



**NHS Tayside Workforce Monitoring Report 2023**

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## 1. Introduction

NHS Tayside, as a “public Body”, defined by the Equality Act Specific Duties (Scotland) Regulations 2012 is required to produce an annual Workforce Monitoring Report. The scope of the workforce monitoring report 2023 covers employee composition, recruitment, development and staff retention.

Using the analysis of the employee data taken from the workforce monitoring report will assist NHS Tayside to identify targeted positive actions to bridge any gaps highlighted by the monitoring data. The employee monitoring data is separated in to nine distinct groups referred to in the Equality Act 2010 as the nine “protected characteristics” which are:

- Age
- Disability
- Gender Reassignment
- Marriage and Civil Partnership
- Pregnancy and Maternity
- Race
- Religion or Belief
- Sex
- Sexual Orientation

## 2. Collecting Workforce Data

The employee data used in this workforce monitoring report covers employee data collected during the calendar year of 2022 and contains data that has not previously been reported on. The primary source of the data has been taken from eESS and ePayroll for Workforce Composition, some of the Development data and Retention data. The Recruitment Data was extracted from JobTrain. Appraisals data has been sourced from Turas.

The employee data currently available for this report has been limited as has the staff resource available due to a number of related Workforce Directorate pressures and issues. In an acknowledgement of the limitations on the currently available data for this report, gaps have been identified and proposed remedial actions suggested to improve the quality of the data for subsequent years. It is anticipated that the imminent introduction of eESS self-serve and use of business objects will assist future improvement.

The difficulties in gathering the necessary data in NHS Tayside is both mirrored across other NHS Boards as well as being reflected more widely for other public bodies across Scotland. In 2021 the Scottish Government set up an Equality Data Improvement Programme which aims to assist Scottish public bodies to collect better quality data and more closely link the gathered evidence to Equality Outcomes and targeted actions going forward. As yet, no additional guidance has been issued to public bodies.

This report has been prepared in the aftermath of the second phase of a Review of the Public Sector Equality Duty in Scotland 2022. The Review looked at the effectiveness of all the Scottish Specific Duties (SSDs).

Key aspects of the SSDs are data collection and publication, in order to encourage better evidence-informed decision making and increase transparency and accountability. It is therefore important that information collected and/or published on the basis of the duties is then used to inform decisions and action that will lead to real change.

In order for listed authorities to engage meaningfully with the SSDs as a whole, it is essential that they are straightforward and cohesive. Improving cohesiveness and reducing perceived bureaucracy relates to all of the SSDs, with a particular focus on regulation 3: Duty to Report Progress on Mainstreaming the Equality Duty (P16).

Similar to last year's report, whilst the quality and quantity of monitoring data improves leading to robust evidence, a series of questions have again been used to help identify the knowledge required in order to ensure that NHS Tayside meets its responsibilities in fulfilling the Public Sector Equality Duty. That being, challenging discrimination, promoting equality and fostering good relations between people who share and those that don't share relevant protected characteristics.

NHS Tayside is committed to improving the quality of and use of employee monitoring data and effectively linking the gathered evidence with the Mainstreaming Equality Outcomes Report Action Plan established to monitor Mainstreaming Equalities Progress and to adapt where necessary. NHS Tayside Equality Outcome 1 (2021-2025) formalises this commitment. In order to fulfil the aims of the Equality Outcome, a planned series of actions in order to achieve meaningful progress will be implemented and monitored. Actions 1-3 and 6 of the Mainstreaming Equality Outcomes Report 2021-2025 (MEOR) Action Plan continue to be progressed.

NHS Tayside has seen a change in the use of a number of electronic employee systems over the last few years and steps continue to be taken to integrate the systems to help produce more meaningful data. The NHS Tayside equal opportunities monitoring form was updated in 2020 to make it easier to complete and to align the categories with eESS.

Given the age of the 2011 Census, unlike previous years, the monitoring data compared in this report relies solely on internal data. Going forward, the most beneficial information to NHS Tayside will be the comparison of in-house employee monitoring data which is why improved data collection forms one of the NHS Equality Outcomes for 2021-2025. Not all the percentages used in the tables equate to 100% which is due to some categories having staff numbers <5. This is done in order to protect the anonymity of staff. Continuing recovery from the COVID-19 pandemic has likely influenced the improved percentage of completion rates compared to 2021.

### **3. Using Workforce Data to Influence Actions**

#### Workforce Employee Data Collection and Analysis

In 2020 the Public Sector Equality Group undertook a review of the employee data that NHS Tayside routinely collects in order to fulfil our reporting requirements set out in the Equality Act 2010 General Duty and the Specific Duties Scotland Regulations 2012. A refresh of the NHS Tayside Equal Opportunities Monitoring Form was also undertaken at the same time. Information about the easier to use Equal Opportunities Monitoring Form was circulated to all staff along with an explanation as to the importance of gathering information on protected characteristics and what we do with the information. In 2022 all-staff communications have been circulated with a reminder as to why NHS Tayside gathers information on protected characteristics and staff have been further encouraged to complete this information.

Improving the quality of NHS Tayside employee data has been identified as a key priority in order that NHS Tayside can identify areas of underrepresentation within job families or job grades and where indicated take steps to reduce the gaps. A separate report on the Occupational Segregation of Job Families by Job Grade covering the protected characteristics of Disability, Race and Sex has also been carried out using 2022 employee data. This report has extended Equal Pay reporting to cover Disability and Race as well as Sex.

Oversight of data collection and analysis is carried out by the Staff Governance Committee which determines what actions need to be taken in response to recommendations made by the Public Sector Equality Group/Equality and Diversity Governance Group.

Actions 2021-2025:

- An audit of current employee data reporting systems was undertaken in 2022 to establish a bench mark position of the data NHS Tayside is currently able to gather and an assessment made regarding any additional resources needed in order to improve the quality of employee data collection;

- In order to improve the depth of data held for all protected characteristics, a twice yearly all-staff communication will go out to all staff asking staff members to up-date their personal circumstances on the NHS Tayside Equal Opportunities Monitoring form. Staff will be given an explanation as to why they are being asked to do so. Information will also be given regarding what is done with the monitoring data MEOR Actions 1, 3 and 6);
- Once eESS self-serve becomes available, staff will be encouraged to use this platform to record and update their personal information;
- The percentage of recorded data for each protected characteristic will be regularly monitored and targeted steps taken to promote higher levels of the protected characteristic being reported;
- Improvement targets along with a plan of action for reducing the numbers of declined or don't knows for Disability, Ethnicity and Sexual orientation will be set in conjunction with the associated staff employee network.

### Staff Employee Networks

In responding to specific concerns raised as a consequence of the impact of the Covid19 pandemic, NHS Tayside set up a Black Asian and Minority Ethnic (BAME) Employee Network in September 2020. In 2021 a further three employee Networks were established. These were the Disability Equality Network, EqualiTAY Network (Lesbian, Gay, Bisexual and Queer Plus) and the Carers Network.

The Armed Forces Network was established in 2022. This provides support for employees who are currently serving in the armed forces and employees who have previously served.

### Proposed actions:

- The work of the networks is still being developed and will be reported on in the separate Mainstreaming Progress Report 2023; Regular joint Network Meetings are being held with Senior Staff through the NHS Tayside Employee Network Support Group.

### Inclusive Recruitment

NHS Tayside recognises the value and importance of having a diverse workforce and the benefits this has on providing high quality care to the diverse local Tayside population. Building on existing well-established relationships with a number of local groups, made up of members covered by one or more protected characteristics, NHS Tayside is committed to further develop partnership working to improve access to employment within NHS Tayside.



Proposed actions:

- Work with local diversity groups to develop positive actions in response to the analysis of employee data and the need to address areas of under-representation within the NHS Tayside workforce;
- Develop relationships between the various NHS Tayside Employee Networks and local diversity groups.

### Employability

NHS Tayside in conjunction with a number of partners, is involved in a number of initiatives aimed at promoting NHS Tayside as a local inclusive employer. Due to the way the various programmes are organised, recruitment of participants tends to be done by partner organisations. Where individuals are successful in gaining employment from participation in any of the initiatives, information on their protected characteristics will be captured within the NHS workforce equal opportunities monitoring data.

Examples of positive action initiatives include:

#### **Age**

School work placements for s4-6

Medic Insight S5-6

Developing Young Workforce Dundee and Angus

Prince's Trust

Modern apprenticeships at foundation to graduate level.

#### **All protected characteristics**

Administration Academy

Barnardo's Work placements

Healthcare Academy

Health and Social Care Academy SVQ Level 2

#### **Disability**

Project Search (learning disability).

### Disability Confident

NHS Tayside became a Disability Confident Leader in December 2022 achieving level 3 of the DWP Disability Confident Scheme.

NHS Tayside now hopes to encourage other local employers to become Disability Confident.

## 4. Age

### 4 (a) Workforce Composition

The table below compares the age profile of NHS Tayside staff as at 31 December 2020, 2021 AND 2022.

Age	Headcount (2020)	Percentage	Headcount (2021)	Percentage	Headcount (2022)	Percentage
16 – 19	26	0.19%	34	0.24%	41	0.29%
20 – 24	601	4.50%	661	4.74%	653	4.67%
25 – 29	1189	8.91%	1293	9.28%	1338	9.56%
30 – 34	1338	10.02%	1475	10.58%	1502	10.73%
35 – 39	1480	11.09%	1524	10.94%	1606	11.48%
40 – 44	1442	10.80%	1555	11.16%	1617	11.56%
45 – 49	1653	12.38%	1608	11.54%	1591	11.37%
50 – 54	2119	15.88%	2104	15.10%	2035	14.54%
55 – 59	2044	15.31%	2140	15.36%	2015	14.40%
60+	1455	10.90%	1542	11.06%	1595	11.40%
<b>Grand Total</b>	<b>13347</b>	<b>100.00%</b>	<b>13936</b>	<b>100.00%</b>	<b>13993</b>	<b>100.00%</b>

#### Discussion

The number of employees in NHS Tayside in 2021 and 2022 were broadly similar but slightly higher than in 2020. There has been a slight increase in the 15-19 years category year on year from the modest figure in 2020. For three years in a row, the age groups covering 50-59 years remain the largest categories. However, with the exception of the 55-59 category in 2021, the percentages in these two age groups are gradually falling.

#### Questions

- What are the implications for NHS Tayside in terms of succession planning and retaining levels of knowledge and experience resulting from the current age profile?

- What steps/plans need to be put in place to ensure NHS Tayside continues to be an attractive employer to recruit new staff and retain existing staff in order to maintain a high level of patient care?

#### 4 (b) Recruitment

The table below covers NHS Tayside recruitment for the calendar year of 2022. The number of applicants, candidates shortlisted and appointed are shown as percentages.

