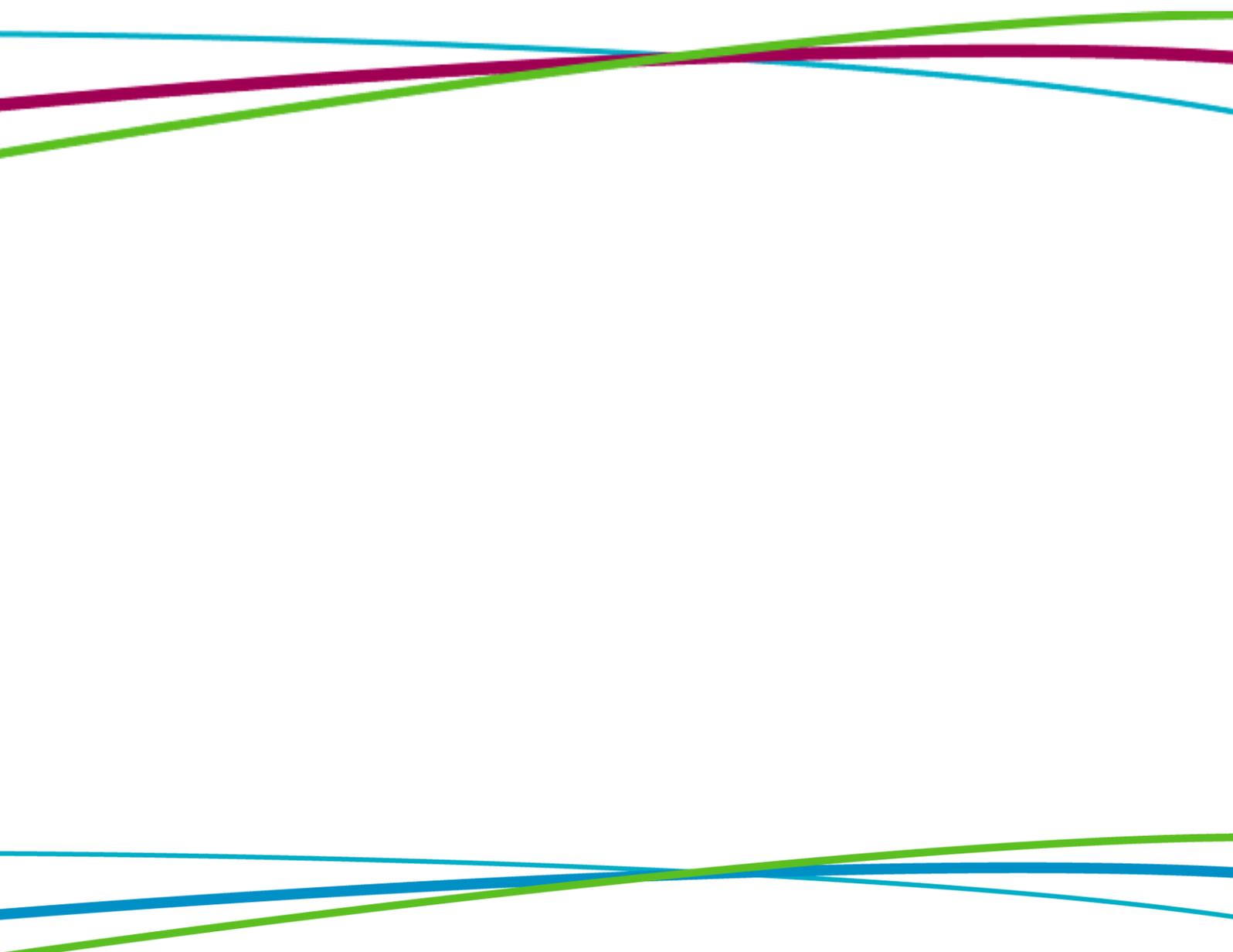




# Annual Equality and Human Rights Report 2013 – 2014



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# Introduction

## The Public Sector Equality Duty

The Equality Act 2010 includes the 'Public Sector Equality Duty' which applies to a number of public sector organisations including NHS Foundation Trusts. The Public Sector Equality Duty means that Sheffield Health and Social Care (The Trust) must have '*due regard*' to:

- Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by the Equality Act 2010
- Advance equality of opportunity between people who share a relevant protected characteristic and people who do not share it, and
- Foster good relations between people who share a relevant protected characteristic and people who do not share it.

