



NHS Orkney Equality and Diversity Workforce Monitoring Report 2023

May 2023

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NHS Orkney Equality and Diversity Workforce Monitoring Report 2022/23

1. Introduction

The Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012 came into force on the 27th May 2012. This requires public bodies such as NHS Orkney to produce an Annual Equality and Diversity Workforce Monitoring Report covering all 9 of the “protected characteristics” defined in the Equality Act 2010. The 9 “protected characteristics” are:

- Race
- Disability
- Sex (male or female)
- Religion or belief
- Sexual orientation
- Gender reassignment
- Age
- Pregnancy and maternity
- Marriage and civil partnership

The Regulations require that the Workforce Report must include details of:

- The number of staff and their relevant protected characteristics
- Information on the recruitment, development and retention of employees, in terms of their protected characteristics.
- Details of the progress the public body has made to gather and use the above information to enable it to better perform the equality duty.

2. Gathering workforce information

Year after year, NHS Orkney has been able to expand the content of the Workforce Report. We have also been able to include more analysis and include relevant comparators where available.

Where numbers in a category/Table are small, some figures have been rounded to one decimal place or expressed as 'less than five', to reduce the risk of inadvertently identifying individuals.

If the Report highlights a potential issue, we can cross reference source material to analyse specific areas in greater depth, so this can be looked into promptly.

Staff have the legal right not to disclose information about their protected characteristics. Any information staff supply is on a purely voluntary basis. The completeness of our information varies from protected characteristic to characteristic. The percentage of data collected for each protected characteristic is shown below:

Protected characteristic	% of data
Race	95.29%
Disability	71.12%
Sex (male or female)	100%
Religion or faith	90.99%
Sexual orientation	81.56%
Gender reassignment	74.98%
Age	100%
Pregnancy and maternity	100%
Marriage and civil partnership	100%

The average volume of data collected per "protected characteristic" is **90.44%**. This is a commendably high figure.

3. Using the workforce report

The report will:

- Demonstrate the willingness of NHS Orkney to comply with the requirements of the Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012.
- Enable the NHS Orkney Health Board and others to gauge whether NHS Orkney employees and prospective employees are treated fairly. Any anomalies or inconsistencies the report highlights will be investigated and appropriate follow-up action will be taken.
- Give reassurance to NHS Orkney staff that they work in an environment free from prejudice or discrimination.
- Give the population of Orkney and any prospective employees reassurance that NHS Orkney treats its staff fairly and equitably.
- Enable external monitoring bodies such as the Equality and Human Rights Commission for Scotland and the Scottish Human Rights Commission to monitor our compliance with current equality and diversity legislation and good practice guidelines.

4. Number of staff in post

The number of NHS Orkney staff in post as at 31st March 2023 was 743, which equates to 596.53 Whole Time Equivalent (WTE). This figure does not include Bank Staff.

5. Race

(i) The ethnic origins of staff in post, new starts and leavers

There are people with valuable skills relevant to healthcare who can be recruited locally. However, some specialist skills require NHS Orkney to recruit worldwide. Accordingly, there will never be an exact correlation between the ethnic make-up of the population of Orkney and the ethnic make-up of the NHS Orkney workforce.

The 2011 Census showed that only 20.56% of the population of Orkney came from an ethnic community other than “White Scottish”. A significant factor in this limited inward migration is the limited number of job opportunities in Orkney.

However, 35.53% of NHS Orkney staff are from an ethnic community other than “White Scottish”, which shows that the ethnic makeup of NHS Orkney is far more diverse than the general population.

The overall population figures for Orkney are as follows:

Area	Census 2011 Population	Mid-2021 Estimate*	+/- Difference
Orkney	21,349	22,540	+ 1,191

*Source, National Records of Scotland Mid-2021 Population Estimates.

Table One below shows the ethnicity of new starts and leavers, which can be used as one of the indicators of the fairness of our recruitment processes and staff management and retention arrangements.

- Overall, there were 17 more leavers than new starts.
- Given the small numbers involved, it is hard to draw any firm conclusions. However, the figures indicate that NHS Orkney’s recruitment and retention processes are fair and free from racial discrimination.

