

EDIB OPERATIONAL ACTION PLAN 2023-2024 (YEAR 2)				
PLEDGE 1 - Celebrate and support diversity, inclusion and belonging of our people build an inclusive culture throughout staff inclusion network				
Objective 1	Actions	Owner	Progress Update	RAG
Enhance the visibility of all EDIB activity across the organisation and build and grow our LHCH Inclusion Network	Review the EDIB Strategy to ensure alignment with NHS EDI Improvement Plan and Anti Racism Framework	Rachael McDonald/Peter Cook	Self assessment undertaken and actions plans have been developed to support delivery of the NHS EDI Improvement Plan and Anti Racism Framework	
	Undertake an annual review of the EDIB Steering Group membership to ensure diversity is observed	Joanne Shaw / Rachael McDonald	TOR and membership has been reviewed. Refresh of the EDIB committee took place Feb 2024 - regular review of the membership is undertaken at the EDIB Steering Group	
	Organise a range of events and campaigns aligned to the LHCH Calendar, National Campaigns and LHCH Belong Inclusion Network	Comms/Ruth Worthington	Events calendar in place. Campaigns delivered include World Mental Health Day, World Menopause Day, Black History Month, International Men's/Womens Day, Upcoming events include Joint Pride with other specialist Trusts, Trans Inclusion Awareness, Neurodiversity Awareness, more Aftathought sessions to tie in with Pride & Black History month. Future Events include International Men's Day, as well as communication for other campaigns e.g. National Inclusion Week	
	Establish a range of Staff Networks to help to help shape our organisational culture and create a fairer and inclusive work environments and promote as part of Corporate Induction	Ruth Worthington	LGBTQ+ network formed and in early stages - looking to meet with established network at Alder Hey Menopause Cafe running regularly, approx. 5 menopause champions LHCH has signed up to be an Endometriosis Friendly Employer. We have 3 staff members about to do endometriosis champion training and there are also regular conversations about other menstrual conditions/general menstrual health. Menopause Cafe well established and running regular sessions, International Staff network about to launch International Staff Support Network established - looking how to expand to consider race equality	
	Support in development of new Internet/Intranet site supporting accessibility	Matt Back/Peter Cook	New Internet went live in September 23, accessibility page on the Internet https://www.lhch.nhs.uk/accessibility Intranet and Internet went live in Nov 23. Both sites have increased accessibility options compared to previous sites	
	Advance equality for LGBTQ+ by implementation of the Rainbow Badge Scheme 2 - RV Pledges & Evaluation	R McDonald / J Shaw	Rainbow Badge in place. Phase 2 Paused currently due to a national review	
	Relaunch of the Carers Network to provide support group for colleagues who are unpaid carers outside work	Joanne Shaw/Claire Harvey	Recommended for staff in August 2023 - further work planned to expand / Special Leave policy being reviewed in response to changes in legislation (Carers Act 2024)	
	Continue to provide support to our Carers and Veterans through the Veterans Aware and Employee Recognition Scheme Accreditation (ERS - GOLD Status)	Michael Filek / Peter Cook	Action Plan developed to support application for GOLD ESR status Gold Application submitted	
	Celebrate diversity through staff stories and lived experiences	EDIB Steering Group / Comms Team	Staff stories are asked for via weekly bulletin and EDIB & Wellbeing newsletter. Introduction of a Staff Story at BoD.	