Protected Characteristics are:

- Age
- Disability
- Gender Reassignment
- Marriage and Civil partnership
- Pregnancy and Maternity
- Race
- Religion or Belief
- Sex
- Sexual Orientation

This duty applies to the Trust as an employer and as a provider of services and also when the Trust is undertaking any other significant activities.

The Trust also has what are known as 'specific' legal duties these include a duty to identify and publish 'Equality Objectives' and a duty to report at least annually on the progress the Trust is making on meeting the Public Sector Equality Duty.

This report provides information about activity the Trust has undertaken between the 1<sup>st</sup> of April 2013 and the 31<sup>st</sup> of March 2014 to support these duties. The report also includes an update on

progress the Trust has made towards achieving the Trust Equality Objectives; these were first identified and published in April 2012.

This report should be read alongside other reports that the Trust produces which are also relevant to Equality, Inclusion and Human Rights these include:

- The Sheffield Health and Social Care Annual Report
- The Sheffield Health and Social Care Quality Report
- The Sheffield Health and Social Care Business Plan
- The Sheffield Health and Social Care reports on membership activities

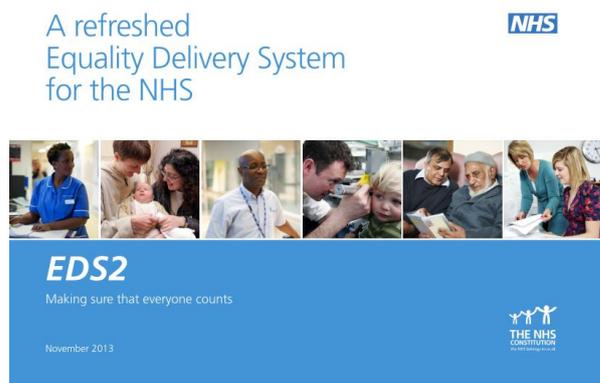
Detailed Information is published in the Supplementary Information document which is published at the same time as this report, this is intended to complement this report and be considered in conjunction with this report.

## The NHS Equality Delivery System 2

The NHS Equality Delivery System 2 (EDS2) has been developed to support NHS organisations to meet these duties. The Trust aims to embed action to achieve the goals of the NHS Equality Delivery System 2 into its day to day activity and in the action the Trust takes to meet its Equality Objectives and to support the Public Sector Equality Duty.

The Goals of the NHS Equality Delivery System 2 are:

- Better health outcomes
- Improved patient access and experience
- A representative and supported workforce
- Inclusive leadership



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# Eliminating Unlawful Discrimination, Harassment and Victimization

We review all our written policies to ensure that they do not unlawfully discriminate and are written so that wherever possible they promote equality. Our written policies are published on our main web site. The Equality Impact Analysis (EIA) for each policy can be found as an appendix in the policy.

<http://www.shsc.nhs.uk/about-us/policies>

In 2013 we:

- Undertook a detailed review of the Trusts Interpreting and Translation Policy
- Reviewed and updated the Trust Equal Opportunity and Dignity at Work Policy
- Introduced a new policy on *Managing and Supporting Employees Experiencing Domestic Abuse*
- Took part in a research project being undertaken by Sheffield University looking at how supporting staff over 55 to be satisfied and productive at work.

We also continue to review policy decisions to ensure that they do not discriminate and promote equality wherever this is possible. The Trust does this each year by reviewing the Trust business plan to identify which business developments would benefit from equality analysis as these plans develop.

- In 2013 the Equality Impact Analysis process was integrated into the Trust *Project Management Document Suite*.
- In 2013 /14 specific equality analysis took place in the on-going review of Trust Older adult's services.