Table One: The ethnic makeup of staff in Post as at 31st March 2023, plus information on new starts and leavers during 202/23

2011 Census categories	Staff in Posts at 31 st March 2023		New starts 1/4/2022 to 31/3/2023		Leavers 1/4/2022 to 31/3/2023		New Starts vs Leavers
	Number	%	Number	%	Number	%	
A White							
Scottish	479	64.47%	54	52.94%	58	48.74%	-4
Other British	128	17.23%	25	24.51%	33	27.73%	-8
Irish	7	0.94%	< 5	1.96%	< 5	0.84%	+1
Gypsy/Traveller	-	-	-	-	-	-	-
Polish	< 5	0.27%	-	-	< 5	1.68%	-2
Other white ethnic group	37	4.98%	8	7.84%	8	6.72%	-
B Mixed or multiple ethnic groups							
Any mixed or multiple ethnic groups	< 5	0.54%	< 5	0.98%	< 5	0.84%	-
C Asian, Asian Scottish or Asian British							
Pakistani, Pakistani Scottish or Pakistani British							
Indian, Indian Scottish or Indian British							
Bangladeshi, Bangladeshi Scottish or Bangladeshi British	7	0.94%	< 5	1.96%	< 5	0.84%	+1

Chinese, Chinese Scottish or Chinese British	-	-	-	-	-	-	-	-
D African								
African, African Scottish or African British	< 5	0.54%	< 5	0.98%	< 5	0.84%	-	
Other	< 5	0.27%	-	-	< 5	0.84%	-1	
E Caribbean or Black								
Caribbean, Caribbean Scottish or Caribbean British								
Black, Black Scottish or Black British	-	-	-	-	-	-	-	
Other								
F Other ethnic group								
Arab, Arab Scottish or Arab British	< 5	0.13%	< 5	0.98%	-	-	+1	
Other	< 5	0.13%	-	-	< 5	0.84%	-1	
Don't know	35	4.71%	6	5.88%	7	5.88%	-1	
G Prefer not to answer	36	4.85%	< 5	1.96%	5	4.20%	-3	
Total	743	100%	102	100%	119	100%	-17	

(ii) Recruitment and selection

From Table Two below, it can be seen that:

Applications during 2022/23

- During 2022/23, NHS Orkney received 1,543 applications, an increase from 2021/22, when 1,372 applications were received. Although there was a reduction in jobs advertised, the main driver for this increase was an over 400% increase in applications from candidates of African Ethnicity.
- In 2022/23, candidates with African ethnicity were the largest single group of applicants, submitting 47.31% (730) of the total applications. In 2021/22, this figure was 12.83% (176) applications.
- The providers of NHS Scotland's national recruitment system Jobtrain, are investigating the possible use of automated systems which submit applications on behalf of candidates within minutes of advertised roles. The number of applications received is expected to remain high until this is thoroughly investigated.

Shortlisted candidates during 2022/23

- There were 487 candidates shortlisted compared to 727 in 2021/22.
- The ethnicity of candidates shortlisted is pro rata to the numbers in each ethnic category making an application. This suggests that shortlisting processes within NHS Orkney are fair. The exceptions are Scottish candidates who are overrepresented in shortlisting. This could be due to the many support services and fewer well-paid posts receiving fewer applications from people living outwith Orkney. Given the continued high cost of living and accommodation in Orkney, it is not financially viable/attractive for many people from outwith the area to apply for these posts as relocation allowance is unavailable for all roles.
- Candidates with African ethnicity appear to be underrepresented at the shortlisting stage. A recent investigation into this anomaly shows candidates are failing to demonstrate and hold the required qualifications and professional registration needed as set out in job descriptions and adverts.

Candidates offered posts during 2022/23

- 220 offers of employment were made, compared to 371 offers in 21/22.
- Candidates with a "Scottish" ethnic origin were the largest group of staff appointed at 63.18%; compared to 62.26% in 2021/22 and 61.54% in 2020/21. This group is overrepresented in percentage terms for the reasons given above.

With this one exception, these figures indicate that NHS Orkney recruitment, shortlisting and appointment procedures are fair and free from discrimination.

