

Meeting the general equality duty

Title: Recruitment

Which of the three aims is this information relevant to?

Eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act.

Advance equality of opportunity between people who share a protected characteristic and those who do not.

Foster good relations between people who share a protected characteristic and those who do not.

How does this information help us to show we are paying due regard to advancing quality?

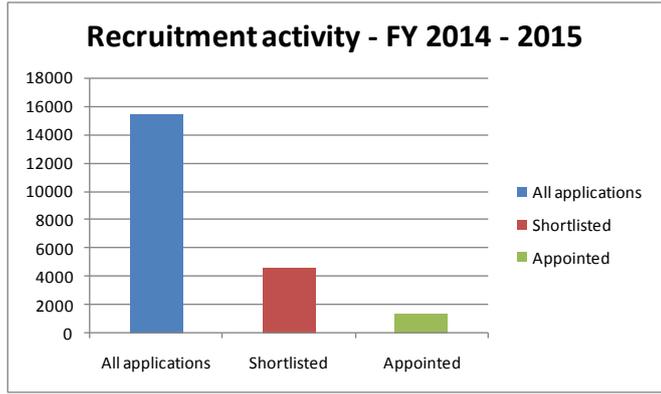
By looking at our demographic profile we are able to analyse our recruitment figures, in particular considering applications from individuals with protected characteristics. If figures show any disproportionality, then action can be taken to identify and then address any possible inequalities or patterns of discrimination.

Any other comments / actions:

Buckinghamshire Healthcare NHS Trust employs some 5,700 staff across a range of professions including medical staff, nursing staff, allied health professionals and administrative staff. We want the best people to work for our organisation and we will achieve this by:

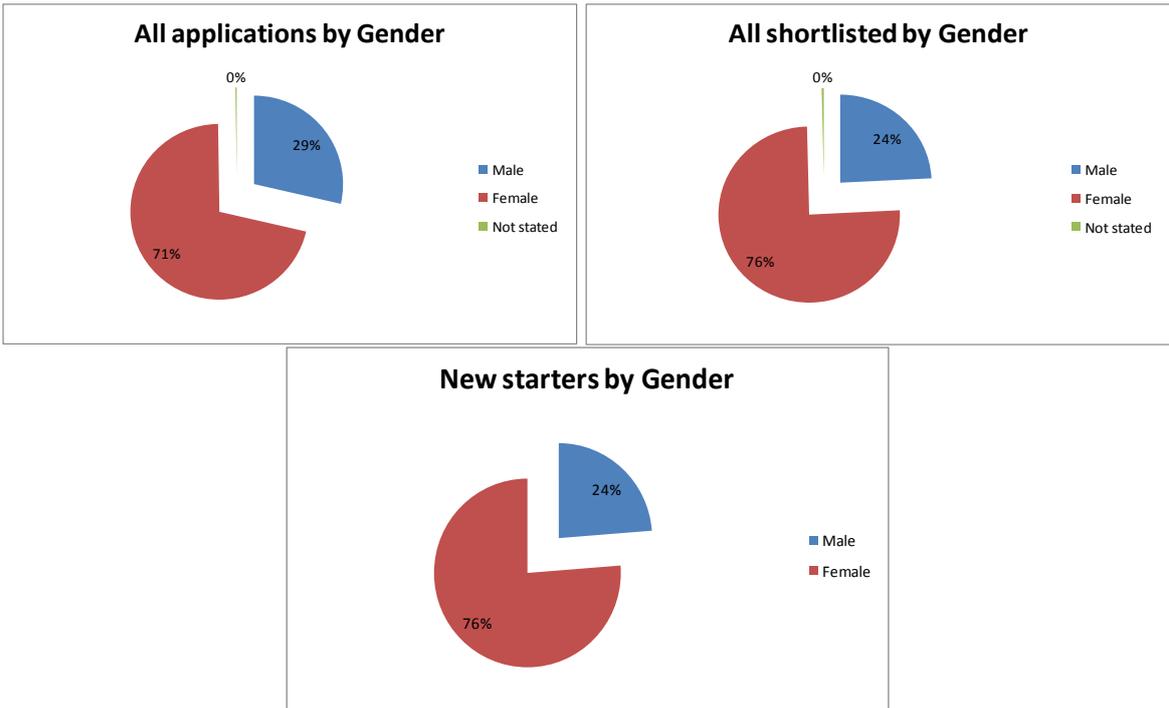
- Recruiting & retaining the best possible talent
- Promoting diversity, equality of access and opportunity
- Promoting the Trust as an employer
- Ensuring the best people with the right skills are available to meet the needs of patients and the organisation through intelligent workforce planning.