## Human Rights

When we are undertaking equality analysis we also aim to consider Human Rights and Health Inequalities we consider areas such as:



**Fairness – Respect – Equality –Dignity –  
Autonomy**

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# Moving Forward Equality of Opportunity

To move forward equality of opportunity the Trust undertakes specific projects and works in partnership. This section provides some examples of how we have done this in 2013/2014.

## Trust Strategy to Promote and Improve Equality Diversity and Inclusion for Black Asian and Minority Ethnic Staff and Service Users

The Trust strategy to *Promote and Improve Equality Diversity and Inclusion for Black Asian and Minority Ethnic Staff and Service Users* was agreed in 2013 and implementation of the strategy started. The strategy has four main areas and each year we plan to take action in each area to support delivery of the strategy.



Some of the actions we have taken in 2013 to support this strategy are highlighted in other areas of this report, but include:

- The work of the Trust Community Development Worker team
- Reviewing and updating the Trust interpreting and translation policy
- Revising the Trust incident reporting systems
- Introducing a new system in HR to support review of why there might be a higher percentage of Black Asian or Minority Ethnic staff subject to disciplinary procedures.
- Delivering Race Equality Cultural Capability (RECC) training

## Trust Uganda Partnership

The Trust Uganda Partnership is an established partnership with mental health services in Uganda. The Trust work is concentrated in Gulu in Northern Uganda. For more general information about this work please visit the Trust web site at

<http://www.shsc.nhs.uk/about-us/international-health-links>

Achievements of the partnership in 2013 included:

- A registered charity created largely by Trust staff, the Sheffield Health International Partnerships (SHIP) was registered for Gift Aid with Her Majesty's Revenue and Customs and is receiving donations. Fundraising through 'Gulu Gifts' progressed
- In March 2014 the Trust supported our Gulu partners to open a Children's ward on the Mental Health Unit.
- One of the Trust lead nurses and Lead Occupational Therapist in the Adult Mental Health service delivered an Acute Illness Management course in partnership with University Hospital of South Manchester staff.
- Mental Health Awareness training and RESPECT Training were delivered to staff at the Gulu Regional Referral Hospital
- As the result of a visit in 2012 Occupational Therapy was established in the Mental Health Ward where previously there was none.
- Taps were installed adjacent to the Mental Health Ward at the Gulu Regional Referral Hospital (GRRH) with Sheffield and Gulu Rotary Club involvement. This work was funded by a donation from a Trust Non- Executive Director, UNISON and another private donation from the Trust. These taps will enable patients to access water and allow Attendants (family members who cook for their relatives) to prepare meals in the area of the Ward.
- At the time of writing SHSC has supported 11 Commonwealth Fellows from Gulu to study in Sheffield since 2012.
- Also SHSC has supported the development of the Health Uganda Group Sheffield (HUGS) - which is assisting with the partnership by advising on plans, supporting the Commonwealth Fellows and helping with fundraising.

## The Positive about Disability Staff Network Group

The Positive about Disability Staff Network Group continued to meet in 2013.

### The SHSC Positive about Disability Staff Network Group

- Supported review of the Trust Mindful Employer submission
- Developed a Questionnaire for Staff
- Agreed an Action Plan in response to the Business Forum on Disability Benchmarking Report 2012

