Annual Equality, Diversity and Human Rights Report

2017-2018

August 2018

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Introduction

York Teaching Hospital NHS Foundation Trust is committed to delivering safe, effective, sustainable healthcare within our communities. Continuing to integrate equality, diversity and human rights into our day to day practice will enable inclusive delivery of services and the employment of a workforce that is representative of the communities we serve.

We will achieve this through our Trust Values:

- Caring about what we do
- Listening in order to improve
- Respecting and valuing each other
- Always doing what we can to be helpful

http://www.yorkhospitals.nhs.uk/about_us/our_values/

For information about our hospital please visit;

https://www.yorkhospitals.nhs.uk/about-us/

This report is designed to demonstrate our compliance with the equality duty to publish information. Its aim is to be reader friendly with a clear structure and information to establish the current situation including progress, achievements since last year's report and identify where further work is required.

1. Our Services

1.1 Patient Activity

There are both national and local access and performance targets that the Trust is measured against. This section of the report relates to patient activity which has been extracted from our patient records database. It should be noted that there are local issues which impact on activity figures such as the large number of visitors especially during the summer months, our student population and York Races which attract people from a wide catchment area.

The comparative equalities data used in this section is gathered from our three primary CCG catchments:

- NHS Vale of York CCG
- NHS Scarborough and Ryedale CCG
- NHS East Riding CCG

This is not directly comparable to the total cohort of patients at the Trust and is used to highlight overall themes. Demographics for the local population can be seen at **Appendix A.**

Report preparation

In preparing this section of the report we have chosen to look at:

- ✓ Inpatient Admissions (Day Case, Elective, Non Elective)
- ✓ Outpatient Attendance
- ✓ Emergency Department (ED) 4 hour wait to treatment/admission/transfer (Breach/ Non breach)

We have assessed these key national indicators against the following protected characteristics:

- ✓ Gender
- ✓ Age
- ✓ Ethnicity

A graphical and tabular breakdown of Trust Activity Statistics can be seen at **Appendix B**

Summary

Protected Characteristic – Gender

- There has been very little change from 2016/17 to 2017/18 in terms of gender breakdown of activity, however there was an increase of

2% in outpatient attendances for females (increasing from 55.9% to 57.9%).

- The gender split of Emergency Department attendances and elective inpatient admission overall were much less pronounced than non-elective inpatient and outpatient activity. Emergency Department attendances were 51.6% female and 48.4% male whilst the gender split for elective inpatient admissions was 52.4% female and 47.6% male. Both non-elective inpatients and outpatient attendances are more likely to be female (comprising respectively 60.2% and 57.9% of activity in 2017-18).

Protected Characteristic – Age

- During 2017/18 there was a rise in the proportion of outpatients treated aged over 65 compared to 2016/17 whilst the proportion of all outpatients aged under 65 reduced.

- Likewise the Trust's Emergency Departments saw an increase in the proportion of patients attending aged over 65 compared to 2016/17.

- There were no significant changes witnessed in the age differential for all inpatient activity compared to 2016/17.

- Over 65s comprised 32% of all ED attendances in 2017-18; 21.2% were over 75.

- The 18-49 age group had the highest proportion of ED attendances making up 37.2% of all attendances.

- Children (0-17) accounted for 15.5% of attendances at ED.

- The proportion of patients taking longer than 4 hours for treatment or admission to hospital is highest for patients over 75 (making up 38.1% of all breaches). This is followed by the 18-49 age group (with 26% of all breaches). However, proportionately, this age group also had the most number of attendances overall (37.2% of all ED attendances are aged between 18 and 49)

- The 18-49 and over 75 age groups proportionately have the highest non-elective inpatient and outpatient activity. Elective inpatient activity however appears to increase with age.

Protected Characteristic - Ethnicity

- For 25.5% of patients' attending ED their ethnicity was unknown and a further 5.3% did not state their ethnicity, making analysis less reliable against BME characteristics. 61.4% of attendances were

recorded as identifying as 'White British' and 6.5% as 'Any other White Background'. Whilst it is not possible to draw conclusions from the data due to the limited data, patients identifying as Asian and those as Chinese in the recorded data are proportionally lower than the overall local population.

- For elective inpatient activity, 8.8% of our inpatients' ethnicity was unknown, with a further 4.3% not stated. White British people comprise 78.7% of patients with a recorded ethnicity with the next largest group were patients identifying as 'Any Other White Background'. Patients identifying as Asian and those as Chinese are proportionally lower than the overall local population. Non-elective patients were less likely to have their ethnicity recorded than elective patients.

- 21% patients attending outpatient appointments either did not state their ethnicity or their ethnicity is unknown, making analysis less reliable against BME characteristics. Of those who have a recorded ethnicity 'White British' comprised 69% of patients and 'Any other White Background' was the next largest at 8.1%.

1.2 Patient Information

As a Trust we are committed to providing patient information in accessible formats and production of patient information for treatments and procedures is guided by Trust policy and a range of standards that applies to all patient information leaflets.

✓ A standard access statement is included on the back cover or as close to the cover as possible (for sponsored leaflets) which has a central point of contact for patients and relatives to request information in a different language or format. The languages relate to our top interpretation requests. We continue to introduce via the review and reprint process and can be seen in section 8 of this report.

✓ An A4 version has for information sent via letter format has been developed and introduced

➢ **Looking forward**

✓ The Trust has a rolling program of adding patient leaflets to the Trust website. The plan is to have the majority of leaflets on the website by the end of the summer 18.

On-going work

The Trust's Implementation of the Accessible Information Standard continues; this standard that applies to all NHS and adult social care organisations to make sure that people who have a disability, impairment or sensory loss are given information they can easily read or understand.

The standard requires us to;

- Ask people if they have any information or communication needs and how to meet these
- Record those needs clearly and in a set way
- Highlight or flag the information gathered on the persons notes/files so it is clear.
- Share information collated with other providers of NHS and adult social care when they have permission to do so;
- Take steps to make sure people receive information which they can access, understand and receive communication support if they need it.

✓ The standard does not include interpretation and translation; in implementing the standard the Trust has taken the opportunity to include this it is an important part of communicating with our patients.

✓ We continue to research innovate ways to communicate with our patients.

The Trust Website

The Trust's website can be viewed at www.york.nhs.uk and complies with WCAG/WAI web standards and guidelines, as required by the NHS and all other UK public sector organisations. The site includes "BrowseAloud" (a free screen reader service) text resizing, access keys and a translation tool for languages other than English. It is also compatible for people using mobile phones, tablets, and other devices to browse the internet.

✓ Patient leaflets are published on the website in PDF format.

1.3 Patient Experience

This section of the report is largely unchanged from our previous annual report as it aligns to the progress with delivering the five commitments of the Patient Experience Strategy 2015-18 which remains current.

Listening to our patients, welcoming feedback and sharing the results from ward to board helps us improve the quality of the services that we provide.

Learning from what patients tell us, identifying actions for improvement and monitoring their delivery

Responding to feedback in an open and timely manner and reporting on themes and trends so people can see what matters most to patients, celebrate success and identify what needs improving

Involving patients in decisions about their care and delivering a service that is responsive to their individual needs

Nurturing a **culture** of openness, respect and responsibility.

Key achievements

- ✓ Text messaging as a method of communications with our patients is continues to be explored across the organisation.
- ✓ The Trust has a dementia strategy which is overseen by the Dementia Steering group
- ✓ There are new patient and visitor information boards across the ward
- ✓ The Mobile chemotherapy unit, which is recognised as a big step forward in improving the experience of patients undergoing chemotherapy.
- ✓ We have received outstanding patient experience feedback received for the new Malton Urology Diagnostic One Stop Clinic

Key points, which supported a successful outcome were:
- Clinical engagement in all elements of the project from day 1
- A focus on detail (there are 9 toilets in the clinic – important for a urology department; the arts team and Trust Charity supported an artist to develop a bespoke interior design for the clinic)
- Staff engagement – throughout the project and ongoing (staff consistently say how much they enjoy working there).

The patient feedback highlighted that, as well as being satisfied with the clinical care, little things make a big difference to people's experiences.
- One of the most frequent comments is people's appreciation of free car parking
- The only negative theme was that, in the first month of operation, the coffee machine in the waiting area was not working and some comments about having to travel to Malton.

✓ Complaints resolution - Improvements have been made through supporting early resolution and/or de-escalation. There is robust administration and governance underpinning the new way of working.

✓ Volunteering - a new training package is being delivered for dining companion volunteers

✓ Welfare of armed forces - A regional meeting of the armed forces family support group took place in June. The vulnerability and isolation of families on bases is recognised and the aim is to provide continuity of care to patients.

Key Challenges

General Data Protection Regulations
In February the Trust received a letter from the Care Quality Commission regarding the new data protection legislation which took effect from 25 May 2018. This communication highlighted the importance of providing patients with GDPR compliant information, such as privacy notices, that tell patients how their contact details may be used for surveys. All survey posters display opt out information and Patient Advice Liaison Service contact details for registering preference.

Access to drinking water
A decision was taken by the Trusts Water Safety Committee to remove water fountains due to the risk of contamination. Patient Advice Liaison Service received two concerns since the water fountains had been removed and patients felt their only option was to buy bottled water. In

addition, three Friends and Family Test comments were received in February regarding access to water in the Emergency Department (ED).

Water is now available in the ED and no further concerns have been raised. It was agreed that feedback would be monitored to ensure there is not an emerging patient experience theme.

Report on national inpatient survey results

With 591 surveys returned completed, the Trust had a response rate of 49.8% which was down from 53% in 2016.

The Trust scored an average score of 76% which is higher than in 2016 and was in the top 20% of Trusts on five questions and the bottom 20% of Trusts on four questions.

Compared with the 2016 survey, the Trust showed a 5% or greater improvement on five question scores and a 5% or greater reduction in score on one question.

From the survey the following strengths were identified for the Trust:

- ✓ Keeping to planned admission dates
- ✓ Providing practical help from staff to eat meals
- ✓ Information provision - before operations/procedures, information to family to help support care, knowing who to contact if worried after leaving hospital

The following areas identified for improvement:
- Noise at night from other patients remains an issue for patients despite the good work that has been undertaken to date and the fact that the Trust did score significantly better in this area this year.
- Nurse staffing levels
- Communicating named nurse to patient
- Privacy when discussing condition or treatment

It has been recognised that the Trust in addition to some targeted work at specific sites such as sharing the improvements in medicines management at York with staff at Scarborough as well as rolling out the pharmacy inserts used in packs at York, we are looking at our communication of the results to staff which will likely include listening exercises across sites

Report on national maternity survey results

This national survey takes place annually (this was previously undertaken every three years). It was last undertaken in February 2018.

358 surveys were posted and there was a 45% response rate. The average mean rating score, across all questions, was 82% which is higher than in 2015 and the overall impression is positive.

The Trust scored in the top 20% of Trusts on 26 questions and the bottom 20% of Trusts on only 2 questions, both on choice of place to give birth.

Work is ongoing both locally and nationally to ensure choice is more widely known. 17 questions showed at least 5% improvement on the 2015 score, and 1 question showed a 5% or more worsening of score. The remaining questions showed less than 5% in change in score since 2015.

The results and overall scoring is positive, a poster has be designed to provide feedback of the results to staff on the wards.

➢ Looking forward

- ✓ Maternity COMFE rounds (patient welfare / care checks) to be relaunched. Peer supporters of the directorate are to be utilised for the COMFE rounds.

- ✓ Staff communication around infant feeding and supporting patients to make a choice is to be reviewed to ensure consistency to the advice given.

- ✓ Continuity of Care: A pilot is underway for multiple births with a view for it to be rolled out from patients with diabetes if the pilot return is positive.

Results of Visiting Time Survey

It had been agreed that patient feedback would be reviewed at Patient Experience Steering Group to evaluate the impact of the changes on patients, visitors and staff. Feedback gained has been positive in relation to extended visiting times.

Feedback from the Friends and Family Test responses highlighted a mixed picture. Comments included positive for the new times compared to others who expressed dissatisfaction with being disturbed by other people's visitors, not liking visitors being present during meal times.

The results of the dementia carers survey showed a marked change since the introduction of the new visiting times and John's Campaign, with the majority of carers of people with dementia now stating that they did not feel there were restrictions on their visiting.

Issues relating to visiting times have been highlighted on 'Safety Walk Abouts'. There continues to be feedback from staff about the balance of being open to visitors on the ward, needing to complete ward rounds and attending to patients' personal care in a safe and dignified manner.

Scarborough has previously had a more established culture of open visiting, and the majority of debate about the new visiting times related to the York site.

