

# Employment Information

## What do we have to do?

The Equality Act 2010 is about treating everyone in a fair way. We have to tell you how we collect and use information to ensure that we are treating people fairly at work.

We have to publish employment information every year for the groups of staff who are protected under the Equality Act from being treated less favourably than other people due to their age, disability, gender, race, religion or belief, sexual orientation, gender reassignment, marital or civil partnership status or being pregnant.

## What have we published?

The attached tables have been produced in the open data spreadsheet format requested by Welsh Government. The tables present data sourced from the Health Board's Electronic Staff Record (ESR) database for the total Swansea Bay University Health Board workforce in 2020/2021. The data provides a profile and analysis of:

- Staff employed by us as at 31 March 2021
- Staff involved in grievance procedures and staff subject to disciplinary procedures
- Staff who have left our employment
- Male and female staffing breakdown by job, grade, pay, contract type and working pattern.

There has been an improvement in the overall completion rates of workforce equality data over the past year. Further collaborative work needs to be undertaken to improve data quality. This will include working with staff to explain the importance of recording diversity information and how we use this in our work.

# What are the key messages?

## Staff Profile

- Table 1 shows the staff in post figures as at 31 March 2021.
- The data shows that our largest staff group is registered nurses and midwives (30%) followed by additional clinical services staff (21%) and administrative and clerical staff (19%).

## Gender

- Table 2 gives the gender breakdown by staff group. Our high proportion of female workers (77%) is typical of NHS organisations reflecting the makeup of people entering healthcare professions.

## Age

- Table 3 describes the age profile of Swansea Bay UHB staff.
- The data shows our healthcare workforce is getting older with the 51 to 55 age group being the largest (15%) followed closely by the 46 to 50 age group (14%).
- In terms of the overall staff profile, 49% of the workforce is aged over 45 years.

## Disability

- Table 4 shows that there is an incomplete data set for our staff identifying themselves as disabled or non-disabled with 37% of data not available. This means that it is not possible to draw any conclusions about the profile of staff who have a disability.

## Ethnicity

- There has been a significant improvement in the overall completion rates of ethnicity data within the Health Board over the last year. As at 31 March 2020, 65.7% of employees had disclosed their ethnicity. This figure has risen to 79.1% at 31 March 2021 as shown in Table 5.
- This improvement resulted from work to encourage staff to update their data during summer 2020.
- An intranet bulletin was posted in May 2020 to encourage staff to check and update their ethnicity on ESR either online or via the ESR app.
- This followed a Written Statement: COVID-19 and BAME Communities from the Welsh Government on the emerging evidence of the disproportionate impact that COVID-19 is having on some individuals from Black, Asian and Minority Ethnic backgrounds.
- The Workforce and OD Department contacted departments to speak to their staff about updating their records on ethnicity held within ESR.
- Whilst there have been improvements in the recording of ethnicity data, there is still scope to do more.

## Marriage and Civil Partnership

- Table 6 shows that 'Single' and 'Married' make up the bulk of all marital / civil partnership statuses, accounting for 34% and 50% respectively of our workforce.

## Religion

- Information about religion is not recorded consistently. Table 7 shows that this data is not recorded for 31% of staff on the electronic staff record system.

## **Sexual Orientation**

- Information about sexual orientation is not recorded consistently. Table 8 shows that this data is not recorded for 31% of staff on the electronic staff record system.

## **Pregnancy and Maternity**

- There were 257 members of staff (2%) on maternity or adoption leave as at 31 March 2021.
- There were 22 members of staff on a career break (0.2%) at this time.

## **Gender Reassignment**

- We do not ask staff whether they are considering, undergoing or have undergone gender reassignment so there is no estimate of this staff group.

## **Working Pattern**

- A higher proportion of our male staff work full-time (85%) compared to our female staff (53%) as shown within Table 9.
- Estates and Ancillary workers have the highest proportion of female staff working part-time (79%). Other staff groups with a high proportion of female staff working part-time are Additional Clinical Services (55%), Administrative and Clerical (43%), Nursing and Midwifery Registered (42%) Healthcare Scientists (41%) and Allied Health Professionals (40%).
- A higher percentage of female medical and dental staff are working part-time (29%) compared to male medical and dental staff (9%).

- A higher proportion of permanent staff are in full-time employment with us (60%) than part-time work (40%). This is the similar for staff on fixed term temporary contracts with 61% working full time hours.
- The total number of staff on fixed term temporary contracts increased from 1,398 as at 31 March 2020 to 1,579 as at 31 March 2021. The proportion working part-time on these type of contracts increased from 30% to 39% over this time period. The changes reflect the nature of the recruitment campaigns necessary to respond to the Covid-19 pandemic.

## Pay

- Table 12 shows that the average full time basic pay is higher for male than female staff across all staff groups.
- Administrative and Clerical, Healthcare Scientists, Additional Professional, Scientific and Technical staff, and Medical and Dental are the staff groups where there are the highest pay differences between male and female staff working full-time.
- The average part-time basic salary is higher for female than male staff across the majority of staff groups. The exceptions are Additional Clinical Services and Estates and Ancillary staff.
- The gender breakdown of the workforce by pay band in Table 13 shows that the proportion of male employees increases in senior medical roles.

## Leavers

- The total number of staff leaving the Health Board increased from 1344 during 2019/2020 to 1446 in 2020/21. This 7.6% increase in leavers is partly due to fixed term contracts during the pandemic.
- Table 14 shows the total number of staff leaving by age band as a proportion of all leavers.

- The 21 – 35 age group account for 35.8% of all leavers in 2020/21. This is a reduction from 42.5% in 2019/2020. Staff over the age of 50 account for 42% of all leavers. This is an increase from 33% in the previous year.
- Male staff have a higher turnover rate compared to female staff as they account for 23% of the workforce but 25% of leavers.
- It is not possible to draw any conclusions about ethnicity, disability or sexual orientation due to the incomplete data set.

### **Application of Grievance and Disciplinary Procedures**

- Data is only available on the gender of the staff for reporting purposes.
- Information cannot be disclosed about other protected characteristics for confidentiality reasons due to the low figures.