**Table Two: The ethnic origins of applicants, shortlisted candidates and people appointed
By NHS Orkney during 2022/23**

2011 Census Categories	No. of applicants	Ethnicity of applicants as a % of total	No. shortlisted	% of those shortlisted	No. offered posts	Candidates offered posts in 2022/23
	Number	Percentage	Number	Percentage	Number	Percentage
a) White						
Scottish	403	26.12%	273	56.06%	139	63.18%
Other British	178	11.54%	100	20.53%	59	26.82%
Irish	2	0.13%	2	0.41%	1	0.45%
Gypsy/Traveller	0	0.00%	0	0.00%	0	0.00%
Polish	4	0.26%	0	0.00%	0	0.00%
Other white ethnic group	36	2.33%	14	2.87%	4	1.82%
B Mixed or multiple ethnic groups						
Any mixed or multiple ethnic groups	8	0.52%	4	0.82%	1	0.45%
C Asian, Asian Scottish or Asian British						
Pakistani, Pakistani Scottish or Pakistani British	34	2.20%	5	1.03%	2	0.91%
Indian, Indian Scottish or Indian British	69	4.47%	8	1.64%	3	1.36%
Bangladeshi, Bangladeshi Scottish or Bangladeshi British	7	0.45%	2	0.41%	0	0.00%

Chinese, Chinese Scottish or Chinese British	4	0.26%	1	0.21%	1	0.45%
Other Asian	26	1.69%	3	0.62%	2	0.91%
D African						
African, African Scottish or African British	308	19.96%	27	5.54%	2	0.91%
Other	422	27.35%	37	7.60%	4	1.82%
E Caribbean or Black						
Caribbean, Caribbean Scottish or Caribbean British	0	0.00%	0	0.00%	0	0.00%
Black, Black Scottish or Black British	2	0.13%	1	0.21%	1	0.45%
Other Black background	4	0.26%	0	0.00%	0	0.00%
F Other ethnic group						
Arab, Arab Scottish or Arab British	8	0.52%	2	0.41%	0	0.00%
Don't know	0	0.00%	0	0.00%	0	0.00%
Other	7	0.45%	0	0.00%	0	0.00%
G Prefer not to answer	21	1.36%	8	1.64%	1	0.45%
Total	1543	100.00%	487	100.00%	220	100.00%

Changes to Recruitment from outwith the European Union

The UK left the European Union (EU) transitional arrangements on 31st December 2020. EU nationals wishing to work in the UK must now obtain a Visa. At present, it is too early to tell if the Visa system for EU nationals or the ability of UK employers to recruit more freely from outside EU has impacted recruitment trends.

(iii) The ethnicity of staff promoted in 2022/23

Table Three below shows the ethnicity of NHS Orkney staff promoted during 2022/23. The ethnic makeup of the NHS Orkney workforce is also shown as a comparator.

- 42 staff were promoted in 2022/23. This is compared to 37 staff promoted in 2021/22.
- Promotions are approximately pro rata to the number of staff in post from each ethnic group. This indicates that promotion arrangements within NHS Orkney are fair and free from racial discrimination.

Table Three: The ethnicity of staff promoted in 2022/23

2011 Census categories	Promotions During 2022/23		% of each ethnicity in post at 31st March 2023
	Number	%	
A White			
Scottish	29	69.05%	64.47%
Other British	7	16.67%	17.23%
Mixed or Multiple Ethnic Group	1	2.38%	0.54%
G Prefer not to answer	3	7.14%	4.85%
Don't Know	2	4.76%	4.71%
Total	42	100%	

(iv) The ethnicity of staff applying for training and receiving training

This information is not currently recorded. However, once the interface between the eESS and Turas Learn systems is fully operational, we can collect this information. NHS Orkney is working towards implementing a manual solution for the 2023-2024 report.

