

**BARTS AND THE LONDON NHS TRUST  
RACE EQUALITY SCHEME 2005-2008**

**APPENDIX I: ACTION PLAN FOR 2005**

<b>OBJECTIVE</b>	<b>TASK /WORK STREAM</b>	<b>OBJECTIVE LEAD</b>	<b>OUTCOME</b>	<b>MEASUREMENT</b>	<b>MILE STONE</b>	<b>RESOURCE REQUIRED</b>
<b>Generating Awareness</b>	Foreword to RES by CEO/Chairman of the Board as a statement of commitment	CEO/Chair	Staff from all ethnic groups experience the Trust as a fair and rewarding place to work	Staff survey shows that an increased number of ethnic minority staff are satisfied with equal opportunities and fair treatment	February 2006	Foreword to RES will require the time of the Chief Executive and Trust Board, Equalities Leads, and Communications Department.
	Support the release of staff to attend Black and Minority Ethnic (BME) Staff Network, JCNC, IWL and Staff Involvement Projects and Committees	General Managers	Staff feel valued and the knowledge, skills and experiences they contribute are recognised	Staff survey shows BME staff feel valued	Ongoing	Staff time to participate. Issues of Backfill during that time.

<b>Improving Representation of BME staff</b>	Set targets for under represented ethnic groups under the Actions for Community Employment (ACE) Project	Equality & Diversity Manager/ACE Regeneration Manager	Increased number of Bangladeshi staff increased	Workforce data shows increased number of Bangladeshi staff	July 2005 Ongoing	Resource requirements as set out in ACE Project Initiation Document
	Develop mentoring, job shadowing, coaching, and acting up programmes to support leadership and career development of a cohort of BME staff	Equality & Diversity Manager	Enhance knowledge and skills among staff; improve representation at decision making levels for improved service delivery; support succession planning; Improved local recruitment and staff retention	Workforce data shows increasing number of BME staff at senior levels	June 2006 and ongoing	Staff time. Opportunity cost of time is benefit to service delivery of the professional and personal development of mentees and mentors
<b>Development</b>	Briefing for the Board on Race Equality and other equalities legislation	Equalities Leads/ Head of Learning & Development	The Board is briefed regarding its duties under the RR(A)A 2000 and updated every three years	Briefing session	June 2005	Cost of board briefing successfully secured from the T & D budget.
	Briefing for Directorate Boards on the duties of the race equality scheme in particular on impact assessment	Equalities Leads/ Head of Learning & Development	Managers have knowledge about the legislation, their responsibilities and duty to promote race equality	Directorate business plans demonstrate integrated race equality	April 2006	Briefings by Equalities Leads. Directorate Boards each to set aside one hour for briefing.

<b>Supporting staff to carry out impact assessment</b>	Provide equality and diversity intranet site linked to ethnic group data, RES, checklist and support tools, and related training	Web Services Manager Equality leads	Staff will have better access to information on race equality and RES	Intranet page set up. Success will be measured by number of visits	June 2005	Equalities leads work with Web Services Manager in Communications
	Information on RES will be incorporated in new Introduction to Management training programme	Equality Leads Head of Learning and Development	New managers are aware of RES	Number of staff receiving training	First session in Feb 2005 Ongoing	Equalities Leads to present to three programmes per annum
	Improve ethnic group information in order to assist in planning service improvements	Patient Services Manager	Better knowledge about use of Trust services	Data collection rate to reach 95%	March 2006	Patient Services to train staff and promote better data collection Data quality to send out regular reports
<b>Listening and responding to diverse community/patients</b>	Development of an inclusive PPI strategy and wide consultation on its contents and implementation	Director of Nursing and Quality Head of Patient and Public Involvement	Learning incorporated into service development	PPI Strategy is agreed and implemented	July 2005	Integral to PPI development work

	Directorates to include action to improve services for black and ethnic minority patients in their annual objectives	Directorates	Access to services and sensitivity of services enhanced	Directorates to meet Key Performance Standard for response to RES	March 2006	Directorate planning process and work of Directorate PPI leads
<b>Improve availability of information in community languages</b>	Audit availability and need for culturally competent information in accessible formats and community languages using CNST criteria	Communications Head of Patient and Public Involvement	Gap analysis carried out	Audit complete	March 2006	Charitable Foundation funding for patient information review
	Work with Directorates to increase the information available in community languages and accessible formats	Communications Head of Patient and Public Involvement	Patients who do not speak English or who have sensory impairment will have improved access to information	Increase information available by 20%	March 2006	Funding for production. Drawing in resources from external agencies e.g. NHS Direct
	Improve role of advocacy and interpreting in information giving by development of criteria for access to the service	Head of Patient and Public Involvement	Improved access to advocacy and interpreting at key stages of the patient journey	Advocacy policy reviewed and criteria for access to service defined	September 2005	Health Advocates and Equalities lead's time for development of standards and criteria