



NHS Grampian Equality and Diversity Workforce Monitoring Report 2018/19

6th August 2019

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NHS Grampian Equality and Diversity Workforce Monitoring Report 2018/19

1. Introduction

The Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012 came into force on the 27th May 2012. This requires public bodies such as NHS Grampian to produce an Annual Workforce Monitoring Report covering all 9 of the “protected characteristics”, as defined in the Equality Act 2010. The 9 “protected characteristics” are:

- Race
- Disability
- Sex (male or female)
- Religion or belief
- Sexual orientation
- Gender reassignment
- Age
- Pregnancy and maternity
- Marriage and civil partnership

The Regulations require that the Workforce Report must include details of:

- The number of staff and their relevant protected characteristics
- Information on the recruitment, development and retention of employees, in terms of their protected characteristics.
- Details of the progress the public body has made to gather and use the above information to enable it to better perform the equality duty.

This is the NHS Grampian Workforce Monitoring Report for 2018/19.

2. Gathering workforce information

This is the eighth report compiled in the format required by the Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012. It contains more information than the previous reports. NHS Grampian is committed to improving the Annual Workforce Report year by year by developing local data collection systems for information which we were previously not required to collect.

If a potential issue is highlighted by the Report, we are able to cross reference source material to analyse specific areas in greater depth.

Staff have the legal right not to disclose information about their protected characteristics, if they so choose. Any information staff supply is on a purely voluntary basis. However, NHS Grampian now has information for approximately 75% of our staff.

The company who ran our AT Learning System which recorded and analysed staff training information, ceased to trade from July 2018. At very short notice, the TURAS Learn System was introduced as a replacement. Work is still ongoing to fully implement the TURAS System. Accordingly, detailed statistical information on training will become available from the 2019/20 Financial Year onwards.

3. Using the workforce report

The report:

- Demonstrates the willingness of NHS Grampian to comply with the requirements of the Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012, as amended. The report is widely distributed within NHS Grampian and formally submitted to the NHS Grampian Staff Governance Committee and the NHS Grampian Area Partnership Forum. It is a useful indicator of the effectiveness of our equality and diversity training, policies and initiatives.
- Enables the NHS Grampian Board and others, to gauge whether NHS Grampian employees and prospective employees are being treated fairly. Any anomalies or inconsistencies highlighted by the report will be reviewed and any appropriate follow up action taken.
- Gives reassurance to NHS Grampian staff that they are working in an environment free from prejudice or discrimination.
- Gives prospective employees, reassurance that NHS Grampian treats its staff in a fair and equitable manner.
- Enables external monitoring bodies such as the Equality and Human Rights Commission for Scotland and the Scottish Human Rights Commission to monitor our compliance with current equality and diversity legislation and good practice guidelines.

4. Number of staff in post

The number of NHS Grampian staff in post as at 31st March 2019 was 17,869 or 12,013.3 Whole Time Equivalent (WTE). This figure includes Bank Staff.

5. Race

(i) The ethnic origins of staff in post, new starts and leavers

There are many people with valuable skills relevant to health care who can be recruited locally. However, some specialist skills require NHS Grampian to recruit nationally and internationally. Accordingly, there will never be an exact correlation between the ethnic make-up of the population of Grampian and the ethnic make-up of the NHS Grampian workforce.

The 2011 Census figures for Grampian

The 2011 Census figures showed that the population of Grampian had increased by 43,124 to 569,061 compared to the 2001 Census. The total number of people in the categories “White Scottish” and “White Other British” was 492,180 or 86.5% of the total population of 569,061. People in other ethnic categories numbered 76,823 or 13.5%.

Much of the increase in population is due to mostly Eastern European migrant workers and their families settling in Grampian since the expansion of the European Economic Area on 1st May 2004. The 2011 Census introduced the new ethnic category of “White Polish” to capture some data on this new demographic trend in Scotland. In Grampian, 11,191 people identified themselves as “White Polish”, with the majority 7,129 living in Aberdeen. The “White Other” category indicated that there had been a substantial increase in the numbers of people from elsewhere in Eastern Europe settling in Grampian. The 2011 Census also showed a substantial pro rata increase in the number of people from Africa coming to Grampian, this ethnic group numbered 5,620.

