

#	Milestone	Action (think SMART)	Report / Action	Protected Characteristic	Action Owner	Start Date	Due Date	Status	Update as at 18 Sep 23
1.1	Recruitment, promotion & appointments	Undertake a deep dive analysis to understand the BAME bandings within each clinical and corporate areas to target interventions.	WRES 1	Race	Equality & Diversity Lead	30-Oct-23	31-Jan-24	On Track	This action will follow a review of the drop off from interview action.
1.4	Recruitment, promotion & appointments	Complete a review to work towards more diverse recruitment panels. This will focus on developing a work plan to develop appropriately trained staff and also develop a Trust approach and policy.	WRES 1 Gender Pay Gap WDES 1	Race	Jim Machon, Associate Director of HR	01-Nov-22	31-Mar-24	On Track	Continued discussions on mandating what a panel should look like. Not sure can meet the need. Unclear where this needs to be discussed next. Have a look at Addenbrookes model of cultural ambassadors on interview panels.
1.5	Recruitment, promotion & appointments	The Trust will review advertising media for senior roles and use a tailored advertising most appropriate to the role being appointed to encourage a diverse range of applicants. When using Executive Search firms for recruiting to senior roles the Trust will follow the "No More tick Boxes - Using Executive Search Firms effectively guide".	WRES 1 WDES 1	Race Disability	Jim Machon, Associate Director of HR	31-Jul-23	31-Dec-23	On Track	Team are planning information that must be attached to each job advert outlining the Trust approach to E&D
1.6	Recruitment, promotion & appointments	Recruitment team to review the recruitment process including wording and literature used in advertising (stated commitments, reasonable adjustments, access and inclusion) to increase the number of applicants with a disability.	WRES 1 Rainbow Badge Accreditation	Disability LGBTQ+ Race	Jim Machon, Associate Director of HR	01-Jan-24	31-Mar-24	On Track	Team are planning information that must be attached to each job advert outlining the Trust approach to E&D
1.7	Recruitment, promotion & appointments	Improve the understanding of 'reasonable adjustment' and what this means in the context of disability. Develop a guide for staff working with the Disability Staff Network.	WRES 1	Race	Equality & Diversity Lead	31-Jul-23	31-Dec-23	On Track	Review ongoing with the EoE Community of Practice.
1.8	Recruitment, promotion & appointments	Develop a process to understand the reasons for the low transfer of uptake to interview from BAME candidates and those with a disability. Audit to be undertaken.	WRES 2 WDES 2	Race Disability	Jim Machon, Associate Director of HR	01-Oct-23	31-Dec-23	On Track	Link to 1.4.
1.9	Recruitment, promotion & appointments	Review the impact of the values recruitment and selection training with the Network Chairs. Review and agree recommendations from the network chairs	WRES 2 WDES 2	Race Disability	Fiona MacDonald, Director of Culture & OD	30-Apr-23	30-Nov-23	On Track	Values based recruitment programme in place. Work with the network chairs is planned.
1.11	Recruitment, promotion & appointments	Undertake an initiative for "What's it got to do with you?" for the importance of declaration/data capture plus how the data is generic, anonymised and confidential - this is extended to the areas of Sexual Orientation and Religion ad Belief which also have data validity issues due to non or low declaration. Aim to improve declaration by 1% for Race and 5% for disability	WRES 1 WDES 3 WRES 3	All Race Disability	Louanna Lubega, Head of Communications	30-Oct-23	31-Jan-24	On Track	Appointment of new E&D lead will support the development of a comms plan with the Communications Team along with the ESR annual declaration prompt.

