

## Workforce Race Equality Standard Action Plan 2020-2021

Indicator	Narrative – the implications of the data and any additional background explanatory narrative	Action	Date to Complete	Responsible Party
<p><b>Indicator 1:</b> Percentage of staff in each of the AfC Bands 1-9 and VSM (including executive Board members) compared with the percentage of staff in the overall workforce</p>	<p>Whilst the data does not indicate a concern concerning the progression of BAME staff through the Agenda for Change bandings, the number of BME staff working within the CCG is low, making identification of patterns within the data more challenging.</p> <p>As of 31 March 2020 BME staff make up 2.2% of Somerset CCG's workforce in line with a 2% BME population of Somerset.</p>	<p>Somerset CCG will continue to ensure that all recruitment opportunities are advertised in a range of locations, including NHS jobs, Twitter, Facebook and LinkedIn and the NHS Executive Jobs page for specific board-level opportunities.</p> <p>We will also ensure that we communicate these opportunities widely across Somerset, to meet those from ethnic minority backgrounds. This will include work undertaken through the System People Plan, in respect of increasing links with education and also through the Breaking Barriers workstream</p> <p>Somerset CCG is also committed to altering our policy on internal advertisements of roles. Whilst we are keen to ensure that we are offering development internally to our staff, we are ceasing the 'Expressions of Interest' process for all roles at Band 8a and above. This allows both internal and external candidates to compete for our more senior positions and supports the organisation in attaining the best talent available, supporting our aims for diversity and inclusion.</p>	<p>Ongoing Commitment</p> <p>1 October 2019</p> <p>1 September 2020</p>	<p>Lydia Carmichael-Brown</p> <p>Marianne King</p> <p>Sophie Wainwright</p>

		<p>We will also ensure that we proactively communicate national opportunities for the development of our BME staff members, specifically the Stepping Up programme provided by the NHS Leadership Academy which aims to create greater levels of sustainable inclusion within the NHS by addressing the social, organisational and psychological barriers restricting BAME colleagues from progressing.</p> <p>In addition, Somerset CCG is also reviewing our scope of apprenticeship offers, intending to increase the number of staff undertaking developmental training through an apprenticeship. We will ensure that any opportunities are communicated to all staff and that application for such opportunities is equitable.</p>	<p>On recommencement of the programme, further to the relaxation of COVID-19 restrictions</p> <p>1 September 2020</p>	<p>Sophie Wainwright</p>
<p><b>Indicator 2:</b> Relative likelihood of staff being appointed from shortlisting across all posts.</p>	<p>BME staff are less likely to be appointed following shortlisting of posts.</p> <p>From 1 April 2019-31 March 2020, 247 white applicants applied to CCG vacancies and were shortlisted, of which 65 were appointed. Therefore 26.32% of all white applicants who were shortlisted were appointed.</p> <p>From 1 April 2019-31 March 2020, 25 BME applicants</p>	<p>Mandatory Equality and Diversity training to be undertaken every 2 years, will become a standard training requirement for all members of CCG staff.</p> <p>The CCG will also commit to following the CIPD's 6 Step Action Plan to address racial bias in the workplace, which is as follows:</p> <ol style="list-style-type: none"> <li>1) Clarify the organisation's stance and values: Set clear expectations of what the organisation stands for and maintain zero-tolerance to racism.</li> <li>2) Co-create a systemic approach for practical action by working across the organisation: Scrutinise all</li> </ol>	<p>1 October 2020</p> <p>1 January 2021</p>	<p>Sophie Wainwright, supported by the ESR Team</p> <p>The HPO team will develop actions to complement each of the CIPD six step action plan. Some preparatory work for this aim can be undertaken immediately, however, the most directed approach</p>

	<p>applied to CCG vacancies and were shortlisted, of which 1 was appointed. Therefore 4% of all BME applicants who were shortlisted were appointed.</p> <p>Therefore, within the period 1 April 2019- 31 March 2020, a white applicant was 6.58 times more likely to be appointed at an interview than a BME candidate.</p>	<p>operational processes, ways of working, and people management policies.</p> <p>3) Commit to sustained action through visible leadership and a willingness to change: Sustained action needs a long-term plan, led with a firm commitment from the top.</p> <p>4) Critically appraise your people management approach from end to end.</p> <p>5) Connect your people by creating safe spaces, systems, and times to talk, share experiences and learn from each other: Ensure your plan is informed by employee voice, and bring in experts where necessary.</p> <p>6) Communicate your messages consistently and ensure the conversation is two-way: Leave the workforce and wider stakeholders in no doubt about your key messages. Ensure they are reflected in people's behaviour, in the organisation's operations, and in the organisation's interactions with stakeholders.</p> <p>To address these actions the High Performing Organisation Senior Responsible Officers will consider the specific actions that need to be put in place.</p>		<p>will be taken in January 2021, as part of the HPO programme phase two.</p>
<p><b>Indicator 3:</b> Relative likelihood of staff entering the formal disciplinary process, as measured by entry into a formal</p>	<p>No difference is determined between BME staff and white staff concerning the likelihood to be entered into a formal disciplinary process.</p>	<p>There is no further action recommended on this measure at this date.</p>	<p>N/A</p>	<p>N/A</p>

<p>disciplinary investigation. This indicator will be based on data from a two year rolling average of the current year and the previous year.</p>				
<p><b>Indicator 4:</b> Relative likelihood of staff accessing non-mandatory training and CPD.</p>	<p>10.98% of white employees accessed non-mandatory training courses and CPD on ESR whilst 0% of BME employees did so.</p> <p>It is important to note that currently, there is not the facility to record CPD undertaken either in person or on online platforms other than ESR</p>	<p>As noted in the narrative, there is not currently a facility to record non-mandatory training or CPD which has not been undertaken on the ESR system.</p> <p>This is being addressed, as ESR does have the capability to record this, however for this to take place Manager Self-Service needs to be in place on the System. This is an ongoing piece of project work, which had to be delayed due to COVID-19. It is anticipated to be completed by January 2021.</p>	<p>1 January 2021</p>	<p>Sophie Wainwright supported by the ESR Team</p>
<p><b>Indicator 5:</b> The percentage difference between the organisations' Board voting membership and its overall workforce.</p>	<p>There are currently no BME members of staff who are members of the organisation's Board voting membership.</p> <p>In the 2011 census, 94.6% of the population registered as white British, and 2.0% of the population registered as belonging to black and ethnic minority (BME) groups. Therefore, whilst</p>	<p>Somerset CCG will continue to ensure that all recruitment opportunities are advertised in a range of locations, including NHS jobs, Twitter, Facebook and LinkedIn and the NHS Executive Jobs page for specific board-level opportunities.</p> <p>We will also ensure that we communicate these opportunities widely across Somerset, to meet those from ethnic minority backgrounds. This will include work undertaken through the System People Plan, in respect of increasing links with education and also through the Breaking Barriers workstream</p>	<p>Ongoing Commitment</p> <p>1 October 2020</p>	<p>Lydia Carmichael-Brown</p> <p>Marianne King</p>





Action plan approved by ..... on behalf of Somerset Clinical Commissioning Group's Governing Body.

Signed:.....

Date:.....