

**Trust-wide Strategic Equality and Diversity Action Plan  
Report to Equality and Diversity Committee**

**2<sup>nd</sup> December 2013**

**1. Positive Highlights**

- Strong partnership processes in place to assist the Trust in bullying prevention, in particular homophobic and racist bullying; the main categories of hate incident identified by Nottinghamshire Police
- Seminar on the specific health and needs of Older LGBT People in November, sponsored by the LGBT Forum
- Black History Month celebrations across the Trust throughout October
- Sustained progress in engaging with BME communities around issues such as dementia and other healthcare concerns such as cancers, diabetes and smoking
- Successful Recovery College course on Spirituality and Faith at Wathwood Hospital
- Physical health checks offered at various Trust sites in aid of International Men's Day
- Trust lead to work on Older Carers' Strategy has been identified and commenced work
- Workforce Highlight Report now enables analysis of staff progression by equality strand.

**2. Exceptions to Note**

- Risks identified around non-compliance of buildings in light of the requirements of the Equality Act 2010/Disability Discrimination Act (Part III)
- Meeting with British Deaf Association in September re-scheduled until January 2014
- The launch of the Trust End of Life Care Strategy continues to be delayed pending incorporation of updated guidance in light of the Francis Inquiry.

**3. Any Other Observations**

- None.

**Catherine Conchar**  
Head of Equality and Diversity

**Date: 2 December 2013**



**AGE POSITIVE**



Our Trust is  
**SMOKEFREE**



## Trustwide Equality and Diversity Priorities Report to Trustwide Equality and Diversity Committee- 2 December 2013

### Performance Management Key

%	Colour Code
100%	Bright Green
75% to 99%	Blue
50% to 74%	Amber
1% to 49%	Orange
0%	Red

### Equality Delivery System (EDS) Outcomes

Numbers	Outcome
1.1-1.5	Better Health Outcomes for All
2.1-2.4	Improved patient access and experience
3.1-3.6	Empowered, engaged and well supported staff
4.1-4.3	Inclusive leadership at all levels

**Please note that this Strategic Action Plan is a dynamic document whereby objectives / actions are continually added in order to meet identified needs or gaps. Similarly where objectives / actions have been completed they are removed from the plan, except in rare circumstances where an outcome is awaited or an on-going action required. With effect from the 1<sup>st</sup> January 2012 a new column was added to the Plan that enables easy identification of the EDS outcome(s) to which the specified action relates.**

## Equality Area: Sexual Orientation (including Marriage and Civil Partnership)

Ref.	Equality Objectives	Actions	Progress	Lead/ timescales	% complete	Date Added	EDS Outcome
SO1	Secure accreditation as a Stonewall Diversity Champion and Top 20 positioning within the Stonewall Workplace Equality Index (WEI)	<ul style="list-style-type: none"> <li>Submit evidence and proforma for Stonewall Workplace Equality Index (WEI) 2015</li> </ul>	New Action. 2014 WEI evidence submitted 6 September 2014. The Trust has been involved in the WEI 5 Year Review and the interview statements reflected throughout the corresponding report. The Head of Equality and Diversity represented the Trust at the launch of the Review in November.	C Conchar, R Phillips September 2014	10%	02/12/13	1.1, 3.1, 3.3, 4.1, 4.3
SO2	Deliver appropriate LGB focussed Equality and Diversity training for staff at all levels from induction to mandatory and specialist level	<ul style="list-style-type: none"> <li>LGBT Forum to support with the delivery of a further 6 LGB awareness sessions in partnership with Healthy Gay Nottingham (NUH)</li> </ul>	Action ongoing. LGB awareness, as with all Equality and Diversity Strands, is initially introduced to new staff through Trust Induction, Training continues to be delivered across Trust sites with the support of members of the LGBT Forum. This includes bespoke sessions for services related to their specific needs e.g. MHSOP, IAPT. The Equality and Diversity Lead for Mental Health Services for Older People (MHSOP) is visiting all of the Service's teams to provide an awareness briefing on the specific needs of Older LGBT people.	R Phillips/S Unitt March 2014	90%	09/09/13	3.3
SO3	Promote a greater understanding of sexual orientation within the Trust and the impact of homophobic bullying and attitudes	<ul style="list-style-type: none"> <li>Continue to identify internal and external agencies/partners who can support the Trust in bullying prevention, in particular homophobic bullying</li> </ul>	Action complete. The Trust in addition to being represented on the Safer Nottinghamshire Board's Hate Crime Steering Group is engaged in the Nottingham Citizens Panel and are members of the Communities in Control Nottinghamshire Hate Crime Project Advisory Group.  The Trust's Bullying and Harassment Helpline, which was re-launched in September 2013 will ensure that all hate incidents, including homophobic	Sexual Orientation Steering Group April 2010 onwards	100%	16/03/09	3.4, 4.1