➢ Looking forward

Further patient and staff feedback is to be gathered to cover a greater number of wards. This would be reported at the next Patient Experience Steering Group.

2 Our Workforce

This year's report focuses on permanent and fixed term employees (i.e. excluding those on bank contracts). There is also a dedicated section which focuses on the key findings for our temporary workforce.

In line with the General Data Protection Regulations, we have combined some categories so that there are at least 10 people in each category. This helps to protect the anonymity of staff. Below is an overview of the Trust's workforce, followed by a profile of those joining and leaving the organisation and findings within pay bands.

Report Preparation

The overall number of Trust staff increased from 8,630 on 31 March 2017 to 8,787 on 31 March 2018. This increase is primarily due to some services and their staff transferring into the organisation within the year as well as a more stabilised turnover of staff over the year.

The staff profile is based on a snapshot of all members of staff working for the York Teaching Hospital as at 31 March 2018. Data is also shown from 31 March 2017 to compare how the profile has changed.

The headline statistics below include the overall staff profile, joiners and leavers for the period 1st April 2017 to 31st March 2018.

Also included within this section is a breakdown of the profile by pay grade. The pay grade analysis includes Junior Doctors. Within this work we combined many of the categories together to protect the anonymity of individuals. The analysis is not an equal pay audit; it is not looking at equal pay for equal work but at distribution of staff across pay bands by gender.

1,158 individuals joined the Trust between 1 April 2017 and 31 March 2018, and 941 staff left the Trust during this same time period. The figures for 2017-2018 do not include Junior Doctors as including this group would adversely reflect on the data and on the findings and conclusions which are then drawn.

The highest numbers of staff are in pay bands 2 and 5. This is because band 2 includes most of the administrators and healthcare assistants whilst band 5 is the entry grade for all nursing staff which is the largest staff group in the Trust.

2.1 Staff profile

On-going work

Protected Characteristic – Gender

- The gender breakdown remains relatively unchanged with women making up 79.3% of the Trust's workforce. The largest proportion of female staff is seen in Nursing and Midwifery roles (93.2% of this group are women, reflecting this being a sector which traditionally employs more women than men).

- Males made up 21.5% of new starters which is slightly higher than the 20.7% of all staff employed in the trust who are male.

- Proportionately the number of men leaving the organisation has increased compared to women. Men now account for 22.8% of leavers, an increase from the 18.6% of male leavers the previous year. 77.2% of all leavers are women which was a decrease from 81.4% the previous year.

- The overall number of female staff is higher in each pay band apart from Medical and Dental grades where there were more men (470 males to 307 females) and this group also accounts for just over a quarter (25.8%) of all male staff. In contrast 4.4% of female staff are in Medical and Dental grades.

- In volume terms a higher number of women are in grades 8a+ than men (215 female staff compared to 83 male staff). This banding includes a variety of different roles including senior nursing roles (Matrons) which tends to attract a higher number of women. However, proportionately, men are more likely to be in band 8a+ roles (i.e. accounting for 4.6% of the male workforce) than women (representing 3.1% of the female workforce).

(See appendix C Tables/Figures 1-4)

Protected Characteristic - Ethnicity

- The proportion of staff who identify their ethnicity as being White is 89.4% compared with 89.8% the previous year. Of this, 81.5% declared as White UK.

- The overall percentage of BME staff is 7.2%. The largest BME group was Asian and Asian British, accounting for 4.0% of all staff.

- The percentage of new staff whose ethnicity was unknown decreased to 6.0% (down from 7.8% in the previous year). The percentage of new starters who said they were from BME groups was 7.2% (mirroring the 7.2% of all staff in post who identify their ethnicity as BME).

- The percentage of staff leaving the Trust from a BME group decreased from 6.8% last year to 6.5%. This is slightly lower than the overall Trust percentage of 7.2% that BME staff account for.

- The highest percentage of BME staff is seen for Medical and Dental pay scales (35.3%), equating to 225 people. Compared to this, only 6.5% of all White staff are in Medical and Dental pay scales, although this does equate to 507 people.

- BME staff make up a significant proportion of Medical and Dental staff, which has a major impact on the data and findings which can then be drawn from any analysis of staff within different pay scales. It can however be said that BME staff are less likely to be in band 8a+ roles (0.9% are in band 8a+ roles, with these pay bands accounting for 3.4% of all staff).

  (See appendix C Tables/Figures 5-8)

Protected Characteristic - Sexual Orientation

- The percentage of staff where we do not know or the person does not want to disclose their sexual orientation continues to reduce (from 52.3% in 2017 to 46.9% in 2018). Although this figure still remains high there has been continued improvement in the capturing of this data and this figure has reduced fairly significantly from the 74.7% recorded five years ago.

- 93 staff disclosed as lesbian, gay or bisexual (1.1% of all staff, an increase from 0.9% last year). The percentage of heterosexual staff has increased from 46.8% to 52.0%; this increase will most likely be due to the improved means of capturing protected characteristic information via the ESR Self Service functionality.

- 23 new starters (2.0% of all starters) identified themselves as lesbian, gay or bisexual (higher than the figure of 1.1% seen for lesbian, gay and bisexual people in the overall trust's workforce). This percentage is an increase from last year (1.4% of all starters).

Please note: In respect of those leaving the Trust and our analysis by pay grade, due to following good practice in data protection and to ensure personal privacy we are unable to make any meaningful conclusions here. Lesbian, gay or bisexual staff account for a small proportion of staff, but also for 46.9% of staff their sexual orientation is still not known, or that staff prefer not to disclose this.

(See appendix C Tables/Figures 9-12)

Protected Characteristic – Religion and Belief

- The number of staff disclosing their religion and/or belief continues to improve with now 22.7% of our staff not wishing to disclose their religion/belief. Christians make up 35.7% of staff, up from 33.2% the previous year.

- The number of staff where their religion and/or belief is undefined reduced from 29.0% to 25.1%.

- 48.5% of the new staff joining the organisation stated that they were Christian. Initially it appears that this is notably higher than the equivalent percentage of Christians in the trust's overall workforce (35.7%). However if the 'unknowns' are excluded (which account for a high proportion of the trust's overall workforce), 47.6% were Christians[1].

- The proportion of new starters who practice other religions also saw a higher percentage than the equivalent in the trust's overall workforce (12.4% of new starters compared with 7.1% of the overall workforce).

- 36.3% of staff who left the Trust were from Christian religions / beliefs.

- A high proportion of staff from Non-Christian religions is seen in Medical and Dental roles (accounting for 20.7% of such staff – in contrast with 7.1% of the overall workforce). This links to why those from Non-Christian religions are less likely to be in either the below band 6 category or band 6 and above roles.

(See appendix C Tables/Figures 13-16)

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[1] More specifically this involves excluding the 2,205 staff where their religion and beliefs are unknown and then re-calculating the percentage who were Christians

Protected Characteristic - Age

- The workforce age profile has remained relatively stable compared with the previous year with the most notable change being in the percentage of staff in the over 61 age group (although this age group only increased from 5.4% in 2017 to 6.1%).

- Similar to last year, new starters tend to be younger than that seen for the Trust's overall workforce. Individuals aged 25 and under made up 25.1% of all starters but only 7.6% of all staff.

- The leavers rate is unsurprisingly highest for individuals aged under 30. This is likely to be due to younger people generally moving around more to find a job that suits them.

- It is normally expected that the 61 and over age group will have the highest leavers rate (primarily due to retirement), but in the latest year, the 56-60 age group leavers rate has been higher (17.6% of leavers were aged between 56 and 60 compared with 13.3% of staff aged over 61). Overall, staff aged over 56 made up 18.0% of the Trust's overall workforce but 30.9% of leavers.

- Staff aged under 30 made up 19.4% of the workforce, yet this age group made up 26.4% of staff leaving the Trust.

- Younger workers tend to be concentrated in the lower pay bands. This includes 37.7% of those aged under 25 being in the lowest two pay bands of staff. Whilst a further 46.1% of those under 25 were in bands 3 to 5 roles, only 7.7% were band 6 or higher.

(See appendix C Tables/Figures 17-20)

Protected Characteristic - Disability

- Overall, 2.1% of staff across the organisation identified themselves as disabled, which shows a low overall representation. However, the number of staff who indicated that they have a disability has been increasing (from 110 in 2016 to 132 in 2017 to 181 in 2018).

- The percentage of staff whose disability status is 'not known' has fallen from 43.8% to 37.6%, reflecting the trust's efforts to better capture and improve the quality of such information.

- This low percentage is not reflected in the annual staff survey (2016) where 19% of staff identified themselves as having a long-standing illness, health problem or disability.

- Of the 1,158 new starters, 50 people identified themselves as disabled. This equates to 4.3% of all starters, which is higher than the 2.1% of all trust staff.

- 2.9% of those leaving the Trust were disabled. The percentage of leavers whose disability status was unknown decreased from 36.7% to 29.1%.

Pay Band - Please note: Due to confidentiality issues we are unable to make any meaningful conclusions here. A key factor here is the very small numbers of staff in each pay band and we still don't have an accurate figure of how many disabled staff we employ.

(See appendix C Tables/Figures 21-24)

On-going work

The capture of protected characteristics information at all points of the employment cycle continues to be a key priority.

- ✓ The emphasis is on accuracy and encouraging staff to report information which is reflected in a continued reduction in the proportion of 'do not knows'.
- ✓ Continue to encourage staff to self-report personal data to improve the Trust Equality and Diversity Data and provide a safe environment for individuals to disclose.

➢ **Looking forward**

- ✓ The Trust is going to undertake a review of all HR related forms to ensure appropriate capture of Equality and Diversity data.

- ✓ As a Trust we recognise that we are committed to continually raising staff awareness and confidence in the use of such data in order to identify inequalities between different staff groups, monitor incidents of discrimination, facilitate change and proactively tackle identified issues.

Our Temporary Workforce Staff profile – A summary

The staff groups included in this section includes; Locum doctors, as well as those in a number of bank roles, e.g. Nurses; Midwives; Healthcare Assistants and those working in areas such as Radiology and Physiotherapy.

As of March 2018 there was a total of 1,169 temporary staff on which the analysis is based. This figure has continued to increase over the last couple of years due to the Trust continuing to expand the internal nurse and medical bank, reflecting the important role played by our temporary workforce.

Please note: Due to confidentiality issues it is only possible to report any meaningful information on gender, age and religion/beliefs. This data is also being compared to the overall workforce for the Trust. Key findings on our temporary staff are summarised below:

- The gender split of our temporary workforce is proportionately in line with the trust's overall gender split.

- More likely to see a higher percentage (compared to the Trust's overall workforce) who are 30 years old or younger. (33.9% of our temporary workforce are aged 30 or under compared to 19.4% of the Trust's overall workforce).

- Compared to the Trust's overall workforce, the Trust's temporary workforce is less likely to be aged between 36 and 50, but more likely to be aged between either 51 and 55 or 61 or older.
- More likely to be from Non-Christian religions and beliefs (5.6% compared to 2.6% of all staff). Equally, more likely to be Christian (47.1% compared to 35.7% of all staff).

(See Figures 25 - 27 in Appendix C)

2.2 Staff Learning and Development

The Learning Hub

Learning Hub is the learning management system for York Teaching Hospitals Foundation Trust. All staff can access to it from their workplace or via the internet and use it to undertake online learning, book onto courses and record appraisals. During 2017/2018 clinical skills competencies also started to be added.

Up to the minute reports are available for all staff about their own learning & appraisals, extra reports are also available for managers and heads of departments/directorates to enable them to monitor their own areas.

Whilst Learning Hub was initially focused on statutory and mandatory training, during 2017/2018 many departments switched their own training courses over to Learning Hub and now use this as their main platform for delivery and recording completions. Whilst courses still have to be added centrally they can be managed at ward/department level and training is available for those areas wanting to do so.

Appraisals and Development Policy

- ✓ Line managers continue to report appraisal activity directly on to the Learning Hub, which is our learning and development portal. There is the functionality within Learning Hub for real-time reporting of appraisals which has gives line managers a full picture of their appraisal activity. This supports the proactive work carried out with directorates and or individual managers who are regularly or periodically not reporting undertaking appraisals with members of staff.

- ✓ The Appraisal policy is being reviewed.

- ✓ The Trust's Pay Progression policy continues to provide accountability from members of staff to ensure their awareness of when their appraisal is due and sharing the accountability for ensuring that it takes place timely and has meaningful outcomes.

- ✓ The NHS Pay Deal introduced in April 2018 will result in most staff being able to reach the top of the band quicker, subject to the new pay progression system.