Age	Applied	Shortlisted	Appointed
<b>15-19 Years</b>	2.7%	1.8%	2.9%
<b>20-24 Years</b>	12.8%	11.3%	16.1%
<b>25-29 Years</b>	23.2%	17.0%	16.2%
<b>30-34 Years</b>	18.6%	16.3%	14.9%
<b>35-39 Years</b>	13.2%	13.7%	13.4%
<b>40-44 Years</b>	8.9%	11.1%	10.4%
<b>45-49 Years</b>	7.1%	9.5%	8.0%
<b>50-54 Years</b>	6.7%	10.3%	8.4%
<b>55-59 Years</b>	4.2%	5.8%	6.1%
<b>60-64 Years</b>	1.9%	2.2%	2.5%
<b>65+ Years</b>	0.2%	0.3%	0.4%
<b>Prefer not to say</b>	<b>0.6%</b>	<b>0.7%</b>	<b>0.8%</b>

#### Discussion

Due to JobTrain only introducing a monitoring question for age part way through 2021, 2022 is the first full year of monitoring data. It will take three or more years of data before any sound inferences can be drawn from the data.

The figures above highlight that it is only the age group 35-39 that broadly saw a similar percentage for applicants being shortlisted and then appointed.

The two age bands between 15-19 and 20-24 both saw drops between the percentage applying and the percentage interviewed. The percentage appointed rose significantly for the age band 20-24.

The age band 25-29 showed the biggest drop from those applying, shortlisted and appointed, dropping from 23.2% to 16.2%. All the other age bands between 40-65+ years saw increases in the percentage applying that were shortlisted. The percentage appointed between the ages of 40-54 then decreased from shortlisting to appointment. For those in the age bands 55-65+ years, the percentage increased from shortlisting to appointment, possibly influenced by a preference for returning staff.

### Questions

- Does the percentage of successful applicants between the ages of 15-24 demonstrate that the positive action schemes supported by NHS Tayside are working in terms of encouraging younger people to join NHS Tayside?
- What is causing the fall between the percentage of candidates who are shortlisted and then appointed for the age range 25-29?
- Why is the percentage of candidates who are short-listed between the area of 40-65+ higher than those applying and is the percentage appointed between the ages of 55-65+ who are appointed an indication that the Retire and Return policy is working?

### **4 (c) Development**

Data relating to appraisal, movements between bands and statutory and mandatory completion of learn Pro modules has been used to track staff development.

### **Appraisal**

The table below shows a breakdown by Age of the staff who completed appraisals in 2022 compared with the completion percentages in 2021.

Information relating to appraisal has been extracted from Turas. The information excludes Bank staff and not all staff, including medical staff use Turas for appraisals.

Age	Not completed	Completed	Not on Turas	Grand Total	Total on TURAS	% appraisals complete/22	% appraisals complete/21
<b>16-19</b>	32	8	0	40	40	20.00%	0.00%
<b>20-24</b>	392	240	17	649	632	38.00%	21.40%
<b>25-29</b>	711	548	76	1335	1259	43.50%	20.50%
<b>30-34</b>	794	598	109	1501	1392	43.00%	25.00%
<b>35-39</b>	762	723	113	1598	1485	48.70%	25.80%
<b>40-44</b>	750	760	116	1626	1510	50.30%	27.50%
<b>45-49</b>	738	735	113	1586	1473	49.90%	28.80%
<b>50-54</b>	920	978	127	2025	1898	51.50%	27.10%
<b>55-59</b>	898	992	138	2028	1890	52.50%	25.40%
<b>60-64</b>	545	613	101	1259	1158	52.90%	*23.0%
<b>65+</b>	160	150	36	346	310	48.40%	0
<b>Grand Total</b>	<b>6702</b>	<b>6345</b>	<b>946</b>	<b>13993</b>	<b>13047</b>	<b>48.60%</b>	<b>25.40%</b>

\* In 2021 the categories “60-64” and “65+” were combined into the one category “60+”.

#### Discussion

The number of appraisals completed in 2022 was higher in every age category averaging a completion rate of 48.6% In comparison, the number of appraisals completed in 2021 was 25.4%

There appears to be a difference in completion rates between staff 24 years or younger compared with older staff.

#### Questions

- What is causing the variation in appraisal figures between younger and older age bands?
- What work can be done to merge different appraisal systems for reporting purposes?

## Movement between job bands

The table below excludes Bank Staff and shows movement between job bands during the calendar year of 2022. The movement between job bands includes promotion, temporary increased part-time hours at a higher grade or temporary arrangements to cover higher duties. Current data capture does not allow for the single reporting on data relating to promotion. Only staff, covered by the whole calendar year have been included.

Age	Both	Down	Same	Up	Grand Total
<b>16-19</b>	0	0	24	*	25
<b>20-24</b>	*	7	447	76	531
<b>25-29</b>	0	14	880	183	1077
<b>30-34</b>	0	22	1136	159	1317
<b>35-39</b>	0	20	1256	140	1416
<b>40-44</b>	0	11	1304	135	1450
<b>45-49</b>	0	24	1383	93	1500
<b>50-54</b>	0	20	1859	115	1994
<b>55-59</b>	0	23	1822	45	1890
<b>60+</b>	0	13	1188	19	1220
<b>Grand Total</b>	*	<b>154</b>	<b>11299</b>	<b>966</b>	<b>12420</b>

### Discussion

The table above highlights that the majority of staff in any given year remain in the same pay bands. The pay bands covering the age group 20-39 years saw the largest increases in the percentage of staff moving up bands. From 40 years onward the percentage moving up bands stabilises around 10% moving up a grade for staff between the ages 40-49 and then significantly tapers off, especially for the last two age bands. Possibly explained by the shift from the Bank into higher bands for Newly Qualified Practitioners.

The numbers moving down bands are much lower and has a less obvious pattern, other than possibly being explained by retired staff returning to lower band Bank roles.

## Training — learn Pro

The table below outlines the completion rates of the statutory mandatory learn Pro modules. This is a snapshot of a given date for reporting, 31 December 2022 and the figures will see fluctuations over the year depending when staff members are due to update their modules.

Age	Completed all modules	Not completed any modules	Completed some modules	Grand Total	Percent Complete
<b>16-19</b>	25	*	9	35	71.43%
<b>20-24</b>	453	5	141	599	75.63%
<b>25-29</b>	897	21	335	1253	71.59%
<b>30-34</b>	979	24	410	1413	69.29%
<b>35-39</b>	1087	32	402	1521	71.47%
<b>40-44</b>	1067	43	466	1576	67.70%
<b>45-49</b>	1079	39	407	1525	70.75%
<b>50-54</b>	1354	44	560	1958	69.15%
<b>55-59</b>	1349	55	545	1949	69.21%
<b>60-64</b>	763	50	351	1164	64.99%
<b>65+</b>	186	13	112	311	59.81%
<b>Grand Total</b>	<b>9239</b>	<b>327</b>	<b>3738</b>	<b>13304</b>	

## Discussion

The highest level of total completion of all the statutory mandatory modules is in the age band “20-24”. The rest of the age bands with the exception of “40-44” and the two oldest age bands average around 70%

#### 4 (d) Retention

The data below shows a comparison between NHS Tayside staff present throughout the calendar year of 2022 excluding bank staff. The difference in the year-end totals reflects the number of staff employed on the particular days used for comparison.

Age	Not Retained	Retained	Grand Total	% Retained
16-19	7	25	32	78.1%
20-24	128	531	659	80.6%
25-29	213	1077	1290	83.5%
30-34	156	1317	1473	89.4%
35-39	113	1416	1529	92.6%
40-44	102	1450	1552	93.4%
45-49	97	1500	1597	93.9%
50-54	119	1994	2113	94.4%
55-59	251	1890	2141	88.3%
60+	330	1220	1550	78.7%
<b>Grand Total</b>	<b>1516</b>	<b>12420</b>	<b>13936</b>	<b>89.1%</b>

#### Discussion

The percentage of retention increases from the age band of “16-19” up until “50-54”. From the age of 55 onward there is a steady decline dropping around 6% for the age band “55-59” and a further 10% for the age group “60+”.

#### Question

- What can be done to improve upon the percentages of staff leaving NHS Tayside between the age bands of “54-59” and “60+”?



## 5. Disability

### 5 (a) Workforce Composition

The table below looks at the Disability headcount profile between the calendar years of 2019 to 2022.

Disability	NHS Tayside Headcount 2019	Percentage	NHS Tayside Headcount 2020	Percentage	NHS Tayside Headcount 2021	Percentage	NHS Tayside Headcount 2022	Percentage
<b>Don't Know</b>	9322	73.25%	4215	31.93%	4027	28.90%	3669	26.22%
<b>No</b>	2770	21.76%	7674	58.13%	8782	63.02%	9228	65.95%
<b>Prefer not to say</b>	603	4.74%	1029	7.79%	965	6.92%	899	6.42%
<b>Yes</b>	31	0.24%	91	0.69%	162	1.16%	197	1.41%
<b>Grand Total</b>	<b>12726</b>	<b>99.99%</b>	<b>13201</b>	<b>98.55%</b>	<b>13936</b>	<b>100.00%</b>	<b>13993</b>	<b>100.00%</b>

#### Discussion

For the third year running, the number of don't knows has reduced again in 2022 to 26.22% from 28.9% in 2021. This shows significant progress from the figure of 73.25% in 2019. More work is needed to reduce this figure further.

Staff members appear to be much more certain about not having a disability, with the percentage rising from 21.76% in 2019 to 65.95% in 2022.

Staff confidence in sharing information about their disability has fluctuated over the last four years. The percentage who preferred not to say was 4.74% in 2019 rising to 7.74% in 2020, but has fallen slightly to 6.92% in 2021 and 6.42% in 2022. The increase in staff sharing that they have a disability has risen from 0.24% in 2019 to 1.41% in 2022. This is nearly a six times increase in the percentage rate. It remains likely that this is a vast under reporting of the actual figure given that one in five of the population is estimated to have a disability or long-term health condition.

## Questions

- Why are staff still not confident about sharing information about their disability or long-term health conditions?
- Has all-staff communications encouraging staff to update their personal circumstances information (including a definition of what the term disability means) started to make a difference?
- Have communications about the setting up of and presence of a Disability Employee Network started to make staff more confident about sharing information about their disability?
- What further steps are needed to reduce the number of staff who either don't know if they have a disability or are not yet confident about sharing this information with the organisation?

## **5 (b) Recruitment**

The table below shows a comparison between 2020, 2021 and 2022 recruitment data.

<b>Disabled</b>	<b>Applied</b>			<b>Shortlisted</b>			<b>Appointed</b>		
	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>
<b>No</b>	92%	92%	93%	91%	92%	92%	95%	94%	92%
<b>Yes</b>	8%	8%	7%	9%	8%	8%	5%	6%	8%

## Discussion

The percentage rose from application to appointment for applicants who said they did not have a disability in both 2020 and 2021 but fell from application to appointment in 2022. In 2022 the number of candidates sharing information re having a disability decreased from 8% to 7%. Nonetheless, the number of staff sharing information about having a disability, rose to 8% who were shortlisted and the percentage stayed the same for those who were appointed. This figure is up 3% from the 5% figure in 2020.