6. Disability

Table Four below shows Information on the number of NHS Orkney staff who consider themselves to be disabled:

Table Four: the number of NHS Orkney staff who consider themselves to be disabled

Responses to the question, “Do you consider yourself to be disabled?”	2022/23 Total	Comprising	
		Females	males
Yes	9	6	3
No	476	366	110
Declined to comment	36	29	7
Don't know	222	193	29
Total	743	743	

- The table shows that 1.21% of NHS Orkney staff consider themselves to have a disability.
- It is important that NHS Orkney Appointing Officers continue to give the fullest consideration to the employment of disabled people, should a suitable opportunity arise.

To try and improve facilities for both disabled patients and staff, The Balfour Hospital was Disability Access Assessed at the Planning Stage. The new facilities have electric-operated front and inner doors, disabled toilets, adult changing facilities and other facilities to assist people with a disability. These measures help to make it easier for people with a disability to find suitable posts within NHS Orkney. This continues to be monitored closely and reasonable adjustments are made where required to support staff.

(i) The disability status of applicants, shortlisted candidates and those offered posts

The figures are:

Status	Applications	shortlisted	Offered Posts
Declaring a disability	73 (4.73%)	40 (8.21%)	16 (7.27%)
Not declaring a disability	1470 (95.27%)	447 (91.79%)	204 (92.73%)
Total	1,543	487	220

The figures indicate that shortlisting and interview processes are free from discrimination on the grounds of disability.

(ii) Staff with a Disability who were promoted in 2022/23

None of the 9 staff in post who identified themselves as having a disability, were promoted during 2022/23.

(iii) Staff with a disability who applied for training and numbers who actually attended in 2022/23

This information is not currently recorded. However, once the interface between the eESS and Turas Learn systems is fully operational we will be able to collect this information. NHS Orkney is working towards implementing a manual solution for the 2023-2024 report.

7. Sex (male or female)

In 2021, there were more females (50.3%) than males (49.7%) living in Orkney Islands. NHS Orkney has 743 staff comprising 594 females (79.95%) and 149 males (20.05%). However, traditionally, most members of the nursing and Allied Health Professions (AHP) have been female, which means that all Health Boards in Scotland have a much higher proportion of female to male staff.

There is no intentional occupational segregation in NHS Orkney, nor is there any gender bias in the filling of posts. NHS Orkney is careful to promote all healthcare posts as being open to both males and females equally. All NHS Orkney staff appointments are made on merit, free from any gender bias. However, there are still historical issues to be addressed, especially in the field of nursing and AHPs.

Traditionally, nursing and AHPs have attracted far more females than males to train for these professions. Nursing is the biggest single occupation group in the NHS by far, hence, all Health Boards in Scotland have a much higher proportion of female staff to male staff.

NHS Orkney is typical of Health Boards in Scotland with 79.95% of its staff being female while 20.05% of staff are male. Most female staff are concentrated in the nursing and AHP professions. NHS Orkney is working hard to promote all NHS jobs to both males and females equally. Universities are also playing their part to encourage more males to train for nursing or AHP careers.

NHS Orkney is careful in all advertisement material for nursing and AHP posts to avoid sexual stereotyping. Our recruitment literature shows an equal number of male and female staff in these roles and projects a very positive image of both male and female nurses and AHPs.

(i) The sex of staff who were promoted in 2022/23

The numbers of male and female staff promoted during 2022/23 are shown in Table Five below:

Table Five: Female and male staff promoted during 2022/23

Sex	No. promoted	%	% of each sex working within NHS Orkney
Female	35	83.33%	79.95%
Male	7	16.67%	20.05%
Total	42	100%	100%

The figures show a higher proportion of females being promoted than males, compared to the numbers of each sex working within NHS Orkney. However, given the relatively small numbers involved, year to year these figures can fluctuate as shown by the chart below.

Year	Female staff promoted	Male staff promoted
2022/23	83.33% (35)	16.67 (7)
2021/22	89.19% (33)	10.81% (4)
2020/21	80% (32)	20% (8)
2019/20	Not Available	Not available
2018/19	67.74% (21)	32.26% (10)

(ii) The sex of applicants, shortlisted candidates and those offered posts

This information is shown below:

Sex	Applications	shortlisted	Offered Posts
Female	1060 (68.70%)	383 (78.64%)	177 (80.45%)
Male	473 (30.65%)	99 (20.33%)	43 (19.55%)
Other	4 (0.26%)	1 (0.21 %)	-
Prefer not to say	6 (0.39%)	4	-
Total	1,543	487	220

The figure shows a higher proportion of female staff being offered posts than males, compared to the numbers shortlisted. However, again these figures can fluctuate from year to year as shown by the chart below.

