

Equality Action Plan – July 2018

KEY:		AWER Annual Workforce Equality Report	WRES Workforce Race Equality Standard	GPG Gender Pay Gap	SS Staff Survey		
	Finding	Action	Source	Lead	Date	RAG	
1	Equality monitoring information is incomplete for disability, religion or belief, and sexual orientation	Work with Staff Support Groups and celebrate positive stories to build confidence in the workforce to declare their details.	AWER	Equality and Human Rights Team	1/2019		
2		Annual request to staff to update data to be supported by appropriate comms.	AWER	Equality and Human Rights Team	1/2019		
3	Asian British people were underrepresented in the substantive workforce, especially in nursing.	Consideration to be given to specific actions that can be taken to target under-represented groups either within or outside planned recruitment events.	AWER	Employment Services /Equality and Human Rights Team	4/2019		
4	BME job applicants were less likely to be appointed from shortlisting	A range of actions have been identified through the BME Focus Group with specific actions focused on the Bradgate Mental Health Unit including:	AWER / WRES				
5		Celebrating positive role models	AWER / WRES	Equality and Human Rights Team	4/2019		
6		Offering targeted support in making strong applications	AWER / WRES	Education, Training and Development	4/2019		
7		Ensuring recruitment panels are representative	AWER / WRES	Employment Services	10/2018		
8		Progressing unconscious bias training for all staff	AWER / WRES	Education, Training and Development	10/2018		
9	BME people were over-represented in the bank workforce	The first Big Bank Survey was undertaken in 2017. This will be repeated on an annual basis and actions taken to address issues highlighted by the results to ensure bank workers feel valued.	AWER	Temporary Staffing	3/2019		

10	BME Staff were overrepresented at lower pay bands	Celebrating the success and role modelling of BME staff in senior roles.	AWER / WRES / SS	Equality and Human Rights Team	4/2019	
11	BME staff were less likely to feel that LPT acts fairly in respect of career progression	Positive action initiatives as appropriate.	AWER/ WRES/SS	Equality and Human Rights Team	4/2019	
12		Promotion of mentoring, coaching and development programmes targeted at under-represented groups and specific pay bands (Non-clinical Bands 2 to 4, and Clinical Bands 2 and 5)	AWER / WRES / SS	Education, Training and Development	4/2019	
13		Development and articulation of career pathways for admin and clerical staff	AWER/ WRES/SS	Workforce Support	4/2019	
14		Sharing the work of the BME Focus Group and promoting Staff Support Groups with Board level support.	AWER / WRES / SS	Communications	Ongoing	
15		Ensure regular analysis of protected characteristics on Leading Together and WeNurture programmes.	AWER / WRES / SS	Equality and Human Rights Team	Ongoing	
16		National WRES team to work with Trust to identify additional actions.	AWER / WRES / SS	Director of Human Resources	10/2019	
17		Roll out of Reverse Mentoring (Learning from Diversity) Programme	AWER / WRES / SS	Human Resources Operational Team	4/2019	
18	BME staff were less likely to receive a pay increment	Introduce system of routinely recording on U-Learn the reason that an increment has not been awarded. To be picked up through the review of the appraisal process necessitated by the 2018 Contract Refresh, with increments being replaced by 'pay steps'.	AWER / WRES	Education, Training and Development	4/2019	
19	Asian British staff were less likely to undertake non-mandatory training	Career pathway for Administrative and Clerical staff is being developed. See action 13	AWER / WRES			
20		All staff to be encouraged to complete study leave forms for all non-mandatory training to ensure it is recorded on uLearn.	AWER / WRES	Education, Training and Development	4/2019	

