| **Objective****(Service Related)** | **Date Arisen** | **Action** | **Milestones** | **Lead** | **Action By** | **Progress Report** |
| --- | --- | --- | --- | --- | --- | --- |
| Better Health Outcomes | May 2019 | 1. To grow our network of links with local BAME communities that help enable us work together to better understand and provide for the health needs of those communities.
 | 1. Analysis of information already captured for CQC to establish BAME use of Trust Services, compared to local BAME population to establish level of take up of Trust Services for the BAME Population
 | E&D Lead |  | **Jun** - Partly completed - further work to do**Jul** - CR further update will be available after meeting with AF. AF will be commissioning the base line around the use of services |
| 1. Identify for each of the locality authority areas that we serve those that have existing BAME forums and forum for other ethnic minority groups and to establish links with these forums. Identify links within CBUs to make contact with these forums
 |  | Jul 2019 | **Jun** - In progress – a meeting has been set up with RN**Jul** – Meeting took place and initial priorities are being drawn up |
| 1. Letter to BAME Staff asking them to indicate community network groups that they are aware of and/or link into. Information gathered from this to add to the information gathered from liaison with the local authorities
 | No Lead Assigned |  | **Jun** -In progress**Jul** -Discussed at above meeting. |
| 1. Focus of networking to be concentrated in those localities that have a wide range of stakeholders with the purpose of working together to better understand and provide for the health needs of those communities
 |  | Sept 2019 | **Jun** - Pockets of Community based services are networking - **To Action****Jul** – Searchable data base has been circulated to Locality Groups |
|  |  |  |  |  |  |  |
| **Objective****(Workforce Related)** | **Date Arisen** | **Action** | **Milestones** | **Lead** | **Action By** | **Progress Report** |
| A representative and supported workforce | May 2019 | 1. Implement and monitor a campaign for staff to update their personal information through ESR Self Service
 | 1. Communications Campaign on why we wish to collect this information, how staff can update their information and the benefits of doing so.
 | E&D Lead/Communications Team/Staff Networks | Jul 2019 | **Jun** - A meeting has been arranged with RN - **To Action****Jul** - CR to circulate action log with regards to previous work that has been done and also best practice. May need a small group to review |
| May 2019 | 1. Training of BAME Staff by RCN to be Cultural Ambassadors
 | 1. Training of identified Staff
 |  |  | **Jun** - Taking place July 2019**Jul** - 9-11 July. CR advised feedback so far is positive |
| 1. Launch Campaign
 |  | Oct 2019 | **Jun** - To commence following training**Jul** – Launch to coincide with Black History month in October |
| 1. Quarterly reporting of BAME D&G to measure the impact of the Ambassador programme
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| 1. Support meetings for Ambassadors
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| 1. Monitor Staff Survey and WRES metrics to evaluate the success of the initiative
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| 1. Joy Warmington from BRAP to deliver a targeted session with a focus on unconscious bias
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| 1. Unconscious bias training to be part of the expected training for membership of a recruitment panel
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| 1. E&D Masterclasses developed to include Unconscious bias training
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| May 2019 | 1. Improve our Recruitment Process for BAME Applicants
 | 1. BAME member of Staff to be on interview panels for posts above AFC?
 |  | Sept 2019 | **Jul** - CR hoping to meet with SG regarding available information on TRAC. The latest WRES figures will be available this week |
| 1. Scoping out of what can be done to make the Trust more visible in the community to promote recruitment opportunities
 |  | Complete | **Jun** - Campaign took place April 2019 |
| 1. Potential for targeted recruitment campaign
 |  | Complete | **Jun** - Event took place 27 April 2019 – CR and JW have emailed contacts and a number of responses have been received |
| 1. Focus Group with Staff Side and BAME staff to examine reasons of possible barriers around promotion to Band 8 roles
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| May 2019 | 1. Ensure that the recording of non-mandatory training is as accurate as possible
 | 1. Awareness campaign of the importance of accurate recording of non-mandatory training
 |  | Sept 2019 | **Jun** - Timescale linked to WRES Reporting |
| 1. Focus Group of BAME staff to explore the appraisal process
 |  | Sept 2019 | **Jun** - Still to be actioned |