

Workforce Committee

Annual Workforce and Demographic Report

June 2025

Introduction

- The purpose of this report is to provide, for information, a high level overview of the Trust's workforce and how this has changed over time.
- June 2019 was used for comparisons to provide a significant period of time, 6 years, and to avoid periods which would have been significantly impacted by the Covid 19 pandemic.
- The report is designed to help us understand risks and issues relating to our workforce and to understand the impacts of our work to build an inclusive workforce, representative, at all levels, of our community and patients.
- It is hoped this report is also helpful to Workforce Committee by evidencing the scale and complexity of our organisation and assisting the committee to fulfil its assurance role.
- This report takes information from various sources and it should be noted that the Financial General Ledger and the Electronic Staffing Record (ESR) categorise staff differently and have different units of measurement. A glossary for the staff groups is provided at pages 31.
- Unless otherwise stated:
 - all information in this report is up to June 2025 and June 2019 has been used for all comparisons.
 - all data from ESR excludes bank workers and honorary employees and, where possible, LTHT employees hosted on behalf of other organisations/bodies unless stated otherwise.
 - Band 2 is inclusive of staff who have elected to remain on Band 1 and the closed apprenticeship payscale.

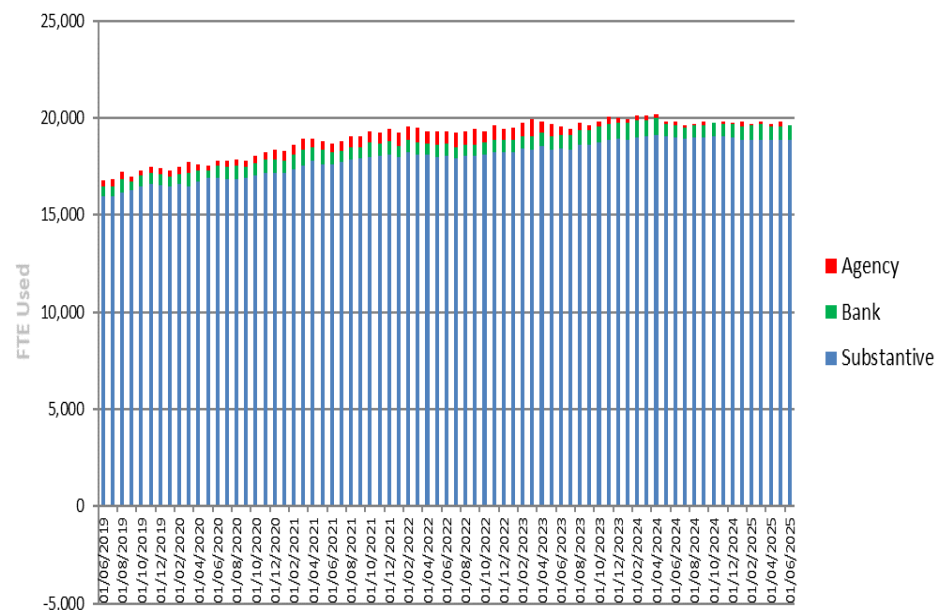
Executive Summary

- **Staff in Post**
- There has been an increase in FTE Used from June 2019 to June 2025 of 16.4% (2,766 FTE). There has, however, been a slight decrease, year on year compared to June 2024, of –1% (-206 FTE).
- Some staff groups have reduced substantive FTE year on year compared to June 24: Nursing (-178 FTE – most of this is non-registered nursing); AHPs (-22 FTE); Other Support Staff (-40 FTE) and Admin & Clerical (-112 FTE).
- **Age**
The number of staff in the 45-54 age bracket has not changed significantly since 2019 however the distribution has changed due to rises in the 35-44 and 55-64 brackets.
- **Ethnicity**
Representation of BME staff in the overall workforce has increased over the last five years staff and is higher than in the population of Leeds.
- **Gender**
The gender profile of workforce is relatively unchanged with females representing circa ¾ of the workforce, however, the proportion of males in the workforce continues to increase with seniority.
- **Disability**
Representation in the workforce is lower than local population and data quality issues persist.
- **Sexual Orientation**
The Trust's workforce is generally representative of local population.
- **Religion**
The Trust's workforce is generally representative of the religions of the local population, with the exception of Christianity.
- **Less Than Full Time Working**
- The proportion of less than full time working has been increasing steadily but slowly over the last 3 years. the proportion of males working less than full time has increased faster than females.
- **Bank Workers, Honorary Employees & Hosted Employees**
We have seen growth in our bank workers since our nurse bank was brought in-house in 2021.

Section2 – Staff in Post

Staff in Post - All Staff (FTE)

Source Financial Ledger



Employed staff in post by staff group

Source ESR

	30/06/2019		30/06/2025		Change	
	FTE	Headcount	FTE	Headcount	FTE %	HC %
Allied Health Professionals	921.51	1066	1309.08	1515	43.38%	41.93%
Nursing and Midwifery Registered	3941.19	4407	4897.20	5482	23.63%	23.05%
Additional Clinical Services	2784.64	3108	3283.84	3743	23.32%	24.36%
Medical and Dental	2071.15	2543	2622.61	3158	23.22%	20.64%
Healthcare Scientists	688.35	750	824.76	915	18.30%	19.47%
Administrative and Clerical	3111.64	3446	3473.60	3871	15.44%	14.83%
Estates and Ancillary	1511.27	2040	1557.34	2149	5.50%	8.73%
Add Prof Scientific and Technic	903.16	1020	861.27	994	-4.49%	-3.43%
Total	15932.91	18380	18829.70	21827	19.52%	19.29%

What the data is telling us:

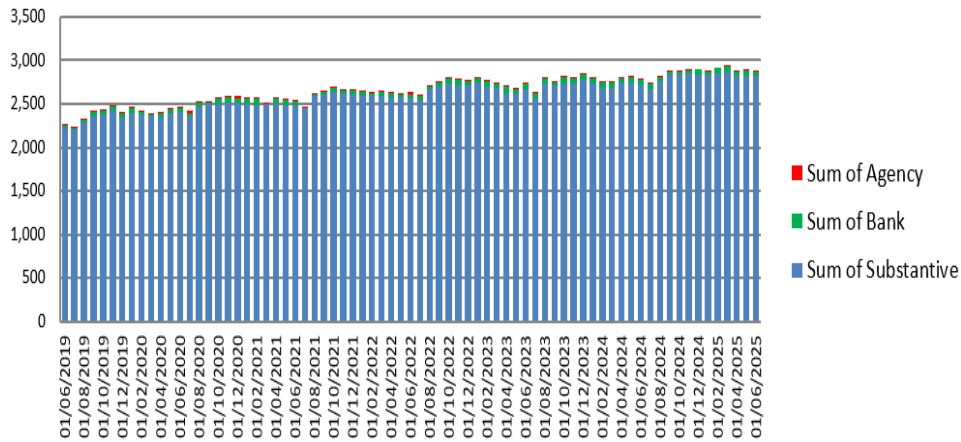
- There has been an increase in FTE Used from June 2019 to June 2025 of 16.4% (2,766 FTE). There has, however, been a slight decrease, year on year compared to June 2024, of -1% (-206 FTE).
- Allied Health Professionals FTE increased (and Scientific and Technical reduced) by 250 in January 2021, however, this was due to a re-coding of ODPs from the Professional & Technical staff group to the AHP staff group in ESR. This was not an overall increase. This was referenced in the report last year.
- The graphs on the pages below show an increase in overall FTE used for most staff groups from 2019. Some staff groups have reduced substantive FTE year between June 24 and June 2025; Nursing (-178 FTE – most of this is non-registered nursing), AHPs (-22 FTE), Other Support Staff (-40 FTE) and Admin & Clerical (-112 FTE).

Section 2 – Staff in Post

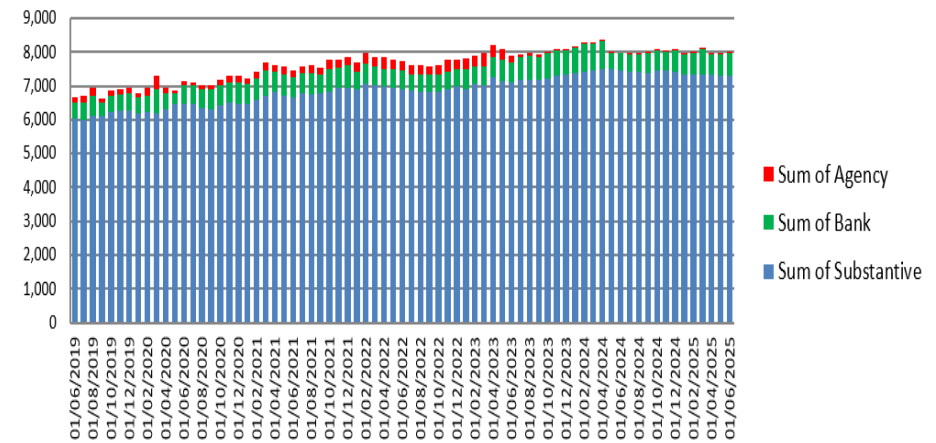
Staff in Post by Staff Group (FTE)

