



NHS Trafford Workforce Profile 2010/11

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FOREWARD

As the Primary Care Trust (PCT) in the borough, NHS Trafford is responsible for commissioning (buying), healthcare services for the Trafford population, in 2009/10 standing at approximately 230,000 people. The PCT also monitors the performance and progress of healthcare services in Trafford, including those provided by hospitals, health centres and care homes. It takes a lead role in improving public health with work being carried out jointly with Trafford Metropolitan Borough Council (TMBC). In general, the health of people in Trafford in 2010/11 was similar to the rest of England, with life expectancy for men and women across the borough showing a steady rise.

Legislation now requires the PCT to publish an annual workforce profile in order to support the impact assessments of the PCT's employment policies and procedures. In particular, this should address and identify any adverse impact that the policies and procedures may have on minority and disadvantaged groups within the PCT's workforce and population and to establish and monitor the progress of equality targets. The schedule of tables below is in line with the requirements of the equality legislation and based on the time period from 1 April 2010 to 30 March 2011.

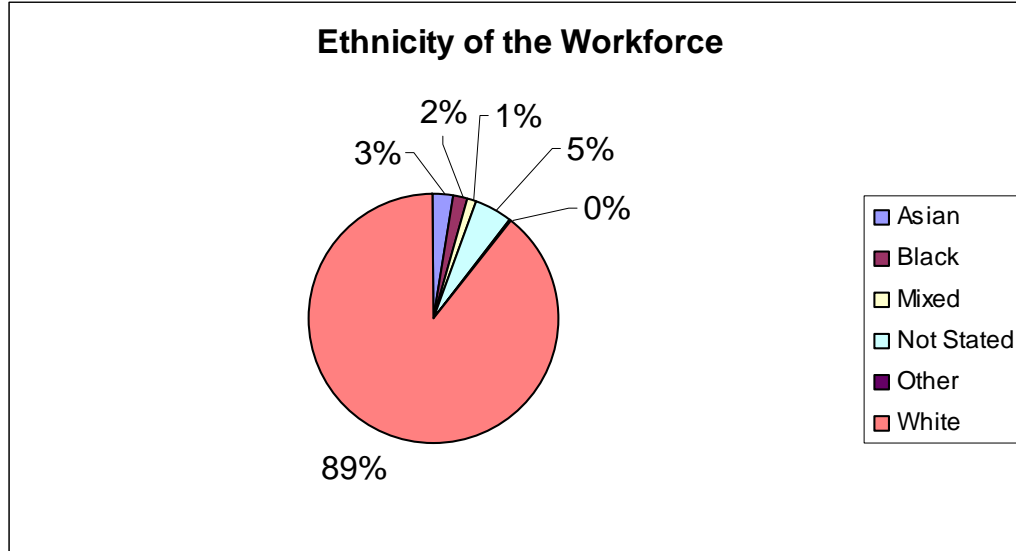
It should be noted that figures quoted throughout the report for the population of Trafford are taken from the last census in 2001.

Schedule of Tables

Table number	Title of table	Breakdown
1	General Composition of Workforce	a Ethnicity / b Gender / c Age / d Disability
2	Composition of Workforce by Service	a Ethnicity / b Gender / c Age / d Disability
3	Composition of Workforce by Employee Group	a Ethnicity / b Gender / c Age / d Disability
4	Composition of Workforce by Grade / Band	a Ethnicity / b Gender / c Age / d Disability
5	Recruitment / Ethnicity	a Job application / b short listed / c appointed
6	Recruitment / Gender	a Job application / b short listed / c appointed
7	Recruitment / Age	a Job application / b short listed / c appointed
8	Recruitment / Disability	a Job application / b short listed / c appointed
9	Employees Subject to Disciplinary Procedure Warnings, Cautions and Dismissals	a Ethnicity / b Gender / c Age / d Disability
10	Leavers	a Ethnicity / b Gender / c Age / d Disability

1. GENERAL COMPOSITION OF WORKFORCE

Table 1a – Ethnicity of the workforce



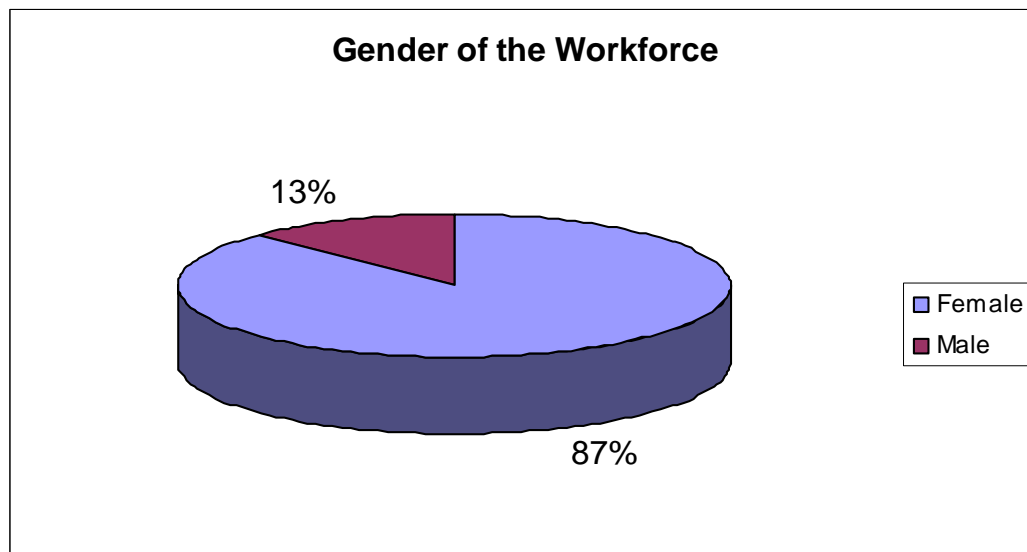
Ethnic Group	Headcount
Asian	25
Black	13
Mixed	9
Not Stated	44
Other	3
White	766

Ethnicity Analysis

Principle observations are:

Almost nine tenths of the PCT's workforce is White. The second largest proportion of the PCT workforce are those with Asian ethnicity at 3% in 2010/11. It is noted that almost 1 in 20 of the workforce had not declared their ethnic origin in 2010/11.

Table 1b – Gender of the workforce

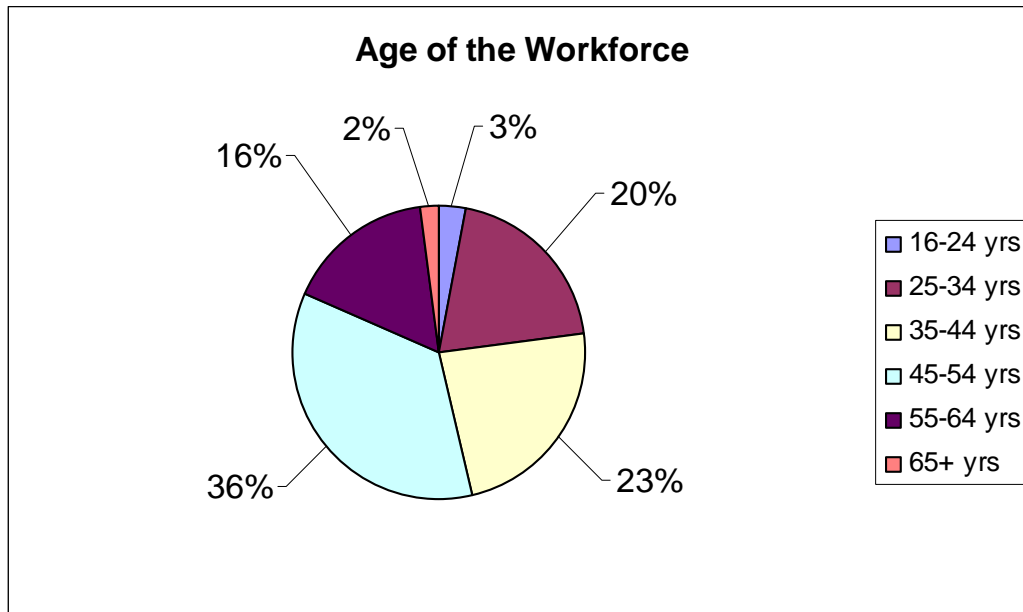


Gender analysis

Principle observations are:

A significant proportion of the PCT's workforce is female at 87% with just over a third of these being at Band 6-7, £25,472 - £34,189 pa. There was a very small reduction in female employees of 1% in April 2011 compared to April 2010.