21	BME staff were more likely to report discrimination from other staff, whilst Black British staff were more likely to report bullying and harassment from other staff	<p>The Trust has an anti-bullying and harassment policy and procedure in place to ensure that staff are aware of sources of support available to them and the process to follow if they believe they are being bullied or harassed.</p> <p>The Trust also operates an Anti-Bullying and Harassment Advice Service for staff.</p> <p>A group meets on a bi-monthly basis to consider ways to further encourage reporting of incidents and more effectively manage them. The group has membership from HR/staff side/equalities/freedom to speak up.</p> <p>BME staff have access to support from the BME Staff Support Group.</p>	AWER / WRES	Human Resources Operational Team	Ongoing	
22	BME staff were more likely to be subject to disciplinary proceedings, performance management, and dismissal on the grounds of conduct or another substantial reason	Unconscious bias training See action 8	AWER / WRES			
23		Ensuring panels are representative	AWER / WRES	Human Resources Operational Team	10/2018	
24		Use of Cultural Ambassadors (2 trained in June 2018)	AWER / WRES	Human Resources Operational Team	12/2018	
25	Men were over-represented at middle to higher levels in non-clinical roles	<p>Research and identify best practice within and outside of the NHS in respect of initiatives to promote gender equality in career progression.(e.g., the Athena SWAN charter - advancing the careers of women in science, technology, engineering, maths and medicine</p> <p>https://www.ecu.ac.uk/equality-charters/athena-swan/about-athena-swan/</p>	AWER / GPG	Organisational Development Team	4/2019	
26		Promote the Trust's flexible working policy to ensure that flexible working can be supported in senior administrative roles.	AWER / GPG	Human Resources Operational Team	12/2018	
27		<p>Consider signing up to the "happy to talk flexible working" tag line and logo can then be used in job adverts to encourage applications from a wider pool of candidates:</p> <p>https://www.workingfamilies.org.uk/campaigns/happy-to-talk-flexible-working/</p> <p>(PHE have signed up to this)</p>	AWER / GPG	Human Resources Operational Team / Employment Services	12/2018	
28		Encourage scheduling of meetings and training at "family friendly" times.	AWER / GPG	Health and Well-being	12/2018	

29	Disabled staff were less likely to feel that LPT acts fairly in respect of career progression	Celebrate success stories of disabled staff as role models.	AWER / SS	Equality and Human Rights Team	4/2019	
30	Disabled staff were more likely to report discrimination from other staff	MAPLE (Disabled Staff Support Group) to lead on supporting LPT to address issues that affect disabled staff and identifying barriers.	AWER / SS	Equality and Human Rights Team	Ongoing	
31		Review of Reasonable Adjustments Policy with consideration given to disability leave.	AWER / SS	Human Resources Operational Team	10/2018	
32	Disabled staff were more likely to report staff-on-staff bullying and harassment	Actions taken in relation to tackling bullying and harassment noted in Action 21	AWER / SS			
33	LGBTQ staff were more likely to report discrimination at work from other staff	Actions taken in relation to tackling bullying and harassment noted in Action 21.	AWER			
34		LGBTQ staff are supported by Spectrum, the LGBTQ Staff Support Group – Group to advise on action needed to address potential discrimination at work.	AWER	Equality and Human Rights Team	Ongoing	
35	Clinical Excellence Awards - analysis indicates that female consultants were less likely to apply for an award, but were as likely as men to be successful if they applied	Take positive action to encourage applications from female consultants.	GPG	Medical Director / Medical Staffing	TBC	
36		Consider eliminating any unconscious bias by anonymising the award process.	GPG	Medical Director / Medical Staffing	TBC	
37	BME and White people were equally likely to experience harassment, bullying or abuse from patients, relatives or the public.	Zero tolerance campaign to be launched with support from senior leaders.	WRES	Communications	10/2018	
38	Under-representation of BME staff on Board	Consider positive action as and when vacancies occur	WRES	Chair/ CEO	As and when	
39		Encourage all Exec and Non-Exec Directors to complete data on ESR	WRES	Chair/ CEO	10/2018	
40		Identify staff to be put forward for Midlands and East Talent Pool	WRES	CEO	10/2018	