Source Financial Ledger

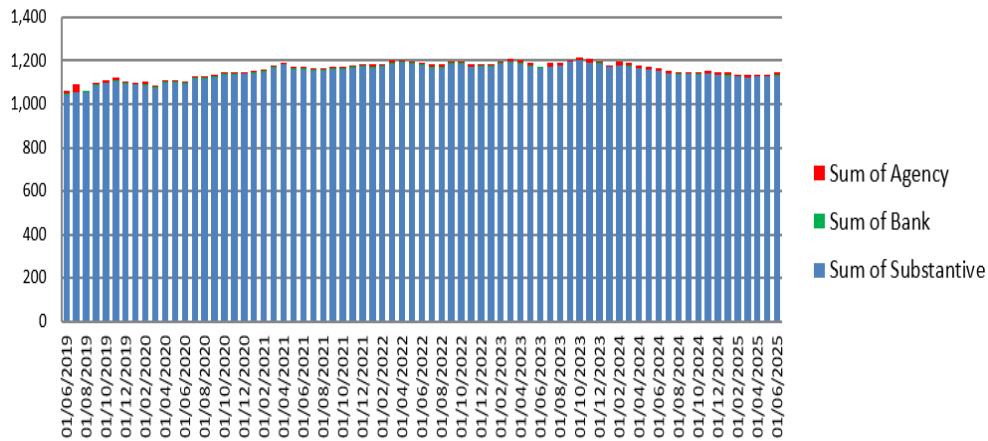
Medical Staff



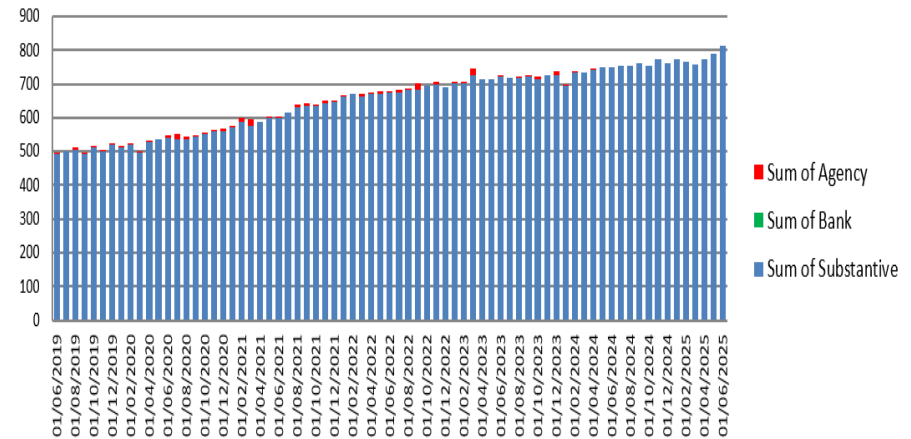
Nursing Staff



AHPs

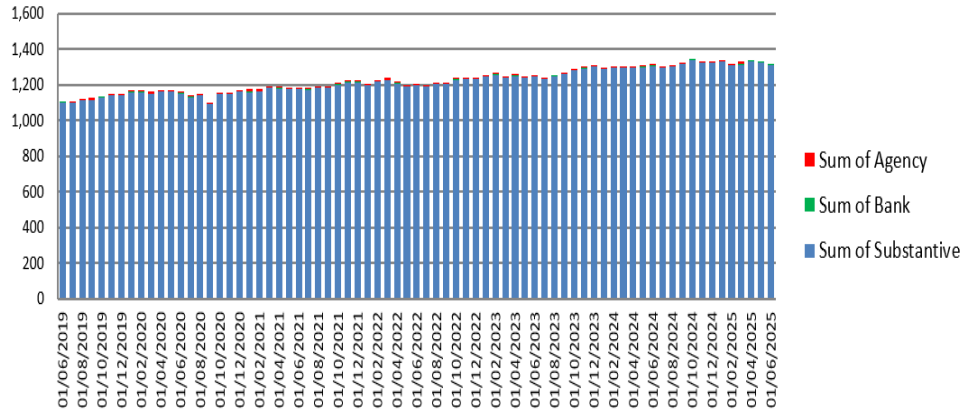


General and Senior Managers

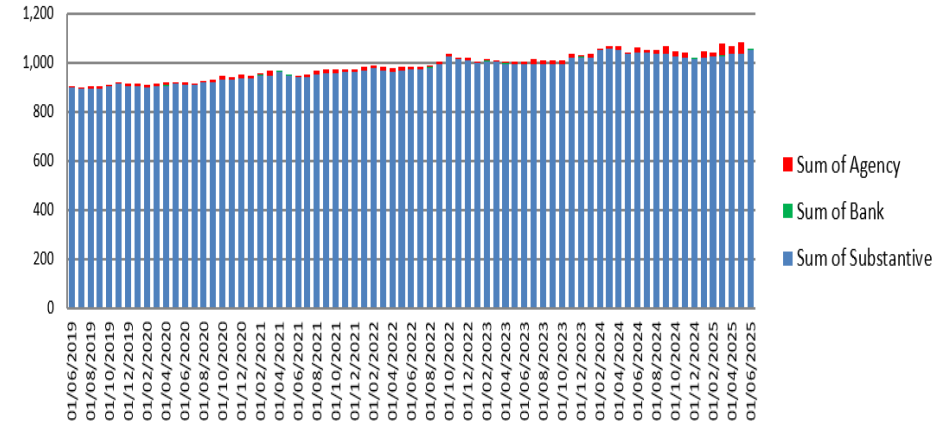


Section 2 – Staff in Post

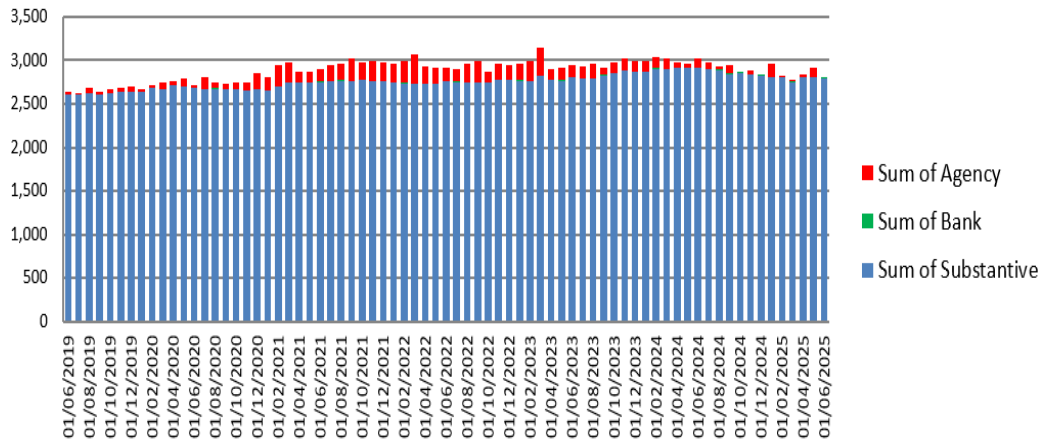
Professional & Scientific



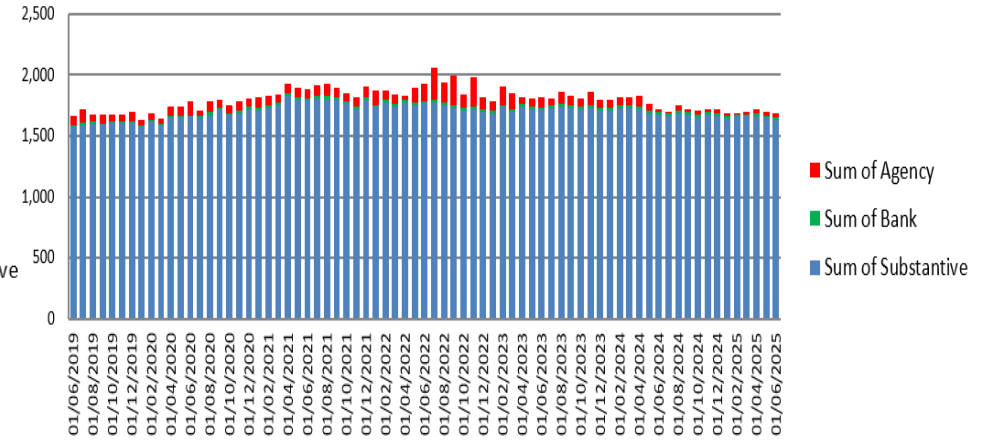
Professional & Technical



Admin & Clerical



Other Support Staff

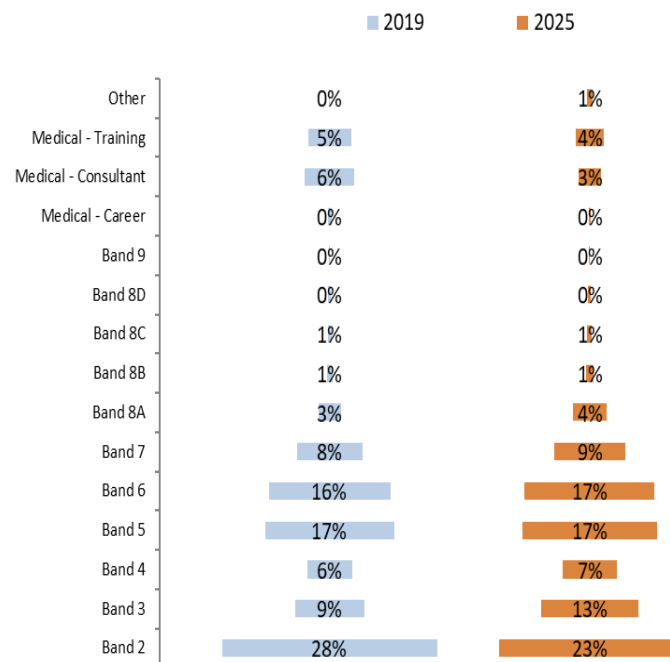


Section 2 – Staff in Post

Staff in Post by Band/Grade

Source ESR

Band/Grade	FTE		% Change
	01/06/2019	01/06/2025	
Other	24.0	18.4	-23.4%
Medical - Consultant	925.9	1100.0	18.8%
Medical - Career	48.7	65.0	33.5%
Medical - Training	923.2	1122.8	21.6%
Band 9	13.2	22.2	67.8%
Band 8D	57.2	66.9	17.1%
Band 8C	88.6	114.8	29.6%
Band 8B	130.3	191.0	46.6%
Band 8A	480.2	797.9	66.2%
Band 7	1335.7	1636.5	22.5%
Band 6	2516.2	3020.2	20.0%
Band 5	2707.0	3337.8	23.3%
Band 4	938.2	1233.7	31.5%
Band 3	1473.5	2211.9	50.1%
Band 2	4101.7	3557.7	-13.3%



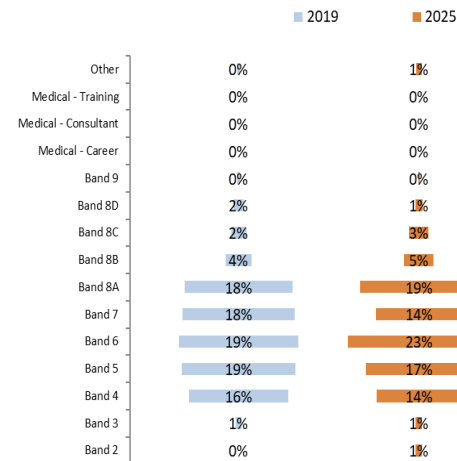
What the data is telling us:

- The graph shows the overall percentage of the entire workforce.
- The table shows there has been significant percentage growth in the Medical Career Grades, Band 9 and also at band 8A. A contributory factor of the Band 8A growth has been an increase in Advanced Care Practitioners.
- There has been significant growth at Band 3. This is partially due to the re-banding of some Clinical Support Workers from band 2 to band 3 and a focused recruitment campaign at Band 3 CSWs.
- We noted in last year's report the significant changes at bands 2, 3 and 9 between 2019 and 2024. The reduction in band 2 has continued since 2024, but there have been no significant changes at bands 3 and 9 since 2024.

