


Equality Objectives Action Plan (2019/23)

The Trust has five over-arching Equality Objectives;

- Create a workforce representative of the community we serve
- Ensure that we meet the communication needs of our patients
- Ensure that staff training & development promotes the values of inclusion and tolerance for all, whilst meeting the needs of all staff groups
- Develop the EDI agenda into the culture of existing meetings and committees
- Continue to engage with our patient and staff groups to understand further the needs of individuals with protected characteristics and respond proactively to identified needs

Outcomes	Action	Trust Lead	Due date	Updates/Evidence	EDS objective and goal outcomes	Status
<p>Increase in number of applications from candidates with protected characteristics</p> <p>Increase in number of appointments of staff with protected characteristics</p> <p>Increase BAME staff into managerial roles at Band 6 and above</p>	<ul style="list-style-type: none"> - Monitor applications for employment within the Trust throughout the recruitment & selection process over a 12 month period via TRAC reporting 	EDI Advisor	Monitoring quarterly from June 2019	<p>16% of applicants (324) have applied for a role since June 2019; this evidences a continued trend from this population of applicants as the total overall from July 2018 is 16.09% (1080 applicants)</p> <p>Nil appointments have been made since June 2019 and this is in comparison to 30 successful appointments since July 2018 equating to 9.25%</p>	<p>A representative and supported workforce</p> <p>3.1,3.3, 3.6</p>	Ongoing & On track
	<ul style="list-style-type: none"> - Deliver unconscious bias training to all staff by 2021 	EDI Advisor/L&D Team	Unconscious bias training to be	Discussion held with Merseycare on 09/09/19 to discuss materials for		

			delivered by 2021	this training to enable it to be created/offered to staff. First session for managers scheduled to take place on 9 th December 2019  Culture Sensitivity including Unconscious		
	<ul style="list-style-type: none"> - Further develop Trust presence at career events in the community, engage in work experience and pre-employment programmes - Career advice via networking forums 	HR and L&D Teams	Monitoring quarterly from July 2019	Linked to the PPF strategy and community engagement; please see specific action plans in place		
	<ul style="list-style-type: none"> - Further develop 'working here' page to demonstrate commitment to inclusion in the workplace 	HR Team	October 2019	Complete		
	<ul style="list-style-type: none"> - Introduce Equality Champions 	EDI Advisor	October 2019	Ongoing		
Introduce a 'shadow board' to evidence commitment to inclusive workforce	<ul style="list-style-type: none"> - Increase opportunities for all staff groups to attend/participate in 'shadow board' 	Trust Secretary	May 2019	Complete	Inclusive Leadership 4.1, 4.3	Complete
	<ul style="list-style-type: none"> - Consider EDI when appointing members to link to the above objective of increasing the BAME presence 	Trust Secretary	May 2019	Complete		
Ensure our selection	<ul style="list-style-type: none"> - Where required, develop 	EDI Advisor & HR	October	Linked to the PPF	A	Ongoing &

processes are fully inclusive of the community we serve to become the employer of choice	champion links with community groups to improve under-representation i.e. targeted advertising, work shadowing opportunities, pre-application training and offering career advice	Manager	2019	strategy and community engagement; please see specific action plans in place	representative and supported workforce 3.1, 3.5	On track
Use data to evidence that staff from protected groups have equality of opportunity and are free from discrimination	- Carry out an annual review of all employee relation casework to determine if staff are reporting any form of discrimination and to ensure that process is fairly/consistently applied across all staff groups (benchmark against local and national data, where possible)	EDI Advisor	December 2019 with reviews quarterly thereafter	WRES submitted in September 2019 and reported a 100% reduction of BAME employees undergoing a formal process as at March 2019	A representative and supported workforce Inclusive Leadership 3.4, 3.6, 4.2, 4.3	Ongoing & On track
	- Ensure all HR policies have up to date equality impact assessments at the point of review, in line with the policy schedule	HR Manager	October 2021	Policy schedule is currently on track with EIA's being requested as required		
	- Review HR policy in line with terms of a 'Fair & Just' culture	F&J Project Lead/HRBP	October 2019	On schedule		

	<ul style="list-style-type: none"> - Increase awareness of ESR self-serve and the importance of inputting personal details to help improve analysis of information 	EDI Advisor	October 2020	Ongoing activity with the Workforce Information Team		
Improve the experience of staff with disabilities within the Trust	<ul style="list-style-type: none"> - Deliver actions emerging from WDES action plan in line with timescales presented from NHS England 	Head of Operational HR	August 2019	WDES submission completed on time and associated action plan formulated for review at PPF in September 2019	A representative and supported workforce Inclusive Leadership	Complete
	<ul style="list-style-type: none"> - Implement 'supported interns' with Greenbank College via providing the opportunity for three placements for individuals with disabilities to gain work experience in three different departments each term 	Learning & Development Facilitator	August 2019	Ongoing activity linked to work within the community and is being monitored as part of the PPF strategy Scheduled two with a third intern possible due to start with the Trust on 9 th September 2019 (clinical coding, L&D and Pharmacy) for the duration of a school year	3.1, 4.1,4.3	