## International Day Against Homophobia

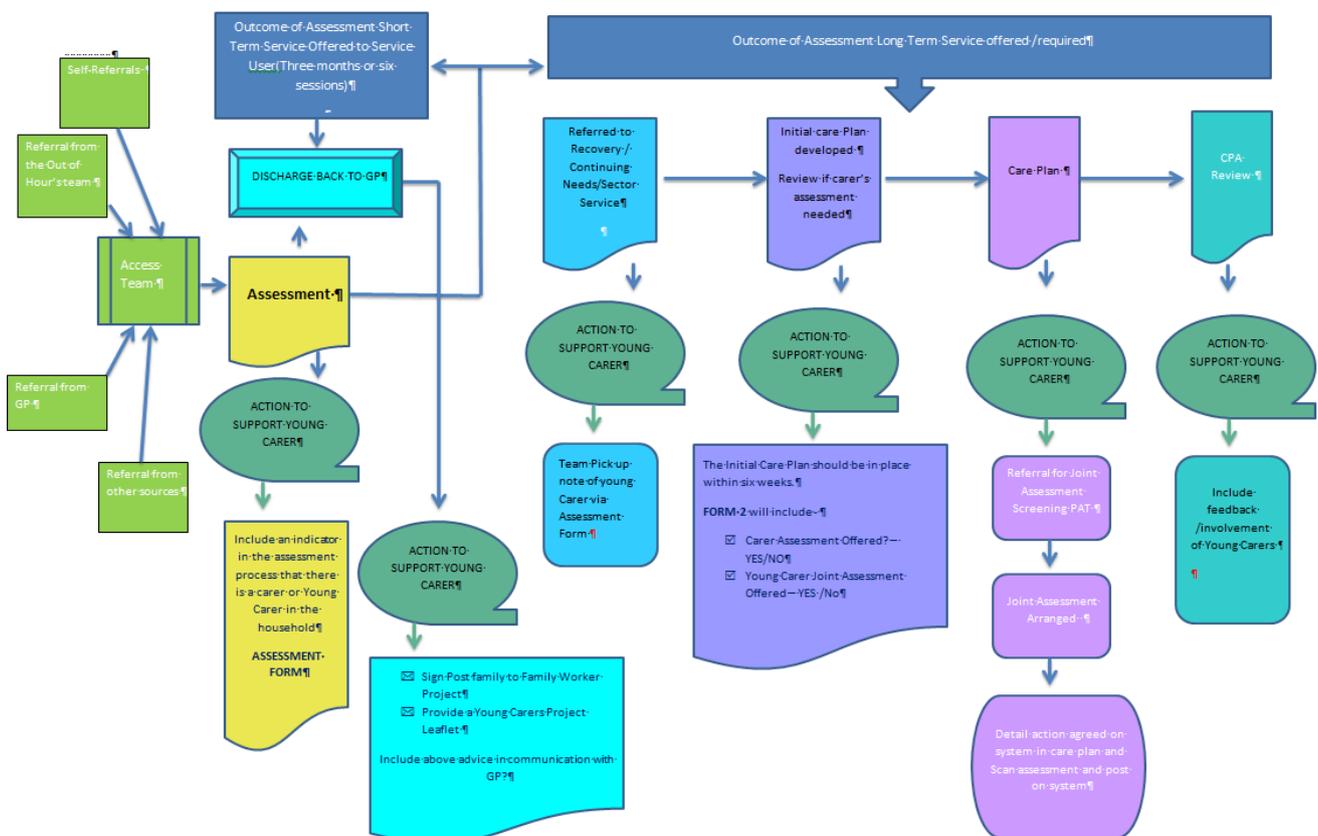
- We promoted International Day Against Homophobia events taking place in the city and highlighted key facts for all staff as part on NHS Employers Equality and Diversity week.

## City Wide Partnership Working

- We worked in partnership with Sheffield City Council to support a ‘listening to carers event’ including providing requested information to carers attending about key aspects of mental health services.
- We supported an ‘Equality Awareness’ event organised by UNISON to look at barriers to accessing employment in the Trust by members of the South Asian Community.

## Action to Support Young Carers Flow Chart

We undertook action to look at how to **Identify Young Carers** caring for people using our services and direct them to support services.



