

Cannock Chase Clinical Commissioning Group
East Staffordshire Clinical Commissioning Group
North Staffordshire Clinical Commissioning Group
South East Staffordshire and Seisdon Peninsula Clinical Commissioning Group
Stafford and Surrounds Clinical Commissioning Group
Stoke-on-Trent Clinical Commissioning Group

Combined CCG Workforce Diversity Profile Report 2021

Contents

Executive Summary	2
Primary Legislation	3
Data analysis	3
Summary of Key Findings and Profiles by Protected Characteristic.....	4
Workforce Profile by Protected Characteristics	5
Workforce Training and Development Activity.....	13
Equality Monitoring of Staff in relation to the Training Catalogue Programme.....	13
National Equality Monitoring Standard	15
Unified Information Standard by reference to protected characteristics (UISPC)	15
CCG Staff Support; Networks, Groups, Champions and Guardians.....	15
Equality Action Plan 2021/2022	16

Executive Summary

2021 will be the fourth and final year that the Staffordshire and Stoke on Trent Clinical Commissioning Groups (CCGs) will publish their combined workforce diversity report before transitioning into the Integrated Care Board in April 2022. The data for next year (2022) will be at an Integrated Care Board level (ICB) for Staffordshire & Stoke-on-Trent.

This report is produced to meet legal publishing requirements and also help to identify key areas for consideration and discussion for the CCGs Staff Network Groups, Staff Engagement Group (SEG) Trade Unions and Communication Engagement Equality Employment Committee, but also as a system.

Throughout 2021 the COVID-19 pandemic brought about a renewed focus, creating a great deal of positive action across the NHS to support staff. It recognised that our leaders need to continue to ensure that all staff are at the centre stage of all decision-making and that deep-rooted problems with inequality and discrimination in our workplaces are addressed.

For 2021 there has been a specific focus at national and regional level around race equality as Information and the lived experience of staff shows us how discrimination can make staff unhealthy and how race discrimination affects people's health the most. The disproportionate level of discrimination among ethnic diverse staff is evident in the [NHS staff survey](#) and [WRES data](#). The [People Plan](#) written in summer 2020, says the problem of race discrimination needs to be tackled urgently.

At a regional and local level, the CCGs have worked closely with local NHS provider partners in implementing the:

Midlands Workforce Race Equality and Inclusion Strategy

This strategy does not just support staff from an ethnic diverse background. By making the Midland region fairer it will also support the other protected groups identified the Equality Act 2010. The strategy incorporates a range of objectives and high level actions Click [here](#) for further information.

Performance against these objectives and actions are monitored by the Staffordshire and Stoke-on-Trent ICS HRD/EDI Group and fed into to the Midlands Equality Diversity and Inclusion Sub Group

Staffordshire and Stoke-on-Trent Integrated Care System (ICS) and Integrated Care Board (ICB)

At a system level the CCGs have actively supported and contributed to the significant progress towards delivering 10 outcomes-based functions with their NHS partners to make the local area a better place to work including a movement towards an 'one

workforce' approach as set out in the [ICS design framework](#) - where the greatest impact can be had by affecting change across the whole local workforce.

ICSs can widen participation in health and care for local communities, including in areas of greater deprivation, for excluded groups and for people not in education, employment, or training. They can also make the most of the skills and talent across the whole local area, by creating employment, volunteering and apprenticeship opportunities. This can not only help develop a broader talent pipeline, but also have a positive direct impact on communities', families', and individuals' lives.

Primary Legislation

The principal equality legislation in term of workforce equality is the 2010 Equality Acts Public Sector Equality Duty (PSED) and its 3 Aims:

- Eliminate any form of illegal discrimination
- Advance equality of opportunity
- Foster good relations

Further details relating to the 2010 Equality Act can found here; [Equality and Human Rights Commission Equality Act Guidance Page](#)

NHS Mandated and contractual requirements tools and mechanisms requirements in relation to workforce equality include:

- NHS Workforce Race Equality Standard
- NHS Workforce Disability Equality Standard
- NHS Equality Delivery System
- Gender Pay Gap

As we move towards an ICS these tools may be produced to reflect performance as a system. For example, in 2021 the CCG and NHS providers are working together to deliver, assess and grade the pilot EDS Domain 1 Commissioned and Provided Services