This report relates to recruitment between 1 April 2014 and 31 March 2015. During this period, a total number of 15,445 applications were received by the Trust; 4,505 individuals shortlisted and 1,335 individuals appointed. This report relates to all staff except junior doctors, who are employed regionally through the Oxford Deanery.



Recruitment by Gender

10,990 women and 4,419 men – 71% and 29% respectively – applied for posts in the Trust. The data highlights that the proportion of men decreases at shortlisting stage to 24% and then holds at the same percentage at appointment. This trend replicates the national picture, where the percentage of employees across the NHS as a whole is 23% male and 77% female (NHS Employers, Gender in the NHS report).

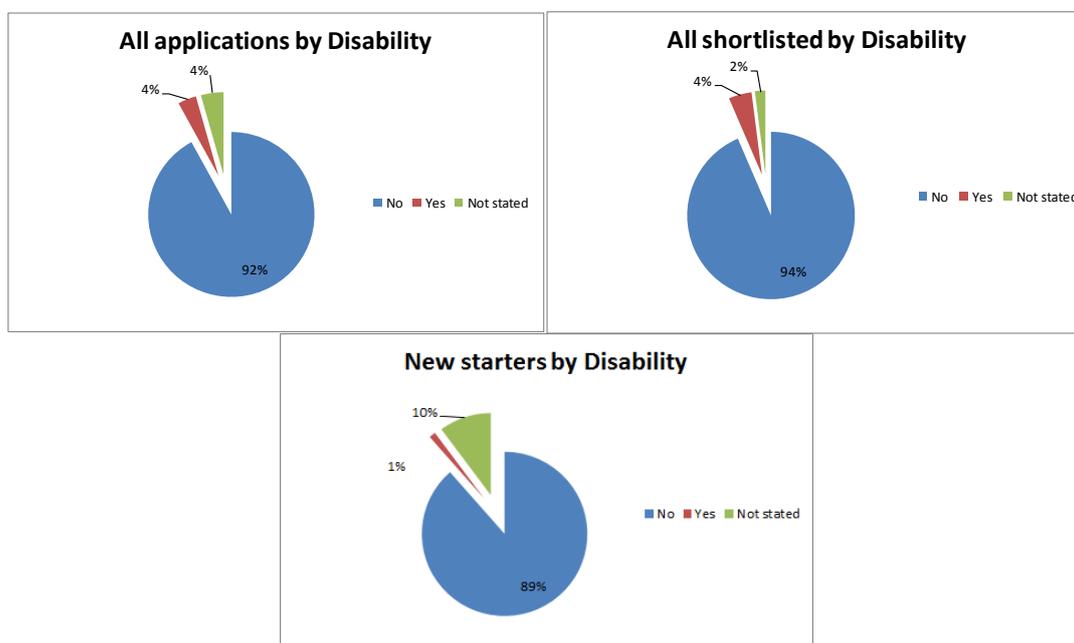


Recruitment by Disability

We continue to look at innovative ways to develop our candidate attraction strategy. Work is ongoing to attract more applicants with a disability in line with our commitment under the Equality Act (2010), employment law and good practice in recruitment.

During this period 2014/15, we saw a slight but positive increase in the proportion of disabled applicants to (4%), when compared to the previous reporting period of calendar year 2013 which was at (3%). At shortlisting stage, this figure remains consistent, with 4% of candidates shortlisted for interview declaring a disability. However, at appointment stage 1% of successful applicants declared a disability.

As at 31 March 2015, there were 17 more staff who had declared a disability compared to the same time last year. However, the overall staff numbers had increased, so the percentage of staff declaring a disability remained the same at 2% for the Trust's overall workforce.



We have looked into the reasons why a significant proportion of new starters are not declaring a disability. Our analysis has shown this is due to an overseas nurse recruitment campaign and the recruitment process followed for student nurses who have been on work placements at the Trust. Both of these recruitment activities are processed through a paper application process.

We are therefore working to make improvements in the capturing of the diversity information for these groups.

