

Workforce Race Equality Standard (WRES)

Action Plan 2017-18

The Workforce Race Equality Standard (WRES) was introduced in April 2015, and is included within the NHS standard contract.

As an NHS Trust we are required to produce and publish a WRES Report - providing information on our baseline WRES data - on our website:
<http://www.yeovilhospital.co.uk/about-us/equality-and-diversity/>.

This Action Plan elaborates on Section 5 of our WRES Report, setting out the next steps for expected progress against the WRES Indicators.

Alongside WRES, we use the Equality and Diversity Systems (EDS2) to review and improve our performance for people with characteristics protected by the Equality Act 2010. Our annual document “Equality and Diversity Report and Objectives” is available our website
<http://www.yeovilhospital.co.uk/about-us/equality-and-diversity/>

By using the EDS2 and the WRES we can help to deliver on our Public Sector Equality Duty.

WRES Indicator	Specific Indicator	Action / Progress	By Whom	Completion Date
3	Self-Reporting	<ul style="list-style-type: none"> Although our TRAC recruiting software records applicant data, the ethnicity fields are not mandatory so there are gaps. We have therefore introduced a manual form to capture E&D information for all new starters so we are able to record this on ESR. To encourage self-reporting, we will look at ways of using our internal staff communication methods: "ConectWeekly" (bulletins) and "ConectStaff" (executive led staff meetings). In addition, we will use our intranet "YCloud" to promote WRES, and will continue to celebrate diversity through multicultural events. We also include E&D training within Trust Induction, Mandatory and other bespoke programmes where self-reporting is explained and encouraged. Monthly incident reports are provided to managers and reviewed at Peer Review meetings so that issues or themes can be identified and action taken to reduce recurrence and improve experience. At present the incident reporting system does not require ethnicity to be completed as a mandatory field. Consideration will be given over the coming year to how this can be improved so that this data can be effectively collated to enable themes to be identified which could have a detrimental effect on staff experience. 	E&D Human Resources Recruitment Clinical Governance Staff Side	Ongoing
5.2	Relative likelihood of staff being appointed from shortlisting across all posts"	<ul style="list-style-type: none"> The use of ESR will be explored to see whether a report for the shortlisting and ethnicity data relating to all new staff would show us the percentage recruited. Staff retention is important to us and staff turnover will continue to be analysed on a monthly workforce report. The HR team also discuss their knowledge of particular issues, including departing members of staff. 		
	Relative likelihood of staff accessing non-mandatory training and CPD	<ul style="list-style-type: none"> The Trust's centralised training budget is offered to staff on an application basis. Applications are consideration with advice from specialist colleagues if appropriate for the course being considered. Records are now kept in terms of the ethnicity for all applicants. Self-reporting in ESR will enable individuals to record any attendance on free or self-funded external training. Consideration will therefore be given to obtaining regular reports of all training entered onto ESR, to contribute to this indicator. 	E&D team Academy Human Resources	Ongoing

WRES Indicator	Specific Indicator	Action / Progress	By Whom	Completion Date
5.5 to 5.8	<p>KF 25: Percentage of staff experiencing harassment, bullying or abuse from patients, relatives or the public in last 12 months</p> <p>KF 26: Percentage of staff experiencing harassment, bullying or abuse from staff in last 12 months</p> <p>KF 21: Percentage believing that trust provides equal opportunities for career progression or promotion</p> <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"> E&D Forum has developed into a Trust-wide meeting open to all staff. Each scheduled quarterly meeting is advertised in advance with a theme, to enable focus on particular key topics. For example, WRES and “Around the World at YDH” in June 2017. Regular E&D ‘Drop-in’ clinics are scheduled throughout the year, providing an informal setting for staff to discuss concerns or observations they may have around E&D. Discussions regarding the creation of Staff Network(s) are ongoing, including through the Quality Committee where the importance and benefit of staff networks will be highlighted. However, engagement is also being sought through Staff Side and JCNC. Implementation of local surveys/ questionnaires will be considered to enable real-time data collection for comparison with the randomised national staff survey data. Scrutiny of incident reports occurs and any themes relating to bullying, harassment or other E&D area are highlighted to the E&D Lead. However, ethnicity is not currently recorded but it is hoped that this may be possible to enable comparison with the randomised national survey data. “Around the World at YDH”: our first diversity celebration event took place on 20-21 October 2016. Exhibits were provided by staff from various countries, and almost 300 members of staff attended the event over the 2 days. The programme provided activities including international dress, cookery and dance demonstrations and was a very positive experience for all involved. The next event will take place on 13-14 November 2017. The Restaurant provides culturally themed menus throughout the year. In 2017 the local town council are planning their own Unity in the Community event, and a member of the E&D team is on their steering group, to help to encourage participation and involvement from hospital staff. 	<p>E&D Team</p> <p>E&D Team</p> <p>E&D Team Quality Committee Human Resources Staff Side</p> <p>E&D Team Communications</p> <p>E&D Team Health & Wellbeing Committee</p> <p>Staff volunteers</p>	All Ongoing
9	Percentage difference between the organisations’ Board voting membership and its overall workforce.	<ul style="list-style-type: none"> YDH continues to consider the representativeness of the voting Board when appointing non-executive and executive members and has improved the representation of its Board compared to the previous year. 	Corporate Secretary/ Management	Ongoing

<p>Additional Actions Identified</p>	<ul style="list-style-type: none"> • Data for annual Workforce Reports will continue to be collated, and subsequent reports will be published on our website. If not annually then in alternative years, to include data following any international recruitment campaign. • Our local E&D team attends local external committees and networks with E&D colleagues within other authorities. For example: CCG's Somerset Equality Delivery group; SCC's Gypsy & Traveller Forum; SCC's Equalities and Joint Equalities Officer Group; Somerset Engagement Action Group. • Attendance at NHS England events is also important to keep up to date with changes to the WRES reporting template. • Internationally trained nursing staff are automatically enrolled onto a Transition Programme within the Academy, to ensure that adequate support and transition to the hospital (and the NHS) is provided before they commence on the wards. This programme includes a week of clinical sessions which would form part of the OSCE process (an NMC requirement for registration), as well as a period of protected supernumerary practice. This programme is led by a bespoke Transition Trainer, and a team of practice educators support new and existing staff across the ward areas. • Staff engagement to increase with creation of staff networks to be explored further, with support from Trust Board and JCNC / Staff Side representatives. • Increasing self-reporting of ethnicity, including within the incident reporting system, to be further explored. 	<p>E&D Team Information Team Human Resources</p> <p>E&D Team</p> <p>E&D Team Academy</p> <p>E&D Team</p> <p>E&D Team HR/ Recruitment</p> <p>Clinical Governance</p>	<p>All Ongoing</p>
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