**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 tables present data sourced from ABMUHB’s Electronic Staff Record (ESR) database for the total ABMUHB workforce. The data provides a profile and analysis of:

* Staff employed by us as at 31 March 2018
* 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 that our largest staff group is registered nurses and midwives (32%) followed by additional clinical services staff (20%) and administrative and clerical staff (18%).

**Gender**

* Table 2 gives the gender breakdown by staff group. Our high proportion of female workers (78%) is typical of NHS organisations reflecting the makeup of people entering healthcare professions.

**Age**

* Table 3 describes the age profile of ABMUHB staff.
* The data shows our healthcare workforce is getting older with the 51 to 55 age group being the largest (17%) followed closely by the 46 to 50 age group (15%) and the 41 to 45 age group (13%).
* In terms of the overall staff profile, 44% of the workforce is aged between 41 and 55 years.

**Disability**

* Table 4 shows that there is an incomplete data set for our staff identifying themselves as disabled or non-disabled with 48% 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 36% of staff is not recorded on the electronic staff record system so it is not possible to comment about the ethnic profile of staff.

**Marriage and Civil Partnership**

* Table 6 shows that ‘Single’ and ‘Married’ make up the bulk of all marital / civil partnership statuses, accounting for 31% and 53% respectively of our workforce.
* The number of registered same-sex civil partnerships accounts for 1% of all marital / civil partnerships statuses across our workforce.

**Religion**

* Information about religion is not recorded consistently. Table 7 shows that this data is not recorded for 49% 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 45% of staff on the electronic staff record system.

**Pregnancy and Maternity**

* There were 320 members of staff (2%) on maternity or adoption leave as at 31 March 2018.
* There were 33 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 (86%) compared to our female staff (54%) as shown within Table 9.
* Estates and Ancillary workers have the highest proportion of female staff working part-time (82%). Other staff groups with a high proportion of female staff working part-time are Additional Clinical Services (49%), Administrative and Clerical (46%), Healthcare Scientists (43%), Allied Health Professionals (42%) and Nursing and Midwifery Registered (41%).
* A higher percentage of female medical and dental staff are working part-time (25%) 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 71% 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 with the exception of Allied Health Professionals.
* 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 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 more senior medical roles.

**Leavers**

* Table 14 shows the total number of staff leaving ABMUHB by age band as a proportion of all leavers. The 21 – 25, 26 – 30 and 31 – 35 age bands account for 41.2% of all leavers.
* Male staff have a higher turnover rate compared to female staff as they account for 22% of the workforce but 30% 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.

# Table 1: Total Staff in Post by Staff Group (31.03.2018)

|  |  |  |
| --- | --- | --- |
| **Staff Group** | **Headcount** | **%** |
| Add Prof Scientific and Technic | 500 | 3.1 |
| Additional Clinical Services | 3,157 | 19.6 |
| Administrative and Clerical | 2,858 | 17.8 |
| Allied Health Professionals | 1,041 | 6.5 |
| Estates and Ancillary | 1,708 | 10.6 |
| Healthcare Scientists | 356 | 2.2 |
| Medical and Dental | 1,389 | 8.6 |
| Nursing and Midwifery Registered | 5,078 | 31.5 |
| Students | 9 | 0.1 |
| **Total** | **16,096** | **100.0** |

# Table 2: Staff by Gender (31.03.2018)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Staff Group** | **Total Headcount** | **Female** | **%** | **Male** | **%** |
| Add Prof Scientific and Technic | 500 | 349 | 69.8 | 151 | 30.2 |
| Additional Clinical Services | 3,157 | 2,561 | 81.1 | 596 | 18.9 |
| Administrative and Clerical | 2,858 | 2,419 | 84.6 | 439 | 15.4 |
| Allied Health Professionals | 1,041 | 875 | 84.1 | 166 | 15.9 |
| Estates and Ancillary | 1,708 | 981 | 57.4 | 727 | 42.6 |
| Healthcare Scientists | 356 | 209 | 58.7 | 147 | 41.3 |
| Medical and Dental | 1,389 | 558 | 40.2 | 831 | 59.8 |
| Nursing and Midwifery Registered | 5,078 | 4,621 | 91.0 | 457 | 9.0 |
| Students | 9 | 9 | 100.0 | 0 | 0 |
| **Total** | **16,096** | **12,582** | **78.2** | **3,514** | **21.8** |