Recruitment by Ethnic background

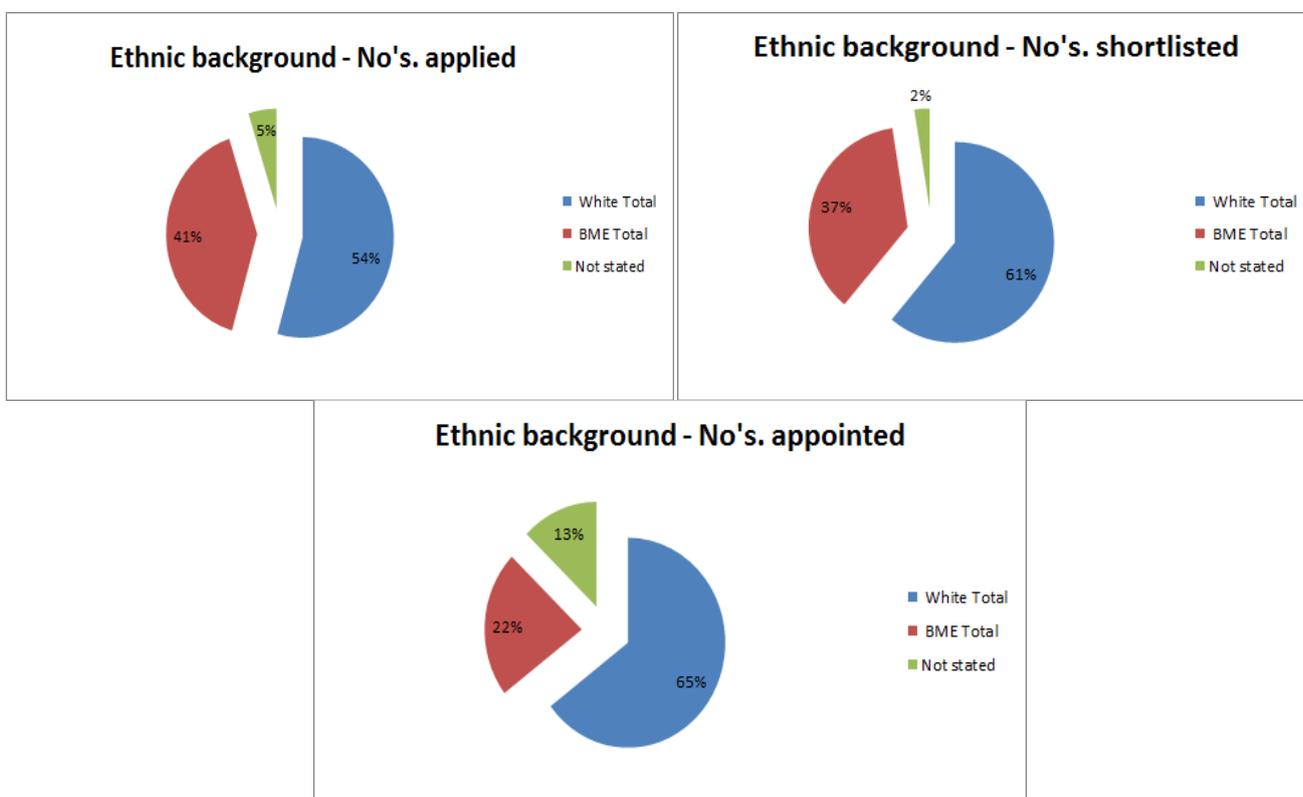
19% of the Trust's staff declare themselves as BME. This compares with 13.6% (14% JSNA) of the Buckinghamshire population, which is identified as BME (Buckinghamshire County Council, Population Pyramid – Census 2011).

Analysis of the ethnicity of applicants at each stage is shown below. There is a reduction in the proportion of applicants with a BME background at appointment stage, which we are looking into further. Further information will be published as part of the Trust's participation in the NHS Workforce Race Equality Scheme.

Initial analysis shows that as for disability, there is an increase in the “Not stated” criteria at appointment stage – this is due to an overseas nurse recruitment campaign and the recruitment process followed for student nurses who have been on work placements at the Trust. Both of these recruitment activities are processed through a paper application process. We are therefore working to make improvements in the capturing of the diversity information for these groups.

We also continue to promote equality of opportunity and ensure that our processes are fair and transparent - the Trust provides recruitment workshops for those staff with responsibilities to recruit. and 1-to-1 training with a recruitment / HR professional on request.

Last year, the Trust also carried out a promotional recruitment campaign, with a particular focus on social media – the written material and video case studies included staff of different ethnic backgrounds. The purpose of this activity was to appeal to as well as communicate with a diverse audience.