			<p>bullying are captured, reported and used to inform policy and practice.</p> <p>LGB members of staff continue to feature in the Positive magazine, raising awareness and increasing the visibility of LGB role models within the organisation.</p>				
		<ul style="list-style-type: none"> <li>• a. Encourage non-LGBT staff to participate in the Forum with the aim of valuing and celebrating all aspects of diversity</li> <li>• b. host the LGBT Forum at various sites across the Trust to provide staff people have an opportunity to meet members and ask questions</li> </ul>	<p>The LGBT Forum continues to meet across Trust sites to ensure staff accessibility. A seminar, supported by the LGBT Forum, was held at Highbury Hospital in November, The aim of this seminar, led by the MHSOP Equality and Diversity Lead, was to raise awareness of the specific health needs of Older LGBT people. In addition to members of the LGBT Forum (including straight allies) and other Trust staff, the seminar was attended by colleagues from Nottingham City Council, Nottinghamshire County Council and NHS Nottingham City Clinical Commissioning Group.</p> <p>An article has been submitted by MHSOP for inclusion into a future edition of the Primary Care Newsletter. This article provides an insight into some of the key issues which affect older LGB people as part of the service's awareness raising campaign.</p> <p>Over 140 staff members have signed up to the Straight Allies Programme since its re-launch at the AGM in July 2013. Included in this figure are those staff, managers and Involvement Volunteers who visited the 'sign up stand' and 'ally-ometer'</p>	Sexual Orientation Steering Group Ongoing	95%	16/03/09	3.3, 4.1, 4.2

			<p>at Executive Leadership Council in September.</p> <p>Ben Summerskill, the CEO of Stonewall, will be a keynote speaker at Invest to Lead 5 in January 2014. One of the key aims of this session will be to refocus our attentions on ensuring that Equality and Diversity is embedded in everything we do. The importance of meeting the diverse and distinct needs of our patients, service users and carers will be highlighted within the context of providing high quality, patient-centred services which are imbued with dignity and respect.</p>			
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### Equality Area: Race

Ref.	Equality Objectives	Actions	Progress	Lead/timescales	% complete	Date Added	EDS Outcome
R1	<p><i>Develop and implement a 'stretching' Strategy to ensure continued delivery of the DRE vision, including:</i></p> <ol style="list-style-type: none"> <li>1. CDW legacy</li> <li>2. Value Added Grant Project</li> <li>3. Leadership/Mentoring development</li> </ol> <p><i>Findings:</i></p> <ul style="list-style-type: none"> <li>- Poor understanding of care pathway</li> <li>- Prejudices experiences by service users</li> <li>- Over use of medication 'control'</li> <li>- Little understanding of cultural competence</li> <li>-Independent scoping</li> </ul>	<ul style="list-style-type: none"> <li>• <i>Equality and Diversity work programmes within the Forensic Services, Local Services and Health Partnerships divisions to include findings from;</i></li> <li>- <i>Equality Impact Assessment priorities</i></li> <li>- <i>Investigation findings</i></li> <li>- <i>Staff Survey findings</i></li> </ul>	<p>A number of events/initiatives took place across the Trust in October to celebrate Black History Month. These included: production and display of posters to encourage BME staff and patients to access healthcare services, highlighting key conditions such a throat cancer, diabetes, cervical and prostate cancers; flying of The Trust's Black History Month flag above Trust Headquarters and a banner in reception; a film night at the Duncan Macmillan House Involvement Centre; Short Biographies of famous BME people on staff e-mail footers; health awareness events in community settings in partnership with other local NHS and community organisations, with a particular focus</p>	S Crawford/ D Henry/ J Newman/ S Dudley April 2010 onwards	95%	16/03/09	1.1- 1.4, 2.1-2.4, 3.1, 3.4, 4.2, 4.3

