



SENIOR MANAGEMENT GROUP

DATE: 11TH JANUARY 2012

Document Title:	Staff Data Refresh
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Attachments:	Staff Data Refresh Report
This paper has been previously presented to:	
Recommendations for the SMG:	Key recommendations from this report include that: <ul style="list-style-type: none">▪ A Staff Data Refresh be carried out on an annual basis by IM&T, to update Employee Staff Records.▪ That all Directors and Heads of Service monitor their function and service areas across all protected characteristic groups and report on their analysis in the Trust's Annual Equality Reports.
Executive Summary <p>The report provides a snapshot Staff Data Refresh. The Staff Data Refresh is the first exercise undertaken by the Trust, in order to update the protected characteristic details of its staff. The exercise has resulted in a response of 751 usable forms, which provides a revealing snapshot of the whole workforce profile and relevant information, on top of the Annual Equality Reports produced and published by the Trust, in line with the requirements on the Trust of the Equality Act 2010.</p> <p>The results of the Staff Data Refresh are on the whole on a par with the Annual Equality Report and OD Survey results; they indicate that there is still work to do to achieve a workforce reflective of the community the Trust serves; on the positive side, the Trust workforce appears very diverse and rich in communities across the protected characteristic groups.</p>	
Risk Implications for the LAS (including clinical and financial consequences) <p>In order to ensure that the Trust has an accurate and current profile of its staff and that all its workforce functions can be monitored in regard to the protected characteristic groups, this exercise needs to be undertaken on a regular basis by IM&T, in conjunction with the HR &OD department.</p>	
Other Implications (including patient and public involvement/legal/governance/diversity/resources) <p>The Staff Data Refresh, just undertaken, was a labour-intensive exercise, which fortunately the Trust was greatly assisted on by people placed with us from the National Autistic Society, who did an outstanding job to tight timescales. In order for this exercise to be successfully run in future, a self-serve approach to staff updating their Employee Staff Record information, including their protected characteristic details, is strongly recommended.</p>	

Corporate Objectives 2011/12

This paper supports the achievement of the following corporate objectives:

- CO1 - To improve outcomes for patients who are critically ill or injured
- CO2 - To provide more appropriate care for patients with less serious illness and injuries
- CO3 - To meet response time targets routinely
- CO4 - To meet all other regulatory and performance targets
- CO5 - To develop staff so they have the skills and confidence they need to do their job
- CO6 - To improve the diversity of our workforce
- CO7 - To create a productive and supportive working environment where staff feel safe, valued and influential
- CO8 - To use resources more efficiently and effectively
- CO9 - To maintain service performance during major events, both planned and unplanned, including the 2012 Games
- CO10 - To improve engagement with key stakeholders

External Requirements

CQC Essential Standards

This paper links to the following CQC outcomes:

- Outcome 1: Respecting and involving people who use services
- Outcome 2: Consent to care and treatment
- Outcome 4: Care and welfare of people who use services
- Outcome 6: Cooperating with other providers
- Outcome 7: Safeguarding people who use services from abuse
- Outcome 8: Cleanliness and infection control
- Outcome 9: Management of medicines
- Outcome 10: Safety and suitability of premises
- Outcome 11: Safety, availability and suitability of equipment
- Outcome 12: Requirements relating to workers
- Outcome 13: Staffing
- Outcome 14: Supporting workers
- Outcome 16: Assessing and monitoring the quality of service provision
- Outcome 17: Complaints
- Outcome 20: Notification of other incidents
- Outcome 21: Records

NHSLA Risk Management Standards

This paper links to the following NHSLA standards:

- Standard 1: Governance
- Standard 2: Competent and Capable Workforce
- Standard 3: Safe Environment
- Standard 4: Clinical Care
- Standard 5: Learning from Experience

LONDON AMBULANCE SERVICE NHS TRUST

Senior Management Group Date of Meeting: 11 January 2012

STAFF DATA REFRESH

1.INTRODUCTION

In order to provide the Trust with an up-to-date accurate snapshot profile of the workforce, a Staff Data Refresh was undertaken in December 2011. The profile asked for information across protected characteristic groups, which then provided an anonymized headcount of the Trust's staff (Attached as Appendix 1). This information, coupled with the Annual Equality Report 2010-11, provides relevant equalities information for the Trust to assess its performance in regard to achieving a workforce reflective of the community we were serve and also assists the Trust in meeting its duties under the Equality Act 2010 Public Sector Duty.

