

Strategy for Equality into Action 2016 - 2019

1. Introduction

It's simple – we want equality for our staff, service users and carers

We want our staff, service users, relatives and carers to have equal access, positive experience and outcomes from our Trust. We want people of all protected characteristics to find work, have interesting careers and access to training with us. We want people of all protected characteristics to feel welcome, accepted and at ease when first using our services and whilst on their road to recovery.

We believe our work to ensure equality and diversity for our workforce and service users is essential if we are to support people within their recovery and use of our services.

We want all this and much more.

Our “Strategy for Equality into Action” will ensure Greater Manchester West Mental Health NHS Foundation Trust:

- Has the confidence and respect of service users, carers, communities, our staff and partner organisations
- Provides high quality mental health and substance misuse services that meet the needs of all our diverse communities
- Is fully representative of our diverse communities
- Has equality and diversity embedded in our culture
- Works with service users to maximise opportunities for full community engagement
- Works to reduce stigma in mental health & substance misuse
- Enhances the quality of life and challenge the exclusion of patients, carers and communities by delivering improved mental health and social care services and outcomes for individuals and communities in partnership with those communities and with our partner organisations.
- Recruits, supports and retains a diverse and skilled workforce by providing training and guidance to deliver acceptable, valued and effective services with confidence.
- Promotes partnership and networking with service users, carers, our workforce and partner organisations within and across the Trust's services and geographical communities to support social inclusion and recovery.
- Ensures services meet statutory obligations under relevant equalities legislation and the Human Rights Act (1998)

- Engages with service users and their carers to ensure that they have equal access to a full range of housing, employment, training and leisure activities and to promote their family life

2. Delivering our Strategy for Equality into Action

The Strategy for Equality into Action outlines how the Trust will deliver the Equality and Diversity agenda from 2016 – 2019. The Trust’s arrangements will act in a way that ensures continual progress based on sound planning, delivery, analysis and evaluation of a yearly cycle of work. Moreover outcomes will be reported each year to commissioners, Non-Executive and Executive Directors, our workforce, service users and the general public.

2.1 Equality Inclusion and Recovery subcommittee

Equality Inclusion and Recovery sub committee’s aim is to oversee all of the Trust’s work promoting, delivering and monitoring the Trust’s work in terms of equality and diversity. The sub-committee specifically:

- Oversees the Trust’s compliance with equalities legislation and other associated legislation and guidance
- Promotes and champions equality and diversity within the trust.
- Coordinates publication of the trust’s annual equality report
- Ensures trust compliance with Equality Delivery System 2 (EDS2) and the workforce race equality standard (WRES)
- Coordinates setting of corporate and service directorate equality objectives

The Group functions as a sub-committee of the Quality Governance Committee and is made up of representatives from services and corporate management including Nursing, Human Resources, Chaplaincy and Customer Care. Equality Champions, staff members with interests in specific protected characteristics, also attend.

2.2 Annual Equality Work Schedule

Equality Inclusion and Recovery subcommittee has an Annual Equality Work Schedule which is reported on each month. The schedule forms the basis of the meeting’s agenda and coordinates work undertaken to ensure the Trust meets the statutory requirements set out in the Equality Act (2010) and commitments in our NHS contract. The schedule has been agreed as:

Month	Tabled agenda Item
January	Equality Annual Report Equality actions into business plans Equality data report

February	Capital projects and reasonable adjustments
March	Equality into Action Workshop planning
April	Equality action update from service business plans Equality data report
May	Capital projects and reasonable adjustments
June	Equality action update from service business plans
July	Equality data report
August	Capital projects and reasonable adjustments
September	Equality action update from service business plans
October	EDHR Schedule report update Equality data report
November	Analysis of EDHR Schedule Capital projects and reasonable adjustments
December	Set equality objectives and actions

2.3 Equality Delivery System 2 (EDS2) and Equality Engagement

EDS2 was launched in November 2013 as a refreshed equality delivery system for the NHS. A central theme of EDS2 is the importance of genuine local engagement with patients, the public and other local stakeholders in the development and review of equality objectives and performance.

Every year the Trust will engage with service users, carers, representatives from the voluntary sector, representatives from Local Authorities, Healthwatch and Trust workers at 'Equality into Action' workshops in Bolton, Salford and Trafford. The workshops aim to consult about local equality objectives, conduct a public grading for EDS2 and identify actions which would enhance equality and diversity within our Trust.

Participants are given a copy of service's Annual Equality Reports and receive presentations from managers from mental health services about local equality objectives and the ways services are increasing access and improving experience for those with protected characteristics. Participants are asked to grade the Trust based on what they had heard and their personal and/or professional experience.

The workshops also consider how our services can improve access, experience and outcomes for people with protected characteristics.

2.4 Equality Diversity & Human Right Schedule

Every November we will submit an Equality Diversity & Human Right Schedule to our commissioners. The schedule is tabled at the Trust's Quality Governance Committee which is attended by representatives from Bolton, Salford and Trafford Clinical Commissioning Groups. The schedule brings together equality data from across the organisation.