Data analysis

An analysis of workforce data disaggregated by protected groups will help to assess or to identify any disparity between levels of representation within the CCGs, (measured against national/regional/local demographics) or variations in staff experiences within the workplace. Where any such disparities exist, relevant and proportionate measures e.g., equality monitoring, reasonable adjustment and/or positive action initiatives will be adopted to address any such issues. Also consideration is given to the local demographic variations across Staffordshire and Stoke on Trent

CCGs are often made up of relatively small staff teams, this can be problematic when assuring against any personal data breaches, also, with small numbers how percentages can substantially alter the demographic profile of a workforce.

To be able to produce staff data the CCGs have replaced staff numbers with percentages as to make it difficult to identify any individual staff member with a specific protected characteristic.

The tables and information provided within this report (unless otherwise stated) derive from the CCGS Workforce Data captured as of 30th September 2021 with a workforce of 311. Figures are rounded up to one decimal place.

Summary of Key Findings and Profiles by Protected Characteristic

Protected Characteristic	Narrative	Suggested Actions/Actions Taken
Age – 16-19 yrs.	The 16-19 yrs. age group is disproportionately under-represented	In 2021 the CCGs recruited an apprentice
Disability	Disability disclosure rates are improving; however, figures are not representative of the local working population who identify as having a disability.	The CCGs set up a Staff Disability/Neurodiversity Staff Network Raise this as an issue at the disability system wide network group.
Gender - Re-assignment Data Gap	No National agreement on the collection of data or what question/s to ask	System wide Staff LGBT+ Network is now up and running. A Unified Information Standard Protected Characteristics Std is still being considered by DHSC
Marriage & Civil Partnership	No identifiable issues as of November 2021	No action required unless data requires interventions are required
Pregnancy and Maternity	No identifiable issues as of November 2021	No action required for unless data requires interventions are required
Race	Across broad ethnic profile, Staffordshire CCGs combined workforce is positively representative. However, there are variations in ethnic diverse representation at board voter and board executive levels.	CCGs/NHS system partners are implementing the Midlands Workforce Race Equality Inclusion Strategy which includes 6 high level actions, to address Race equality within the recruitment process and representation at the more senior levels.

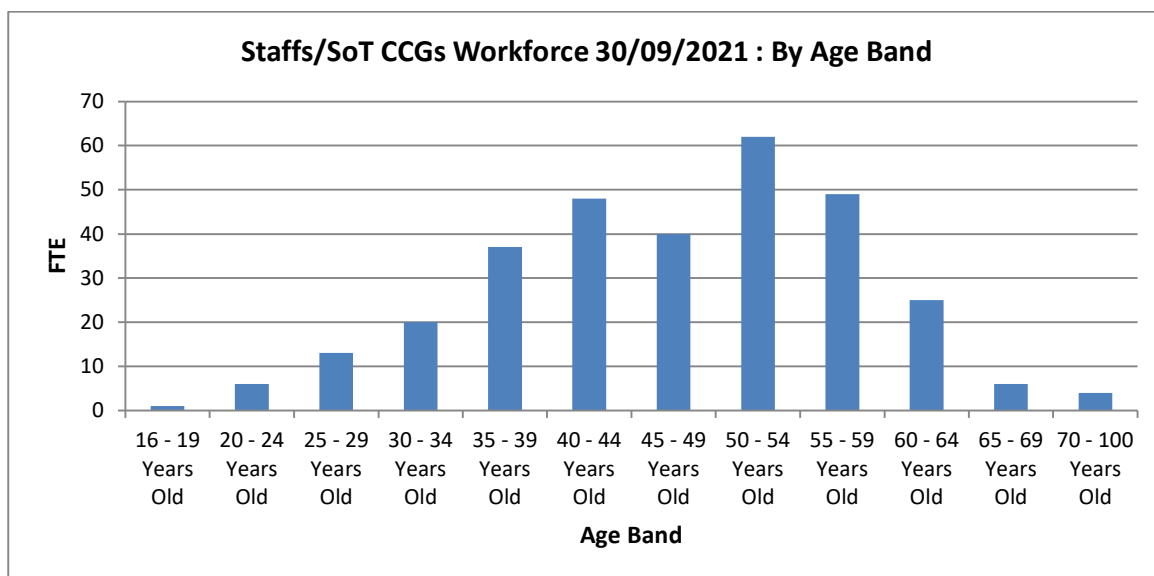
Religion and Belief	Consideration and/or clarification to reasonable adjustment measures in place in relation to areas for prayer.	Review the CCGs combined equality and diversity and the flexible working policy.??
Part time – Full Time	No identifiable issues as of November 2021	No action required unless data requires interventions are required
Sex	Overall female staff are overrepresented as a proportion of the population as a whole. However, this is not the picture within CEO AO or Board level roles.	CCG produced and shared a preparatory report with SEG and CEEE to establish future Gender Pay Gap Reporting, actions and activity
Sexual Orientation *(LGBT) Data Gaps	Though non-disclosure remains high, in 2021 there was nearly a 3.5% decrease in number of Staff not declaring their sexual orientation compared to 2020 figures.	System wide LGBT+ staff network launched and is up and running. Reduction in disclosure to be addressed as an issue at system wide level.

