

**WORKFORCE RACE EQUALITY INDICATORS 2018**

**APPENDIX 1 - ACTION PLAN – SEPTEMBER 2018**

WRES Indication Number	Indicator	Director Lead	Key Deliverables	Action
1	<p><b>% of BME staff in each of the NHS pay bands is representative of our overall workforce.</b></p> <p><b>Relative likelihood of staff being appointed from shortlisting across all posts.</b></p> <p><b>% believing that the trust provides equal opportunities for career progression or promotion</b></p>	<p>Director of Workforce</p>	<p>Work with the BME network to find out what is stopping our BME colleagues applying for promotion and what are their career aspirations. Interrogate recruitment data to evaluate external success in recruitment vs. internal applicants.</p> <p>Hold a Diversity and Inclusion conference as a celebration for our BME staff but also to educate Trust leaders in how to be role models to treat BME staff fairly and support them with their career aspirations.</p> <p>Look at recruitment process to evaluate if this is causing challenges for BME staff. Provide values based interview skills for interviewers.</p> <p>Look at development process – facilitate individuals to apply for permanent post or acting up</p> <p>Continue with developmental roles</p>	<p><b>BME Network/HR</b> currently organising a conference to be held on Tuesday 30 October</p> <p><b>HR</b> to review panel composition so that one member is accountable on equality and can sign off in behalf of the panel.</p> <p><b>HR</b> to maintain a log of all ring-fenced opportunities that do not go through NHS Jobs i.e. acting up</p>

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			<p>Review management development programmes to ensure they provide appropriate training to facilitate acting up including skills such as budget management</p>	<p><b>Education</b> to review</p>
3.	<p><b>Relative likelihood of staff entering the formal disciplinary process</b></p>	<p>Director of Workforce</p>	<p>Continue to review cases that did not progress to a formal investigation to look at root cause and whether People before Process is having a positive impact</p> <p>Analyse if there are any patterns in alleged actions of BME staff which lead to investigations.</p> <p>Monitor numbers of investigations involving BME staff from each part of the Trust. Further investigate where numbers are disproportionately high to assess whether there are issues such as unconscious bias and whether training is required. Ensure we are using the data to interrogate the culture and behaviour.</p> <p>Continue to Increase communication and engagement with BME network through the 18/19 year to support initiatives</p>	<p>Review already undertaken by <b>HR</b> assess if cases should enter the process or if there is an alternative. Further review after investigation. <b>HR</b> to report annually to check that investigations are reducing .</p>
5./ 6.	<p><b>% of staff experiencing harassment, bullying or abuse from staff in the last 12 months</b></p>	<p>Director of Workforce</p>	<p>Launch Respect Poster Campaign to inform staff, people who use services and carers that the Trust does not tolerate any harassment, bullying or abuse to staff.</p> <p>Engage with staff when they start in the organisation – asking how they are feeling and how they perceive other colleagues are being treated.</p>	<p><b>Communications</b> to continue to promote the Respect Campaign</p> <p><b>All</b> to continue to engagement with colleagues</p>

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			<p>Provide training on what constitutes bullying and harassment – the subtleties. Consider making training in people management skills mandatory for all managers .</p> <p>BME network already offers support to staff via induction and provide a report to the Board.</p> <p>BME network and HR to promote working hand in hand to support staff, recognising there have been issues and offering information and support</p>	<p><b>Education</b> to provide training as part of management and leadership training</p> <p><b>BME network</b> to look at themes</p>
	<p><b>Relative likelihood of staff accessing non-mandatory training and CPD</b></p>	<p>Director of Workforce</p>	<p>Education Department to set up systems to ensure that we are logging all applicants, whether successful or not, so that data can be analysed</p>	<p><b>Education</b> to provide a monthly report</p>