	<i>undertaken on Race Equality actions agreed for Local Services</i>		on Dementias, diabetes and smoking cessation.				
R2	Provide services which meet the needs of Asylum Seeker/ Refugee Communities	<ul style="list-style-type: none"> <li>• Conduct research and provide an updated report on the health needs of asylum seekers and refugees, identifying the common barriers and restrictions to treatment and examples of good practice</li> <li>• Identify gaps in service provision and put in place appropriate interventions</li> </ul>	<p>Action complete. A detailed report has been scheduled for the next meeting of the Equality and Diversity Committee in December.</p> <p>Training on the health needs of Asylum Seekers and Refugees continues to be delivered in partnership with the Nottingham and Nottinghamshire Refugee Forum, who are also members of the Equality, Diversity and Inclusion Community of Interest.</p>	V Nair/S Masud/ S Crawford December 2013	100%	25/06/12	1.1, 1.2
R3	Raise awareness and promote understanding of the specific health needs of BME communities, supporting service evaluation and improvement	<ul style="list-style-type: none"> <li>• Work with Mental Health Services for Older People to raise awareness of BME dementia within our diverse communities</li> </ul>	<p>The Diversity within Dementia Community of Interest hosted a stand at Asda, Hyson Green in September and October 2013 to promote increased understanding of dementia within all the diverse communities, including BME communities.</p> <p>MHSOP staff have delivered information sessions on dementia and depression within the Islamic Centre in Nottingham and on Dementia to the luncheon Club of the Chinese Welfare Association.</p> <p>An article on wellbeing for older people which highlights issues such as memory loss, forgetfulness and dementias has featured in the Autumn edition of the Muslim Community Organisation Newsletter. Penned by the MHSOP Equality and Diversity Lead, this article provides</p>	S Crawford/ L Corcoran/Race Equality Steering Group and J Aicha/ Age Equality Steering Group  April 2014	60%	19/03/12	1.1-1.4, 2.3

			information and advice in a community publication which reaches out to one of our 'seldom heard' communities.			
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### Equality Area: Religion, Belief and Spirituality

Ref.	Equality Objectives	Actions	Progress	Lead/timescales	% complete	Date Added	EDS Outcome
RB1	Establish liaison groups to advise, guide and support in meeting the religious/faith needs of service users, carers and staff	<ul style="list-style-type: none"> <li>Review and evaluate the effectiveness of the Multi-Faith Forum which advises, guides and support the Trust in matters of religion, belief and spirituality</li> </ul>	<p>The Trust's Spiritual and Pastoral Care Service began to provide an enhanced service at Arnold Lodge in late September 2013. Reports indicate that the new service has been well received.</p> <p>Rampton have seconded a chaplain to Wells Road for one day per week and a new service is being developed.</p> <p>Agreement has been given for the recruitment of a new Assistant Chaplain. Sikh, Hindu, Jewish and Roman Catholic Chaplains have all been appointed.</p>	P Quilter March 2014	95%	20/06/11	3.3
		<ul style="list-style-type: none"> <li>Continue to develop information for patients, service users, carers and staff on religion, belief and spirituality via the staff intranet and leaflets/information sheets</li> </ul>	<p>The Spiritual and Pastoral Care Service and the Chaplaincy Service at Rampton Hospital continue to provide support, advice and guidance for staff on issues relating to religion, belief and spirituality.</p> <p>A strategy for the Provision of Spiritual and Pastoral Care is to be published in October 2014.</p>	P Quilter March 2014	95%	08/06/09	2.1, 3.3
		<ul style="list-style-type: none"> <li>Continue to raise awareness and understanding of different religions/belief,</li> </ul>	<p>Training events across the Trust which aim to raise awareness of issues around religion, belief and spirituality continue to evaluate well and have been well received.</p>	P Quilter March 2014	95%	05/12/11	3.3