The number of staff members appointed in the last three years, who have a disability, provides more evidence of the likelihood of under reporting of disabled staff members discussed at section 5(a) above.

## 5 (c) Development

Data relating to appraisal, band movement and statutory and mandatory completion of learn Pro modules has been used to track staff development.

### Appraisal

The table below shows a breakdown by disability of the staff who completed appraisals in 2022.

Disability	Not completed	Completed	Not on Turas	Grand Total	Total on TURAS	% appraisals complete/22	% appraisals complete/21
<b>Don't Know</b>	1597	1811	261	3669	3408	53.1%	27.1%
<b>No</b>	4596	4033	599	9228	8629	46.7%	24.2%
<b>Prefer not to say</b>	394	430	75	899	824	52.2%	27.8%
<b>Yes</b>	115	71	11	197	186	38.2%	27.2%
<b>Grand Total</b>	<b>6702</b>	<b>6345</b>	<b>946</b>	<b>13993</b>	<b>13047</b>	<b>48.6%</b>	<b>25.4%</b>

### Discussion

All of the categories increased in terms of completion rates between 2021 and 2022. The largest percentage of completed appraisals were done by the categories "Don't Know" and "Prefer Not to Say". Both "No" and "Yes" categories were lower than the average completion rate of 48.6% The completion rate for "No" was 8.5% higher than it was for the "Yes" category.

### Question

- Are there any obvious reasons why the appraisal completion rates were 8.5% lower for disabled staff?

### **Movement between job bands**

The table below excludes Bank Staff and shows movement between job bands during the calendar year of 2022. The movement between job bands includes promotion, temporary increased part-time hours at a higher grade or temporary arrangements to cover higher duties. Current data capture does not allow for the single reporting on data relating to promotion. Only staff, covered by the whole calendar year have been included.

<b>Disability</b>	<b>Both</b>	<b>Down</b>	<b>Same</b>	<b>Up</b>	<b>Grand Total</b>
<b>Don't Know</b>	0	33	3404	147	3584
<b>No</b>	*	111	6953	751	7816
<b>Prefer not to say</b>	0	8	813	57	878
<b>Yes</b>	0	*	129	11	142
<b>Grand Total</b>	*	<b>154</b>	<b>11299</b>	<b>966</b>	<b>12420</b>

### Discussion

Significant numbers of staff stayed in their bands throughout 2022. Staff who answered “No” to having a disability had the highest percentage of staff moving up bands.

### **Training — learn Pro**

The table below outlines the completion rates of the statutory and mandatory learn Pro modules. This is a snapshot of a given date for reporting, 31 December 2022 and the figures will see fluctuations over the year depending when staff members are due to update their modules.

<b>Disability</b>	<b>Completed all modules</b>	<b>Not completed any modules</b>	<b>Completed some modules</b>	<b>Grand Total</b>	<b>Percent Complete</b>
<b>Don't Know</b>	2340	116	1045	3501	66.84%
<b>No</b>	6213	178	2365	8756	70.96%
<b>Prefer not to say</b>	541	26	294	861	62.83%
<b>Yes</b>	145	7	34	186	77.96%
<b>Grand Total</b>	<b>9239</b>	<b>327</b>	<b>3738</b>	<b>13304</b>	

### Discussion

Staff who answered “Yes” to having a disability had the highest completion rate for undertaking all statutory and mandatory modules. Staff in the “prefer Not to Say” category had the lowest completion rate but a relatively high rate for having done some modules.

## 5 (d) Retention

The data below shows a comparison between NHS Tayside staff present throughout the calendar year of 2022 excluding bank staff. The difference in the year-end totals reflects the number of staff employed on the particular days used for comparison.

<b>Disability</b>	<b>Not Retained</b>	<b>Retained</b>	<b>Grand Total</b>	<b>% Retained</b>
<b>Don't Know</b>	443	3584	4027	89.0%
<b>No</b>	966	7816	8782	89.0%
<b>Prefer not to say</b>	87	878	965	91.0%
<b>Yes</b>	20	142	162	87.7%
<b>Grand Total</b>	<b>1516</b>	<b>12420</b>	<b>13936</b>	<b>89.1%</b>

### Discussion

The percentages above show there is very little reported variance between all the categories. Retention of disabled staff was slightly lower than the other categories. It is difficult to see with any certainty whether or not there is a retention issue for disabled staff because of the “Don’t Know” and “Prefer Not to Say” staff numbers.

### Questions

- Is it possible to obtain data on the reasons why staff are leaving?
- What can be done to reduce the number of don’t knows and prefer not to say responses?

## 6. Gender Reassignment

### 6 (a) Workforce Composition

The table below shows the NHS Tayside headcount for the protected characteristic of gender reassignment for the calendar years of 2020, 2021 and 2022.

Gender Reassignment	Headcount 2020	Percentage	Headcount 2021	Percentage	Headcount 2022	Percentage
Don't Know	4167	31.57%	4090	29.35%	3699	26.43%
No	7608	57.63%	8815	63.25%	9348	66.80%
Prefer not to say	1110	8.41%	1024	7.35%	935	6.68%
Yes	8	0.06%	7	0.05%	11	0.08%
<b>Grand Total</b>	<b>13201</b>	<b>100.00%</b>	<b>13936</b>	<b>100.00%</b>	<b>13993</b>	<b>100.00%</b>

#### Discussion

The percentage of staff in 2021, 29.35% who said they don't know about their gender reassignment fell to 26.43% in 2022 having been 31.57% in 2020. The percentage of staff saying they preferred not to say what their gender reassignment was fell from 7.35% in 2021 to 6.68% in 2022 having been 8.41% in 2020.

Under reporting still remains an issue due to the lack of appropriate choices available for Trans staff to choose on the current NHS Scotland Equal Opportunities Monitoring Form.

#### Questions

- What can be done to encourage NHS Tayside staff to share information about their gender Identity?
- What role can the LGBQ+ Network, EqualiTAY play in encouraging staff to share information about their gender identity?

## 6 (b) Recruitment

The table below covers NHS Tayside recruitment for the calendar years of 2020, 2021 and 2022. The number of applicants, candidates shortlisted and appointed are shown as percentages.

Gender	Applied			Shortlisted			Appointed		
	2020	2021	2022	2020	2021	2022	2020	2021	2022
<b>Prefer not to say</b>	0.6%	0.6%	0.5%	0.5%	0.5%	0.5%	0.3%	0.3%	0.4%
<b>Female</b>	71.6%	70.1%	66.2%	76.5%	77.7%	74.3%	79.2%	82.0%	80.9%
<b>Male</b>	27.7%	29.2%	33.0%	22.9%	21.7%	24.9%	20.6%	17.5%	18.6%
<b>In another way</b>	0.1%	0.1%	0.2%	0.03%	0.1%	0.2%	0.0%	0.1%	0.1%

### Discussion

JobTrain does not enable reporting solely on the protected characteristic of gender Reassignment and is jointly captured under the heading of gender. The gender identity of NHS Tayside staff is potentially captured in the “in another way” category and possibly in the “prefer not to say” option. In terms of the “in another way” category, 2022 saw an increase in the numbers of transgender applicants. The Number of transgender applicants who were shortlisted rose from 0.03% in 2020 to 0.2% in 2022. The percentage of transgender staff appointed in 2022 remained the same, 0.1% as those appointed in 2021. This was despite the increased numbers of transgender applicants.

In terms of the “prefer not to say category, the number of applicants choosing this option fell slightly in 2022. The percentage of applicants shortlisted remained the same. There was a slight increase in the percentage appointed in 2022.



## 6 (c) Development

Data relating to appraisal, band movement and statutory and mandatory completion of learn Pro modules has been used to track staff development.

### Appraisal

The table below shows a breakdown by gender reassignment of the staff who completed appraisals in 2022.

Gender reassignment	Not completed	Completed	Not on Turas	Grand Total	Total on TURAS	% appraisals complete/22	% appraisals complete/21
<b>Don't Know</b>	1631	1806	262	3699	3437	52.5%	26.9%
<b>No</b>	4656	4087	605	9348	8743	46.7%	24.1%
<b>Prefer not to say</b>	411	448	76	935	859	52.2%	28.5%
<b>Yes</b>	*	*	*	11	8	50.0%	42.9%
<b>Grand Total</b>	<b>6702</b>	<b>6345</b>	<b>946</b>	<b>13993</b>	<b>13047</b>	<b>48.6%</b>	<b>25.4%</b>

### Discussion

In 2022 all the categories in the table showed an increase in completion rates from 2021. The category “No” had the lowest completion rate in both years. The “Yes” category had the highest completion rate, however, this was heavily influenced by the impact a small number of staff can have on overall percentages.

### Movement between job bands

The table below excludes Bank Staff and shows movement between job bands during the calendar year of 2021. The movement between job bands includes promotion, temporary increased part-time hours at a higher grade or temporary arrangements to cover higher duties. Current data capture does not allow for the single reporting on data relating to promotion. Only staff, covered by the whole calendar year have been included.

Gender reassignment	Both	Down	Same	Up	Grand Total
Don't Know	0	32	3440	155	3627
No	*	113	6989	755	7858
Prefer not to say	0	9	864	55	928
Yes	0	0	6	*	7
<b>Grand Total</b>	*	<b>154</b>	<b>11299</b>	<b>966</b>	<b>12420</b>

#### Discussion

Staff in the “Yes” category moved up bands the least or stayed in the same band. The impact of staff movement was influenced by a very small number of staff members in the “**Yes**” category affecting percentages. Staff that preferred not to say had the next lowest rate for moving up job bands.

#### **Training — learn Pro**

The table below outlines the completion rates of the statutory mandatory learn Pro modules. This is a snapshot of a given date for reporting, 31 December 2022 and the figures will see fluctuations over the year depending when staff members are due to update their modules.

Gender reassignment	Completed all modules	Not completed any modules	Completed some modules	Grand Total	Percent Complete
Don't Know	2356	118	1049	3523	66.87%
No	6305	179	2386	8870	71.89%
Prefer not to say	570	30	300	900	63.33%
Yes	8	0	*	11	72.73%
<b>Grand Total</b>	<b>9239</b>	<b>327</b>	<b>3738</b>	<b>13304</b>	

#### Discussion

Staff that answered “Yes” to being transgender had the highest completion rate for undertaking all the statutory and mandatory modules. All of the categories had relatively high levels of completion rates for some modules.

## 6 (d) Staff Retention and Turnover

The data below shows a comparison between NHS Tayside staff present throughout the calendar year of 2022 excluding bank staff. The difference in the year-end totals reflects the number of staff employed on the particular days used for comparison.