Table 1c – Age of the workforce



Age Group	Headcount
16-24 yrs	26
25-34 yrs	173
35-44 yrs	200
45-54 yrs	304
55-64 yrs	140
65+ yrs	17

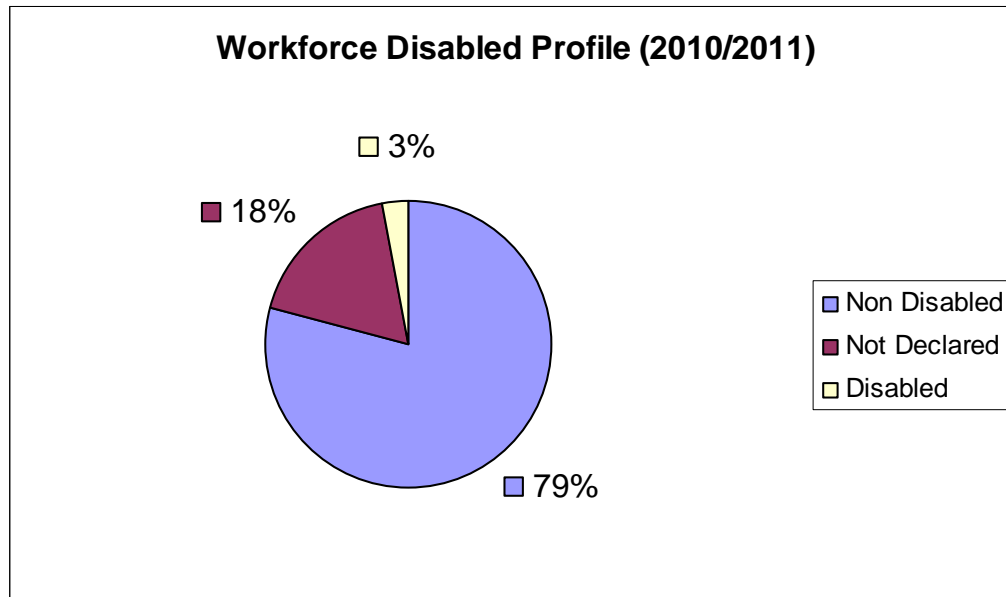
Age analysis

Principle observations are:

In April 2010 approximately 90% of the workforce was aged between 21 and 50 years of age. This remained reasonably constant at this level in April 2011. The largest of the age groups at the PCT was those aged between 45 – 54 years at 36% of the workforce with the 35 – 44 years of age following at 23%.

The smallest age group at the PCT was those aged 65 and over at 2% and those aged between 16 -24 were the next smallest group at 3% of the workforce.

Table 1d - Disability indicators of the workforce



Disabled	Headcount	%
Non Disabled	682	79.30%
Not Declared	151	17.56%
Disabled	27	3.14%

Disability Analysis

Principle observations are:

The overwhelming majority of the PCT’s workforce – 79%, declared that they did not have a disability in 2010/11, with 18% choosing not to declare at all. These statistics have remained constant in these areas since 2009/2010.

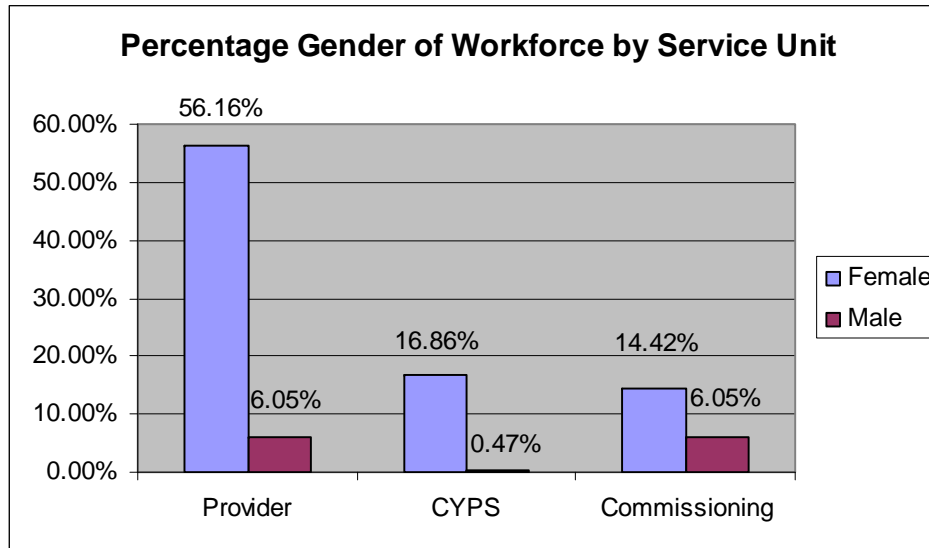
It is acknowledged that this data may not accurately reflect the proportion of the PCT workforce with a disability as defined under the Disability Discrimination Act 1995. Failure to disclose a disability for monitoring purposes may be the result of several factors and the PCT aims to look more closely at this area to determine potential solutions.

2. COMPOSITION OF WORKFORCE BY SERVICE

Table 2a % Ethnicity of workforce by Service Unit

Service	Asian	Black	Mixed	Not Stated	Other	White
Provider	1.05%	0.93%	0.47%	3.26%	0.23%	56.28%
CYPS	0.47%	0.23%	0.23%	1.05%	0.12%	15.23%
Commissioning	1.40%	0.35%	0.35%	0.81%	0.00%	17.56%

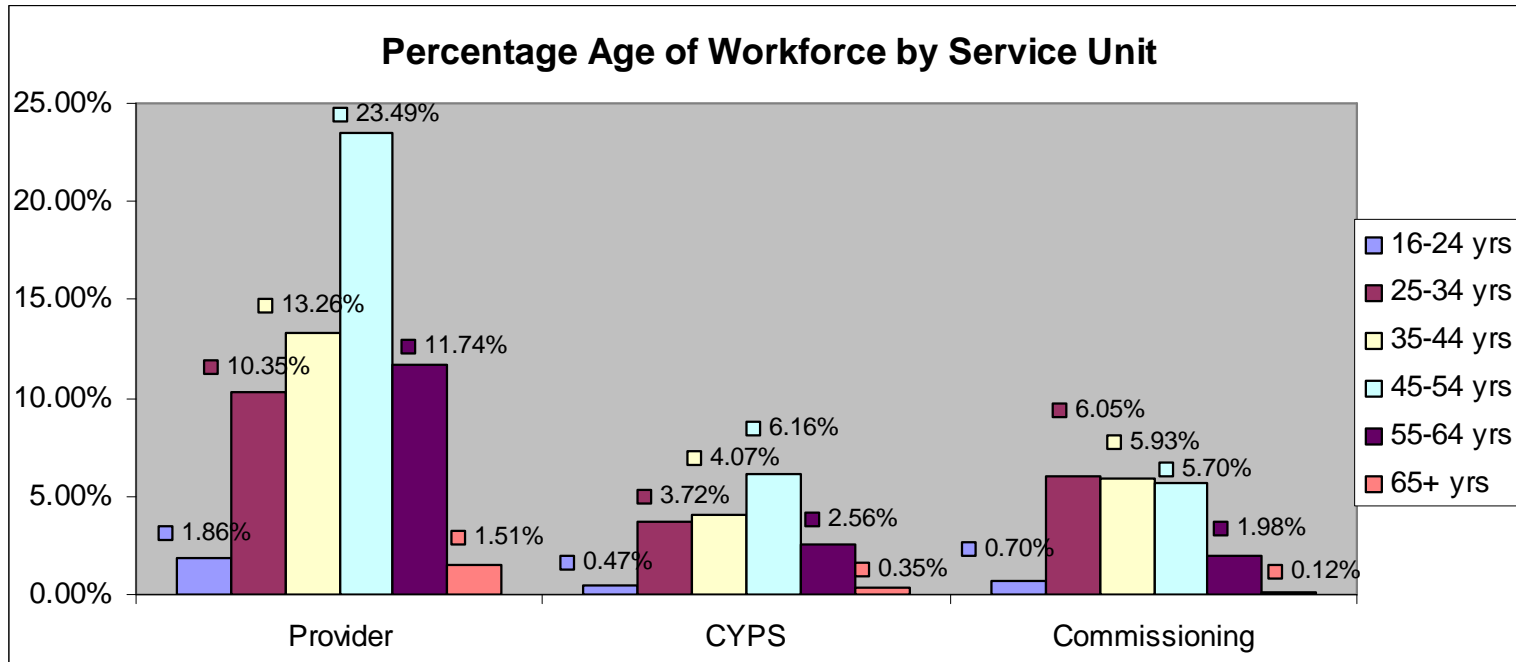
Table 2b % Gender of workforce by Service Unit