**Table 3: Staff by Age (31.03.2018)**

|  |  |  |
| --- | --- | --- |
| **Age Band** | **Headcount** | **%** |
| 16 - 20 | 78 | 0.5 |
| 21 - 25 | 859 | 5.3 |
| 26 - 30 | 1,629 | 10.1 |
| 31 - 35 | 1,700 | 10.6 |
| 36 - 40 | 1,776 | 11.0 |
| 41 - 45 | 2,067 | 12.8 |
| 46 - 50 | 2,426 | 15.1 |
| 51 - 55 | 2,658 | 16.5 |
| 56 - 60 | 1,878 | 11.7 |
| 61 - 65 | 806 | 5.0 |
| 66 - 70 | 175 | 1.1 |
| 71 & above | 44 | 0.3 |
| **Total** | **16,096** | **100.0** |

**Table 4: Staff by Disability (31.03.2018)**

|  |  |  |
| --- | --- | --- |
| **Disabled** | **Headcount** | **%** |
| No | 8,130 | 50.5 |
| Yes | 221 | 1.4 |
| Not Declared | 7,745 | 48.1 |
| **Total** | **16,096** | **100.0** |

**Table 5: Staff by Ethnicity (31.03.2018)**

|  |  |  |
| --- | --- | --- |
| **Ethnic Origin** | **Headcount** | **%** |
| White | 9,613 | 59.7 |
| Mixed – White & Black Caribbean | 11 | 0.1 |
| Mixed – White & Black African | 6 | 0.0 |
| Mixed – White & Asian | 14 | 0.1 |
| Mixed – Any other mixed background | 22 | 0.1 |
| Mixed – Chinese & White | 1 | 0.0 |
| Asian or Asian British – Indian | 199 | 1.2 |
| Asian or Asian British – Pakistani | 23 | 0.1 |
| Asian or Asian British – Bangladeshi | 22 | 0.1 |
| Asian or Asian British – Any other Asian background | 221 | 1.4 |
| Asian Mixed | 1 | 0.0 |
| Asian Tamil | 1 | 0.0 |
| Asian British | 2 | 0.0 |
| Black or Black British – Caribbean | 10 | 0.1 |
| Black or Black British – African | 62 | 0.4 |
| Black or Black British – Any other Black background | 3 | 0.0 |
| Black Nigerian | 1 | 0.0 |
| Black British | 1 | 0.0 |
| Chinese | 22 | 0.1 |
| Any other ethnic group | 68 | 0.5 |
| Filipino | 18 | 0.1 |
| Malaysian | 1 | 0.0 |
| Not Stated/No data | 5,774 | 36.0 |
| **Total** | **16,096** | **100.0** |

**Table 6: Staff by Marital and Civil Partnership Status (31.03.2018)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Marital Status** | **Female** | **Male** | **Headcount** | **%** |
| Civil Partnership | 109 | 34 | 143 | 0.9 |
| Divorced | 1,005 | 106 | 1,111 | 6.9 |
| Legally Separated | 66 | 17 | 83 | 0.5 |
| Married | 7,165 | 1,392 | 8,557 | 53.2 |
| Single | 3,875 | 1,136 | 5,011 | 31.1 |
| Widowed | 111 | 6 | 117 | 0.7 |
| Not Stated | 146 | 73 | 219 | 1.4 |
| Unknown | 105 | 750 | 855 | 5.3 |
| **Total** | **12,582** | **3,514** | **16,096** | **100.0** |

# Table 7: Staff by Religion and Belief (31.03.2018)

|  |  |  |
| --- | --- | --- |
| **Religious Belief** | **Headcount** | **%** |
| Atheism | 1,391 | 8.6 |
| Buddhism | 27 | 0.2 |
| Christianity | 5,396 | 33.5 |
| Hinduism | 77 | 0.5 |
| Islam | 103 | 0.6 |
| Jainism | 1 | 0.0 |
| Judaism | 2 | 0.0 |
| Other | 1,225 | 7.6 |
| Sikhism | 11 | 0.1 |
| I do not wish to disclose my religion/belief | 1,141 | 7.1 |
| Undefined | 6,722 | 41.8 |
| **Total** | **16,096** | **100.0** |

**Table 8: Staff by Sexual Orientation (31.03.2018)**

|  |  |  |
| --- | --- | --- |
| **Sexual Orientation** | **Headcount** | **%** |
| Bisexual | 52 | 0.3 |
| Gay or Lesbian | 140 | 0.9 |
| Heterosexual | 8,669 | 53.9 |
| I do not wish to disclose my sexual orientation | 497 | 3.1 |
| Undefined | 6,738 | 41.8 |
| **Total** | **16,096** | **100.0** |

