Workforce Race Equality Standard

REPORTING TEMPLATE (Revised 2016)

Template for completion

Name of organisation

Cambridgeshire Community Services NHS Trust

Date of report: month/year

April 2016

Name and title of Board lead for the Workforce Race Equality Standard

Anita Pisani, Deputy Chief Executive

Name and contact details of lead manager compiling this report

Angela Hartley, Assistant Director of Workforce

Names of commissioners this report has been sent to (complete as applicable)

Luton CCG, Cambs and Peterborough CCG, Cambridgeshire County Council, Norfolk County Council, Luton Borough Council, Bedfordshire C

Name and contact details of co-ordinating commissioner this report has been sent to (complete as applicable)

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Unique URL link on which this Report and associated Action Plan will be found

This report has been signed off by on behalf of the Board on (insert name and date)

Trust Executive Team 19 April 2016 Being presented to the Trust Board 11May 2016.

Publications Gateway Reference Number: 05067

Report on the WRES indicators

1. Background narrative

a. Any issues of completeness of data

The Trust began internal reporting on the 9 WRES questions in Q4 2014/15. The Trust transferred out 1700 staff on 1st April 2015 and has transferred in 357 staff between 1st April 2015 and 31st March 2016. The workforce has therefore significantly changed during the reporting period. This report covers 1 April 2015 to 31 March 2016 . 0.9% of staff have not reported their ethnicity.

b. Any matters relating to reliability of comparisons with previous years

The Trust began internal reporting on the 9 WRES questions in Q4 2014/15. The Trust transferred out 1700 staff on 1st April 2015 and has transferred in 357 staff between 1st April 2015 and 31st March 2016. The workforce has therefore significantly changed during the reporting period. The source of data for Workforce Indicator 2 has changed since the introduction of NHS Jobs 2 resulting in a variance on previous year.

2. Total numbers of staff

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

2233 as at 31.3.2016

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

10.8% (the Head count of staff with an Unknown Ethnic Origin have been removed from this calculation)

3. Self reporting

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

93.2% as at 31.03.2016 [this includes 3.8% have declared they don not want to disclose] 6.8% have a blank return.

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

During March 2016 The Trust asked all staff to update their personal data including ethnicity and weekly reminders were sent out over a 4 week period. This was updated in our ESR system via employee self-service or upon receipt of notification centrally.

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

A repeat of the request to staff to update their personal data will be undertaken every quarter

4. Workforce data

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

01.04.2015 - 31.03.2016

5. Workforce Race Equality Indicators

Please note that only high level summary points should be provided in the text boxes below – the detail should be contained in accompanying WRES Action Plans.

	Indicator	Data for reporting year	Data for previous year	Narrative – the implications of the data and any additional background explanatory narrative	Action taken and planned including e.g. does the indicator link to EDS2 evidence and/or a corporate Equality Objective
	For each of these four workforce indicators, compare the data for White and BME staff				
1	Percentage of staff in each of the AfC Bands 1-9 and VSM (including executive Board members) compared with the percentage of staff in the overall workforce. Organisations should undertake this calculation separately for non-clinical and for clinical staff.	as at 31.03.2016 CLINICAL B1 N/A B2 0.0% B3 6.8% B4 8.3% B5 10.5%	as at 31.03.2015 CLINICAL B1 20.0% B2 9.5% B3 5.7% B4 7.3% B5 9.0%	The Trust is aware that it is under represented by BME staff at both Executive and non executive Board level. Overall the trust has widened the diversity of the workforce over the last 12 months, and will continue to take action to bring our workforce more in line with the population we support.	The trust sought applicant for a vacant NED position in Qtr 4 2015 /16 from our service users groups . This post is going out for a second advert and we will work with user/ community groups to promote the role with the aim to attract applicants from BME candidates.
2	Relative likelihood of staff being appointed from shortlisting across all posts.	as at 31.03.2016 BME 2.1% v White 4.6% Variance -2.5%	as at 31.03.2015 BME 19.4% v White 35.4% Variance -15.9%	Our data indicates a higher likelihood of being appointed amongst white applicants. The Trust is introducing training for recruiting managers in Unconscious Bias, both e-learning and as part of recruitment training	The Trust is introducing Unconscious Bias training into our mandatory Equality and Diversity e learning and at induction by June 2016, and will cover this at managers skills training in recruitment and selection training . The e learning package will be a pre requisite for all panel members involved in recruitment interviews from June 2016.
3	Relative likelihood of staff entering the formal disciplinary process, as measured by entry into a formal disciplinary investigation. This indicator will be based on data from a two year rolling average of the current year and the previous year.	as at 31.03.2016 BME 1.8% v White 0.6% Variance +1.2%	as at 31.03.2015 BME 2.3% v White 0.9% Variance +1.4%	Our data shows a slightly higher likelihood of entering a formal process. The Trust has an objective to be an excellent employer and our Diversity and Inclusion for all Programme of our Workforce, Organisational Change and Service Redesign Strategy. The 2016/17 Implementation Plan of the Strategy sets out our planned actions for 2016/17.	Trust will supplement its Cultural Awareness raising with Unconscious Bias training by June 2016. HR managers coach managers where they identify potential cultural behavioral differences having an impact and , where appropriate will support mangers with any matters arising from cultural diversity in an informal way before a resort to formal processes
4	Relative likelihood of staff accessing non-mandatory training and CPD.	as at 31.03.2016 BME 70.4% v White 64.2% Variance +6%	as at 31.03.2015 BME 32.1% v White 27.9% Variance +4.2%	This data is currently collected for courses booked directly with our third party provider however this does not cover all our training within the trust currently.	During 2016/17 the trust will implement monitoring of the ethnicity [and other protected characteristics] of staff accessing all training and will put in place action to address and areas of concern.

