

Equality and Diversity Annual Report

Part 1 Board Meeting 26 July 2017

Lead Director	Julia Wiffen, Acting HR Director
Purpose of Report	To inform the Board of the Trust's progress and achievements in Equality and Diversity for 2016-17.
Executive Summary	
<p>This report is submitted to the Board as a summary of the Trust's position on equality and diversity and a reflection of the continued work the Trust has been engaged in nationally through the NHS Employers Partnership Programme, as well as locally across Dorset to meet the legislative requirements of Equality and Diversity, specifically the Public Sector Equality Duty (PSED) in order to comply with the general equality duty of the Equality Act 2010 and extra specific duties.</p> <p>The Department of Health has provided the Trust with a reporting framework to deliver on key objectives in the Equality Delivery System 2 (EDS2). This has been used as the monitoring and reporting tool on progress and the development of future services and progress against our agreed equality objectives.</p> <p>The Trust has a number of key equality and diversity reporting processes and deadlines in line with its contractual requirements with NHS England and Dorset Clinical Commissioning Group as a health care provider. Details of how these have been met will be explained in this report.</p> <p>The Trust knows that many people experience discrimination, social exclusion and harassment because of their sex, age, sexual orientation, race, religion or belief, disability, marriage or civil partnership, gender reassignment or due to pregnancy and we recognise our responsibility to achieve the highest standards in equality and inclusion, and to be a proactive agent for change.</p> <p>As the health service in Dorset comes under more and more scrutiny following the proposals from the Dorset Clinical Services Review (CSR) and the Mental Health Services Review (MHSR), Dorset HealthCare has a Lead role to play in both challenging and supporting planned changes to services to try and ensure the best outcomes for its staff and the community of Dorset.</p> <p>March 31, 2017 brought an end to the role of the Community Development Workers in the Trust and 2017-18 will see greater need for community engagement and developing services in co-partnership with established community groups in Dorset.</p> <p>The Trust's work in Equality and Diversity has been rewarded with being invited to join the NHS Employers Diversity and Inclusion Partners Alumni.</p>	
Recommendation/ Consideration by Board Committee or Executive Group	None
Recommendation	The Board is asked to note the report and agree the equality objectives for 2017-18

1. Background

- 1.1 Dorset HealthCare has had in place detailed equality and diversity policies and individual schemes and strategies since November 2006. During this period, considerable strides have been made in realising our statutory obligations to pay due regard and to promote equality across the equality strands, which we have celebrated to a degree and can be encouraged by.

However, we must also recognise where we still need to achieve excellence through the equality agenda and in 2017-18, take into account the need to recognise changes in legislation; the continued implementation of the Equality Delivery System 2 (EDS2); the NHS Workforce Race Equality Standard (WRES); planned introduction of the Disability Workforce Equality Standard (WDES); and to commit to taking the necessary steps to deliver this beyond our basic statutory duties.

2. Equality and Diversity arrangements

- 2.1 The Equality and Diversity Manager sits within the Human Resources Directorate and reports directly to the Associate Director of HR. The post works closely with the HR Business Partners and HR Services on staff matters. There is also a need for a close working relationship with all Directorates across the Trust and other services (including external agencies) to promote and support equality and diversity.
- 2.2 The Director of Human Resources is the nominated Director responsible for equality and diversity within the Trust providing the direct link to the Board for the Equality and Diversity Steering Group.
- 2.3 The equality objectives were agreed by the Trust Board following consultation and discussions to ensure the objectives were not only aligned to the Trust Goals but also challenging and enable a positive cultural shift for staff, patients and the Board.

By achieving the equality objectives the Trust will be in a position to demonstrate that it is achieving its Values, Vision and Strategic Goals from an equality and diversity perspective.

2.4 Our Equality Objectives 2016-19 are:

Objective 1 - Better health outcomes

- Dorset HealthCare will aim to achieve improvements in patient health, public health and patient safety for all, based on comprehensive evidence of needs and results

Objective 2 - Improved patient access and experience

- Dorset HealthCare will aim to improve accessibility and information, and deliver the right services that are targeted, useful, useable and used in order to improve patient experience.

Objective 3 - A representative and supported workforce

- Dorset HealthCare will aim to increase the diversity and quality of the working lives of the paid and non-paid workforce, supporting all staff to better respond to patients' and communities' needs.

Objective 4 - Inclusive leadership

- Dorset HealthCare will aim to ensure that equality is everyone's business, and everyone is expected to take an active part, supported by the work of specialist equality leaders and champions

- 2.5 A detailed action plan has been agreed that has the priority actions which are reviewed annually by the Executive Performance and Corporate Risk Group, a copy of which is attached.

3. Key Activities and Achievements during 2016/17

3.1 NHS Employers Diversity and Inclusion Partnership Status 2016-17

- 3.2 The Trust made a successful application to be part of this Programme for 2016-17. The diversity and inclusion partners programme supports participating trusts to progress and develop their equality performance and to build capacity in this area. At the same time the programme provides

an opportunity for partners to offer advice, guidance and demonstrations of good practice in equality and diversity management to the wider NHS.