Service	Female	Male
Provider	56.16%	6.05%
CYPS	16.86%	0.47%
Commissioning	14.42%	6.05%

Table 2c

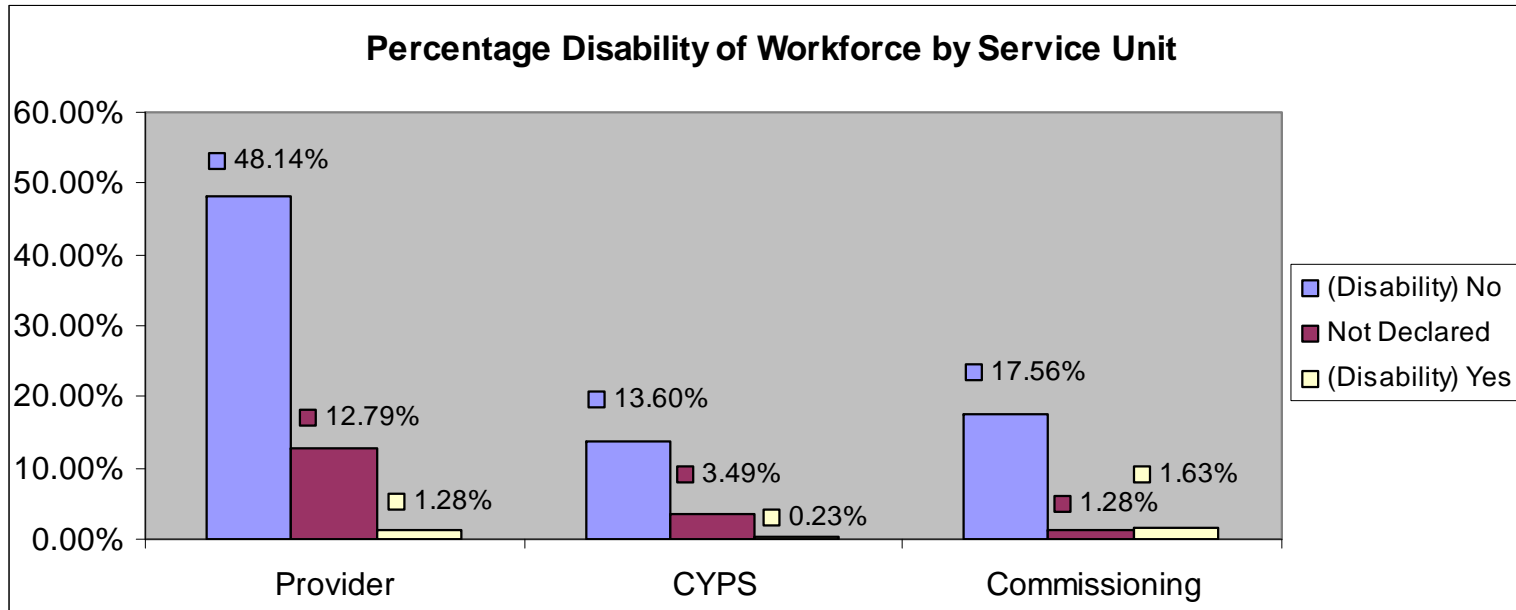
% Age of workforce by Service Unit



Service	16-24 yrs	25-34 yrs	35-44 yrs	45-54 yrs	55-64 yrs	65+ yrs
Provider	1.86%	10.35%	13.26%	23.49%	11.74%	1.51%
CYPS	0.47%	3.72%	4.07%	6.16%	2.56%	0.35%
Commissioning	0.70%	6.05%	5.93%	5.70%	1.98%	0.12%

Table 2d

% Disability of workforce by Service Unit



Service	(Disability) No	Not Declared	(Disability) Yes
Provider	48.14%	12.79%	1.28%
CYPS	13.60%	3.49%	0.23%
Commissioning	17.56%	1.28%	1.63%

3. COMPOSITION OF WORKFORCE BY EMPLOYEE GROUP

Table 3a - Ethnicity of workforce by employee group

Employee groupings are defined under the following categories:

Add Professional Scientific and Technical	Pharmacist
Additional Clinical Services	Auxilliary Nurses, Health Care Assistants, Trainee Practioners, Assistant Technical Officers, Nursery Nurses, Phlebotomist, Technicians
Administrative and Clerical	Senior Managers, Managers, Secretaries, Clerks, Officers
Allied Health Professionals	Physiotherapist, Occupational Therapist, Podiatrist, Speech & Language Therapist, Dieticians
Medical and Dental	Doctors, Consultants, Dentists
Nursing and Midwifery Registered	Staff Nurses, Sisters, Charge Nurses, Matrons, Health Visitors, Specialist Nurses

Employee Group	Asian	Black	Mixed	Not Stated	Other	White	Total	Total Ethnic Minorities	% of Ethnic Minorities of the Total
Add Professional Scientific & Technical	4	2	2	3	1	15	27	9	33.33%
Additional Clinical Services	0	2	2	5	0	117	126	4	3.17%
Administrative & Clerical	14	4	3	12	0	233	266	21	7.90%
Allied Health Professionals	2	2	2	8	2	178	194	8	4.12%
Medical & Dental	2	1	0	2	0	13	18	3	16.67%
Nursing & Midwifery Registered	3	2	0	14	0	207	226	5	2.21%
Students	0	0	0	0	0	3	3	0	0.00%
Total	25	13	9	44	3	766	860	50	5.81%

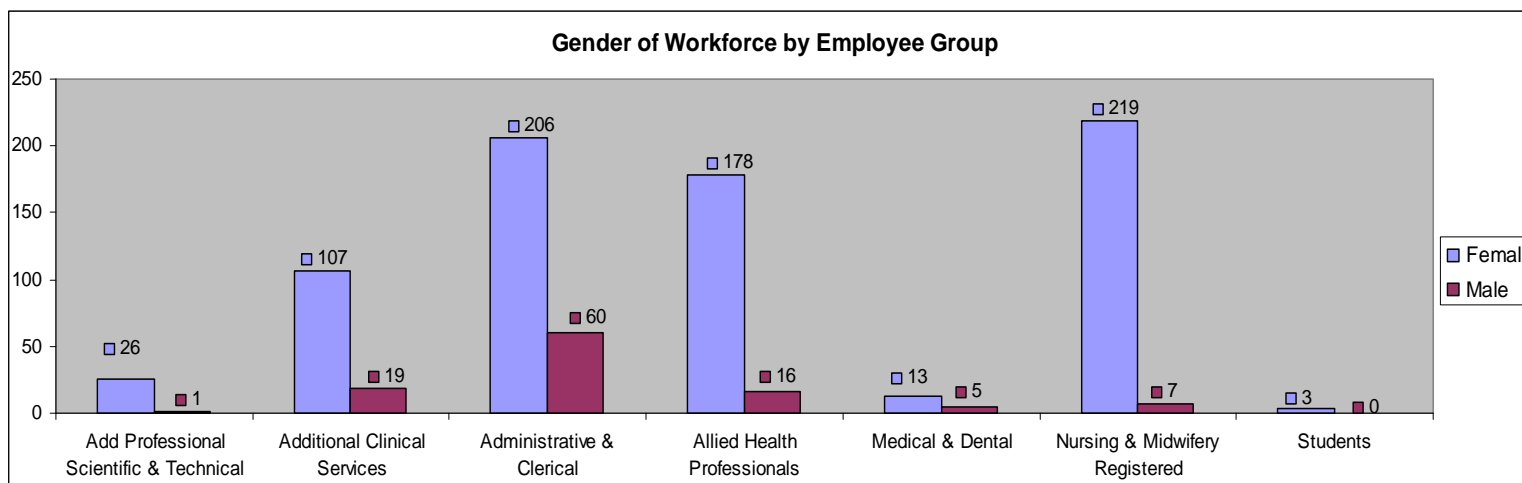
Ethnicity analysis

Principle observations are:

There were a higher proportion of White employees in all groups in 2010/11 with 5.1% of employees not stating their ethnic origin, the largest group of these employees being the Administrative and Clerical group. This has however, reduced since 2009/10 when the figure stood at 5.5%.