Workforce Profile by Protected Characteristics

When reviewing the figures in the table below it is important to understand when working with low staff numbers any slight change can have disproportionate effect on percentages.

Profile by Age

Overall Staffordshire and Stoke-on-Trent has a relatively high concentration of people in the older age groups. The mid-year population estimates for 2015 show that almost 40% of Staffordshire and Stoke-on-Trent's population were aged 50 or over, compared to only 36% for England. The number of people aged 65 and over in Staffordshire and Stoke-on-Trent is also higher than the England figure (20% compared with 18%).



Workforce by Age						
Year	Under 25	25 – 34	35 – 44	45 – 54	55 – 64	65+
2019	3.1%	12.7%	29.9%	30.9%	20.7%	2.9%
2020	2.6%	13%	26.3%	33.8%	22.8%	2.3%
2021	2.3%	10.6%	27.3%	32.8%	28.3%	3.2%

The workforce dynamic of a CCG differs when compared too NHS Provider Trusts. Not only is size but also the higher numbers of senior non-clinical positions. This may be a factor in lower numbers of staff in the 25-34 and lower age range. There is now a staff member in post between the age of 16-19 years.

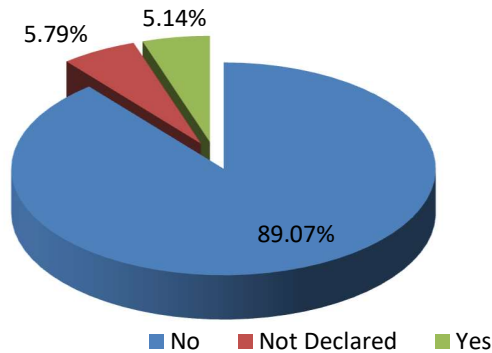
Profile by Disability

A person has a disability if they have a physical, sensory, or mental health impairment which has a substantial and long-term adverse effect on their ability to carry out normal day-to-day activities.

Using the Equality Acts definition of Disability, an estimated 19% of working-age adults in the UK have a disability, according to the latest data published by the Department for Work and Pensions (DWP)

There are currently 31,322 people who have disclosed and identified as disabled and employed in the NHS, which represents 2.6 per cent of the workforce

Staffs/SoT CCGs Workforce 30/09/2021 : By Disability Status



Workforce by Disability				
Year	No	Not declared	Yes	Undefined
2019	88.0%	8%	3.7%	0.3%
2020	89%	6.5%	4.6%	0%
2021	89.1%	5.8%	5.1%	0%

The tables above show a slight, yet positive year on year increase in the number of Staff declaring a disability over the last three years. Even if we add the total “not declared” percentage 5.8% to the declared percentage 5.1% this is still well below the estimated 19% of working-age adults in the UK have a disability.

There may be several reasons why staff do not disclose their disability including; it may have a detrimental impact on future promotion, their current job, or how they may be perceived by their peers.

