

## Workforce Race Equality Standard (WRES) Action Plan 2021-2022

Indicator	Narrative – the implications of the data and any additional background explanatory narrative	Action	Date to Complete	Responsible Party
<p><b>WRES Indicator 1 - Compare the data for white and BME staff:</b></p> <p>Percentage of staff in each of the AfC Bands 1-9 and VSM (including executive Board members) compared with the percentage of staff in the overall workforce.</p> <p>Percentage of staff in each of the AfC Bands 1-9 or Medical and Dental subgroups and VSM</p>	<p>As of 31 March 2021, staff from black and minority ethnic (BME)<sup>i</sup> backgrounds make up 2.7% of Somerset CCG's workforce.</p>	<p>Somerset CCG will continue to ensure that all recruitment opportunities are advertised in a range of locations, including NHS jobs, Twitter, Facebook and LinkedIn and the NHS Executive Jobs page for specific board-level opportunities.</p>	Ongoing commitment	Lydia Carmichael-Brown
	<p>The BME population of Somerset was estimated to be 2% in 2011 in the most recent census.</p>	<p>We will also ensure that we communicate these opportunities widely across Somerset, to meet those from ethnic minority backgrounds. This will include work undertaken through the System People Plan, in respect of increasing links with education and also through the Breaking Barriers work stream.</p>	Ongoing commitment	Marianne King
	<p>Whilst the data does not indicate a concern concerning the progression of BAME staff through the Agenda for Change bandings, it is recommended that the CCG continue to consider how to increase the number of BME staff joining and progressing through the organisation, particularly into roles at Band 8a and above.</p>	<p>Since the last WRES report, Somerset CCG has now updated our policy on internal advertisements of roles. All roles which are at Band 8a and above must be advertised externally to ensure that both internal and external candidates are able to compete for our more senior positions and supports the organisation in attaining the best talent available, supporting our aims for diversity and inclusion.</p>	Ongoing commitment	Lydia Carmichael-Brown
	<p>Looking specifically at medical</p>	<p>Somerset CCG's recruitment lead will attend an inclusive recruitment and career progression focus group, which seeks to understand and reduce the barriers to progression in the South West for BME staff.</p>	26 July 2021	Lydia Carmichael-Brown

<p>(including executive Board members) compared with the percentage of staff in the overall workforce</p>	<p>staff, there is a need to consider that GP appointments for the CCG must have an understanding of the primary care function within the county, which reduces opportunities for recruitment outside of the South West. This results in the pool of applicants more closely correlating with the BME population of Somerset of 2% than with other roles in Somerset CCG.</p>	<p>Finally, 4% of Somerset CCG staff are noted as having an undisclosed or blank ethnicity on the ESR system, from which this information is drawn.</p> <p>In order to ensure that accurate information is recorded for all staff, any staff who have a blank ethnicity reported will be approached to see if there is a desire to provide this information to support our equal opportunities monitoring.</p>	<p>1 September 2021</p>	<p>Lydia Carmichael-Brown</p>																								
<p><b>Indicator 2:</b> Relative likelihood of staff being appointed from shortlisting across all posts.</p>	<p>From 1 April 2020-31 March 2021, 192 white applicants applied to CCG vacancies and were shortlisted, of which 52 were appointed. Therefore 27.08% of all white applicants who were shortlisted were appointed.</p> <p>From 1 April 2020-31 March 2021, 33 BME applicants applied to CCG vacancies and were shortlisted, of which 5 were appointed. Therefore 15.15% of all BME applicants who were shortlisted were appointed.</p> <p>Therefore, within the period 1 April 2019- 31 March 2020, a white applicant was 1.8 times</p>	<p>Mandatory Equality and Diversity training to be renewed every 2 years has become a standard training requirement for all members of CCG staff. This includes all recruiting managers.</p> <p>In line with the WRES 2021 guidance, an analysis has been conducted at each stage in the recruitment process:</p> <table border="1" data-bbox="902 906 1677 1262"> <thead> <tr> <th>Stage</th> <th>Detail</th> <th>White</th> <th>BME</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Applicants rejected through longlisting</td> <td>17%</td> <td>16%</td> </tr> <tr> <td>2</td> <td>Applicants rejected through shortlisting</td> <td>39%</td> <td>53%</td> </tr> <tr> <td>3</td> <td>Shortlisted Applicants who withdrew</td> <td>7%</td> <td>8%</td> </tr> <tr> <td>4</td> <td>Applicants Rejected at Interview</td> <td>24%</td> <td>18%</td> </tr> <tr> <td>5</td> <td>Applicants Offered</td> <td>12%</td> <td>5%</td> </tr> </tbody> </table> <p>It is important to note that name blind application occurs within Somerset CCG. Therefore recruiting managers <b>do not</b> have access to candidate's names, race or any other demographic</p>	Stage	Detail	White	BME	1	Applicants rejected through longlisting	17%	16%	2	Applicants rejected through shortlisting	39%	53%	3	Shortlisted Applicants who withdrew	7%	8%	4	Applicants Rejected at Interview	24%	18%	5	Applicants Offered	12%	5%	<p>Ongoing commitment</p> <p>1 July 2021</p>	<p>Sophie Wainwright</p> <p>Sophie Wainwright &amp; Lydia Carmichael-Brown</p>
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	<p>more likely to be appointed at an interview than a BME candidate.</p> <p>Whilst this is improved from the 2019/2020 position, where continued action is needed to achieve parity.</p>	<p>data on applicants until stage 4, where interview takes place.</p> <p>At Stage 4 of the process, for interview, only the candidate names are shared with recruiting managers as part of their panel pack. No details of demographics or race are shared with recruiting managers at any stage of the recruitment process.</p> <p>To further support blind recruitment practices, referee detail will also be removed from shortlisting information to ensure that the only detail recruiting managers receive ahead of interview is directly in respect of the application detail required to assess competence.</p> <p>The use of recruitment agencies is limited within Somerset CCG, however for very specific roles executive agencies have supported recruitment practices. Where such engagements occur, details of the organisation's Equality and Diversity practices and policies will be reviewed ahead of commencement of work, to ensure a commitment to equal opportunities employment.</p>	<p>1 July 2021</p> <p>1 July 2021</p>	<p>Lydia Carmichael-Brown</p> <p>Marianne King</p>
<p><b>Indicator 3:</b> Relative likelihood of staff entering the formal disciplinary process, as measured by entry into a formal disciplinary investigation. This indicator will be based on data from a two year</p>	<p>No Somerset CCG staff were entered into a disciplinary process in 2020/2021.</p> <p>There is therefore no difference is determined between BME staff and white staff concerning the likelihood to be entered into a formal disciplinary process.</p>	<p>There is no further action recommended on this measure at this date.</p>	<p>N/A</p>	<p>N/A</p>