Ethnic minority employees were not evenly represented in all groups in 2010/11 with the highest percentage being in Additional Professional Scientific and Technical roles together with the Medical and Dental group. Both of these groups are smaller in numbers and these professions typically see higher proportions of ethnic minority employees. The lowest numbers and proportion of ethnic minorities in 2010/11 are in Nursing and Midwifery (2.2%), whereas the lowest numbers and proportion of ethnic minorities in 2009/10 were in Additional Clinical Services.

Table 3b - Gender of workforce by employee group



Staff Group	Female	Male
Add Professional Scientific & Technical	26	1
Additional Clinical Services	107	19
Administrative & Clerical	206	60
Allied Health Professionals	178	16
Medical & Dental	13	5
Nursing & Midwifery Registered	219	7
Students	3	0

Gender Analysis

Principle observations are:

The male proportion of the workforce accounts for 13% of the total which has increased by 1% from the previous year. All groups have a higher proportion of female to male employees and this tends to be generally reflective of the industry norms where healthcare is a predominantly female workforce.

In 2010/11, Medical and Dental have the highest percentage of male to female employees at 27.8%, which remains the same as in 2009/10. The next highest percentage of male to female employees lies within the Administrative and Clerical division at 22.6%. Ratios of male to female range from 0 at the lowest (Students) to 1:26 at the highest (Additional Professional Scientific and Technical).

Table 3c - Age of workforce by employee group

Employee Group	16-24 yrs	25-34 yrs	35-44 yrs	45-54 yrs	55-64 yrs	65+ yrs	Grand Total
Add Professional Scientific & Technical	1	12	7	7	0	0	27
Additional Clinical Services	3	16	26	42	32	7	126
Administrative & Clerical	7	61	62	84	47	5	266
Allied Health Professionals	9	58	50	58	17	2	194
Medical & Dental	0	1	2	9	6	0	18
Nursing & Midwifery Registered	5	24	52	104	38	3	226
Students	1	1	1	0	0	0	3
Total	26	173	200	304	140	17	860

Age analysis

Principle observations are:

There has been a slight reduction in the headcount of each of the age groups between April 2010 and April 2011. There has been a significant reduction of almost 50% for the 16 – 24 years age group since April 2010.

In general the largest numbers of employees occur in the 45 – 54 years age group with the lowest numbers being in the extremes of the ages; i.e. 16 – 24 years and 65+ years. Whilst the workforce age is generally reflective of the local population, there is a lower proportion of employees in the 16-24 group than is represented in the local population.

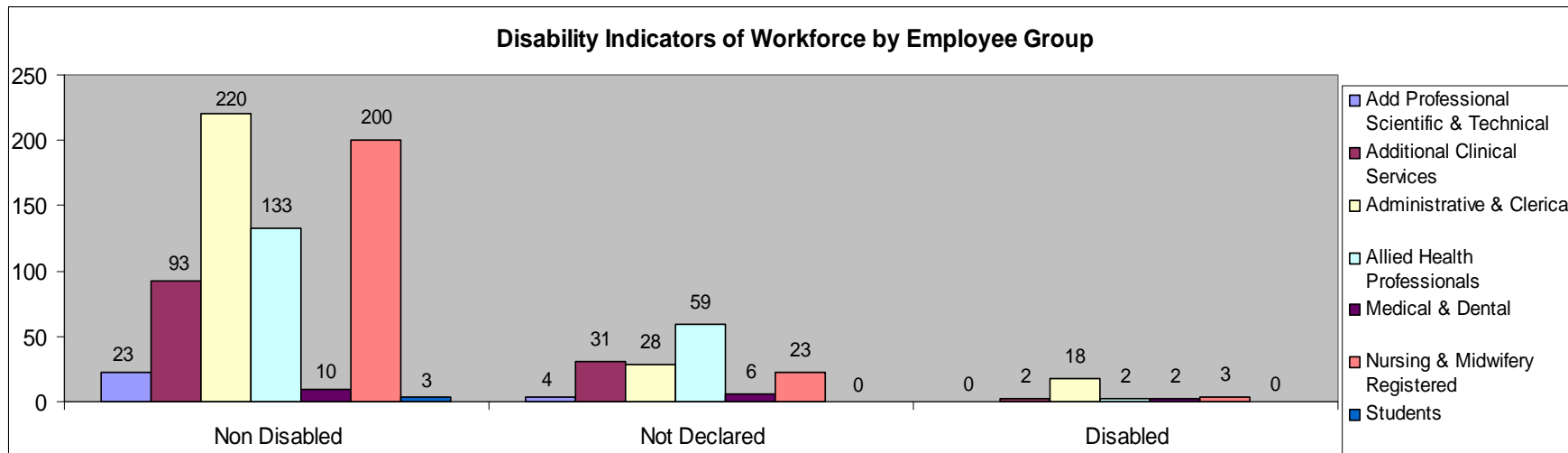
Comment [LS1]: Can we check if this is still relevant comment?

Medical and Dental had no entrants in the 16 – 24 years age group and this may be due to the length of time that many in this employee group take in gaining their qualifications.

The PCT has been working with the local community to encourage applications from younger members of the community. The PCT's recruitment and retention strategy supports work with Job Centre Plus to offer opportunities to those in line with the worklessness agenda and actively encourages the younger population through participation in work experience placements with local schools and attending local job fairs at colleges.

Comment [LS2]: Are we still doing this?

Table 3d - Disability indicators of workforce by employee group



Employee Group	Non Disabled	Not Declared	Disabled	Total
Add Professional Scientific & Technical	23	4	0	27
Additional Clinical Services	93	31	2	126
Administrative & Clerical	220	28	18	266
Allied Health Professionals	133	59	2	194
Medical & Dental	10	6	2	18
Nursing & Midwifery Registered	200	23	3	226
Students	3	0	0	3
Total	682	151	27	860

Disability Analysis

Principle observations are:

Of the total workforce in NHS Trafford during 2010/11, 79% declared that they did not have a disability. Of the remaining 21% only 3.1% declared a disability. According to the data held, of the 3.1% that declared a disability the largest proportion of these employees are assigned to the Administrative and Clerical group.

4. COMPOSITION OF WORKFORCE BY GRADE / BAND

Table 4a - Ethnicity of Workforce by Grade / Band

Band/Grade Group	Asian	Black	Mixed	Not Stated	Other	White
Band 2-3	0.70%	0.47%	0.00%	0.81%	0.00%	19.07%
Band 4-5	1.16%	0.35%	0.81%	1.74%	0.12%	24.07%
Band 6-7	0.70%	0.47%	0.12%	1.98%	0.23%	34.07%
Band 8A-8B	0.00%	0.12%	0.12%	0.23%	0.00%	8.72%
Band 8C-8D	0.00%	0.00%	0.00%	0.12%	0.00%	1.28%
Band 9	0.12%	0.00%	0.00%	0.00%	0.00%	0.12%
Other	0.23%	0.12%	0.00%	0.23%	0.00%	1.74%
Grand Total	2.91%	1.51%	1.05%	5.12%	0.35%	89.07%

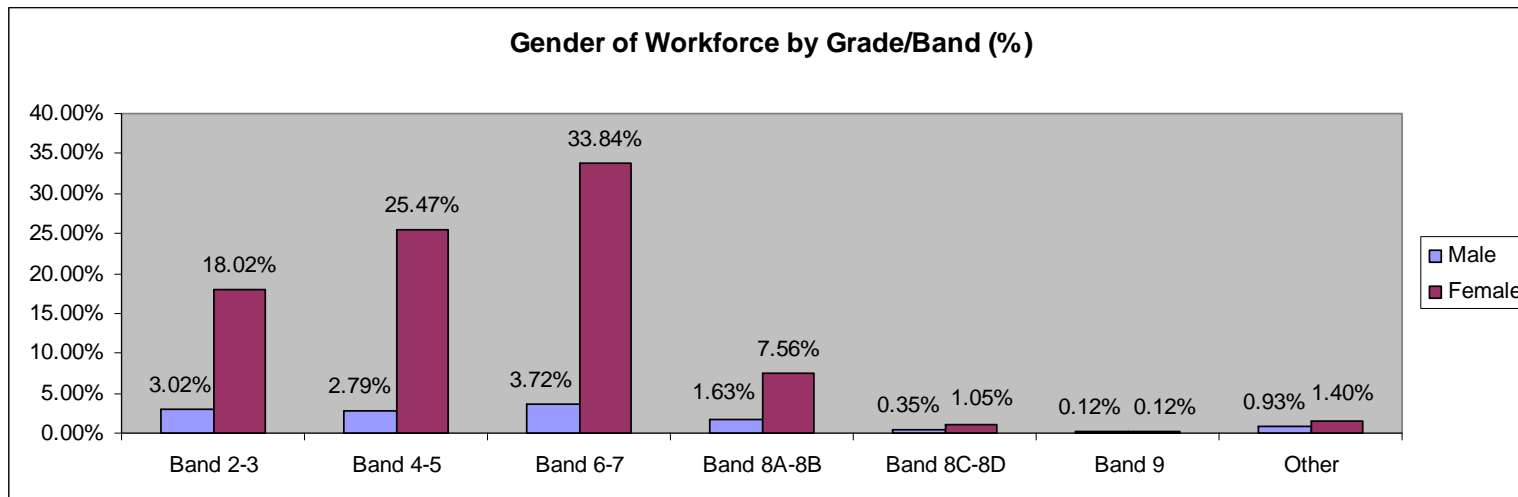
Ethnicity analysis

Principle observations are:

