		Name of Meeting People and Organisational Development Committee
		Date of Meeting 11-04-2024
		Agenda item: *3.2.2*

Network Requests to Board – April update

Executive lead:	Neil Lewis, Director of People and Organisational Development
Author:	Sarah Brewer, Head of Employee Experience

Approval/Scrutiny route:	People & OD Committee

Purpose
The purpose of this paper is to give an update on the progress made on Staff Diversity Network requests made to the Board from September 2023, ongoing until the final presentation in the May 2024 Board meeting.

Recommendation:				
APPROVE ☐	CONSIDER ☐	RECOMMEND ☐	ADOPT ☐	ASSURANCE ☒

The People and OD Committee are asked to:
- Take **assurance** on progress with requests made to the Board by the Staff Diversity Networks   to date.
- Provide comments and feedback to Sarah Brewer by the 26 April 2024

Link to Public Health Wales Strategic Plan

Public Health Wales has an agreed strategic plan, which has identified seven strategic priorities and well-being objectives.

This report contributes to the following:

Strategic Priority/Well-being Objective	7 - Building and mobilising knowledge and skills to improve health and well-being across Wales
Strategic Priority/Well-being Objective	2 - Improving mental-well-being and building resilience
Strategic Priority/Well-being Objective	Choose an item.

Summary impact analysis	
Equality and Health Impact Assessment	An EHIA is not required as this is an update paper and no decisions are required.
Risk and Assurance	

Health and Care Standards	This report supports and/or takes into account the [Health and Care Standards for NHS Wales](#) Quality Themes
	
	    Theme 2 - Safe Care
	    Theme 3 - Effective Care
	    Theme 7 - Staff and Resources

Financial implications	None – this is an update on actions taken
People implications	The requests from the Staff Networks agreed by the Board will support the development of EDI awareness and knowledge, an inclusive culture and support all staff to become more inclusive and provide inclusive services.

1.   Purpose / situation

The purpose of this paper is to give an update on Staff Diversity Network requests made to the Board from September 2023, ongoing until the final presentation in the May 2024 Board meeting. This follows the update provided to the February meeting of the Committee.

Background

Since September 2023, the Staff Diversity Networks have been taking turns to present to the Board, updating them on their activity and forthcoming plans and giving them the opportunity to make requests to the Board on initiatives and improvements they would like to see take place.

Not all of the networks have had their turn to date, so far, the following networks have presented:

REACH and Enfys – September 2023
We Care and Porffor – November 2023
Ymlaen – January 2024
Women's Network – July 2024

Further updates will be shared with the People and OD Committee as work progresses.

2.   Description/Assessment

Much of the focus for the Employee Experience Team over the past few months has been on ensuring our legislative reporting has been completed, approved, translated and published. As a result, we have not had the opportunity to progress the network requests as quickly as we usually would. However, there has been progress made against all actions so far.

The full details of progress to date can been seen on the table in Annex A.

As indicated in Annex A, work is progressing on a number of actions, since the last update to the People and OD Committee. These are:

Diversity on Recruitment Panels
- The Employee Experience and Resourcing Teams have collaborated in creating guidance for network members and managers with a helpful process flow chart.
- This will be launched in April 2024

Minority Ethnic Work placements

Following several discussions, we are developing a proposal for apprenticeship programme which will be targeted at ethnic minority people, in line with our SEP objectives. We want this programme to be meaningful and that individuals develop employability skills for future roles.

- Year 1 – planning year. Secure support for an apprenticeship programme for up to 3 apprentices in year 1 which will be targeted at ethnic minority people. We will engage with the business leads to pull content together (links to SEP obj. 1). We will meet with EYST (Ethnic Minorities & Youth Support Team) to develop our collaborative approach.
- Year 2 – pilot programme.
- Year 3 – lessons learnt and refine programme. Recruit next cohort so we have a rolling programme.

Reverse Mentoring Scheme
- Guidance created by the Employee Experience team.
- 6-month programme will be launched in May 2024
- Pilot for Enfys in Year 1 and will roll out to other staff network groups from Year 2 onwards.

Reasonable Adjustments
- Work has started to look at a way of capturing information relating to Reasonable Adjustment requests which have not been approved. The proposal is that this will be part of a wider EDI internal survey which we are developing with Data, Knowledge and Research. This will enable us to understand whether further action is needed.