**Table 9: Gender by Staff Group and Working Pattern (31.03.2018)**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Staff Group** | **Female** | | | | **Male** | | | |
| **Full Time** | | **Part Time** | | **Full Time** | | **Part Time** | |
| **Head**  **count** | **%** | **Head**  **count** | **%** | **Head**  **count** | **%** | **Head**  **count** | **%** |
| Add Prof Scientific and Technical | 223 | 64 | 126 | 36 | 130 | 86 | 21 | 14 |
| Additional Clinical Services | 1,301 | 51 | 1,260 | 49 | 522 | 88 | 74 | 12 |
| Administrative and Clerical | 1,316 | 54 | 1,103 | 46 | 401 | 91 | 38 | 9 |
| Allied Health Professionals | 509 | 58 | 366 | 42 | 146 | 88 | 20 | 12 |
| Estates and Ancillary | 178 | 18 | 803 | 82 | 558 | 77 | 169 | 23 |
| Healthcare Scientists | 119 | 57 | 90 | 43 | 136 | 93 | 11 | 7 |
| Medical and Dental | 419 | 75 | 139 | 25 | 750 | 90 | 81 | 10 |
| Nursing and Midwifery Registered | 2,734 | 59 | 1,887 | 41 | 392 | 86 | 65 | 14 |
| Students | 8 | 89 | 1 | 11 | 0 | 0 | 0 | 0 |
| **Total** | **6,807** | **54** | **5,775** | **46** | **3,035** | **86** | **479** | **14** |

**Table 10: Gender by Grade Type and Working Pattern (31.03.2018)**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Grade Type** | **Female** | | | | **Male** | | | | |
| **Full Time** | | **Part Time** | | **Full Time** | | **Part Time** | | |
| **Head**  **count** | **%** | **Head**  **count** | **%** | **Head**  **count** | **%** | | **Head**  **Count** | **%** |
| A4C | 6,310 | 53 | 5,625 | 47 | 2,266 | 85 | | 395 | 15 |
| Medical & Dental | 414 | 76 | 129 | 24 | 744 | 92 | | 65 | 8 |
| Non A4C | 83 | 80 | 21 | 20 | 25 | 57 | | 19 | 43 |
| **Total** | **6,807** | **54** | **5,775** | **46** | **3,035** | **86** | | **479** | **14** |

**Table 11: Gender by Contract Type and Working Pattern (31.03.2018)**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Contract Type** | **Female** | | | | **Male** | | | |
| **Full Time** | | **Part Time** | | **Full Time** | | **Part Time** | |
| **Head**  **count** | **%** | **Head**  **count** | **%** | **Head**  **count** | **%** | **Head**  **count** | **%** |
| Fixed Term Temp | 759 | 63 | 455 | 37 | 528 | 87 | 78 | 13 |
| Non Officer Members/Chair | 0 | 0 | 4 | 100 | 0 | 0 | 6 | 100 |
| Permanent | 6,046 | 53 | 5,319 | 47 | 2,504 | 86 | 399 | 14 |
| **Total** | **6,805** | **54** | **5,778** | **46** | **3,032** | **86** | **483** | **14** |

**Table 12: Gender by Average Basic Pay and Working Pattern (31.03.2018)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Staff Group** | **Average Full Time Basic Salary** | | **Average Part Time Basic Salary** | |
| **Female** | **Male** | **Female** | **Male** |
| Add Prof Scientific and Technic | 34,459 | 38,137 | 25,338 | 15,273 |
| Additional Clinical Services | 18,369 | 18,681 | 12,767 | 12,564 |
| Administrative and Clerical | 25,572 | 32,147 | 13,691 | 13,110 |
| Allied Health Professionals | 33,823 | 33,600 | 24,309 | 21,367 |
| Estates and Ancillary | 18,242 | 19,107 | 11,096 | 11,641 |
| Healthcare Scientists | 34,307 | 39,722 | 25,805 | 23,640 |
| Medical and Dental | 56,853 | 68,263 | 48,280 | 39,692 |
| Nursing and Midwifery Registered | 31,718 | 32,094 | 20,978 | 19,003 |
| **Total** | **29,463** | **37,018** | **17,457** | **18,483** |

