

InHealth Workforce Race Equality Standard (WRES) Summary Action Plan 2019-2020 (updated October 2019)

1. **Implementation of Broadbean** to ensure more accurate candidate tracking and to investigate opportunities to report on BME data for applications
2. **Investigate the ability to introduce anonymous applications via Broadbean** to remove potential for unconscious bias
3. **Continue to ensure all Company images contain variety** to support Equality, Diversity and Inclusive imagery
4. **Adding WRES training to People Manager toolkit and addition to Leadership Development Programme** to support all managers to address unconscious bias and focus on continued ED&I focus
5. **Communicate the NHS area checker to People Managers** to ensure that our workforce is representative of the communities we support
6. **Continue to review annual staff survey data** maintaining our current positive responses and highlight any additional areas for focus
7. **Continue with bi-annual communications to staff to encourage ethnicity self-reporting** the more data we have the more targeted our actions
8. **Review ability to automate reporting for non-mandatory CPD and other training** moving away from manual administration data collection

InHealth Workforce Race Equality Standard Action Plan 2018 – 2019 – Completed Actions to date

	Workforce Indicator	Action Planned	Who	When
1	Percentage of staff split in 10K bands or Medical and Dental subgroups and VSM (including executive Board members) compared with the percentage of staff in the overall workforce disaggregated by: <ul style="list-style-type: none"> • Non-Clinical staff • Clinical staff - of which <ul style="list-style-type: none"> - Non-Medical staff - Medical and Dental staff 	<ul style="list-style-type: none"> • Regular bi-annual communication to staff for encouraging disclosure of ethnicity for reporting and diversity initiatives to improve data measuring quality. • Cleansed job type data in HR system, to ensure accurate job type categorisation. • Reviewed system capabilities for collation and data analysis for indicators 2-8 	People Services People Services People Services	April 2019 & August 2019 July 2019 July 2019

2	Relative likelihood of staff being appointed from short listing across all posts Note: This refers to both external and internal posts	<ul style="list-style-type: none"> Implemented manual excel spreadsheet to accommodate vacancy tracking and applications. No implementation of ATS possible in 2018/19, now implementing Broadbean for all vacancies 2020. 	People Services	April 2019
3	Relative likelihood of staff entering the formal disciplinary process, as measured by entry into a formal disciplinary investigation Note: This indicator will be based on data from a two year rolling average of the current year and the previous year.	<ul style="list-style-type: none"> Implemented Service Now system to track Employee Relations queries, case management and outcomes. All policies reviewed to ensure fairness, equality and diversity considerations. Manager training carried out to ensure this throughout investigation periods. 	People Services People Services	May 2019 September 2019
4	Relative likelihood of staff accessing non-mandatory training and CPD	<ul style="list-style-type: none"> 2018 data reporting remained a manual process 2019 manual reporting for non-mandatory training and CPD and automated reporting available for statutory and mandatory training. 	People Services People Services	July 2019 July 2019
National NHS Staff Survey indicators (or equivalent)				
For each of the four staff survey indicators, compare the outcomes of the responses for white and BME staff				
5	KF 25. Percentage of staff experiencing harassment, bullying or abuse from patients, relatives or the public in last 12 months	<ul style="list-style-type: none"> Conducted staff pulse survey for indicators 5-8 for 2018 and 2019 	People Services	April 2019 August 2019
6	KF 26. Percentage of staff experiencing harassment, bullying or abuse from staff in last 12 months	<ul style="list-style-type: none"> Delivered ongoing equality and diversity training and awareness to all new staff via induction and as part of mandated training in probation period. Conducted pulse survey to understand current situation Managed 1 incident in 2019 line with zero tolerance policy and diversity policies 	People Services People Services People Services	September 2019 August 2019 September 2019
7	KF 21. Percentage believing that trust provides equal opportunities for career progression or promotion	<ul style="list-style-type: none"> Conducted pulse survey to understand current situation 	People Services	August 2019

8	<p>Q17. In the last 12 months have you personally experienced discrimination at work from any of the following? b) Manager/team leader or other colleagues</p>	<ul style="list-style-type: none"> Conducted pulse survey to understand current situation 	People Services	August 2019
<p>Board representation indicator For this indicator, compare the difference for white and BME staff</p>				
9	<p>Percentage difference between the organisations' Board membership and its overall workforce disaggregated: • By voting membership of the Board • By executive membership of the Board</p> <p>Note: this is an amended version of the previous definition of Indicator 9</p>	<ul style="list-style-type: none"> Leadership Development programme and Advanced Leadership Development had attendees from underrepresented groups 	People Services	January 2019