3.2 Equality Challenge Unit 2016 - CONNECT – COLLABORATE – SHARE

The Trust was given the opportunity to deliver a joint presentation at this UK-wide conference for Higher Education Institutes on the partnership between health and Bournemouth University. This showcased the co-production of equality workshops that have led to the development of information films that are now available on YouTube. Topics include mental health and wellbeing, eating disorders and carers have proved to be extremely successful way of bringing health professionals and young people together in an informal way to discuss serious issues.

3.4 Policies / Guidance

3.5 The following policies and guidance have been updated to reflect changes in processes.

Equality and Diversity Implementation Scheme: this responds to our statutory duties to promote equality.

Interpretation and Translation Policy: updated, to include the refreshed Accessible Information Standard (AIS) guidelines and relevant supporting material.

Prevent Policy: this policy refers only to the Prevent element of CONTEST which is the phase that operates in the pre-criminal space.

3.6 Existing Training

3.7 This table shows the number of staff that have completed equality and diversity level 1, 2 or 3 in the period 1 April 2016 to 31 March 2017.

Level	Head Count	Delivered By
Level 1	1371	Face to Face and On Line
Level 2	95	Face to Face and On Line
Level 3	5	External Consultant
Total	1471	

3.8 This table shows the number of staff that have completed Prevent awareness and the full workshop to raise awareness of prevent (WRAP) in the period 1 April 2016 to 31 March 2017.

Count of Job Type	Quarter 1		Quarter 2		Quarter 3		Quarter 4	
	Head Count	%	Head Count	%	Head Count	%	Head Count	%
Add Prof Scientific And Technical	5	0.98%	18	3.17%	53	8.44%	58	9.08%
Additional Clinical Services	125	24.61%	140	23.42%	145	23.09%	152	23.79%
Administrative And Clerical	101	19.88%	100	17.08%	109	17.36%	107	16.74%
Allied Health Professional	51	10.04%	61	10.04%	64	10.19%	62	9.70%
Estates And Ancillary	10	1.97%	10	1.76%	9	1.43%	9	1.41%
Medical And Dental	8	1.57%	8	1.41%	8	1.27%	8	1.25%
Nursing And Midwifery Register	204	40.16%	227	37.32%	237	37.74%	240	37.56%
Students	4	0.79%	2	0.35%	3	0.48%	3	0.47%
(blank)	0	0.00%	2	0.35%	0	0.00%	0	0.00%
Grand Total	508		568		628		639	

3.9 The quarterly reports are shared with Dorset CCG each quarter in line with the contractual arrangements set by NHS England.

3.10 Prevent training is now also available on line through the eLearning hub on the Trust Intranet.

4. Workforce Data

4.1 Headlines

- Dorset HealthCare staffing is at a record high for the past 3 years with a headcount of 7106 (up 309 including bank workers)
 - Full time 2864 (up 19)
 - Part Time 4242 (up 291)
- The BME profile of the Trust has increased by the smallest % for 3 years.
- The areas of 'undefined' or 'not stated' continue to fall to a record low.
- New starters in the Trust are up by 17 to a 4-year record high of 1288.
- The biggest growth staff group is Additional Clinical Services.
- The biggest leavers by staff group are Additional Clinical Services closely followed by Nursing and Midwifery Registered.
- Staff leavers increased by 305 staff from the 2015-16 figure.*
- Biggest leaver percentage remains as 'voluntary' at 486 (43.67%).

(*NB. A high % of Staff Leavers is due to the transfer of staff in the Prison Services and should not be an area of concern)

5. Equality and Diversity Priority Actions 2017-2018

- 5.1 Be an active partner in support of Dorset Clinical Commissioning Group in the development of the Equality Impact Analysis on changes to Health Services in Dorset as a result of the Clinical Services Review.
- 5.2 Supporting Dorset County Council with the introduction of the Dorset Care Record (DCR). Ensuring Dorset HealthCare is in position to adopt this new system of sharing patient data across all services including Public Health.
- 5.3 Dorset HealthCare will continue to work in partnership with Public Sector Organisations and Diverse Community Groups to foster good relationships between communities and remove barriers, perceived or otherwise, to tackle Health Inequalities and improve access to Health Services in line with the specific duties in the Equality Act 2010.
- 5.4 Work internally and externally to support the development of programmes of work that aims to provide our staff with development, training and wellbeing opportunities moving forward. Training Workplace Mediators, Teaching Staff Basic Sign Language, Compassionate Leadership Programme with Thames Valley Leadership Academy (TVWLA) are all in the process of being implemented. It is hoped these initiatives will be reflected in the supporting our staff comments in the 2017-18 Staff survey.
- 5.5 Deliver the Level 3 Equality training to managers including the EqIA process.
- 5.6 The Trust Workforce Race Equality Standard (WRES) report has shown a slight improvement in comparison to similar organisations. The low percentage of BME Staff completing the Staff survey is a contributing factor. An additional survey for BME Staff is planned to identify what can be done to improve this low return in 2017-18.