		<p>particularly around the importance of faith/spirituality in patient recovery</p>	<p>The Introduction to Spirituality, Religion and Belief Course is to be refreshed and a new second stage course is being prepared for use in Summer 2014.</p> <p>A new series of short courses introducing the spectrum of different faiths is being developed for delivery in 2014.</p> <p>A Recovery College course on Spirituality and Faith has been successfully run at Wathwood Hospital and a similar course is being planned for both Arnold Lodge Hospital and The Wells Road Centre.</p> <p>Services to support the religious and spiritual needs of patients continue to be held at Rampton Hospital. These include Muslim prayers, Muslim teaching sessions and Quaker, Catholic and Protestant services. Chaplains from the Buddhist, Pagan, Jewish, Muslim and Quaker communities continue to visit the hospital regularly to provide patient spiritual and pastoral care.</p>				
RB2	<p>Raise awareness of the mutuality between religion/belief and spirituality and the other equality and diversity strands</p>	<ul style="list-style-type: none"> <li>• Develop opportunities to co-operate and collaborate between religion/belief and spirituality and the other equality and diversity strands</li> </ul>	<p>Action On-going. Work continues with support from the LGBT forum and Age Equality Steering Group.</p> <p>Plans are now in place for a conference to be held in February 2014 aimed at raising awareness of the mutuality of mental health and faith issues with Church of England Clergy.</p>	<p>P Quilter March 2014</p>	<p>95%</p>	<p>22/03/10</p>	<p>3.3, 4.1-4.3</p>

RB3	Provision of an effective and supportive end of life care service.	<ul style="list-style-type: none"> <li>Develop, agree and promote a Trust-wide strategy for Spirituality and End of Life Care</li> </ul>	No action to report. The End of Life Care Strategy is currently being updated within the Health Partnerships Division following the recommendations of the Francis Inquiry.	P Quilter October 2013	35%	25/06/12	2.1, 3.3, 3.5
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### Equality Area: Disability

Ref.	Equality Objectives	Actions	Progress	Lead/timescales	% complete	Date Added	EDS Outcome
D1	Disability programme of work to be developed, encompassing: <ol style="list-style-type: none"> <li>1. Training and education</li> <li>2. Employment practice and staff support – establish Trust Disabled Staff Forum</li> <li>3. Ensure policies and procedures meet DDA requirements and best practice standards.</li> <li>4. Accessibility</li> </ol>	<ul style="list-style-type: none"> <li>Develop and progress the priority actions of the Disability Equality Steering Group in relation to ‘hidden disabilities’ i.e. the Deaf Community, people with Asperger’s, Dyslexia etc.</li> </ul>	<p>Action progressing well. Disability Equality Training continues to be delivered across Trust sites and evaluates well. Specific training on ‘hidden disabilities’ such as Deaf Awareness and Asperger’s Awareness is on-going. Discussions are on-going to explore the possibilities and benefits of delivering basic BSL training as part of the Recovery College curriculum.</p> <p>The Living in Both Worlds Group provides peer support and guidance for staff that have lived experience of mental health problems. The Group also contributes to the on-going development and delivery of the Trust’s Recovery Strategy. The Mental Health and Employment Community of Interest is now well-established and provides additional support and guidance in relation to the Trust’s Recovery Strategy.</p> <p>All relevant policies and strategies are sent to members of the Disability Equality Steering Group for comment/ consultation.</p>	D Wight/ Disability Equality Steering Group  March 2014	80%	10/06/13	3.3, 3.5, 4.1-4.3

			<p>All Trust buildings have undergone a DDA audit to determine accessibility for disabled people. The Disability Equality Steering Group keeps a watching brief on this area to monitor progress. A number of key issues have been highlighted recently by the Group in relation to building compliance and the use of disabled parking by non-disabled people. Discussions with Facilities/Estates Management are on-going.</p> <p>The meeting scheduled for September 2013 with the British Deaf Association representative regarding the British Sign Language Charter has been rescheduled for early 2014.</p>				
D2	Ensure that disabled staff, patients and visitors feel safe and supported	<ul style="list-style-type: none"> <li>Continue to work with key services such as Estates and Facilities to ensure that buildings and services are accessible to disabled people and meet their needs</li> </ul>	Work on-going. An accessibility update report is scheduled for presentation by divisional leads at the Equality and Diversity Committee in December 2013. The aim of this report is to provide assurances that actions are being taken to address any areas of non-compliance identified in line with the Trust's Risk Register.	D Wight/ J Clarke/S Winfield/ Disability Equality Steering Group March 2014	75%	10/06/13	3.5