2021 % Pay Band by Disability					
Disability Status	Band 1 - 4	Band 5 - 7	Band 8a - 9	Non-AfC	Grand Total
No	9.65%	27.7%	35.37%	16.40%	
Not Declared	0.32%	1.3%	1.61%	2.57%	
Yes	0.64%	2.3%	1.93%	0.32%	
Grand Total	10.61%	31.19%	38.91%	19.29%	100.00%

The table above shows the percentage of staff not declaring a disability is highest in the Non AfC pay band.

Profile by Gender Re-Assignment

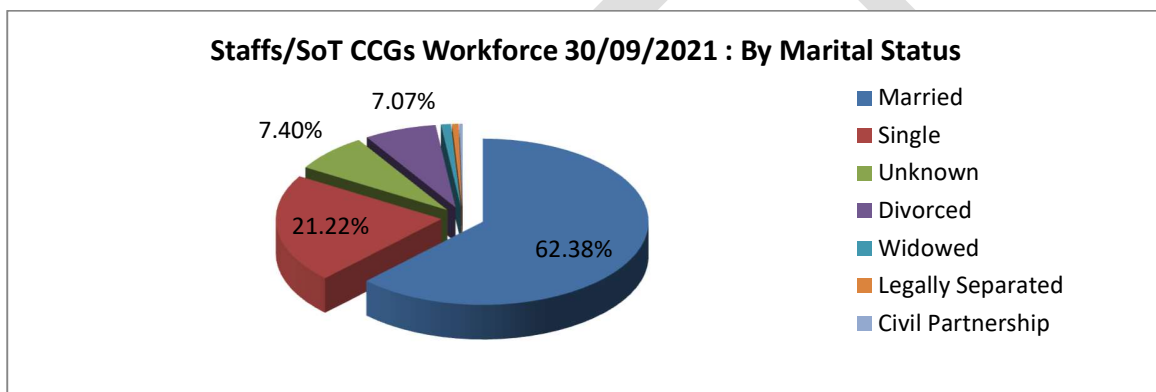
In the UK, it is estimated that one in 4,000 people are receiving medical help for gender dysphoria. This equates to around 280 people in Staffordshire and Stoke-on-Trent.

However, there may be many more people who have yet to seek support. On average, men are diagnosed with gender dysphoria, five times more often than women.

Due to small staff numbers the CCGs do not currently provide data on this characteristic. Also, there is no National agreement on the collection of data or even what questions should be asked, however, in demonstrating due regard to the 3 aims of the PSED the CCGs should ensure parity is given through the employment recruitment process and subsequent employee journey via HR/OD policies.

Profile by Marriage and Civil Partnerships

2011 census identified that in Stoke on Trent; 42.6% of people are married, 12.7% cohabit with a member of the opposite sex. 0.8% live with a partner of the same sex, 26.3% are single and have never married or been in registered same sex partnership, 9.5% are separated or divorced.

