

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

11th March 2013

1. Positive Highlights

- The Trust achieved 4th place in the Stonewall 2013 WEI and the prominent position of the Top NHS/Health organisation in the UK
- Successful LGBT History Month celebrations in February 2013 including a highly effective workshop at Highbury Hospital on Religion, Belief and Sexual Orientation
- Since April 2012 the Trust has participated in twelve one hour radio shows on Radio Kemet 97.5 FM
- The Reasonable Adjustments Guide and the Workplace Individual Support Plan are now available and will be incorporated in the new Sickness Absence Policy
- The Trust's Apprenticeship Scheme is now recruiting for its 6th intake of young people between the ages of 16 and 24 years.

2. Exceptions to Note

- Presentation of the updated report on the health needs of asylum seekers and refugees has been delayed due to staff illness. It is anticipated that this paper will be presented at the Equality and Diversity Committee in March 2013
- Progress on the development of an End of Life care strategy has stalled due to external influences. The Head of Spiritual and Pastoral Care is meeting with divisional colleagues to develop End of Life Care guidance for staff
- A lead has still to be sourced to develop an Older Carers' Strategy. Action is being taken to identify an appropriate individual
- The Trust cannot yet monitor promotion by the Equality and Diversity strands and is awaiting the development of a national report.

3. Any Other Observations

It is suggested that two actions be added to future Strategic and Divisional Equality and Diversity Action Plans namely:

- 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
- 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.

Catherine Conchar
Head of Equality and Diversity

Date: 11 March 2013



AGE POSITIVE



Our Trust is
SMOKEFREE



Trustwide Equality and Diversity Priorities Report to Trustwide Equality and Diversity Committee- 11 March 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 1st 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"> Submit evidence and proforma for Stonewall Workplace Equality Index (WEI) 2014 	Action progressing well. The Trust achieved 4 th place in the Stonewall 2013 WEI and the prominent position of the Top NHS/Health organisation in the UK. The benchmarking exercise confirmed a score of 187 points out of a possible 200.	C Conchar, R Phillips September 2013	30%	03/12/12	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"> LGBT Forum to support with the delivery of a further 6 LGB awareness sessions in partnership with Healthy Gay Nottingham (NUH) 	Action progressing well. LGB Awareness sessions continue to be delivered across the Trust, supported by members of the LGBT Forum.	R Phillips/S Unitt March 2013	75%	25/06/12	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"> Continue to identify internal and external agencies/partners who can support the Trust in bullying prevention, in particular homophobic bullying 	<p>Work on-going. The Trust continues to work with key partners in the campaign against homophobic bullying and harassment.</p> <p>Internally work is being developed between the LGBT Forum and the Race Equality Steering Group to examine issues which impact on BME LGB people. This is in line with Stonewall's policy guidance 'One Minority at a Time' which identifies particular issues of discrimination and other inequalities.</p> <p>The Trust was recognised for its work with all diverse communities, in particular LGBT communities, at the Nottinghamshire Rainbow Heritage annual awards ceremony in February 2013.</p>	Sexual Orientation Steering Group April 2010 onwards	95%	16/03/09	3.4, 4.1