6. Summary

- 6.1 During the period 2016-17 the Trust's work in equality and diversity has been rewarded with being invited to join the NHS Employers Diversity and Inclusion Partners Alumni for 2017-18. This was an initiative launched in May 2016 and is designed to build on the success of the Diversity and Inclusion Partners programme – by creating a space in which leading edge organisations and thinkers across health and social care can engage, debate and share some of the key topical issues around diversity and equality in the workplace. As an Alumni of the Diversity and Inclusion Programme, the Trust will be offered access to a range of engagement and debating opportunities with peers – informed by the team at NHS Employers – and a wider network of experts and specialists from the world of diversity.

David Corbin
Equality and Diversity Manager

Dorset HealthCare Equality Objectives 2016 – 19

Objective 1 Better Health Outcomes Dorset HealthCare will aim to achieve improvements in patient health, public health and patient safety for all, based on comprehensive evidence of needs and results.	Objective 2 Improved patient access and experience Dorset HealthCare will aim to improve accessibility and information, and deliver the right services that are targeted, useful, useable and used in order to improve patient experience.	Objective 3 A representative and supportive workforce Dorset HealthCare will aim to increase the diversity and quality of the working lives of the paid and non-paid workforce, supporting all staff to better respond to patients' and communities' needs.	Objective 4 Inclusive leadership Dorset HealthCare will aim to ensure that equality is everyone's business, and everyone is expected to take an active part, supported by the work of specialist equality leaders and champions
Outcome 1.4 When people use Dorset HealthCare services their safety is prioritised and they are free from mistakes, mistreatment and abuse.	Outcome 2.4 People, carers and communities can readily access hospital, community health or primary care services and should not be denied access on unreasonable grounds.	Outcome 3.4 When at work Dorset HealthCare, staff are free from abuse, harassment, bullying and violence from any source.	Outcome 4.3 Dorset HealthCare middle managers and other line managers support their staff to work in culturally competent ways within a work environment free from discrimination.
Patient and Stakeholder Priority Actions		Employee and Leadership Priority Actions	
2016-17 (Ongoing)	2017-18	2016-17(Ongoing)	2017-18
<ul style="list-style-type: none"> • Further development of the PALS system. • Implement the Accessible Information Standard. • Make available Cultural Specific Information • Insure easily-accessed translation and interpreting services • Facilitate BME Panel visits to services through linking with the PEG at Bournemouth University. • Better supporting Community Groups • Obtain a profile of Dorset Health Care Patients and service users by 'Protected Characteristic'. 	<ul style="list-style-type: none"> • Be an active partner in support of Dorset Clinical Commissioning Group in the development of the Equality Impact Analysis on changes to Health Services in Dorset as a result of the Clinical Services Review • Supporting Dorset County Council with the introduction of the Dorset Care Record (DCR). Ensuring Dorset HealthCare is in position to adopt this new system of sharing patient data across all services including Public Health. • Dorset HealthCare will continue to work in partnership with Public Sector Organisations and Diverse Community Groups to foster good relationships between communities and remove barriers, perceived or otherwise, to tackle Health Inequalities and improve access to Health Services in line with the specific duties in the Equality Act 2010. 	<ul style="list-style-type: none"> • Further analysis of the Staff Survey 2016 - 17 to inform actions in the Workplace Race Equality Standard and the Disability Workforce Equality Standard • Workforce Data analysis. • Workplace Accessibility Audit. • The Trust is part of the National Employer Engagement Database (N.E.E.D) Project which is looking to support the employment of individuals with Learning Disabilities. • Gender Equality Pay Audit • Security Advisory Group – Patient on Staff incidents analysis by 'Protected Characteristic.' • Executive Committee to receive a quarterly Equality Report on progress • Performance and Corporate Risk Group who will propose objectives to improve equalities performance for 2017/18. 	<ul style="list-style-type: none"> • Work internally and externally to support the development of programmes of work that aims to provide our staff with development, training and wellbeing opportunities moving forward. Training Workplace Mediators, Teaching Staff Basic Sign Language, Compassionate Leadership Programme with Thames Valley Leadership Academy (TVWLA) are all in the process of being implemented. It is hoped these initiatives will be reflected in the supporting our staff comments in the 2017-18 Staff survey. • Deliver the Level 3 Equality Training to managers including the EqIA process. • The Trust Workforce Race Equality Standard (WRES) report has shown a slight improvement in comparison to similar organisations. The low percentage of BME Staff completing the Staff survey is a contributing factor. An additional survey for BME Staff is planned to identify what can be done to improve this low return in 2017-18