## Equality Area: Mental Health

Ref.	Equality Objectives	Actions	Progress	Lead/ timescales	% complete	Date Added	EDS Outcome
MH1	<p>Continue to improve our practice as an Exemplar Employer and maintain this status including:</p> <p>A. Ensuring that specific mental health needs are identified pre-employment and reasonable adjustments and supports are put in place</p> <p>B. Ensuring that staff needs are identified by managers via the PAD (appraisal) process and that appropriate supports are put in place e.g. reasonable adjustments (where applicable)</p> <p>C. Work to reduce self stigmatisation and discrimination experienced by staff with mental health problems</p>	<ul style="list-style-type: none"> <li>Continue to hold Human Resources led meetings which focus on employment opportunities and support for people with mental health problems</li> <li>Develop and deliver awareness briefing sessions for managers and their teams on mental health awareness, which clearly outlines appropriate support mechanisms</li> </ul>	<p>Action complete. The Workforce Recovery Lead continues to develop a Trust-wide strategy to ensure that the needs of staff with lived experience of mental health issues are identified and addressed.</p> <p>The PAD (appraisal) documentation contains a section for completion to ensure that the needs of staff with disabilities are highlighted and that support processes, including reasonable adjustments are put in place. The Workplace Individual Support Plan (WISP), providing support for staff with disabilities and/or mental health issues and their managers has been incorporated into the managers Tool Kit which supports the Trust's new Sickness Absence Policy. The WISP also provides a framework for discussion and agreement as part of the supervision/PAD process.</p> <p>Monthly SHIFT awareness training sessions for managers continue to be delivered by the Trust's Occupational Health Team. Feedback has indicated that those who attend find it very useful in raising their awareness and identifying knowledge gaps.</p> <p>The new Health and Wellbeing intranet site has now been operational for 1 year. Plans are now in place to review its use and consult</p>	L Eastham/S Humber August 2013	100%	21/12/09	1.1- 1.4, 3.3-3.6, 4.1-4.3

			on what further information can be included that will be of value to staff. The Trust induction, with effect from July 2013, now highlights and promotes the health and wellbeing site.				
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### Equality Area: Age

Ref.	Equality Objectives	Actions	Progress	Lead/timescales	% complete	Date Added	EDS Outcome
A1	Develop a Trust protocol for developing age appropriate services	<ul style="list-style-type: none"> <li>• Agree a Trustwide working group</li> <li>• Work with partnership organisations to develop a Trust protocol, then publish and implement it</li> </ul>	The protocol for meeting the age specific needs of patients with working age dementia is now complete and implementation has begun.	Age Equality Steering Group/ S Howe September 2013	95%	21/12/09	1.1-1.4, 2.1
A2	Improve equity of access to services for Older People; e.g. IAPT, Alcohol, CRHT, Psychology	<ul style="list-style-type: none"> <li>• Identify services where age discrimination occurs and ensure that this is reflected and addressed in directorate IBPs</li> </ul>	Work continues within IAPT to increase the number of older people accessing these services. Work is progressing with Substance Misuse Services to agree the pathway for older people with alcohol related memory impairment.	General Managers/ A Wright/A Ward  August 2013	95%	21/03/11	1.1-1.4
A3	Develop a Trust strategy for older carers	<ul style="list-style-type: none"> <li>• Agree a Trust wide working group</li> <li>• Work with partnership organisations to develop a Trust strategy, publishing and implementing it Trust wide</li> </ul>	Tony Wilde has taken on the role of lead for developing a Trust Older Carers' Strategy. This will support the existing Carers' Strategy which Tony has already begun to review in order to identify the specific needs of Older Carers. It is anticipated that this work will be completed by the end of January 2014 and following consultation with key groups and individuals, including the Carers Community of Interest and the Age Equality Steering Group, will be published by 31st March 2014.	T Wilde March 2014	35%	20/06/11	2.1, 4.1