		<ul style="list-style-type: none"> • a. Encourage non-LGBT staff to participate in the Forum with the aim of valuing and celebrating all aspects of diversity • b. host the LGBT Forum at various sites across the Trust to provide staff people have an opportunity to meet members and ask questions 	<p>Roadshows and Workshops continue to be held across the Trust. The aim of these sessions are to raise awareness of issues which impact on Lesbian, Gay, Bisexual and Trans (LGB) communities and encourage 'straight allies' to participate in the work of the Forum; exploring issues such as Substance Misuse and Sexual Orientation.</p> <p>A workshop was held at Highbury Hospital in February 2013, led by the Spiritual and Pastoral Care Service in partnership with the LGBT Forum. The aim of the session was to explore some of the issues often hidden within religions and help build cohesion and understanding between LGBT and faith communities.</p> <p>A number of events were held across the Trust to celebrate LGBT History Month in February 2013. These included: raising the Rainbow Flag above Trust Headquarters and Rampton Hospital on the 1st February, 2 LGBT film events in partnership with the Involvement Centre, an art exhibition launch and spoken word event in Café Art and a charity fundraiser competition in Options to raise awareness of and funds for the Anthony Nolan Bone Marrow Trust. The Rainbow Wall, containing inspirational quotes and images from staff, patients, service users and carers, which was part of the exhibition is being displayed at the Carer's Day at Wathwood Hospital in March 2013.</p>	Sexual Orientation Steering Group Ongoing	95%	16/03/09	3.3, 4.1, 4.2
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Equality Area: Race

Ref.	Equality Objectives	Actions	Progress	Lead/timescales	% complete	Date Added	EDS Outcome
R1	<p>Develop and implement a 'stretching' Strategy to ensure continued delivery of the DRE vision, including:</p> <ol style="list-style-type: none"> 1. CDW legacy 2. Value Added Grant Project 3. Leadership/Mentoring development <p>Findings:</p> <ul style="list-style-type: none"> - Poor understanding of care pathway - Prejudices experiences by service users - Over use of medication 'control' - Little understanding of cultural competence -Independent scoping undertaken on Race Equality, actions agreed for Local Services 	<ul style="list-style-type: none"> • Equality and Diversity work programmes within the Forensic Services, Local Services and Health Partnerships divisions to include findings from; - Equality Impact Assessment priorities - Investigation findings - Staff Survey findings 	<p>One of the mentee project groups from the Executive Mentoring Project, with the support of the Physical Healthcare Team, is raising awareness of health issues amongst BME communities at various community venues across Nottinghamshire. These include an event in Old Market Square in Nottingham and one in Asda in Hyson Green.</p> <p>Members of the Race Equality Steering Group and Executive Mentoring Scheme mentees hosted a stand at the Physical Healthcare/ Sexuality Showcase Event at Highbury Hospital on the 17th January 2013 to raise awareness of particular health issues amongst BME communities.</p>	S Crawford/ D Henry April 2010 onwards	95%	16/03/09	1.1- 1.4, 2.1-2.4, 3.1, 3.4, 4.2, 4.3
R2	Provide services which meet the needs of Asylum Seeker/ Refugee Communities	<ul style="list-style-type: none"> • 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 • Identify gaps in service provision and put in place appropriate interventions 	<p>Due to staff illness, this paper is scheduled to be presented at the Equality and Diversity Committee in March 2013. Following this the updated paper will be discussed at the Local Services Equality and Diversity Forum to plan the next steps.</p> <p>A guidance booklet for clinical staff outlining the health needs and entitlements of Asylum Seekers and Refugees has been developed and distributed in partnership with the Nottingham and Nottinghamshire</p>	S Regel/S Crawford March 2013	50%	25/06/12	1.1, 1.2

			<p>Refugee Forum (NNRF). Face to face training for clinical and support staff is also being delivered on this subject across the Trust in partnership with the NNRF.</p> <p>Work is being undertaken within the Adult Mental Health with representatives from the Polish and Chinese communities.</p>				
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"> • Work with Mental Health Services for Older People to raise awareness of BME dementia within our diverse communities 	<p>The BME Dementia Community of Interest, led by Mental Health Services for Older People, is holding a 'Think Tank' on the 7th March 2013 aimed at refocusing its work plan.</p> <p>Adult Mental Health Services are planning to conduct a mapping exercise to identify gaps in service provision.</p>	<p>S Crawford/ L Corcoran/Race Equality Steering Group and A Ward/Age Equality Steering Group</p> <p>April 2014</p>	45%	19/03/12	1.1-1.4, 2.3
		<ul style="list-style-type: none"> • Develop a communications plan to raise awareness of mental health within BME communities and engage seldom heard communities within Trust services and decision making processes 	<p>Members of the Race Equality Steering Group and Executive Mentoring Scheme mentees hosted a stand at the Physical Healthcare/ Sexuality Showcase Event at Highbury Hospital on the 17th January 2013 to raise awareness of particular health issues amongst BME communities, including mental health. The theme of the stand was 'no health without mental health'.</p> <p>Since April 2012 the Trust staff have participated in twelve one hour radio shows on Radio Kemet 97.5 FM. The aim of the Project is to raise awareness and understanding of mental and physical health within our BME communities and to engage seldom heard communities within our services and decision-making</p>	<p>A Bernard/ J Grant/ C Conchar</p> <p>April 2013</p>	90%	19/03/12	1.1