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2.1	Bullying, harassment & discrimination	Continue with the campaign 'no excuse for abuse' - Promotional plan through Comms team and local partners within BLMK. E&D Communication Plan to be put in place.	WRES 5 WDES 5 BAPIO Dignity at Work Report Sexual Safety Charter 2023	Race Disability	Louanna Lubega, Head of Communications	31-Jul-23	31-Dec-23	On Track	Appointment of new E&D lead will support the development of a comms plan with the Communications Team.
2.2	Bullying, harassment & discrimination	Using the respectful resolution as part of the embedding value and a kind life project.	WRES 6 WDES 6 WRES 8 WDES 8 BAPIO Dignity at Work Report Sexual Safety Charter 2023	Race Disability	Hazel Rawdon-Smith, Associate Director of OD	01-Apr-23	31-Mar-24	On Track	Work is on target
2.3	Bullying, harassment & discrimination	Increasing diverse speak up champions within the Trust and maintain communication about their role and access.	WRES 8 WDES 4 BAPIO Dignity at Work Report Sexual Safety Charter 2023	Race Disability	Fiona MacDonald, Director of Culture & OD	31-Jul-23	31-Dec-23	On Track	Ongoing work to review the FTSU policy and champion roles. This will also consider time commitment and capacity.
3.1	Discipline & poor conduct	Review the data for the disciplinary information across to review trends.	WRES 3	Race	Anne Buck, Associate Director of HR	31-Mar-23	31-Dec-23	On Track	WRES 2023 indicates an increasing issue. The review is in process
3.2	Discipline & poor conduct	Use "a Kind Life" respectful resolution approach to proactively deal with issues at and early stage before formal processes commence in a manner that is supportive to staff. Promote cultural awareness skills boosters for line managers and network members along with FTSU and Peer listeners. Implement training.	WRES 3 BAPIO Dignity at Work Report Sexual Safety Charter 2023	Race	Fiona MacDonald, Director of Culture & OD	30-Jun-23	31-Mar-24	On Track	Work is underway to further embed the programme.
4.1	Education & capability	Look at the E courses offered by our provider Skills Booster for those which should be encouraged/mandated more. Review the training and implement.	WRES 4 WDES 4	Race Disability	Equality & Diversity Lead	31-Jul-23	31-Mar-24	On Track	Training programme to be reviewed to initiate a new financial year.
4.2	Education & capability	Further explore Intersectionality and health inequalities for our patient population with the support of our Staff Networks and wider communities. Develop a plan for patient information review to target priority health inequality areas.	WRES 1 WDES 3 Gender Pay Gap BAPIO Dignity at Work Report	All	Equality & Diversity Lead	31-Jul-23	31-Mar-24	On Track	Links with the Health Inequalities strategy and targetting actions.

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5.1	Equal opportunities	Better Trust wide communications highlighting areas where BHFT are progressing and doing well, plus areas being worked on are needed. With out this perceptions and narrative will remain the same and the bigger picture will be missed. E&D Communication Plan.	WRES 7 WDES 7	Race Disability	Louanna Lubega, Head of Communications	31-Jul-23	31-Dec-23	On Track	Appointment of new E&D lead will support the development of a comms plan with the Communications Team.
5.4	Equal opportunities	To review a process for reciprocal mentoring within the Trust. Process to be agreed by March 2023 and implemented by the end of the year	WRES 7 Gender Pay Gap	Race	Fiona MacDonald, Director of Culture & OD	31-Mar-23	31-Dec-23	On Track	Implementation to begin November 2023
5.6	Equal opportunities	To further implement the talent management strategy within the organisation including career conversations. Quarterly review through the Workforce Committee	WRES 7 WDES 7	Race Disability	Fiona MacDonald, Director of Culture & OD	01-Apr-23	31-Mar-24	On Track	Work Is underway with career conversations and it will be an item on the Workforce Committee annual planner. Realistically we will not be able to provide a meaningful update until January 2024.
6.3	Board representation	Implementing the Model Employer Plan by recruiting two Associate Non-Executive Directors to support better links with our community	WRES 9 WDES 9 Gender Pay Gap	Race Disability Age	Victoria Parsons, Associate Director of Corporate Governance	01/06/2023	30/11/2023	On Track	Process to be completed by the end of November 2023
6.4	Board representation	Create a standard monthly report to Board of status of EDI programme	WRES 9 WDES 9	All	Victoria Parsons, Associate Director of Corporate Governance	30-Oct-23	31-Jan-24	On Track	Template reviewed by the E&D Strategy Team and will be developed.
6.5	Board representation	Review the Equality and Diversity Strategy to reflect changes in local and national policies	WRES 9 WDES 9 BAPIO Dignity at Work Report National EDI Plan 2023	All	Victoria Parsons, Associate Director of Corporate Governance	30-Oct-23	31-Mar-24	On Track	NHS National Plan released in July 2023 and the change in direction for the Trust has resulted in a strategy review. This will be completed by the end of March 2023.