A4	Ensure the distinct age related needs of our patients, service users and carers are met	<ul style="list-style-type: none"> <li>Engage with the diverse communities the Trust serves to determine their needs in terms of age related care</li> </ul>	<p>MHSOP Inpatient areas continue to promote the 'The Last Outing' questionnaire to ascertain the specific health and care needs of older LGBT people. The article submitted by MHSOP, for inclusion in the Primary Care Newsletter, provides an insight into key issues which affect older LGBT people and helps raise awareness within the healthcare arena and beyond. MHSOP, supported by their Equality and Diversity Lead and the Diversity in Dementia Community of Interest, engage directly with diverse communities to encourage them to connect with and shape services.</p> <p>School Nurses provide confidential drop-in sessions for young people in secondary schools to discuss what is important to them. This enables the School Nurses to develop services in line with the 'Your Welcome' quality criteria (DOH 2007). Young people are also encouraged to complete the Service User and Carer Evaluation forms providing the service with valuable feedback to improve the service offered. An evaluation form is being piloted in Newark &amp; Sherwood based on outcomes of a specific intervention which aims to improve and shape the services we provide.</p> <p>A Family Nurse Partnership Service is provided, which is aimed specifically at young people (below the age of 20) who are expecting their first child. In order to maintain the fidelity of the service the young</p>	J Davies/ A Saha/W Bradford/S Dudley July 2014	80%	11/03/13	1.1-1.3; 2.1, 2.3, 2.4, 3.1, 3.3
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			<p>people provide feedback to the Family Nurses on how they are doing, which shapes their interventions.</p> <p>Sure Start Children's Centres engage with parents and young children within their local community, providing a forum for parent's voices which feeds into the Local Management Group. In addition parent representatives sit on each Local Management Group and provide feedback into the development of services offered at the Centre.</p> <p>A progress update from CAMHS is still awaited for this objective and it is anticipated that this will be tabled at the next meeting of the Equality and Diversity Committee on 2<sup>nd</sup> December 2013.</p>				
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**Equality Area: Gender (including Gender Reassignment/Gender Identity and Pregnancy and Maternity)**

Ref.	Equality Objectives	Actions	Progress	Lead/timescales	% complete	Date Added	EDS Outcome
G1	Advanced progress in delivering Gender Equality	<ul style="list-style-type: none"> <li>Continue to raise Awareness of Gender issues, including Domestic Violence and health issues, for both men and women through campaigns, events etc</li> </ul>	A presentation on the Domestic Violence and Abuse (DVA) Strategy has been scheduled for delivery at the Senior HR Leads Meeting in December, to explore how HR can help take this work forward. This is part of a Trust-wide awareness raising/ training campaign led by the Safeguarding Team. Key aims include implementing the DVA Strategy, improving the uptake of DVA training for all staff and production of a DVD to raise awareness about DVA and its impact	H Pritchett / C Conchar March 2014	95%	20/09/10	1.1, 1.2, 1.5, 3.2, 3.6, 4.1-4.3

			<p>on staff and patients. The Chief Operating Executive (Health Partnerships) has agreed to become the sponsor for DVA issues in the County.</p> <p>In addition the DVA Community of Interest has applied for funding to carry out research into how to best support older people to access DVA provision. This application has been made in partnership with the University of Nottingham.</p> <p>In commemoration of International Men's Day on the 19<sup>th</sup> of November and to raise awareness of men's health issues, a number of health events were held across Trust sites throughout November. These included health checks at Duncan Macmillan House, Highbury Hospital, Birch House and Hawthorne House. In addition to BMI, height, weight, glucose and blood pressure checks individuals were offered advice on healthy eating and smoking cessation. The International Men's Day Flag was also flown about Trust Headquarters throughout the month.</p>				
G2	Create integrated service and employment strategy for Transgender people	<ul style="list-style-type: none"> <li>Develop and circulate patient transgender guidelines</li> </ul>	Action on-going. Meetings are being arranged with clinical staff that have volunteered to help explore the application of the guidance developed from an operational perspective. The deadline for completion has been moved from October 2013 to March 2014.	S Murjan/C Conchar March 2014	95%	08/06/09	1.1-1.4, 2.1-2.3

		<ul style="list-style-type: none"> <li>Encourage discussion and debate on gender and transgender issues in order to raise awareness, create new learning and best practice</li> </ul>	<p>Work on-going. Trans Awareness Training continues to be delivered across Trust sites and is in the main well attended.</p> <p>Consultant psychiatrists Odette McInerney (Rampton Hospital) and Sarah Murjan (Nottingham Gender Clinic) are working together on a number of joint assessments in relation to Trans/Gender Dysphoric patients. This work is not only providing opportunities for good practice to be shared and developed, but will inform plans for a future Trans patient service within the secure hospital environment.</p>	O McInerney/ C Conchar March 2014	95%	19/03/12	3.3,4.1
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### Equality Area: All Strands/General