2. PREVIOUS EQUALITIES MONITORING BY THE TRUST

In the Trust's last Organisation Development Survey, carried out in July 2010, equalities monitoring of respondents (in total 704 – 14% of the workforce. This revealed the following statistics:

- Breakdown by sex: women 252; men 42; prefer not to say – 42; blank – 51.
- Breakdown by age group: 16-24 – 44; 25-34 – 196; 35-44 – 167; 45-54 – 129; 65+ - 2; prefer not to say – 73; blank – 55.
- Breakdown by ethnicity – African – 7; Asian/Asian British – 7; Bangladeshi – 2; Black/Black British – 8; Caribbean – 4; Other Asian – 4; Other Mixed – 7; Other white – 40; Pakistani – 2; Prefer not to say – 85; White & Asian – 4; White & Black African – 1; White British – 453; white Irish – 15; blank – 58.
- Breakdown by sexual orientation: bisexual person – 11; gay man – 17; heterosexual person – 459; lesbian/gay women – 18; other – 13; prefer not to say – 112; blank – 74.
- Breakdown by religion or belief: Bahai – 1; Buddhism – 7; Christianity – 213; Hinduism – 4; Humanism – 8; Islam – 8; Judaism – 8; No – 234; Other – 39; Prefer not to say – 102; Rastafarianism – 3; Sikhism – 2; Zoroastrianism – 4; blank – 7.
- Breakdown by disability: No – 569; prefer not to say – 43; yes – 10; blank – 82.

3. LONDON PROFILE

The results of the 2011 Census, once released, will provide a clear benchmark for achieving a workforce reflective of the community.

In the Mayor of London's State of Equality in London Report 2008 the estimated total population of London was 7.5 million:

- 51.1.% of the population of London were women;
- around 19% of households in London contained at least one person with a limiting long-term illness, health problem of disability, which limited their daily activities or the work they could do;
- the BME population was 33.1%, an increase on the 2001 census, with the largest minority group in London Indian (6.7%), followed by Black African

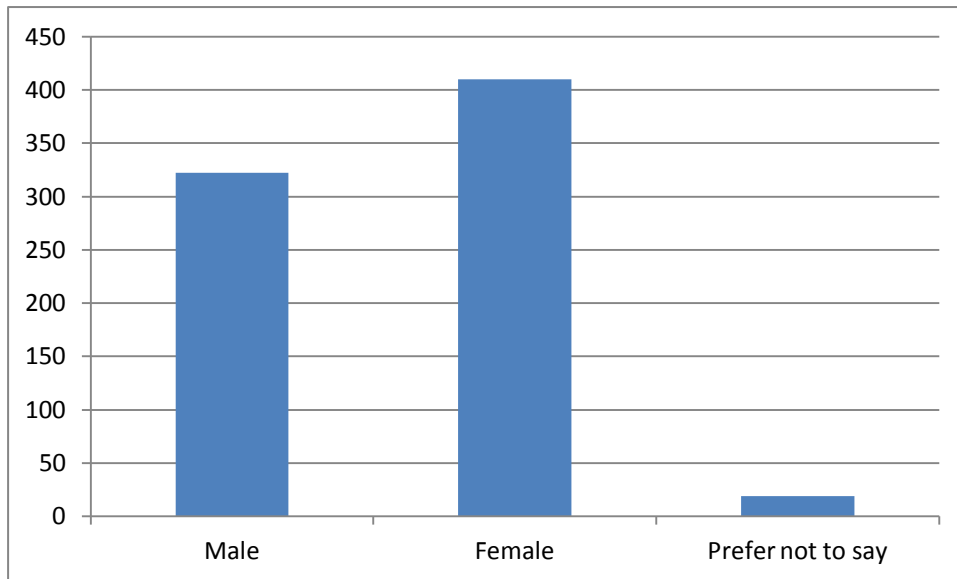
(6.1%) – the ; nearly 61% of Londoners were Christian, 12.1% Muslim, 4.8% Hindu, 2.1% Jewish and 1.4% Sikh – the 2001 census indicated that there were 42 communities of over 10,000 people born in countries outside Britain living in the capital;

- sexual orientation was omitted from official statistics; the standard estimate is that 6% of the nation is likely to be lesbian, gay or bisexual; however, this seems to be an underestimate, given that research has shown that gay couples are more likely to live in London than the rest of the country – as a result a figure of 10% is regarded as more likely for London;
- There are no reliable statistics on the number of transgender people in London; currently, a major piece of research is being undertaken on behalf of the Government Equalities Office, which may provide some helpful information for public bodies to take account of when paying regard to the needs of the transgender community.