			<p>processes. The current project's final show will be aired in April 2013 and presented by the Chief Executive who will provide an update on the Trust's Foundation Trust progress. The focus for the following few months will be participation in BME community events hosted by Kemet FM. Talks are being conducted with the BBC Asian Network with the aim of developing a similar project targeting Asian communities.</p>				
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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"> Review and evaluate the effectiveness of the Multi-Faith Forum which advises, guides and support the Trust in matters of religion, belief and spirituality 	<p>The recruitment of 'Faith Advisers' with whom the Trust can liaise with and ask for help and advice continues. The Spiritual and Pastoral Care Service will continue to deliver workshops, events and support for people of all faiths/beliefs and encourage participation from the wider community.</p>	P Quilter January 2013	95%	20/06/11	3.3
		<ul style="list-style-type: none"> Continue to develop information for patients, service users, carers and staff on religion, belief and spirituality via the staff intranet and leaflets/information sheets 	<p>This is on-going. Budget limitations prevent the publication of new leaflets therefore plans are in place to develop new materials for publication on the Intranet, enabling individuals to print them off as required.</p> <p>A new information leaflet for staff on the Spiritual and Pastoral Care Service has been developed and will leaflet be available for distribution by the end of March 2013.</p>	P Quilter March 2013	95%	08/06/09	2.1, 3.3

		<ul style="list-style-type: none"> • Continue to raise awareness and understanding of different religions/belief, particularly around the importance of faith/spirituality in patient recovery 	<p>Two successful 'Introduction to Islam' sessions have been held over the last quarter. A recent Introduction to Paganism course attracted over 30 participants and evaluated very well.</p> <p>The workshop on Religion, Belief and Sexual Orientation held at Highbury Hospital on the 21st February 2013 was well attended and resulted in lots of meaningful discussion and debate.</p> <p>A programme of courses introducing all of the major world faiths is being developed for delivery over the next financial year.</p>	P Quilter March 2013	95%	05/12/11	3.3
RB2	Raise awareness of the mutuality between religion/belief and spirituality and the other equality and diversity strands	<ul style="list-style-type: none"> • Develop opportunities to co-operate and collaborate between religion/belief and spirituality and the other equality and diversity strands 	The February workshop on Religion, Belief and Sexual Orientation, hosted in partnership with the LGBT Forum, explored some of the often contentious issues between the two strands. The event also encouraged the building of bridges and the development of a deeper understanding between LGBT and faith communities.	P Quilter March 2013	95%	22/03/10	3.3, 4.1-4.3
RB3	Provision of an effective and supportive end of life care service.	<ul style="list-style-type: none"> • Develop, agree and promote a Trust-wide strategy for Spirituality and End of Life Care 	No action to report. This initiative has stalled following the respective decisions of Barchester Healthcare and the John Eastwood Hospice not to involve the Trust Spiritual and Pastoral Care Service in the provision of End of Life Care support. The Head of Spiritual and Pastoral Care is meeting with divisional colleagues to develop End of Life Care Guidance for staff.	P Quilter October 2013	25%	25/06/12	2.1, 3.3, 3.5