Section2 – Staff in Post

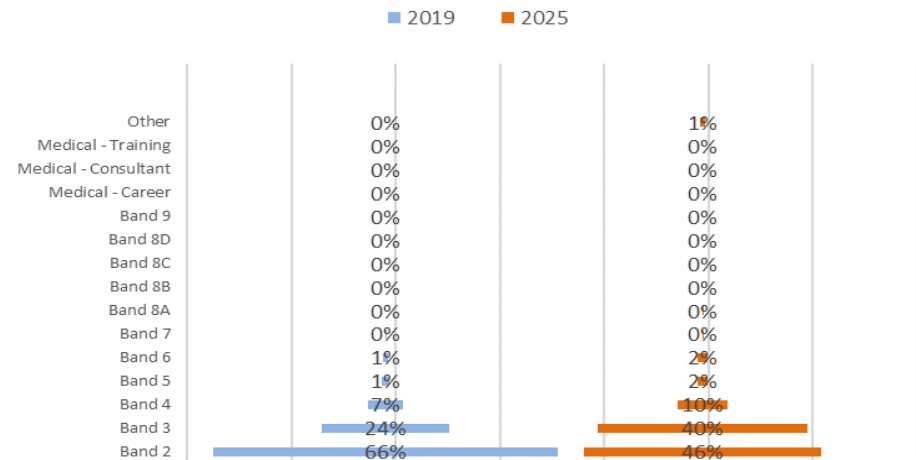
Staff in Post - Band Profiles by Staff Group Source ESR

Additional Professional & Scientific Staff

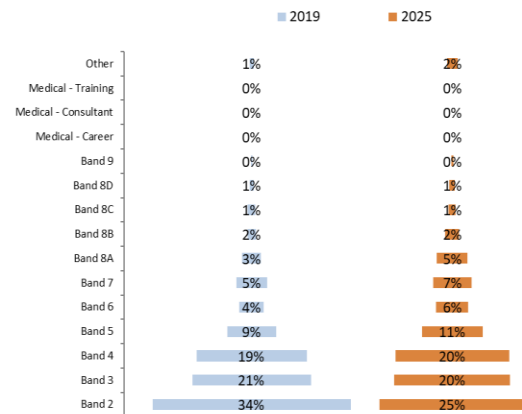


Additional Clinical Services

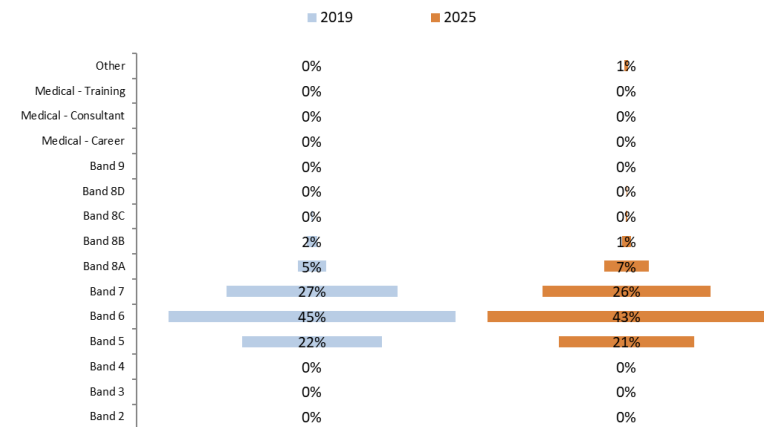
There has been a re-banding of Band 2 Health Care Support Worlkers to Band 3.



Administrative & Clerical

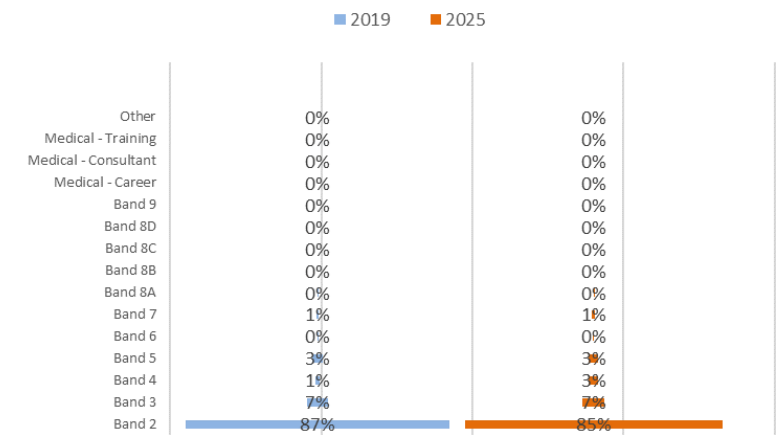


Allied Health Professionals

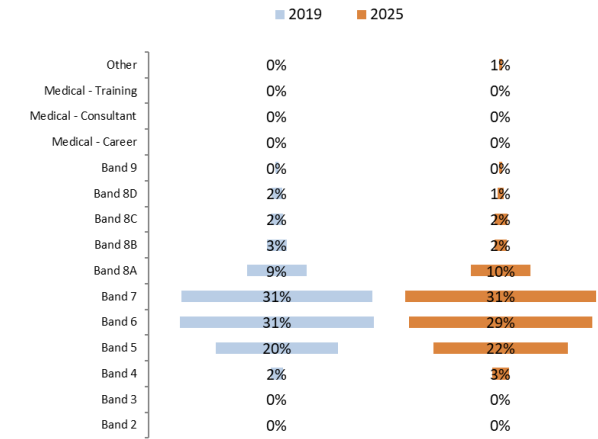


Section 2 – Staff in Post

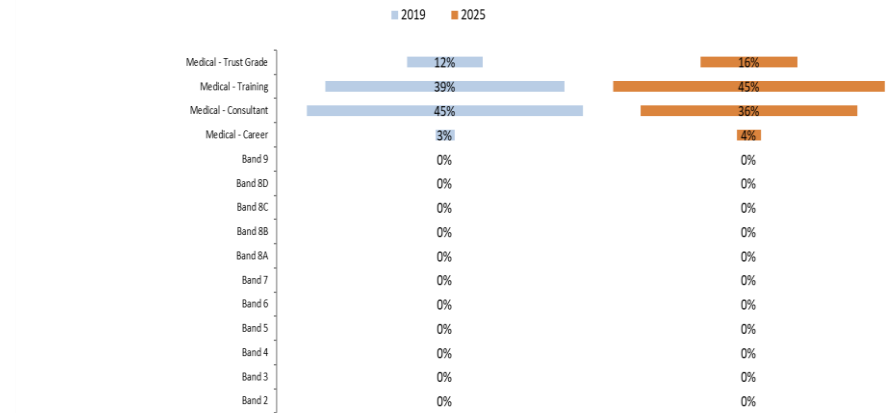
Estates & Facilities



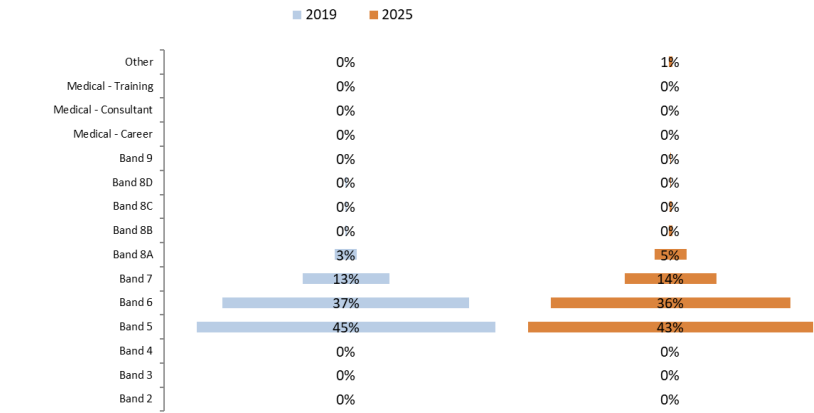
Healthcare Scientists



Medical & Dental



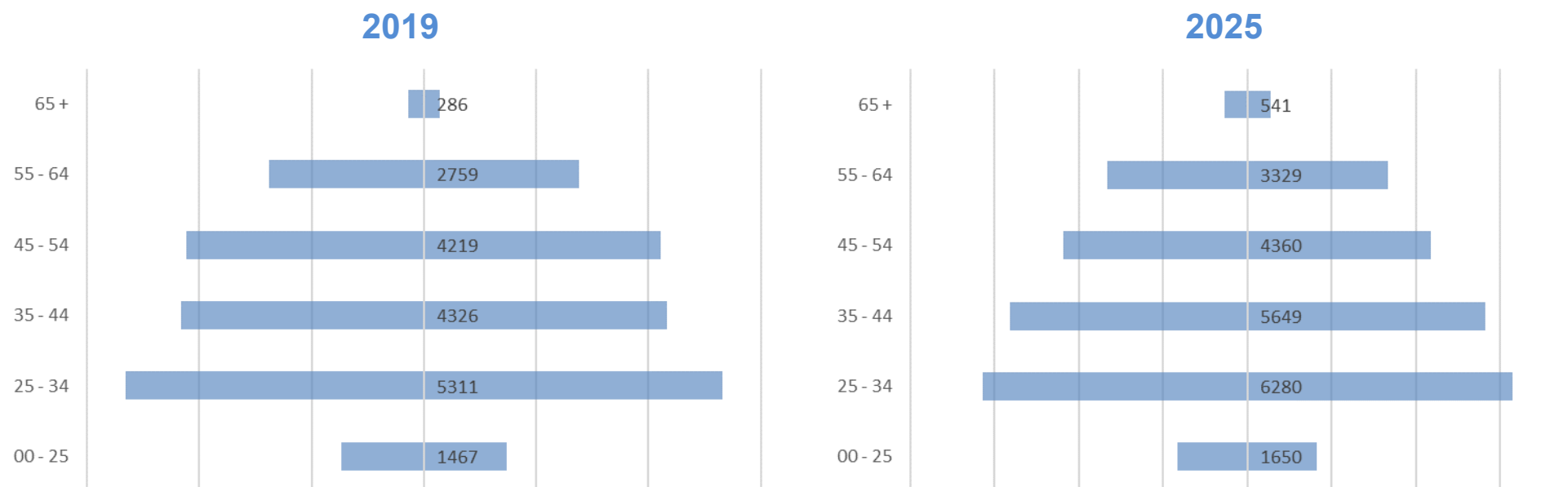
Nursing & Midwifery Registered



Section 3 - Age

Age - All Staff by headcount

Source ESR



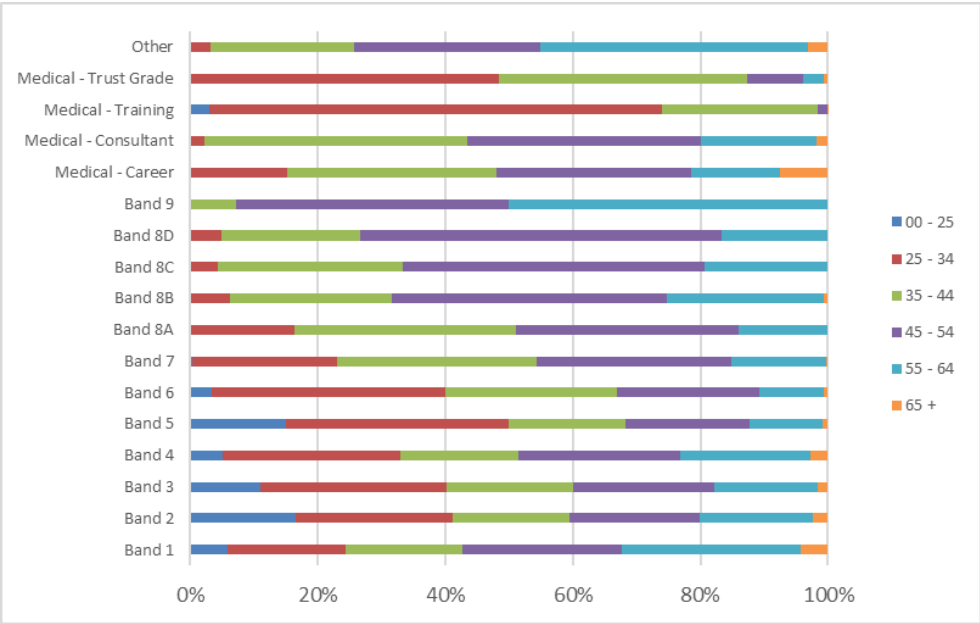
What the data is telling us:

- The number of staff in the 45-54 age bracket has not changed significantly since 2019 however the distribution has changed due to rises in the 35-44 and 55-64 brackets.
- There has been an increase in the number of staff aged 65+ from 286 to 541. Due to increasing pension flexibilities, we are likely to see a continuing growth in the 65+ workforce.

