**Integrated EDS2 and WRES workforce action plan progress update June 2018**

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| **AIMS** | | **OBJECTIVES** | | **AGREED ACTION** | **UPDATE** |
| **(based on EDS2 Goal 3 outcomes)** | | **(those based on WRES indicators are numbered)** | |  |  |
| 3.1 | Fair NHS recruitment and selection processes lead to a more representative workforce at all levels | 1  2  9 | To increase the % of BME staff in each of the AfC bands 1-9 and VSM (inc Executive Board members) to reflect the % in the local population  To ensure that the relative likelihood of BME staff being appointed from shortlisting across all posts is the same as that of white staff  To have a Trust Board whose BME voting membership reflects its overall BME workforce | Increase applications from BAME population   * Continuing with the ‘New Horizons’ project, working with schools and colleges in North & South Kirklees. Project includes engaging with the local BME community on the areas of mental health awareness, employability skills and promoting the Trust and wider NHS as an employer of choice * Updated recruitment information to include use of social media showing a diverse workforce   Positive action to support development of BAME Staff   * The Trust continues to sponsor BME staff onto the NHS Leadership Academy ‘Stepping Up’ and ‘Ready Now’ programmes. These offers are incorporated in the Trust’s Leaders and Managers development pathway and access to 360 feedback is included within these programmes * New Moving Forward being progressed in partnership with Bradford Care Trust and L&Y Partnership. The crucial conversations training/coaching to be offered to Trust participants on Moving Forward Programme   Ensuring our recruitment processes are fair and transparent   * Centralised exit interviews for all staff has been approved and the process is now in operation. The feedback will be collated 6 monthly and reviewed by the EMT and Workforce and Remuneration Committee * Staff wellbeing survey now includes questions for both EDS2 and WRES audit * Audit of acting arrangements to take place in Oct/Nov. | Project evaluation from both students and teachers from the work in 2016 was very positive with a recommendation to build on this success in the future. A third programme of work is scheduled for October/November 2018  Recruitment and retention group currently looking at the recruitment marketing. Using social media for all non-medical, Director level and band 2 HCSW posts, also for bank staff recruitment  Trust continues to sponsor a number of candidates on the national leadership programme  The Trust’s in house ‘Moving Forward’ programme was delivered between January and July 2018 and included BME staff from 2 of our partners in the Wakefield Continue Care alliance.  The first 6 monthly report on exit interviews is due October 18  Actions to be included in the overall staff wellbeing action plan  Secondment and Acting up guidance has now being introduced. |
| *3.2* | The NHS is committed to equal pay for work of equal value and expects employers to use equal pay audits to help fulfil their legal obligations |  | To undertake local audits by gender, ethnicity and disability | * Annual pay audit to be undertaken and submitted to the Workforce and Remuneration Committee | Interim pay audit to go to October WRC and final action plans to go to February’s meeting. |
| 3.3 | Training and development opportunities are taken up and positively evaluated by all staff | 4 | To ensure that the relative likelihood of BME staff accessing non-mandatory training and CPD is the same as that of white staff | * Ensure all training is recorded and monitored and study leave forms completed across the Trust. | Training budget now centralised. Training outcomes are identified though formal learning needs analyses with services to inform a training delivery plan with associated resources and costs included |
| 3.4 | When at work, staff are free from abuse, harassment, bullying and violence from any source | 5  6 | To reduce the numbers of BME staff experiencing harassment, bullying or abuse from patients, relatives or the public in the last 12 months  To reduce the numbers of BME staff experiencing harassment, bullying or abuse from staff in the last 12 months | * A clinical network (RACE Forward) has been established to review support and actions required regarding harassment and bullying from service users, carers and visitors * The Trust has reviewed its overall strategy around harassment and bullying * Middleground, a 2 day forum for senior leaders, is focussing this year on creating healthy teams and tackling harassment and bullying in the workplace. | The network has connected with another Trust to look joint working and is holding a workshop/good practice event in October.  The Harassment and Bullying policy has been revised and a framework for tackling Harassment and Bullying in the organisation is being developed  The Middleground programme is currently being delivered with focus on healthy teams |
| 3.5 | Flexible working options are available to all staff consistent with the needs of the service and the way people lead their lives |  | To ensure all staff have equal access to request flexible working opportunities | * Flexible working policy and procedure was reviewed in 2017 * Impact of introduction of 12 hour shifts discussed by Safer Staffing group | Any issues arising will be addressed as required. Review as part of Staff surveys  A review is currently being carried out |
| 3.6 | Staff report positive experiences of their membership of the workforce |  | To improve the experience of staff while working for the Trust | * Staff wellbeing and engagement survey * NHS staff survey was sent to all staff in 2017 * Friends and Family test | Results discussed with staff networks and relevant action plan developed  …………………. “ …………………  …………………. “ ………………… |
|  |  | 3 | To ensure that the relative likelihood of BME staff entering the formal disciplinary process, as measured by entry into a formal disciplinary investigation is the same as that of white staff | * Due to low numbers 2 yearly review carried out with staff side looking into disciplinary cases and lessons learned. | The Trust will engage with the BAME network to support this process. Review to take place in January 2019 |
|  |  | 7 | To increase the numbers of BME staff believing the Trust provides equal opportunities for career progression or promotion | * Continue to evaluate experiences of staff attending ‘Stepping-Up’ & Moving Forward programmes. * Continue with ‘Moving Forward’ programme and monitor progression of participants. * Continue to deliver aspiring directors (Shadow Board) programme and executive coaching for senior leaders/managers. * Finalise arrangements for further ‘Medical Leaders’ development programme in October and November 2018 | The Trust is working with BAME network supporting colleagues into ‘Ready Now’ and ‘Stepping Up’, the NHS Leadership Academy programme. Partnering with BDCT to deliver ‘Moving Forward’ and further programmes in the Wakefield continuing care footprint and the South and West Yorkshire mental health sector. |
|  |  | 8 | To reduce the numbers of BME staff who have personally experienced discrimination at work from manager/ team leader or other colleagues in the last 12 months | * New Harassment and Bullying Policy developed * Preventing Harassment and Bullying Framework being developed with Communications for consultation in January 2019 | New Harassment and Bullying policy developed in partnership with the BAME staff Network and Staff Side. |