The National Records of Scotland population estimates for mid-2018 show a further population increase in Grampian from 569,061 to 584,550.

Table One below shows the ethnic make up of the current NHS Grampian workforce. Also shown is the ethnicity of new starts and leavers, which can be used as one of the indicators of the fairness of the recruitment processes and staff management and retention arrangements.

Table One shows:

- There were more 571 more new starts than leavers.
- In every category except two, there were more new starts than leavers. The exceptions are the “Scottish” category where there were 18 more leavers than new starts. However, this is a relatively small reduction and could reflect the gradual recovery in the local oil industry leading to some lower paid NHS Grampian support staff moving to better paid jobs. The other category with more leavers than new starts was the “Don’t know” category.
- The categories with the biggest net increase were “Prefer not to answer”, “Other British” and “Chinese”.
- Overall, the figures indicate that there is no racial discrimination in the NHS Grampian recruitment processes, nor in the treatment and therefore retention of staff.

Table One: The ethnic make up of staff in Post as at 31st March 2019, plus information on new starts and leavers during 2018/19

Staff in Post s at 31 st March 2019			New starts 1.4.2018 to 31. 3.2019		Leavers 1.4.2018 to 31.3.2019		New Starts vs. Leavers
	Number	%	Number	%	Number	%	
2011 Census categories							
A White							
Scottish	8,958	50.13%	802	34.2%	820	46.22%	- 18
Other British	1,840	10.3%	448	19.1%	193	10.88%	+255
Irish	214	1.2%	54	2.3%	38	2.14%	+16
Gypsy/Traveller	-	-	-	-	-	-	-
Polish	19	0.11%	2	0.09%	1	0.06%	+1
Other white ethnic group	580	3.25%	115	4.9%	91	5.13%	+24
B Mixed or multiple ethnic groups							
Any mixed or multiple ethnic groups	75	0.42%	18	0.77%	9	0.51%	+9
C Asian, Asian Scottish or Asian British							
Pakistani, Pakistani Scottish or Pakistani British	74	0.41%	25	1.07%	10	0.56%	+15
Indian, Indian Scottish or Indian British	396	2.22%	67	2.86%	53	2.99%	+14
Bangladeshi, Bangladeshi Scottish or Bangladeshi British	19	0.11%	4	0.17%	2	0.11%	+2
Chinese, Chinese Scottish or Chinese British	107	0.6%	62	2.64%	19	1.07%	+43
Asian Other	223	1.25%	54	2.3%	27	1.52%	+27

D African								
African, African Scottish or African British	162	0.91%	30	1.28%	19	1.07%	+11	
Other	9	0.05%	-	-	-	-	-	
E Caribbean or Black								
Caribbean, Caribbean Scottish or Caribbean British	14	0.08%	4	0.17%	2	0.11%	+2	
Black, Black Scottish or Black British	3	0.02%	2	0.09%	-	-	+2	
Other	18	0.1%	7	0.3%	5	0.28%	+2	
F Other ethnic group								
Arab, Arab Scottish or Arab British	73	0.41%	26	1.11%	14	0.79%	+12	
Other								
Don't know	369	2.03%	69	2.94%	101	5.69%	-32	
G Prefer not to answer	4,716	26.39%	556	23.71%	370	20.86%	+186	
Total	17,869	100%	2,345	100%	1,774	100%		

Key: *These figures include junior doctors recruited nationally in association with NHS Education for Scotland then allocated to NHS Grampian

(ii) Recruitment and selection

NHS Grampian collects ethnicity data at every stage of the recruitment and selection process. This information is shown in Table Two below. From Table Two it can be seen that:

Applications

- During 2018/19, NHS Grampian received **30,716** applications.
- Candidates with a Scottish ethnicity were the biggest single group, submitting **18,516** applications, or 60.28% of all applications.

Shortlisted candidates

- There were **10,969** candidates shortlisted in 2018/19.
- The ethnicity of candidates shortlisted is roughly pro rata to the numbers in each ethnic category making application. This suggests that short listing processes within NHS Grampian are fair and equitable.
- No information about the ethnic origins of candidates, nor any other information about their protected characteristics, is made available to recruiting managers.