Looking Forward
- ➢ There will be new NHS National Guidelines for pay progression which the Trust will be adopting.

We have previously reported about introducing a development policy to incorporate the appraisal policy. The decision was made to keep a separate appraisal policy with a continued focus on a values based approach to managing and developing our staff. The appraisal policy is currently being reviewed and a separate development / talent management policy is being developed. Discussions and consultations have and will continue to take place with our staff side representatives on any proposed changes.

Staff induction

- ✓ The Trust has undertaken a full review and update of the Equality, Diversity and inclusion elements of our corporate induction program and the induction program for Health Care Assistants

Apprenticeships

- ✓ The Trust continues to adopt an 'access to all' approach to apprenticeships.

The Trust has maintained our historical stance of recruiting young people into 'starter' apprenticeship roles. We are also starting to see a cultural shift with apprenticeships being viewed as a true equivalent to academic learning

Many of the apprenticeship standards that are required for those working in the NHS are not available yet. However, we expect these will be released in 2018/19 at which point we will start to see the formation of progression routes from starter roles to those that are more specialist in nature.

- ✓ The opportunity to complete an apprenticeship is also being offered to existing staff to aid their future progression.

Project Choice

A Health Education England Supported Internship Programme – an update from Karen Porter Project Choice Area Manager

Project Choice is a supported internship programme for young people aged 16 - 24 with learning disabilities, difficulties or autism (LDDA). NHS Health Education England

support York Teaching Hospitals NHS Trust to deliver the programme in Scarborough and York. The focus is 'work readiness' and matching interns skills to potential employment.

The project team ensures there are placements across the Trust looking specifically at entry-level jobs to make sure the right learner is allocated to the right role. They also work closely with department managers to ensure that tasks are clearly understood. In addition, the programme offers training to staff to become work-based mentors, working alongside and supporting interns. Over 40 staff in the Trust have been trained this year to support learners with LDDA, developing unique teaching techniques and skills, which can be transferred across the organisation.

The interns spend a minimum of 12 weeks in their placement and are integrated into the team and into the hospital environment. The Project Choice team uses this time to look at any barriers and potential areas of development. Throughout, interns are gradually assessed on how ready for employment they are.

This year 23 interns have been supported across York and Scarborough hospital sites, giving learners the opportunity to develop their employability skills ready for apprenticeships or employment within or outside of the Trust.

Looking forward

- ✓ In September 2018 the programme will start to develop a work experience element for students still at local schools for half a day per week for 6 weeks. This gives students an opportunity to develop skills for the workplace, make choices about career directions and ensures young people understand the importance of matching their skill sets to work while still in education.

2.3 Recruitment

The Trust continues to emphasise the importance of a values-based (VBR) approach through its recruitment strategy.   All recruitment campaigns which are centrally supported by the HR team utilise VBR methodology.

- ✓ The VBR approach relies on the attraction and selection of new staff according to their motivations and drivers, and ensures that experience and qualifications are not given a disproportionate level of attention in the selection process.

- ✓ Research has shown that values-based recruitment increases workforce diversity as it takes a much broader view, not only of applicants, but of the attributes which make someone suitable to undertake a particular role.

The Trust's Recruitment & Selection training, which is available to all staff, promotes a values based approach. The content of this training course is continually under review to ensure that it reflects current legislation and best practice.

Careers Events
- ✓ The Trust continues to attend careers and recruitment-related events hosted in schools, colleges and universities in our community. We continue to support City of York Council with their recruitment events in the city.

Trust-Wide recruitment
The Trust Recruitment Team works closely with the Chief Nurse Team to recruit experienced and pre-registered nurses, arranging recruitment events including 'interview on the day' opportunities in York and Scarborough.

The Trust remains active in their work with the University of York and Coventry University to attract nursing students to our Trust, offering application and interview skills seminars to student nurses and Post Graduate Nurses.

- ✓ Following the update in the 2016/17 annual report; the Trust is building on its successes and continues to proactively recruit Nursing Associates, Associate Practitioners and Health Care Assistants to the Trust.

Physician Associates
The Trust has been working with its Directorates to support the introduction of a new role of Physician Associate into the Trust.

- ➢ Looking forward

  - ✓ We will be interviewing during July 2018 and hope to recruit a cohort of Physician Associates to start work in October 2018.

Estates & Facilities

- ➢ Looking forward

To assist with an identified shortage of domestics and porters available over the summer period; the Trust are running a campaign to attract individuals from across our communities who are interested in having a bank contract for these roles.

  - ✓ The recruitment and selection process is designed to be completed in one day and accessible to all.

Social Media
In addition to more traditional methods, the Trust continues to utilise Facebook and Twitter to promote vacancies to a wide audience.

- ➢ Looking forward

There is a plan to increase our use of social media as a strategy to continue to broaden our level of reach, appeal and engagement in our future recruitment campaigns.

Protected Characteristic – Gender

- Males made up 31% of the total applicants. 38.1% of these applicants were shortlisted.
- Females make up 68.8% of the total applicants, and 61.4% of those were shortlisted.

Protected Characteristic – Disability

- The Trust is a Disability Confident Employer which has two key themes; getting the right people and then keeping and developing them. 5.6% of all applicants stated they have a disability and 4.6% of all applicants shortlisted stated they have a disability.

Protected Characteristic – Ethnicity

- The data shows that of a total of 19,730 applications made, 15,052 were white (76.4%) and 4,029 were BME (20.2%) 3.3% were unknown ethnic origin.

- The data shows the number of applicants who are white were the most successful group in getting shortlisted from their job applications when compared to all the other ethnic groups.

Protected Characteristic – Age

- Applicants under the age of 20 accounted for 2.7% of all applications. Applicants in their 20s made the highest number of applications with over a third (collectively 36.4%) of the total number of applications.

Protected Characteristic - Religion and Belief

- 47.4% of all applications were received from applicants who declared they were Christian and consequently over half (37.4%) of the shortlisted applicants were also Christian. 11.6% of applicants did not disclose their religion and belief. 20% were other religions and 18.9% declared themselves to be atheists

Protected Characteristic - Sexual Orientation

- 87.7% of applicants declared themselves to be heterosexual. This is reflected in the shortlisting data, which shows that 91.3% of all applicants shortlisted had declared themselves to be heterosexual.

Please see appendix D for full data set

Staff Survey Responses

The annual staff survey which runs in the Autumn each year asks staff whether they believe that Trust provides the opportunity for flexible working patterns and the 2017 results reflected that men and women were equally satisfied with the opportunities for flexible working patterns.

The survey asks if staff have experienced discrimination at work within the last 12 months. 32% of BME staff reported as having experienced discrimination at work, in comparison with the Trust average of 10%.

70% of employees who disclosed as having a disability in the staff survey reported feeling pressure to attend work despite feeling unwell. This was in comparison to the Trust average of 51%. It should be noted that the number of individuals reporting a disability in the staff survey does not correlate with the numbers reporting in the Trust employee records system. The number in the staff survey is considerably higher.

The Trust continues to take remedial action wherever possible through its annual action plan to address the different experiences highlighted

across the protected groups. The action plan is disseminated and worked on at a Directorate level.

As the staff survey is anonymous actions taken through the action plan are generalised. Targeting specific work with those who report through our employee records may prove counterproductive in our aims to increase disclosure of protected characteristics.

2.4 Grievance, Disciplinary and Bullying and Harassment

Bullying and Harassment

The percentage of staff in our 2017 Staff Survey who said they had experienced harassment, bullying or abuse from patients, relatives or the public within the past 12 months was 26% mirroring our 2016 figures.

The number of staff who had experienced harassment, bullying or abuse from staff in the past 12 months increased slightly from 24% in 2016 to 25%.

With reference to specific protected characteristics, of the staff who declared themselves disabled in the staff survey, 33% said they had experienced bullying, harassment or abuse from patients/service users or their relatives and 36% said they had experienced bullying, harassment or absence from staff in the last 12 months.

Likewise, of the staff who declared themselves from black and minority ethnic backgrounds, 26% said they had experienced bullying, harassment or abuse from patients/service users or their relatives and 28% said they had experienced bullying, harassment or absence from staff in the last 12 months. Whilst the number who experienced bullying, harassment or abuse from patients/service users mirrors the number for those staff who declared themselves from a white background (which was also 26%), the number of BME staff who experienced bullying, harassment or absence from staff in the last 12 months was higher than for white staff (28% of BME staff compared with 24% of white staff).

Finally, men who responded generally appeared to have overall, slightly more positive experiences at work than women. Women reported higher scores than men in both the % experiencing harassment, bullying or abuse from patients, relatives or the public in the last 12 months and % experiencing harassment, bullying or abuse from staff (28% and 25% respectively for women compared to 19% and 23% for men).

The number of live bullying and harassment complaints between 1 April 2017 and 31 March 2018 was 3. However, due to the small numbers, it is not possible to give quality monitoring data.

The Trust is committed to a zero tolerance approach to bullying and harassment and has a specific 'live' action plan to tackle and raise awareness of Bullying & Harassment issues to improve their resolution.

These include:

- ✓ Developing people management training for managers to include promoting culture change

- ✓ Re-introducing a revised and updated Trust personal responsibility framework to all staff.

- ✓ A full review of the Bullying and Harassment Policy

- ✓ Signposting for all staff from induction onward in respect of raising a complaint to the Freedom to speak up/ safer working guardian

- ✓ Training and developing the network of Fairness Champions how they might respond bullying & harassment issues are raised with them including the support available in the Trust; providing them with a strong link to the freedom to speak up / guardian of safer working

- ✓ Information on the role of the Fairness Champions is given to all new starters to the Trust at corporate induction

- ✓ Restorative practice approach

To ensure compliance with the General Data Protection Regulations we are unable to report on all characteristics due to the small number of disciplinary, grievance and bullying and harassment cases recorded.

Employment Tribunals

During this year one Employment Tribunal claim was received and was on the grounds of discrimination. This claim has been successfully defended.

Grievances

Continuing the trend from the previous year, the majority of Grievance cases were raised by White British staff. The main reason behind this is most likely due to White British staff accounting for the largest percentage of staff within the Trust.

Investigations and Disciplinary Action

The data provided in the report reflects the methodology for the Workforce Race Equality Standard (WRES) indicator and is measured on staff entering into a formal disciplinary investigation during the reporting period from 1 April 2017 and 31 March 2018. (The WRES indicator will then use the current year's data and previous year's data to calculate a two year rolling average on which to base the relative

likelihood of BME staff entering the formal disciplinary process compared to non BME staff)

The vast majority of cases (approximately 96%) involved staff within the groups of White UK and White other groups.

Ongoing work

- ✓ We continue the review of both the Trust Discipline and Grievance Policies and associated Procedures; the purpose of the review is to ensure the documents both support managers to respond promptly and proactively via and informal discussion where appropriate to do so, whilst ensuring the processes feel appropriately person centred. This review will include the development of an updated training package for investigating officers.

2.5 Staff Support Groups / partnership working

The Trust staff support groups were established in 2014; a staff Lesbian, Gay, Bi-sexual and Trans (LGBT) Network and the Fairness Champions. Both groups are comprised of staff who have volunteered with the common aims to:

- ➢ Provide a safe environment to raise issues
- ➢ Give information, guidance and support to staff
- ➢ Contribute to staff development activities and awareness events
- ➢ Assist colleagues to assess impact of policy etc. to ensure inclusivity
- ➢ Signpost and support people to live the Trust values
- ➢ Support the role of the Freedom to Speak Up / Safer working Guardian.

Staff LGBT network 2017/2018 highlights include:

In June 2017 the Trust illuminated the roof of the hospital with rainbow lighting for visible support of York Pride and to the LGBT community; the network also had a presence at York Pride.

In October 2017 we supported a play called 'Vincent River' for the York LGBT Forum Directed by the network's Chair Steven Clark. It concentrated on LGBT issues within society and young people, mental health and social issues as well as hate crime. We gave information to the actors and leaflets to public on sexual health.

Also in October, the Trust joined the York LGBT Forum for a Hate Crime walk through York to raise awareness of LGBT issues in aid of The Matthew Shepherd Foundation.

The Trust continues to be a corporate member of the York LGBT Forum and in November 2017 hosted their Annual General Meeting which included a promotion of our staff network and was hosted by 'HIV Activist' Jonathan Blake whose life was portrayed in the film 'Pride'.

February was LGBT history month and in 2018 the Trust had a display in the entrance of York hospital displaying facts about LGBT staff within the NHS, LGBT issues within communities and it also mapped out the journey LGBT people have come within the NHS and services that are on offer for LGBT staff and patients.