## **The Trust Community Development Worker Team**

The Trust Community Development Worker Team undertook a programme of action including:

### **Working In Partnership to Improve Knowledge of Mental Health and Pregnancy for South Asian Women**

*Whilst working with the Somali community in Sheffield, lack of awareness around post natal depression was coming up frequently amongst the women from this community. The Somali women felt there was very little awareness or understanding of the issue within the Somali community, they felt postnatal depression was a hidden issue not just in their community but other BME communities. The community development worker from SHSC invited Jan Cubison from Perinatal Mental Health services to come and give a presentation to a group of Somali women via an interpreter on postnatal depression awareness. The women found the awareness workshop incredibly useful and a lot of misconception was addressed through the workshop. The Community Development Team will work in partnership with professionals from SHSC and voluntary community organisation to deliver further awareness workshops to community groups across Sheffield.*

### **Supporting International Women's Day**

The Community Development (CDW) Team were once again involved in the planning and deliver of International Women's Day (IWD) event in Bungeave on 12<sup>th</sup> March 2014 and Broomhall on 13<sup>th</sup> March 2014 to raise awareness of Mental Health problems amongst Black and Minority Ethnic Women. Around 350+ women attended the two events organised in Burngreave and Broomhall in partnership with the Trust, Maan, Soar and Sheffield City Council. The CDW team also held mental health information stalls at the Zest and Darnall wellbeing IWD events held in Upperthorpe, Darnall and Tinsley. The events proved useful to raise awareness of the CDW work and to have a dialogue with women from the BME communities around mental health and mental health services. Some of the women that attended the IWD event were 'hard to reach' women that would not normally attend formal groups or workshops. The events also proved a useful platform to network and engage community organisation and groups and develop collaborative partnerships to raise awareness of mental health problems. As a result of this further workshops to raise awareness of mental health problems, tackle stigma and raise awareness of service provision have been set up.

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## Fostering Good Relations

The Trust continued to facilitate the [Gypsy and Traveller Health Forum](#), to work in partnership with the [Sheffield LGBT Multiagency group](#) and [Women's Network](#) and remain an active member of the [Sheffield Equality Engagement Group](#) which is a partnership of NHS organisations and stakeholders and representatives of groups protected under equality legislation

### We Hosted the LGB 50 + Exhibition



A photographic exhibition was developed by the Centre for HIV and Sexual Health focusing on people who are lesbian, gay or bisexual (LGB) who are aged 50 plus. Alongside a resource booklet for LGB 50+ people with information on Health and Well-being, Sex and Relationships and getting the best support from Health and Social Care services the Trust hosted the exhibition and promoted the new resource

### Uganda Position on LGBT people and the Trust Health Link

We sent information out to all staff about the Trust position in relation to our health link with Uganda and the situation for Lesbian gay Bisexual and Transgender people in Uganda. This is a situation that the Trust CEO and the partnership continue to monitor.

We said:

*The Trust has taken the view that it is important for our Uganda partners to know our views on this issue, the value that SHSC places on the diversity of its staff and that homophobic views and behaviour are not accepted in Sheffield or the UK. We also believe that we need to focus our work on the aim of the link which is mental health and not on challenging cultural and political disagreement that we may have with the ideology of our partner's country. We do not believe that these challenges should detract from the Trusts relationship with the people of Gulu who benefit from the link. This quote from Eleanor Roosevelt is useful in this context as it summarises our thoughts*

*"It is better to light a single candle than to curse the darkness."*

# Equality Objectives 2012 – 2016



This section of the report provides information about the progress the Trust is making to achieve the Equality Objectives that the Trust identified in April 2012.

The Trust has six Equality Objectives which we hope to achieve between April 2012 and April 2016. We anticipate that some of our Equality Objectives will be achieved before this.

## Equality Objective 1 - Improve How We Record When Service Users Have Physical Impairments

This is an objective for the Trust because the Trust identified that information about physical disabilities that people who use Trust services may have is not always recorded.

### Progress 2013/2014

**Target 1 - Undertake team briefings.** Briefings are underway in early 2014 to brief all teams to ensure that they are aware of why to record disability and how to find this on patient information systems.

In addition in 2013 the Trust has been involved in two other areas nationally that will have an impact on recording disability.