In 2010/11 the White ethnic group represented the largest part of the workforce in all grades / bands with the exception of band 9, where the Asian ethnic group and the White ethnic group had the same percentage of workforce (0.12%). There has been a small reduction in the percentage of employees who do not state their ethnic origin, from 5.5% in 2009/10 to 5.1% in 2010/11.

Generally, there appeared to be a greater ethnic mix between bands 2 to 7 than there was for bands 8a and above. The highest percentages of black and ethnic minority employees (BME) were in Bands 4-5 at 2.3% with Asian being the largest racial group.

Table 4b - Gender of workforce by grade / band



Band/Grade Group	Male	Female
Band 2-3	3.02%	18.02%
Band 4-5	2.79%	25.47%
Band 6-7	3.72%	33.84%
Band 8A-8B	1.63%	7.56%
Band 8C-8D	0.35%	1.05%
Band 9	0.12%	0.12%
Other	0.93%	1.40%
Grand Total	12.56%	87.44%

Gender Analysis

Principle observations are:

With the exception of Band 9, female employees accounted for the larger numbers and percentage of the workforce in NHS Trafford. This is generally reflective of the NHS as a whole.

Table 4c - Age of workforce by band

Band/Grade Group	16-24 yrs	25-34 yrs	35-44 yrs	45-54 yrs	55-64 yrs	65+ yrs	Total
Band 2-3	0.81%	3.14%	3.37%	6.74%	5.81%	1.16%	21.05%
Band 4-5	1.98%	6.86%	6.05%	8.49%	4.53%	0.35%	28.26%
Band 6-7	0.23%	9.07%	9.30%	13.95%	4.53%	0.47%	37.56%
Band 8A-8B	0.00%	0.93%	3.60%	3.95%	0.70%	0.00%	9.19%
Band 8C-8D	0.00%	0.00%	0.35%	0.93%	0.12%	0.00%	1.40%
Band 9	0.00%	0.00%	0.00%	0.23%	0.00%	0.00%	0.23%
Other	0.00%	0.12%	0.58%	1.05%	0.58%	0.00%	2.33%
Grand Total	3.02%	20.12%	23.26%	35.35%	16.28%	1.98%	100.00%

Age analysis

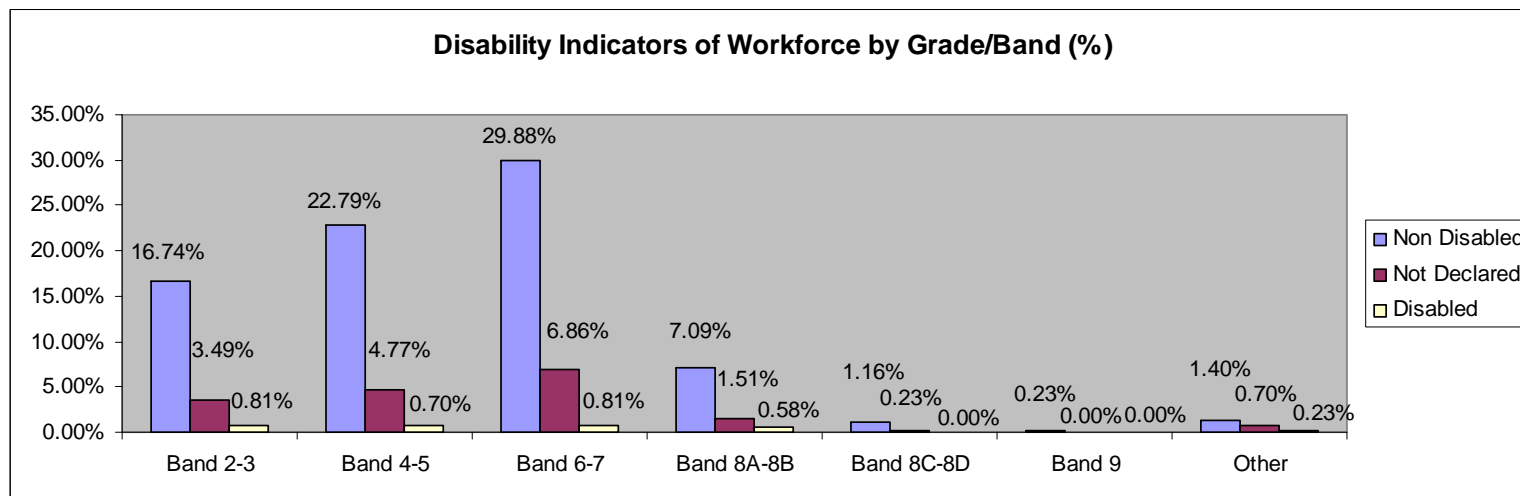
Principle observations are:

In 2010/11 the percentage of workforce age 65 & over is significantly less than in other age groups in all but two band groups; band 2 – 3 and band 6 – 7. The youngest employees (16 – 24 years) are concentrated in bands 2 – 5 and the percentage of employees in these bands is generally evenly spread until the age of 65.

Management positions are generally at bands 6 and above and percentages indicate that middle managers at band 6 – 7 are the largest group with the majority being between 35 and 54 years of age.

Within the PCT the majority of senior management positions appear to be appointed at above the age of 45 with Directors (Other) demonstrating a reasonable mix of appointments between the ages of 25 and 64.

Table 4d - Disability indicators of workforce by grade / band



Band/Grade Group	Non Disabled	Not Declared	Disabled
Band 2-3	16.74%	3.49%	0.81%
Band 4-5	22.79%	4.77%	0.70%
Band 6-7	29.88%	6.86%	0.81%
Band 8A-8B	7.09%	1.51%	0.58%
Band 8C-8D	1.16%	0.23%	0.00%
Band 9	0.23%	0.00%	0.00%
Other	1.40%	0.70%	0.23%