- ➢ Looking Forward

  - ✓ Coming up we have supported Chair Steven Clark with his musical production Bring On Tomorrow which will be presented at the York Barbican on 8th July this is an event to promote equality, inclusion

and social diversity within York. The Forum have dedicated some time with the Communications team to tweet and support it via social media.

✓ In October 2018 we will be supporting the hate crime walk again.

✓ The LGBT forum will be undertaking a review of Transgender issues with society and the community and how as a trust we can encourage more Transgender people to apply to work for us and how we can be an inclusive and safe workplace.

✓ The Trust aim is to be recognised as a LGBT Employer on the Stonewall listing of LGBT Friendly employers.

The Trust Fairness Champions
An update from Lisa Smith, Freedom to Speak up / Safer Working Guardian.

Throughout summer 2017 the Guardian of Safe Working led a Trust-wide recruitment campaign to develop a network of volunteer 'Fairness Champions'.

The role of a Champion is to support the freedom to speak up agenda, help us to promote fairness, raise concerns and challenge behaviour which is inconsistent with the Trust values.

During 2017 34 new Fairness Champions were recruited. It is hoped these roles will play a key part in tackling some of the issues broached in the 2017 staff survey.

The front page of the Trust's 'Staff Matters' publication helped to raise the profile of Champions and dedicated pages were set up on the Trust intranet so that staff could learn a little more about each individual Fairness Champion before making contact.

Newsletter for staff of York Teaching Hospital NHS Foundation Trust, working together for the communities of York, Scarborough, Bridlington, Malton, Selby and Easingwold.

February 2018

NHS York Teaching Hospital NHS Foundation Trust

StaffMatters

Fairness champions

Fairness Champions were invited to attend the Fairness Champion Steering Group which feeds in to the Fairness Forum (which in turn

reports to the Workforce & Organisational Development Committee). This gives Champions the opportunity to comment directly on policy reviews such as the most recent version of the bullying and harassment policy.

In order to develop and support Fairness Champions, the network has linked with the Organisational Development and Improvement Learning team to secure role-specific 'foundations in conversations', 'introduction to coaching skills' training and sessions on 'mental health and wellbeing' from the Trust's Centre for Occupational Health and Wellbeing. Sessions have taken place on 'unconscious bias'.

- ✓ Champions had a face-to-face presence at each of the Staff Benefits and Wellbeing Fairs to raise awareness of the support available. At the York Hospital fair over 400 leaflets describing "who we are and what we do" were taken and the conversations had with staff were overwhelmingly positive.

- ➢ Looking forward

- ✓ As well as assisting staff with their individual concerns, throughout July 2018 Fairness Champions will be supporting several departmental "listening exercises" across the Trust.

- ✓ The 2018 recruitment campaign began in June to further enhance the diversity of the network.

- ✓ Further updates on equality and diversity plus peer mentoring sessions are scheduled for the Fairness Champions throughout the coming year.

Trade Unions / Staff Representatives

We continue to work in partnership with our trade unions and staff representatives in the on-going development of policies and procedures to ensure fairness and equality in our people management processes. We are also grateful for the practical support of resources for our staff support groups to promote awareness of issues such as bullying and harassment

Working in partnership with other health and social care organisations and third sector organisations (including non-profit making organisations or associations, charities, community groups etc.) enables the Trust to

understand how to affect change effectively making best use of resources available.

healthwatch

Healthwatch York values the opportunity to continue passing on issues raised by the public to the Trust Fairness Forum.

With the help of the Forum Healthwatch York was able to contribute into the production of 'Getting Things Changed' a report based on Reasonably Adjusting Hospital Services published by the University of Bristol.

Healthwatch York looks forward to continuing working with the Forum in the future.

Healthwatch York 2018

3. Our Achievements

This year, many of our achievements are covered throughout the report; further achievements include;

✓ In November 2017, The Trust held a EDS2 stakeholder event and were graded overall as amber against the EDS2 goal, 'better health outcomes', this was determined by stakeholders as an improving picture with positive steps made by the Trust since the previous stakeholder event.

✓ The Trust are working with stakeholders to refine the EDS2 action plan and will communicate progress on a regular basis, with a view to holding the next face to face event in 2019.

In early March 2018, the Trust published its Gender Pay Gap reporting in line with the legislative requirements ahead of the 31st March deadline which can be found at https://www.yorkhospitals.nhs.uk/about-us/equality-and-diversity/gender-pay-gap/

✓ During the last quarter of 2017, the Trust developed and ratified through the Fairness Forum and the Trust negotiating bodies a new Equality Impact Assessment toolkit to support managers who are implementing a new policy or service.

Mental Health Awareness

The Trust has a well-established Mental Health Working Group which supports the overall Health and Wellbeing of our workforce. The Mental Health Working Group is chaired by a Clinical Psychologist (Lead for Psychological Wellbeing) and has a clear strategy and annual action plan. Achievements in 2017/18 include:

✓ The development and implementation of a number of new training courses and wellbeing workshops including Managing Mental Health in the Workplace; Sleep and Relaxation workshops; Resilience workshops

✓ Undertaking a tender process to procure a new Employee Assistance Provider, Health Assured

✓ Establishing Schwartz Rounds which have had very positive feedback and are scheduled throughout the forthcoming year

✓ Developing online resources for managers including an Individual Stress Risk Assessment video on the intranet

- ✓ Developing self-help toolkits and booklets for staff who are experiencing mental ill health

- ✓ Ongoing work with the Trust's newly established network of Fairness Champions to enhance mental health knowledge and signposting

- ✓ Sustained Occupational Health-based services for staff who experience mental ill health including cognitive behavioural therapy and Wellbeing Resilience Action Plans (WRAPs)

- ✓ The Trust continues to be a signatory to the Mindful Employer Charter.

- ➢ **Looking forward**

  - ✓ Interventions planned for the near future include the roll out of a Trauma Risk Management based training model to support staff who may have experienced trauma at work (such as a never event, Serious Incident, traumatic emergency case or such like) and further roll out of Stress Audits to be offered to teams/Directorates with high mental health absences.

Disability Confident

- ✓ As a Trust we successfully attained the disability confident employer status in October 2017. Through the Trust Fairness Forum a review is being undertaken of the actions which should be focused on in both the short and long term to ensure that The Trust maintains this important status.

Arts Team

- ✓ The Arts Team show exhibitions from all people across our communities including staff at all levels in the organisation, amateur artists, community groups, patients and professionals.

- ✓ The theme of the exhibitions have included 'what does the human genome mean to you?' The Trust has showcased 6 of York's heroes, from those commended for their commitment to fundraising and kindness to those doing excellent work with care and dementia awareness. Previously we have exhibited work with links to autism and Down syndrome.

- ✓ The Arts team participation programme has supported people affected by Cancer (including family and carers); patients in York

and Easingwold Renal units; patients in an elderly ward in Bridlington.

✓ The music programme supports everyone, from the volunteers musicians (students, amateurs, professionals) to the patients, visitors and staff who engage with performances on corridors and wards – in York, Scarborough and Malton hospitals.

✓ The environment projects focus on improving the environment through artistic enhancement, where accessible artwork and input from all levels is considered.

Policy developments

✓ We have developed a suite of documents in respect of assistance and therapy dogs; this aims to provide information regarding Pets as Therapy dogs coming in to the hospital and to give guidance and support for staff with for example hearing or guide dogs. This is currently going through our usual consultation channels.

✓ The Trust launched a revised Sickness Absence Policy in October 2017 applicable to all A4C staff. The new policy was developed in partnership with our Trade Union Partners. One of the key changes was a greater emphasis on early support mechanisms for employees.

✓ To reflect these changes a renewed management training package was developed and rolled out from April 2018.

✓ Trust absence rates have continually improved since January 2018.

➢ Looking forward

✓ HR will continue to work with our Trade Union Partners to review and amend as appropriate elements of the policy guidance where appropriate rather than wait until the formal review date.

York Human Rights City

✓ In March 2017 the Trust Board signed up to the York City of Human Rights.   This is a project that was founded by the Joseph Rowntree Charitable Trust, the Joseph Rowntree Foundation and the Economic and Social Research Council which aims to make York the UK's first Human Rights City.

4. Our Progress against the Equality Objectives

In 2016 as a Trust we determined as we could identify that there was still work to do against our published objectives that these should remain largely unchanged for the 5 year forward. Equality and Diversity is firmly embedded within the Workforce Strategy and led by the acting director of workforce. There is recognition of the intrinsic link between staff experience and patient experience.

The chart below represents the work on our objectives current at the time of writing this report.

Objective		Progress
1	Improve data collection, analysis and monitoring of protected characteristics	• Continued awareness raising of the importance of recording protected characteristics • Continued move towards a self-service model of electronic staff records (ESR) making it easier and more discreet for staff to update their own records
2	Further develop engagement and involvement of patients, carers, governors and staff to reflect local demographics	• Patient stories of experiences with the Trust included at Board Meetings and other staff forums. • Continued promotion of Friends and Family Test. • Revised policy and procedure on concerns and complaints taking into account feedback from patients and staff enabling a more patient-centred focus • Sign up to John's campaign involved engagement with patients and their carers which is responsive to their individual needs.
3	Develop strong partnerships with social care and GP's to ensure patient pathways are free from barriers between providers for everyone	• Continued development of partnership work with local councils and Health and Well Being Boards • Representative member of the three Healthwatch in our area attends the Fairness Forum • Continued work with local provider /commissioner NHS organisations to assess equality progress against the NHS Equality Delivery Framework. • Member of York Fairness and Equalities Board (FEB), York Equalities Network, York Human Rights City steering Group
4	Continue the Board of Directors and senior management development programme ensuring equality and diversity is embedded into all decision making processes leading to active promotion of good relations	• Development of an Equality Impact Assessment toolkit which has been ratified by the Fairness Forum and Trust negotiating bodies.

5. Our Challenges and Future Developments

We recognise that a number of the future challenges some of which are outlined below have significant external influences these will be reflected in our forward planning and detailed action plans for 2017/18 and beyond.

- ✓ As a Trust, we will continue the development of our staff and services to meet the requirements under the accessible information standard, this will include looking at a wide range of methods to deliver interpretation and translation services.

- ✓ Following feedback from the EDS2 stakeholder group, the Trust will be assessing its E&D training provision to see how it aligns with local issues and review their recommendation for the training to become mandatory for all staff.

- ✓ The Trust has committed to rolling out training to support the updated Equality Impact Assessment Toolkit to managers across the Trust in the coming months.

- ✓ Since the migration to the disability confident scheme from 'two ticks' in 2016; the Trust successfully undertook its first self-assessment in the last quarter of 2017 and will hold the disability confident employer status for a 2 year period; during this time it is our aspiration to become a disability confident leader which is the highest level which can be attained under the revised scheme.

- ✓ During 2018, the Trust will continue to build on the success of the Fairness Champion recruitment during 2017 by undertaking a rolling program of recruitment and development of Fairness Champions across the Trust area

- ✓ The Trust will begin preparation for the introduction of the Workforce Disability Equality Standard (WDES) which is scheduled for the autumn 2018.

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6: Appendices

Appendix A Demographics for the local population by Protected Characteristic

This has been taken from the Office of National Statistics website https://www.nomisweb.co.uk/ 2011 Census data based on the seven constituencies and specific constituency wards as per the Trust constitution. Data for disability, gender reassignment, pregnancy and maternity and sexual orientation is not available from this source.