3. OUTCOME OF STAFF DATA REFRESH

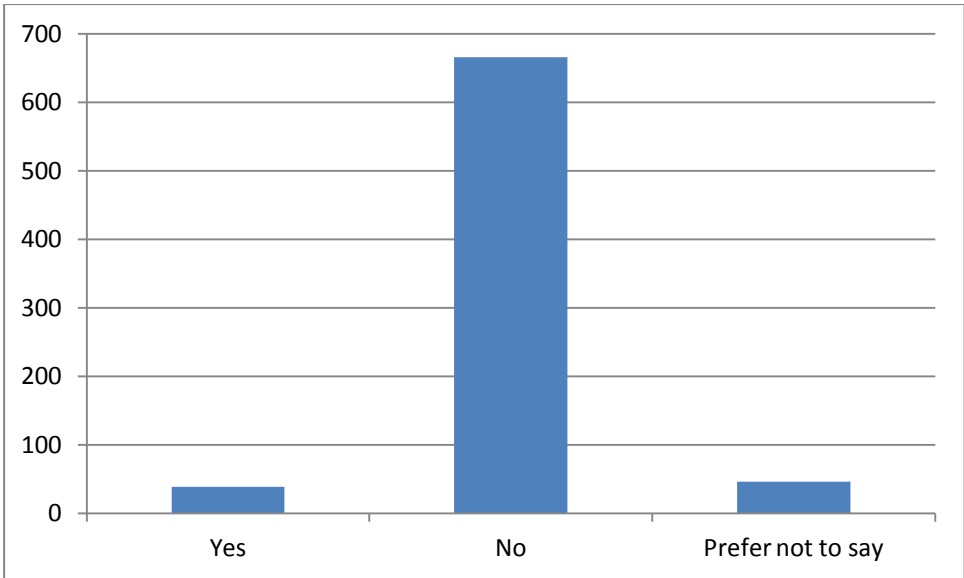
A total of 751 Staff Refresh forms were received by the deadline date. Of these, 322 were from women (42.8%); 410 from men; 19 people preferred not to say what sex they were. 67 women (11 %) were at Senior Management grade level in contrast to men, 129 (17.17%) of whom were at senior management grade.

BREAKDOWN BY SEX



BREAKDOWN BY DISABILITY

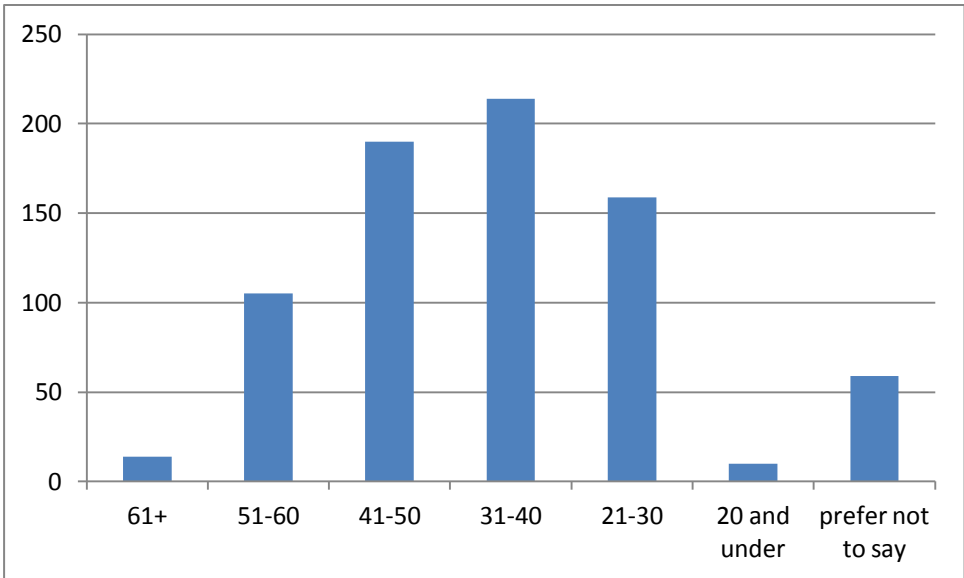
A total of 39 staff (5.19%) said that they were disabled; 666 said they were not disabled; and 46 preferred not to say. Of staff who said that they were disabled the disabilities declared included sensory, mobility, neurological, cardio-vascular, auto-immune disorders and mental health issues; 8 staff preferred not to say. With the enhancement of monitoring systems, more comprehensive statistics on disabled staff will be available in future reporting, including the Trust's Annual Equality Report.



