

EQUALITY INFORMATION 2017

MEETING THE PUBLIC SECTOR EQUALITY DUTY



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1. INTRODUCTION

1.1 ABOUT NHS SOUTH GLOUCESTERSHIRE CLINICAL COMMISSIONING GROUP

NHS South Gloucestershire Clinical Commissioning Group [CCG] is a commissioning organisation, which means it plans and buys health services for South Gloucestershire residents. The CCG does not provide health services; it buys them from hospital trusts [e.g. North Bristol NHS Trust], community health providers [e.g. Sirona Care and Health] and appropriate voluntary sector organisations e.g. St Peter's Hospice.

1.2 A BRIEF OVERVIEW OF SOUTH GLOUCESTERSHIRE

The current resident population of South Gloucestershire is around 277,623 (ONS 2016-based mid-year estimate). South Gloucestershire has a predominately urban population with around 60% of South Gloucestershire's population living on the Bristol 'fringe' area; 20% living around Yate, Chipping Sodbury and Thornbury and the final 20% living in more rural areas.

South Gloucestershire has a diverse community characterised by the following:

- A slightly older population compared to England with larger than average middle-aged population;
- Black and minority ethnic (BME) population of 5% but which is substantially lower than the National average of 14%. The White Gypsy or Traveller makes up approximately 0.1% of the South Gloucestershire population, the same percentage as both England and the South West;
- Around 18% of the population aged sixteen and over has day to day activities limited by a long term health problem or disability, lower than then England average of 21%;
- Christians make up 59.6% of the population, followed by Muslims (0.8%) and Hindus (0.6%). Over a third of the population of South Gloucestershire did not disclose their religious beliefs or stated that they had no religion;
- Approximately half (51.9%) of the South Gloucestershire population aged sixteen or over described themselves as married, and 0.1% living in a same sex civil partnership;
- Based on government estimates, 5-7% of the South Gloucestershire population are lesbian gay or bisexual

1.3 THE EQUALITY ACT AND THE PUBLIC SECTOR EQUALITY DUTY

The Equality Act 2010 brought together all the previous and separate pieces of anti-discrimination legislation into one Act of Parliament. The Act covers the following "protected characteristics": age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex and sexual orientation.

The Equality Act places a set of specific duties on public sector organisations known as the Public Sector Equality Duty [PSED].

There is the general duty which requires the CCG to have due regard to the need to:

- eliminate unlawful discrimination, harassment, victimisation and any other conduct prohibited by the Act;
- advance equality of opportunity between people who share a protected characteristic and people who do not share it; and
- foster good relations between people who share a protected characteristic and people who do not share it.

The Specific duties require the CCG to:

- publish equality information to demonstrate our compliance with the legislation set out in the Equality Act 2010 and;
- publish one or more equality objectives every four years.

In this document we intend to show what we are currently doing to comply with the general duty, where we have gaps and how we will try to address these.

The document is structured in three sections. The first section is about equality information we use to identify equality issues. The second section is about the steps we take to have due regard to the general duty. The third section is about the equality work we are currently doing to: identify our equality objectives for the forthcoming year and benchmark our equality performance against other NHS organisations.

2. INFORMATION TO IDENTIFY EQUALITY ISSUES

2.1 WORKFORCE PROFILE

The PSED requires public organisations with 150 or more staff to publish information on how their activities as an employer affected people with different protected characteristics.

As at 29 December 2017, the CCG employed 72 staff of which 44.44% are full time equivalent and 54.17% are part-time equivalent. Staff are encouraged to share their equalities profile. However, with such a small organisation, it is important that the CCG does not breach staff confidentiality, or reveal anything which might enable someone to work out information about another person which was provided in confidence.

This is particularly important in relation to protected characteristics where there is more likely to be fear of discrimination: sexual orientation, religion or belief, gender reassignment and some disabilities, particularly mental health conditions or HIV status.

Whilst the CCG is not required to publish information as it has fewer than 150 staff, it needs to demonstrate that it has fully considered the aims of the general equality duty across its employment functions. The CCG is able to provide limited information about its workforce profile which is listed below:

i) **Age**

Age Band	Headcount	%	FTE
26-30	2	2.78	1.6
31-35	12	16.67	10.1
36-40	16	22.22	13.1
41-45	10	13.89	6.7
46-50	10	13.70	8.6
51-55	12	16.67	9.9
56-60	5	6.94	4.6
61-65	5	6.94	4.8
	72	100.00	59.5

ii) **Disability**

Disability Flag	Headcount	%	FTE
No	54	75.00	46.8
Not Declared	2	2.78	1.6
Undefined	15	20.83	10.5
Yes	1	1.39	0.6
Grand Total	72	100.0	59.5

iii) **Gender [sex]**

Gender	Headcount	%	FTE
Female	54	75.00	43.6
Male	18	25.00	15.9
Grand Total	72	100.0	59.5

iv) Race/Ethnicity

Ethnic Group	Headcount	%	FTE
A White - British	59	81.94	50.4
C White - Any other White background	2	2.78	1.0
E Mixed - White & Black African	1	1.39	0.5
F Mixed – White & Asian	1	1.39	0.8
G Mixed - Any other mixed background	1	1.4	0.8
H Asian or Asian British - Indian	2	2.78	1.4
R Chinese	1	1.39	0.6
Undefined	2	2.78	1.6
Z Not Stated	3	4.17	2.3
Grand Total	72	100.0	59.5

v) Religion or Belief

Religious Belief	Headcount	%	FTE
Atheism	5	6.94	4.3
Christianity	26	36.11	21.9
Hinduism	1	1.39	0.8
I do not wish to disclose my religion / belief	33	45.83	27.4
Other	4	5.56	4.0
Sikhism	1	1.39	0.6
Undefined	2	2.78	0.5
Grand Total	72	100.00	59.5

The CCG staff are employed on the national NHS Terms and Conditions scheme also known as “Agenda for Change”.