	Develop a campaign to promote employee recipes from across the world to support celebrate diversity and support belonging	Ruth Worthington	Staff Recipe promotional campaign launched and features in the weekly	
	National Flag comms to represent all the different nationalities that work for LHCH	Matt Back/Peter Cook	ESR Report to be produced to list all different nationalities recorded in ESR. Communications to list flags for each nationality and create poster	
	Celebrate the contribution international employees working at LHCH	Peter Cook	IEI chosen to attend Buckingham Palace on the 14th November 2023	
Objective 2	Actions	Owner	Progress Update	RAG
Create a compassionate and inclusive culture through a review and refresh of our leadership training and development programme and EDIB training offer	Continue to embed the Be Civil Be Kind campaign to support positive culture change and transformation. Relaunch the zero tolerance campaign to safeguard and support staff	Christina Chackalova	De-escalation Flyers developed and approved. To be considered in wider safety training. CC and Max meeting to discuss	
	Roll out Cultural Competence Training For Line Managers of Internationally Educated Colleagues	Anna York	Next Cohort January 24 - Discussions with L&D	
	Continue to roll out drama based training to help challenge perceptions, improve understanding of EDIB issues in a safe learning environment	Peter/Ruth	Work with AfterThought to continue sessions across LHCH in 2024. On Going Aftathought sessions have been ran and future sessions planned Women's Menstrual Health session was really well received and future sessions include Pride and Anti-Racism. These are all planned with staff focus groups.	
	Continue to roll out Skills Booster Online Learning Platform (video based EDI courses and training) and use to raise awareness in response to national campaigns	Peter/Ruth	Alternative eLearning to support EDI is currently being reviewed	
	Review the Level 7 Education Panel composition to help support accessible and inclusive learning and monitor the demographics of applicants to ensure fairness	Christina Chackalova	Completed and now BAU	
	Undertake an annual review of the training and learning catalogue and align the EDI offering	Christina Chackalova	The regular process is in place. The annual review is aligned with the TNA on back of the Annual Appraisal window	
	Tap into external resources and promote and target relevant programmes	Christina Chackalova	Completed and now BAU. As a next step, we will link this with career pathways and succession planning	
	Develop a Learning Hub to create a more accessible workplace	Justine Brislen	Sir Ken Dodd Knowledge & Education Centre provides an accessible space for learning	
PLEDGE 2 - Encourage People from diverse backgrounds to access and develop their NHS career and ensure the workforce is representative of the communities we serve				
Objective 3	Actions	Owner	Progress Update	RAG
	Develop opportunities for local unemployed disabled people to gain work within the organisation. Including Project Search/Cadets/Pre-Employment/Traineeships across the Trust	Sally Turner	Working with local partners, we will continue to attend careers events in the community. These events are mostly targeted at unemployed individuals. All people, including those with disabilities, are openly welcomed, and informal interviews are offered to all who wish to apply for the traineeship programme. So far this year we have ran one traineeship programme. 21 learners enrolled and 17 of these have just finished their placements. Of these learners 8 were on admin placements which included Finance, HR and Secretaries, and 9 were on clinical placements, mostly as HCA's. This year we even secured a clinical placement with the Radiology team. All trainees had a great experience and are now ready to join the LHCH bank. Two of the admin trainees have secured permanent roles as within the Trust and a further 3 are waiting for interviews for permanent roles. At the beginning of the year we had two Project Search interns on placement in LHCH. These interns did really well in their placements and are due to graduate in July. It was a pleasure watching the interns learn new skills, develop and grow in confidence. We have a new cohort of interns due to commence the programme in September; so far we have secured two placements for these learners.. At the beginning of the year we also welcomed three Health & Social Care T Level students onto placements on the wards in LHCH. So far these are going really well and the feedback has been extremely positive.	
	Continue student engagement at secondary level through promotion at local events / career fairs to support widening participation	Sally Turner	Continue to inspire and inform young people about roles, apprenticeships, traineeships and other widening participation programmes available to them, through regular attendance at school and college careers fairs and other employment events within the local community. Leaflets and other informational/promotional material are available at all events to encourage further interest. Contacts are taken from students with an interest in apprenticeships and traineeships, and communication is made with them following the event to keep up engagement. Mock interviews are held at local schools and colleges to give students the opportunity to practice their interview skills. Spotlight events are attended where staff can discuss their own career path, and the type of qualities and skills a person would need to have to work in the NHS in their role. Practical advice is given to students on how they can set themselves apart when looking for jobs within the NHS.	
