



NHS Lanarkshire
Race Equality Scheme
Progress Report

December 2005 – November 2008

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Introduction

NHS Lanarkshire produced its second Race Equality Scheme (RES) in November 2005, the first having been produced in December 2002.

Outlined within the 2005 plan were NHS Lanarkshire's key priorities for the period 2005-2008, namely: Workforce Equality Monitoring; Equality and Diversity Impact Assessment; Community Development; Service Monitoring; Strategic Management of the Diversity Agenda; and Leadership and Organisational Development.

This Progress report highlights how we have tackled these 6 priority areas in our effort to promote race equality and eliminate race discrimination.

We believe that good progress is being made in this important area. It has not proved possible to fully achieve all of our plans, although at least partial progress has been achieved in every area. In some further work is required to ensure that full commitment to the race equality agenda is complete. The outstanding work will be included in our Single Equality Scheme to ensure achievement in full.

In early 2009, NHS Lanarkshire will produce and consult on our Single Equality Scheme and Action Plan. This will integrate NHS Lanarkshire's current Disability, Gender and Race Equality Schemes and will also build in a commitment to progress all strands of the equality agenda. The integrated Scheme will establish clear areas of responsibility across all parts of the organisation, will refresh our expressed aim of engaging with and involving patients, carers, members of the public and staff and will provide a focus for capacity building in addressing the many and varied challenges.

NHS Lanarkshire is committed to ensuring that all services are inclusive, are culturally competent and sensitive to reflect the evolving multi-ethnic communities that work and live in Lanarkshire.

Background

Under the Race Relations (Amendment) Act 2000 NHS Lanarkshire has a statutory duty to review our Race Equality Scheme (RES) every three years. Our last full review was completed in November 2005 with the publication of our RES 2005-2008 which now requires to be reviewed.

The law requires us to:

- eliminate unlawful racial discrimination and harassment;
- promote equality of opportunity; and
- promote good relations between persons of different racial groups.

Specifically, we must publish and update a RES that includes:

Regarding policy and service delivery

- To assess and decide whether a function or proposed policy is likely to affect the promotion of race equality;
- To assess and consult on the likely impact on the promotion of race equality of proposed policies and any changes to existing policies before they are adopted;
- To monitor policies for any adverse impact on the promotion of race equality;
- To publish the results of assessments, consultations and monitoring carried out;
- To ensure that the public have access to information and public services; and
- To train staff to carry out their duties.

Regarding employment

- To monitor the ethnicity of staff in post and applicants for jobs, promotion and training;
- To monitor the ethnicity of individuals in relation to grievances, disciplinary actions, appraisals, training, dismissals and resignations; and
- To publish the results of the ethnic monitoring on an annual basis.

Our RES provides an update on how we have been meeting the above duties by assessing the impact of policies, consulting the communities affected by those policies, monitoring procedures for possible adverse impact and where and indicating how the results of the above processes will be published.

1. Human Resources and Employee Training Monitoring

Actions designed to improve workforce representation from the different diversity groups					
Outcome	Objective	Action required	Progress to date	Timescale	Way forward
Monitor the ethnicity of existing employees and the recruitment process	Race equality promoted and considered in all organisational policies and procedures	A comprehensive report to be published giving a breakdown of staff in NHS Lanarkshire	Working Group established to create routine baseline information collection across all aspects of the Statutory Duty. Data Set established from 1 st April 2007. Workforce Equality Monitoring Report for 2007/8 currently in production.	December 2008	Report to be published in December 2008 and annually thereafter.
Monitor the ethnicity of existing employees and access to training	Race equality promoted and considered in all organisational policies and procedures	A comprehensive report to be published giving a breakdown of staff in NHS Lanarkshire	See Above	See above	See above

Actions designed to improve workforce representation from the different diversity groups					
Outcome	Objective	Action required	Progress to date	Timescale	Way forward
To ensure that arrangements are made to monitor any adverse impact on the promotion of race equality in all policies and procedures	Equality and diversity promoted and considered in all organisational policies and procedures	Provide impact assessment training for all staff involved in the policy development process throughout the organisation	200+ staff have been trained in EQIA and further training ongoing.	June 2009 and ongoing	ACHIEVED and ongoing
Identify any potential barriers for men and women in the recruitment and selection process	Recruitment and selection process that is fair, equal and accessible to everyone	Review recruitment and selection policies and processes in relation to gender and identify any potential barriers	All new and reviewed HR policies and processes, including recruitment and selection, will be equality and diversity impact assessed.	June 2009 and ongoing	ON TARGET and ongoing. Recruitment and selection process currently under review and is being impact assessed to ensure non

Actions designed to improve workforce representation from the different diversity groups

Outcome	Objective	Action required	Progress to date	Timescale	Way forward
					discriminatory practices are in place. Action on completion will be included in Single Equality Scheme.

2. Equality and Diversity Impact Assessment

Actions required to progress embedding equality and diversity in all policies and functions					
Outcome	Objective	Action required	Progress to date	Timescale	Way forward
To review all the functions and policies according to our duty to promote race equality	Comprehensive system for assessing all functions and policies	Finalised toolkit for use when conducting equality and diversity impact assessment	Toolkit finalised covering all strands of diversity and other cross cutting equality issues	April 2008	ACHIEVED. Further development of the toolkit being considered to include human rights approach.
	Equality and Diversity Impact Assessment training encapsulates race equality.	Training carried out for NHS Lanarkshire staff in use of the toolkit	Over 200 staff have been trained. Additional bi-monthly training sessions planned from March 2009. Training also provided at departmental meetings as required.	June 2008	ACHIEVED and ongoing.

