

# 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 2019/2020. The data provides a profile and analysis of:

- Staff employed by us as at 31 March 2020
- 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.

## What are the key messages?

### Staff Profile

- Table 1 shows the staff in post figures as at 31 March 2020.

- The data shows that our largest staff group is registered nurses and midwives (30%) followed by additional clinical services staff (20%) 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, 50% 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 42% 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

- Information about the ethnicity of staff is not recorded consistently. Table 5 shows that the ethnicity of 34% of staff is not recorded on the electronic staff record system as at 31 March 2020 so it is not possible to comment about the ethnic profile of staff.
- An intranet bulletin was posted in May 2020 to encourage staff to check and update their ethnicity status 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 (BAME) backgrounds.
- The Workforce and OD Department contacted departments to speak to their staff about updating their records on ethnicity held within ESR.
- The data collection exercise is improving the staff declaration of ethnicity. There is still work to be undertaken to complete the update.

### **Marriage and Civil Partnership**

- Table 6 shows that 'Single' and 'Married' make up the bulk of all marital / civil partnership statuses, accounting for 33% and 52% respectively of our workforce.

### **Religion**

- Information about religion is not recorded consistently. Table 7 shows that this data is not recorded for 35% 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 35% of staff on the electronic staff record system.

### **Pregnancy and Maternity**

- There were 246 members of staff (2%) on maternity or adoption leave as at 31 March 2020.

- There were 34 members of staff on a career break (0.3%) 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 (86%) 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 (80%). Other staff groups with a high proportion of female staff working part-time are Additional Clinical Services (52%), Administrative and Clerical (44%), Healthcare Scientists (44%), Allied Health Professionals (43%) and Nursing and Midwifery Registered (43%).
- A higher percentage of female medical and dental staff are working part-time (27%) compared to male medical and dental staff (10%).
- A higher proportion of permanent staff are in full-time employment with us (60%) than part-time work. This is the similar for staff on fixed term temporary contracts with 70% working full time hours.

## **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 exception is Administrative and Clerical 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 management and senior medical roles.

## **Leavers**

- Table 14 shows the total number of staff leaving SBUHB by age band as a proportion of all leavers. The 21 – 25, 26 – 30 and 31 – 35 age bands account for 42.5% of all leavers in 2019/2020.
- Male staff have a higher turnover rate compared to female staff as they account for 23% of the workforce but 29% 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.