BREAKDOWN BY AGE

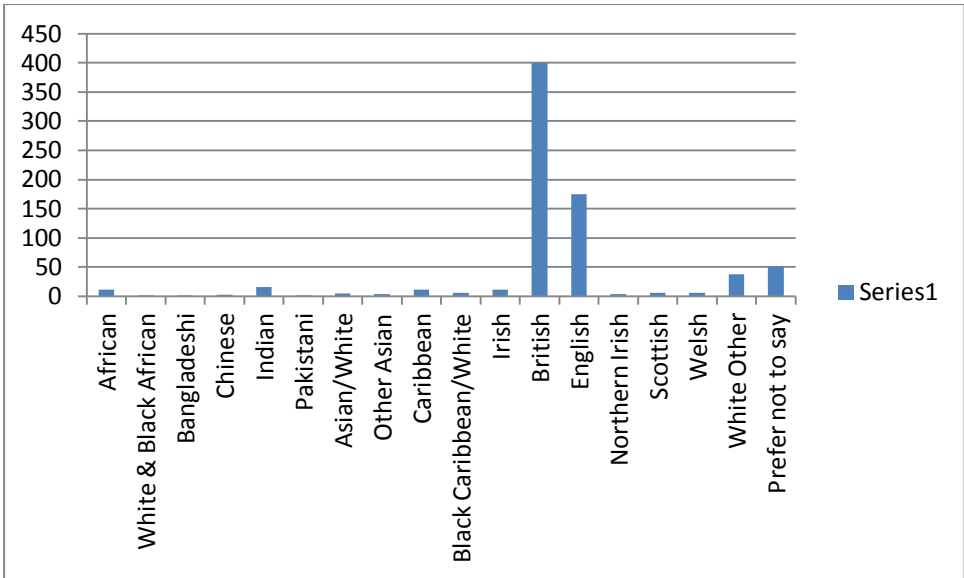
From the snapshot of 751 staff, the most prevalent age group was 31-40 (214; 28.49%), followed by 41-50 (190; 25.29%) and 21-30 (159; 21.17%). This shows exactly the same age group prevalence as in the Annual Equality Report 2010-11.

BREAKDOWN BY AGE



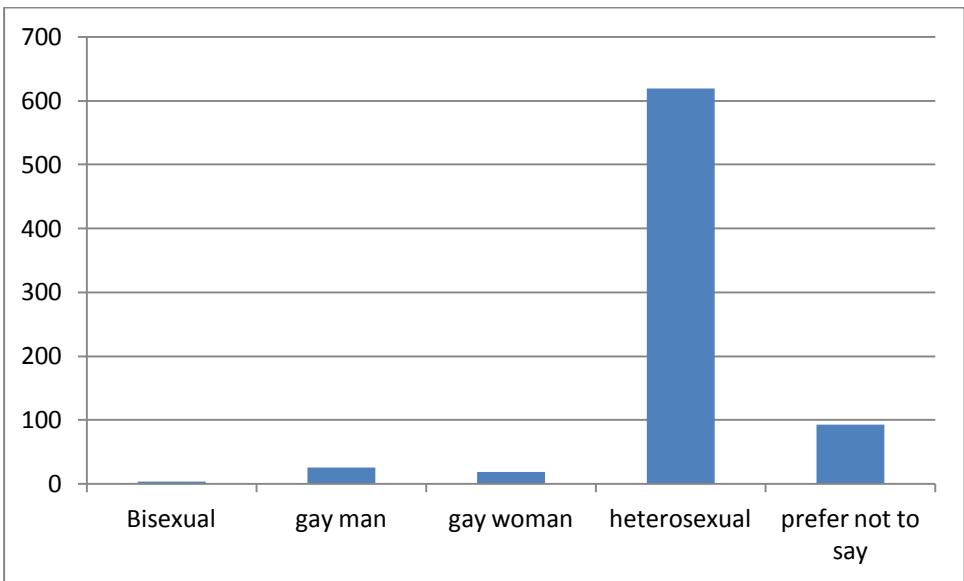
BREAKDOWN BY ETHNICITY

The number of BME staff in the Staff Refresh headcount was 71(10.6%). This is just over the percentage from the last Annual Equality Report for 2010-11 (9%). The highest group represented were Indian (16), with equal numbers of African, Caribbean and Irish staff.