Year	Female staff offered posts	Male staff offered
2022/23	80.45%	19.55%
2021/22	78.98%	20.22%
2020/21	80.00%	20.00%
2019/20	Not Available	Not available
2018/19	67.74%	32.26%

(iii) The sex of staff applying for training and receiving training

This information is not currently recorded. However, once the interface between the eESS and Turas Learn systems is fully operational we will be able to collect this information. NHS Orkney is working towards implementing a manual solution for the 2023-2024 report.

(iv) Senior posts within NHS Orkney as at 31st March 2023

Executive Management cohort

The current NHS Orkney Executive Management cohort comprises 7 persons, with 4 males and 3 females. These figures indicate that recruitment procedures for senior manager posts within NHS Orkney are fair and free from any gender bias.

Health Board members

As at 31st March 2023, The NHS Orkney Health Board comprised 17 persons. The gender make-up as at 31st March 2023 was 8 females and 9 males.

In terms of compliance with the Gender Representation on Public Boards (Scotland) Act 2018, NHS Orkney is not fully compliant. The requirement is to make progress towards having 50% female non-executive Board members. NHS Orkney has not reached this target. There are 10 NHS Orkney non-executive Board members, comprising 4 females and 6 males who are covered by this Act. Three of these males have been elected via Local Council, Area Partnership and Area Clinical Forum and have not been subject to Scottish Government recruitment processes. However, NHS Orkney will continue to take the appropriate steps to encourage applications from females in future recruitment campaigns.

8. Religion or faith

The religion or faith makeup NHS Orkney's workforce is shown below in Table Six. The religion or belief makeup of the general population of Orkney mirrors closely the overall Scottish pattern. The figures are:

Table Six: The religious or faith makeup of the NHS Orkney workforce in 2022/23

Religion or faith	Number	% of workforce	2011 Census main results for Orkney
Buddhist	2	0.27%	0.21%
Christian - Church of Scotland	186	25.03%	40.37%
Christian - Roman Catholic	15	2.02%	2.84%
Hindu	3	0.40%	0.06%
Jewish	2	0.27%	0.02%
Muslim	3	0.40%	0.09%
Other Christian	77	10.36%	7.58%
Sikh	-	-	0.01%
Other	9	1.21%	0.61%
No religion	315	42.40%	39.18%
Declined to comment	64	8.61%	9.03%
Not known	67	9.02%	-
Total	743	100%	100%

These figures show that:

- Of the religions, Church of Scotland has the largest representation of staff at 25.03%. The comparative figure for Orkney is 40.37%.
- These figures show that the NHS Orkney workforce is slightly more religiously diverse than the general population of Orkney.
- The figures indicate that NHS Orkney recruitment and retention policies are free from discrimination on the grounds of religion or faith or a lack of religion or faith.

(i) The religion or faith of staff promoted in 2022/23

The figures are shown below in Table Seven below:

Table Seven: The religion or faith of staff promoted in 2022/23

Religion or faith	Numbers promoted	Numbers employed	Numbers promoted as a % of employed
Buddhist	-	2	-
Christian - Church of Scotland	9	186	4.84%
Christian - Roman Catholic	1	15	6.67%
Hindu	-	3	-
Jewish	-	2	-
Muslim	-	3	-
Other Christian	4	77	5.19%
Sikh	-	-	-
Other	-	9	-
No religion	21	315	6.67%
Declined to comment	5	64	7.81%
Not known	2	67	2.99%
Total	42	743	5.65%

- While it is hard to draw firm conclusions from such small numbers, the general indication is that NHS Orkney promotion processes are free from discrimination on the grounds of religion or faith or a lack of religion or faith.