Enable equity of access to training for all staff to ensure training delivered meets the needs of protected groups	- Add demographic questions to evaluation sheets to determine any outstanding needs of those attending	Head of OD	April 2019	Complete	A representative and supported workforce 3.3, 3.6	
	- Annual reports to be prepared from OD detailing which groups of staff have accessed training in comparison to the previous quarter	Head of OD	September 2019	Complete – next report due December 2019		
Patient stories on E&D related matters to be fed back to staff via Divisional Board, In the Loop etc.	- Ensure patient stories on EDI related matters are included on staff communications and at senior meetings such as divisional board and PPF quarterly, as a minimum	EDI Advisor & Head of Communications	June 2019	Staff story on pre-employment programme delivered to PPF in June 2019	A representative and supported workforce Inclusive Leadership 3.1, 3.5, 3.6, 4.1	Complete with an annual review in December 2020
Establish staff networks for staff	- Work in collaboration with local Trusts to promote staff networks	EDI Advisor	December 2019	Engaged with Royal Liverpool staff networks and dates/times of meetings are regularly communicated	A representative and supported workforce	
	- Establish BAME staff network	EDI Advisor	December 2019	Completed as above	3.4, 3.6	
Enable senior management and the Trust Board to demonstrate their commitment to the EDI agenda	- Develop partnerships with local schools and communities to offer board level mentoring	HR Director	December 2019	Programme of engagement developed and implemented – quarterly reviews of feedback from December 2019 to be collated in order to enable programme	Inclusive Leadership 4.1, 4.2, 4.3	Ongoing & On track

				evaluation		
Ensure patient information leaflets are up to date and accessible for all protected groups	- Finalise the e-leaflet project and make leaflets visual	Head of Patient Audit & Patient Experience	May 2019	Complete - Leaflets and website in other formats and languages	Improved patient access and experience	Ongoing & On track
	- Annual audit of patient leaflets to ensure accessibility and usability	Head of Patient Audit & Patient Experience	May 2020		2.1, 2.2, 2.4	
	- Share information about a patients additional communication needs both inside and outside of the Trust	Divisional Leads	May 2019	Complete - Accessible standard legislation in place Self-referral system for Maternity booking Social Inclusion team support in the LINK CLINIC Combined emergency service out of hours between maternity and Gynaecology to improve service and delay in waiting for medical review Individual review of all occasions when access has been difficult by women and performance indicators not met		
Enhance communication and patient experience for people with disabilities coming	- Develop blog/podcasts available online to detail to patients about what to expect upon a visit to the Trust for major services	Heads of Midwifery/Nursing/Communication Team	December 2019	Membership at Patient Experience Senate Link clinic / Interpreters/ social inclusion workers/	Better Health Outcomes Improved patient access	Ongoing & On track

<p>for care at the Trust as part of Reasonable Adjustment activities</p>	<ul style="list-style-type: none"> - Implement Accessible Information Standard and increase the number of patients who inform the Trust that they require additional communication support - Implement Deaf Awareness action plan 			<p>Big word</p> <p>Engagement with Action on Hearing to improve services for patients with hearing impairment</p> <p>Offsite provision of services at Aintree, Kirby to include Outpatient clinics and Ambulatory surgery as well as day case surgery at Aintree Hospital</p> <p>Personalised Maternity Care Budgets/ Maternity Early Adopter and Pioneer site – LMS Cheshire and Mersey</p> <p>Patients with learning difficulties, mental health or autism spectrum are allowed relatives to stay with them throughout their stay. Pro-active admissions for these groups with pre - admission and discharge planning</p> <p>Admission procedures and assessments e.g. MUST /VTE/ FALLS / risk assessment Maternity</p> <p>Pre-operative</p>	<p>and experience 1.1, 1.2, 1.3, 1.4</p> <p>2.1, 2.2, 2.3</p>	
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				assessments Interpretation service to change in July 2019		
Remove barriers to access/health inequalities to maternity services for all with specific focus to migrant and asylum seeking women	<ul style="list-style-type: none"> - Review policies and processes to understand the pathways for access and understand how/if these can be removed - Engage directly with migrant and asylum seeking women to better understand the barriers they face when accessing maternity services 	Deputy Head of Midwifery/Community Matron	September 2019	<p>Barriers identified and measures put in place to remove</p> <p>Presence of representatives from MRANG in the antenatal clinic to support asylum seekers</p> <p>Pop up birth centre- addressing health inequalities by making Kirby a community hub.</p> <p>ESOL/ Social prescribing at Toxteth library</p> <p>Local Domestic Violence women's group meeting on site and LIVPIP meetings</p> <p>Family can attend consultations with patients</p> <p>Family centred care model in the neonatal unit</p> <p>Introduction of the WHOSE SHOES</p>	<p>Better Health outcomes</p> <p>Improved patient access and experience</p> <p>Inclusive Leadership</p> <p>1.1, 1.2, 1.3, 1.4, 1.5</p> <p>2.1,2.2,2.3,2.4</p> <p>4.1,4.3</p>	Ongoing & On track

				event's Maternity and neonates		
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