**Table 13: Gender by Pay Grade (31.03.2018)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Pay Grade** | **Female** | **%** | **Male** | **%** | **Total** |
| Band 1 | 570 | 77.9 | 162 | 22.1 | 732 |
| Band 2 | 2,455 | 76.5 | 754 | 23.5 | 3,209 |
| Band 3 | 1,326 | 79.6 | 339 | 20.4 | 1,665 |
| Band 4 | 1,029 | 83.1 | 210 | 16.9 | 1,239 |
| Band 5 | 2,979 | 88.7 | 381 | 11.3 | 3,360 |
| Band 6 | 1,894 | 83.6 | 371 | 16.4 | 2,265 |
| Band 7 | 1,169 | 82.3 | 251 | 17.7 | 1,420 |
| Band 8a | 326 | 77.6 | 94 | 22.4 | 420 |
| Band 8b | 96 | 70.1 | 41 | 29.9 | 137 |
| Band 8c | 69 | 63.9 | 39 | 36.1 | 108 |
| Band 8d | 16 | 59.3 | 11 | 40.7 | 27 |
| Band 9 | 6 | 42.9 | 8 | 57.1 | 14 |
| Associate Specialist | 27 | 39.1 | 42 | 60.9 | 69 |
| Consultant | 188 | 31.3 | 413 | 68.7 | 601 |
| Dentist | 12 | 75 | 4 | 25.0 | 16 |
| Foundation Year 1& 2 | 75 | 54.4 | 63 | 45.6 | 138 |
| Hospital Practitioner |  | 0.0 | 1 | 100.0 | 1 |
| Senior House Officer | 1 | 25.0 | 3 | 75.0 | 4 |
| Specialist Registrar | 1 | 100.0 |  | 0.00 | 1 |
| Specialty Doctor | 47 | 52.8 | 42 | 47.2 | 89 |
| Specialty Registrar | 187 | 44.5 | 233 | 55.5 | 420 |
| Staff Grade Practitioner |  | 0.0 | 3 | 100.0 | 3 |
| Vocational Dentist | 5 | 50.0 | 5 | 50.0 | 10 |
| Non A4C | 104 | 70.3 | 44 | 29.7 | 148 |
| **Grand Total** | **12,582** | **78.2** | **3,514** | **21.8** | **16,096** |

# Table 14: Leavers by Age, Gender, Ethnicity, Disability and Sexual Orientation

|  |  |  |  |
| --- | --- | --- | --- |
| **Age Band** | | **Leavers 2017-18** | **%** |
| 16 – 20 | | 17 | 0.9 |
| 21 – 25 | | 165 | 9.2 |
| 26 – 30 | | 308 | 17.1 |
| 31 – 35 | | 267 | 14.9 |
| 36 – 40 | | 159 | 8.8 |
| 41 – 45 | | 136 | 7.6 |
| 46 – 50 | | 93 | 5.2 |
| 51 – 55 | | 199 | 11.1 |
| 56 – 60 | | 233 | 13.0 |
| 61 – 65 | | 165 | 9.2 |
| 66 – 70 | | 44 | 2.4 |
| 71 & above | | 10 | 0.6 |
| **Total** | | **1,796** | **100** |
| **Gender** | | **Leavers 2017-18** | **%** |
| Female | | 1,266 | 70.5 |
| Male | | 530 | 29.5 |
| **Total** | | **1,796** | **100** |
| **Ethnic Origin** | | **Leavers 2017-18** | **%** |
| Black & Ethnic Minority Groups | | 60 | 3.3 |
| White | | 882 | 49.1 |
| Undefined/Not Declared | | 854 | 47.6 |
| **Total** | | **1,796** | **100** |
| **Disabled** | | **Leavers 2017-18** | **%** |
| Yes | | 23 | 1.3 |
| No | | 760 | 42.3 |
| Undefined/Not Declared | | 1,013 | 56.4 |
| **Total** | | **1,796** | **100** |
| **Sexual Orientation** | **Leavers 2017-18** | **%** | |
| Bisexual | 7 | 0.4 | |
| Gay or Lesbian | 21 | 1.2 | |
| Heterosexual | 757 | 42.1 | |
| I do not wish to disclose my sexual orientation | 60 | 3.3 | |
| Undefined | 951 | 53.0 | |
| **Total** | **1,796** | **100** | |

**Table 15: Employee Relations Cases by Gender (1.04.2017 - 31.03.2018)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Gender** | **Grievances** | **%** | **Disciplinaries** | **%** |
| Male | 9 | 15.8 | 45 | 23.3 |
| Female | 43 | 75.4 | 148 | 76.7 |
| Collective\* | 5 | 8.8 |  |  |
| **Total** | **57** | **100** | **193** | **100** |

\* Information is not available on the gender of the staff involved with the collective grievances.