Demographics for the Local Population - Age

Age	Bridlington		Hambleton		Ryedale and East Yorkshire		Scarborough		Selby		Whitby		York		Total	
	number	%	number	%	Number	%	number	%	number	%	number	%	number	%	number	%
Age 0 to 4	3,185	4.7	867	5.0	7,393	4.8	4,274	5.1	4,875	5.8	1,043	4.2	10,960	5.4	32,597	5.1
Age 5 to 7	1,917	2.8	562	3.3	4,557	2.9	2,405	2.9	2,741	3.3	687	2.7	5,971	2.9	18,840	3.0
Age 8 to 9	1,228	1.8	398	2.3	2,873	1.8	1,553	1.9	1,818	2.2	426	1.7	3,770	1.8	12,066	1.9
Age 10 to 14	3,588	5.3	1,081	6.3	8,647	5.6	4,429	5.3	4,852	5.8	1,289	5.1	10,261	5.0	34,147	5.4
Age 15	825	1.2	224	1.3	1,954	1.3	981	1.2	1,028	1.2	304	1.2	2,202	1.1	7,518	1.2
Age 16 to 17	1,571	2.3	442	2.6	3,904	2.5	1,971	2.4	2,167	2.6	568	2.3	4,528	2.2	15,151	2.4
Age 18 to 19	1,465	2.1	366	2.1	3,241	2.1	2,211	2.6	1,812	2.2	505	2.0	8,095	4.0	17,695	2.8
Age 20 to 24	3,040	4.4	708	4.1	6,690	4.3	5,098	6.1	4,453	5.3	1,170	4.7	19,992	9.8	41,151	6.5
Age 25 to 29	2,973	4.4	651	3.8	6,597	4.2	4,262	5.1	4,346	5.2	1,105	4.4	14,355	7.0	34,289	5.4
Age 30 to 44	11,098	16.2	2,936	17.0	26,366	17.0	13,594	16.2	16,589	19.9	3,697	14.7	39,866	19.5	114,146	17.9
Age 45 to 59	14,158	20.7	4,092	23.7	33,591	21.6	17,242	20.6	18,761	22.5	5,939	23.7	37,948	18.5	131,731	20.7
Age 60 to 64	5,962	8.7	1,300	7.5	13,281	8.6	6,378	7.6	6,001	7.2	2,342	9.3	12,209	6.0	47,473	7.4
Age 65 to 74	9,567	14.0	2,003	11.6	19,818	12.8	10,111	12.1	7,702	9.2	3,200	12.8	17,572	8.6	69,973	11.0
Age 75 to 84	5,506	8.1	1,170	6.8	11,761	7.6	6,509	7.8	4,554	5.5	2,025	8.1	11,909	5.8	43,434	6.8
Age 85 to 89	1,491	2.2	300	1.7	3,066	2.0	1,741	2.1	1,147	1.4	518	2.1	3,282	1.6	11,545	1.8
Age 90 and over	758	1.1	148	0.9	1,561	1.0	940	1.1	603	0.7	276	1.1	1,694	0.8	5,980	0.9

Demographics for the Local Population - Gender

Gender	Bridlington		Hambleton		Ryedale and East Yorkshire		Scarborough		Selby		Whitby		York		Total	
	Number	%	Number	%	Number	%	Number	%	Number	%	Number	%	Number	%	Number	%
All persons	68,332	100.0	17,248	100.0	86,968	100.0	83,699	100.0	83,449	100.0	25,094	100.0	204,614	100.0	569,404	100.0
Males	33,051	48.4	8,403	48.7	42,880	49.3	40,343	48.2	40,947	49.1	12,227	48.7	99,555	48.7	277,406	48.7
Females	35,281	51.6	8,845	51.3	44,088	50.7	43,356	51.8	42,502	50.9	12,867	51.3	105,059	51.3	291,998	51.3

Demographics for the Local Population - Ethnic Group

Ethnic Group	Bridlington		Hambleton		Ryedale and East Yorkshire		Scarborough		Selby		Whitby		York		Total	
	number	%	number	%	number	%	number	%	number	%	number	%	number	%	number	%
All usual residents	68,332	100.0	17,248	100.0	86,968	100.0	83,699	100.0	83,449	100	25,094	100.0	204,614	100.0	569,404	100.0
White: English/Welsh/Scottish/Northern Irish/British	66,513	97.3	16,741	97.1	83,682	96.2	79,232	94.7	79,686	95.5	24,393	97.2	184,635	90.2	534,882	93.9
White: Irish	194	0.3	60	0.3	382	0.4	232	0.3	326	0.4	69	0.3	1,131	0.6	2,394	0.4
White: Gypsy or Irish Traveller	49	0.1	11	0.1	95	0.1	30	0.0	158	0.2	7	0.0	300	0.1	650	0.1
White: Other White	736	1.1	234	1.4	1,468	1.7	1,851	2.2	1,907	2.3	290	1.2	6,922	3.4	13,408	2.4
Mixed/multiple ethnic groups: White and Black Caribbean	152	0.2	16	0.1	149	0.2	198	0.2	190	0.2	30	0.1	544	0.3	1,279	0.2
Mixed/multiple ethnic groups: White and Black African	44	0.1	22	0.1	83	0.1	95	0.1	50	0.1	14	0.1	312	0.2	620	0.1
Mixed/multiple ethnic groups: White and Asian	119	0.2	29	0.2	189	0.2	260	0.3	271	0.3	64	0.3	889	0.4	1,821	0.3
Mixed/multiple ethnic groups: Other Mixed	81	0.1	24	0.1	128	0.1	171	0.2	115	0.1	37	0.1	719	0.4	1,275	0.2
Asian/Asian British: Indian	96	0.1	21	0.1	94	0.1	370	0.4	175	0.2	13	0.1	1,540	0.8	2,309	0.4
Asian/Asian British: Pakistani	9	0.0	5	0.0	42	0.0	114	0.1	17	0	55	0.2	419	0.2	661	0.1
Asian/Asian British: Bangladeshi	4	0.0	2	0.0	29	0.0	96	0.1	2	0	13	0.1	370	0.2	516	0.1
Asian/Asian British: Chinese	97	0.1	18	0.1	158	0.2	247	0.3	170	0.2	40	0.2	2,623	1.3	3,353	0.6
Asian/Asian British: Other Asian	117	0.2	30	0.2	198	0.2	386	0.5	129	0.2	30	0.1	2,001	1.0	2,891	0.5
Black/African/Caribbean/Black British: African	42	0.1	19	0.1	112	0.1	165	0.2	170	0.2	11	0.0	912	0.4	1,431	0.3
Black/African/Caribbean/Black British: Caribbean	25	0.0	3	0.0	59	0.1	47	0.1	33	0	4	0.0	209	0.1	380	0.1
Black/African/Caribbean/Black British: Other Black	7	0.0	0	0.0	22	0.0	11	0.0	9	0	2	0.0	92	0.0	143	0.0
Other ethnic group: Arab	27	0.0	8	0.0	30	0.0	109	0.1	9	0	14	0.1	500	0.2	697	0.1
Other ethnic group: Any other ethnic group	20	0.0	5	0.0	48	0.1	85	0.1	32	0	8	0.0	496	0.2	694	0.1

Demographics for the Local Population - Marital Status

Marital Status	Bridlington		Hambleton		Ryedale and East Yorkshire		Scarborough		Selby		Whitby		York		Total	
	number	%	number	%	number	%	number	%	number	%	number	%	number	%	number	%
All usual residents aged 16+	57,589	100.0	14,116	100.0	72,287	100.0	70,057	100.0	68,135	100	21,345	100	171,450	100.0	474,979	100.0
Single (never married or never registered a same-sex civil partnership)	14,766	25.6	3,269	23.2	18,082	25.0	20,558	29.3	18,088	26.5	5,569	26.1	65,584	38.3	145,916	30.7
Married	29,952	52.0	8,239	58.4	40,306	55.8	33,417	47.7	37,705	55.3	11,075	51.9	76,206	44.4	236,900	49.9
In a registered same-sex civil partnership	125	0.2	26	0.2	126	0.2	161	0.2	125	0.2	56	0.3	446	0.3	1,065	0.2
Separated (but still legally married or still legally in a same-sex civil partnership)	1,334	2.3	301	2.1	1,549	2.1	1,846	2.6	1,618	2.4	478	2.2	3,359	2.0	10,485	2.2
Divorced or formerly in a same-sex civil partnership which is now legally dissolved	5,883	10.2	1,216	8.6	6,406	8.9	7,696	11.0	6,059	8.9	2,142	10	14,487	8.4	43,889	9.2
Widowed or surviving partner from a same-sex civil partnership	5,529	9.6	1,065	7.5	5,818	8.0	6,379	9.1	4,540	6.7	2,025	9.5	11,368	6.6	36,724	7.7

Demographics for the Local Population - Religion / Belief

	Bridlington		Hambleton		Ryedale and East Yorkshire		Scarborough		Selby		Whitby		York		Total	
	number	%	number	%	number	%	number	%	number	%	number	%	number	%	number	%
All categories: Religion	68,332	100.0	17,248	100.0	86,968	100.0	83,699	100.0	83,449	100.0	25,094	100.0	204,614	100.0	569,404	100.0
Christian	46,646	68.3	12,527	72.6	61,679	70.9	54,731	65.4	59,182	70.9	17,813	71.0	122,461	59.8	375,039	65.9
Buddhist	129	0.2	27	0.2	241	0.3	243	0.3	133	0.2	52	0.2	1,057	0.5	1,882	0.3
Hindu	37	0.1	10	0.1	58	0.1	156	0.2	87	0.1	11	0.0	988	0.5	1,347	0.2
Jewish	30	0.0	10	0.1	38	0.0	54	0.1	60	0.1	13	0.1	213	0.1	418	0.1
Muslim	94	0.1	23	0.1	216	0.2	476	0.6	95	0.1	75	0.3	2,100	1.0	3,079	0.5
Sikh	22	0.0	0	0.0	12	0.0	7	0.0	51	0.1	1	0.0	134	0.1	227	0.0
Other religion	219	0.3	50	0.3	294	0.3	292	0.3	206	0.2	110	0.4	755	0.4	1,926	0.3
No religion	16,047	23.5	3,360	19.5	18,098	20.8	21,519	25.7	18,070	21.7	5,146	20.5	61,070	29.8	143,310	25.2
Religion not stated	5,108	7.5	1,241	7.2	6,332	7.3	6,221	7.4	5,565	6.7	1,873	7.5	15,836	7.7	42,176	7.4

Appendix B: Trust Activity Statistics

Gender Proportion Comparison - 2017/18 activity against 2016/17

	Inpatients Elective		Inpatients - Non Elective		ED		Outpatients	
	2016-17	2017-18	2016-17	2017-18	2016-17	2017-18	2016-17	2017-18
Female	51.6%	52.4%	61.0%	60.2%	50.3%	51.6%	55.9%	57.9%
Male	48.4%	47.6%	39.0%	39.8%	49.7%	48.4%	44.1%	42.2%

Age Proportion Comparison - 2017/18 activity against 2016/17

	Inpatients Elective		Inpatients - Non Elective		ED		Outpatients	
	2016-17	2017-18	2016-17	2017-18	2016-17	2017-18	2016-17	2017-18
0 - 17	2.6%	2.6%	12.8%	12.9%	17.6%	15.5%	11.8%	8.5%
18 - 49	19.3%	19.7%	34.7%	33.3%	40.9%	37.2%	30.8%	27.2%
50 - 64	24.7%	24.8%	12.2%	12.4%	14.5%	15.3%	21.8%	21.0%
65 - 74	26.1%	25.7%	12.4%	12.7%	9.2%	10.9%	17.2%	19.6%
75 +	27.3%	27.1%	27.9%	28.7%	17.8%	21.2%	18.4%	23.8%

Activity and Proportion Breakdown by Patient Ethnicity

Ethnicity	Inpatients Elective		Inpatients - Non Elective		ED		Outpatients	
	2016-17	2017-18	2016-17	2017-18	2016-17	2017-18	2016-17	2017-18
African	63	45	73	91	64	86	241	597
Any other Asian background	89	60	153	149	113	128	458	1280
Any other Black background	12	35	13	17	14	15	75	189
Any other White background	5226	5429	4503	4607	7772	8140	774	69329
Any other ethnic group	130	148	144	151	175	271	398	1779
Any other mixed background	49	63	102	80	140	135	21671	791
Bangladeshi	47	51	55	107	70	97	274	877
British	64558	62098	55145	54135	68083	77137	245058	594788
Caribbean	15	17	9	28	23	32	85	269
Chinese	114	119	124	139	98	117	479	1256
Indian	100	120	170	171	148	173	648	1639
Irish	244	246	196	193	234	258	784	2185
Not stated	3608	3429	2577	2968	5071	6642	95639	51937
Pakistani	41	35	65	59	93	61	221	401
Unknown	5996	6914	8271	10078	26931	31980	0	131836
White and Asian	81	67	103	104	124	125	422	992
White and Black African	44	14	49	43	73	64	222	394
White and Black Caribbean	55	63	74	69	98	97	272	550
Grand Total	**80472**	**78953**	**71826**	**73189**	**109324**	**125558**	**367721**	**861089**