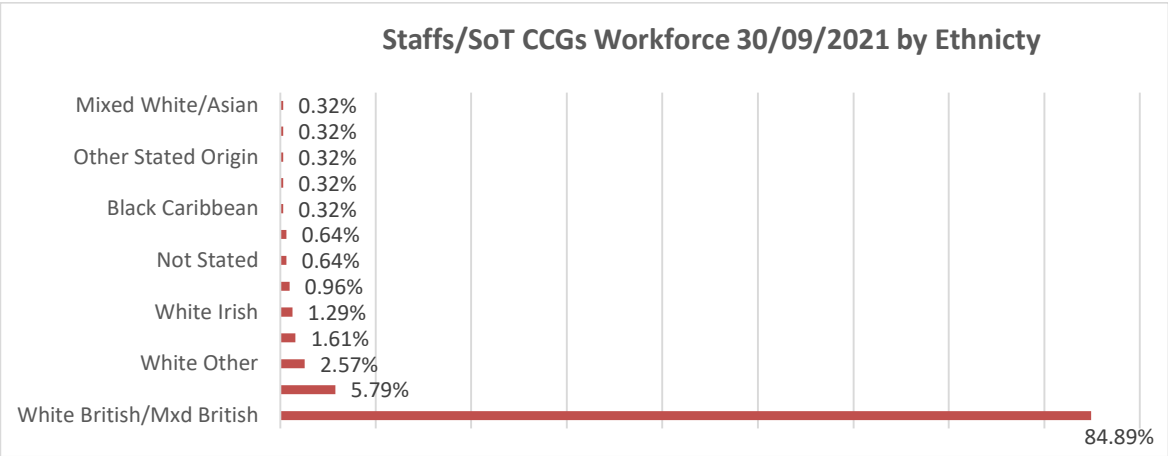


Workforce by Martial Status							
Year	Married	Single	Unknown	Divorced	Legally Separated	Widowed	Civil Partnership
2019	64.6%	19.8%	7.1%	7.1%	0.9%	0.3%	0.3%
2020	63%	21.1%	7.5%	6.8%	0.9%	0.3%	0.3%
2021	62.4%	21.2%	5.4%	7.1%	6.4%	1%	0.3%

Staff continue to appear comfortable in disclosing information around this protected characteristic.

Profile by Race

The proportion of the population from ethnic diverse groups in Staffordshire is approximately 6.4% which is significantly lower than the West Midlands region of 20.8% and the national figure of 20.2%. However, the percentages vary across Staffordshire for example ethnic diverse communities in East Staffordshire represent 13.8% of the local population and in Stoke on Trent, 13.6% respectively.



The table above shows staff from a range of ethnic backgrounds.

Workforce by Race						
Year	White	Asian	Black	Mixed	Other	Not Stated
2019	88.9%	8%	0.9%	0.6%	0.3%	0.6%
2020	89.6%	8.4%	0.7%	0.3%	0.3%	0.7%
2021	88.8%	8%	1.3%	1%	0.3%	0.6%

The table above shows staff by broad race categories have remained fairly consistent over a 3 year period. The percentage of non-white staff (including other) for 2021 totalled 10.6% of the workforce which is above the Staffordshire estimated population of 6.4% and below East Staffordshire and Stoke on Trent non white populations of 13.8% and 13.6% respectively.

Broadly speaking ethnic diverse staff are representative across most pay bands, though this is not reflected at the most senior or decision making positions e.g., board voter (e.g., lay members) or executive levels.

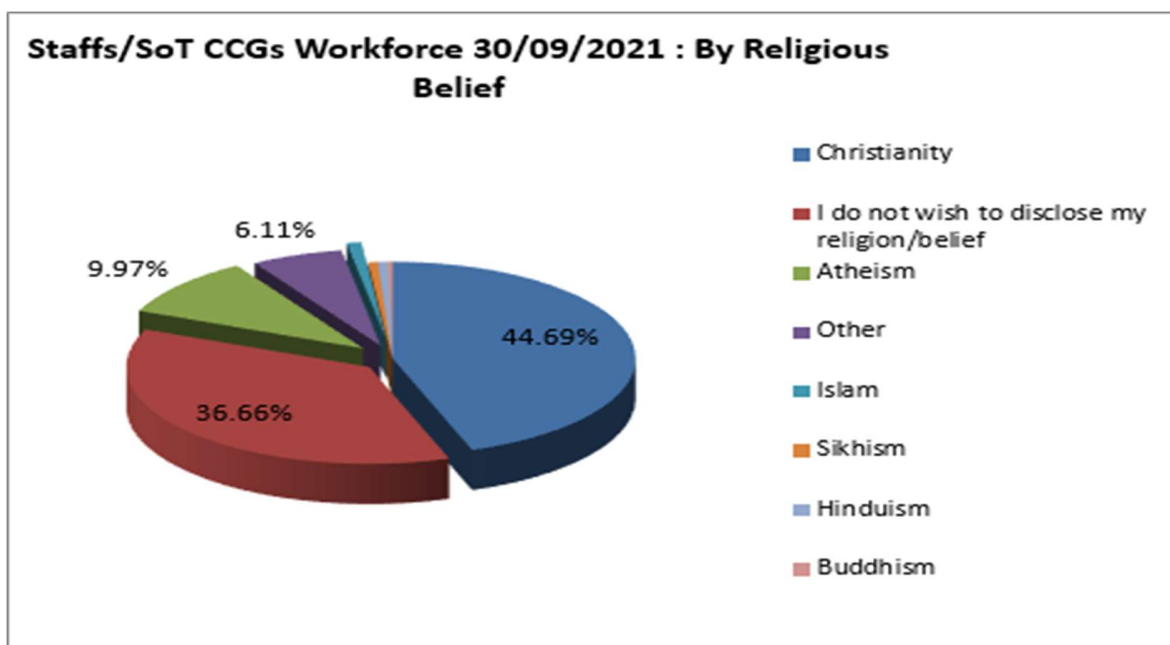
As mentioned at the top of the report, in 2021 there has been a specific focus at national, regional, and local levels to address disparities at the senior levels namely through the introduction of the national Workforce Race Equality and Inclusion Strategy and 6 high level recruitment actions. More information around this plan can be found [here](#).