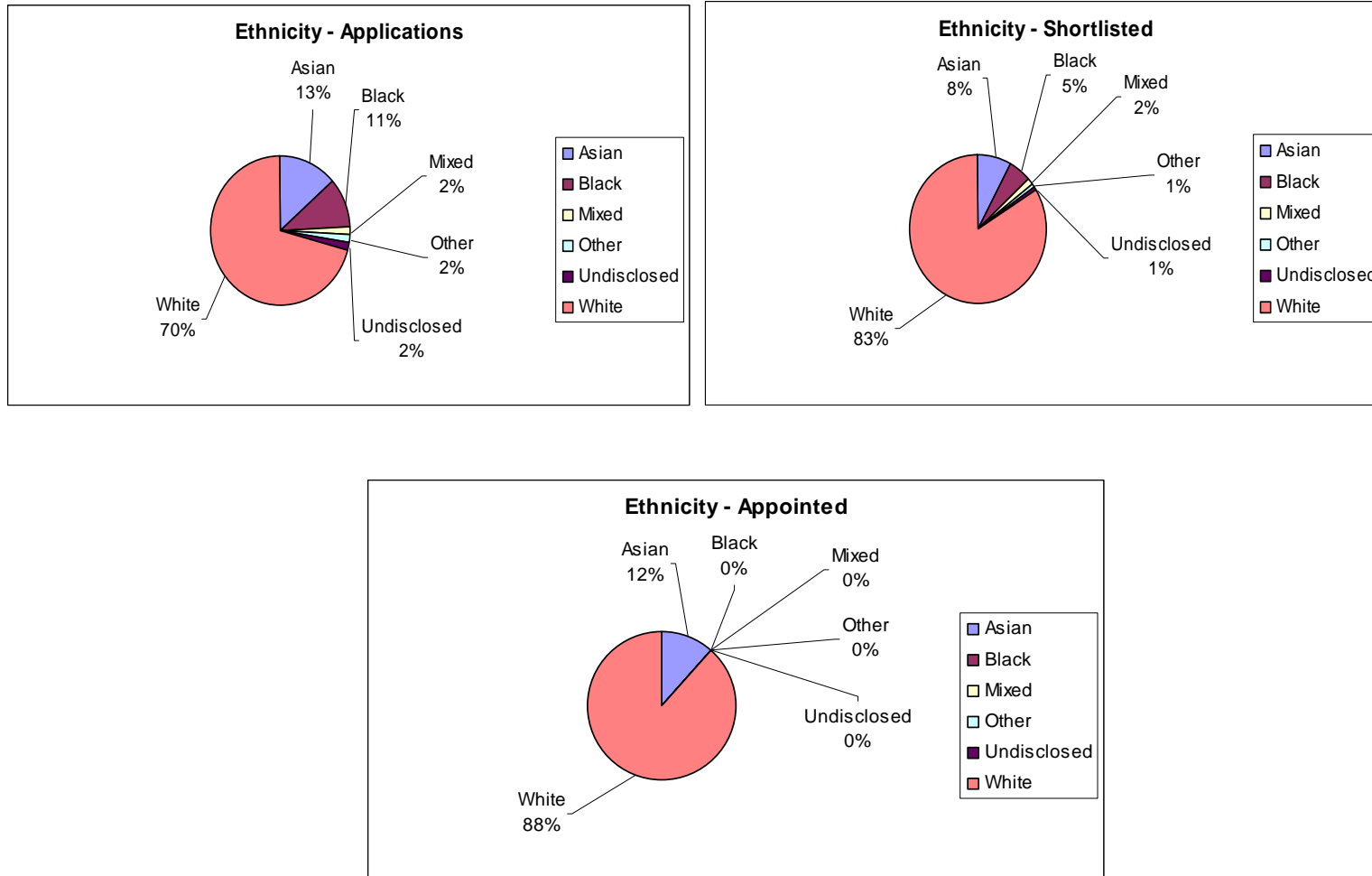
Disability analysis

Principle observations are:

From the data available the majority of employees who have declared a disability are in bands 2 – 7, with less than 1% declaring a disability in bands 8a and above. However, the number of employees in NHS Trafford declaring any disability is very small, amounting to 3.13% in total. This may be true reflection of those with a disability although due to the number of those not declaring at all - 17.56%, it is likely that the number of employees with a disability is higher than that declared.

5 - 8. RECRUITMENT COMPOSITION

Table 5 - Ethnicity of all Job Applicants by Recruitment Stages (2010/2011)



Ethnicity	Application	Shortlisted	Appointed	Success Rate (%)
Asian	153	21	2	0.18%
Black	121	14	0	0.00%
Mixed	21	4	0	0.00%
Other	17	2	0	0.00%
Undisclosed	19	2	0	0.00%
White	794	218	15	1.33%
Grand Total	1125	261	17	1.51%

Race analysis

Principle observations are:

The percentage of applications from black and minority ethnic (BME) communities in 2010/11 was 28%. 16% of those who applied were shortlisted for interview in 2010/11 and those who were appointed accounted for 12%. Almost one fifth of those from black and minority ethnic groups who applied for a post with NHS Trafford in 2009/10 were successfully appointed.

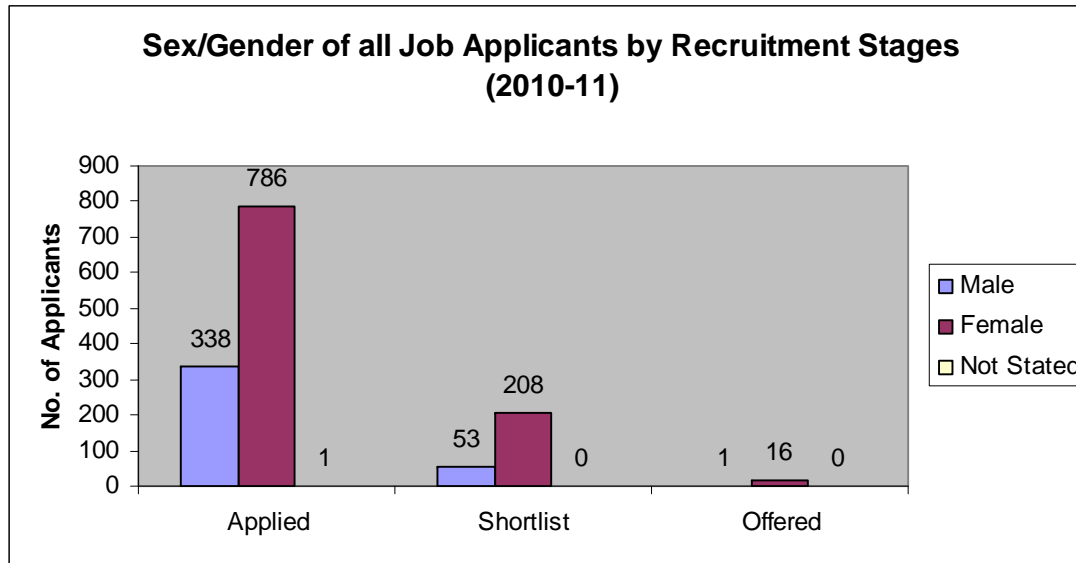
There has been a significant reduction in rate of successful applications for all ethnic groups since April 2010, which has fallen from 3.51% in 2009/10 to 1.51% in 2010/11. Those who were appointed from the mixed ethnicity category, solely from the Asian ethnic group, had a lower success rate of 0.64% and those who declared themselves as the white had a higher success rate at 1.89%.

In order to understand more about the success or otherwise of the recruitment process and to inform and improve the accessibility of the application process for BME groups, a survey of 100 applicants was carried out in March 2010. As a result, several potential solutions were identified that may improve the recruitment process for these groups of applicants. Amongst those identified were targeted advertising, improving the guidance of how to complete the on line application form, improving links with the community to inform potential applicants about the skill sets and experience required for various types of roles.

Comment [LS3]: Is it relevant to keep this in?

As the second largest population group in Trafford at 4% after the white population, those in the Asian group have the 2nd largest number of applications at 13%. From the data this group appear not to suffer any apparent discrimination, continuing through the recruitment process to result in the 2nd highest number of appointed applicants at 12% after the white applicants.

Table 6 - Sex/Gender of all job applicants by recruitment stages (2010/2011)



Sex/Gender	Applied	Shortlist	Offered	Success Rate (%)
Male	338	53	1	0.09%
Female	786	208	16	1.42%
Not Stated	1	0	0	0.00%
Total	1125	261	17	1.51%