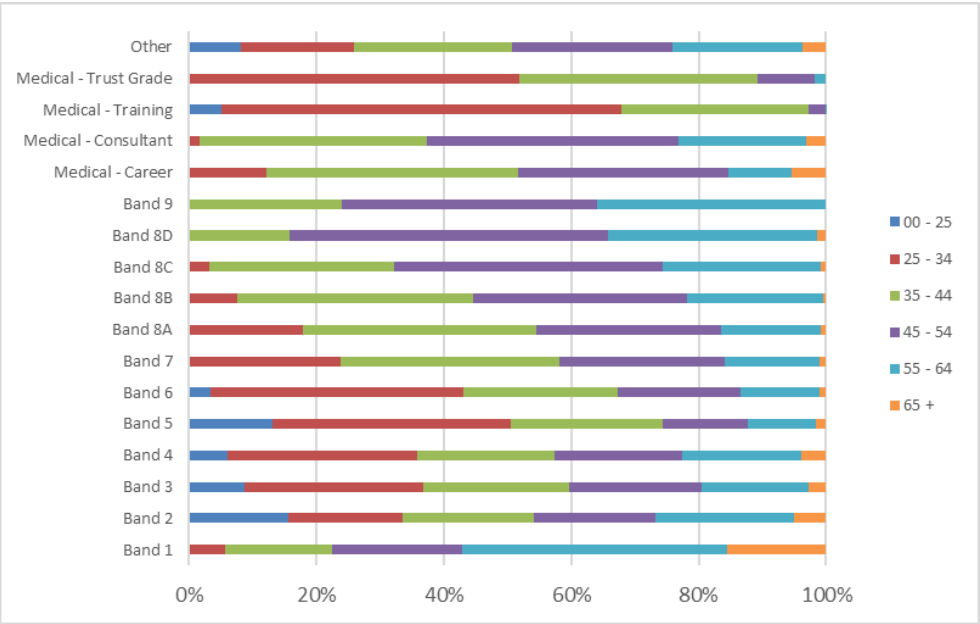
Section 3- Age

Age Profile by Band

2019



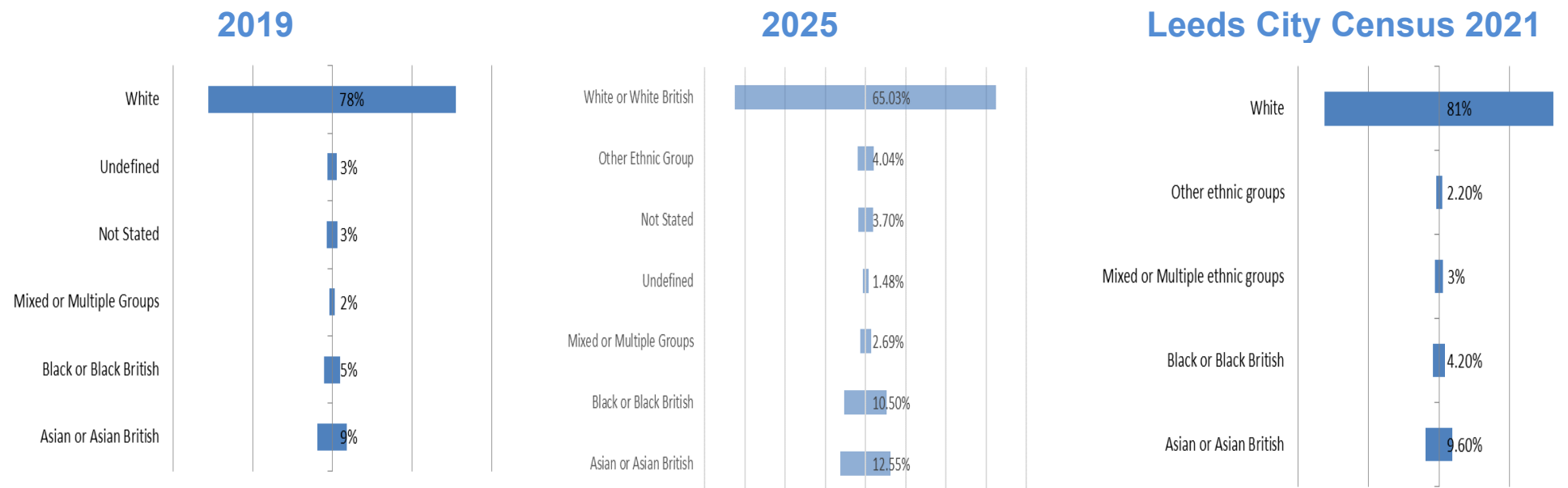
2025



Section 4 - Ethnicity

Ethnicity - All staff by headcount

Source ESR and Census



Note:

- Undefined means no ethnicity is recorded in ESR – this has decreased from 3% to 1.48%. Following the migration to the new NHS Jobs site, the requirement to identify ethnicity on an application is no longer mandatory and, therefore, did not pull through to ESR. We have put measures in place via the Trust's Onboarding system to ensure that this is captured which means there will be an improvement in this data going forward. The Not Stated / Prefer not to say option remains.
- The proportion of white staff has declined over the period with an increase in Black or Black British and Asian or Asian British staff. This is also shown in the staff group breakdown below across all staff groups.

Section 4 - Ethnicity

Ethnicity By Staff Group

Source ESR



Section 4 - Ethnicity

Ethnicity By Band/Grade

Source ESR



What the data is telling us:

- Representation of BME staff in the overall workforce has increased over the last five years staff and is higher than in the population of Leeds.
- BME representation is highest in the Medical & Dental Staff Group.
- BME representation has increased in Additional Clinical Services and Estates and Ancillary staff groups which are less dependent on recruitment into academic institutions.
- The numbers and percentage of BME staff at LTHT have increased in every staff group and grade since 2019, however, whilst BME representation in leadership roles has increased since 2019, the increase is not comparable with the increased diversity of the workforce
- The 'other' staff group are staff on spot salaries, VSMs and NEDs.

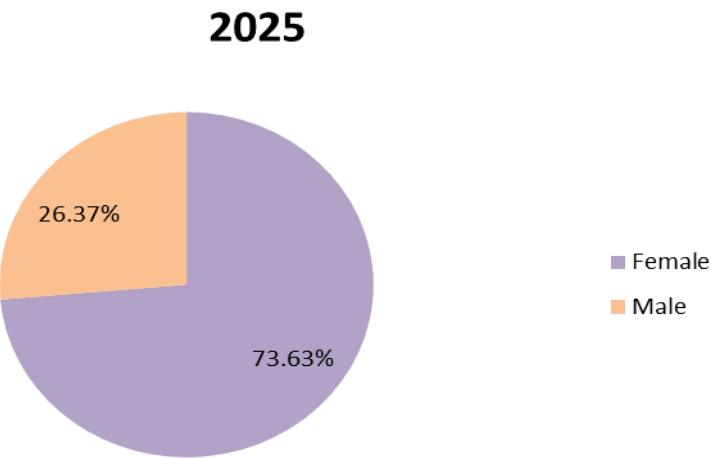
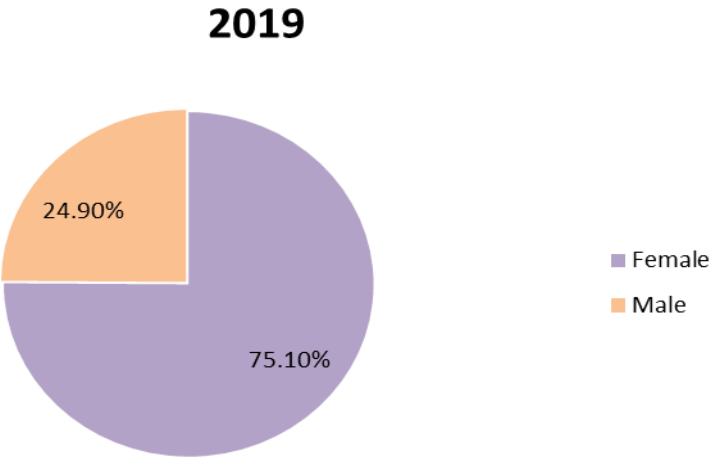
Section 4 - Ethnicity

Actions we are taking:

- Positive action programmes to support BME Staff with career progression, including into Leadership Roles.
- Inclusive Recruitment Training for everyone involved in recruitment process to support the newly introduced LTHT Recruitment & Selection Policy.
- Method of identifying individuals joining the Trust from overseas (outside of a cohort process) is in place and is monitored for impact alongside the review of managers guide to support the induction of staff from overseas.

Gender– All staff by headcount

Source ESR

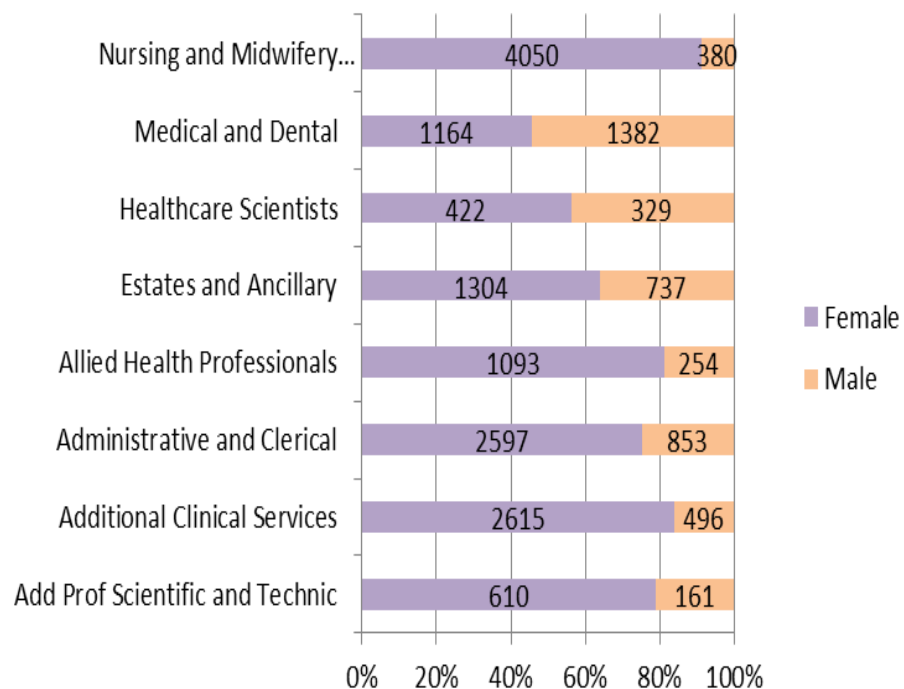


Note: Male/Female are the only genders held on the national ESR system.