Candidates offered posts during 2018/19

- **4,100** offers of employment were made in 2018/19.
- There is a high degree of correlation between the percentage of applications in each ethnic category, shortlisted candidates and candidates offered posts. This shows that NHS Grampian shortlisting and appointment processes are fair and free from discrimination.
- Candidates with a “Scottish” ethnic origin were the largest group of staff appointed at 59.17%.

Table Two: The ethnic origins of applicants, short listed candidates and people appointed by NHS Grampian, during 2018/19

2011 Census Categories	No. of applicants	Ethnicity of applicants as a % of total	Nos. shortlisted	% short listed	Candidates offered posts in 2018/19	
	Number	Percentage	Number	Percentage	Number	Percentage
a) White						
Scottish	18,516	60.28%	6,547	59.69%	2,426	59.17%
Other British	2,131	6.94%	786	7.17%	325	7.93%
Irish	259	0.84%	83	0.76%	32	0.78%
Gypsy/Traveller	-	-	-	-	-	-
Polish	-	-	-	-	-	-
Other white ethnic group	2,777	9.04%	981	8.94%	335	8.17%
B Mixed or multiple ethnic groups						
Any mixed or multiple ethnic groups	208	0.68%	85	0.77%	31	0.76%
C Asian, Asian Scottish or Asian British						
Pakistani, Pakistani Scottish or Pakistani British	231	0.75%	91	0.83%	22	0.54%
Indian, Indian Scottish or Indian British	1,236	4.02%	475	4.33%	183	4.46%
Bangladeshi, Bangladeshi Scottish or Bangladeshi British	88	0.29%	31	0.28%	12	0.29%

Chinese, Chinese Scottish or Chinese British	131	0.43%	51	0.46%	19	0.46%
Other Asian	583	1.9%	138	1.26%	77	1.88%
D African						
African, African Scottish or African British	1,349	4.39%	475	4.33%	147	3.58%
Other						
E Caribbean or Black						
Caribbean, Caribbean Scottish or Caribbean British	74	0.24%	26	0.24%	11	0.27%
Black, Black Scottish or Black British	75	0.24%	26	0.24%	11	0.27%
Other Black background						
F Other ethnic group						
Arab, Arab Scottish or Arab British	-	-	-		-	-
Other	-	-	-		-	-
Don't know	-	-	-		-	-
G Prefer not to answer	3,058	9.96%	1,174	10.7%	469	11.44%
Total	30,716	100%	10,969	100%	4,100	100%

Doctors in training

NHS Grampian is now the Lead Employer for Doctors and Dentists in Training for the North of Scotland. These figures are included in Table Two above.

Changes to European Immigration Law: November 2008

Since November 2008, employers like NHS Grampian face increased restrictions when attempting to recruit employees from non-European Economic Area (EEA) countries. If a vacant post is not listed on the Shortage Occupation List issued by the UK Border Force, NHS Grampian must adhere to advertising regulations and prove there is no suitable EEA national to take up the post, before permission can be obtained to advertise the post more widely and bring in a non-EEA national, under the Points Based Immigration System.

The restrictions placed on recruiting non-EEA nationals are of benefit to workers settled in the UK and the EEA, however, the need to advertise within the EEA first, before advertising outwith, can delay NHS Grampian recruitment to some posts.

The European Union immigration arrangements have reduced the number of jobs advertised outwith the EEA by NHS Grampian since 2008. This has led to a generally downward trend in the recruitment of non-EEA applications. The figures are:

	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14
% of Applications from non-EEA nationals	40.63%	25.12%	*20.82%	16.51%	19.97%	15.69%

	2014/15	2015/16	2016/17	2017/18	2018/19
% of Applications from non-EEA nationals	14.04%	8.85%	17.8%	14.9%	16.22%

Key: *estimated figure

This trend will continue to be monitored.

(iii) The ethnicity of staff promoted in 2018/19

Table Three below shows the ethnicity of NHS Grampian staff promoted during 2018/19. The ethnic make up of the NHS Grampian workforce is also shown as a comparator. 1,096 staff were promoted. This is an increase on 2017/18 when a total of 875 staff were promoted.

- Promotions are roughly pro rata to the number of staff in post from each ethnic group. This indicates that promotions are fair and free from any racial discrimination.