Pay Table by Ethnicity					
Ethnic Origin	Band 1 - 4	Band 5 - 7	Band 8a - 9	Non-AfC	Grand Total
White British/Mixed British	9.97%	29.58%	31.83%	13.50%	84.89%
Asian Indian/Brit Indian	0.32%	0.00%	2.25%	3.22%	5.79%
White Other	0.32%	0.64%	1.29%	0.32%	2.57%
Asian Pakistani/Brit Pak	0.00%	0.00%	0.32%	1.29%	1.61%
White Irish	0.00%	0.00%	0.96%	0.32%	1.29%
Black African	0.00%	0.00%	0.96%	0.00%	0.96%
Not Stated	0.00%	0.32%	0.32%	0.00%	0.64%
Asian Other	0.00%	0.00%	0.32%	0.32%	0.64%
Black Caribbean	0.00%	0.32%	0.00%	0.00%	0.32%
Mixed White/Black Caribbean	0.00%	0.32%	0.00%	0.00%	0.32%
Other Stated Origin	0.00%	0.00%	0.32%	0.00%	0.32%
Mixed Other	0.00%	0.00%	0.00%	0.32%	0.32%
Mixed White/Asian	0.00%	0.00%	0.32%	0.00%	0.32%
Grand Total	10.61%	31.19%	38.91%	19.29%	100.00%

The actions and objectives from the above initiatives have been incorporated into the CCGs annual Equality Action Plan

Profile by Religion and Belief

The 2011 Census found Christianity to be the majority religious affiliation in Staffordshire and Stoke-on-Trent. Over the last decade this proportion has dropped, with significant increases in people stating they had no religious affiliation over the same period 24.9%. Muslims are the next biggest religious group.



Workforce by Religion or Belief								
Year	Christian	Did Not Disclose	Atheism	Other	Islam	Buddhism	Sikhism	Hinduism
2019	43.5%	36.1%	9.9%	6.8%	1.5%	0.6%	0.3%	0.9%
2020	42.5%	37.7%	10.4%	6.8%	0.7%	0.3%	0.7%	1%
2021	44.7%	36.7%	10%	6.1%	1.0%	0.3%	0.6%	0.6%

As the table above shows, Christianity was the religion that the majority of staff associate with 44.7% a slight increase on last year's figure. Staff who did not state or did not wish to disclose their Religion or Beliefs totalled 36.7% which is significantly high.

Workforce Profile by Sex (Female or Male)

The NHS is one of the few sectors that is disproportionately occupied by women. However, inequalities can still exist within a working environment which is occupied mainly by females, examples include gender pay gap and women's representation at board level.

The table below shows at Non-AfC pay bands male staff are over-represented when you consider that they only represent 24.4% of the entire workforce.

2021 % Headcount by Pay Band					

Sex (Gender)	Band 1 - 4	Band 5 - 7	Band 8a - 9	Non-AfC	Grand Total
Female	9.00%	28.30%	28.94%	9.32%	75.6%
Male	1.61%	2.89%	9.97%	9.97%	24.4%
Grand Total	10.61%	31.19%	38.91%	19.29%	100.00%

Workforce by Sex	Female	Male
Year		
2019	74.7%	25.3%
2020	75.6%	24.4%
2021	75.6%	24.4%

This table above show that the percentage difference between male and female staff as remained consistent over the last 3 years at approximately male 25% and females 75%

Profile by Sexual Orientation

This another protected characteristic where historically staff have had a tendency not to disclose their sexual orientation for example one Staffordshire CCG region showing 68% of staff not wishing to disclose this information. Further investigation and analysis may better help the CCGs to understand this.

