**Workforce Race and Disability Standards Joint Action Plan 2023**

**31 Oct 2023**

| Indicator | Performance  (column needs updating) | Action to be taken | WRES | WDES | Other PCs | Responsibility | Timescale |
| --- | --- | --- | --- | --- | --- | --- | --- |
| WRES 1 and 2  WDES 1 and 2  Workforce representation and recruitment performance  WRES 7  WDES 5  % of staff believing their organisation provides equal opportunities for career progression or promotion | (1=parity)  WRES: 1.17  WDES: 0.89  43.3% BAME  57.8% White  55% Disabled  57% Non-Disab. | Pay Gap Reporting on protected characteristics to be introduced beyond Gender Pay Gap, from March 2024. | Yes | Yes | Yes | Heads of Recruitment | January 2024 |
| As above | As above | De-biasing recruitment training targeted to priority participants (frequent recruiters, HR&OD staff, and areas of concern) to continue as Business as Usual. | Yes | Yes | Yes | Business as usual | March 2024 |
| As above | As above | Review and revise recruitment training (last reviewed in 2020) to embed debiasing recruitment in the Trust’s in-house training, and to be profiled on ESR for all recruiting managers. | Yes | Yes | Yes | Heads of Recruitment, Equality and Inclusion, and Organisational Development | March 2024 |
| As above | As above | Positive action policy to be created, following consultation with staff. | Yes | Yes | Yes | Heads of E&I, Recruitment and Employee Relations | December  2023 |
| As above | As above | Subject to availability, continue to promote ICB-led mentoring programme to BAME, LGBTQI and Female staff who are eligible for it. | Yes | Yes | Yes |  | Current practise |
| As above | As above | Investigate and implement more local mentoring and coaching. | Yes | Yes | Yes | Head of E&I, Network Chairs | February 2024 |
| As above | As above | Recruitment metrics to be reviewed, including a process for review and escalation of issues | Yes | Yes | Yes | Heads of Resourcing and Equality & Inclusion | December 2023 |
| WDES 8  % of disabled staff saying that their employer has made adequate adjustment(s) to enable them to carry out their work.  WDES 6  % of staff saying that they have felt pressure from their manager to come to work, despite not feeling well enough to perform their duties | WDES 8  74.7%  WDES 6  26.6% Disabled  22.5% Non-Disab. | New Reasonable Adjustment and Modified Duties Policy is in place. Follow up work to include:   * Piloting of Disability and Health Passport * Incorporate Reasonable Adjustment Training in both ‘Inclusion by Design’ training and revised Recruitment Training * Work to achieve Disability Confident Level 3 * Addition of Menopause Policy and resources | NO | YES | YES | Head of E&I, Resourcing, Employee Relations and Occupational Health | April 2024 |
| As above | As above | Implementation of the Reasonable Adjustment Policy to be reviewed periodically. | NO | YES | YES | Head of E&I | December 2023 |
| As above | As above | Improve declaration levels, and the recording of the need for adjustments, including where a declaration has not been made, but where a member of staff’s needs are nevertheless identified. | NO | YES | YES | Heads of E&I, Employee Relations and Occupational Health | March 2024 |
| WRES 3  Relative likelihood of staff entering the formal disciplinary process  WDES 3  Relative likelihood of being in capability procedures  WDES 6  . | WRES 3 (1= parity)  1.06  WDES 3 (1= parity)  1.94  WRES and WDES 3 do not measure grievances or complaints | Introduce quarterly demographic monitoring of complaints and grievances (c/f from 2022/23) | YES | YES | YES | Heads of E&I and Employee Relations | January 2024 |
| As above | As above | Equality Analysis of formal cases | YES | YES | YES | Heads of E&I and Employee Relations | February 2024 |
| As above | As above | Continuation of the use of staff trained in mediation and informal stage resolution; including commissioned, as needed | YES | YES | YES | Heads of E&I and Employee Relations | Business as usual |
| As above | As above | Communication to all managers to ensure they maintain responsibility for employee relations considerations, with managers using HR for professional advice, not intervention | YES | YES | YES | Heads of E&I and Employee Relations | Business as usual |
| WRES 4  Relative likelihood of staff accessing non-mandatory training and CPD | (Parity= 1)  1.00  Although performance is traditionally good on this indicator, staff feedback on accessing training is patchy. | Regular review (normally monthly) of use of and access to CPD | YES | YES | YES | Head of Organisational Development | Current |
|  |  | Review internal coaching and mentoring capacity | YES | YES | YES | Head of OD and Head of E&I | Current |
|  |  | Continued use and analysis of Career Conversations, Stay Conversations and exit interviews | YES | YES | YES | Head of Organisational Development | Current |
|  |  | Review and implement a comprehensive capture of how learning/CPD externally to the learning contract is identified and validated | YES | YES | YES | Head of Organisational Development, with Procurement | March 2024 |
|  |  | Improve communications to increase knowledge of the Learning Opportunities available | YES | YES | YES | Head of Organisational Development | March 2024 |
|  |  | Review policies and systems to ensure staff learning is consistently identified | YES | YES | YES | Head of OD with Nurse Education | March 2024 |
| WRES 5, 6 and 8  WDES 4a and 4b  Experience of harassment and bullying | WRES For BAME staff the greatest gap relates to patients/public (34.6%, compared to 26.9% for white colleagues)  From colleagues BAME 28.8%, White, 26.8%  WDES  From managers:  Disabled 17.1%  Non-Dis 9.9%  From Colleagues:  Disabled 25,5%  Nob-Dis 17.7%  From Patients/Public:  Disabled 35.8%  Non-Dis 26.2% | Introduce Cultural Intelligence Training (starting with Very Senior Managers) | YES | YES | YES | Head of E&I | March 2024 |
|  |  | Extend the Managing Teams Fairly programme to be ‘Inclusion by Design’, to include cultural competence; to be profiled to managers over a 3 year rolling programme | YES | YES | YES | Head of E&I | January 2024 |
|  |  | Align with NHS People Plan. Further promotion of the Freedom to Speak Up strategy and reporting, and ensuring that activity integrates with our work with our networks and the NHS People Plan to address concerns related to diversity and inclusion | YES | YES | YES | FTSU Guardian | Current |
|  |  | Implement Anti-Bullying, Harassment and Conflict Resolution Policy | YES | YES | YES | Deputy CPO & Heads of E&I and Employee Relations | November 2023 |
|  |  | Train at least 90 people in Advisory Skills and Investigation Skills Training in relation to Bullying and Harassment Complaints | YES | YES | YES | Deputy CPO and Head of E&I | December 2023 |
|  |  | Review and revise systems for preventing, managing and responding to bullying and harassment; with regular escalation reports | YES | YES | YES | Deputy CPO and Heads of E&I and Employee Relations | December 2023 |
| WDES 7  % of staff saying they feel their work is valued  WDES 9  Engagement Score | 37.6% Disabled  43.6% Non-Disab. 6.3  (max is 10) | Continued support for staff network development, including regular engagement of Executive Champions and Network Chairs meetings. All existing staff networks to have new or revised Terms of Reference and work programmes. | NO | YES | NO | Head of Equality and Inclusion | December 2022 |
|  |  | Progress Disability Confident to Level 2 ASAP, and Level 3 by April 2024 | NO | YES | NO | Heads of Resourcing | April 2024 |
|  |  | Guidance on Neurodiversity Inclusion | NO | YES | YES | Head of E&I | November 2023 |