Table Three: The ethnicity of staff promoted in 2018/19

2011 Census categories	Promotions During 2018/19		% of each ethnicity in post at 31st March 2019
	Number	%	
A White			
Scottish	591	53.92%	50%
Other British	131	11.95%	10.2%
Irish	15	1.37%	1.18%
Gypsy/Traveller	-	-	-
Polish	4	0.37%	0.11%
Other white ethnic group	38	3.47%	3.2%
B Mixed or multiple ethnic groups			
Any mixed or multiple ethnic groups	7	0.64%	0.41%
C Asian, Asian Scottish or Asian British			
Pakistani, Pakistani Scottish or Pakistani British	9	0.82%	4.6%
Indian, Indian Scottish or Indian British			
Bangladeshi, Bangladeshi Scottish or Bangladeshi British			
Chinese, Chinese Scottish or Chinese British			
D African			
African, African Scottish or African British	3	0.27%	0.9%
Other	-	-	-
E Caribbean or Black			
Caribbean, Caribbean Scottish or Caribbean British	-	-	0.2%
Black, Black Scottish or Black British			
Other			
F Other ethnic group			
Arab, Arab Scottish or Arab British	2	0.18%	0.4%
Other			
Don't know	73	6.66%	2%
G Prefer not to answer	223	20.35%	26.8%
Total	1,096	100%	100%

(iv) The ethnicity of staff booked on or applying for training and completing training
 The company who ran our AT Learning System which recorded and analysed staff training information, ceased to trade from July 2018. At very short notice, the TURAS Learn System was introduced as a replacement. Work is still ongoing to fully implement the TURAS System. Accordingly, detailed statistical information on training will become available from the 2019/20 Financial Year onwards.

The summary of figures for the period 2014-2018 are shown below:

Year	Number of applications	Number who received training	Overall Attendance %
2017/18	101,133	86,221	85.26%
2016/17	102,110	73,519	71.99%
2015/16	110,967	69,038	62.21%
2014/15	108,766	57,956	53.3%

6. Disability

NHS Grampian has been given the right to display the “Disability Confident” symbol on our literature. This is in recognition of our commitment to employing disabled people and our assurance to interview all disabled applicants who meet the minimum criteria for a job vacancy and consider them on their abilities.

Table Four below shows Information on the number of NHS Grampian staff who consider themselves to be disabled:

Table Four: the number of NHS Grampian staff who consider themselves to be disabled

Responses to the question, “Do you consider yourself to be disabled?”	2018/19 Total
Yes	68
No	14,363
Declined to comment	3,178
Don't know	260
Total	17,869

- The number of staff who consider themselves to have a disability is 68.
- It is important that all NHS Grampian Appointing Officers continue to give the fullest consideration to the employment of disabled people, should a suitable opportunity arise.

To try and improve facilities for both disabled patients and staff, over the last 6 years, NHS Grampian has spent in excess of £250,000 each year on:

- Improving access to NHS Grampian premises by the installation of electrically

operated front and inner doors, the installation of access ramps and the creation of disabled toilets and Adult Changing facilities

- The purchase of work related disability and communication aids
- The creation of more parking spaces for disabled people
- Making information available in a wide range of formats such picture format and with simplified easy to read text
- Building in consideration of the needs of disabled people into every new building project. Each major scheme now includes at least two disabled people at an early stage of planning.

These measures should help to make it easier for people with a disability to find suitable posts within NHS Grampian. Progress will continue to be monitored closely.

(i) Staff with a disability who were promoted in 2018/19

Of the 1,096 staff who were promoted during 2018/19, 4 stated that they had a disability. The figures are shown below in Table Five:

Table Five: Staff with a disability promoted in 2018/19

	2018/19	2017/18	2016/17	2015/16
Are you disabled?	Nos. promoted	Nos. promoted	Nos. promoted	Nos. promoted
Disabled	4	4	3	2
Not disabled	912	725	737	796
Declined to comment	166	133	146	167
Don't know	14	13	5	17
Total	1,096	875	891	982

- In 2018/19, 4 employees with a disability were promoted, this is the same number as 2017/18., this represents 0.35% of those promoted. However, given the small numbers disabled staff involved, it is not possible to draw any meaningful conclusions from this data.

