

**Equality and Diversity  
Annual Report  
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## **1 Introduction**

- 1.1 Sheffield PCT is committed to embedding equality and diversity values into every day practices, policies and procedures so that equality and diversity becomes the norm for all.
- 1.2 Equalities work is driven by legislation, the Department of Health's Single Equality Scheme, Standards for Better Health and "Human Rights in Healthcare".
- 1.3 Equality, diversity and human rights are intrinsic to becoming a World Class Commissioner.
- 1.4 A huge amount of effort has been undertaken throughout the year to support this commitment and this report summarises this work.

## **2 Single Equality Scheme**

- 2.1 The three previous Schemes covering disability, race and gender were merged into a Single Equality Scheme incorporating the schemes and also including responsibilities covering, sexual orientation and gender identity, age, and religion and belief. This was approved by Board in December 2007. This document includes a three year 'live' action plan which will be updated as new priorities are identified and agreed.

## **3 Governance arrangements**

- 3.1 A Corporate Equality and Human Rights Group was established. Led by the Executive Director of Standards and Engagement, this group, which includes senior staff from each directorate, monitors the Single Equality Scheme action plan.
- 3.2 This group is accountable to the Governance Group.

## **4 Investment**

- 4.1 Following the merger of the four PCTs, it was identified that the new PCT required further capacity, capability and specialist knowledge to drive the agenda forward throughout the organisation therefore an investment of £40,000 has been made in the short term recruitment of an equalities consultant and in a six month fixed term Equality and Diversity Lead to progress work in a timely and robust manner.
- 4.2 A further £48,000 investment has been made in training for staff. Further details of this will be included in the training section.

## **5 Healthcare Commission Race Review**

- 5.1 The PCT was inspected by the Healthcare Commission early December to assess compliance with Race Equality legislation (Race Relations (Amendment) Act 2000).
- 5.2 The review report identified the PCT was compliant with all but two lines of enquiry. One element of C7e – Equality impact assessments- was not met and one element of C16- information is available in a range of languages – was partially met.

5.3 An action plan was developed by the review team. This is monitored through monthly reports to the Senior Management Team. Work on this has progressed well and the PCT declared compliance in all areas at the end of March 2008.

## **6 Equality Impact Assessments**

6.1 The Healthcare Commission inspection highlighted the equality impact assessment process in place within the PCT was a key area for development. Significant work has taken place.

6.2 Equality Impact Assessment Guidance, including a simplified assessment tool was developed and approved by Board.

6.3 During the last quarter of the year all directorates have engaged in the process of undertaking a function assessment screening process which has identified priorities for equality impact assessing during 2008/09.

6.4 For many of the staff participating in the above process, this has been a huge learning curve however they have, in the main, actively engaged in this process despite capacity pressures and competing priorities.

6.5 Equality Impact Assessments are being incorporated into the Commissioning Cycle and have already led to Board level decisions on service commissioning.

## **7 Training**

7.1 An equality and diversity training programme for senior managers has been commissioned from the University of Central Lancashire. Approximately 90 staff have attended the first 6 cohorts of training and recruitment to cohorts 7 and eight is in progress. This has provided a strong foundation from which to develop an ongoing training programme.

7.2 Some of the graduates from the above training will progress onto further training, which will enable them to offer support to members of their directorates in equality and diversity issues, including the completion of Equality Impact Assessments.

7.3 Equality and diversity training continues to be included in Corporate Induction and the Essential Awareness programme

## **8 Equality data audit**

8.1 An audit team involving public health, clinical audit & effectiveness and clinical governance have undertaken an audit across PCT provider services, GP's, dentists, ophthalmologists and contracted pharmacists on equality data collection and monitoring.

8.2 The audit report indicates a high level of collection of data on age and gender while also highlighting areas for development across all services. The resulting action plan from this work will be incorporated into the Single Equality Scheme action plan for 08/09.

## **9 Pacesetter programme**

9.1 The PCT is involved in the national Pacesetter programme and has agreed to undertake work in two areas: Improving patient data collection to inform commissioning and, in HR, to identify Equality Champions (see training) and improve data collection.

9.2 The PCT's Pacesetter work on engagement with diverse communities has been presented at a National Conference.

## **10 Conclusion**

10.1 The PCT has undertaken a huge amount of work which has substantially moved the equality agenda forward and action plans are in place to continue this work.

10.2 The key priorities for 08/09 are to

- Secure the expertise and capacity to lead the action plan
- Embed equality impact assessments in to the every day working of the PCT to ensure accessible services and reduce health inequalities
- Ensure that Equality Impact Assessments are embedded into the commissioning cycle in order that the PCT becomes a World Class Commissioner.
- Develop training programmes incorporating Knowledge and Skills Framework competencies to support individual staff and the organisation to fulfil its equalities responsibilities
- Further develop equality data collection and monitoring both as an employer and as a commissioner.
- Further develop communication, engagement and involvement with the public