

## Workforce Race Equality Standard (WRES) Action Plan 2019

Summary of Action	Lead	To be completed
To participate in the enei (Employers' Network for Equality and Inclusion) annual TIDE survey building on our current bronze award, working towards achieving silver award (TBC confirmed in July 2019) and subsequent gold award by delivering the associated action plan for being rated an inclusive employer	Senior Communications and Inclusion Manager	Jul-20
To participate in the Race at Work Charter Survey and embed five principle calls to action: 1. Appoint an Executive Sponsor for race 2. Capture ethnicity data and publicise progress 3. Commit at Board level to zero tolerance of harassment and bullying 4. Make clear that supporting equality in the workplace is the responsibility of all leaders and managers [specific principle by the Race at Work Charter which we would extend to be the responsibility of all staff] 5. Take action that supports ethnic minority career progression	Senior Communications and Inclusion Manager	Mar-20
To participate in the NHS Employers Diversity and Inclusion Partners Programme 2019/20 to progress and develop our equality performance, as aligned to the Equality Delivery System (EDS2)	Senior Communications and Inclusion Manager	Mar-20
To continue to deliver the Key Skills for Managers training course to any new managers (which includes modules on recruitment, non-discriminatory management practice and valuing diversity), ensuring it meets best practice.	HR	Ongoing
To refresh training for existing managers every three years.	HR	Ongoing
Provide information/guide to staff on qualifications from overseas and their UK-equivalent to make it easier for recruiting managers when shortlisting. Also reinforce message through comms that if unsure, speak to HR advisor	Senior Communications and Inclusion Manager	Mar-20

To complete unconscious bias training sessions open to all staff, but specifically targeted towards line managers	OD and Social Value Manager	Mar-20
To undertake the annual non mandatory training reporting stock take	OD and Social Value Manager	Mar-20
To continue promoting opportunities such as the NHS Leadership Academy's Stepping Up programme, aimed at developing BME staff towards senior levels of the NHS	OD and Social Value Manager	Ongoing
To continue developing the CCG's training and development extranet workspace building content and promoting its existence to staff via regular staff communication channels	OD and Social Value Manager	Ongoing
To embed WRES within the appraisal process of senior managers	OD and Social Value Manager	Mar-20
To continue communicating via Staff News eBulletins, screensavers and via line managers the importance of staff centrally recording any non-mandatory training and development they have participated in	OD and Social Value Manager	Ongoing
To continue to participate in the annual NHS National Staff Survey.	Assistant Director of Engagement, Inclusion and Development	Jan-20
Encourage staff to speak to PFD champions if they experience any discriminatory issues or need advice	OD and Social Value Manager	Quarterly
Work with the PFD champions to create a set of 'standards' or examples of what we would class as bullying at the CCG and promote these regularly to staff.	OD and Social Value Manager	Mar-20
To continue to regularly promote Dignity at Work policy using all internal communications channels	Senior Communications and Inclusion Manager	Quarterly
Continue with regular communications to promote the various channels staff have to raise concerns, e.g. PFD Champions, comments box, 'Ask Anthony' online	Senior Communications and Inclusion Manager	Ongoing
To continue to deliver the rolling programme of learning lunches throughout the year - allowing staff to have a better understanding and respect for diversity within the organisation and city as a whole.	Engagement, Inclusion and Development Assistant	Ongoing (monthly)
To continue to review and monitor board representation and that fair processes are in place for the recruitment of board roles.	Head of Governance	Ongoing

Work with clinical leads/execs/Governing Body to identify barriers to people applying for roles within senior levels of the organisation and create an action plan to implement	Senior Communications and Inclusion Manager	Mar-20
Update the new starter induction checklist to include explanation on why we collect the data, copy of Equal Opps form and overview to WRES	Senior Communications and Inclusion Manager	Mar-20