Gender reassignment	Not Retained	Retained	Grand Total	% Retained
Don't Know	463	3627	4090	88.7%
No	957	7858	8815	89.1%
Prefer not to say	96	928	1024	90.6%
Yes	0	7	7	100.0%
<b>Grand Total</b>	<b>1516</b>	<b>12420</b>	<b>13936</b>	<b>89.1%</b>

### Discussion

Staff who answered "Yes" to being transgender had a 100% retention rate. This is explained by the very small number of staff and the impact this has on percentages. All the remaining categories were broadly similar with "Don't Know" the only category being below the average rate.

### Questions

- What can be done to reduce don't know and prefer not to say responses to improve the quality of data relating to the retention of transgender staff?
- Can options in employee systems and equal opportunities monitoring forms be made more flexible to take in to account staff gender identities?

## 7 Marriage or Civil Partnership

### 7 (a) Workforce Composition

The table below compares the NHS Tayside headcount by marriage or civil partnership for the calendar years of 2020, 2021 and 2022.

Marital Status	Headcount 2020	Percentage	Headcount 2021	Percentage	Headcount 2022	Percentage
Civil Partnership	68	0.52%	105	0.75%	143	1.02%
Dissolved Civil Partnership	<5	0.01%	<5	0.01%	<5	0.01%
Divorced	696	5.27%	732	5.25%	755	5.40%
Married	7235	54.81%	7357	52.79%	7178	51.30%
Single	5123	38.81%	5664	40.64%	5843	41.76%
Widowed	78	0.59%	76	0.55%	72	0.51%
<b>Grand Total</b>	<b>13201</b>	<b>100.00%</b>	<b>13936</b>	<b>100.00%</b>	<b>13993</b>	<b>100.00%</b>

#### Discussion

The number of Civil Partnerships has significantly increased between 2020 (68) to 143 in 2022. Marriage rates still continue to decline whilst the percentage of single staff increased.

### 7 (b) Recruitment

JobTrain doesn't currently collate recruitment data for the protected characteristic of Marriage or Civil Partnership.

### 7 (c) Development

Data relating to appraisal, band movement and statutory and mandatory completion of learn Pro modules has been used to track staff development.

## Appraisal

The table below shows a breakdown by Marriage or Civil Partnership of the staff who completed appraisals in 2022.

Marital status	Not completed	Completed	Not on Turas	Grand Total	Total on TURAS	% appraisals complete/22
<b>Civil Partnership</b>	90	47	6	143	137	34.3%
<b>Dissolved Civil Partnership</b>	*	0	0	*	*	0.0%
<b>Divorced</b>	347	355	53	755	702	50.6%
<b>Married</b>	3286	3386	506	7178	6672	50.7%
<b>Single</b>	2945	2523	375	5843	5468	46.1%
<b>Widowed</b>	32	34	6	72	66	51.5%
<b>Grand Total</b>	<b>6702</b>	<b>6345</b>	<b>946</b>	<b>13993</b>	<b>13047</b>	<b>48.6%</b>

### Discussion

The category of “Dissolved civil Partnership” showed that no staff had completed an appraisal in 2022. However, this involved a very small number of staff. Staff belonging to the category of “Civil Partnership” had a significantly lower completion rate than the other categories at 34.3%

### Question

- Are there any obvious reasons why staff belonging to the category of “Civil Partnership” had a lower rate of completed appraisals?

### **Movement between job bands**

The table below excludes Bank Staff and shows movement between job bands during the calendar year of 2022. The movement between job bands includes promotion, temporary increased part-time hours at a higher grade or temporary arrangements to cover higher duties. Current data capture does not allow for the single reporting on data relating to promotion. Only staff, covered by the whole calendar year have been included.

<b>Marital status</b>	<b>Both</b>	<b>Down</b>	<b>Same</b>	<b>Up</b>	<b>Grand Total</b>
<b>Civil Partnership</b>	0	*	85	7	93
<b>Dissolved Civil Partnership</b>	0	0	*	*	*
<b>Divorced</b>	0	13	615	23	651
<b>Married</b>	0	77	6085	425	6587
<b>Single</b>	*	63	4456	506	5026
<b>Widowed</b>	0	0	57	*	61
<b>Grand Total</b>	*	<b>154</b>	<b>11299</b>	<b>966</b>	<b>12420</b>

### Discussion

The category of “Dissolved Civil Partnership” had the highest level of band movement upwards, however, this involved very small numbers of staff. The category of “Single both saw the second highest movement upwards of staff and the highest percentage of staff moving down a band.

### **Training — learn Pro**

The table below outlines the completion rates of the statutory and mandatory learn Pro modules. This is a snapshot of a given date for reporting, 31 December 2022 and the figures will see fluctuations over the year depending when staff members are due to update their modules.

<b>Marital status</b>	<b>Completed all modules</b>	<b>Not completed any modules</b>	<b>Completed some modules</b>	<b>Grand Total</b>	<b>Percent Complete</b>
<b>Civil Partnership</b>	91	6	31	128	71.09%
<b>Dissolved Civil Partnership</b>	*	*	0	*	50%
<b>Divorced</b>	517	14	189	720	71.81%
<b>Married</b>	4717	179	1965	6861	68.75%
<b>Single</b>	3870	123	1535	5528	70.01%
<b>Widowed</b>	43	*	18	65	66.15%
<b>Grand Total</b>	<b>9239</b>	<b>327</b>	<b>3738</b>	<b>13304</b>	

#### Discussion

The majority of the categories had a module completion rate around 70%. The two exceptions to this were the categories of “Dissolved Civil Partnership” and “Widowed”. Both these categories had relatively small numbers of staff and this disproportionately affects the overall percentage rate.

#### **7 (d) Retention**

The data below shows a comparison between NHS Tayside staff present throughout the calendar year of 2022 excluding bank staff. The difference in the year-end totals reflects the number of staff employed on the particular days used for comparison.

<b>Marital status</b>	<b>Not Retained</b>	<b>Retained</b>	<b>Grand Total</b>	<b>% Retained</b>
<b>Civil Partnership</b>	12	93	105	88.6%
<b>Dissolved Civil Partnership</b>	0	*	*	100.0%
<b>Divorced</b>	81	651	732	88.9%
<b>Married</b>	770	6587	7357	89.5%
<b>Single</b>	638	5026	5664	88.7%
<b>Widowed</b>	15	61	76	80.3%
<b>Grand Total</b>	<b>1516</b>	<b>12420</b>	<b>13936</b>	<b>89.1%</b>

### Discussion

Most of the categories had a retention rate around the average rate of 89.1%. The two exceptions were “Dissolved Civil Partnership” at 100% and “Widow” at 80.3% Both categories are comprised of very small numbers of staff in the case of “Dissolved Civil Partnership” and a reasonably small number of staff who are widowed.



## 8. Pregnancy and Maternity

### (d) Retention

The information below is taken from eESS and relates to staff who immediately left or returned after maternity leave during the calendar years of 2021 and 2022. A further number of staff <5 left a few months after returning from maternity leave.

<b>Pregnancy &amp; Maternity</b>	<b>2021</b>	<b>2022</b>
<b>Returned to work after maternity leave</b>	268	316
<b>Left after maternity leave</b>	*	13

### Discussion

2022 both saw an increase in the number of staff going on maternity leave and the number of staff that did not return. In both years, the number of staff leaving immediately after the end of their maternity leave was very low and suggests staff are being sufficiently supported to be able to return to work.

### Question

In order to benefit from intersectional analysis, is it possible to explore the data to see if there is a change between full and part-time working for returning members of staff from maternity leave and how this interacts with the age profile of staff to start to see where the gender pay gap starts to occur or widen?

## 9. Race

### 9 (a) Workforce composition

The table below compares the NHS Tayside Headcount for the calendar years of 2019 to 2022.

Ethnicity	NHS Tayside Headcount 2019	Percentage	NHS Tayside Headcount 2020	Percentage	NHS Tayside Headcount 2021	Percentage	NHS Tayside Headcount 2022	Percentage
Black – Other	14	0.11%	54	0.41%	72	0.52%	99	0.71%
Asian – Other	58	0.46%	254	1.92%	298	2.14%	338	2.42%
Caribbean or Black – Other	*	0.03%	11	0.08%	13	0.09%	14	0.12%
Don't Know	1438	11.30%	1099	8.33%	1119	8.03%	1077	7.70%
Mixed or Multiple Ethnic Group	47	0.37%	48	0.36%	66	0.40%	67	0.48%
Other Ethnic - Other	17	0.13%	36	0.27%	39	0.28%	41	0.30%
Prefer not to say	828	6.51%	758	5.74%	708	5.08%	643	4.60%
White - Gypsy Traveller	0	0.00%	0	0.00%	*	0.01%	*	0.01%
White – Irish	158	1.24%	174	1.32%	198	1.42%	193	1.38%
White - Other	251	1.97%	291	2.20%	330	2.37%	343	2.45%
White - Other British	1005	7.90%	1024	7.76%	1108	7.95%	1112	7.95%
White - Polish	60	0.47%	83	0.63%	113	0.81%	137	0.98%
White - Scottish	8846	69.51%	9253	70.09%	9871	70.83%	9925	70.93%
No Answer	0	0.00%	116	0.88%	0	0.00%	0	0.00
<b>Grand Total</b>	<b>12726</b>	<b>100.00%</b>	<b>13201</b>	<b>99.99%</b>	<b>13936</b>	<b>100.00%</b>	<b>13993</b>	<b>100.00%</b>

## Discussion

From 2019-2021, the Black and Asian NHS Tayside ethnicity categories were merged in order to align with the 2011 Census categories. The 2022 data was therefore merged in order that comparisons could be made. Figures and categories from the 2022 Census were not available at the time of compiling this report.

During 2019 to 2022, with the exception of the “Mixed or Multiple Ethnic Group” category in 2020, all of the percentages in the Black, Asian and Minority Ethnic categories have increased. This may have arisen due to the reduction in the “Don’t Know” and “prefer Not to Say” categories. The number of “White – other” and “White – Polish have increased since 2019.

2022 saw a slight decline in the “White – Irish” category whilst the “White –Other British” and the “White – Scottish” categories generally saw a slight increase or broadly stayed the same.

## **9 (b) Recruitment**

The table below covers NHS Tayside recruitment for the calendar years of 2020, 2021 and 2022. The number of applicants, candidates shortlisted and appointed are shown as percentages.