(ii) Staff with a disability who applied for training and numbers who actually attended in the period 2012-2018

The figures are shown below in Table Six:

Table Six: Staff with a disability who booked on or applied for training and numbers who actually completed training in the period 2012-2018

	Number of applications from staff who consider themselves disabled	Training completed	Attendance rate as a %
2017/18	478	454	94.98%
2016/17	421	298	70.78%
2015/16	392	261	66.58%
2014/15	304	213	70.07%
2013/14	189	169	89.42%
2012/13	175	158	90.29%

- The figures indicate that there is no disability discrimination in the approval and completion of training by disabled staff.

7. Sex (male or female)

In the Grampian area, there are almost equal numbers of males and females. The actual 2011 Census figures are 49.5% males and 50.5% females. However, traditionally, most members of the nursing and Allied Health Professions (AHP) have been female, which means that all Health Boards in Scotland have a much higher proportion of female staff to male staff.

NHS Grampian is careful in all advertising material to avoid sexual stereotyping. Our literature shows an equal number of female and male nurses and projects a very positive image of both male and female staff. The gender balance for NHS Grampian staff is shown below.

Staff in post at 31.3.2019			New starts 2018/19			Leavers 2018/19		
Sex	Nos.	%	Sex	Nos.	%	Sex	Nos.	%
Female	14,557	81.5%	Female	1,701	72.5%	Female	1,350	76%
Male	3,312	18.5%	Male	644	27.5%	Male	424	24%
Total	17,869	100%	Total	2,345	100%	Total	1,774	100%

In terms of new starts and leavers during 2018/19, the table shows:

- The work NHS Grampian, Robert Gordon University and other Universities have done over a number of years to promote nursing and AHP careers equally to both males and females, is having a positive impact on the gender balance of our recruitment.

(i) The sex of staff who were promoted in 2018/19

The numbers of male and female staff promoted during 2018/19 are shown in Table Seven below:

Table Seven: Male and female staff promoted during 2018/19

Sex	Nos. promoted	%	% of each sex working within NHS Grampian
Female	921	84%	83%
Male	175	16%	17%
Total	1,096	100%	100%

- The figures show that promotions were proportionate to the total numbers of each sex in the NHS Grampian workforce. This indicates that promotions are free from any sex discrimination.

(ii) The sex of staff booked on or applying for training and receiving training

The 2018/19 figures are not available.

(iii) Senior posts within NHS Grampian as at 31st March 2019

Senior Leadership Team (SLT)

The SLT of NHS Grampian comprises 18 persons. There are 10 females and 8 males.

Senior Managers

There were 26 staff on Senior Manager Grades A to H, comprising 14 females and 12 males.

These figures indicate that recruitment procedures for senior posts within NHS Grampian are fair.

Health Board members

The NHS Grampian Health Board comprises 18 persons. The gender make up as at 31st March 2019 was 11 females and 7 males. This indicates that a reasonable gender balance.

NHS Grampian has for many years ensured that members of our local equality and diversity communities have had access to information about vacancies occurring on the NHS Grampian Health Board. This initiative will continue.

8. Religion or faith

The religious/faith make up of the NHS Grampian workforce is shown in Table Eight below.

Table Eight: The religious/faith make up of the NHS Grampian workforce 2018/19

Religion or faith	Number	% of workforce	2011 Census main results for Grampian
Buddhist	106	0.59%	-
Christian - Church of Scotland	3,116	17.44%	31.6%
Christian - Roman Catholic	956	5.35%	5.73%
Hindu	293	1.64%	-
Jewish	10	0.06%	-
Muslim	190	1.06%	0.92%
Other Christian	1,591	8.9%	7.5%
Sikh	20	0.11%	-
Other	229	1.28%	1.16%
No religion	5,464	30.58%	44.6%
Declined to comment	5,555	31.09%	7.46%
Not known	339	1.9%	-
Total	17,869	100%	98.97%

The figures show that:

- 31.09% of NHS Grampian staff “Declined to comment”. This is a much higher figure than the 7.46% of people in Grampian who declined to comment in the 2011 Census. However, people in Grampian may have felt legally obliged to answer the Census questionnaire.
- Approximately one third of staff feel unable to share information about their religion/faith or lack of religion/faith. The trend is quite consistent:

