



Status tracking		
Complete / On-going	Green	G
On plan	Blue	B
Risks slippage	Amber	A
Barriers – not achieved	Red	R

Equality and Diversity Action Plan 2017-18

Plan Owner :	Linsey Clements-Head of Staff Health and Wellbeing and Engagement	Date last updated : (and version no)	Version 2, 6/2/18
Core implementation Group :	Workforce Organisational Development Committee (WODC)	Next review due by - Group / Committee : Date :	WODC Subgroup

No.	Actions Specific	Source Where issue was identified	Monitoring/ Measurable How we know we have succeeded	Achievability	Responsibility	Time-Frame To Achieve Timebound	Progress	Status
				Realistic				
1.	Start recording staff in employments change of disability status	Increase recording of diversity data WRES EDS2 E&D Action Plan March 2016	Increase in data		Head of Staff Health and Wellbeing and Engagement Occupational Health Nurse Manager	30/9/17	Occupational Health commenced recording changes in staffs disability status	G
2.	Develop and publish E&D web pages (internal and external) to signpost both staff and service users to relevant information	E&D Action Plan March 2016	Web pages produced		Head of Staff Health and Wellbeing and Engagement Communications team	31/12/17	External website revised and amended and internal BOB pages devised	G

No.	Actions Specific	Source Where issue was identified	Monitoring/ Measurable How we know we have succeeded	Achievability	Responsibility	Time-Frame To Achieve Timebound	Progress	Status
				Realistic				
3.	Review and update existing E&D mandatory and induction training	E&D Action Plan March 2016	Reported to Workforce Development team		Head of Staff Health and Wellbeing and Engagement	30/9/17	Equality and Diversity mandatory training reviewed and minor amendments made.	G
4.	Monitor and report on uptake of E&D training	E&D Workforce Action Plan March 2016	Report quarterly to sub group of WODC		Workforce Development team	31/3/18		B
5.	Review existing recruitment/HR training course content to determine whether additional Unconscious bias training is required	WRES Action plan 2016 E&D Workforce Annual report 2016	Training content reviewed and amended	Review classroom courses on recruitment/managing performance and sickness absence and recruitment training	Head of Staff Health and Wellbeing and Engagement	31/12/17	Current training reviewed and unconscious bias included in training	G
6.	Executive summary sheet to include the consideration of equality related impacts/risks and their management	EDS2 objective 4 – Inclusive leadership at all levels	Executive summary sheet published		Mandy Kilby	31/10/17	Executive summary sheet in place	G
7.	Analyse Trust exit questionnaire data, in particular identifying; - whether there is an increase in male staff leaving the Trust -whether there is any increase in age brackets	E&D Workforce Action Plan March 2016	Report quarterly to sub group of WODC		Head of Staff Health and Wellbeing and Engagement	Ongoing		B
8.	Review and update Equality and Diversity Strategy		E&D strategy updated		Head of Staff Health and Wellbeing and Engagement	31/3/18		B

No.	Actions Specific	Source Where issue was identified	Monitoring/ Measurable How we know we have succeeded	Achievability	Responsibility	Time-Frame To Achieve Timebound	Progress	Status
				Realistic				
9.	Sign the Trust upto Stonewall's Diversity Champions programme		Become a Stonewall Diversity Champion		Head of Staff Health and Wellbeing and Engagement	31/3/18		B
10.	Set up a staff network for black and minority staff and look at including other minority groups	WRES NHS England Improving through inclusion report	Staff network established	Use of staff voice	Head of Staff Health and Wellbeing and Engagement	31/3/18	Spoke with Dr Habib from WRES team and took advise to amend this action due to our small numbers and promote national networks instead.	G