	Recruitment and Widening Participation to work together to support in the development of the programmes/Attendance at events/Successful job roles at LHCH	Peter Cook/Leanne Gould/Sally Turner	Held first meeting with Princes Trust in Nov 2023 to start planning out the programme. All documentation has now been submitted and a meeting is arranged with the Princes Trust next week to get dates planned for a recruitment day and for the cohort to begin. Places still need to be secured with managers.	

R	Not started/ Paused
A	In progress
G	Complete

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Overhaul our recruitment, promotion and flexible working practices, increase leadership diversity and widen employment opportunities to support our community	Develop a plan for moving from Disability Confident Committed (Level1) to Employer (Level 2)	Anna York/Peter Cook	Level 2 Themes have been explored - Traineeships, Internships and Apprentices are ongoing. Reviewing were the jobs are advertised, Health and Wellbeing support, Learning and Development support to ensure progression of disabled staff. Separate Action Plan will be developed to support move to Level 2	
	Join the NHS Core Offer Pledge Network to help support young people to capitalise on job opportunities	Christina Chakalova	The L&D team provides ongoing support to young people working closely with local authorities, Job centers, schools, colleges, and different projects and NGOs. This is a main pillar in the L&D strategy.	
	Plan targeted action around diverse recruitment, including increasing apprenticeships from diverse backgrounds	Christina Chakalova	Work with Recruitment and L&D to support recruiting people from diverse backgrounds to apprenticeships	
	Provide a Women in Leadership Programme to support personal development and to create a professional support network	Christina Chakalova	The programme will be promoted again as part of the L&D roadshow and the national apprenticeship week (Jan-Feb 2024)	
	Ensure vacancies are advertised throughout the local community to increase applications from a wide range of the local population	Peter/Leanne Gould	Advertising posts through Liverpool City Region to ensure hard to reach areas have access to the job adverts. The introduction of TRAC has supported more applications for posts	
	Review how reasonable adjustments are managed within the recruitment and interview process and identify improvements	Peter/Leanne Gould	Candidates are written to see if they require reasonable adjustments for interviews	
	Roll out inclusive recruitment and refresher training to all managers with a responsibility for recruitment	Peter Cook/Leanne Gould	Refresh recruitment and selection training - Training for all new managers and essential manager training sessions	
	Develop a form to send to people during recruitment to confirm if they need any additional support or accessibility for induction	Peter Cook/Leanne Gould	Send out form with induction communication that asks if additional support is required.	
	Review of all recruitment materials/documentation for accessibility	Peter Cook/Leanne Gould	Recruitment Materials updated in line with TRAC Go-Live	
	Develop a Reasonable Adjustment Policy which support the Managing Attendance Policy and RA passport	HR Business Team	Policy in progress of being developed	
	Contact National EDIB networks to share best practice	Ruth Worthington	Regular meetings have been taking place with LGBTQ+ Network of Networks and BAME Network of Networks and keep up to date with info on NHS employers etc. Good relationships with EDI leads in other local trusts	
	Create Comms and promote EDIB Apprenticeships	Christina Chakalova	L&D have a diverse portfolio of apprenticeships. specific and targeted coms were shared as part of the L&D roadshow during National Apprenticeship week (Jan-Feb 2024)	
	Improve internal processes to ensure delegates attending training can request reasonable adjustments	Christina Chakalova	All bookings via ESR are sending messages Re reasonable adjustments. for the meetings and sessions, L&D organise outside of ESR we ask the delegates if adjustments are required.	
PLEDGE 3 - Develop and improve our equality performance and increase diversity within our Board and senior leadership teams				
Objective 4	Actions	Owner	Progress Update	RAG
Improve experiences for our ethnic minority and disabled workforce as outlined in the workforce race / disability equality standard (WRES/WDES and Anti Racism Framework)	Submit and published our WRES and WDES data in line with national requirements	Peter/Rachael	Submission on target for 31st May 2024.	