Ethnic Origin	Applied			Shortlisted			Appointed		
	2020	2021	2022	2020	2021	2022	2020	2021	2022
<b>African - African, African Scottish or African British</b>	2.3%	4.4%	8.5%	1.3%	2.0%	3.3%	1.0%	1.3%	1.7%
<b>African - Other</b>	0.7%	3.1%	10.7%	0.3%	1.0%	3.1%	0.3%	1.0%	1.3%
<b>Asian - Bangladeshi, Bangladeshi Scottish or Bangladeshi British</b>	1.0%	0.6%	0.7%	0.8%	0.5%	0.3%	0.5%	0.3%	0.1%
<b>Asian - Chinese, Chinese Scottish or Chinese British</b>	0.3%	0.6%	0.5%	0.3%	0.5%	0.5%	0.3%	0.7%	0.5%
<b>Asian - Indian, Indian Scottish or Indian British</b>	1.7%	3.0%	4.8%	0.9%	1.8%	2.2%	0.7%	1.1%	1.4%
<b>Asian – Other</b>	1.5%	1.8%	1.8%	1.3%	1.3%	1.3%	1.0%	1.2%	0.9%

<b>Ethnic Origin</b>	<b>Applied</b>			<b>Shortlisted</b>			<b>Appointed</b>		
<b>Asian - Pakistani, Pakistani Scottish or Pakistani British</b>	2.0%	2.6%	4.6%	1.4%	1.3%	1.8%	1.0%	1.3%	1.2%
<b>Caribbean or Black - Black, Black Scottish or Black British</b>	0.1%	0.1%	0.1%	0.03%	0.1%	0.1%	0.0%	0.04%	0.1%
<b>Caribbean or Black - Caribbean, Caribbean Scottish or Caribbean British</b>	0.0%	0.03%	0.04%	0.0%	0.01%	0.02%	0.0%	0.02%	0.02%
<b>Caribbean or Black - Other</b>	0.0%	0.02%	0.1%	0.0%	0.01%	0.1%	0.0%	0.0%	0.02%
<b>Mixed or Multiple Ethnic Group</b>	1.3%	1.2%	0.9%	1.2%	0.8%	0.9%	1.1%	0.8%	0.9%
<b>Other Ethnic Group - Arab, Arab Scottish or Arab British</b>	10.3%	6.0%	1.6%	9.0%	4.3%	1.1%	7.0%	4.3%	0.9%
<b>Other Ethnic Group - Other</b>	0.8%	0.9%	0.3%	0.4%	0.4%	0.2%	0.4%	0.3%	0.2%
<b>Prefer not to say</b>	1.4%	1.2%	0.9%	1.0%	1.1%	0.9%	0.7%	0.7%	0.8%
<b>White - Gypsy Traveller</b>	0.01%	0.01%	0.01%	0.0%	0.0%	0.004%	0.0%	0.0%	0.02%
<b>White – Irish</b>	0.9%	1.0%	0.8%	1.5%	1.4%	1.1%	2.0%	2.3%	1.8%
<b>White - Other</b>	0.0%	3.0%	4.7%	0.0%	3.2%	4.6%	0.0%	1.9%	4.1%
<b>White - Other British</b>	8.0%	6.9%	5.8%	9.9%	8.8%	8.2%	9.4%	8.7%	9.0%
<b>White Polish</b>	0.0%	0.8%	1.5%	0.0%	0.9%	1.6%	0.1%	0.7%	1.4%
<b>White – Scottish</b>	68.0%	63.0%	51.7%	70.8%	70.5%	68.8%	74.6%	73.3%	73.6%

### Discussion

Both African categories showed significant reductions from application to shortlisting and from application to appointment. The Asian categories also showed marked declines from application, shortlisting and appointments with the decrease being more marked in some categories.

All three years saw higher percentages of “White – Other British” and “White – Scottish” candidates being appointed than applied. 2022 appears to show higher levels of disparity between those applying in certain categories, against the percentages shortlisted and appointed. The “White — Scottish” category showed a significant drop in the percentage of applicants, however, the percentage appointed was only a bit lower than the previous two years.

## Questions

- The 2022 recruitment figures highlight that increasing numbers of applicants from a diverse background continue to apply to NHS Tayside, however, this is not yet resulting in increased percentages of staff from a BAME background being appointed – what further work should be progressed to improve upon diversity in recruitment?
- How could the NHS Tayside BAME Network assist with improving diversity in recruitment?

## 9 (c) Development

Data relating to appraisal, band movement and statutory and mandatory completion of learn Pro modules has been used to track staff development.

### Appraisal

The table below shows a breakdown by ethnicity of the staff who completed appraisals in 2022.

Information relating to appraisal has been extracted from Turas. The information excludes Bank staff and not all staff, including medical staff use Turas for appraisals.

<b>Ethnicity</b>	<b>Not completed</b>	<b>Completed</b>	<b>Not on Turas</b>	<b>Grand Total</b>	<b>Total on TURAS</b>	<b>% appraisals complete/ 22</b>	<b>% appraisals complete/ 21</b>
<b>African - African, African Scottish or African British</b>	26	11	5	42	37	29.7%	25.0%
<b>African - Other</b>	40	15	*	57	55	27.3%	33.3%
<b>Asian - Bangladeshi, Bangladeshi Scottish or Bangladeshi British</b>	8	7	*	16	15	46.7%	33.3%
<b>Asian - Chinese, Chinese Scottish or Chinese British</b>	20	15	*	36	35	42.9%	16.7%
<b>Asian - Indian, Indian Scottish or Indian British</b>	63	47	7	117	110	42.7%	25.0%
<b>Asian - Other</b>	58	34	7	99	92	37.0%	27.3%
<b>Asian - Pakistani, Pakistani Scottish or Pakistani British</b>	44	22	*	70	66	33.3%	36.7%

Ethnicity	Not completed	Completed	Not on Turas	Grand Total	Total on TURAS	% appraisals complete/ 22	% appraisals complete/ 21
Caribbean or Black - Black, Black Scottish or Black British	*	*	*	9	8	50.0%	50.0%
Caribbean or Black - Caribbean, Caribbean Scottish or Caribbean British	*	*	0	5	5	40.0%	33.3%
Caribbean or Black - Other	*	0	*	*	*	50.0%	0.00%
Don't Know	485	511	81	1077	996	51.3%	24.9%
Mixed or Multiple Ethnic Group	26	36	5	67	62	58.1%	37.8%
Other Ethnic Group - Arab, Arab Scottish or Arab British	11	10	*	22	21	47.6%	33.3%
Other Ethnic Group - Other	13	6	0	19	19	31.6%	7.7%
Prefer not to say	286	316	41	643	602	52.5%	23.1%
White - Gypsy Traveller	*	0	0	*	*	0.0%	0
White - Irish	89	84	20	193	173	48.6%	30.0%
White - Other	157	167	19	343	324	51.5%	29.0%
White - Other British	531	510	71	1112	1041	49.0%	29.2%
White - Polish	81	50	6	137	131	38.2%	17.9%
White - Scottish	4755	4497	673	9925	9252	48.6%	25.1%
<b>Grand Total</b>	<b>6702</b>	<b>6345</b>	<b>946</b>	<b>13993</b>	<b>13047</b>	<b>48.6%</b>	<b>25.4%</b>

### Discussion

In 2022 all of the ethnicity categories saw an increased appraisal completion rate with the exception of the categories of “African – Other” and Asian Pakistani, Pakistani Scottish, or Pakistani British”. On the whole, BME staff had a lower rate of appraisal completions with a few notable exceptions including “Mixed or Multiple Ethnic Group” which had the highest completion rate at 58.1% Small numbers of staff in some groups again had disproportionate effects on the overall percentages of appraisal completions.

### Question

- Would the offer of an interpreter assist some staff members in participating in appraisals?

### **Movement between job bands**

The table below excludes Bank Staff and shows movement between job bands during the calendar year of 2022. The movement between job bands includes promotion, temporary increased part-time hours at a higher grade or temporary arrangements to cover higher duties. Current data capture does not allow for the single reporting on data relating to promotion. Only staff, covered by the whole calendar year have been included.

<b>Ethnicity</b>	<b>Both</b>	<b>Down</b>	<b>Same</b>	<b>Up</b>	<b>Grand Total</b>
<b>African - African, African Scottish or African British</b>	0	0	32	0	<b>32</b>
<b>African - Other</b>	0	0	19	*	<b>21</b>
<b>Asian - Bangladeshi, Bangladeshi Scottish or Bangladeshi British</b>	0	0	12	*	<b>13</b>
<b>Asian - Chinese, Chinese Scottish or Chinese British</b>	0	0	24	*	<b>26</b>
<b>Asian - Indian, Indian Scottish or Indian British</b>	0	0	80	*	<b>81</b>
<b>Asian - Other</b>	0	*	70	*	<b>75</b>
<b>Asian - Pakistani, Pakistani Scottish or Pakistani British</b>	0	0	49	*	<b>51</b>
<b>Caribbean or Black - Black, Black Scottish or Black British</b>	0	0	*	*	<b>5</b>
<b>Caribbean or Black - Caribbean, Caribbean Scottish or Caribbean British</b>	0	0	*	0	<b>*</b>

<b>Ethnicity</b>	<b>Both</b>	<b>Down</b>	<b>Same</b>	<b>Up</b>	<b>Grand Total</b>
<b>Caribbean or Black - Other</b>	0	0	*	0	*
<b>Don't Know</b>	0	8	930	46	<b>984</b>
<b>Mixed or Multiple Ethnic Group</b>	0	0	54	*	<b>57</b>
<b>Other Ethnic Group - Arab, Arab Scottish or Arab British</b>	0	0	15	*	<b>16</b>
<b>Other Ethnic Group - Other</b>	0	0	13	*	<b>15</b>
<b>Prefer not to say</b>	0	7	593	35	<b>635</b>
<b>White - Gypsy Traveller</b>	0	0	0	*	*
<b>White - Irish</b>	0	*	143	19	<b>164</b>
<b>White - Other</b>	0	*	259	20	<b>281</b>
<b>White - Other British</b>	0	7	888	75	<b>970</b>
<b>White - Polish</b>	0	*	86	12	<b>99</b>
<b>White - Scottish</b>	*	125	8022	740	<b>8888</b>
<b>Grand Total</b>	*	<b>154</b>	<b>11299</b>	<b>966</b>	<b>12420</b>

### Discussion

Significantly more staff moved up a band during the year than those moving down bands. The impact of this movement depended strongly on the number of staff members belonging to the specific ethnic categories. Three of the categories showed no movement, being “African – African Scottish or African British”, “Caribbean or Black – Caribbean, Caribbean Scottish or Caribbean British” and



“Caribbean Black – Other”. Staff belonging to a white ethnic group generally had a higher upward movement in bands whereas for non-white categories, on the whole, the percentage of upwards movement tended to be smaller. The numbers of staff within certain ethnic groups were very small and this impacted on the overall results discussed.

#### Question

- What is causing the fluctuations within and between the ethnic groups?

#### **Training — learn Pro**

The table below outlines the completion rates of the statutory and mandatory learn Pro modules. This is a snapshot of a given date for reporting, 31 December 2022 and the figures will see fluctuations over the year depending when staff members are due to update their modules.