Year	% of staff declining to provide religion/faith information
2018/19	31.09%
2017/18	30.9%
2016/17	31.96%
2015/16	32.91%
2014/15	33.8%

- 30.58% of staff indicated that they had no religion, compared to 44.6% of the population of Grampian who indicated that they had no religion.
- Of the religions, the Church of Scotland has the largest number of staff followers at 3,116 or 17.44%. The comparative figure for Grampian is 31.6%. This shows that the NHS Grampian workforce is more religiously diverse than the general population of Grampian.
- NHS Grampian recruitment and retention policies are fair and free from religious/faith discrimination.

(i) The religion or faith of staff promoted in 2018/19

The figures are shown below in Table Nine:

Table Nine: The religion or faith of staff promoted in 2018/19

Religion	Numbers promoted	Numbers employed	Numbers promoted as a % of those employed
Buddhist	5	106	4.7%
Christian - Church of Scotland	201	3,116	6.45%
Christian - Roman Catholic	57	956	5.96%
Hindu	9	293	3.07%
Jewish	-	10	0%
Muslim	7	190	3.68%
Other Christian	108	1,591	6.79%
Sikh	3	20	15%
Other	12	229	5.2%
No religion	403	5,464	7.38%
Declined to comment	263	5,555	4.73%
Not known	28	339	8.25%
Total	1,096	17,869	

- Promotions within the larger groups are in most cases roughly proportionate to the numbers of staff employed in each category, within a range of 4.7%-7.38%. It is hard to draw any meaningful conclusions from promotions in the smaller staff groups.
- The figures indicate that the NHS Grampian promotion processes are free from discrimination on the grounds of religion or faith or a lack of religion or faith.

(ii) The religion/faith of staff applying for training and receiving training

This information is not currently collected but will be available when the new National HR and Training System is introduced.

9. Sexual orientation

Staff are gradually feeling more comfortable about sharing information about their sexual orientation. This trend can be seen in the reducing numbers of staff who decline to provide this information. This trend is most welcome.

Year	% of staff declining to provide sexual orientation information
2018/19	30.96%
2017/18	31.5%
2016/17	32.9%
2015/16	34%
2014/15	35%
2013/14	36.4%
2012/13	40%

From Table Ten below, it can be seen that the number of new starts in each category, (excepting the “Don’t know” category) is higher than the number of leavers in each category. These figures indicate that NHS Grampian is seen as an employer free from any discrimination on the grounds of sexual orientation.

Table Ten: The sexual orientation of the NHS Grampian workforce

Staff in post at 31.3.2019		New starts 2018/19		Leavers 2018/19	
Bisexual	152	Bisexual	34	Bisexual	25
Declined	5,533	Declined	621	Declined	431
Don't Know	339	Don't Know	56	Don't Know	66
Gay	132	Gay	34	Gay	20
Heterosexual	11,615	Heterosexual	1,581	Heterosexual	1,219
Lesbian	52	Lesbian	13	Lesbian	5
Other	46	Other	6	Other	8
Total	17,869	Total	2,345	Total	1,774

(i) The sexual orientation of staff promoted during 2018/19

The figures are shown below in Table Eleven below:

Table Eleven: The sexual orientation of staff promoted during 2018/19

Sexual orientation	Nos. promoted	Total Nos. in post	Nos. promoted as % of total in post
Bisexual	8	152	5.3%
Declined	250	5,533	4.5%
Don't Know	29	339	8.6%
Gay	15	132	11.4%
Heterosexual	787	11,615	6.8%
Lesbian	5	52	9.6%
Other	2	46	4.3%
Total	1,096	17,869	

- These figures indicate that promotions within the larger groups are in most cases roughly proportionate to the numbers of staff employed in each category, within a range of 4.57%-6.8%. It is hard to draw any meaningful conclusions from promotions in the smaller staff groups.