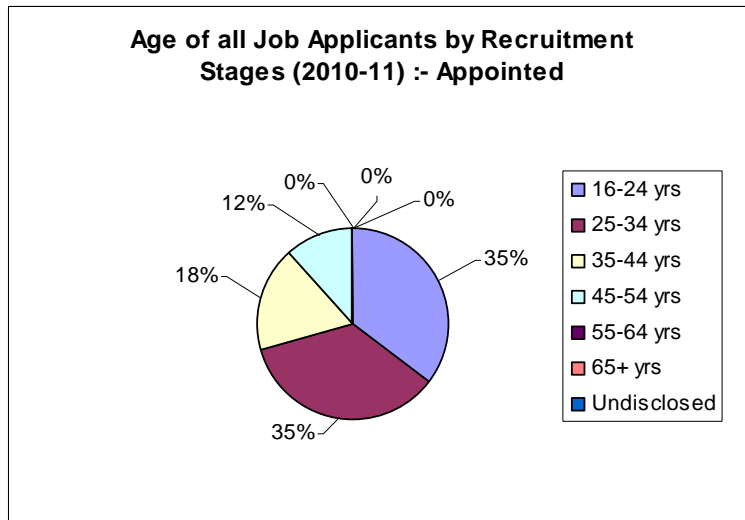
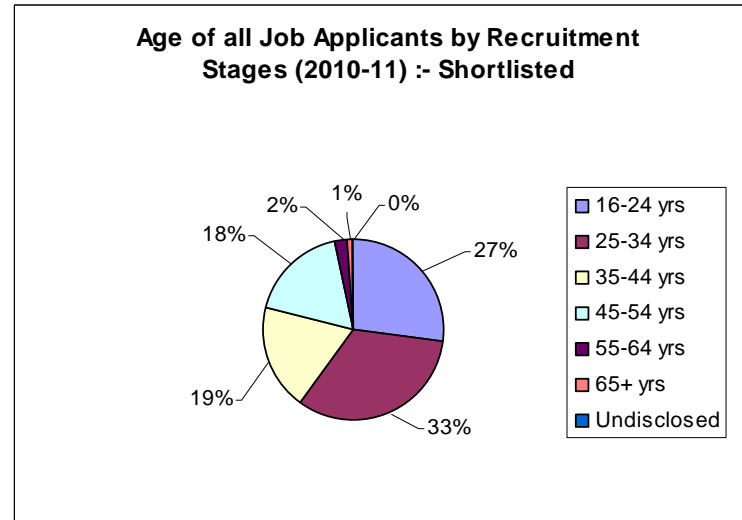
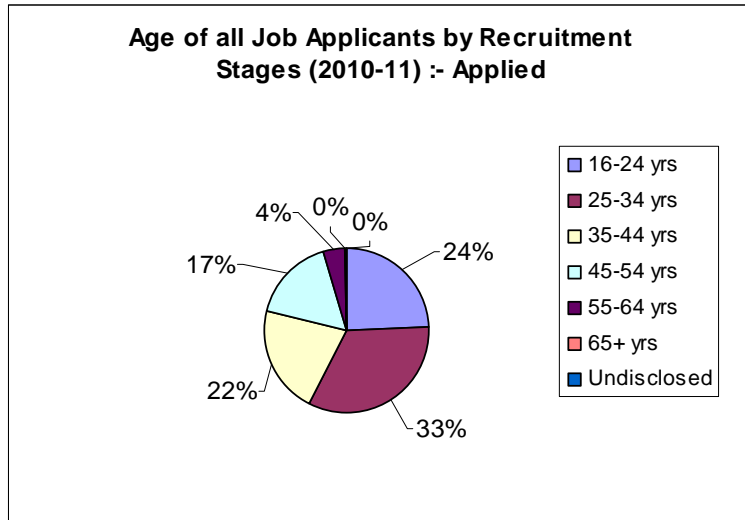
Gender analysis

Principle observations are:

Of the total applications to NHS Trafford, over two thirds are female. Of these applicants, 2% are appointed. For males, applicants who total approximately 38% of all applications, 5.9% are successful to appointment. Whilst female applicants outweigh males applicants by over 2:1 they have a significantly increased chance of being appointed.

This may not necessarily be discriminatory but could be a reflection of the types of role the different genders are applying for together with other factors such as hours and rates of pay.

Table 7 - Age of all job applicants by recruitment stages (2010/2011)



Age Group	Applied	Shortlisted	Appointed	Success Rate (%)
16-24 yrs	273	71	6	0.53%
25-34 yrs	374	85	6	0.53%
35-44 yrs	242	50	3	0.27%
45-54 yrs	186	47	2	0.18%
55-64 yrs	48	6	0	0.00%
65+ yrs	2	2	0	0.00%
Undisclosed	0	0	0	0.00%
Total	1125	261	17	1.51%

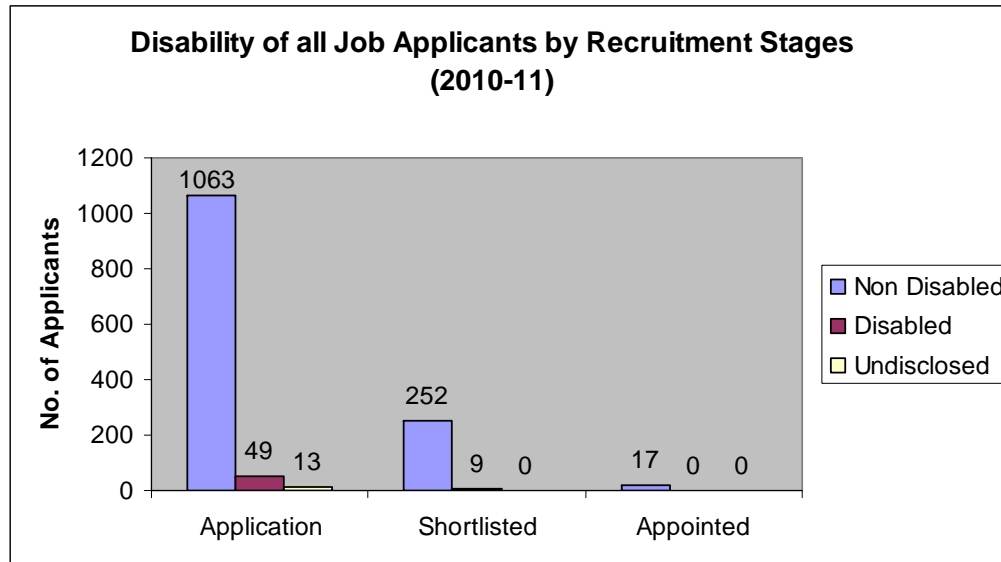
Age Analysis

Principle observations are:

The largest number of applicants are from the 25 – 34 yrs age group at 33%, followed by the 16 – 24 yrs age group at 24% with very few applicants over the age of 55 yrs.

The most successful applicants are those in the 16 – 24 yrs and the 25 – 34 yrs age groups, which is then followed by those in the 35 – 44 yrs age group. As well as being the second largest group of applicants, the number of applicants in 16 – 24 yrs group has improved since 2009/10 in converting to appointment. This may be due to the types of roles that became available in 2010/11, ranging between bands 2-7 and where applicants had applicable experience and skills required. Whilst the over 55's are fewer in number in applying for jobs, they are significantly less successful in being appointed.

Table 8 - Disability of all job applications by recruitment stages (2010/11)



Disability	Application	Shortlisted	Appointed	Success Rate (%)
Non Disabled	1063	252	17	1.51%
Disabled	49	9	0	0.00%
Undisclosed	13	0	0	0.00%
Total	1125	261	17	1.51%

The PCT operates under the positive about disabled people two ticks scheme, which guarantees all applicants who declare they have a disability on their application form and meet the essential criteria for a job role are selected for interview.

Of the total number of applications to NHS Trafford, 94.4% of applicants were those with no disabilities. Therefore, they have a significantly increased chance of being appointed. 1.2% of applications did not disclose whether they had any disabilities.

9. EMPLOYEES SUBJECT TO DISCIPLINARY AND GRIEVANCE PROCEDURES

a - Ethnicity of employees subject to disciplinary procedures (2010/2011)

This includes:

Warnings, Dismissals, Cautions

Stage	Gender	Age	Disability	Race
Dismissal	F	37	Not Declared	White British
Final Written	F	44	Not Declared	White British
1st Written	M	61	Not Declared	White British
1st Written	F	62	Not Declared	Black British
1st Written	M	46	Not Declared	Asian Pakistani
Final Written	F	50	Not Declared	White British
Final Written	F	58	Not Declared	Asian British

There were 7 employees in 2010/11 of which the majority were white.

b - Gender of staff subject to disciplinary procedures (2010/2011)

This includes:

Warnings Dismissals, Cautions

There were 7 employees in 2010/11 of which the majority were female.

c - Age of staff subject to disciplinary procedures (2010/2011)

This includes:

Warnings Dismissals, Cautions

There were 7 employees of which the majority were in the 55 – 64 yrs age group, followed equally by the 35 – 44 yrs and 45 – 54 yrs age groups.

d - Disability status of staff subject to disciplinary procedures (2010/2011)

This includes:

Warnings Dismissals, Cautions

There were 7 employees of which all of them did not declare any disabilities.

N.B. Further analysis on any of the groups a – d has not been reported in order to protect the identity of employees.