(ii) The religion or faith of Applications, shortlisted and those offered posts

The figures are shown below in Table Eight below:

Table Eight: The religion or faith of Applications, shortlisted and those offered posts

Religion or faith	Applications	Shortlisted	Offered posts
Buddhist	7 (0.45%)	3 (0.62%)	
Christian - Church of Scotland	79 (5.12%)	55 (11.29%)	31 (14.09%)
Christian - Roman Catholic	133 (8.62%)	26 (5.34%)	10 (4.5%)
Hindu	42 (2.72%)	6 (1.23%)	2 (0.91%)
Jewish			
Muslim	122 (7.91%)	12 (2.46%)	2 (0.91%)
Other Christian	695 (45.04%)	103 (21.15%)	35 (15.91%)
Sikh			
Other	20 (1.30%)	12 (2.46%)	5 (2.27%)
No religion	370 (23.98%)	244 (50.10%)	127 (57.73%)
Prefer not to say	57 (6.69%)	20 (4.11%)	6 (2.73%)
Not known	18 (1.17%)	6 (1.23%)	2 (0.91%)
Total	1,543	487	220

It seems that there is a lack of Muslim candidates who make it to the shortlisting stage. This could be attributed to the findings earlier mentioned; a significant surge of over 400% in applications from candidates of African ethnicity who failed to demonstrate and hold the required qualifications and professional registration needed which are set out in job

descriptions and adverts.

With these on exception, the numbers applying, being shortlisted and offered posts is roughly pro rata. This indicates that shortlisting and the offer of posts is free from any religious discrimination.

(iii) The religion/faith of staff applying for training and receiving training

This information is not currently recorded. However, once the interface between the eESS and Turas Learn systems is fully operational we will be able to collect this information. NHS Orkney is working towards implementing a manual solution for the 2023-2024 report.

9. Sexual orientation

The sexual orientation of the NHS Orkney workforce is shown in Table Nine below:

Table Nine: The sexual orientation of the NHS Orkney workforce

Staff in post at 31/3/2023		New starts 2022/23		Leavers 2022/23	
Bisexual	8	Bisexual	3	Bisexual	3
Declined	60	Declined	6	Declined	12
Don't Know	137	Don't Know	11	Don't Know	10
Gay/ Lesbian	14	Gay/ Lesbian	4	Gay/ Lesbian	2
Heterosexual	519	Heterosexual	77	Heterosexual	92
Other	5	Other	1	Other	-
Total	743	Total	102	Total	119

From the above, it can be seen that in most categories, there were more new starts than leavers. This indicates that NHS Orkney's recruitment and retention processes are free from discrimination on the grounds of sexual orientation.

(i) The sexual orientation of staff promoted during 2022/23

The figures are shown below in Table Nine below:

Table Nine: The sexual orientation of staff promoted during 2022/23

Sexual orientation	Nos. promoted	Total Nos. in post	Nos. promoted as % of total in post
Bisexual	2	8	25.00%
Declined	4	60	6.67%
Don't Know	3	137	2.19%
Gay/Lesbian	2	14	14.29%
Heterosexual	31	519	5.97%
Other	-	5	-
Total	42	743	5.69%

The largest group had the largest number of promotions. However, due to the small numbers involved, no other conclusions can be made.

(ii) The Sexual orientation of applicants, short listed candidates and people offered

posts by NHS Orkney during 2022/23

The figures are shown in Table Ten below:

Table Ten: The sexual orientation of applicants, short listed candidates and people offered posts by NHS Orkney in 2022/23

Sexual orientation	Applications	% of total	Shortlisted	% of total	Offered Posts	% of total
Bisexual	37	2.40%	9	1.85%	6	2.73%
Declined	76	4.93%	26	5.34%	9	4.09%
Gay/Lesbian	20	1.30%	10	2.05%	8	3.64%
Heterosexual	1373	88.98%	431	88.50%	195	88.64%
Don't Know	9	0.58%	2	0.41%	0	0%
Other	28	1.18%	9	1.85%	2	0.91%
Total	1543	100%	487	100%	220	100%

The figures show that the short listing of candidates and those offered posts are approximately pro rata to the number of applications received. This indicates that recruitment processes are free from discrimination on the grounds of sexual orientation.

