









Workforce Race Equality Standard (WRES)

Action Plan 2018-2019

| WRES Indicator | Action | Action Owner | Milestone Q3 2018-2019 | Milestone Q4 2018-2019 | Milestone Q1 2019-2020 | Evidence |
|--|---|-----------------|---|---|------------------------|--|
| Indicator 2: Relative likelihood of staff being appointed from shortlisting across all posts. | Mandate new recruitment training for recruiting managers. | Martin Rayson | |  | | 28.01.2019 – Manager recruitment training completion / status now included in TRAC  TRAC_Recruit_Manager_Training_Field_J |
| | Schedule, advertise and deliver programme of new recruitment training for managers for rest of 2018-2019. | Helen Nicholson | |  | | 28.01.2019 – Recruitment training scheduled & advertised on intranet. http://ulhintranet/recruitment-and-selection |
| | As an act of positive action promote the new recruitment training for managers through the BAME staff network | Tim Couchman |  | | | 11.09.18 – email TC to BAME network |
| | Undertake an audit of the recruitment data in | Karen Gates | | | | 27.06.2019 – As new TRAC system needed embedding |


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| | the new TRAC system in December 2018 (once the system has been 'live' for six months) and develop actions from the audit | | | |  | into practice, this action will be carried into the current financial year, where a full year's data will be included in the WRES report for 2019. |
| Indicator 8: In the last 12 months have you personally experienced discrimination at work from any of the following? Manager / team leader of other colleagues | In partnership with the BAME staff network, develop an insight tool / questionnaire identifying and exploring areas of discrimination. This could include areas of fairness and equity in recruitment, promotion, acting up positions, training, allocation of shifts, annual leave, conduct and behaviours etc. | Tim Couchman | | |  | 28.01.2019 – BAME Staff Network Vice-Chair drafted an initial questionnaire to be presented to BAME Network at the February meeting. 18.03.2019 – following BAME Staff Network meeting further clarification required from Director of HR & OD regarding the scope of the questionnaire. 21.06.2019 – Insight questionnaire completed and approved by Director of HR & OD. Seeking guidance from OD Manager regarding correct timing for use of insight questionnaire. |
| | Implement the insight tool / questionnaire and evaluate the responses. | Tim Couchman | | |  | 18.03.2019 – questionnaire in draft. 21.06.2019 – Insight questionnaire completed and approved by Director of |

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| | | | | | | <p>HR & OD. Seeking guidance from OD Manager regarding correct timing for use of insight questionnaire. 27.06.2019 – agreed with OD Lead that questionnaire will be implemented w/c 1st July 2019 and run for six weeks.</p> |
| | <p>Develop actions, with active input from the BAME staff network, to respond proactively to the issues identified.</p> | <p>Tim Couchman</p> | | |  | <p>18.03.2019 – questionnaire in draft. 21.06.2019 – Insight questionnaire completed and approved by Director of HR & OD. Seeking guidance from OD Manager regarding correct timing for use of insight questionnaire. 27.06.2019 – agreed with OD Lead that questionnaire will be implemented w/c 1st July 2019 and run for six weeks. Completion of this action will extend into 2019-2020.</p> |

Actions for WRES indicator 3: “Relative likelihood of staff entering the formal disciplinary process, as measured by entry into a formal investigation” will be developed and implemented as a longer term action plan and will be based on Tim Couchman, Equality, Diversity and Inclusion Lead’s WRES Expert assignment.

Key:

Green – action on target
Amber – action in development
Red – action behind target

 - Action delivered / delivery expected