Ref.	Equality Objectives	Actions	Progress	Lead/timescales	% complete	Date Added	EDS Outcome
Ge1	Inclusive policies and practices which meet the diverse needs of staff and service users	<ul style="list-style-type: none"> <li>Continue to ensure that all Trust policies consider the needs of all strands of Equality and Diversity and that they are clearly identified and not simply inferred</li> </ul>	Action on-going. EIA Training for HR and staff-side colleagues has been scheduled for January 2014 (Duncan Macmillan House) and March 2014 (Rampton Hospital). This training will be delivered in partnership with HR and staff-side. Additional refresher sessions for other policy writers/ contributors will be scheduled thereafter,	Local, Forensic and Health Partnerships Services E & D Forums Ongoing	95%	08/06/09	1.1-1.5, 2.1-2.4, 3.1-3.6, 4.1-4.3
		<ul style="list-style-type: none"> <li>Ensure patient demographics are collected and monitored for all of the Equality and Diversity Strands in line with the Trust and Divisional Integrated Business Plans</li> </ul>	No action to report. An update on the progress of the three operational divisions has been scheduled for discussion at the next meeting of the Equality and Diversity Committee on the 2 <sup>nd</sup> of December 2013.	Local, Forensic and Health Partnerships Services E & D Leads  December 2013	75%	10/06/13	

		<ul style="list-style-type: none"> <li>• Ensure all patient, service user and carer communications are provided in an accessible format to meet the needs of all individuals, including people with learning disabilities, cognitive impairments, additional language requirements etc.</li> </ul>	<p>Action complete. This action is now contained within each of the Divisional Equality and Diversity Action Plans. This will ensure that it is acted on, monitored and reported by the respective Divisional Equality and Diversity Forums/Leads. An overview will be maintained by the Equality and Diversity Committee via the aforementioned Divisional Equality and Diversity Action Plans.</p>	<p>Local, Forensic and Health Partnerships Services E &amp; D Leads/ E&amp;D Forums</p> <p>April 2014</p>	100%	10/06/13	
Ge2	Demonstrate the Trust's commitment to eradicating all forms of bullying and harassment	<ul style="list-style-type: none"> <li>• Evaluate the effectiveness and promotion of the Bullying and Harassment Helpline via monitoring of helpline usage, employee relations cases etc.</li> </ul>	<p>New action. The Trust Bullying and Harassment Support line which was re-launched on the 1 September 2013 will now be monitored to evaluate both its effectiveness and the extent to which it has been promoted across the organisation.</p> <p>The contact number for the Support Line, which is highlighted on the front page of the Intranet site and on the Health and Wellbeing page, will be supported by a re-launch of the posters for display on staff noticeboards.</p>	<p>L Eastham/S Humber Supported by Divisional E &amp; D Forums, E&amp;D Strand Steering Groups and the Forensic Services Anti-Bullying Project Lead</p> <p>March 2014</p>	10%	02/12/13	1.4, 3.4, 4.1
Ge3	Recruit and retain a diverse workforce which is reflective of the communities we serve	<ul style="list-style-type: none"> <li>• Actively monitor staff progression by all strands of diversity including sexual orientation. Put appropriate actions into place to address under-representation and tackle barriers</li> </ul>	<p>The workforce monitoring report which is due for discussion at the Equality and Diversity Committee on the 2<sup>nd</sup> of December 2013 will contain an analysis of staff progression by equality strand. This will ensure that all workforce processes are monitored and analysed, enabling appropriate actions to be taken.</p> <p>Staff from under-represented groups e.g. BME, LGB and T, disabled etc. are actively encouraged to apply for development opportunities such as</p>	<p>R Cotterill/ L Eastham /E &amp; D Committee Ongoing</p>	95%	08/06/09	3.1, 4.1, 4.3

			Invest to Lead 5 and the East Midlands Leadership Academy offer.				
		<ul style="list-style-type: none"> <li>• Conduct a demographic analysis to determine if the Trust's workforce is reflective of its localities and therefore the communities it serves. This information will be used to influence recruitment policy and workforce planning.</li> </ul>	New action. Work is currently underway to determine how to best obtain up to date and accurate demographic information.	R Cotterill/ L Eastham March 2014	20%	02/12/13	1.1, 3.1, 4.1
		<ul style="list-style-type: none"> <li>• Promote employment opportunities within the diverse communities we serve via the media and other promotional events/activities.</li> </ul>	New action. The recruitment advert for the Executive Director- Forensic Services post has been advertised on the Stonewall Proud Employers Job Site in addition to the NHS Jobs Site.	L Eastham, Senior HR Leads September 2014	5%	02/12/13	1.1, 3.1, 4.1