There is no 2011 Census information on sexual orientation for us to use as a comparator. A pre-Census pilot questionnaire issued in 2006 by the General Registrar for Scotland, received a very low response rate for questions on sexual orientation. Accordingly, the General Registrar decided not to include sexual orientation questions in the 2011 Census questionnaire.

(iii) The sexual orientation of staff applying for training and receiving training

This information is not currently recorded. However, once the interface between the eESS and Turas Learn systems is fully operational we will be able to collect this information. NHS Orkney is working towards implementing a manual solution for the 2023-2024 report.

10. Gender reassignment

The National Scottish Workforce Standard System (SWISS) does not give staff the option of indicating that they are transsexual or are contemplating gender reassignment. Staff who are transsexual are included in the sexual orientation "Other" category, accordingly, no specific data is available.

11. Age

Below in Table Eleven is an age profile of the NHS Orkney workforce, as at 31st March 2023. The Mid-Year 2021 population estimate from the General Registrar for Scotland is shown as a comparator.

Table Eleven: Age profile of the NHS Orkney workforce as at 31/3/2023

Age Group	Numbers in post as at 31/3/2023	NHS Orkney %	Population of Orkney %
1 - 19 years	1	0.13%	23.8%
20 – 24 years	35	4.71%	

25 – 29 years	64	8.61%	22.1%
30 - 44 years	251	33.78%	
45 – 59 years	310	41.72%	54.1%
60+	82	11.04%	
Total	743	100%	

The figures show:

- NHS Orkney has a relatively small percentage of staff aged 19 years and under. This is due to a number of factors such as age restrictions for people under the age of 18 working in clinical areas and Health and Safety compliance requirements.
- Compared to the population figures, NHS Orkney has a much higher percentage of staff in the 25-44 and the 45 to 60+ age ranges. This perhaps reflects the fact that many staff such as doctors, nurses and AHPs train for several years to qualify then build up their knowledge and experience. Staff then wish to apply this knowledge for as long as possible. Hence the concentration of staff in these two age ranges.

(i) Promotions shown by age

The figures are shown in Table Twelve below:

Table Twelve: The age of staff promoted during 2022/23

Age Group	No. of Staff promoted shown by age	Number in post as at 31/3/2023	Promotions as a % of total staff in age band
1 - 19 years	-	1	0.00%
20 – 24 years	4	35	11.43%
25 – 29 years	9	64	14.06%
30 - 44 years	18	251	7.17%
45 – 59 years	11	310	3.55%
60+	-	82	0.00%
Total	42	743	5.65%

There are significant variations in the percentage of staff being promoted in each age category, most notably in the 25-29 and 30-44 age bands. This can be mostly attributed to employees within these age groups being highly involved in advancing their careers and actively seeking out opportunities for promotion. As staff advance in seniority, the number of promoted posts for which they can choose to apply is fewer in number, hence the decline in the number of staff promoted in the 45+ age bands.

12. Pregnancy and maternity

During 2022/23, 28 applications for maternity leave were made by staff. Of the 28 all staff chose the “return to work” option. To date, 1 staff member has returned to work while 27 were still on maternity leave at the time the Report was compiled.

Year	No. of applications	Staff choosing "Return to work" option	No. who actually returned to work	Pending
2022/23	28	28	1	27

The high cost of living and accommodation in Orkney could be an influencing factor in the number of female staff returning to work. Other factors could be the opportunities offered by NHS Orkney for flexible or part-time work.

13. Marriage and civil partnership

Information on the marital status of NHS Orkney staff is shown in Table Thirteen below. Information from the 2011 Census for Orkney is shown as a comparator.

Table Thirteen: The marital status of NHS Orkney Staff 2022/23

Marital Status	Numbers	NHS Orkney %	2011 Census %
Not known	-	-	-
Civil Partnership	9	1.21%	0.05%
Dissolved civil partnership	1	0.13%	0%
Divorced/separated	33	4.44%	16.07%
Married	417	56.12%	46.59%
Single	271	36.47%	23.79%
Widowed	12	1.62%	13.49%
Total	743	100%	100%

- Divorce/separation rates are much lower for NHS Orkney staff than for the Orkney population generally.
- Pro rata, more NHS Orkney staff are married than in the Orkney population generally and more staff are single.
- There is a big difference in the number of NHS Orkney staff widowed compared to the Census figures. This is explained by the fact that most NHS Orkney staff retire at or around 65. It is above this age band that mortality usually increases significantly.
- The figures indicate that there is no discrimination by NHS Orkney on the grounds of marital status in our recruitment or retention processes.