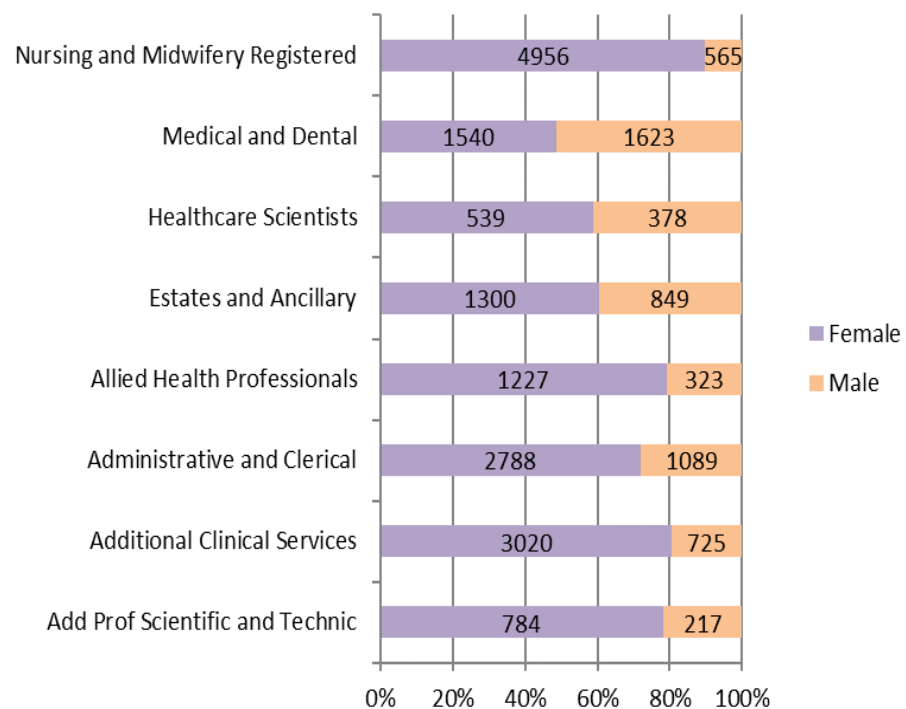
Section 5 - Gender

Gender Profile by Staff Group

2019

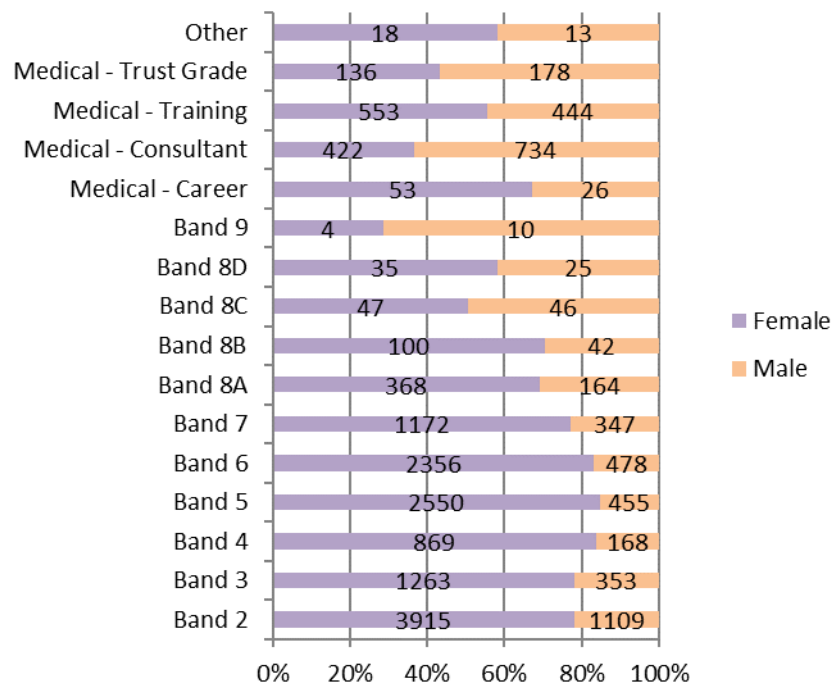


2025

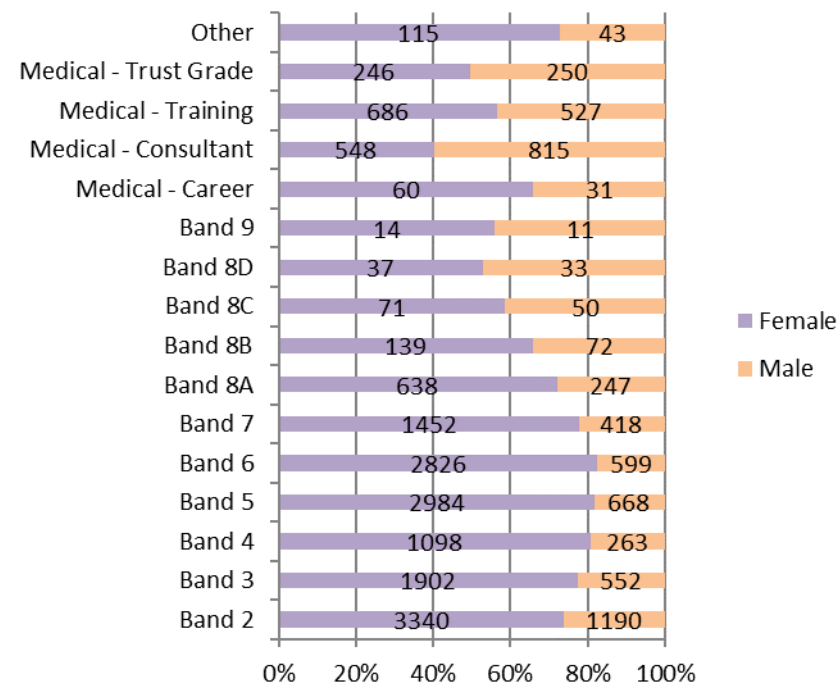


Section 5 - Gender

Gender Profile by Band Source ESR 2019



2025



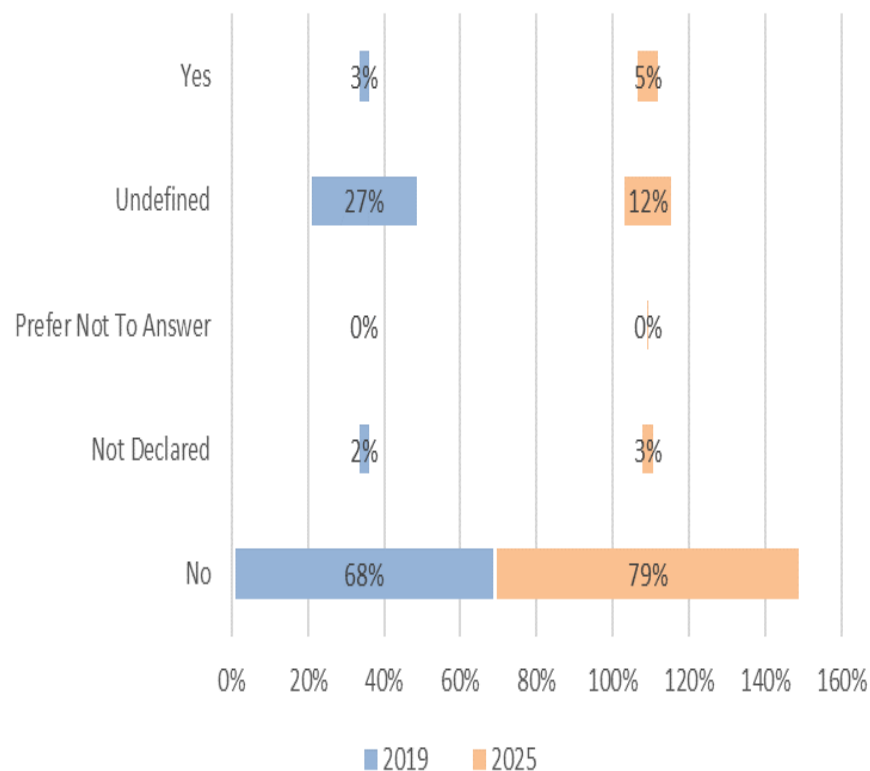
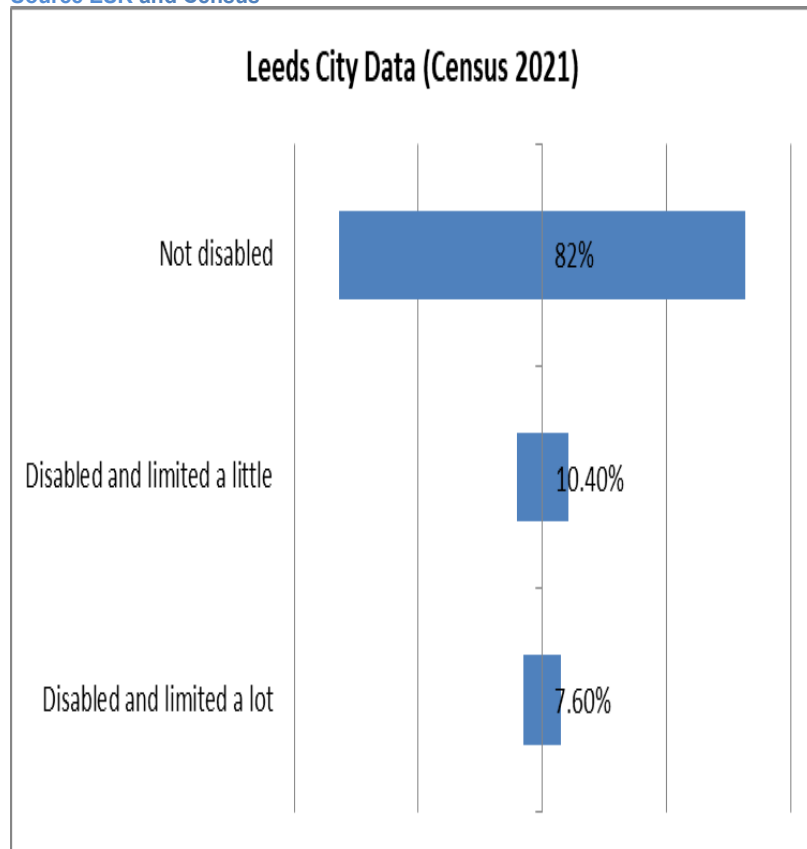
What the data is telling us:

- The overall gender profile of the Trust has not varied significantly in the last five years.
- The proportion on males is lowest in the Nursing & Midwifery ESR staff group
- Generally, proportion of males in the workforce increases with seniority and this continues to be the case, however, the proportion of females at band 9 and band 8c is more representative in 2025 than in 2019.

Section 6 - Disability

Disability – All staff by headcount

Source ESR and Census



- We do not know the disability status of approximately 16% of our workforce with 15% falling under the 'Undefined' and 'Undeclared' categories where staff have not provided a response and 1% falling under the 'Prefer Not To Say'.
- We continue to be under represented with staff who declare as disabled compared to the Leeds City Data Census.