<p>rolling average of the current year and the previous year.</p>				
<p><b>Indicator 4:</b> Relative likelihood of staff accessing non-mandatory training and CPD.</p>	<p>12.5% of white employees accessed non-mandatory training courses and CPD on ESR and 12.5% of BME employees did so.</p> <p>This data contains all relevant training conducted on ESR alongside information from Digital Learning Solutions (an NHS digital skills provider), the Apprenticeship service, details of secondments and acting up and financial records to provide evidence of any funded CPD activity within the period examined. Therefore, the data provided is 2020/2021 is improved from the 2019/20 position.</p> <p>This noted, there is still not a centralised system to record CPD activity which is undertaken locally, is not recorded on ESR and which does not have an associated cost, this does present some issues in attaining a full data set.</p>	<p>Whilst the data does indicate that CPD and non-mandatory training access is equitable for white and BME staff, the following actions are noted to continue to support this position and to support the actions noted in WRES indicator 1 to increase access to posts above the 8a level.</p> <p>Somerset CCG proactively communicates training opportunities for the development of our BME staff members. All training opportunities which are available, for example apprenticeships, ESR courses etc. are shared via staff internal communications.</p> <p>A course catalogue booklet is currently being produced to provide a summary of learning opportunities which will be shared on the staff shared area.</p> <p>Somerset CCG will continue to consider how to improve recording of CPD and non-mandatory training data and it is anticipated that this will be further enabled by the introduction of ESR Manager Self-Service, which will allow individuals to update their own CPD records.</p> <p>We will also seek out national initiatives designed for the development of BME staff, for example the Stepping Up programme provided by the NHS Leadership Academy which aims to create greater levels of sustainable inclusion within the NHS by addressing the social, organisational and psychological barriers restricting BAME colleagues from progressing.</p>	<p>Ongoing commitment</p> <p>1 August 2021</p> <p>This project is currently on hold due to the ICS developments</p> <p>On recommendation of the programme, further to the</p>	<p>Sophie Wainwright</p> <p>Sophie Wainwright</p> <p>Sophie Wainwright</p> <p>Sophie Wainwright</p>

			relaxation of COVID-19 restrictions	
<p><b>Indicator 5:</b> The percentage difference between the organisations' Board voting membership and its overall workforce.</p>	<p>There are currently no BME members of staff who are members of the organisation's Board voting membership, this results in a difference of -2.7%.</p> <p>However, as the number of board members is small additional methods of gaining BME representation are recommended, in addition to those actions relating to recruitment described in the response to Indicator 1.</p>	<p>To ensure our BME colleagues can feed into our board, Somerset CCG has commenced a series of joint meetings, between the organisation's Equality and Diversity Steering Group and the Staff Member Forum, to which all BME staff were invited. These joint meetings were successful and now take place every 6 months.</p> <p>We are also actively seeking BME members of staff to join our Staff Member Forum permanently and, as part of the response to the 2020 National Staff Survey are seeking to ensure that the membership of this forum is representative.</p>	<p>Ongoing commitment</p> <p>1 December 2021</p>	<p>Jayne Chidgey-Clark (NED representative on the Staff Member Forum) and Wendy Grey (Chair of the Equality Steering Group)</p> <p>Marianne King</p>

**Progress against this action plan will be provided quarterly to the Governing Body, to provide accountability and evidence of action on these measures at a senior level.**

Action plan approved by ..... on behalf of Somerset Clinical Commissioning Group's Governing Body.

Signed:.....

Date:.....

<sup>i</sup> Please note, the abbreviation BME is used within this report to represent staff with a black and minority ethnic background, as per the June 2021 Technical Guidance for the NHS Workforce Race Equality Standard (WRES).