Equality Area: Disability

Ref.	Equality Objectives	Actions	Progress	Lead/timescales	% complete	Date Added	EDS Outcome
D1	<p>Disability programme of work to be developed, encompassing:</p> <ol style="list-style-type: none"> 1. Training and education 2. Employment practice and staff support – establish Trust Disabled Staff Forum 3. Ensure policies and procedures meet DDA requirements and best practice standards. 4. Accessibility 	<ul style="list-style-type: none"> • Develop guidance for staff and managers to raise awareness of disability issues and identify appropriate support mechanisms 	<p>Action complete. The Reasonable Adjustments Guide and the Workplace Individual Support Plan are now available and will be incorporated in the new Sickness Absence Policy.</p> <p>Following the extensive Disability Discrimination Act (DDA) accessibility audit conducted across all Trust properties a robust action plan has been put in place to appropriately progress identified actions in a timely manner. Procedures have been put in place to ensure that members of the Trust's Disability Equality Steering Group are consulted on all major adaptations/new builds in line with the Estates Strategy</p> <p>Disability Awareness Training sessions continue to be delivered across key Trust sites for staff and Involvement Volunteers.</p>	D Wight November 2011	100%	20/06/11	3.3, 3.5, 4.1-4.3
D2	Ensure that disabled staff and visitors feel safe and supported	<ul style="list-style-type: none"> • Work with the Health and Safety Team to ensure that managers actively complete and submit Personal Emergency Evacuation Plans (PEEPS) for all staff and visitors with disabilities. 	<p>Action complete. The Disability Equality Steering Group have been consulted on the newly updated Fire Policy and are confident that it considers and meets the needs of all individuals with applicable disabilities and/or mobility issues. Work is currently underway with divisional Equality and Diversity Forums to develop compliance measures.</p>	D Wight/ I Freegard Disability Equality Steering Group November 2012	100%	19/03/12	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"> Continue to hold Human Resources led meetings which focus on employment opportunities and support for people with mental health problems Develop and deliver awareness briefing sessions for managers and their teams on mental health awareness, which clearly outlines appropriate support mechanisms 	<p>Monthly SHIFT awareness training sessions for managers are being 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>Sessions however are not always well attend therefore work is needed to consider how this training be better promoted.</p> <p>The Workplace Individual Support Plan (WISP) providing support for staff with disabilities and/or mental health issues as well as their managers is now available and will be incorporated into the new Sickness Absence Policy. The WISP provides a framework for discussion and agreement as part of the supervision/PAD process.</p> <p>The new Health and Wellbeing intranet site continues to be developed to meet the needs of staff.</p> <p>A conference is planned for 31 May on Mental Health and Employment. The aims of the event include raising awareness of mental health in the workplace, tackling the stigma often associated with mental health issues, and exploring appropriate support strategies.</p>	L Eastham/S Humber August 2013	80%	21/12/09	1.1- 1.4, 3.3-3.6, 4.1-4.3

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"> • Agree a Trustwide working group • Work with partnership organisations to develop a Trust protocol, then publish and implement it 	A new lead to progress this work has been identified within Mental Health Services for Older People (MHSOP). A protocol has been developed to ensure the provision of age appropriate services across the Trust; particularly in relation to younger (under 18) and older people (over 65) placed on Adult Mental Health (AMH) service wards and younger adults assigned to MHSOP wards.	Age Equality Steering Group/ S Howe September 2013	90%	21/12/09	1.1-1.4, 2.1
A2	Develop a Trust young carers Strategy	<ul style="list-style-type: none"> • Agree a Trust wide working group • Work with partnership organisations to develop a Trust young carers strategy, publishing and implementing it Trust wide 	Action complete. Following the completion of this work, the responsibility for monitoring now sits with the designated Trust lead within the Specialist Services Division, supported by the Carers Community of Interest.	Age Equality Steering Group/ W Bradford July 2011	100%	21/12/09	2.1, 4.1
A3	Improve equity of access to services for Older People; e.g. IAPT, Alcohol, CRHT, Psychology	<ul style="list-style-type: none"> • Identify services where age discrimination occurs and ensure that this is reflected and addressed in directorate IBPs 	Work has been completed in relation to IAPT, Psychology and Alcohol services. The CRHT is currently being reviewed by commissioners to include people over the age of 65 years. IAPT services are currently working with care homes to raise awareness of and promote counselling services.	General Managers/ Age Equality Steering Group August 2013	90%	21/03/11	1.1-1.4
A4	Develop a Trust strategy for older carers	<ul style="list-style-type: none"> • Agree a Trust wide working group • Work with partnership organisations to develop a Trust strategy, publishing and implementing it Trust wide 	No action to report. A new lead is currently being identified.	A Ward June 2013	25%	20/06/11	2.1, 4.1