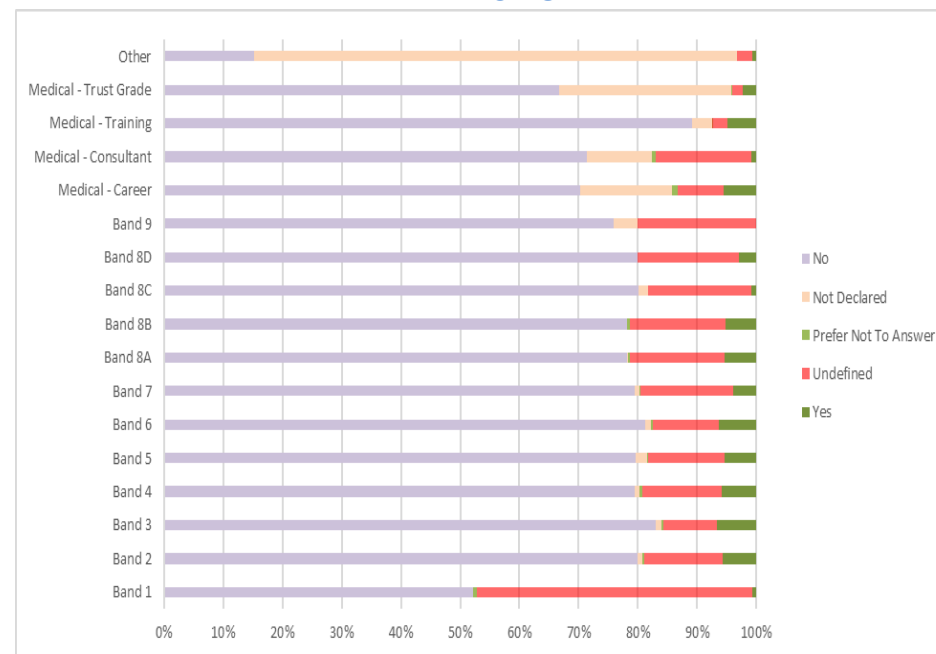
Section 7 – Sexual Orientation

Disability by Band/Grade

2019



2025



What the data is telling us:

- Representation of workforce lower is than general population but while data quality has improved from 2019, we still do not know the disability status of a large number of our staff.
- The 'undefined' category is an absence of data whereas the other options are from a pre-determined list in ESR. Less than 5 staff have selected the 'Prefer not to Answer' option which is different from the 'Not Declared' option.
- Whilst staff have the ability to update this data in ESR, this data is generally captured at appointment and may not be refreshed as an individual's circumstances change. Therefore, even where data is held, it may not be current.

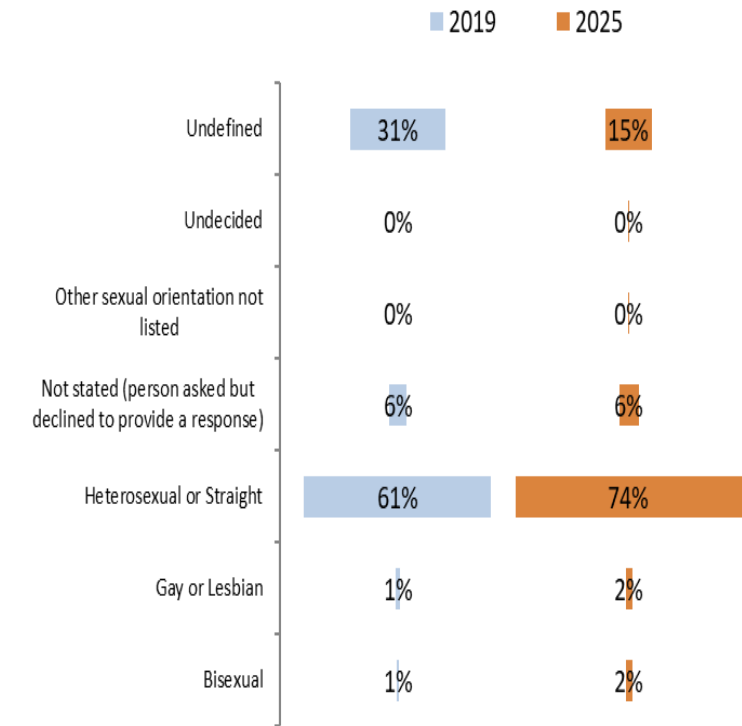
Actions we are taking:

- Working with the Disabled Staff Network to promote the purpose and uses of staff data, to encourage staff to complete and / or update their ESR declarations to improve data quality.

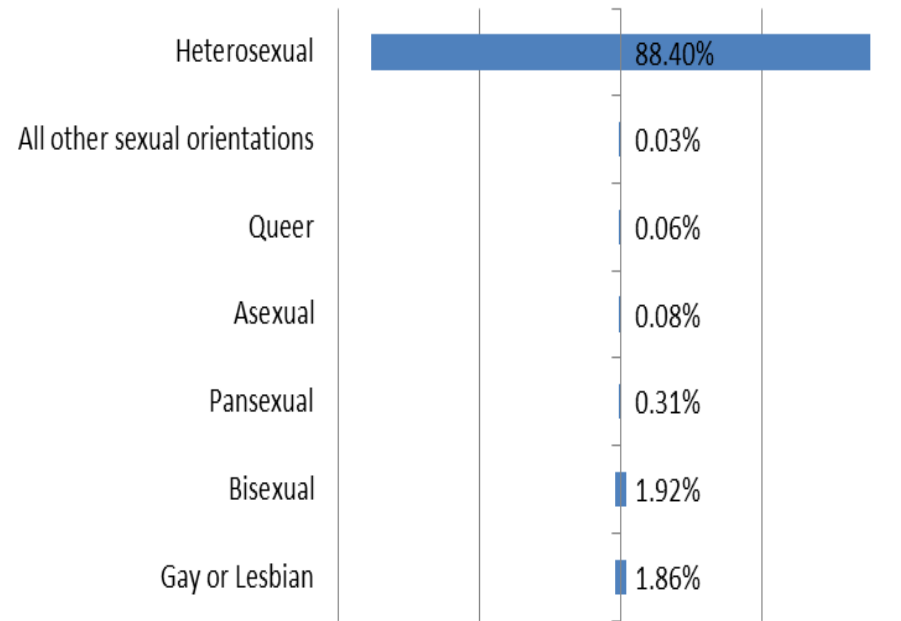
Section 7 - Sexual Orientation

Sexual Orientation – All staff by headcount

Source ESR and Census

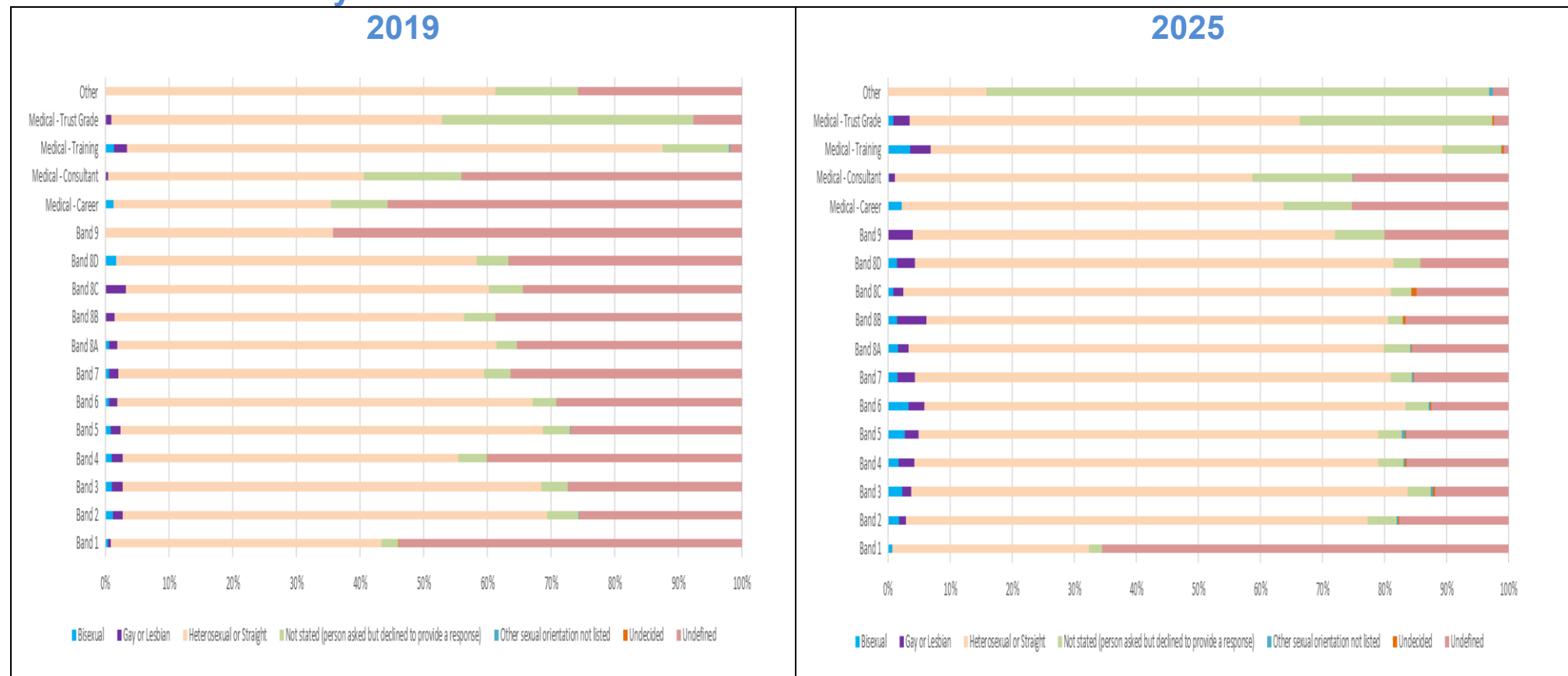


Leeds City (Census 2021)



Section 7 – Sexual Orientation

Sexual Orientation by Band/Grade



What the data is telling us:

- The proportion of undefined has reduced significantly since 2019 but remains at 15% overall.

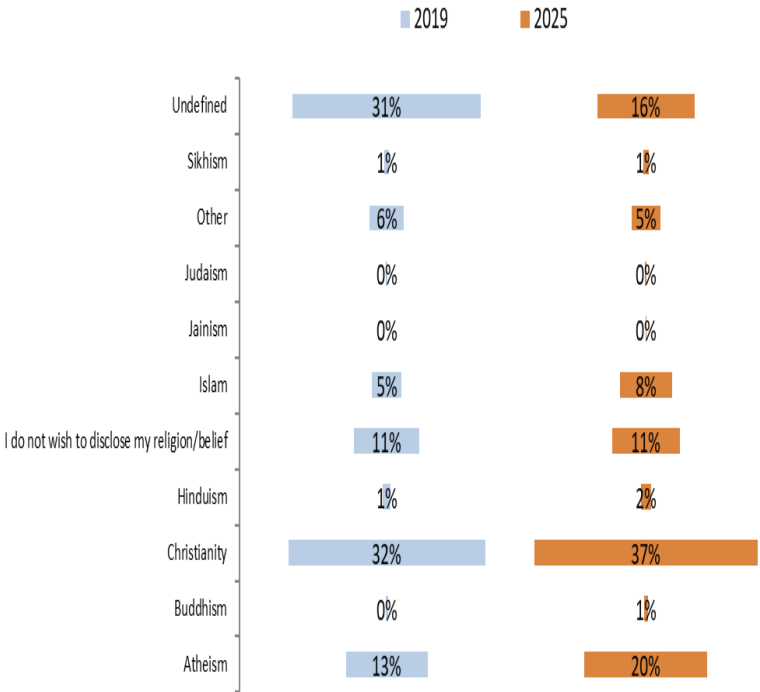
Actions we are taking:

- Working with the LGBT+ Staff Network to promote the purpose and uses of staff data, to encourage staff to complete and / or update their ESR declarations to improve data quality.