(ii) The Sexual orientation of applicants, short listed candidates and people offered posts by NHS Grampian during 2018/19

The figures are shown in Table Twelve below:

Table Twelve: The sexual orientation of applicants, short listed candidates and people offered posts by NHS Grampian in 2018/19

Sexual orientation	Applications	% of total	Shortlisted	% of total	Offered Posts	% of total
Bisexual	620	2.02%	219	2%	79	1.93%
Declined	3,658	11.9%	1,427	13%	592	14.44%
Gay	401	1.31%	153	1.4%	48	1.17%
Heterosexual	25,343	82.51%	8,956	81.64%	3,317	80.9%
Lesbian	306	1%	103	0.94%	25	0.61%
Other	388	1.26%	111	1%	39	0.95%
Total	30,716	100%	10,969	100%	4,100	100%

- There is a high degree of correlation between the numbers of applications from people of each sexual orientation applying, being shortlisted then being offered posts.
- These figures indicate that NHS Grampian recruitment and selection processes are free from any discrimination on the grounds of sexual orientation.

(iii) The sexual orientation of staff applying for training and receiving training

This information is not currently collected.

10. Gender reassignment

Four staff has identified themselves to us as trans. To avoid these staff being identified, no further information on these individuals is provided in this Report.

11. Age

Below in Table Thirteen is an age profile of the NHS Grampian workforce, as at 31st March 2019. The 2011 Census figures for Grampian are shown as a comparator:

Table Thirteen: Age profile of the NHS Grampian workforce

Age Group	Numbers in post as at 31.3.2019	NHS Grampian %	2011 Census %
1 - 19 years	146	0.82%	2.8%
20 – 24 years	1,022	5.71%	7.3%
25 – 29 years	2,214	12.4%	7%
30 - 44 years	6,046	33.84%	20.47%
45 – 59 years	6,613	37%	20.9%

60+	1,828	10.23%	6.3%
Total	17,869	100%	

The figures show:

- NHS Grampian has a relatively small percentage of staff aged 19 years and below. This is due to a number of factors such as age restrictions for people under the age of 18 working in clinical areas and Health and Safety considerations.
- Compared to the Census figures, NHS Grampian has a much higher percentage of staff in the 30-44 and 45-59 age ranges. This perhaps reflects the fact that many staff such as Doctors, Nurses and Allied Health Professionals train for a number of years to qualify then build up their knowledge and experience. Staff then wish to apply this knowledge for as long as possible. Hence the concentration of staff in these two age ranges.

(i) Promotions shown by age

The figures are shown in Table Fourteen below:

Table Fourteen: The age of staff promoted during 2018/19

Age Group	No. of Staff promoted shown by age	Number in post as at 31.3.2019	Promotions as a % of total staff
1 - 19 years	2	146	1.37%
20 – 24 years	107	1,022	10.47%
25 – 29 years	274	2,214	12.38%
30 - 44 years	403	6,046	6.64%
45 – 59 years	275	6,613	4.16%
60+	35	1,828	1.92%
Total	1,096	17,869	

There are significant variations in the percentage of staff being promoted in each age category, most notably in the 20-29 age bands. This in part can be explained by staff in these age bands being more active in building and developing their careers and are therefore more proactive in seeking promotion opportunities. As staff advance in seniority, the number of promoted posts for which they can choose to apply, are fewer in number, hence the reduction in promotions in the 30+ age range.

12. Pregnancy and maternity

NHS Grampian has in place a Maternity Leave Co-ordinator. Their role is to ensure that every pregnant employee is made aware of their maternity leave rights at an early stage as well as their entitlement to payments, as appropriate. They also provide advice and support to line managers on maternity leave issues. The Maternity Leave Co-ordinator also acts as a channel of communication for during pregnancy and is a point of contact for women who have opted to return to work when that time comes.

During 2018/19, 479 applications for maternity leave were made by staff. Of these 479 staff, 7 chose the “undecided” option. Of these 7, 4 returned to work. The 2017/18 and 2016/17 figures are shown below for comparison purposes:

Year	No. of applications	Staff choosing “Return to work” option	Undecided option	No. who actually returned to work	% Returning to work
2018/19	479	472	7	476	99.37%
2017/18	478	464	13	471	98.5%
2016/17	438	430	8	432	98.6%

The high percentage of women returning to work could be influenced by a number of factors such as:

- The opportunities for flexible or part-time working offered
- The availability of nursery places.
- The high cost of living and accommodation in Grampian
- The insecure job situation in the oil industry