There is no hard data on the number of lesbians, gay men and bisexuals in the UK as no national census has ever asked people to define their sexuality. The official government figure is 5-7% of the population which Stonewall, the lesbian, gay and bisexual charity, feels is a reasonable estimate.

Workforce by Sexual Orientation	Heterosexual or Straight	Asked but not Stated	*LGBT	Other/Undefined
Year				
2019	66.7%	31.5%	1.6%	0.3%
2020	65.3%	33.1%	1.6%	0%
2021	67.5%	30.6%	1.9%	0%

*LGBT – Lesbian, Gay, Bisexual Transgender

Workforce Profile by Full Time and Part-Time Status

Not only does part-time work tend to be under-valued at the organisational level, but it can also serve to maintain traditional gendered patterns of responsibility for domestic work and childcare and caring responsibilities.

Workforce by Full or Part Time Status	Full Time	Part Time
Year		

2019	64.2%	35.8%
2020	65.3%	34.7%
2021	67.2%	32.8%

It is essential that all staff are included in workforce audits and development. Part-time staff can be excluded from attending meetings, training or staff events solely based on their part-time status. Consideration should be also given to this characteristic as most part-time staff are usually women.

Workforce Training and Development Activity

As of November 2021, the compliance figure for CCG staff completing their mandatory Equality, Diversity and Human Rights - (3 Years) was 94% which is a significant improvement against the last check in November 2020 of 79.4%.

This may be the result of the increased activity levels and awareness raising within the CCGs around the equality, diversity, and inclusion agenda.

In addition to the above, staff mandatory equality and inclusion training also includes:

- Invisible Disabilities – 9 Sessions delivered during 2021
- Unconscious Bias – 20 Sessions delivered during 2021

Also

- All new Staff receive an Equality and Inclusion Induction Session
- One to One Equality Impact Assessment/U-Assure Sessions

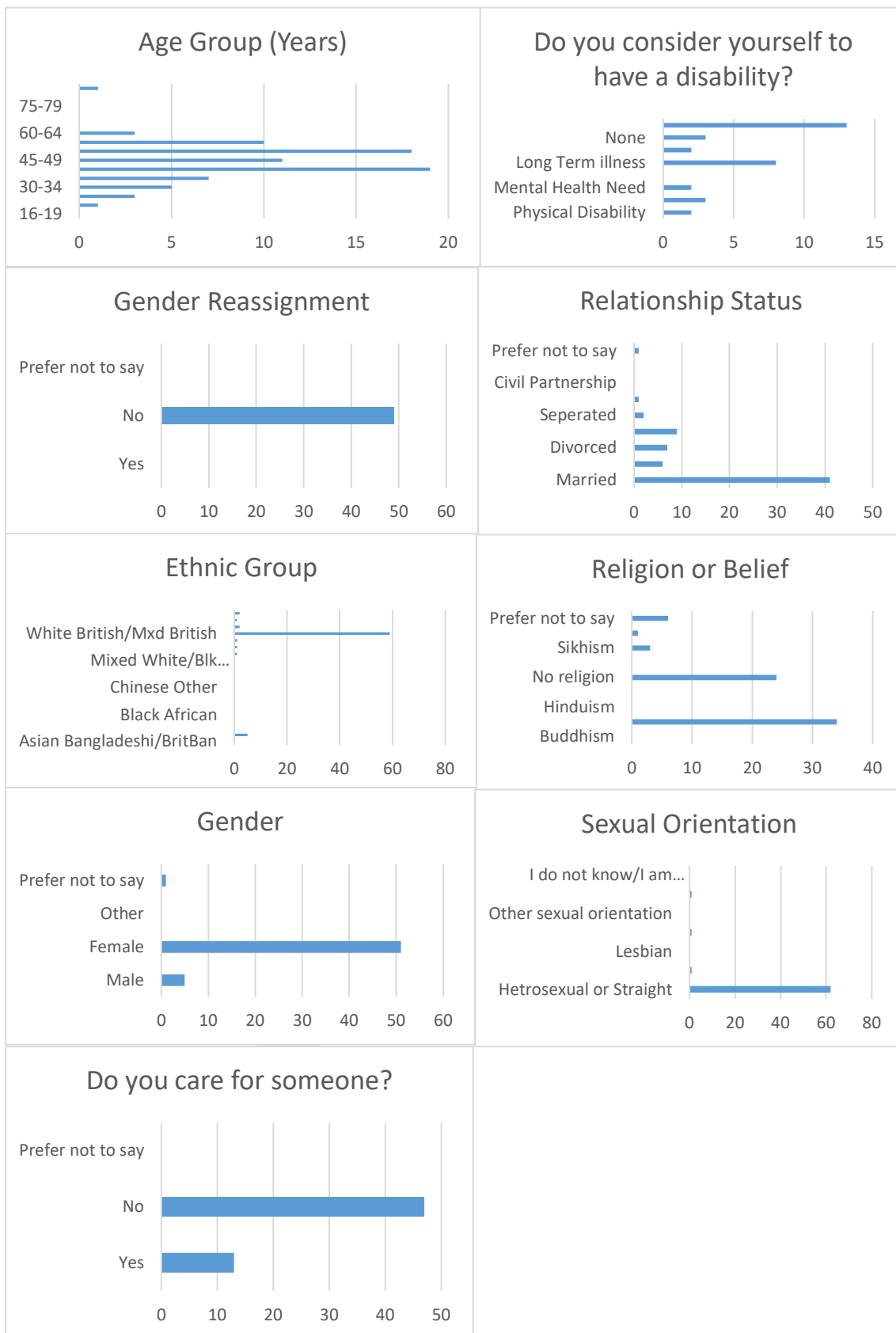
Additional Mandatory Training Requirement – all CCG staff – Invisible Disabilities December 2020/January 2021

