

WRES Action Plan 2020/21

Action	Progress	Lead	Date
<p>Improve our reporting processes around bullying, harassment and victimisation. This will be through a redoubling of effort to raise the profile of our policies and procedures on bullying and harassment, training to staff. A compliance audit and review will be undertaken during the latter part of 2020 of our policies, procedures, strategies and governance arrangement as well as training, to inform changes based on best practice. This review will be undertaken externally by the ED&I Specialist (CSU).</p>	<ul style="list-style-type: none"> • Share the staff survey results with JSCC and ask for ideas, comment and feedback on reporting bullying, harassment and abuse • Raise profile of reporting incidents through staff communications • Review training delivered on Bullying and Harassment and design training that is informed by ED&I review • Undertake a review of all the CCGs key policies relating to workforce from an ED&I perspective and incorporate best practice. 	CG	November 2020
		CG	Jan 2021
		VN, AM, DH & CG	To be agreed
		VN, CG and DH	To be agreed
<p>Review all our recruitment policies and processes to ensure that they conform to best practice. This will include targeted advertising and publicity of our jobs to ensure that they reach a diverse audience. There will also be entry level training positions comprising 6 month work experience placements for young people socially excluded and furthest away from the job market and apprenticeships targeted at BAME staff.</p>	<ul style="list-style-type: none"> • Review Recruitment and Selection policies, procedures and practices ensuring best practice ED&I is adopted • Produce a clear and transparent Job Evaluation and Salaries Policy so that all staff understand and are aware of the CCG's policy around pay and JE • Review all other policies related to pay and promotion and adopted best practice ED&I • Advertise and promote CCG jobs to relevant community groups and organisations that reach a diverse workforce • Implement plans to recruit a more diverse Governing Body, to management positions and entry level jobs including commencing the Kickstart Scheme and ensuring that apprenticeships are targeted to BAME staff 	CSU recruitment team/ VN	Dec 20
		CG	Nov 20
		VN, CG and H	Nov 20
		DH	
		CG, DH and VN	To be agreed
<p>Implement new schemes designed specifically for Black and Minority Ethnic staff that provides support and resources to enable staff to apply and secure job opportunities. For example the Stepping Up programme</p>	<ul style="list-style-type: none"> • Undertake focus groups with BAME staff to understand what barriers staff face to career development and advancement. Ensure 	DH	To be agreed

	<p>feedback from focus groups informs the Stepping Up programme which is being designed for Gloucestershire ICS partners. Early feedback to be given in December</p> <ul style="list-style-type: none"> • Review all promotion and pay policies • Ensure that there is robust data reporting of access to training courses and seminars etc • Work with ICS partners to ensure that the Leadership Development Programme has a diverse representation of staff on the course. Report on the applications and acceptance of BAME staff on the Leadership Development project. 	<p>VN, CG, DH</p> <p>CG</p> <p>CG</p>	<p>To be agreed</p> <p>Commencing in November 2020</p> <p>Jan 2021</p>
Set up BAME Network within the CCG	<ul style="list-style-type: none"> • BAME group to set up their network and nominate a chair working with DH 	BAME Group	To be agreed
Encourage BAME Group / Network to become involved in Wellbeing work across the CCG	<ul style="list-style-type: none"> • Gain feedback from the group on resources made available to staff and what other improvements can be made 	BAME Group	To be agreed
Provide analysis and understanding of the current organisational culture that BAME staff experience working at the CCG and what changes need to be made to the CCG's policies, procedures, strategies and governance arrangements, to embrace equality, diversity and inclusion, and by adopting best practice from other organisations.	<ul style="list-style-type: none"> • Setup BAME focus groups • Produce report focusing on the current organisational culture and what needs to change • Participate in the Reciprocal Mentoring Programme organised by GHC 	<p>DH</p> <p>DH</p> <p>CG</p>	<p>Nov20</p> <p>April 21</p> <p>Nov 20</p>

Key: CG – Christina Gradowski; VN – Victoria Nangreave, DH – David Harris

Some timescales need to be agreed with ED&I lead David Harris and BAME group (also feedback on the additional work to be identified through the cultural work will be included in this plan so more time is needed to shape this work.)