

## Monitoring: Part 1

### Section 6: Monitoring

This section comprises of 7 questions and examines how the organisation monitors its employees. The questions scrutinise data collection methods, analysis and outcomes. This section is worth 11% of your total score.

**Below each question you can see guidance on content and evidence. At any point, you may save and exit the form using the buttons at the bottom of the page.**

**Please ensure that no personally identifiable information is contained in your answers or evidence.**

#### **6.1 Does the organisation gather data on employee sexual orientation on diversity monitoring forms and/or systems?**

**GUIDANCE:** If you collect data on multiple systems, you should paste the question/s and options you ask on the majority of the systems. In the text box, explain what proportion of systems the question is used on.

Yes

#### **Copy and paste the question/s you ask and options staff can select:**

Data equality monitoring for staff is collected through the Electronic Staff Record system which applies on an All Wales basis across the NHS. The Extract below taken from 2017 Annual Workforce Annual report (percentages excluded from this extract) outlines the options available for identifying sexual orientation on the ESR system

HDUHB Sexual Orientation (choose from drop down menu)

Heterosexual Gay

Lesbian Bisexual

Not Disclosed Unknown

Grand Total 100.00%

## 6.2 Does the organisation gather data on whether employees are trans and/or non-binary on diversity monitoring forms and/or systems?

**GUIDANCE:** If you collect data on multiple systems, you should paste the question/s and options you ask on the majority of the systems. In the text box, explain what proportion of systems the question is used on.

No

## Monitoring: Part 2

### 6.3 Does the organisation monitor and analyse from application to appointment the success rate of LGBT applicants? Yes

**GUIDANCE:** This refers to external appointments to the organisation and comparing applicant diversity forms to new starter diversity forms.

### Upload the most recent data showing analysis of application to appointment by sexual orientation and trans identity:

please be aware only **one** file is allowed per answer

<https://stonewallsubmit.fluidreview.com/resp/110386641/qhPdF58TnG/>

### Describe who the analysis is seen by and action taken:

The information is published as part of the Health Board's Annual Equality Report and is passed through Workforce and Organisational Development Committee and Board. It is produced by the Workforce Information Department and is available to Human Resources Managers and all managers and staff across the Health Board to inform action in relation to monitoring recruitment activity, examining diversity of workforce, examining emerging trends in relation to grievance and disciplinary actions and other workforce monitoring.

**6.4 Does the organisation monitor and analyse through a HR system, the spread of LGBT people at different pay grades and/or levels?** Yes

**GUIDANCE:** The system of data collection cannot be through an anonymous staff satisfaction survey.

**Upload the most recent data showing analysis of pay levels and grades:**

please be aware only **one** file is allowed per answer

<https://stonewallsubmit.fluidreview.com/resp/110386641/E6LLTx1rRs/>

**Describe who the analysis is seen by and action taken:**

The information is published as part of the Health Board's Annual Equality Report and is passed through Workforce and Organisational Development Committee and Board. It is produced by the Workforce Information Department and is available to Human Resources Managers and all managers and staff across the Health Board to inform action in relation to equal pay monitoring.

**6.5 When running staff satisfaction surveys, does the organisation break down and analyse the satisfaction of LGBT employees?** Yes

**GUIDANCE:** This can be through collecting diversity data on a staff satisfaction survey.

**Upload the most recent staff satisfaction data:**

please be aware only **one** file is allowed per answer

<https://stonewallsubmit.fluidreview.com/resp/110386641/rwRkmECJWL/>

**Describe who the analysis is seen by and action taken:**

The information is available to Human Resources Managers and all managers and staff across the Health Board, including members of the Health Board's Bullying and Harassment Steering Group to inform action in relation to staff satisfaction. Hywel Dda results

<https://www.youtube.com/watch?v=kMnhyzQdzrs>

## Monitoring: Part 3

### **6.6 What proportion of employees have answered the monitoring question asked in 6.1?**

**Tick one**

**GUIDANCE:** The proportion should **not** include those who prefer not to say and should be from an HR system, not an anonymous staff survey.

50-59%

### **Upload reports or data demonstrating the declaration rate:**

please be aware only **one** file is allowed per answer

<https://stonewallsubmit.fluidreview.com/resp/110386641/Uaa2UBukXA/>

### **Provide a brief description of the report you have uploaded:**

The report is produced on an annual basis by our Workforce Information Department as part of the Health Board's Annual Equality Report and shows figures as at 31 March each year. The information on equality data monitoring, including sexual orientation, is collected from the Health Board's Electronic Staff Record system, which is in place across the NHS in Wales. The Health Board has rolled out a system of self-service, whereby staff can enter their own details.

### **6.7. What proportion of employees have answered the monitoring question asked in 6.2?**

**Tick one**

**GUIDANCE:** The proportion should **not** include those who prefer not to say and should be from an HR system, not an anonymous staff survey.

We do not monitor

**The following question is not scored.**

### **6.8. Do you analyse differences in staff satisfaction levels between different LGBT identities?**

No

**Describe who the analysis is seen by and what action is taken.**

Type here...