Ethnicity	Inpatients Elective		Inpatients - Non Elective		ED		Outpatients	
	2016-17	2017-18	2016-17	2017-18	2016-17	2017-18	2016-17	2017-18
African	0.1%	0.1%	0.1%	0.1%	0.1%	0.1%	0.1%	0.1%
Any other Asian background	0.1%	0.1%	0.2%	0.2%	0.1%	0.1%	0.1%	0.1%
Any other Black background	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Any other ethnic group	0.2%	0.2%	0.2%	0.2%	0.2%	0.2%	0.1%	0.2%
Any other mixed background	0.1%	0.1%	0.1%	0.1%	0.1%	0.1%	5.9%	0.1%
Any other White background	6.5%	6.9%	6.3%	6.3%	7.1%	6.5%	0.2%	8.1%
Bangladeshi	0.1%	0.1%	0.1%	0.1%	0.1%	0.1%	0.1%	0.1%
British	80.2%	78.7%	76.8%	74.0%	62.3%	61.4%	66.6%	69.1%
Caribbean	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Chinese	0.1%	0.2%	0.2%	0.2%	0.1%	0.1%	0.1%	0.1%
Indian	0.1%	0.2%	0.2%	0.2%	0.1%	0.1%	0.2%	0.2%
Irish	0.3%	0.3%	0.3%	0.3%	0.2%	0.2%	0.2%	0.3%
Not stated	4.5%	4.3%	3.6%	4.1%	4.6%	5.3%	26.0%	6.0%
Pakistani	0.1%	0.0%	0.1%	0.1%	0.1%	0.0%	0.1%	0.0%
Unknown	7.5%	8.8%	11.5%	13.8%	24.6%	25.5%	0.0%	15.3%
White and Asian	0.1%	0.1%	0.1%	0.1%	0.1%	0.1%	0.1%	0.1%
White and Black African	0.1%	0.0%	0.1%	0.1%	0.1%	0.1%	0.1%	0.0%
White and Black Caribbean	0.1%	0.1%	0.1%	0.1%	0.1%	0.1%	0.1%	0.1%

Appendix C - Our Workforce

Figure 1: Staff Profile by gender, 2017-2018 and 2016-2017

Table 1: York Teaching Hospitals Foundation Trust staff profile by gender, 2017-2018 and 2016-2017

Gender	Number of staff March 2018	% total staff March 2018	Number of staff part time 2018	Number of staff full time 2018	Number of staff March 2017	% total staff March 2017	Number of staff part time 2017	Number of staff full time 2017
Female	6,966	79.3	3,669	3,297	6,834	79.2	3,565	3,269
Male	1,821	20.7	362	1,459	1,796	20.8	340	1,456
Total	8,787		4,031	4,756	8,630		3,905	4,725

Figure 2: Staff joining the Trust by Gender, 2017-2018 and 2016-2017

Table 2 - Staff joining York Teaching Hospitals Foundation Trust from 1 April 2017 to 31 March 2018 by gender

	Total new staff during the year	% of new staff during the year	% total staff at 31 March 2018	% new staff previous year
Gender				
Female	909	78.5	79.3	80.4
Male	249	21.5	20.7	19.6
Total	1,158			

Note – all data here excludes Rotational Doctors

Figure 3: Staff Leaving the Trust by Gender, 2017-2018 and 2016-2017

Staff Leaving the Trust by Gender

Female: 77.2% (2017-18), 81.4% (2016-17)
Male: 22.8% (2017-18), 18.6% (2016-17)

■ 2017-18 ■ 2016-17

Table 3 - Staff leaving York Teaching Hospitals Foundation Trust 1 April 2017 to 31 March 2018 by gender

Publishable data – no category <10	Total number of staff leaving Trust	% staff leaving	% total staff	% staff leaving in previous year
Gender				
Female	726	77.2	79.3	81.4
Male	215	22.8	20.7	18.6
Total	941			

Table 4: Pay grade by gender, 2018

	Description of band	Pay Range (A4C Pay bands - 1 April 2017 to 31 Mar 2018)	Female	% Female staff in this pay band	Male	% male staff in this pay band	Total	% total staff in this pay band
Band 1	Cooks, Domestics Assistants	£15,404 - £15,671	473	6.8%	167	9.2%	640	7.3%
Band 2	Administrators, Healthcare Assistants	£15,404 - £18,157	1,572	22.6%	302	16.6%	1874	21.3%
Band 3	Senior Admin posts, Community Healthcare Assistants	£16,968 - £19,852	793	11.4%	177	9.7%	970	11.0%
Band 4	Officers, Craftsperson, Medical Secretary	£19,409 - £22,683	487	7.0%	94	5.2%	581	6.6%
Band 5	Nurses, Advisors Physiotherapists,	£22,128 - £28,746	1,415	20.3%	215	11.8%	1630	18.6%
Band 6	Managers, Sisters, Senior Roles	£26,565 - £35,577	1,185	17.0%	183	10.0%	1368	15.6%
Band 7	Senior managers, Area Leads	£31,696 - £41,787	512	7.3%	122	6.7%	634	7.2%
Band 8a, b, c, d and 9	Directorate Managers, Area Leads	£40,428 - £100,431	215	3.1%	83	4.6%	298	3.4%
Medical and Dental	Consultants, Specialty Doctors, Clinical Assistants		307	4.4%	470	25.8%	777	8.8%
Personal Pay scale	Apprentices, Non Exec Directors		7	0.1%	8	0.4%	15	0.2%
Total Staff			6,966	100.0%	1821	100.0%	8787	100.0%

Figure 5: Staff Profile by ethnicity, 2017-2018 and 2016-2016

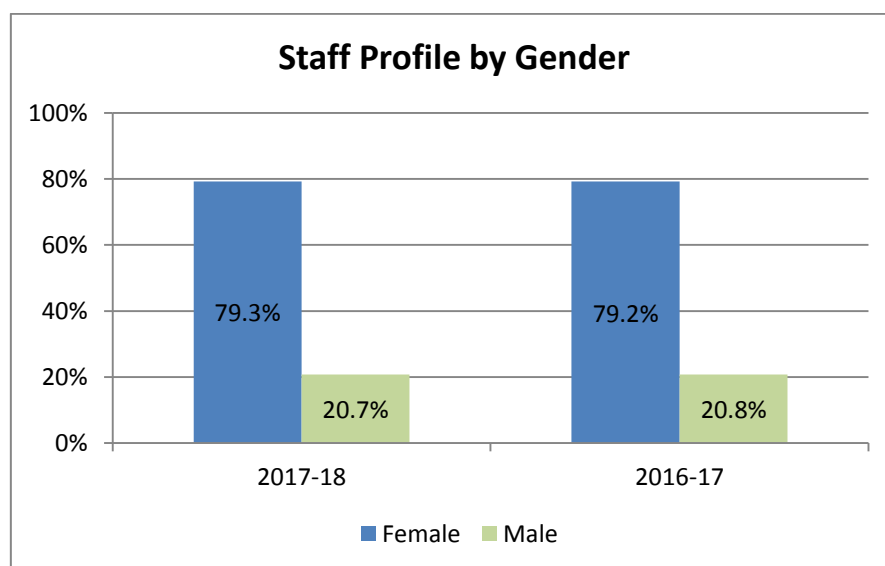**Staff Profile by Ethnicity (with broad groups)**

Table 5: York Teaching Hospitals Foundation Trust staff profile by ethnicity, 2017-2018 and 2016-2017

Ethnicity	Number of staff March 2018	% total staff March 2018	Number of staff part time 2018	Number of staff full time 2018	Number of staff March 2017	% total staff March 2017	Number of staff part time 2017	Number of staff full time 2017
White – UK	7,159	81.5	3,448	3,711	7,011	81.2	3,324	3,687
White – Irish	48	0.5	12	36	39	0.5	10	29
White – other	646	7.4	308	338	697	8.1	332	365
White total	7,853	89.4	3,768	4,085	7,747	89.8	3,666	4,081
Mixed Race (dual heritage) total	68	0.8	18	50	72	0.8	20	52
Asian and Asian British total	355	4.0	62	293	339	3.9	56	283
Black and Black British total	71	0.8	18	53	73	0.8	16	57
Any other ethnic group (Inc. Chinese)	143	1.6	24	119	129	1.5	26	103
BME total	637	7.2	122	515	613	7.1	118	495
Not Known	297	3.4	141	156	270	3.1	121	149
Total	8,787	100.0	4,031	4,756	8,630	100.0	3,905	4,725

Figure 6: Staff joining the Trust by Ethnicity, 2017-2018 and 2016-2017

Staff Joining the Trust by Ethnicity

White: 86.9% (2017-18), 84.1% (2016-17)
BME: 7.2% (2017-18), 8.1% (2016-17)
Not Known: 6.0% (2017-18), 7.8% (2016-17)

Legend: ■ 2017-18 ■ 2016-17

Table 6 - Staff joining the Trust from 1 April 2017 to 31 March 2018 by ethnicity

	Total new staff during the year	% of new staff during the year	% total staff at 31 March 2018	% new staff previous year
Ethnicity				
White (including White Irish and White other)	1,006	86.9	89.4	84.1
Black and minority ethnic people (Black, Asian, Mixed race and any other group)	83	7.2	7.2	8.1
Not Known	69	6.0	3.4	7.8
Total	1,158			

Figure 7: Staff Leaving the Trust by Ethnicity, 2017-2018 and 2016-2017

Table 7 - Staff leaving the Trust 1 April 2017 to 31 March 2018 by ethnicity

Publishable data – no category <10	Total number of staff leaving Trust	% staff leaving	% total staff	% staff leaving in previous year
Ethnicity				
White	853	90.6	89.4	90.0
Black and Minority ethnic people (Black, Asian, Mixed Race and any other group)	61	6.5	7.2	6.8
Not known	27	2.9	3.4	3.2
	941			

Table 8: Pay band by ethnicity, 2018

Pay band	White staff	% White staff	BME staff (e.g. mixed race, Asian and Black/Black British/Chinese)	% BME staff	Ethnicity not known	% ethnicity not known	Total staff	% total staff in this pay band
Band 1	604	7.7%	21	3.3%	15	5.1%	640	7.3%
Band 2	1,721	21.9%	78	12.2%	75	25.3%	1,874	21.3%
Band 3	929	11.8%	14	2.2%	27	9.1%	970	11.0%
Band 4	538	6.9%	29	4.6%	14	4.7%	581	6.6%
Band 5	1,376	17.5%	188	29.5%	66	22.2%	1,630	18.6%
Band 6	1,278	16.3%	55	8.6%	35	11.8%	1,368	15.6%
Band 7	598	7.6%	19	3.0%	17	5.7%	634	7.2%
Band 8a, b, c, d and 9	289	3.7%	<10	*	<10	*	298	3.4%
Medical and Dental	507	6.5%	225	35.3%	45	15.2%	777	8.8%
Personal Pay scale	13	0.2%	<10	*	<10	*	15	0.2%
Total Staff	7,853	100.0%	637	100.0%	297	100.0%	8,787	100.0%

Note - * signifies percentages cannot be shown due to confidentiality issues

Figure 9: Staff Profile by Sexual Orientation, 2017-2018 and 2016-2017

Table 9: York Teaching Hospitals Foundation Trust staff profile by sexual orientation, 2017-2018 and 2016-2017

Sexual Orientation	Number of staff March 2018	% total staff March 2018	Number of staff part time 2018	Number of staff full time 2018	Number of staff March 2017	% total staff March 2017	Number of staff part time 2017	Number of staff full time 2017
Lesbian, gay or Bisexual	93	1.1%	To protect anonymity of staff the part / full time analysis cannot be shown here		78	0.9%	To protect anonymity of staff the part / full time analysis cannot be shown here	
Heterosexual	4,573	52.0%			4,042	46.8%		
I do not wish to disclose my sexual orientation	1,915	21.8%			2,009	23.3%		
Not known	2,206	25.1%			2,501	29.0%		
Total	8,787				8,630			

Figure 10: Staff joining the Trust by Sexual Orientation, 2017-2018 and 2016-2017

Table 10 - Staff joining the Trust from 1 April 2017 to 31 March 2018 by Sexual Orientation

	Total new staff during the year	% of new staff during the year	% total staff at 31 March 2018	% new staff previous year
Sexual orientation				
Lesbian, gay, bisexual	23	2.0	1.1	1.4
Heterosexual	942	81.3	52.0	74.3
I do not wish to disclose my sexual orientation	193	16.7	21.8	24.3
Not known	0	0	25.1	0
Total	1,158			

Figure 11 - Staff leaving the Trust 1 April 2017 to 31 March 2018 by Sexual Orientation

Staff Leaving the Trust by Sexual Orientation

Table 11 - Staff leaving the Trust 1 April 2017 to 31 March 2018 by Sexual Orientation

Publishable data – no category <10	Total number of staff leaving Trust	% staff leaving	% total staff	% staff leaving in previous year
Sexual Orientation				
Lesbian, Gay, Bisexual, Heterosexual	553	58.8	53.1	49.8
I do not wish to disclose my sexual orientation	201	21.4	21.8	25.2
Not Known	187	19.9	25.1	25.1
Total	941			