- The ‘Accessible Information Standard’ consultation. This standard is being developed by NHS England, it will require NHS organisations to identify if someone has a disability and meet any need they may have for accessible information linked to the Disability. The Trust responded to the consultation document and also attended meetings with the Standards development lead to discuss ways of ensuring that the standard can be met in NHS organisations such as Sheffield Health and Social Care.
- New requirements to record disability – the mental health learning disability minimum data set – The Trust has to submit information from time to time, submitting information on Disability will be a new requirement as part of the ‘Mental Health and Learning Disabilities

Minimum Data Set (MHLDMDS) . In 2013/2014 the Trust has also been looking at how to respond to this new requirement.

**Target 2 - To have improved on levels of recording identified in the Supplementary Information report 2012/13.** Levels of recording of Disability in 2013/2014 remained so low that they are negligible. The finding of staff briefings indicated that staff were not aware of the new field.

#### Priorities 2014/15

- Complete staff briefings and produce a report
- Produce a Implementation plan for the Accessible Information Standard
- Respond to the new requirements to record disability under the MHLDMDS
- Continue to improve levels of recording Disability year on year.

#### Equality Objective 2 - Improve How We Record Sexual Orientation

This is an objective for the Trust because the Trust identified that it does not record information about the sexual orientation of people who use Trust services, this means that the Trust does not have a full picture of the people who use our services.

#### Progress 2013/2014

**Target 1 - All teams who need to record this information would have been briefed.** Briefings have been undertaken to ensure that teams are aware of why to record Sexual Orientation and how to find this on patient information systems.

**Target 2 - Measure the level of recording and set an improvement target.**

Levels of recording of Sexual Orientation unfortunately remained consistently low in 2013/2014. The results of staff briefings indicate that staff would benefit from further advice and training in this area and this will be taken forward in 2014/2015.

Sexual Orientation Field Percentage Blank						
	Gender Identity Service	Learning Disability	Mental illness	Perinatal Mental Health	Substance Misuse	Average
2013/2014	99.0%	96.0%	95.0%	96.4%	99.3%	96.3%
2012/2013	99.2%	96.9%	95.6%	97.0%	99.4%	96.8%

## Priorities 2014/15

- Complete staff briefings and take forward action to address the outcomes
- Continue to improve levels of recording identified in the Supplementary Information report 2013/14
- Review any Regional or National action aimed at improving levels of recording of Sexual Orientation.

### Equality Objective 3 - Improve Staff Satisfaction for Staff from Black and Minority Ethnic Groups

This is an Equality Objective for the Trust because in February 2012 the BME staff network group completed a staff survey. This included some positive feedback but also some areas where staff from BME groups had a different experience to staff from other groups. We reviewed the survey results and identified some action to take forward in 2012 /13.

## Progress in 2013/14

**Target - Implement the Trust Strategy to Promote and Improve Equality Diversity and Inclusion for Black Asian and Minority Ethnic Service Users and Staff, specifically:**

- *Review and re- launch of the Trust harassment (service user) policy.*

A review started in 2013 which is on-going in 2014,

- *Improve systems for reporting and reviewing incidents involving potential race discrimination.*

From the 1st of April 2013 our systems for recording incidents were changed so that recording of racial /cultural abuse is specifically highlighted option.

- *Consider how the Trust can link with the city wide Sheffield hate crime strategy.*

The Trust has been involved in the multiagency review of the Sheffield Hate Crime Strategy action plan.

- *Improve access to appraisal for BME staff*

During 2012/13 – we reviewed appraisal data which did indicate some slight differences between staff in the above two groups. In 2013/2014 a new appraisal system has been implemented and emphasis is on all staff receiving an appraisal with this being performance managed.

- *Taken action on number of staff saying that they have witnessed racial or cultural discrimination.*

In the original staff survey 33 respondents said they had witnessed racial discrimination in the last 12 months. In 2013/2014 the new system described in point 2 above was introduced. This includes the following options.