A5	Ensure a level of training on age discrimination which meets the needs of the Trust and individuals	<ul style="list-style-type: none"> Identify organisational needs re age discrimination training Identify the required content of any training 	Action complete. The training entitled "Over the Rainbow, Not Over the Hill" continues to be delivered within the Trust. Training needs in relation to this area are reviewed at each meetings of the Age Equality Steering Group as part of its action plan	Age Equality Steering Group March 2013	100%	20/06/11	3.3
			MHSOP are planning to survey older people to determine their needs at Nottinghamshire Pride as part of their community engagement and service strategy. Links will be made with the LGBT Forum to develop partnership work in this area.	John Davies July 2013	5%	11/03/13	1.1-1.3; 2.1, 2.3, 2.4, 3.1, 3.3
A6	Develop a long term work force strategy to ensure that the Trust's needs are met in light of the Aging workforce profile	<ul style="list-style-type: none"> Provide employment and development opportunities for young people to encourage them to seek careers in the Trust Provide flexible working opportunities to enable older employees to consider working within the Trust beyond the previously determined retirement age Develop Health and Wellbeing promotions that are appropriate to staff of all ages. 	<p>The apprenticeship programme which provides work placements for young people between the ages of 16 and 24 years has now recruited its 5th cohort of young people. Advertisements to recruit a new intake of apprentices are underway.</p> <p>All staff have the right to work beyond the state retirement age. Staff also have the opportunity to request to retire and return.</p> <p>The intranet now has health and wellbeing advice and guidance covering a number of topics aimed at meeting the needs of staff of all ages.</p>	Lorraine Eastham March 2013	100%	25/06/12	3.1, 3.3

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 the Gender Duty – Equality Act 2006	<ul style="list-style-type: none"> Continue to raise Awareness of Gender issues, including Domestic Violence and health issues, for both men and women through campaigns, events etc 	<p>The Trust's Domestic Violence Strategy is nearing completion. The Trust held a number of roadshows throughout the County of Nottinghamshire during January to raise awareness of Domestic Violence and encourage men to sign up to the White Ribbon Campaign.</p> <p>Training is planned for the new financial year to raise awareness of domestic violence, particularly its impact on mental health. A particular focus of the training will be Female Genital Mutilations (FGM) which is becoming an increasing issue within the UK.</p> <p>The Trust is hosting a conference in March 2013 at Rampton Hospital in partnership with SHE (Survivors Helping Each Other). The conference is part of the Trust's commemoration of International Women's Day in March. The International Women's Day Flag will be raised above Trust Headquarters throughout March.</p> <p>Health Partnerships staff are raising awareness of conditions which particularly affect women. The session at Asda in Newark on the 6th March will focus on illnesses such as osteoporosis, breast cancer and falls.</p> <p>The Trust will again be hosting a</p>	H Scott /C Conchar March 2013	95%	20/09/10	1.1, 1.2, 1.5, 3.2, 3.6, 4.1-4.3