<b>Ethnicity</b>	<b>Completed all modules</b>	<b>Not completed any modules</b>	<b>Completed some modules</b>	<b>Grand Total</b>	<b>Percent Complete</b>
<b>African - African, African Scottish or African British</b>	26	*	10	37	<b>70.27</b>
<b>African - Other</b>	38	*	13	52	<b>73.08%</b>
<b>Asian - Bangladeshi, Bangladeshi Scottish or Bangladeshi British</b>	12	*	*	15	<b>75.00%</b>
<b>Asian - Chinese, Chinese Scottish or Chinese British</b>	22	*	10	33	<b>66.67%</b>
<b>Asian - Indian, Indian Scottish or Indian British</b>	62	7	32	101	<b>61.39%</b>
<b>Asian – Other</b>	63	*	26	90	<b>70.00%</b>
<b>Asian - Pakistani, Pakistani Scottish or Pakistani British</b>	39	*	19	60	<b>65.00%</b>
<b>Caribbean or Black - Black, Black Scottish or Black British</b>	6	0	*	9	<b>66.67%</b>
<b>Caribbean or Black - Caribbean, Caribbean Scottish or Caribbean British</b>	0	0	*	*	<b>0.00%</b>
<b>Caribbean or Black - Other</b>	*	0	0	*	<b>100.00%</b>
<b>Don't Know</b>	647	46	298	991	<b>65.25%</b>
<b>Mixed or Multiple Ethnic Group</b>	39	*	18	60	<b>65.00%</b>
<b>Other Ethnic Group - Arab, Arab Scottish or Arab British</b>	12	*	5	19	<b>63.16%</b>
<b>Other Ethnic Group - Other</b>	13	0	*	16	<b>81.25%</b>
<b>Prefer not to say</b>	387	22	202	611	<b>63.34%</b>
<b>White - Gypsy Traveller</b>	*	0	0	*	<b>100.00%</b>
<b>White – Irish</b>	112	*	68	183	<b>61.20%</b>
<b>White - Other</b>	238	11	76	325	<b>73.23%</b>
<b>White - Other British</b>	750	27	271	1048	<b>71.56%</b>
<b>White - Polish</b>	93	0	33	126	<b>73.81%</b>

<b>Ethnicity</b>	<b>Completed all modules</b>	<b>Not completed any modules</b>	<b>Completed some modules</b>	<b>Grand Total</b>	<b>Percent Complete</b>
<b>White - Scottish</b>	6678	198	2646	9522	<b>70.13</b>
<b>Grand Total</b>	<b>9239</b>	<b>327</b>	<b>3738</b>	<b>13304</b>	

### Discussion

Two categories had 100% completion rates, namely “Caribbean Black – Other” and “White Gypsy Traveller”. Both categories are made up of very small staff numbers. The category with the next highest completion rate of learn Pro modules was “Other Ethnic – Other”, again, this category comprised a relatively small number of staff. In terms of the rest of the categories, a number of the BME categories, but not all, tended to have slightly lower completion rates than the non BME categories.

### **9 (d) Retention**

The data below shows a comparison between NHS Tayside staff present throughout the calendar year of 2022 excluding bank staff. The difference in the year-end totals reflects the number of staff employed on the particular days used for comparison.

<b>Ethnicity</b>	<b>Not Retained</b>	<b>Retained</b>	<b>Grand Total</b>	<b>% Retained</b>
<b>African - African, African Scottish or African British</b>	10	32	42	76.2%
<b>African - Other</b>	9	21	30	70.0%
<b>Asian - Bangladeshi, Bangladeshi Scottish or Bangladeshi British</b>	*	13	16	81.3%
<b>Asian - Chinese, Chinese Scottish or Chinese British</b>	*	26	29	89.7%
<b>Asian - Indian, Indian Scottish or Indian British</b>	23	81	104	77.9%
<b>Asian - Other</b>	11	75	86	87.2%
<b>Asian - Pakistani, Pakistani Scottish or Pakistani British</b>	12	51	63	81.0%
<b>Caribbean or Black - Black, Black Scottish or Black British</b>	*	5	6	83.3%

<b>Ethnicity</b>	<b>Not Retained</b>	<b>Retained</b>	<b>Grand Total</b>	<b>% Retained</b>
<b>Caribbean or Black - Caribbean, Caribbean Scottish or Caribbean British</b>	0	*	*	100.0%
<b>Caribbean or Black - Other</b>	*	*	*	75.0%
<b>Don't Know</b>	135	984	1119	87.9%
<b>Mixed or Multiple Ethnic Group</b>	9	57	66	86.4%
<b>Other Ethnic Group - Arab, Arab Scottish or Arab British</b>	5	16	21	76.2%
<b>Other Ethnic Group - Other</b>	*	15	18	83.3%
<b>Prefer not to say</b>	73	635	708	89.7%
<b>White - Gypsy Traveller</b>	0	*	*	100.0%
<b>White - Irish</b>	34	164	198	82.8%
<b>White - Other</b>	49	281	330	85.2%
<b>White - Other British</b>	138	970	1108	87.5%
<b>White - Polish</b>	14	99	113	87.6%
<b>White - Scottish</b>	983	8888	9871	90.0%
<b>Grand Total</b>	<b>1516</b>	<b>12420</b>	<b>13936</b>	<b>89.1%</b>

### Discussion

The two categories with the highest rate of retention were “Caribbean or Black –Caribbean, Caribbean Scottish or Caribbean British” and “White Gypsy Traveller” at 100% The next highest retained category was “White – Scottish” at 90% The lowest retained category was “Black African – Other” at 70% A majority of the categories with a retention rate of less than 85% were from a BME background.

### Question

- What additional data is required to try and understand why there are variations in retention levels?

## 10. Religion or Belief

### 10 (a) Workforce Composition

The table below compares the NHS Tayside Religion or Belief headcount data for the calendar years of 2020, 2021 and 2022.

Religion	NHS Tayside Headcount 2020	Percentage	NHS Tayside Headcount 2021	Percentage	NHS Tayside Headcount 2022	Percentage
<b>Buddhist</b>	33	0.25%	40	0.29%	41	0.29%
<b>Christian - Other</b>	797	6.04%	897	6.44%	963	6.88%
<b>Church of Scotland</b>	3194	24.20%	3170	22.75%	2986	21.34%
<b>Don't Know</b>	1204	9.12%	1255	9.01%	1209	8.64%
<b>Hindu</b>	78	0.59%	79	0.57%	86	0.61%
<b>Jewish</b>	8	0.06%	9	0.06%	11	0.08%
<b>Muslim</b>	109	0.83%	123	0.88%	133	0.95%
<b>No Religion</b>	4825	36.55%	5488	39.38%	5758	41.15%
<b>Other</b>	166	1.26%	170	1.22%	179	1.28%
<b>Prefer not to say</b>	1121	8.49%	1081	7.76%	1012	7.23%
<b>Roman Catholic</b>	1515	11.48%	1610	11.55%	1600	11.43%
<b>Sikh</b>	14	0.11%	14	0.10%	15	0.11%
<b>No Answer</b>	137	1.04%	0	0.00%	0	0.00%
<b>Grand Total</b>	<b>13201</b>	<b>100.00%</b>	<b>13936</b>	<b>100.00%</b>	<b>13993</b>	<b>100.00%</b>

#### Discussion

In terms of the three years covered by the NHS data, a number of non-Christian religion categories stayed broadly the same or had a slight increase in 2022. The category of “No religion” remains the largest category, showing a further increase in 2022. The slight reductions in “prefer Not to Say” and “Don’t Know”. Continued in 2022. Church of Scotland also saw a slight percentage decline.

## 10 (b) Recruitment

The table below shows a comparison between 2020, 2021 and 2022 recruitment data.

Religion	Applied			Shortlisted			Appointed		
	2020	2021	2022	2020	2021	2022	2020	2021	2022
<b>Buddhist</b>	0.4%	0.5%	0.7%	0.5%	0.4%	0.5%	0.4%	0.4%	0.3%
<b>Christian - Other</b>	7.7%	12.7%	21.5%	7.7%	9.9%	12.6%	7.0%	9.3%	10.6%
<b>Church of Scotland</b>	11.4%	10.0%	7.2%	13.9%	13.1%	11.0%	14.9%	13.6%	11.5%
<b>Don't Know</b>	0.0%	0.7%	1.3%	0.05%	0.8%	1.1%	0.1%	0.7%	1.5%
<b>Hindu</b>	1.1%	1.7%	3.0%	0.5%	0.9%	1.2%	0.3%	0.6%	0.6%
<b>Jewish</b>	0.1%	0.0%	0.1%	0.05%	0.1%	0.1%	0.1%	0.1%	0.1%
<b>Muslim</b>	4.6%	6.0%	9.1%	2.9%	2.9%	3.6%	1.8%	2.3%	2.0%
<b>No Religion</b>	59.7%	53.8%	43.5%	58.0%	56.5%	55.5%	60.0%	58.6%	59.3%
<b>Other</b>	1.2%	1.2%	1.3%	1.1%	1.3%	1.6%	0.9%	1.2%	1.6%
<b>Prefer not to say</b>	3.8%	3.2%	2.8%	4.0%	3.4%	3.0%	3.2%	3.2%	3.0%
<b>Roman Catholic</b>	9.9%	10.0%	9.3%	11.3%	10.7%	9.7%	11.3%	10.1%	9.3%
<b>Sikh</b>	0.1%	0.1%	0.3%	0.05%	0.1%	0.1%	0.1%	0.04%	0.1%

### Discussion

The profile of applicants varied significantly for some religious categories in 2022, with applicants covering the “Christian – Other” and “Muslim” category applying in significantly higher numbers. The percentages appointed did not reflect the increased number of applications. Conversely, applicants from the “No Religion” category significantly fell in 2022, but the percentage appointed only marginally reduced on the 2021 figure.

### Questions

- Why are some religious categories performing better than others?

- Do any changes need to be made to the NHS Tayside Mainstreaming Equality Outcomes Report 2021-2025 Action Plan in response to the above data?

## 10 (c) Development

Data relating to appraisal and band movement has been used to track staff development.

### Appraisal

The table below shows a breakdown by Religion or Belief of the staff who completed appraisals in 2022.

Information relating to appraisal has been extracted from Turas. The information excludes Bank staff and not all staff, including medical staff use Turas for appraisals.

Religion	Not completed	Completed	Not on Turas	Grand Total	Total on TURAS	% appraisals complete/22	% appraisals complete/21
<b>Buddhist</b>	23	17	*	41	40	42.5%	14.8%
<b>Christian - Other</b>	473	435	55	963	908	47.9%	28.5%
<b>Church of Scotland</b>	1347	1418	221	2986	2765	51.3%	28.2%
<b>Don't Know</b>	546	577	86	1209	1123	51.4%	25.5%
<b>Hindu</b>	54	26	6	86	80	32.5%	18.5%
<b>Jewish</b>	6	5	0	11	11	45.5%	0.0%
<b>Muslim</b>	79	47	7	133	126	37.3%	30.9%
<b>No Religion</b>	2862	2513	383	5758	5375	46.8%	24.1%
<b>Other</b>	85	80	14	179	165	48.5%	30.4%
<b>Prefer not to say</b>	447	500	65	1012	947	52.8%	24.7%
<b>Roman Catholic</b>	773	719	108	1600	1492	48.2%	22.6%
<b>Sikh</b>	7	8	0	15	15	53.3%	36.4%
<b>Grand Total</b>	<b>6702</b>	<b>6345</b>	<b>946</b>	<b>13993</b>	<b>13047</b>	<b>48.6%</b>	<b>25.4%</b>

### Discussion

All religious categories had a higher appraisal completion rate in 2022 than they did in 2021. The categories of “Hindu” and “Muslim” had the lowest completion rates.