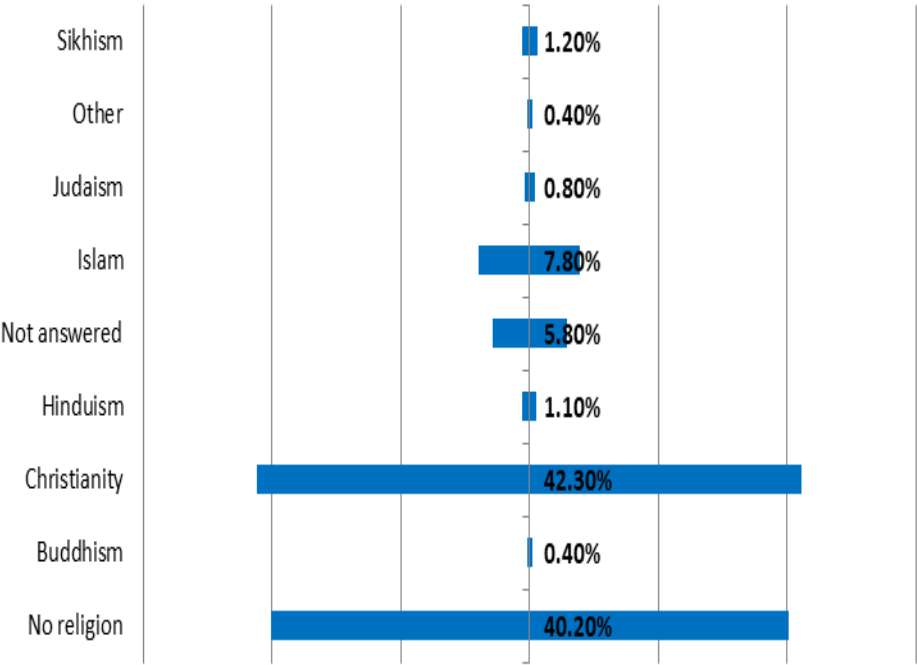
Section 8 - Religion

Religion – All staff by headcount

Source ESR and Census

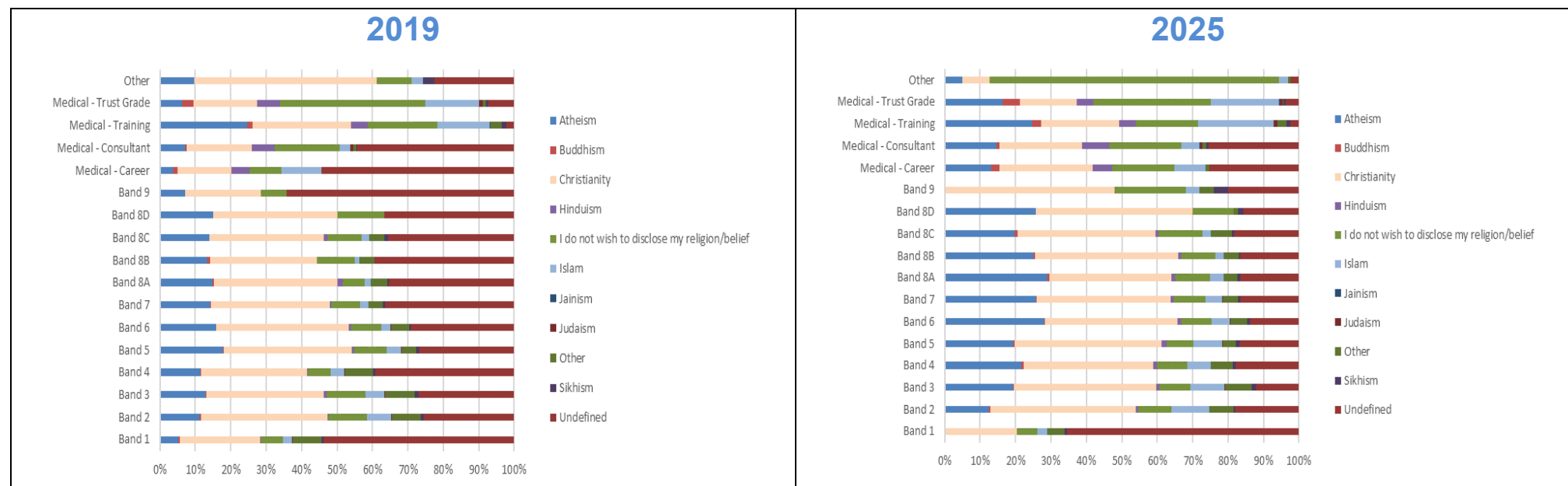


Leeds City Population (2021 Census)



Section 11 –Glossary

Religion by Band/Grade



What the data is telling us:

- For religions where it shows 0%, there are employees of those religions, the 0% is a rounding of the percentage.
- The proportion of undefined has reduced significantly since 2019 but remains at 16% overall.
- All religions other than Christianity are largely representative of the Leeds population.
- There is representation from a range of religions at senior levels with the exception of no Atheists at band 9.

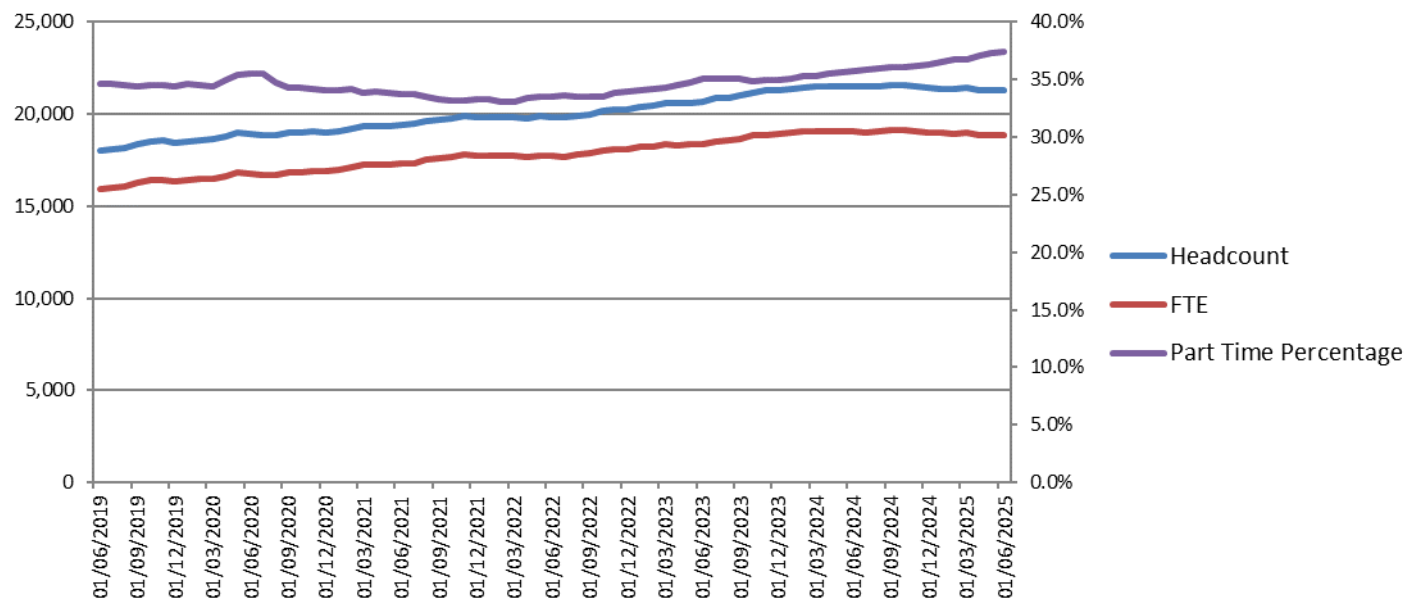
Actions we are taking:

- Working with the Faith and Belief Staff Network to promote the purpose and uses of staff data, to encourage staff to complete and / or update their ESR declarations to improve data quality.

Section 9 - Less Than Full-time Working

Less Than Full- Time Working – All staff by headcount

Source ESR



What the data is telling us:

- There was a slight downward trend in less than full-time working during 2021 but since the percentage of part-time workers has increased very slowly and consistently.
- There has been an increase in the proportion of less than full time working in medical and dental staff. The increase in medical trainees working less than full time will be linked to the changes introduced nationally by HEE (now NHSE) that relaxed the eligibility requirements for less than full time working for trainees.

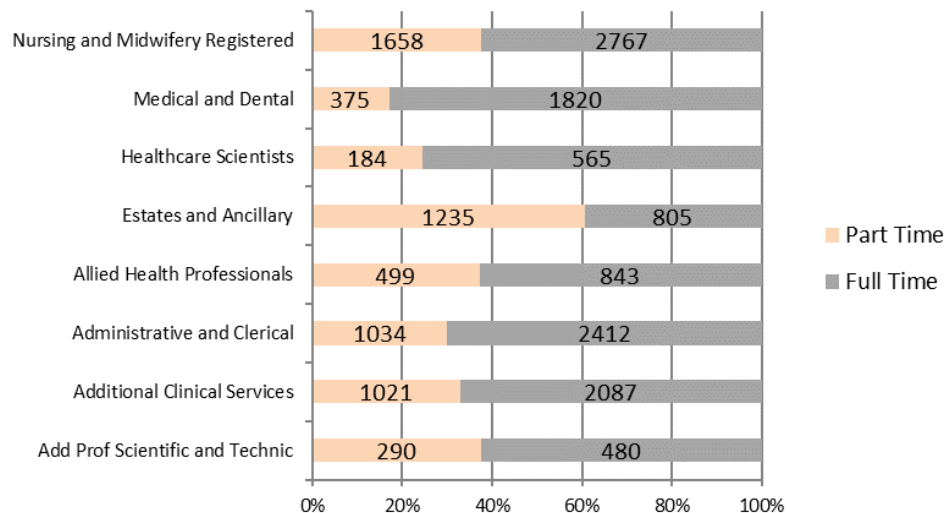
Action being taken:

- Our refreshed Flexible Working Guidance was published in May 2024 and provides a range of support and advice for both managers and employees.