Part 5 of Agenda for Change sets out the Equal Opportunities position of NHS staff in relation to:

- Section 31: Recruitment, promotion and staff development;
- Section 32: Dignity at work;
- Section 33: Caring for children and adults;
- Section 34: Flexible working arrangements;
- Section 35: Balancing work and personal life;
- Section 36: Employment break scheme

In terms of ensuring equal pay, the Agenda for Change pay system was introduced in October 2004 to ensure that pay in the NHS was consistent with the requirements of equal pay law. Agenda for Change and its national job evaluation scheme complies fully with anti-discrimination legislation, as found by the Newcastle employment tribunal judgement in the case of Hartley and others v Northumbria Healthcare NHS Trust and others.

More information on Agenda for Change is available online at [Agenda for Change](#) and the latest version at the shortened link: [NHS Terms and Conditions of Service Handbook](#)

2.2 PATIENTS AND PUBLIC

The CCG co-produces the Joint Strategic Needs Assessment [JSNA] with the Local Authority. The refreshed JSNA provides information on the diversity of the South Gloucestershire population and is available to view online at: [South Gloucestershire JSNA](#)

The CCG receives reports from the local Healthwatch which gathers the views of local residents including specific work with equality groups. It also takes account of feedback received through complaints, PALS, GP Patient Participation Groups and from GP's themselves. The CCG has not received any complaints of prejudice or discriminatory treatment during the last year.

3. INFORMATION ABOUT STEPS TAKEN TO HAVE DUE REGARD

3.1 WORKFORCE

The CCG has a number of workforce policies to underpin the Agenda for Change Terms and Conditions and which demonstrate our compliance with the general equality duty. These include

- [Adoption Leave Policy](#) the aim of this policy is to ensure that the arrangements for Adoption Leave and Pay are clear and applied appropriately and fairly
- [Appeals Policy](#) the CCG recognises that staff may need to formally exercise their right to question or complain about decisions made regarding their employment and this policy aims to provide a simple, fair and independent system for responding to staff complaints.
- [Harassment and Bullying Policy](#) This document details the procedure for dealing with harassment and bullying by staff.
- [Pay Protection Policy](#) this policy aims to ensure that the arrangements for pay protection are clear and applied appropriately and fairly for employees who may require protection of pay at some point during their employment
- [Maternity Leave and Pay Policy](#)
- [Work Life Balance Policy](#)

The CCG requires all staff to undergo Equality and Diversity Training every three years. This training is important as it raises staff awareness and understanding of our diverse communities so that they can treat people with dignity and respect, and avoid making assumptions about them. The Equality Act itself does not require organisations to provide equality training.

3.2 PATIENTS AND PUBLIC

NHS South Gloucestershire conducts Equality Impact Assessments [EIAs] on all policies, strategies and service developments in order to ensure that these do not discriminate against protected groups and to identify opportunities to promote equality. Examples of Equality Impact Assessments are available on our [website](#)

The CCG is based in a shared office building. The building is broadly accessible as it has disabled car parking space, accessible lift and a portable hearing loop at reception.

We regularly undertake consultation and engagement with patients and the public. For information on our consultations and engagements with patients and the public please refer to the [Get Involved](#) section of our website

The CCG is a member of the South Gloucestershire Equalities Forum. Through this group we aim to help foster relations between different people and showcase the rich diversity of our communities. The annual Equality Event brings together people from all the protected characteristics to share experiences and to work in partnership to address equality issues in the community.

The CCG has an “Improving the Patient Experience Forum” [IPEF] which is a formal committee of the CCG’s Governing Body and is accountable to the Governing Body for ensuring the organisation has the necessary processes and systems in place to fulfil its statutory duties around Patient and Public Involvement and Equality and Diversity.

IPEF has representatives from the South Gloucestershire Disability Equality Network, South Gloucestershire Race Equality Network, Voluntary Sector, Local Healthwatch, Carers and patient representatives.

A lay member with responsibilities for Patient and Public Involvement and Equalities chairs the IPEF and is also the lay member representative on the Governing Body itself.

4. CURRENT EQUALITY WORK

The CCG has a three year Equality and Diversity Strategy, which is available on our website, [Equality & Diversity Strategy](#).

The NHS Equality Delivery System or **EDS2**, is a framework designed to help NHS organisations improve equality performance and embed equality into mainstream NHS business so that they can provide a better service for people from diverse communities.

The EDS2 for 2016/2017 measured the CCG's equality performance of its Adult Healthcare Services, a copy is available on our website [EDS2 Adult Healthcare Services](#). It was externally moderated and gradings were agreed with representatives from South Gloucestershire Healthwatch and South Gloucestershire Council.

The CCG considers itself to be broadly achieving the EDS2 outcomes but recognise that there are still areas which can be developed.

The Joint Strategic Needs Assessment [JSNA] has been updated and has a much greater focus on understanding the health needs and issues across the different protected characteristics. The JSNA is available on the South Gloucestershire Partnership website: [South Gloucestershire JSNA](#)

As commissioners, we will be seeking to receive information from our service providers across all the protected characteristics as well as ensure that where we ourselves engage patients and public we record and analyse the data across the protected characteristics and to use the information to better our commissioning decisions.

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