(i) The marital status of staff promoted during 2022/23

Table Fourteen: The marital status of promoted Staff during 2022/23

Marital Status	Staff promoted	Promotions as a % of total staff by marital status
Not known	-	-
Civil Partnership	-	-
Dissolved civil partnership	-	-
Divorced/separated	3	9.09%
Married	18	4.32%
Single	21	7.75%
Widowed	-	-
Total	42	

It is hard to draw meaningful conclusions from such small numbers. However, the figures do indicate that promotion processes are free from discrimination on the grounds of marital status.

14. Staff performance and assessment

Knowledge and Skills Framework (KSF)

KSF has been implemented for all NHS Orkney staff, excluding the Executive Cohort and Senior Managers and medical and dental staff, for whom separate arrangements apply. There is an ongoing cycle of review, planning, development and evaluation which links organisational and individual development needs; this is a commitment to the development of everyone who works in the NHS. KSF outlines are developed for all posts which detail the knowledge and skills required for the post covering six mandatory core dimensions of:

- Communication
- Personal and People Development
- Health, Safety and Security
- Service Improvement
- Quality
- Equality and Diversity

NHS Circular: PCS(AFC)2019/3 Appraisal and Incremental Progression states “Present arrangements use the KSF Framework, which has been gradually redeveloped and adjusted to make it easier to use. The launch of TURAS Appraisal in 2018 has also facilitated a more structured approach to appraisal discussions. Accordingly, any improvements will build on these current arrangements and also take the opportunity to embed statutory and mandatory training into the appraisal process, in order to improve consistency and compliance”.

15. Equal pay statement

In compliance with the Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012, NHS Orkney produced an Equal Pay Monitoring Report in June 2021. This contains an Equal Pay Statement and is available on the NHS Orkney website at: [ohb.scot.nhs.uk.
https://www.ohb.scot.nhs.uk/publications?committee=All&document_type=86&paper_type=All](https://www.ohb.scot.nhs.uk/publications?committee=All&document_type=86&paper_type=All)

16. Conclusions

The NHS Orkney Equality and Diversity Workforce Monitoring Report 2022/23, shows:

- NHS Orkney is a fair and equitable employer.
- Recruitment, shortlisting and the offering of posts are done in a fair and equitable manner.
- NHS Orkney has in place fair management arrangements, indicated by more staff in each category choosing to join NHS Orkney than leave.

17. Recommendations

- The NHS Orkney Staff Governance Committee are asked to formally endorse the NHS Orkney Equality and Diversity Workforce Monitoring Report 2022/23 and then seek Health Board approval.
- Continue to support international recruitment campaigns, offering training programmes to support candidates reach the required level of qualification and registration as set out in job descriptions.
- Continue to offer support to candidates when recruiting for non-executive positions.

18. Publicising the report

The Workforce Monitoring Report 2022/23 will first go to the NHS Orkney Staff Governance Committee. Thereafter, it to the NHS Orkney Health Board. Once formally approved, it will be widely circulated electronically within NHS Orkney and posted on the NHS Orkney website so it will be accessible to partner agencies and the wider community of Orkney.

Comments on the Workforce Monitoring Report will be warmly welcomed. All comments received will be carefully considered. Comments in any language or format can be made:

By email to: ork-hb.feedback@nhs.net

By post to:

Feedback Service,
NHS Orkney,
The Balfour,

Foreland Road,
Kirkwall
Orkney
KW15 1NZ

By voicemail to: 01856 888000

19. Compilation of the report: acknowledgements

A very special mention is due to Lewis Berston Workforce Systems Manager who put in many hours of work collecting information and helping in the compilation.

Steven Phillips, Head of People and Culture, NHS Orkney