Report on the WRES indicators, continued

	Indicator	Data for reporting year	Data for previous year	Narrative – the implications of the data and any additional background explanatory narrative	Action taken and planned including e.g. does the indicator link to EDS2 evidence and/or a corporate Equality Objective
	National NHS Staff Survey indicators (or equivalent) For each of the four staff survey indicators, compare the outcomes of the responses for White and BME staff.				
5	KF 25. Percentage of staff experiencing harassment, bullying or abuse from patients, relatives or the public in last 12 months.	White 26 BME 40	White 27 BME 22	The Staff Survey 2015 data reveals that staff working in our adult services report bullying behaviour from the public to a level higher than those working in children's services. The Trust will be undertaking further analysis of the	In 2015 the Trust worked with front line reception staff in focus groups to discuss aggression they faced from the public and to share good practice with regard to how to deal with behavioural issues. In 2016 the trust Safety Manager, is
6	KF 26. Percentage of staff experiencing harassment, bullying or abuse from staff in last 12 months.	White 18 BME 30	White 17 BME 22	Staff Survey results reveal that reported levels of bullying are highest in one service .	The HR team and the Trust's Safety Manager will work with staff in the service to address issues.
7	KF 21. Percentage believing that trust provides equal opportunities for career progression or promotion.	White 93 BME 93	White 96 BME 89	Staff Survey results show BME staff have equal access to career progression as all other protected groups.	In 2016 the trust is offering mentoring to all BME staff who wish to take this up to support them in their career aspirations.
8	Q17. In the last 12 months have you personally experienced discrimination at work from any of the following? b) Manager/team leader or other colleagues	White 7 BME 10	White 4 BME 3	The highest incidence appears to be reported in the Admin & Clerical occupational group.	The Trust will re launch its E and D training when unconscious bias training is included by June 2016 and will promote its zero tolerance position and signpost staff to support available .
	Board representation indicator For this indicator, compare the difference for White and BME staff.				
9	Percentage difference between the organisations' Board voting membership and its overall workforce.	0%	0%	The Trust is aware that it is under represented by BME staff at both Executive and non executive Board level	NED vacancy in last quarter of 2016. JD shared with local community leaders and appointment committee asked to encourage BME applicants, and further work planned when this post re advertised.

Note 1. All provider organisations to whom the NHS Standard Contract applies are required to conduct the NHS Staff Survey. Those organisations that do not undertake the NHS Staff Survey are recommended to do so, or to undertake an equivalent.

Note 2. Please refer to the WRES Technical Guidance for clarification on the precise means for implementing each indicator.

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

In 2015 trust staff rated the 2 staff EDS2 objectives as green. the 2016 staff EDS rating event is taking place on 24 May 2016.

7. Organisations should produce a detailed WRES Action Plan, agreed by its Board. Such a Plan would normally elaborate on the actions summarised in section 5, setting out the next steps with milestones for expected progress against the WRES indicators. It may also identify the links with other work streams agreed at Board level, such as EDS2. You are asked to attach the WRES Action Plan or provide a link to it.

The Trusts Workforce Diversity and Inclusion group, a sub group of the Trusts Diversity and inclusion steering group, has a WRES action plan. This is discussed at the Steering group which is chaired by the Deputy CEO. The annual Diversity and Inclusion and EDS report is presented annually to the Trust Board.

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