Equality Monitoring of Staff in relation to the Training Catalogue Programme.

As of October 2021, 122 Equality Monitoring Forms were sent out to staff applying for training with 73 responses received.

From the received responses from 48% of the female applications and 40% of the male applications. It has also been noted that we have received responses from 2% of staff who have made applications who have declared an ethnic diverse background where the total for the CCG is 7.14%.

Of the forms that were returned it was noted that some were not fully completed.



National Equality Monitoring Standard

Unified Information Standard by reference to protected characteristics (UISPC)

NHS England recently led a widespread engagement programme with stakeholders' and the commissioning of a literature and evidence review by a UK university. Its purpose was to clearly articulate whether key evidence supported or did not support gathering equality data by reference to each of the nine main protected characteristics.

Main recommendations is for a data standard applying to the whole NHS in England for both patients and workforce data collections.

- Recommendations are now with the Department of Health and Social Care (DHSC) for consideration.
- One or more Standards could be agreed – Big Bang or 'Phased implementation? E.g. Protected groups identified as high risk through Covid-19 Age Race Sex
- Any Standard will be reflected in the National Workforce Data (NWD) Set
- No decision yet made by DHSC on implementation or timeframe
- National and regional communication about any changes to the Electronic Staff Records (ESR) resulting from UISPC will be communicated via the ESR Hub: <https://my.esr.nhs.uk> and through regional teams
- Any issues not governed by the Standard/s can then be addressed by NWD or ESR Users/Central Team.

CCG Staff Support; Networks, Groups, Champions and Guardians.

The CCGs have continued to develop, support, and promote staff support groups, and individual roles allied to equality, diversity, inclusion health and wellbeing of their staff. Groups and individual roles include:

- Disability and Neurodiversity Support Group
- Ethnic Diverse Staff Support Group
- LGBT+ Staff Support Group
- Equality Champions
- Shielding – Vulnerable – Living Alone Support Group
- Carers Support Group
- Menopause Ambassadors
- Freedom to speak up Guardian
- Wellbeing Guardian announced
- Mental Health First Aiders - There are several staff who are trained as advocates for good mental health and able to spot signs of mental ill health.

As of 19/11/2021 this is still ongoing awaiting a decision from the Department Health Social Care on the implementation or timeframe.

Equality Action Plan 2021/2022

The CCGs produce an Annual Equality Action Plan which incorporates actions resulting from equality reports and activity. You can access the action plan [here](#)

DRAFT

This Report was produced by Midlands and Lancashire Commissioning Support Unit (MLCSU) Equality, Diversity, and Inclusion Team.

November 2021.