## Movement between job bands

The table below excludes Bank Staff and shows movement between job bands during the calendar year of 2021. The movement between job bands includes promotion, temporary increased part-time hours at a higher grade or temporary arrangements to cover higher duties. Current data capture does not allow for the single reporting on data relating to promotion. Only staff, covered by the whole calendar year have been included.

Religion	Both	Down	Same	Up	Grand Total
<b>Buddhist</b>	0	*	31	*	36
<b>Christian - Other</b>	0	13	719	59	791
<b>Church of Scotland</b>	0	29	2611	173	2813
<b>Don't Know</b>	0	11	1040	49	1100
<b>Hindu</b>	0	0	65	0	65
<b>Jewish</b>	0	0	9	0	9
<b>Muslim</b>	0	0	88	8	96
<b>No Religion</b>	*	65	4381	502	4949
<b>Other</b>	0	*	142	7	152
<b>Prefer not to say</b>	0	9	893	57	959
<b>Roman Catholic</b>	0	20	1306	110	1436
<b>Sikh</b>	0	0	14	0	14
<b>Grand Total</b>	*	<b>154</b>	<b>11299</b>	<b>966</b>	<b>12420</b>

### Discussion

The three categories of “Hindu”, “Jewish” and “Sikh” saw no movement of staff in 2022. The category “No Religion” saw the highest upward movement in bands. The Category “Buddhist” saw a very small upward movement but a bigger downwards movement in bands. The staff numbers in each category played a significant role in the impact a change of bands had on the overall rates.

### **Training — learn Pro**

The table below outlines the completion rates of the statutory and mandatory learn Pro modules. This is a snapshot of a given date for reporting, 31 December 2022 and the figures will see fluctuations over the year depending when staff members are due to update their modules.

Religion	Completed all modules	Not completed any modules	Completed some modules	Grand Total	Percent Complete
<b>Buddhist</b>	27	*	6	34	79.41%
<b>Christian - Other</b>	646	26	234	906	71.30%
<b>Church of Scotland</b>	1994	56	807	2857	69.79%
<b>Don't Know</b>	731	53	330	1114	65.13%
<b>Hindu</b>	46	6	26	78	58.97%
<b>Jewish</b>	6	0	*	8	75%
<b>Muslim</b>	71	6	36	113	62.83%
<b>No Religion</b>	3940	106	1470	5516	71.43%
<b>Other</b>	123	*	39	166	74.10%
<b>Prefer not to say</b>	627	31	302	960	68.15%
<b>Roman Catholic</b>	1016	38	484	1538	66.06%
<b>Sikh</b>	12	0	*	14	85.71%
<b>Grand Total</b>	<b>9239</b>	<b>327</b>	<b>3738</b>	<b>13304</b>	

### Discussion

The two categories of “Buddhist” and “Sikh” had the highest level of completion rates for the statutory and mandatory learn Pro modules. The categories of “Hindu” and “Muslim” had the lowest completion rates.

## 10 (d) Retention

The data below shows a comparison between NHS Tayside staff present throughout the calendar year of 2022 excluding bank staff. The difference in the year-end totals reflects the number of staff employed on the particular days used for comparison.

Religion	Not Retained	Retained	Grand Total	% Retained
<b>Buddhist</b>	*	36	40	90.0%
<b>Christian - Other</b>	106	791	897	88.2%
<b>Church of Scotland</b>	357	2813	3170	88.7%
<b>Don't Know</b>	155	1100	1255	87.6%
<b>Hindu</b>	14	65	79	82.3%
<b>Jewish</b>	0	9	9	100.0%
<b>Muslim</b>	27	96	123	78.0%
<b>No Religion</b>	539	4949	5488	90.2%
<b>Other</b>	18	152	170	89.4%
<b>Prefer not to say</b>	122	959	1081	88.7%
<b>Roman Catholic</b>	174	1436	1610	89.2%
<b>Sikh</b>	0	14	14	100.0%
<b>Grand Total</b>	<b>1516</b>	<b>12420</b>	<b>13936</b>	<b>89.1%</b>

### Discussion

The two categories of “Jewish” and “Sikh” had a 100% retention rate. The categories with the lowest retention rate were “Muslim” and “Hindu” with the remainder roughly being around the average retention rate.

### Question

- What additional information is required to explain why some religions have higher retention rates than others?

## 11. Sex

### 11 (a) Workforce Composition

The table below compares the NHS Tayside headcount for the protected characteristic of Sex for the calendar years of 2019-2022.

Sex	NHS Tayside Headcount 2019	Percentage	NHS Tayside Headcount 2020	Percentage	NHS Tayside Headcount 2021	Percentage	NHS Tayside Headcount 2022	Percentage
<b>Female</b>	10235	80.43%	10716	80.29%	111385	80.26%	11206	80.08%
<b>Male</b>	2491	19.57%	2631	19.71%	2751	19.74%	2787	19.92%
<b>Grand Total</b>	<b>12726</b>	<b>100.00%</b>	<b>13347</b>	<b>100.00%</b>	<b>13936</b>	<b>100.00%</b>	<b>13993</b>	<b>100.00%</b>

#### Discussion

Since 2019 the percentage variance between female and male staff has reduced slightly in 2020 with the reduction continuing in 2021 and 2022.

### 11 (b) Recruitment

The table below shows a comparison between 2020, 2021 and 2022 recruitment data for the protected characteristic of Sex.

Gender	Applied			Shortlisted			Appointed		
	2020	2021	2022	2020	2021	2022	2020	2021	2022
<b>Prefer not to say</b>	0.6%	0.6%	0.5%	0.5%	0.5%	0.5%	0.3%	0.3%	0.4%
<b>Female</b>	71.6%	70.1%	66.2%	76.5%	77.7%	74.3%	79.2%	82.0%	80.9%
<b>Male</b>	27.7%	29.2%	33.0%	22.9%	21.7%	24.9%	20.6%	17.5%	18.6%
<b>In another way</b>	0.1%	0.1%	0.2%	0.03%	0.1%	0.2%	0.0%	0.1%	0.1%

## Discussion

The table above shows that for the last three years female applicants favoured much more positively through the recruitment process than male candidates. The percentage of male candidates applying over the last three years has steadily increased, Nonetheless, the percentage shortlisted and appointed has not followed the same trend. The 2022 figure of 18.6% of males being appointed has risen slightly from the 17.5% figure in 2022 The increase in male applications in the same period rose by 2.8%.

## Questions

- Are there any additional actions that need to be added to the NHS Tayside Mainstreaming Equality Outcomes Report 2021-2025 Action Plan to support the recruitment of more male staff members?
- Are there any potential partnership opportunities between NHS Tayside and professional bodies in order to recruit more males in to certain professions such as nursing?
- Do other local, national and international employment opportunities make it harder to employ more equal numbers of female and male staff?

## **11 (c) Development**

Data relating to appraisal, band movement and completion of learn Pro statutory and mandatory modules has been used to track staff development.

### **Appraisal**

The table below shows a breakdown by Sex of the staff who completed appraisals in 2022.

Information relating to appraisal has been extracted from Turas. The information excludes Bank staff and not all staff, including medical staff use Turas for appraisals.

<b>Sex</b>	<b>Not completed</b>	<b>Completed</b>	<b>Not on Turas</b>	<b>Grand Total</b>	<b>Total on TURAS</b>	<b>% appraisals complete/22</b>	<b>% appraisals complete/21</b>
<b>Female</b>	5296	5153	759	11208	10449	49.3%	26.5%
<b>Male</b>	1406	1192	187	2785	2598	45.9%	20.4%
<b>Grand Total</b>	<b>6702</b>	<b>6345</b>	<b>946</b>	<b>13993</b>	<b>13047</b>	<b>48.6%</b>	<b>25.4%</b>

### Discussion

Female staff have had a higher appraisal completion rate than male staff for the last two years. The gap between completion has fallen significantly from around 6% to 3.4%

### **Movement between job bands**

The table below excludes Bank Staff and shows movement between job bands during the calendar year of 2021. The movement between job bands includes promotion, temporary increased part-time hours at a higher grade or temporary arrangements to cover higher duties. Current data capture does not allow for the single reporting on data relating to promotion. Only staff, covered by the whole calendar year have been included.

<b>Sex</b>	<b>Both</b>	<b>Down</b>	<b>Same</b>	<b>Up</b>	<b>Grand Total</b>
<b>Female</b>	*	127	9082	810	10020
<b>Male</b>	0	27	2217	156	2400
<b>Grand Total</b>	*	<b>154</b>	<b>11299</b>	<b>966</b>	<b>12420</b>

### Discussion

The table above shows that female staff had a slightly larger downward band movement rate than male staff but this was not enough to mitigate the higher band movement rate. Female staff had a higher rate of band increases than male staff.

### **Training — learn Pro**

The table below outlines the completion rates of the statutory and mandatory learn Pro modules. This is a snapshot of a given date for reporting, 31 December 2022 and the figures will see fluctuations over the year depending when staff members are due to update their modules.

<b>Sex</b>	<b>Completed all modules</b>	<b>Not completed any modules</b>	<b>Completed some modules</b>	<b>Grand Total</b>	<b>Percent Complete</b>
<b>Female</b>	7489	181	3052	10722	69.85%
<b>Male</b>	1750	146	686	2582	67.78%
<b>Grand Total</b>	<b>9239</b>	<b>327</b>	<b>3738</b>	<b>13304</b>	

Discussion

Female staff had a slightly higher module completion rate than their male counterparts. The table shows that there were proportionately more males that had not started any modules than female staff members.

## 11 (d) Retention

The data below shows a comparison between NHS Tayside staff present throughout the calendar year of 2022, excluding bank staff. The difference in the year-end totals reflects the number of staff employed on the particular days used for comparison.

<b>Sex</b>	<b>Not Retained</b>	<b>Retained</b>	<b>Grand Total</b>	<b>% Retained</b>
<b>Female</b>	1165	10020	11185	89.6%
<b>Male</b>	351	2400	2751	87.2%
<b>Grand Total</b>	<b>1516</b>	<b>12420</b>	<b>13936</b>	<b>89.1%</b>

### Discussion

In 2022, the retention rate for female staff was slightly higher than it was for male staff, being 2.4% higher.