Note - due to confidentiality issues we are unable to report findings for Lesbian, Gay, Bisexual staff as a specific group

Table 12: Pay band by sexual orientation, 2018

	Number of staff below band 6	% staff below band 6	Number of staff band 6 and above, personal pay scale and Medical & Dental	% of staff band 6 and above	Total	Total %
Lesbian, Gay or Bisexual	64	1.1%	29	0.9%	93	1.1%
Heterosexual	3,037	53.3%	1,536	49.7%	4,573	52.0%
Not known/do not wish to disclose	2,594	45.5%	1,527	49.4%	4,121	46.9%
Total staff	5,695	100.0%	3,092	100.0%	8,787	100.0%

Note – due to confidentiality issues it is only possible to report data based on very broad paybands

Figure 13: Staff Profile by Religion and Belief, 2017-2018 and 2016-2017

Staff Profile by Religion and Belief

Religion and Belief	2017-18	2016-17
Atheism	9.5%	7.8%
Christianity	35.7%	33.2%
Non-Christian religions	7.1%	6.4%
I do not wish to disclose my religion/belief	22.7%	23.7%
Non Known	25.1%	29.0%

Table 13: York Teaching Hospitals Foundation Trust staff profile by Religion and Belief, 2017-2018 and 2016-2017

Religion and Belief	Number of staff March 2018	% total staff March 2018	Number of staff part time 2018	Number of staff full time 2018	Number of staff March 2017	% total staff March 2017	Number of staff part time 2017	Number of staff full time 2017
Atheism	833	9.5	270	563	675	7.8	199	476
Christianity	3,134	35.7	1,432	1,702	2,862	33.2	1,297	1,565
Non – Christian religions (Buddhism, Hinduism, Islam, Judaism, Sikhism) plus other	622	7.1	199	423	553	6.4	172	381
I do not wish to disclose my religion/belief	1,993	22.7	1,019	974	2,041	23.7	1,017	1,024
Not Known	2,205	25.1	1,111	1,094	2,499	29.0	1,220	1,279
Total	8,787		4,031	4,756	8,630		3,905	4,725

Figure 14: Staff joining the Trust by Religion and Belief, 2017-2018 and 2016-2017
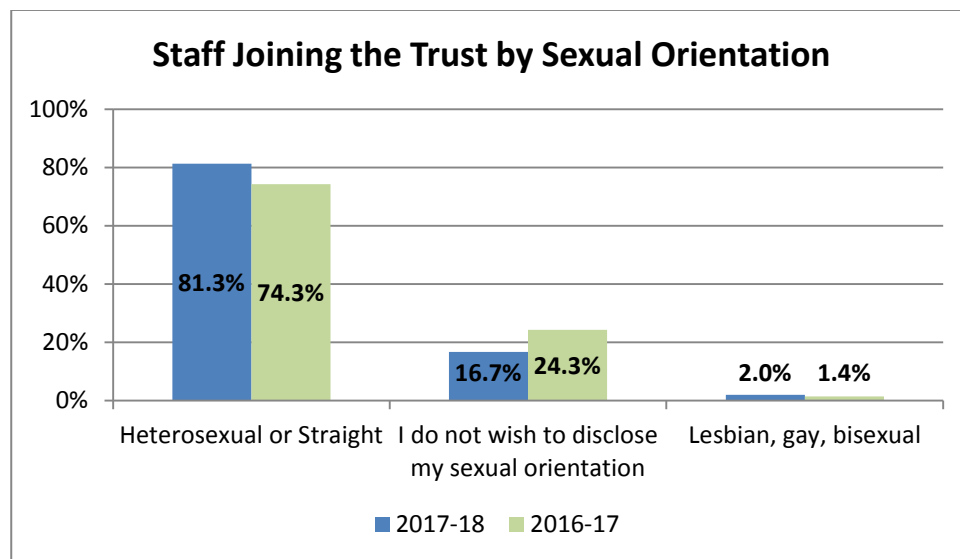

Staff Joining the Trust by Religion and Belief

Table 14 - Staff joining the Trust from 1 April 2017 to 31 March 2018 by Religion and Belief

	Total new staff during the year	% new staff during the year	% total staff at 31 March 2018	% new staff in previous year
Religion and belief				
Atheism	214	18.5	9.5	13.7
Christianity	562	48.5	35.7	44.6
Non-Christian religions (Buddhism, Hinduism, Islam, Judaism, Sikhism) plus other	144	12.4	7.1	10.7
Do not wish to disclose	238	20.6	22.7	29.6
Not known	0	0.0	25.1	1.4
Total	1,158			

Figure 15: Staff Leaving the Trust by Religion and Belief, 2017-2018 and 2016-2017

Table 15 - Staff leaving the Trust 1 April 2017 to 31 March 2018 by Religion and Belief

	Total number of staff leaving Trust	% staff leaving	% total staff	% staff leaving in previous year
Religion and belief				
Atheism	107	11.4	9.5	7.3
Christianity	342	36.3	35.7	33.1
Non-Christian religions (Buddhism, Hinduism, Islam, Judaism, Sikhism) plus other	94	10.0	7.1	7.7
Do not wish to disclose	212	22.5	22.7	26.8
Not known	186	19.8	25.1	25.1
Total	941			

Table 16: Pay band by religion and belief, 2018

Religion	Number of staff below band 6	% staff below band 6	Number of staff band 6 and above and personal pay scale	% of staff band 6 and above and personal pay scale	Number of staff in Medical & Dental Grade	% of Staff in Medical & Dental grade
Atheism	547	9.6%	200	8.6%	86	11.1%
Christianity	2116	37.2%	811	35.0%	207	26.6%
Buddhism, Hinduism, Islam, Judaism, Sikhism	58	1.0%	26	1.1%	144	18.5%
Other	283	5.0%	94	4.1%	17	2.2%
Not known	1334	23.4%	701	30.3%	170	21.9%
I do not wish to disclose my religion/belief	1357	23.8%	483	20.9%	153	19.7%
Total staff	5695	100.0%	2315	100.0%	777	100.0%

Figure 17: Staff Profile by Age, 2017-2018 and 2016-2017

Table 17: York Teaching Hospitals Foundation Trust staff profile by age, 2017-2018 and 2016-2017

Age	Number of staff March 2018	% total staff March 2018	Number of staff part time 2018	Number of staff full time 2018	Number of staff March 2017	% total staff March 2017	Number of staff part time 2017	Number of staff full time 2017
Under 25	671	7.6	131	540	688	8.0	120	568
26-30	1,033	11.8	280	753	1,018	11.8	275	743
31-35	953	10.8	423	530	955	11.1	432	523
36-40	1,041	11.8	512	529	979	11.3	493	486
41-45	1,034	11.8	518	516	1,051	12.2	505	546
46-50	1,177	13.4	538	639	1,169	13.5	539	630
51-55	1,291	14.7	607	684	1,308	15.2	640	668
56-60	1,050	11.9	612	438	994	11.5	547	447
61+	537	6.1	410	127	468	5.4	354	114
Total	8,787		4,031	4,756	8,630		3,905	4,725

Figure 18: Staff joining the Trust by Age, 2017-2018 and 2016-2017

Staff Joining the Trust by Age

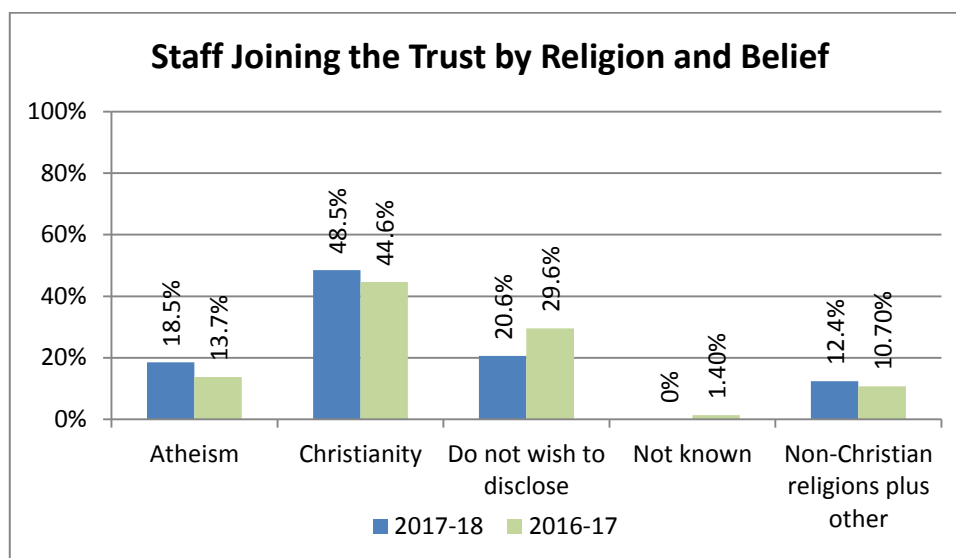|						
	Under 25	26-30	31-35	36-40	41-50	51+
2017-18	25.1%	15.1%	9.6%	9.4%	16.6%	24.2%
2016-17	25.5%	16.0%	11.3%	8.10%	17.50%	21.60%

Table 18 - Staff joining the Trust from 1 April 2017 to 31 March 2018 by age

	Total new staff during the year	% new staff during the year	% total staff at 31 March 2018	% new staff in previous year
Age Profile				
Under 25	291	25.1	7.6	25.5
26-30	175	15.1	11.8	16.0
31-35	111	9.6	10.8	11.3
36-40	109	9.4	11.8	8.1
41-50	192	16.6	25.2	17.5
51+	280	24.2	32.8	21.6
Total	1,158			

Figure 19: Staff Leaving the Trust by Age, 2017-2018 and 2016-2017

Staff Leaving the Trust by Age Profile

	30 or under	31-35	36-40	41-45	46-50	51-55	56-60	61 and over
2017-18	26.4%	9.6%	7.0%	6.7%	7.4%	12.0%	17.6%	13.3%
2016-17	22.6%	10.2%	7.3%	7.7%	7.4%	13.0%	16.7%	15.0%

Table 19 - Staff leaving the Trust 1 April 2017 to 31 March 2018 by age

Publishable data – no category <10	Total number of staff leaving Trust	% staff leaving	% total staff	% staff leaving in Previous year
Age				
Under 30	248	26.4	19.4	22.6
31-35	90	9.6	10.8	10.2
36-40	66	7.0	11.8	7.3
41-45	63	6.7	11.8	7.7
46-50	70	7.4	13.4	7.4
51-55	113	12.0	14.7	13.0
56-60	166	17.6	11.9	16.7
61 and over	125	13.3	6.1	15.0
Total	941			

Table 20: Pay band by age, 2018

	Under 25 Years	% staff under 25 years	26 – 50 years	% staff 26-50 years	Over 50 years	% over 50 years	Total staff	% total staff in this pay band
Personal Salary	<10	*	<10	*	<10	*	15	0.2%
Medical and Dental	52	7.7%	555	10.6%	170	5.9%	777	8.8%
Band 1	31	4.6%	327	6.2%	282	9.8%	640	7.3%
Band 2	222	33.1%	977	18.7%	675	23.5%	1,874	21.3%
Band 3	82	12.2%	541	10.3%	347	12.1%	970	11.0%
Band 4	30	4.5%	322	6.1%	229	8.0%	581	6.6%
Band 5	197	29.4%	995	19.0%	438	15.2%	1,630	18.6%
Band 6			934	17.8%	389	13.5%	1,368	15.6%
Band 7	52	7.7%	411	7.8%	216	7.5%	634	7.2%
Band 8a+			171	3.3%	127	4.4%	298	3.4%
Total	671		5,238		2878		8,787	

Note - due to confidentiality only totals for band 6 and above and under 25 years can be shown

Figure 21: Staff Profile - Disability, 2017-2018 and 2016-2017

Staff Profile by Disability

Category	2017-18	2016-17
No	60.4%	54.7%
Yes	2.1%	1.5%
Not Known	37.6%	43.8%

Table 21: York Teaching Hospitals Foundation Trust staff profile - disability status, 2017-2018 and 2016-2017

Disabled Person	Number of staff March 2018	% of staff March 2018	Number of staff part time 2018	Number of staff full time 2018	Number of staff March 2017	% of staff March 2017	Number of staff part time 2017	Number of staff full time 2017
No	5,304	60.4	2,274	3,030	4,720	54.7	1,977	2,743
Yes	181	2.1	76	105	132	1.5	54	78
Not Known	3,302	37.6	1,681	1,621	3,778	43.8	1,874	1,904
Total	8,787		4,031	4,756	8,630		3,905	4,725