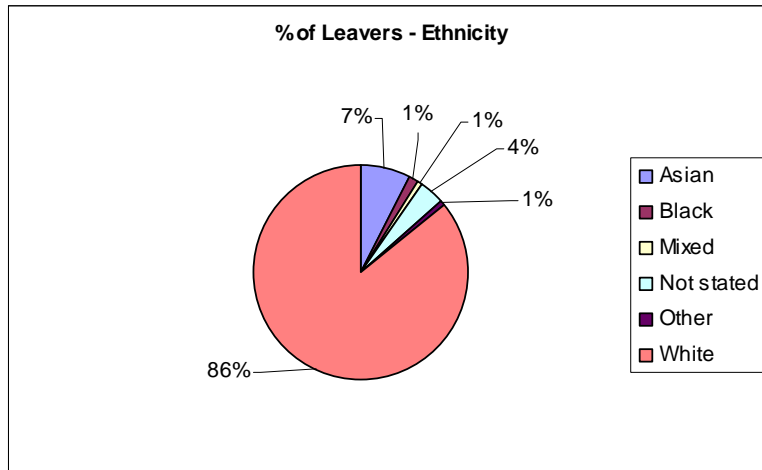
e – Data on grievance procedures (2010/11)

Gender	Age	Disability	Race
F	42	Not Declared	White British
M	45	Not Declared	White British
F	48	Not Declared	White British
M	41	Not Declared	White British
F	47	Not Declared	White British

There were 5 employees in 2010/11 of which the majority were white, female and in the 45 – 54 yrs age group. All 5 employees did not declare any disabilities.

10. COMPOSITION OF LEAVERS

Table 10a - Ethnicity of staff who left the PCT's employment (2010/2011)



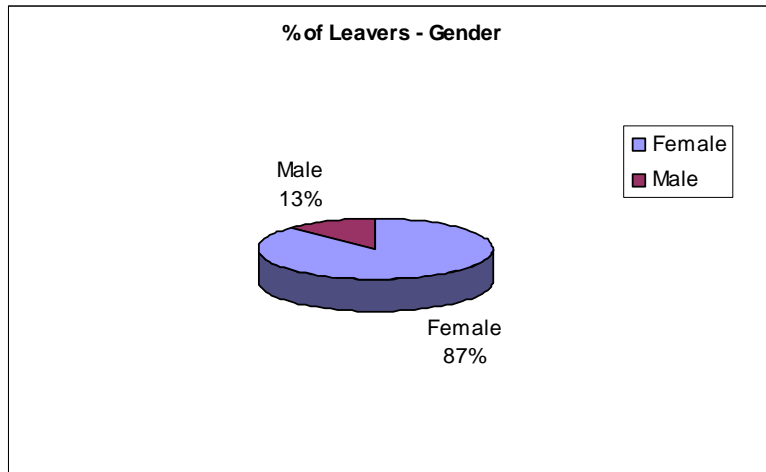
Ethnicity	Headcount of Leavers	% of Leavers	Total Workforce %
Asian	10	7.46%	1.16%
Black	2	1.49%	0.23%
Mixed	1	0.75%	0.12%
Not stated	5	3.73%	0.58%
Other	1	0.75%	0.12%
White	115	85.82%	13.37%
Total NHS Trafford	134	100.00%	15.58%

Ethnicity Analysis

Principle observations are:

The largest group of employees to leave the PCT's employment in 2010/11 were from the White ethnic group, around 86%, which was followed by the Asian ethnic group at 7%. 10% of leavers were from black and ethnic minority groups, the smallest groups of leavers being from mixed and other ethnic groups. 4% of leavers did not state their ethnic background.

Table 10b - Gender of staff who left the PCT's Employment (2010/11)



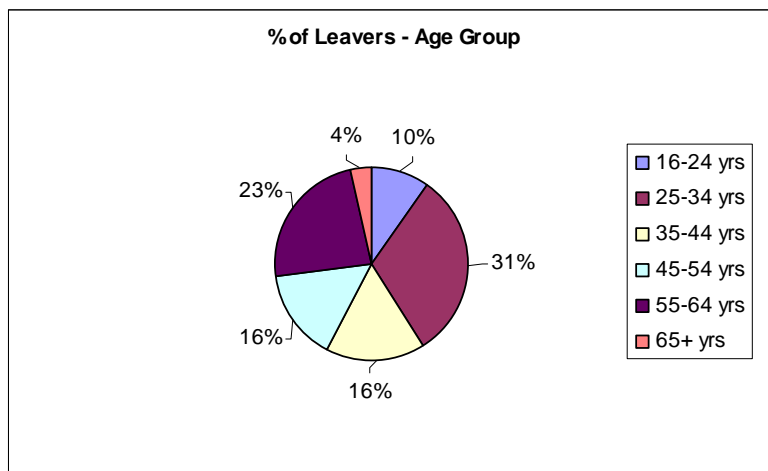
Gender	Headcount of Leavers	% of Leavers	Total Workforce %
Female	117	87.31%	13.60%
Male	17	12.69%	1.98%
Total NHS Trafford	134	100.00%	15.58%

Gender Analysis

Principle observations are:

Females accounted for the largest number of employees leaving the PCT's employment in 2010/11, which may be seen as a significant proportion of the PCT's workforce is female (87%).

Table 10c - Age of staff who left the PCT's Employment (2010/11)



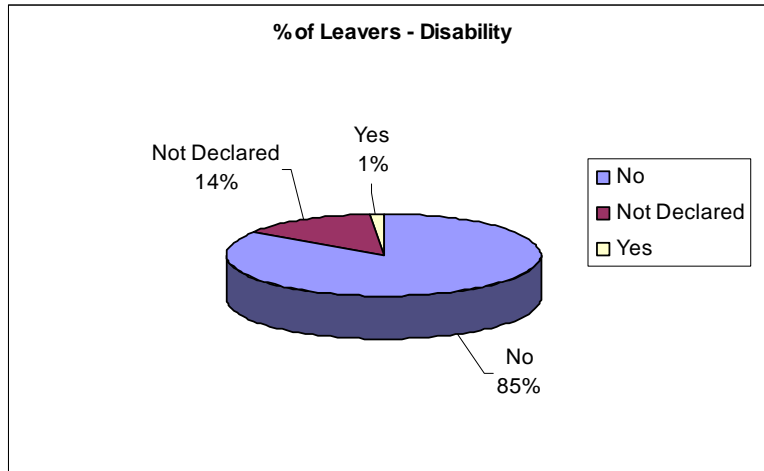
Age Group	Headcount of Leavers	% of Leavers	Total Workforce %
16-24 yrs	13	9.70%	1.51%
25-34 yrs	42	31.34%	4.88%
35-44 yrs	22	16.42%	2.56%
45-54 yrs	21	15.67%	2.44%
55-64 yrs	31	23.13%	3.60%
65+ yrs	5	3.73%	0.58%
Total NHS Trafford	134	100.00%	15.58%

Age Analysis

Principle observations are:

The largest number of employees leaving the PCT's employment in 2010/11 was from the 25 – 34 yrs age group, followed by 55 – 64 yrs age group. The smallest number of leavers was from 65+ yrs group, although they make up only 2% of the total workforce. There were fewer leavers in the two age groups that make up just under two thirds of the total workforce, 35 – 44 yrs and 45 – 54 yrs age groups, which may be due to satisfaction with job roles or career progression within NHS Trafford.

Table 10d - Disability Indicators of Staff who left the PCT's Employment (2010/11)



Disability	Headcount of Leavers	% of Leavers	Total Workforce %
No	113	84.33	13.14%
Not Declared	19	14.18	2.21%
Yes	2	1.49	0.23%
Total NHS Trafford	134	100.00%	15.58%

Disability Analysis

Principle observations are:

The overwhelming majority of the staff leaving PCT's employment in 2010/11– 85%, declared that they did not have a disability, with 14% choosing not to declare at all (a significant reduction from 27% in 2009/10).

SUMMARY

Comment [LS4]: Are there any key points we would want to include here?

The PCT's equal opportunities policy seeks to develop positive practice and promote equality of opportunity in employment. The PCT regularly reviews its policies and procedures and carries out Equality Impact Assessments (EIA) to ensure that they do not deliberately disadvantage any employee group. All employees have a requirement to meet a basic competency level in equality and diversity and monitoring this forms part of the annual appraisal.

In order to improve it's representation of the Trafford community the PCT takes part in jobs fairs with local colleges and schools and has links with the local Job Centre Plus. The PCT also regularly participates in offering work experience placements to school age pupils throughout the year in various disciplines and is a participant in the NHS regional and national Graduate Scheme.

Whilst the PCT uses the NHS Jobs website to advertise most vacancies in line with most Trusts in the NHS it continuously reviews its recruitment procedures and processes and explores different solutions to encourage applications from the local community and ensure that it does not deliberately disadvantage any particular group.

NHS Trafford has declared itself a developing organisation in equality and diversity.