### Questions

- Why are slightly more male staff members leaving NHS Tayside?
- The NHS Tayside female to male staff ratio is around 4-1, what steps can be made to increase the number of male staff members through encouraging more male staff members to stay?



## 12. Sexual Orientation

### 12 (a) Workforce Composition

The table below compares the NHS Tayside headcount data for the protected characteristic of sexual orientation

Sexual Orientation	NHS Tayside Headcount 2020	Percentage	NHS Tayside Headcount 2021	Percentage	NHS Tayside Headcount 2022	Percentage
<b>Bisexual</b>	123	0.93%	147	1.05%	175	1.25%
<b>Don't Know</b>	2315	17.54%	2359	16.93%	2219	15.86%
<b>Gay</b>	82	0.62%	78	0.56%	68	0.49%
<b>Gay/ Lesbian</b>	0	0.00%	28	0.20%	70	0.50%
<b>Heterosexual</b>	8875	67.23%	9775	70.14%	10012	71.55%
<b>Lesbian</b>	56	0.42%	56	0.40%	44	0.31%
<b>Other</b>	43	0.33%	53	0.38%	65	0.46%
<b>Prefer not to say</b>	1515	11.48%	1440	10.33%	1540	9.58%
<b>No Answer</b>	192	1.45%	0	0.00%	0	0.00%
<b>Grand Total</b>	<b>13201</b>	<b>100.00%</b>	<b>13936</b>	<b>100.00%</b>	<b>13993</b>	<b>100.00%</b>

#### Discussion

For the last two years, the categories “Don’t Know” and “prefer Not to Say” are gradually falling albeit at a fairly slow rate for “Don’t Know” and a slightly faster rate for “prefer Not to Say”. The categories of “Gay”, and Lesbian” have both seen reductions in 2022 with the categories of “Bisexual”, Heterosexual” and other all seeing increases.

#### Questions

- What can be done to further reduce the percentages in the categories of “don’t know” and “prefer not to say”?
- How can the EqualiTAY Network, the NHS Tayside LGBTQ+ Employee Staff Network be supported to encourage staff to feel confident to be themselves in the workplace?

## 12 (b) Recruitment

The table below covers NHS Tayside recruitment for the calendar years of 2020, 2021 and 2022. The number of applicants, candidates shortlisted and appointed are shown as percentages.

Sexual Orientation	Applied			Shortlisted			Appointed		
	2020	2021	2022	2020	2021	2022	2020	2021	2022
<b>Bisexual</b>	2.7%	2.6%	2.6%	2.1%	1.8%	2.1%	2.1%	2.1%	2.4%
<b>Don't Know</b>	0.1%	0.3%	0.3%	0.05%	0.2%	0.2%	0.1%	0.1%	0.2%
<b>Gay/Lesbian</b>	2.7%	2.6%	2.5%	2.5%	2.8%	2.8%	2.8%	2.5%	2.3%
<b>Heterosexual</b>	90.8%	90.3%	89.8%	91.6%	91.2%	90.9%	91.6%	91.6%	90.7%
<b>Other</b>	0.4%	0.8%	1.1%	0.4%	0.6%	0.7%	0.4%	0.7%	0.6%
<b>Prefer not to say</b>	3.3%	3.5%	3.6%	3.4%	3.4%	3.3%	3.0%	2.9%	3.7%

### Discussion

Comparing the Recruitment data with the Workforce Composition data (section 12 (a)), there is a significant reduction in the percentages of “don’t know” and “prefer not to say” categories since 2020 for the existing NHS Tayside workforce. The “Prefer Not to Say” category for applicants has risen very marginally over the last two years, indicating some applicants are uncertain regarding sharing information about their sexual orientation.

Over the last three years, the “heterosexual category saw a slight increase from application to shortlisting and another slight increase from shortlisting to appointment. All other categories have fluctuated over the past three years.

### Question

- Notwithstanding the slight uptick in the percentage of “Prefer Not to Say” category, why is the percentage of “don’t know” and “prefer not to say” categories for Recruitment much smaller than they are for Workforce Composition?

## 12 (c) Development

Data relating to appraisal, band movement and completion rates of statutory and mandatory learn Pro modules has been used to track staff development.

### Appraisal

The table below shows a breakdown by Sexual Orientation of the staff who completed appraisals in 2022.

Information relating to appraisal has been extracted from Turas. The information excludes Bank staff and not all staff, including medical staff use Turas for appraisals.

Sexual orientation	Not completed	Completed	Not on Turas	Grand Total	Total on TURAS	% appraisals complete /22	% appraisals complete /21
<b>Bisexual</b>	97	68	10	175	165	41.2%	18.7%
<b>Don't Know</b>	1014	1047	158	2219	2061	50.8%	26.1%
<b>Gay</b>	30	32	6	68	62	51.6%	23.4%
<b>Gay/Lesbian</b>	38	27	5	70	65	41.5%	0
<b>Heterosexual</b>	4865	4483	664	10012	9348	48.0%	25.4%
<b>Lesbian</b>	22	19	*	44	41	46.3%	25.5%
<b>Other</b>	30	31	*	65	61	50.8%	22.5%
<b>Prefer not to say</b>	606	638	96	1340	1244	51.3%	25.1%
<b>Grand Total</b>	<b>6702</b>	<b>6345</b>	<b>946</b>	<b>13993</b>	<b>13047</b>	<b>48.6%</b>	<b>25.4%</b>

### Discussion

Comparison between 2021 and 2022 is not fully reliable as there was not a separate category for “Gay/Lesbian” in 2021. Regardless, all of the categories show a significant increase in appraisal completion in 2022. The two categories with the lowest appraisal rates were “Bisexual” and “Gay/Lesbian”. The categories with the highest completion rate were “Gay” and “Other”.

### Movement between job bands

The table below excludes Bank Staff and shows movement between job bands during the calendar year of 2021. The movement

between job bands includes promotion, temporary increased part-time hours at a higher grade or temporary arrangements to cover higher duties. Current data capture does not allow for the single reporting on data relating to promotion. Only staff, covered by the whole calendar year have been included.

<b>Sexual orientation</b>	<b>Both</b>	<b>Down</b>	<b>Same</b>	<b>Up</b>	<b>Grand Total</b>
<b>Bisexual</b>	0	*	108	14	123
<b>Don't Know</b>	0	21	1959	90	2070
<b>Gay</b>	0	0	62	5	67
<b>Gay/Lesbian</b>	0	*	15	5	22
<b>Heterosexual</b>	0	115	7864	772	8751
<b>Lesbian</b>	0	*	42	5	48
<b>Other</b>	0	*	41	6	48
<b>Prefer not to say</b>	*	13	1208	69	1291
<b>Grand Total</b>	*	<b>154</b>	<b>11299</b>	<b>966</b>	<b>12420</b>

#### Discussion

The impact of small numbers of staff in the Sexual Orientation categories had an impact on the categories showing the highest upward band movement. Four categories including “Bisexual”, “Gay/Lesbian”, “Lesbian” and “Other” all saw movement above 10%. The category of “Bisexual” saw the biggest movement upwards.

#### Question

- What is causing the different band movement trends between different categories of sexual orientation?

#### **Training — learn Pro**

The table below outlines the completion rates of the statutory and mandatory learn Pro modules. This is a snapshot of a given date for reporting, 31 December 2022 and the figures will see fluctuations over the year depending when staff members are due to update their modules.

<b>Sexual orientation</b>	<b>Completed all modules</b>	<b>Not completed any modules</b>	<b>Completed some modules</b>	<b>Grand Total</b>	<b>Percent Complete</b>
<b>Bisexual</b>	119	*	43	166	71.69%
<b>Don't Know</b>	1387	76	616	2079	66.71%
<b>Gay</b>	43	*	17	63	68.25%
<b>Gay/Lesbian</b>	52	*	9	63	82.54%
<b>Heterosexual</b>	6745	201	2605	9551	70.62%
<b>Lesbian</b>	26	0	17	43	60.47%
<b>Other</b>	46	0	16	62	74.19%
<b>Prefer not to say</b>	821	41	415	1277	64.29%
<b>Grand Total</b>	<b>9239</b>	<b>327</b>	<b>3738</b>	<b>13304</b>	

### Discussion

The categories “Gay/Lesbian” and “Other” had the highest level of all module completions. The categories of “Lesbian” and “Prefer Not to Say” had the lowest level of completions.

### **12 (d) Retention**

The data below shows a comparison between NHS Tayside staff present throughout the calendar year of 2022 excluding bank staff. The difference in the year-end totals reflects the number of staff employed on the particular days used for comparison.

Sexual Orientation	Not Retained	Retained	Grand Total	% Retained
Bisexual	24	123	147	83.7%
Don't Know	289	2070	2359	87.7%
Gay	11	67	78	85.9%
Gay/Lesbian	6	22	28	78.6%
Heterosexual	1024	8751	9775	89.5%
Lesbian	8	48	56	85.7%
Other	5	48	53	90.6%
Prefer not to say	149	1291	1440	89.7%
<b>Grand Total</b>	<b>1516</b>	<b>12420</b>	<b>13936</b>	<b>89.1%</b>

#### Discussion

The categories of “Gay/Lesbian” and “Bisexual had the lowest retention rates. The highest retention rate category was (Other” which was just slightly above the average retention rate.

#### Questions

- Why was the retention rate for Gay/Lesbian and bisexual staff lower than the average rate of retention?
- What is causing the differences in retention percentages between the different sexual orientation categories?

### **13. Conclusions and Next Steps**

Some significant difficulties remain with having to work with different employee systems to extract data relating to the protected characteristics profile of the NHS Tayside workforce. The NHS Tayside Workforce Monitoring Report 2023 has managed to make more use of data, covering some of the protected characteristics in more depth and has included information about completion of statutory and mandatory modules on learn Pro. Continuing recovery from the COVID-19 pandemic has also resulted in higher levels of appraisal completions during 2022 than in 2021.

The use of different systems, means there is some differences in headcount and some percentages do not add up to 100%

The new approach to data reporting is now starting to see the benefit of having NHS Tayside data from previous years in order that comparisons and trends can be explored, particularly in terms of staff composition and recruitment.

Earlier preparation of the Workforce Monitoring Report means there is now a greater opportunity to engage with staff with lived experience, with views/comments on the report having been sought from the four NHS Tayside Staff Networks. The Networks being, the Black and Minority Ethnic Network, Carers Network, Disability Equality Network and EqualiTAY Network (Lesbian, gay, bisexual and queer plus).

NHS Tayside now has a Mainstreaming Equality Outcomes Report Action Plan that integrates the NHS Tayside Equality Outcomes with Scottish Specific Duties reporting requirements. A number of questions have again been raised throughout this report, mainly focusing on how better use of data can be made or asking how gaps can be addressed. These are being used as markers to see if emerging trends in the data merit further scrutiny/action. The results of this approach will then assist with evaluating the progress of the NHS Tayside Equality outcomes and suggest if any additional steps need to be taken or new equality outcomes considered.