			stand at Gedling Women's Event, which this year is on Saturday 9 th March 2013. The focus of the stand will be psychological therapies and the self-referral of individuals to these services.				
G2	Create integrated service and employment strategy for Transgender people	<ul style="list-style-type: none"> Develop and circulate patient transgender guidelines 	Consultation with clinical staff is now being extended to the Health Partnerships division.	S Murjan/C Conchar January 2013	95%	08/06/09	1.1-1.4, 2.1-2.3
		<ul style="list-style-type: none"> Encourage discussion and debate on gender and transgender issues in order to raise awareness, create new learning and best practice 	<p>The 'Living My Life' exhibition was displayed in Café Art at Duncan Macmillan House throughout February 2013. The Nottingham Evening Post has expressed a potential interest in exploring further the Trust's work in this area.</p> <p>Trans Awareness Training continues to be delivered across Trust sites and evaluates well, encouraging fruitful discussion and debate.</p>	O McInerney/ C Conchar March 2013	95%	19/03/12	3.3,4.1

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"> 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 	Action on-going. Refresher training continues to be provided across the Trust for all writers of policies and strategies as well as facilitators of service redesign.	Local, Forensic and Health Partnerships Services E & D Forums Ongoing	85%	08/06/09	1.1-1.5, 2.1-2.4, 3.1-3.6, 4.1-4.3
Ge2	Demonstrate the Trust's commitment to eradicating all forms of bullying and harassment	<ul style="list-style-type: none"> Develop guidance for staff and service users on recording and reporting hate incidents 	The Trust's Bullying and Harassment Support Line will be launched April 2013. Currently guides are being trained to fulfil the requirements of this role.	L Eastham/Local and Forensic Services E & D Forums, Forensic Services Anti-Bullying Project Lead, E & D	80%	21/12/09	1.4, 3.4

				Champions, E & D Leads -March 2012			
Ge3	Recruit and retain a diverse workforce which is reflective of the communities we serve	<ul style="list-style-type: none"> Actively monitor staff progression by all strands of diversity including sexual orientation. Put appropriate actions into place to address under-representation and tackle barriers 	No action to report. The Trust is still awaiting the national report that will enable the reporting of promotion by each Equality and Diversity Strand. The Trust have petitioned the provider to try and expedite this report to no avail.	R Cotterill/ L Eastham /E & D Committee Ongoing	80%	08/06/09	3.1, 4.3
Ge4	Develop and utilise various methods to access the views of the Trust's diverse workforce	<ul style="list-style-type: none"> Use the Trust results from the National Staff Satisfaction Survey and the Trust's Equality & Diversity Staff Surveys to gauge staff perceptions/ attitudes on Equality & Diversity issues as well as issues which impact on minority groups 	Action complete. Equality and Diversity questions are part of the Trust's extended National Staff Survey and form part of the internal review process for National Staff Opinion survey results.	L Eastham May 2012	100%	19/09/11	4.1-4.3
Ge5	Develop inclusive HR practices which ensure staff are committed to and practice the principles of Equality and Diversity, in line with the Equality Act 2010 and models of good practice	<ul style="list-style-type: none"> Ensure that all job descriptions and person specifications include one of the key accountabilities of the role related to equality and diversity commensurate with the seniority/ remit of the post and the Knowledge and Skills Framework (KSF) outline 	This action will be built into the review as part of the planned internal recruitment audit. It is anticipated that work on this will commence in April 2013.	L Eastham/ J Cynrik June 2013	90%	19/03/12	3.1, 3.3, 4.1, 4.3

		<ul style="list-style-type: none"> Appointing managers to carefully consider the composition of interview panels in terms of all Equality and Diversity strands where practicable, but specifically in relation to gender, disability and race. Panel composition will be monitored by HR 	<p>This action will be built into the review as part of the planned internal recruitment audit. It is anticipated that work on this will commence in April 2013.</p>	<p>L Eastham/ J Cynrik June 2013</p>	85%	19/03/12	3.1, 4.1, 4.3
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