Workforce Race Equality Standard

REPORTING TEMPLATE (Revised 2016)

Template for completion

Name of organisation

Manchester Health & Care Commissioning (Manchester CCG - NHS Employees only)

Date of report: month/year

March 2018

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

Philip Burns

Name and contact details of lead manager compiling this report

Stuart Jones, Hilda Bertie and Edna Gibson

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

N/A

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

N/A

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

N/A

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

Chair MHCC

Publications Gateway Reference Number: 05067

Report on the WRES indicators

1. Background narrative

a. Any issues of completeness of data

This report relates to NHS employees (Manchester CCG) within Manchester Health and Care Commissioning.

Due to the relatively small numbers of staff involved, any gaps in the capture of employees Ethnic Origin within the NHS Electronic Staff Record (ESR), or during the recruitment process in 'NHS Jobs' system, has a significant impact on the resulting analysis.

During the period covered by the reporting, April 2017 to March 2018, approximately 6.6% of employees had incomplete details, or chose not to state their Ethnic Origin. This highlights the year on year improvement in terms of data quality. In the previous reporting period April 2016 to March 2017, the number of incomplete employee records for Ethnic Origin was around 8%.

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

2. Total numbers of staff

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

273

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

17.95%

3. Self reporting

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

93.41% - An improvement from 31 March 2017 91.6%

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

Generally, improving the quality of data captured during the NHS Jobs recruitment process.

ESR 'Manager/Employee Self Service' was rolled out during 2017/18, allowing individuals to electronically update and maintain all their personal information, including their 'protected characteristics' held within the system.

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

Encouraging existing members of staff to review and update their own personal information via ESR Self Service.

4. Workforce data

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

Full Year ending March 2018 (April 2017 to March 2018)

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.	Mar 2018 - See Narrative	Mar 2017 - See Narrative	Manchester CCG (Excluding Clinical Leads) BME 2018 17.95% 2017 14.4% 2016 13.6% 2015 11% White 2018 75.56%	All actions are incorporated into the Inclusion and Social Value Delivery Plan and the HR/OD Work Plan
2	Relative likelihood of staff being appointed from shortlisting across all posts.	WHITE- 2 times BME - 0.48 times	WHITE- 1.95 times BME - 0.51 times	Likelihood of being appointed from shortlisting Overall 1 in 9 White 1 in 7 BME 1 in 15 Undisclosed 1 in 11	All actions are incorporated into the Inclusion and Social Value Delivery Plan and the HR/OD Work Plan
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.	N/A	N/A	Too few cases to reeport	N/A
4	Relative likelihood of staff accessing non-mandatory training and CPD.	WHITE- 1.46 times BME - 0.69 times	WHITE- 0.75 times BME - 1.34 times	Over 45% of White employees accessed non mandatory and CPD as opposed to around 31% of BME employees.	All actions are incorporated into the Inclusion and Social Value Delivery Plan and the HR/OD Work Plan

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 6.7% BME 6.7%	White 1.7% BME 0%	Reliant on information gathered as part of the local staff survey, however, within the CCG around 24% of respondents did not wish to disclose or did not complete their ethnicity.	All actions are incorporated into the Inclusion and Social Value Delivery Plan and the HR/OD Work Plan
6	KF 26. Percentage of staff experiencing harassment, bullying or abuse from staff in last 12 months.	White 17% BME 0%	White 6.74% BME 11.11%	Reliant on information gathered as part of the local staff survey, however, within the CCG around 24% of respondents did not wish to disclose or did not complete their ethnicity.	All actions are incorporated into the Inclusion and Social Value Delivery Plan and the HR/OD Work Plan
7	KF 21. Percentage believing that trust provides equal opportunities for career progression or promotion.	White 69.7% BME 66.7%	White 72.4% BME 70%	Reliant on information gathered as part of the local staff survey, however, within the CCG around 24% of respondents did not wish to disclose or did not complete their ethnicity.	All actions are incorporated into the Inclusion and Social Value Delivery Plan and the HR/OD Work Plan
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 a 5.9% b BME a 0% b 0%	White a 13.8% b BME 0%	Reliant on information gathered as part of the local staff survey, however, within the CCG around 24% of respondents did not wish to disclose or did not complete their ethnicity.	All actions are incorporated into the Inclusion and Social Value Delivery Plan and the HR/OD Work Plan
	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.	Voting m'ship - Minus 3.65% Executive m'ship minus 3.65%	Voting m'ship +3.8% Executive m'ship Minus 4.4%	2018 Overall CCG BME Workforce = 17.95% BME Voting Board Membership = 14.3% (-3.65%) BME Executive Membership = 14.3% (-3.65%)	All actions are incorporated into the Inclusion and Social Value Delivery Plan and the HR/OD Work Plan

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?

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.

All actions are incorporated into the Inclusion and Social Value Delivery Plan and the HR/OD Work Plan

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