Figure 22: Staff joining the Trust - Disability, 2017-2018 and 2016-2017

Table 22 - Staff joining the Trust from 1 April 2017 to 31 March 2018 - disability status

	Total new staff during the year	% of new staff during the year	% total staff at 31 March 2018	% new staff previous year
Disabled Person				
No	1,100	95.0	60.4	96.0
Yes	50	4.3	2.1	2.8
Not known	8	0.7	37.6	1.2
Total	1,158			

Figure 23: Staff Leaving the Trust - Disability, 2017-2018 and 2016-2017

Staff Leaving the Trust by Disability

Category	2017-18	2016-17
No	68.0%	61.2%
Yes	2.9%	2.1%
Unknown	29.1%	36.7%

Table 23 - Staff leaving York Teaching Hospitals Foundation Trust (disability) 1 April 2017 to 31 March 2018

Publishable data – no category <10	Total number of staff leaving Trust	% staff leaving	% total staff	% staff leaving in previous year
Disabled person				
No	640	68.0	60.4	61.2
Yes	27	2.9	2.1	2.1
Not Known	274	29.1	37.6	36.7
Total	941			

Table 24: Pay band by disability, 2018

Disabled	Number of staff below band 6	% staff below band 6	Number of staff band 6 and above, personal pay scale and Medical & Dental	% of staff band 6 and above	Total	Total %
Non - Disabled Staff	3,561	62.5%	1,743	56.4%	5,304	60.4%
Disabled staff	133	2.3%	48	1.6%	181	2.1%
Not known	2,001	35.1%	1,301	42.1%	3,302	37.6%
Total staff	5,695		3,092		8,787	

Note – due to confidentiality issues it is only possible to report data based on very broad paybands

Our Temporary Workforce Staff

Figure 25: Temporary Workforce Staff Profile by Gender, 2018

Gender

Female: All Staff 79.3%, Temporary Worforce 78.4%
Male: All Staff 20.7%, Temporary Worforce 21.6%

Note – all the analysis is solely based on those where their 'main role in the organisation was recorded as bank or locum.

Figure 26: Temporary Workforce Staff Profile by Age, 2018

Age Profile

Age	All Staff	Temporary Workforce
Under 25	7.6%	16.3%
26 - 30	11.8%	17.6%
31 - 35	10.8%	11.3%
36 - 40	11.8%	10.0%
41 - 45	11.8%	7.8%
46 - 50	13.4%	9.6%
51 - 55	4.7%	7.0%
56 - 60	11.9%	10.6%
61 +	6.1%	9.8%

Figure 27: Temporary Workforce Staff Profile by Religion and Belief, 2018

Religion and Belief

	Atheism	Christianity	I do not wish to disclose my religion/belief	Other	Undefined	Non - Christian Religions
All Staff	9.5%	35.7%	22.7%	4.5%	25.1%	2.6%
Temporary Workforce	11.4%	47.1%	22.6%	50.0%	6.8%	5.6%

■ All Staff   ■ Temporary Workforce

Note – this data is influenced by the fact the levels of staff not wishing to disclose this and also 'Unknowns' are better for temporary workforce staff

Appendix D Recruitment

Following a transitional year for the Trust in 2016-2017 where we migrated from using NHS jobs to system called TRAC. The tables below are extracted from TRAC from 1st April 2017 to 31st March 2018. Narrative given in the Protected Characteristics given in section 2.3 is using amalgamated data.

Table 1 Recruitment by gender 2017-2018

Category	Applied April 2017 to March 2018	Shortlisted April 2017 to March 2018	% applications shortlisted	% applications
Gender				
Male	6109	31	263	38.1
Female	13572	68.8	424	61.4
I do not wish to disclose	49	0.2	3	0.4
Not stated	0	0	0	0
Total	19730	100	690	100

Table 2: Recruitment by disability, 2017-2018

Category	Applied April 2017 to March 2018	Shortlisted April 2017 to March 2018	% applications shortlisted	% applications
None / Not Applicable	18095	91.7	659	95.5
Physical impairment	135	0.7	5	0.7
Sensory impairment	154	0.8	4	0.6
Mental health condition	186	0.9	3	0.4
Learning disability/difficulty	276	1.4	4	0.6
Long-standing illness	277	1.4	7	1
Other	160	0.8	6	0.9
Not stated	447	2.3	2	0.3
Total	19730	100	690	100

Table 3: Recruitment by ethnicity, 2017-2018

Category	Applied April 2017 to March 2018	Shortlisted April 2017 to March 2018	% applications shortlisted	% applications
WHITE - British	13535	68.6	363	52.6
WHITE - Irish	99	0.5	3	0.4
White Northern Irish	15	0.1	0	0
White English	130	0.7	2	0.3
White Scottish	22	0.1	0	0
White Welsh	7	0	0	0
White Cornish	0	0	0	0
White Cypriot	3	0	1	0.1
White Greek	16	0.1	0	0
White Greek Cypriot	1	0	0	0
White Turkish	1	0	0	0
White Turkish Cypriot	0	0	0	0
White Italian	23	0.1	0	0
White Irish Traveller	0	0	0	0
White Traveller	1	0	0	0
White Gypsy/Romany	0	0	0	0
White Polish	132	0.7	8	1.2
White ex-USSR	10	0.1	0	0
White Kosovan	0	0	0	0
White Albanian	0	0	0	0
White Bosnian	0	0	0	0
White Croatian	1	0	0	0
White Serbian	0	0	0	0
White other ex-Yugoslav	0	0	0	0
White Other European	112	0.6	1	0.1
White mixed	23	0.1	0	0
WHITE - Any other white background	921	4.7	36	5.2
MIXED - White & Black Caribbean	54	0.3	1	0.1
MIXED - White & Black African	74	0.4	3	0.4
MIXED - White & Asian	102	0.5	3	0.4
Mixed - Black & Asian	0	0	0	0
Mixed - Black & Chinese	0	0	0	0
Mixed - Black & White	2	0	0	0
Mixed - Chinese & White	0	0	0	0
Mixed - Asian & Chinese	1	0	0	0
MIXED - any other mixed background	107	0.5	6	0.9
ASIAN or ASIAN BRITISH - Indian	835	4.2	50	7.2
ASIAN or ASIAN BRITISH - Pakistani	593	3	71	10.3
ASIAN or ASIAN BRITISH -	110	0.6	11	1.6

Bangladeshi				
Asian Mixed	7	0	1	0.1
Asian Punjabi	6	0	1	0.1
Asian Kashmiri	1	0	0	0
Asian East African	0	0	0	0
Asian Sri Lankan	6	0	0	0
Asian Tamil	7	0	0	0
Asian Sinhalese	0	0	0	0
Asian British	26	0.1	0	0
Asian Caribbean	0	0	0	0
ASIAN or ASIAN BRITISH - Any other Asian background	426	2.2	27	3.9
BLACK or BLACK BRITISH - Caribbean	95	0.5	1	0.1
Black Somali	1	0	0	0
Black Mixed	1	0	0	0
Black Nigerian	47	0.2	4	0.6
Black British	19	0.1	0	0
BLACK or BLACK BRITISH - African	892	4.5	41	5.9
BLACK or BLACK BRITISH - Any other black background	48	0.2	0	0
OTHER ETHNIC GROUP - Chinese	115	0.6	4	0.6
Vietnamese	1	0	0	0
Japanese	0	0	0	0
Filipino	58	0.3	1	0.1
Malaysian	3	0	0	0
OTHER ETHNIC GROUP - Any other ethnic group	392	2	37	5.4
Not stated	649	3.3	14	2
Total	19730	100	690	100

Table 4: Recruitment by age, 2017-2018

Category	Applied April 2017 to March 2018	Shortlisted April 2017 to March 2018	% applications shortlisted	% applications
Under 20	534	2.7	9	1.3
20 - 24	3234	16.4	69	10
25 - 29	3955	20	178	25.8
30 - 34	2976	15.1	121	17.5
35 - 39	1916	9.7	74	10.7
40 - 44	1761	8.9	60	8.7
45 - 49	1802	9.1	50	7.2
50 - 54	1681	8.5	52	7.5
55 - 59	1148	5.8	48	7
60 - 64	603	3.1	21	3
65+	118	0.6	8	1.2
Not stated	2	0	0	0
Total	19730	100	690	100

Table 5: Recruitment by religion / belief, 2017-2018

Category	Applied April 2017 to March 2018	Shortlisted April 2017 to March 2018	% applications shortlisted	% applications
Atheism	3724	18.9	98	14.2
Buddhism	190	1	22	3.2
Christianity	9348	47.4	258	37.4
Hinduism	516	2.6	34	4.9
Islam	1302	6.6	137	19.9
Jainism	6	0	3	0.4
Judaism	13	0.1	1	0.1
Sikhism	38	0.2	4	0.6
Other	1871	9.5	71	10.3
I do not wish to disclose my religion/belief	2290	11.6	60	8.7
Not stated	432	2.2	2	0.3
Total	19730	100	690	100

Table 6: Recruitment by sexual orientation, 2017-2018

Category	Applied April 2017 March 2018	Shortlisted April 2017 March 2018	% applications shortlisted	% applications
Heterosexual or Straight	17300	87.7	630	91.3
Gay	268	1.4	7	1
Lesbian	107	0.5	2	0.3
Bisexual	363	1.8	6	0.9
I do not wish to describe my sexual orientation.	1206	6.1	34	4.9
Gay or Lesbian	45	0.2	9	1.3
Other sexual orientation not listed	5	0	0	0
Undecided	6	0	0	0
Not stated	430	2.2	2	0.3
Total	19730	100	690	100

Appendix E – Grievance, Disciplinary and Bullying & Harassment

Table 1: number of grievances by ethnic origin, 2017-2018 and 2016-2017

	Number of Grievances year ending 31 March 2018	Number of Grievances year ending 31 March 2017
White – UK	26	29
White – Irish	0	0
White (not UK or Irish – Includes White unspecified)	<10	<10
Mixed Race (dual heritage) total	0	0
Asian and Asian British total	<10	0
Black and Black British total	0	0
Any other ethnic group (including Chinese)	0	0
Not Known	0	<10
Total	**28**	**38**

Note - * signifies that this figure cannot be shown due to confidentiality issues

Table 2: Disciplinary investigations by Ethnicity, 2017-2018 and 2016-2017

Ethnicity	Disciplinary Investigations Year ending 31 March 2018	Disciplinary Investigations Year ending 31 March 2017
White – UK	56	60
White – Irish	<10	0
White (not UK or Irish – Includes White unspecified)	<10	<10
White total	**63**	*****
Mixed Race (dual heritage) total	0	<10
Asian and Asian British total	<10	<10
Any other ethnic group (including Chinese)	<10	<10
BME total (e.g. mixed race, Asian and Asian British, Black and Black British, Chinese)	**<10**	**<10**
Not Known	<10	0
Total	**66**	**70**

Note - * signifies figures cannot be shown due to confidentiality issues

Table 3: Disciplinary investigations by Gender, 2017-2018 and 2016-2017

Gender	Disciplinary Investigations Year ending 31 March 2018	Disciplinary Investigations Year ending 31 March 2017
Female	41	47
Male	25	23
Total	**66**	**70**

Table 4: Disciplinary investigations by Disability, 2017-2018 and 2016-2017

Disabled	Disciplinary Investigations Year ending 31 March 2018	Disciplinary Investigations Year ending 31 March 2017
Yes	<10	<10
No	46	43
Not Declared	*	*
Undefined		
Total	66	70

Note - * signifies figures cannot be shown due to confidentiality issues

Table 5: Disciplinary investigations, sanctions and suspensions by Sexual Orientation, 2017-2018 and 2016-2017

Sexual Orientation	Disciplinary Investigations Year ending 31 March 2018	Disciplinary Investigations Year ending 31 March 2017
Heterosexual	38	33
I do not wish to disclose my sexual orientation	11	17
Undefined	17	20
Total	66	70

Table 6: Disciplinary investigations, sanctions and suspensions by Religion / Belief, 2017-2018 and 2016-2017

Religion and Belief	Disciplinary Investigations Year ending 31 March 2018	Disciplinary Investigations Year ending 31 March 2017
Atheism	<10	<10
Christianity	30	21
I do not wish to disclose my religion/belief	13	23
Undefined	16	18
Other	<10	<10
Total	66	70

7. How are we doing?

We are accountable to our staff, service users and members of the public.

Should you have any feedback or concerns about equality of access to services or in the workplace, please contact:

Margaret Milburn – Equality, Diversity and Inclusion Officer
Telephone: 01904 726633
Email: margaret.milburn@york.nhs.uk

Please telephone or email if you require this information in a different language or format

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