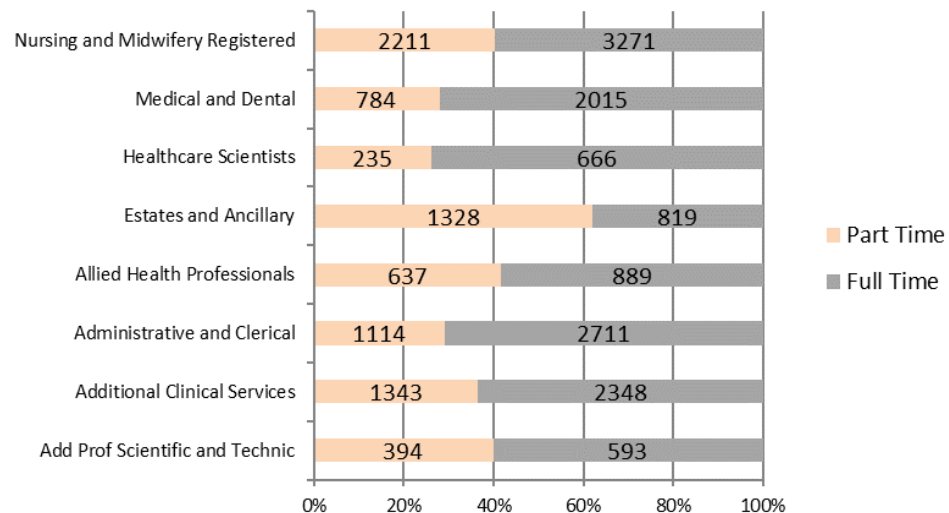
Section 11 –Glossary

Proportion of Less Than Full-Time Working by Staff Group

2019



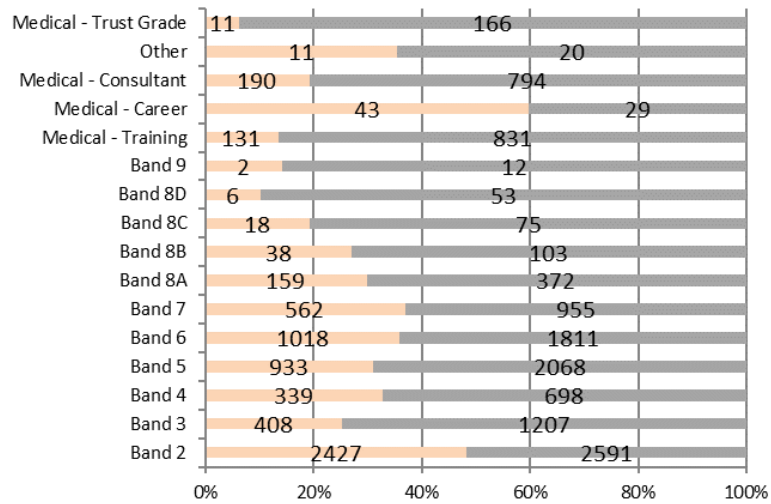
2025



Section 11 –Glossary

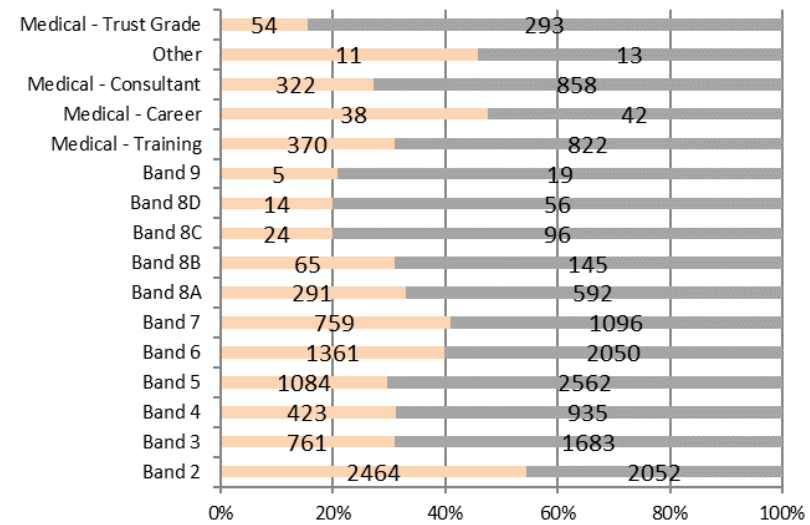
Proportion of Less Than Full-Time Working by Band/Grade

2019



Part Time
Full Time

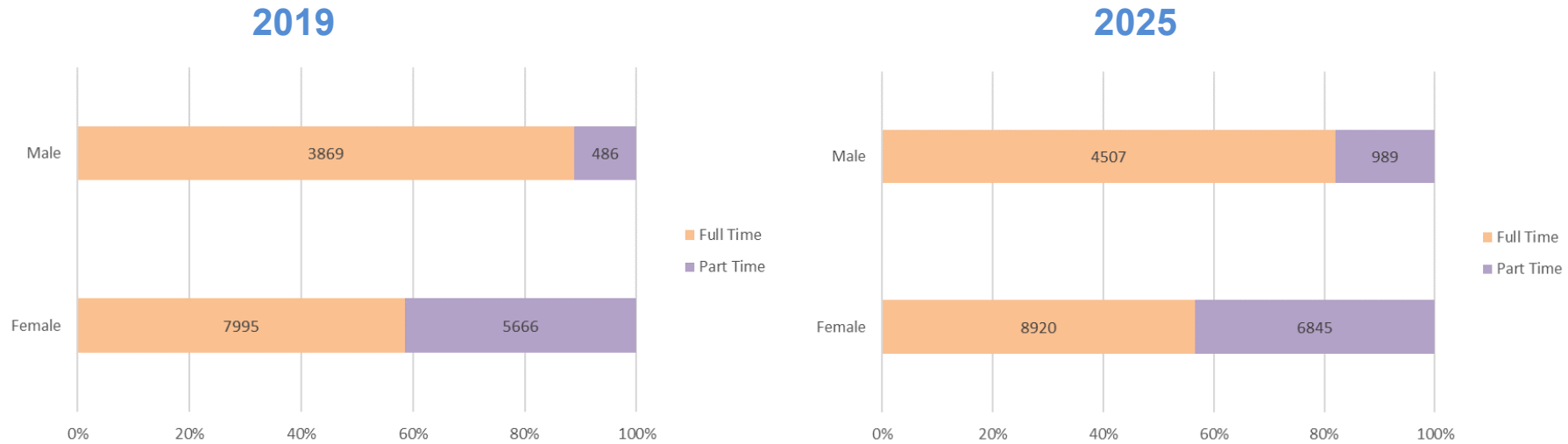
2025



Part Time
Full Time

Proportion of Less Than Full-Time Working by Gender (Headcount)

Source ESR



What the data is telling us:

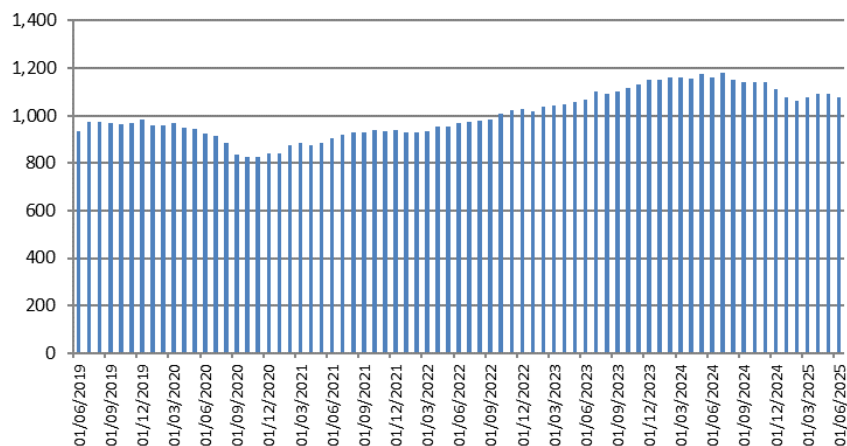
- There has been an increase in the proportion of males working less than full time.
- The proportion of females working less than full time has remained similar.

Section 10 - Bank Workers, Honorary Employees & Hosted Employees

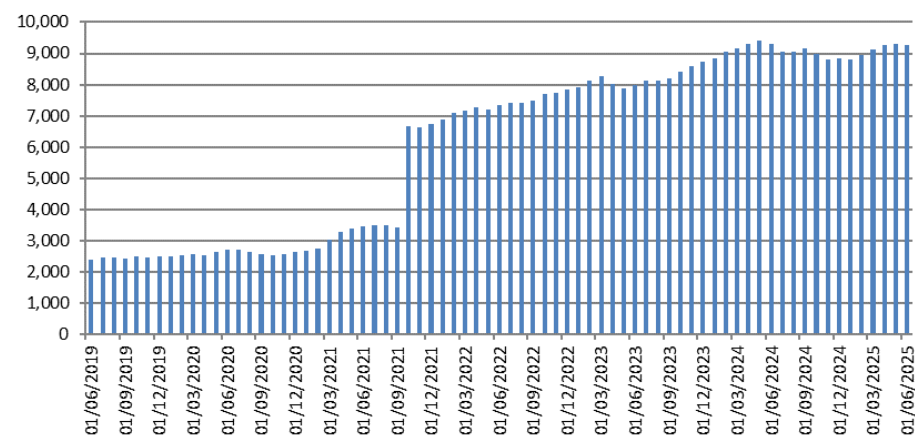
Bank Workers, Honorary Employees & Hosted Employees (Headcount)

Source ESR

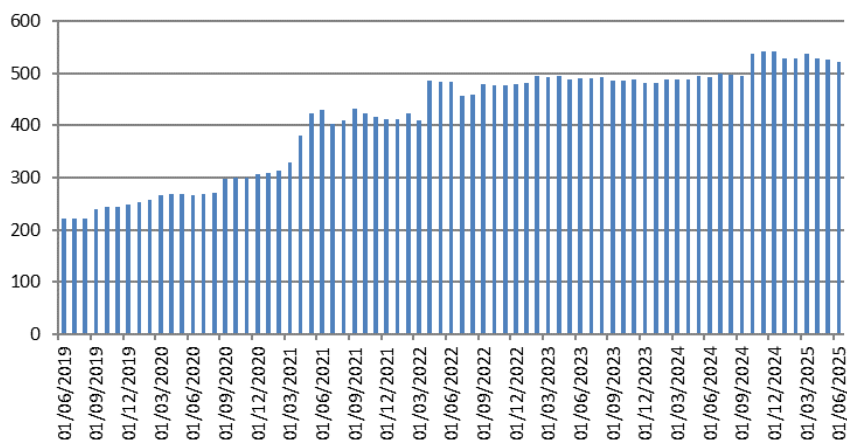
Honorary Contract Headcount



Bank Contract Headcount



Hosted Staff Headcount



Glossary of Staff Groups

What is the data telling us:

- The increase in Bank Workers in October 2021 is due to in-sourcing the Nursing Bank from Reed.
- Increases in Bank Workers after October 2021 is partly due to change in standard processes whereby nurses leaving their substantive role are explicitly asked if they wish to retain a bank.
- Substantive leavers who elect to stay on the Staff Bank are not recorded as leaving on ESR and do not show in standard turnover measures.
- LTHT host a number of organisations such as Leeds Hospital Charity, Leeds Health & Care Academy, the Yorkshire Deanery and Hosted Research & Development Services.

Section 11 –Glossary

ESR Staff Group	Definition/Examples
Add Prof Scientific and Technic	Professional Scientific and Technical roles (eg. Clinical Pharmacists, Pharmacy Technicians)
Additional Clinical Services	All non-registered support staff working clinically
Administrative and Clerical	Administrative functions, not working clinically but potentially in clinical areas as well as office areas (eg Receptionist, Ward Clerk)
Allied Health Professionals	Registered Allied Health Professionals (eg Radiographers, Physiotherapists, Occupational Therapists)
Estates and Ancillary	Staff working in Estates and Ancillary roles (eg. Porters, Housekeepers, Engineers)
Healthcare Scientists	Healthcare Scientists (eg Biomedical Scientists, Clinical Engineering Technicians)
Medical and Dental	All Medical and Dental grades
Nursing and Midwifery Registered	All Nursing and Midwifery Council registered staff

Financial Ledger Staff Group	Definition/Examples
15 - General & Senior Managers	Senior Managerial roles predominantly administrative but can include senior nurse leads for example. Some Band 7 roles are included but not most
20 - Medical Staff	All Medical and Dental grades
25 - Nursing Staff	Registered Nursing and Midwifery Council registered staff, ODPs and also non-registered clinical support to this group.
30 - AHPs	Registered Allied Health Professionals including non-registered support to this group
35 - Professional & Scientific	Registered Scientific roles (eg Clinical Pharmacists) and also non-registered support for this group
40 - Professional & Technical	Registered roles (eg. Biomedical Scientists etc) as well as non-registered support for this group (including Phlebotomists)
55 - Admin & Clerical	Administrative functions, not working clinically but potentially in clinical areas as well as office areas (eg Receptionist)
60 - Other Support Staff	Predominantly Estates and Ancillary staff but can include some administrative roles