in partnerships with the local communities and specific recruitment campaigns and literature which feature more of the Trust’s diverse community; particularly those areas which are under-represented.
2.	Relative likelihood of white staff being appointed from shortlisting as compared to BAME staff	1.41	1.73	There has been a decrease in the likelihood of white applicants being appointed to posts as compared to applicants from a BAME background	Linked to EDS2 Goal 3.1  All vacancies in the Trust are advertised through NHS jobs, and as such the applications are anonymised and contain no information about Protected Personal Characteristics. Consideration of any unconscious bias or barriers within recruitment and appointment processes is in progress and further work is planned.

3.	Relative likelihood of BAME staff entering the formal disciplinary process, as compared to White staff	1.25	1.97	<p>This is a significant decrease in relative likelihood since 2017. The Trust has revised its disciplinary policies and procedures placing greater emphasis on initial fact finding before deciding whether to proceed to a formal disciplinary investigation process.</p> <p>The Trust is working in partnership with the RCN and has implemented a Cultural Ambassador programme with a team of trained staff volunteers, to ensure appropriate questions are asked during disciplinary investigations and hearings to ensure that any aspects of culture or unconscious bias are fully explored (for those staff who are subject of a disciplinary process and from a BAME background).</p>	<p>Links to EDS2 goal 3.4 and 3.6</p> <p>At the end of this current reporting period the Trust will be able to evaluate the impact of the revised policy and of the introduction of the Cultural Ambassador Project. We will review cases, to explore any key themes or trends affecting staff, across all of the Protected Personal Characteristics.</p>
4.	Relative likelihood of White staff accessing non-mandatory training and CPD as compared to BAME staff	1.23	1.34	<p>There has been a decrease in the relative likelihood of white staff accessing CPD as compared to BAME colleagues. Currently this is based on information from manual records – more detailed robust reporting will be possible with the implementation of the Trust e-Study form.</p>	<p>Linked to EDS2 goal 3.3</p> <p>More detailed analysis will be carried out once data is available from the e-study form system.</p>

5.	KF25. Percentage of staff experiencing harassment, bullying or abuse from patients, relatives or the public in the last 12 months.	White 22% BAME 28%	White 25% BAME 26%	Whilst there has been a decrease of 3% for white staff who report having this experience there has been a 2% increase for BAME staff. The Trust overall score from the NHS Staff Survey is 27% which has decreased by 3% from the previous year, and is average for the comparable sector.	Linked to EDS2 goal 3.4 and 3.6 This indicator has been included in divisional staff survey action plans and a working group is to be established to explore and put in place preventative and staff support actions. Benchmarking of policies and interventions with Trusts in the Region.
6.	KF26. Percentage of staff experiencing harassment, bullying or abuse from staff in last 12 months	White 22% BAME 28%	White 25% BAME 26%	Whilst there has been a decrease of 3% for White staff who report having this experience there has been a 2% increase for BAME staff.  The Trust overall score from the NHS Staff Survey is 24% which is a 1% decrease from the previous year and is equal to the comparable sector average.	Linked to EDS2 goal 3.4 and 3.6 In this current reporting period the Trust has revised its policies and procedures relating to Bullying and Harassment, and Grievance. Both policies have been replaced with a single policy entitled 'Dispute Resolution in the Workplace', which places more emphasis on dealing with disputes in the workplace as early as possible, and to try to avoid recourse to formal proceedings. The Trust will be able to consider more fully the potential impact of this new policy and approach in April 2019.

7.	KF 21. Percentage believing that the Trust provides equal opportunities for career progression or promotion	White 89% BAME 76%	White 90% BAME 73%	There has been a marginal decrease in White staff who have reported positively to this, and an increase of 3% for BAME staff. The Trust overall score from the NHS Staff Survey is 86%; this is unchanged from the previous year. The Trust has a marginally higher percentage reported than the comparable sector average at 85%.	A Leadership Development Framework is being developed and will be launched by end of December 2018.  The Trust's approach to appraisal is under review in order to improve quality and to introduce a talent management approach.
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 7% BAME 13%	White 4% BAME 19%	Whilst there has been a 3% increase in White staff reporting having experienced discrimination at work, there has been a 3% decrease for BAME staff reported.  The Trust overall score from the NHS Staff Survey is 8% a rise of 1% from the previous year. The Trust result is 1% higher than the comparable sector average.	Linked to EDS2 goal 3.4 and 3.6. It is anticipated that the Trust's new Dispute Resolution policy and procedure will impact positively and reduce these figures.  The Trust is moving towards being more proactive in raising awareness of inappropriate behaviours and changing behaviours that lead to disputes in the workplace, including unconscious bias.

	<b>Board representation indicator</b> For this indicator, <u>compare the difference for White and BAME staff</u>				
9.	Percentage difference between the organisations' Board voting membership and its overall workforce	White +9%  BAME -8.5%	White +13.6%  BAME -12.8%	The Trust Board is under-represented in members from a BAME background as compared to the ethnic make-up of its workforce However, there has been an improvement in the differential since reporting in 2017.	On-going monitoring - due regard to be given to any further Recruitment and Selection and introduction of Talent Management processes. Linked to EDS2 objective 3 (A representative and supported workforce; 3.1 Fair NHS Recruitment and Selection processes lead to a more representative workforce at all levels).  Workforce Equalities Report has been developed and will be published to consider distribution of the Workforce in respect of all protected characteristics, in response to the Public Sector Equality Duty under the Equality Act.

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

The Trust has produced an Annual Workforce Equality, Diversity and Inclusion Report which considers all aspects of Protected Characteristics, including Ethnicity. This report forms section 1 of The Trusts Annual Equalities Report which will be published on-line.

**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 to provide a link to it.**

Please refer to Attachment 1.

## Workforce Race Equality Standard – Summary Action Plan 2018/19

Recommendation	Action	Lead Team
To address the reasons for a disproportionate number of BAME staff involved in Employee Relations cases including disciplinary, grievances, bullying and harassment claims, etc.	<ul style="list-style-type: none"> <li>• Analyse trends through the use of Cultural Ambassadors.</li> <li>• Develop training programme on managing diversity and culture of staff.</li> <li>• Review policy and IO training to include diversity and culture.</li> <li>• Quarterly report on exit questionnaire broken down by ethnicity to review trends and target interventions.</li> </ul>	Workforce and HR Advisory
To determine the proportion of BAME staff that are recruited, promoted, and have access to professional and personal development opportunities.	<ul style="list-style-type: none"> <li>• Review recruitment panel training.</li> <li>• Consider inclusion of at least one BAME member sitting on e.g. Stakeholder panels.</li> <li>• Monitor the number of BAME applicants, who has been shortlisted and recruited.</li> </ul>	Workforce and Education & Training
Collection of data on Learning & Development activities.	<ul style="list-style-type: none"> <li>• Completion of development of E-Learning form and implementation.</li> <li>• Commence capture and analysis of information regarding all requests for 'learning activities' once complete. (available for reporting on full year activities)</li> </ul>	Education and Training
Mentorship and Coaching	<ul style="list-style-type: none"> <li>• Review potential of offering mentoring for BAME staff at band 7 and below.</li> <li>• Explore potential to utilise Cultural Ambassadors in informal mentoring support</li> </ul>	Workforce and Education & Training
Support networks	<ul style="list-style-type: none"> <li>• Rollout of employee voice forums</li> </ul>	Workforce