Actions required to progress embedding equality and diversity in all policies and functions

Outcome	Objective	Action required	Progress to date	Timescale	Way forward
	Race equality is considered and mainstreamed into all NHS functions, policies and procedures	All functions, policies and procedures are reviewed and assessed using the Equality & Diversity Impact Assessment Toolkit	Over 200 staff have been trained. Completed impact assessments are being received. Further work still required across the organisation to routinely embed EDIA in work processes.	June 2008	ACHIEVED and ongoing.
		Publication of all completed Equality and Diversity Impact Assessments (EDIA) on the public website.	Website area developed for EDIA. Currently in the process of uploading all completed EDIAs.	November 2008	ACHIEVED and ongoing.

Actions required to progress embedding equality and diversity in all policies and functions

Outcome	Objective	Action required	Progress to date	Timescale	Way forward
		Strategic papers such as NHS Board papers will ask for evidence that an EDIA has been carried out.	All paper submitted have to have a completed EDIA. Evidence must be provided or paper will not be accepted.	July 2008	ACHIEVED and ongoing.

3. Community Development

Involvement of diverse groups in the planning processes of NHS Lanarkshire					
Outcome	Objective	Action required	Progress to date	Timescale	Way forward
Gain a clearer picture of local and national groups that promote views, or who are elected to speak on behalf of men, women and transsexual people	Better awareness of local groups to involve in future planning processes	Gather information on local and national groups to be stored on a database for future work within this community	Database of local and national groups compiled.	June 2008 and ongoing	ACHIEVED. New contacts continually being added.

4. Service Delivery and Monitoring

Actions designed to improve access to healthcare services from the different diversity groups					
Outcome	Objective	Action required	Progress to date	Timescale	Way forward
To ensure equity of opportunity in accessing services	Increased equity of opportunity in accessing services and functions for all men, women and children regardless of ethnicity	Provision of interpretation services for those patients whose first language is not English	Currently in the process of reviewing the interpreting and translating policy.	March 2009	Ongoing. To be included in the Single Equality Scheme Plan.
		Provision of transcribed information for those patients whose first language is not English	Translated information is currently available on request in relation to general health matters and NHSL services.	March 2009	Ongoing. To be included in the Single Equality Scheme Plan.

Actions designed to improve access to healthcare services from the different diversity groups

Outcome	Objective	Action required	Progress to date	Timescale	Way forward
		Monitor all existing contracts to ensure compliance with the relevant legislation associated with equality and diversity and ensure appropriate feedback is received on a regular basis	All new and reviewed contracts have an equality and diversity statement written into them which indicates all contracts must comply with race equality legislation.	June 2008	ACHIEVED and ongoing.
Develop patient profiling work in relation to ethnicity	Allow the patient journey from primary to secondary care to be as streamlined as possible.	Ensure systems allow the gathering of ethnicity data and transferring with other patient information.	Frontline staff have been trained in gathering and inputting equalities data. This initiative has had a positive effect on the national data trends on ethnicity monitoring. NHSL can demonstrate a large increase in patient profile data.	February 2008	ACHIEVED and ongoing

5. Strategic Management of the Diversity Agenda

Action needed to ensure the organisation operates in line with national drivers for the promotion of race equality					
Outcome	Objective	Action required	Progress to date	Timescale	Way forward
Develop and promote strategic systems to support race equality	To develop a localised reporting system within the organisation to report on race and other equality activities	Creation of a reporting structure which monitors the outcomes of the legislative requirements.	NHSL has a governance and committee structure which reports directly to the NHSL Board and corporate management team.	October 2008	This action will be included with the Single Equality Scheme and progress reported within the Action Plan.
Ensure strategic links with national groups	To ensure NHS Lanarkshire are abreast and can feed into national policy agendas	Diversity Lead Director to be a member of the national group	Diversity Lead Director is a member of the Health Scotland Equalities network group and of the newly established Mutuality, Equalities and Human Rights Group.	March 2009	Ongoing

6. Leadership and Organisational Development

Action needed to change the organisational culture and make it more conducive to realising race equality outcomes					
Outcome	Objective	Action required	Progress to date	Timescale	Way forward
Leadership and putting the race equality scheme into practice	Increased awareness of Equality and Diversity throughout the organisation	Nominated Executive Lead for Race identified	Nominated lead: Director of Organisational Development	September 2007	ACHIEVED.
NHS Managers at all levels within the organisation need to promote equality and diversity in their day to day work within their area of responsibility.	Increased awareness of Equality and Diversity throughout the organisations	Executive Directors, Directors and managers receive equality and diversity training	Board members and Executive Directors enjoyed a Diversity Awareness Training Day in 2007. Diversity training incorporated into a Line Managers Development Programme being rolled out across the organisation.	March 2008	ACHIEVED and ongoing. To be included in the Single Equality Scheme Plan.

Action needed to change the organisational culture and make it more conducive to realising race equality outcomes

Outcome	Objective	Action required	Progress to date	Timescale	Way forward
Policies developed to take into account the diverse needs of the workforce	Awareness of equality and diversity enhanced amongst staff	Ensure all HR policies take account of the diversity staff including language needs	All HR policies will be subject to equality and diversity impact assessment either as a new policy or as part of a formal review process.	March 2008	ACHIEVED and ongoing.
	Production of guidance Dignity at Work, on acceptable and unacceptable behaviour	Build into training guidance on appropriate behaviours towards colleagues regardless of ethnicity	This has been incorporated into the Line Managers Development Programme and will be included in any future training across the organisation. Dignity at Work is actively promoted by line managers and by the	August 2008	ON TARGET. Will be carried forward to the Single Equality Scheme.

Action needed to change the organisational culture and make it more conducive to realising race equality outcomes

Outcome	Objective	Action required	Progress to date	Timescale	Way forward
			infrastructure of Diversity Champions.		