Leavers

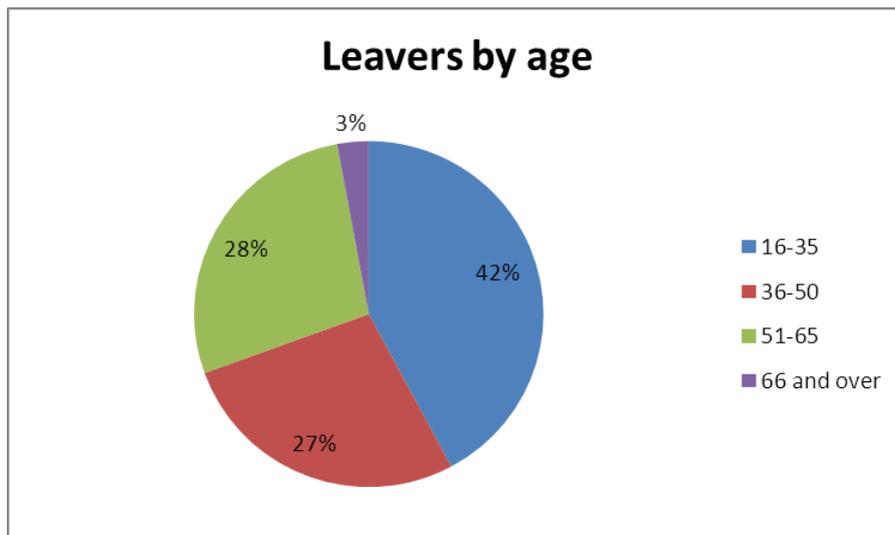
Analysis of leavers

Retention of staff is a key issue and we want to ensure we retain the best staff. During the period April 2014 to March 2015, a total of 894 staff left the organisation. An analysis of leavers over this period has therefore been carried out and is summarised below.

Leavers by Age

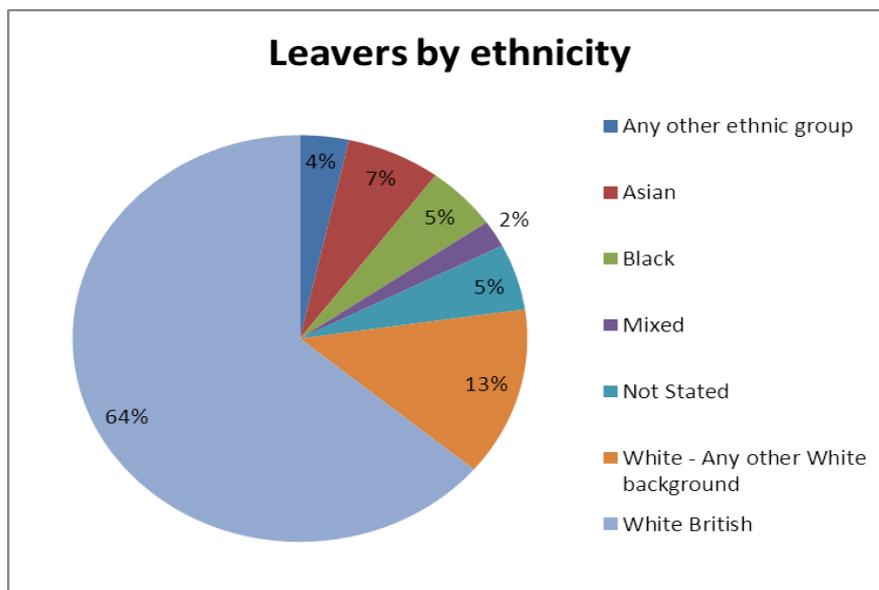
During the period April 2014 to March 2015, the age group with the highest proportion of leavers were staff aged between 16 and 35, a similar proportion was seen in the period April 2013 to March 2014 which showed 41%. As at March 2014, this age group represented 13% of our workforce. Further

analysis of leavers is being carried out at Divisional level to investigate further the reasons for staff leaving.



Leavers by ethnicity

Of the total of leavers during April 2014 to March 2015, 77% were “white” and 23% non-white, broadly reflecting the ethnic make-up of all staff at the start of this period; it also shows little change from the previous reporting period of January to December 2013.



Leavers by Gender

17% of leavers were male and 83% of leavers were female. This broadly reflects the composition of the workforce (staff in post) as at March 2014, which was 15% male and 85% female.

Leavers in relation to Disability

4% of leavers stated that they had a disability compared to 2% the previous year. The percentage of leavers for which there is no disability information is 48%; a reduction from 55% in the previous year indicating an improvement in data completeness.

