

HUC Workforce Race Equality Standard Action Plan 2019/2020

WRES Indicators	Action	Lead	Timeframe	Progress
<p>Indicators 1-4</p> <p>1 Percentage of staff in each of the AfC Bands 1-9 and VSM (including executive Board members) compared with the percentage of staff in the overall workforce. Organisations should undertake this calculation separately for non-clinical and for clinical staff</p> <p>2. Relative likelihood of staff being appointed from shortlisting across all posts.</p>	<ol style="list-style-type: none"> 1. Recruiting managers to complete the Recruit great people and overcoming unconscious bias module of the management development programme. The unconscious bias element will also assist with managing staff issues e.g. performance and disciplinary management 2. Introduction of an online applicant tracking system to improve the self-reporting of ethnicity at source and accuracy of reporting by region and category of staff if required. This will identify any areas we need to address in the future including any issues at shortlisting stage. 	<p>T&D</p> <p>Resourcing</p> <p>Resourcing</p>	<p>December 2019</p> <p>October 2019</p>	



HUC

<p>3. Relative likelihood of staff entering the formal disciplinary process, as measured by entry into a formal disciplinary investigation. This indicator will be based on data from a two year rolling average of the current year and the previous year.</p> <p>4. Relative likelihood of staff accessing non-mandatory training and CPD.</p>	<p>3. Review of adverts to ensure there are positive messages about commitment to having a diverse workforce</p> <p>4. Review of induction processes to ensure staff are welcomed and made aware of the support and opportunities that will be available to them</p> <p>5. Communications to existing staff to encourage completion of equality data where incomplete or withheld. Reminders will be put on the rota system and in the internal newsletter asking staff to enter these details.</p> <p>6. Ensure all non-mandatory training is recorded on the online training system to improve reporting.</p>	<p>T&D</p> <p>HR</p> <p>T&D</p>	<p>October 2019</p> <p>January 2019</p> <p>October 2019</p> <p>December 2019</p>	
<p>Indicators 5-8</p> <p>5. Percentage of staff experiencing harassment, bullying or abuse from patients, relatives or the public in last 12 months.</p>	<p>1. Review Equal Opportunities policy and raise further awareness of the policy via communication to all staff. This includes HUC Board and Senior Management reaffirming our zero tolerance to abuse, bullying, harassment or discrimination from</p>	<p>HR</p>	<p>January 2019</p>	



HUC

<p>6. Percentage of staff experiencing harassment, bullying or abuse from staff in last 12 months.</p> <p>7. Percentage believing that trust provides equal opportunities for career progression or promotion.</p> <p>8. 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>	<p>and/ or to patients, relatives, the public, managers and colleagues.</p> <p>2. Deliver HR/legal training on discrimination, bullying and harassment in the workplace for Board and managers. To encourage a more robust and inclusive approach to the identification and resolution of such issues</p> <p>3. Ensure staff report acts of violence, bullying and harassment.</p> <p>4. Provide face to face conflict resolution training</p> <p>5. Promote positive staff behaviours that reflect organisational values: Respect (we are committed to working together) Quality Services (we have high standards) Efficiency (we are cost effective) Patient Care (we give our best) and that managers lead by example and role model positive behaviours. This will be implemented via training (point 2 above) organisational strategy and the action plans following the staff survey.</p>	<p>T&D (working with HR)</p> <p>Board</p> <p>T&D</p> <p>BOARD</p>	<p>January 2020</p> <p>April 2020</p> <p>December 2019 and ongoing</p> <p>December 2019</p>	
---	---	---	---	--

	<p>6. Improved appraisal processes to ensure career progression is available consistently. Ensure that staff are encouraged by managers to seek support, opportunities including learning and development</p> <p>7. HUC board and commissioners to receive improved updates on workforce race equality</p> <p>8. Complete a 2019 staff survey to provide comparative data</p>	<p>T&D</p> <p>HR</p> <p>Comms</p>	<p>January 2019</p> <p>December 2019</p> <p>April 2020</p>	
<p>9 Percentage difference between the organisations' Board voting membership and its overall workforce</p>	<p>1. Ensure the board are aware of the contents of the WRES report and support the implementation of this action plan across HUC and embedded in its culture</p> <p>2. Consider BME in all future Board and Senior Manager opportunities</p> <p>3. Develop and review a wider annual Equality and Diversity report. Statement to be published to staff.</p>	<p>Board</p> <p>Board</p> <p>HR</p>	<p>May 2019</p> <p>Ongoing</p> <p>April 2020</p>	



HUC

All	Follow the WRES consultation process and engage with other providers to ensure that any relevant initiatives are implemented	HR	Ongoing	
------------	--	----	---------	--