	Develop locally defined actions to support delivery of the NW BAME Assembly Anti Racism Framework	Rachael McDonald/Peter Cook	Action Plan Developed to support delivery of the Anti Racism Framework	
	Expand the pipeline programme to support staff from diverse backgrounds to develop their careers at Band 7 or above	Anna York	Band 7 Programme being reviewed and Developed	
	Offer a career conversation via the scope for growth project to all ethnic minority colleagues	Christina Chackalova	A diverse and inclusive approach to our learning offer is in place and career conversations have been offered to all colleagues.	
	Increase the amount the employee from diverse backgrounds to access internal and external leadership offering.	Christina Chakalova	L&D have an inclusive approach in our leadership offer and opportunities are available to all staff subject to their role and development needs. As part of our leadership offer this year L&D have facilitated a cohort of Mary Seacole programmes for international nurses. If development needs were identified the L&D team supported to close any gaps	
	Develop and submit a bid for the 2023 WDES Innovation fund, for additional funding for projects supporting Disabled staff.	Peter Cook	Currently not advertised	
	Hold a range of engagement sessions with staff from protected characteristics to understand lived experience and help to create an organisational culture where everyone feels they belong and has a voice	Ruth Worthington / Richard Sharp/ Christina	POA to be discussed, paper to be drafted to People Committee and agreed. Comms and launch to follow. RW / RS to meet end of May, early June.	
	Analyse data around apprenticeship uptake from disabled and minority ethnic applicants/colleagues, and review apprenticeships offer to encourage applications accordingly	Christina Chakalova/ Peter Cook	Data from the Digital Apprenticeship System and ESR will be used to Analyse information around Apprenticeship update. Data to be presented to People Committee. Actions to be developed	
	Introduce Reciprocal and Reverse Mentoring as part of the digital mentoring platform	Richard Sharp	Launch of Coaching / Mentoring platform scheduled for May 2024. Platform will initially target 'shared-skills' across the Trust. This needs to be embedded first before introducing reverse and reciprocal mentoring as an additional offer to support one's development	
	Develop and implement Reasonable adjustments policy and passport to better support staff with disabilities and/or long term conditions	Business Team	Managing Attendance and Wellbeing Policy has been updated to include more support. Reasonable Adjustment Policy and Passport to be launched alongside the MA Policy	
	Develop bespoke career development opportunities for disabled staff to help advance their careers	Christina Chakalova	The current talent management model and appraisals format is inclusive to facilitate the development needs of people with disabilities. This allows a plan to be created around each individual and relevant adjustments to be put in place. We have no information if there is a specific career pathway needed to be developed as there is no information that a group of people win the same role share the same disability. This should be addressed through an individual plan, rather than a general activity.	
	Improve support around neuro diversity and provide associated awareness training	Justine Brislen	Oliver McGowan MT introduced and is being rolled out. Neuro Diversity in the Workplace Awareness Session scheduled for 5th July 24	
	Review the good practice published by NHS Employers and identify and implement interventions	Peter Cook	Reviewing gaps through the good practice documentation	
Objective 5	Actions	Owner	Progress Update	RAG
Improve the quality of our equality information to facilitate better decision making and ensure compliance with the Public Sector Equality Duty (PSED) and other national requirements	Review and publish a workforce monitoring report as per PSED requirements	Peter Cook	Under review, - publication Scheduled for June 24	
	Improve our EDI workforce composition through a data cleanse exercise and develop a EDI dashboard aligned to the NHS Improvement Plan	Peter Cook	EDI Dashboard developed and presented to People Committee. Key Metrics being considered as part of the SOF	
	Develop locally defined actions to support delivery of NHS EDIB action plan	Rachael McDonald/Peter Cook	Separate Action Plan developed and showing positive delivery to date	
	Use the staff survey results to understand employee voice and to identify improvements / actions	Peter Cook	WRES and WDES staff presented at People Delivery Group and EDIB	
	Publish our Gender Gap Report and develop a narrative and action plan to help tackle any identified gap	Rachael McDonald	Published in March 24 - improvement in GPG reported	
PLEDGE 4 - Commit to a more concerted systematic approach to reducing health inequalities and addressing unwarranted variation in care, particularly within underrepresented groups				
Objective 6	Actions	Owner	Progress Update	RAG
	Social Value Award Level 1 - Commitment to creating, measuring and reporting social value	Nicola Blair	LHCH were awarded Social Value Bronze Award in February 2024, following a successful application. LHCH currently have 7 pledges, social value lead (Nicola Blair), Social Value Exec Sponsor (Thomas Pharaoh) and a social value group made up of multiple departments across the Trust. The next step is to apply for Social Value Silver Award following an audit in January 2025.	