These requests to the Board have been integrated into the detailed action plan which will underpin our Strategic Equality Plan for 2024-2028. This is due for publication by the end of Quarter 1.

Full details of all work underway are shown on the table in Annex A.

3.1 Well-being of Future Generations (Wales) Act 2015

All of the requests made by the Networks balance the short and long term needs for improvement. Regular review will ensure they are fit for purpose and achieving what has been expected.

Undertaking the work requested will ensure that we prevent problems from getting worse and will help us to meet our strategic equality objectives.

Integreiddio — Integration

Cydweithio — Collaboration

Cynnwys — Involvement

These requests are aligned with the WG Anti Racist Wales action plan, and other work to advance equality. During the consultation on our Strategic Equality Plan, these themes regularly came up so we can ensure that our SEP is also aligned to this work.

The Network Chairs sought the views of their members before making these requests, so we know that this comes from people across the organisation. We will collaborate in turn with these groups to ensure we deliver what is required. Network Chairs are on the working groups for all of this work so will be able to have input into the design and delivery.

3. Recommendation

The Committee is asked to:
- Take **assurance** on progress with requests made to the Board by the Staff Diversity Networks to date.
- Provide comments and feedback to Sarah Brewer by the 26 April 2024

Annex A

Network Requests to Board 2023 - 24

Number	Network	Date to Board	Request	Deadline	RAG	Lead	Exec Lead	Progress	Links to....	Links to....
1	REACH	28/09/2023	Diversity on Recruitment Panels	Ongoing	Green	Resourcing Team	Huw George	FAQs/formal process has been developed and will be launched in May 2024	SEP Objective 1 - Review how we recruit and select employees to make sure we achieve a more diverse workforce, and identify and remove any unintended barriers to recruitment.	
2	REACH	28/09/2023	Paid ethnic minority work placements	End of Summer 2024	Amber	Resourcing Team	Huw George	Year 1 - plan the programme by working with EYST to target our recruitment directly with ethnic minority people to ensure we offer meaningful opportunities to paid work in PHW. AD currently liaising with contacts in WG to learn best proactice about apprenticeships. Year 2 - pilot the programme with 3 apprenticeships. Year 3 - refine the programme. Year 4 - roll out to other protected characteristics.	SEP objective 1 - Set up work-placement schemes for disabled people and minority ethnic and economically disadvantaged groups, to address employment gaps.	
3	REACH	28/09/2023	Racial Awareness training for Senior Managers /All Staff online / All Staff on panels classroom session (June 2022)/All staff Classroom (2022-23)	TBC	Amber	L&D Team	Huw George	NHS Wales mandatory anti-racist training currently being developed by WG/NHS leads	ArWAP Priority Action 1: All NHS Board members will undertake an anti-racist education programme and implement and report progress against personal objectives (for all Board members) to meet vision of an anti-racist Wales. All Board members undertook Inclusive Leadership training in March 2022.	
4	REACH	28/09/2023	Minority Ethnic Development Programme	Ongoing	Amber	L&D Team/Leadership and Org Development Team	Huw George	Leadership and Management Academy year 2 to ringfence spaces for ethnic minority staff. Leading with Impact programme to target ethnic minority managers and leaders. Coaching and mentoring opportunities to ringfence spaces for ethnic minority staff. REACH members to be invited to be part of diverse interview panels across the organisation	ArWAP Priority Action 1: Implementing a leadership and progression pipeline plan for Black, Asian and Minority Ethnic staff	SEP Objective 4 - Continue to roll out our Management and Leadership programme, with places set aside for under-represented groups.
7	Enfys	28/09/2023	New Executive Sponsor	Completed	Green	Jim McManus	Jim McManus	Appointed in the Board meeting on the 28/09		
8	Enfys	28/09/2023	Board members to attend external LGBTQ+ events	Ongoing	Green	Enfys	Jim McManus	Ongoing - Jim McManus attended the Alun Saunders session for LGBTQ+ History Month	SEP objective 2 - Continue to add to, engage with, promote and support our staff diversity networks and role models from these groups.	