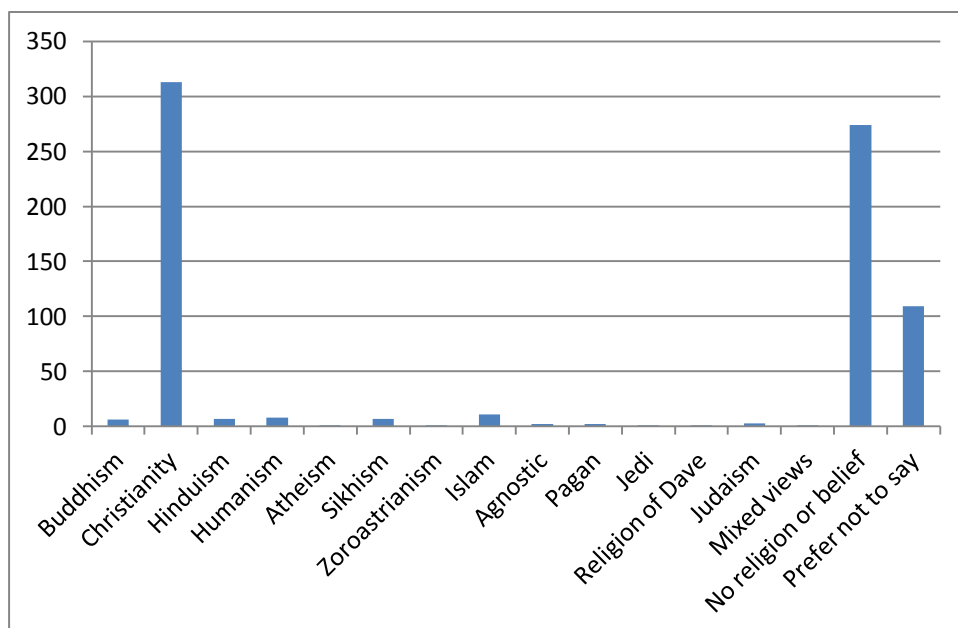
BREAKDOWN BY SEXUAL ORIENTATION

Four staff members identified as bisexual, 26 as gay men, 19 as gay women, 619 as heterosexual and 93 preferred not to say. This puts the representation of LGB people from this snapshot at 6%; however, the 93 “preferred not to says” may include some LGB people. As the Trust has only recently started to monitor by sexual orientation, this may account for some of the “prefer to say” numbers, which at least appear to have decreased in comparison to the OD Survey results, which first asked this question. As a Stonewall Diversity Champion, the Trust is committed to improving the lives of all its staff and to ensure that the London Ambulance Service is a welcoming and inclusive environment for all, regardless of sexual orientation, so it is hoped that the number of staff self-identifying under sexual orientation will increase as this becomes a regular occurrence.



BREAKDOWN BY RELIGION OR BELIEF

The majority of the 751 staff identified as Christians (313; 41.67%, of which 1 was a Methodist, 2 Catholics and 2 Church of England), followed by staff who said they had no religion or belief (274;36.48%), with 109 staff preferring not to say. This shows an increase in the number of Christians and of those staff with no belief since the monitoring of religion/belief was carried out in the Trust's OD Survey. The range of religions/beliefs reflected in the Staff Data Refresh included Hindus (8), Buddhists (6), Atheists (1), Sikhs (7), Zoroastrians (1), Muslims (11), Agnostics (2), Pagans (2), Jedi (1), Religion of Dave (1), Jews (3) and Mixed Views (1).



BREAKDOWN BY OTHER PROTECTED CHARACTERISTIC GROUNDS

11 staff members said that they were pregnant or had recently given birth; 51 preferred not to say; and 689 answered in the negative. Two members of staff said they were planning, undergoing or had undergone a process or part of a process of gender reassignment, with a total of 53 staff preferring not to say. 355 staff said they were married or in a civil partnership and 71 preferred not to say. Future monitoring of employee relations functions across these and the other protected characteristic groups will identify any disadvantage and, if found, provide solutions to address this.

4. CONCLUSION

In line with the requirements of the Equality Act 2010 Public Sector Duty, the Trust will need to publish relevant, appropriate equalities information on an annual basis. The production of an annual Staff Data Refresh, best facilitated through a self-serve approach, to accompany the Trust's Annual Equality Reports, published after the end of each financial year, will assist the Trust with ensuring that Employee Staff Records are as up-to-date and accurate as possible, and that the Trust has the necessary information in regard to protected characteristic groups to identify and address possible discrimination, advance equality of opportunity and promote good relations between people who have a protected characteristic and those who do not.

5. RECOMMENDATIONS

SMG are asked to approve the following recommendations: that

- The Staff Data Refresh be carried out annually by IM&T through a self-serve approach.
- That all Directors and Heads of Service monitor their function and service areas across all protected characteristic groups and report on their analysis in the Trust's Annual Equality Reports.