Data in the schedule includes:

- Summary of annual Equality Delivery System progress and all other key equality achievements and outcomes
- Workforce data
- Board composition by protected characteristic

- Staff who have taken out a grievance
- Disciplinary data
- Employment tribunals data
- Bullying and harassment data
- Leavers headcount
- Staff survey outcomes
- Service user data
- Service user data completion rate
- Reasonable adjustments
- Accessibility
- Patient experience and complaints
- Equality Delivery System Equality Act 2010 objectives
- Management and training

The Equality Diversity & Human Right Schedule forms the basis of services' Annual Equality Reports and the Trust's Annual Equality Report.

2.5 Equality Information Analysis, Equality Objectives and Business Planning

2.5.1 The trust's corporate equality objectives April 2012-April 2016

1. To strengthen data collection of the protected characteristics of our service users
2. To strengthen data collection of the protected characteristics of our workforce
3. To collate and monitor data on the protected characteristics of our service users who make complaints
4. To set local equality objectives in our business development plans
5. To undertake equality impact assessments on our policies and business development plans to ensure they meet the needs of, and do not disadvantage, service users of any protected characteristics

New corporate equality objectives will be identified in April 2016 and incorporated into this strategy.

2.5.2 The trust's local annual equality objectives

In November data in the Equality Diversity & Human Right Schedule is analysed. Data and analysis is compiled in services' Annual Equality Reports which are considered by members of the Equality Inclusion and Recovery subcommittee. Service representatives and the Chair of the Equality Inclusion and Recovery subcommittee identify and agree services' annual equality objectives.

Once objectives have been identified and agreed they are submitted to services' Business Managers for inclusion in service business plans in January. Services are expected to report on progress towards meeting Equality Objectives on a quarterly basis at the Equality Inclusion and Recovery subcommittee.

2.6 Annual Equality Report

The Trust has a statutory duty to publish an Annual Equality Report in January. The Annual Equality Report is drawn from data in the Equality Diversity & Human Right Schedule and analysis contained in services' individual annual equality reports.

The Annual Equality Report includes:

- A summary of equality objectives and engagement
- Key equality achievements in the previous year
- Executive and Non-Executive equality data and analysis
- Trust wide equality data and analysis
- Bolton annual equality data and analysis
- Salford annual equality data and analysis
- Trafford annual equality data and analysis
- Adult Forensic Service (AFS) annual equality data and analysis
- Substance Misuse Service (SMS) annual equality data and analysis
- Smaller Specialist Services (SSS) annual equality data and analysis

3. Policy underpinning Equality

3.1 Workforce

3.1.1 Equal Opportunities Policy (age, disability, gender re-assignment, pregnancy and maternity, race, religion or belief, sex, sexual orientation)

- Sets out our commitment to advancing equality of opportunity for staff of all
- protected characteristics including equal opportunity for training, promotion and
- career development;
- Tackles direct and indirect discrimination against staff of all protected
- characteristics; and
- Minimises the disadvantages suffered by staff with a disability through provision
- of workplace aids and adaptation.

3.1.2 Bullying and Harassment at Work Policy (age, disability, gender re-assignment, pregnancy and maternity, race, religion or belief, sex, sexual orientation)

- Links the definition of bullying and harassment to the context of discrimination
- in respect of any of the protected characteristics; and
- Sets out a framework for staff of all protected characteristics to be supported in
- any situation in which they experience bullying or harassment

3.1.3 Maternity/Adoption Policy (pregnancy and maternity/paternity)

- Protects the employment rights of staff through pregnancy and maternity leave;
- Supports breast-feeding mothers who have returned to work.

3.2 Service User

3.2.1 CPA Policy (age, disability, gender re-assignment, pregnancy and maternity, race, religion or belief, sex, sexual orientation)

- CPA assessment process is designed to ensure that service users' needs relating to their protected characteristics are met, and that any disadvantages suffered by service users due to their protected characteristics are minimised.
- The CPA policy allows for a targeted approach to application of CPA in respect of identified minority groups such as refugees and asylum seekers.
- More detailed specific guidance on the assessment of needs relating to the protected characteristic of religion or belief is being developed.

3.2.2 Interpreters policy (race)

- Guidance of when interpreting should be used
- Establishing standards for interpretation
- Arrangements for interpretation

3.2.3 Safeguarding Children Policy (Age)

- This policy applies to all children from unborn to eighteen years of age, and up to twenty-five years of age where there is a continuing duty of public care.
- It applies to children and young people who are service users of the Trust or children cared for by service users who are receiving services from the Trust
- The purpose of the policy is to inform and raise staff awareness of the need to safeguard children and their responsibilities in identifying and reporting possible abuse.
- It sets out the need for early help and a family centred approach, and identifies risk factors for children and definitions of neglect and abuse.
- The policy sets a clear protocol of action and a framework for safeguarding children responsibilities and legal duties in relation to each child's welfare.
- It aims to ensure a reliable and effective response in the event of any concern for a child's welfare

3.2.4 Safeguarding Vulnerable Adults Policy (Disability)

- This policy applies to all adults at risk where there is a continuing duty of public care.
- It applies to adults at risk who are service users of the Trust or those adults at risk being cared for by service users who are receiving services from the Trust
- The purpose of the policy is to inform and raise staff awareness of the need to safeguard adults at risk and their responsibilities in identifying and reporting possible abuse.
- It identifies risk factors for adults at risk and definitions of neglect and abuse.
- The policy sets a clear protocol of action and a framework for safeguarding adults at risk and responsibilities and legal duties in relation to each adults at risk welfare.
- It aims to ensure a reliable and effective response in the event of any concern for a adults at risk welfare