9	Enfys	28/09/2023	Board members to support and attend internal LGBTQ+ events	Ongoing	Green	Enfys	Jim McManus	Enfys/Ymlaen LGBT History Month event on 27th Feb, 12-1pm - Jim to invite the Board	SEP objective 2 - Continue to add to, engage with, promote and support our staff diversity networks and role models from these groups.	
10	Enfys	28/09/2023	Reverse Mentoring Scheme	Ongoing	Amber	Leadership and Org Development Team/Enfys	Jim McManus	Guidance created. To work with the Leadership and Org Development Team to review next steps. To launch in Summer 2024	SEP objective 2 - Put in place a reverse mentoring programme.	
11	We Care	30/11/2023	Carers Policy	End 2024	Amber	We Care Network/POD	Paul Veysey	Initial development meeting on 27/11/23 with network members reviewing Carer's Policies from other organisations. Second development meeting in April		
12	We Care	30/11/2023	Dedicated comms resource	Ongoing	Amber	Comms Team/EE Team	Paul Veysey	Create comms process flow chart that will be promoted to all co-chairs.		
13	We Care	30/11/2023	Promote Workplace Passport to all staff	Ongoing	Green	All Networks	Paul Veysey	The workplace passport has been promoted to staff on the We Care and Porffor intranet pages as well as communciated in this news article https://nhswales365.sharepoint.com/sites/PHW_POD/SitePages/Reasonable-Adjustments.aspx		
14	We Care	30/11/2023	POD to investigate experiences of carers working in PHW and put in place remedies to the issues this uncovers	End 2024	Amber	EE Team/network chairs/Research and Development Directorate	Paul Veysey	EE team met with Head of Research and Development and Head of Evaluation to begin work on the EDI survey which will include questions on carer's experiences of working in PHW as well as questions regarding Reasonable Adjustments.		
16	PORFFOR	30/11/2023	Promote reasonable adjustments in PHW	Summer 2024	Green	EE Team/Porffor	Iain Bell	Reasonable Adjustments news story launched in Feb 2024 which includes all relevant information for staff including promoting the Workplace Passport. The EDI survey will also include questions regarding reasonable adjustments so we can understand more about staff's experiences when requesting		
17	PORFFOR	30/11/2023	Accessibility - create best practice and roll out across PHW	Summer 2024	Amber	Comms Team	Iain Bell	Have linked in with comms regarding accessibility but further meeting needed to discuss email signatures, our website, presentations and create guidance on how to make it inclusive		
18	PORFFOR	30/11/2023	Recruitment process to become equitable	Summer 2024	Amber	Resourcing Team	Iain Bell	Porffor met with the Resourcing Team to discuss how recruitment can become more inclsive. Further meeting needed.	SEP objective 1 - Recruit a more diverse workforce, Board and committees by reaching out to communities and targeting recruitment where we are under-represented.SEP objective 1 - Review how we recruit and select employees to make sure we achieve a more diverse workforce, and identify and remove any unintended barriers to recruitment.	
19	YMLAEN	25/01/2024	Be supportive and lead by example. Help us normalise the language and embed a culture which embraces Welsh language and culture.	01/01/2025	Red	Facilities / WL Team / Ymlaen	Meng Khaw	To set up a meeting with relevant stakeholders to develop a guide for when staff can use Welsh in the organisation / use bilingual signage in all premises / to set up a WL mentor & mentee programme / ensure new starters have all relevant information		
20	YMLAEN	25/01/2024	Promote our meetings and events, and attend 2 meetings a year (Board member), one guest speaker event (board member to attend) and one networking event.	Ongoing	Green	Ymlaen	Meng Khaw	Meng Khaw attended the Dydd Gwyl Dewi event online. Ymlaen will be developing a network members engagement plan for the next year which includes awareness raising events and networking meetings.		
21	YMLAEN	25/01/2024	Encourage staff and colleagues to improve their Welsh language skills, whether that be to level 1, 2 or above.	Ongoing	Amber	WL Team/Ymlaen	Meng Khaw	Continue to sighpost and promote learning opportunities for staff	SEP objective 1 - Review our workforce plans and build increased capacity for diverse talent and Welsh speakers.	
22	WOMEN'S	25/01/2024								
23	WOMEN'S	25/01/2024								
24	WOMEN'S	25/01/2024								

Awareness raising and information for staff	
Training	
Recruitment	
Policies, systems and processes	
Completed	