13. Marriage and civil partnership

Information on the marital status of NHS Grampian staff is shown below in Table Fifteen:

Table Fifteen: The marital status of NHS Grampian Staff 2018/19

Marital Status	Numbers	NHS Grampian %	2011 Census %
Not known	4	0.02%	0.05%
Civil Partnership	17	0.01%	0.12%
Divorced/separated	704	3.94%	10.3%
Married	9,549	53.44%	48.99%
Single	7,484	41.88%	33.76%
Widowed	111	0.62%	6.78%
Total	17,869	100%	100%

- There is a significant difference in the number of NHS Grampian staff widowed compared to the Census figures. This is explained by the fact that most NHS

Grampian staff retire at or around 65. It is above this age band that mortality usually increases significantly.

- More NHS Grampian staff are single than in the general population, while more staff are married and far fewer divorced than in the general population.
- In the “Not known” and “Civil Partnership” categories, there is a general correlation between the NHS Grampian figures and the Census figures.
- This above figures indicate that there is no discrimination by NHS Grampian on the grounds of marital status in our recruitment and retention processes.

(i) The marital status of staff promoted during 2018/19

Information on the marital status of promoted is shown below in Table Sixteen:

Table Sixteen: The marital status of staff promoted during 2018/19

Marital Status	Numbers promoted	Number in post as at 31.3.2019	Promotions as a % of staff in each category
Not known	-	4	0%
Civil Partnership	4	17	23.52%
Divorced/separated	28	704	3.98%
Married	482	9,549	5.05%
Single	574	7,484	7.67%
Widowed	8	111	7.2%
Total	1,096	17,869	

- In 2018/19, staff who were single or widowed had a higher pro-rata rate of promotions than staff in other categories. However, this fluctuates year to year and would appear to be simply a random variation with no set pattern.
- The small number of staff in civil partnerships mean that no meaningful conclusions can be drawn from the promotions percentage.
- Overall, the figures indicate that there is no discrimination on the grounds of marital status for promotions in NHS Grampian.

14. Staff performance and assessment

Knowledge and Skills Framework (KSF)

KSF has been implemented for all NHS Grampian staff, excluding the Executive Cohort and Senior Managers and Medical and Dental staff, for who separate arrangements apply. There is an ongoing cycle of review, planning, development and evaluation which links

organisational and individual development needs; this is a commitment to the development of everyone who works in the NHS. KSF outlines are developed for all posts which detail the knowledge and skills required for the post covering six mandatory core dimensions of:

- Communication
- Personal and People Development
- Health, Safety and Security
- Service Improvement
- Quality
- Equality and Diversity

In addition, there will be specific dimensions which reflect the key activities of each post.

15. Gender Pay Gap information

In compliance with the Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012, NHS Grampian produced an Equal Pay Monitoring Report in April 2019 which contains detailed information on pay for NHS Grampian staff broken down by gender, Job Family and grade. This is available on the NHS Grampian website at: nhsgrampian.org.

16. Publicising the report

The Workforce Monitoring Report 2018/19 will be submitted to the NHS Grampian Staff Governance Committee for approval. Thereafter, it will be widely circulated in both electronic and hard copy formats to:

- NHS Grampian staff via Global email
- The NHS Grampian Website
- On the North East of Scotland Equalities Network (NESEN) web site
- Local equality and diversity groups and organisations
- Partner agencies
- The wider community in Grampian

Comments on the Workforce Monitoring Report will be warmly welcomed. All comments received will be carefully considered. Comments in any language or format can be made:

By email to: Nigel.firth@nhs.net

By post to:

Nigel Firth,
Equality and Diversity Manager,
Ground Floor Room 4,
Foresterhill House,
Foresterhill Site,
Aberdeen
AB25 2ZB

By voicemail to: 01224 552245

17. Compilation of the Report: acknowledgements

Grateful thanks are expressed to the many staff who assisted in the compilation of this report. Special mentions are due to:

- Gerrie Lawrie, Head of Workforce and Development
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- Linda McKerron, Service Manager Learning and Development
- Angela Lobban, Maternity Leave Co-ordinator

Nigel Firth,
Equality and Diversity Manager
NHS Grampian
6th August 2019