The screenshot shows a form with the following fields and values:

- Incident Type: Exploitation Abuse (Including Children)
- Cause Group: Racial/Culture Abuse
- Cause 1: (Dropdown menu open)

The dropdown menu for Cause 1 contains the following options:

- Racial/Culture Abuse - Alleged
- Racial/Culture Abuse - Other To Pat
- Racial/Culture Abuse - Other To Staff
- Racial/Culture Abuse - Pat To Other
- Racial/Culture Abuse - Pat To Pat
- Racial/Culture Abuse - Pat To Staff
- Racial/Culture Abuse - Staff To Other
- Racial/Culture Abuse - Staff To Pat
- Racial/Culture Abuse - Staff To Staff

### Priorities for 2014/15

- Implement a new delivery structure to take forward the Trust Strategy
- Introduce a system of on-going review of incidents reported through new electronic reporting systems that are associated with racial / cultural abuse.
- Develop and Implement action to support the Sheffield Hate Crime Strategy locally.

**Equality Objective 4 - Improve Information about Staff Who Care For Family or Friends Who Have a Disability**

This Equality Objective was identified because the Trust did not have good information about staff who care for family or friends who have a disability. This information would help to identify the potential impact of caring responsibilities on Trust staff and help to identify what support and information might be beneficial for this group of staff.

### Progress 2013/2014

**Target** - Provide better information to staff carers through the Trust intranet site.

A template has been produced for the site but needs to be added to the content of the Trust Intranet.

In addition in 2013 /2014 the Trust

- supported a 'listening to Carer's' exercise led by Sheffield City Council and responded to areas identified by Carers.
- The Trust reviewed the adult mental health care pathway to see how Young carers could be identified and signposted to support and assessment processes.

## Priorities for 2014/15

- Refresh the Trust Carer action plan
- Hold a Carer focused event to raise awareness for staff focused on service and employee carer responsibilities (including Young Carers).

### Equality Objective 5 – Identify at Least One Equality Objective Annually Through the Trust Annual Quality Objective Setting

In 2013/14 the quality objective that focused on improving access, equality and inclusion was:

#### **Improve access to the right care for people with a dementia –**

This was a two year objective. Detailed information about progress against this objective can be found in the Trust Quality Account reports 2012/13 and 2013/2014 available on line at: <http://www.sct.nhs.uk/about-us/quality-improvement>

Detailed information is available in the above reports but in particular the following actions have been undertaken:

- We successfully implemented and evaluated a dementia pathway for adults with a learning disability.
- We developed and introduced a programme of ‘awareness raising’ for BME Community groups about dementia and local services.

## Priorities for 2014/15

In 2013/2014 improving access, equality and inclusion was one of the Trusts key areas for focusing Quality Improvement with the Trust identifying a quality objective annually focused on this area. In 2014/2015 the Trust has moved away for this approach and identified three themes with related Objectives identified:

1. *Responsiveness – improve access to our services so that people are seen quickly*
2. *Safety - Improve the physical health care provided to our service users*
3. *Experience - Establish the Service User Experience Monitoring Unit*

Each of these Objectives will include review in relation to specific areas relevant to people in protected characteristic groups.

## Equality Objective 6 - Share Equality Objectives with Other Local Health and Social Care Organisation's

### Progress 2013/14

A meeting took place in summer 2013 to review how to take this forward. It was agreed that the Sheffield NHS Equality Engagement group chair should be shared.

The work of the Sheffield Equality Engagement group supports this objective and in 2013/2014 the Trust has supported/benefited from the following action:

#### Areas identified:

- Funding required for leaflets on LIGHT (postnatal depression support group) which is a group set up in partnership with service users.

Funding for the leaflets was identified by NHS Sheffield

- Lack of awareness of mental health issues in pregnancy in the South Asian community.

The SHSC Community Development team undertook workshops with women from the community focused on Post Natal Depression.

### Priorities for 2014/15

- To continue involvement with the Equality Engagement group
- To review available data to identify trends

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# Supplementary Information Report



The supplementary Information document published alongside this report contains the following information:

- Local population information
- Information about Trust Membership
- Patient related data and Information, and
- Staff related data and information.