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Reduce Barriers experienced by patients, individuals and specific groups who engage with LHCH and identify how to address issues in relation to health inequalities to support better outcomes for all	Sexual Safety to Work Charter	Angela McKenna	A paper is presented to the board and to PLACE , new policy in development - Complete , ratified at Safeguarding Steering Group and now uploaded to staff intranet.	
	Know Your Number Campaign - Deliver National campaign in having Blood Pressure checked	Elaine Gossage/Zoe McIntosh	Coordination and distribution of 1000's of Happy Hearts resources across CM, led by LHCH in September. LHCH attended local place based campaign awareness sessions, providing blood pressure screening opportunity	
	Working with Vulnerable Communities - Supporting Outreach Testing, Working with people with Learning difficulties with Health issues	Elaine Gossage/Zoe McIntosh	Know your numbers week saw LHCH deliver outreach testing to 'learning disability support centres'. The team ran a vast amount of outreach/community testing to those most in need and most vulnerable in society including: Asylum seekers, The Ambulance service, Eurovision, Joseph Lapin Community centre, Sefton cricket club, Anfield, Formby luncheon club and Sovini to name a few.	
	Hold Patient Engagement Events	Laura Allwood / Tina Kenny	Patient Engagement events planned for 2024	
	Take services into the community and into hard to reach areas e.g. yellow bus - Education KS2 Children, Health Checks	Elaine Gossage/ Zoe McIntosh	The Liverpool Healthy Families Heart and Lung project has made steady progress throughout 23/24 and has delivered the project to a total of 8 schools. A targeted approach to project delivery has been adopted (IMD 1% and IMD 2-5%) most deprived areas in Liverpool. Next phase will include roll out of the project across C&M, partnering with new partners such as Alder hey Childrens Hospital and tailoring the educational offering to include vape education and respiratory diagnostics such as Spiro's for adults.	
	Core20 Plus - Reducing Health Inequalities - National Frameworks - Targeting Deprived Areas	Elaine Gossage/Zoe McIntosh	LHCH is actively engaged in driving forward improvement work in the following targeted areas: Hypertension/Lipid Optimisation, Chronic Respiratory Disease, Early Cancer Diagnosis. The strategic partnership team further adopt a targeted approach to the delivery of outreach/community events targeting those in the population living in the most deprived areas using IMD and CIPHA data sets.	
Objective 7	Actions	Owner		RAG
Improve patient access and experience to reduce the inequality gap, ensuring patients with learning difficulties and/or language needs are able to access our services	Introduce Carers Passport	Claire Harvey	Currently being refreshed and re-launched through Corporate Communications. Will be taken through the Carers Network	
	Targeted Lung Expansion - CVD Pilot	Michelle Woods	TLHC contracts being reviewed	
	Familial Hypercholesterolaemia - Inequalities in care - Targeting Generic Conditions	Elaine Gossage	The FH service is making great progress. Following a successful bid submission, Transformation Funding has been secured to enable the service to continue up to March 2025.	
	Implement DA languages as per C&M ICB roll out project	Laura Allwood	Reviewing full requirements for roll out	
	Roll out the new FFT in multiple languages	Kate Lamb	Still reviewing software for FFT	
	Have learner disability champions all areas	Claire Harvey	There are LD Champions in all areas with improved attendance and formal agendas agreed	