

## Operating Framework: PCT Internal Service Plan Outline 2011/12

<b>Service Area</b>	Equality, Diversity and Human Rights		
<b>Service Lead</b>	Andrew McCorkle		
<b>Description of Indicators</b>	<b>Actions to ensure the PCT's legal compliance in relation to equality, diversity and Human Rights as outlined in the Equality Act 2010 and the Human Rights Act.</b>		
<b>Service Plan Details</b>			
<i>(list current main initiatives planned for 2011/12 for ensure delivery of Operating Framework requirements)</i>			
<b>No</b>	<b>Initiative Description</b> <i>(provide list outlines below)</i>	<b>Completion Timescale/s</b>	<b>Estimated Expenditure</b>
1	To provide the Clinical Commissioning Group in Trafford with EDHR support to ensure TCC compliance with EDHR legislation.	On going activity through to April 2012	Nil
2	Ensure NHS Trafford meets its legal and statutory responsibilities for EDHR.	On going activity through to April 2012	Nil
3	Work with key partners and stakeholders at a local, regional and national level to support NHS Trafford EDHR compliance.	On going activity through to April 2012	Nil

<b>Service Area</b>	Equality, Diversity and Human Rights		
<b>Service Lead</b>	Andrew McCorkle		
<b>Description of Indicators</b>	<b>Actions to meet the PCT's legal responsibilities in relation to equality, diversity and Human Rights as outlined in the Equality Act 2010 and the Human Rights Act. Additional actions to further equality through the exercise of the PCT's functions.</b>		
<b>Service Plan Details</b>			
<i>(list current main initiatives planned for 2011/12 for ensure delivery of Operating Framework requirements)</i>			
<b>No</b>	<b>Initiative Description</b> <i>(provide list outlines below)</i>	<b>Completion Timescale/s</b>	<b>Estimated Expenditure</b>
1	Produce a new E&D framework to supersede the existing Equality Scheme and E&D Strategy. <ul style="list-style-type: none"> <li>▪ Including both Equality Act 2010 general and specific duties (once agreed centrally).</li> <li>▪ Work with directorates to establish EDHR priorities for NHS Trafford, across each directorate and in partnership with key stakeholders.</li> <li>▪ Develop NHS Trafford programme based on EPIT improvement plan and EDS outcomes.</li> </ul>	Nov 2011  Nov 2011 Feb 2012 – April 2012  Oct 2011- Nov 2011	Nil
2	Review and amend EDHR EIA in line with Equality Act 2010 & Human Rights legislation. <ul style="list-style-type: none"> <li>▪ Provide workshops and training for new process.</li> </ul>	Oct 2011  Nov 2011	Nil
3	Support the Integrated Care Services build EDHR into the process. <ul style="list-style-type: none"> <li>▪ Develop model of EDHR panel working.</li> </ul>	Ongoing until April 2011 Oct 2011	Nil

	<ul style="list-style-type: none"> <li>▪ Roll out across all panels</li> <li>▪ Produce ICS EIA report.</li> </ul>	November 2011 ?????	
4	Develop briefing for the Equality Act 2010 for external organisations re: strategic commissioning implications and expectations. <ul style="list-style-type: none"> <li>▪ Clinical Commissioning Group</li> <li>▪ Primary Care Practices, Dentists/ Pharmacists/Opticians</li> <li>▪ Provider Services</li> <li>▪ THT</li> </ul>	Oct 2011	Nil
5	Develop and implement briefings for the Equality Act 2010 for NHS Trafford re: strategic commissioning implications, expectations, roles and responsibilities. <ul style="list-style-type: none"> <li>▪ Board</li> <li>▪ Senior Managers</li> <li>▪ Heads of services</li> <li>▪ Workforce</li> </ul>	Oct – Nov 2011	Nil
6	Review E&D data analysis and develop E&D data repository including workforce profile(ESR). <ul style="list-style-type: none"> <li>▪ Undertake data audit.</li> <li>▪ Develop improvement plan</li> </ul>	Feb 2012  Oct 2011 November 2011	Nil
7	Produce and Annual Equality and Diversity Report for 2010/11.	Dec 2011	Nil
8	Develop engagement and communication programme for E, D and HR in support of producing Equality Act 2010 statutory objectives. <ul style="list-style-type: none"> <li>▪ Protected Groups</li> <li>▪ Trafford Partnership Partners</li> <li>▪ LINK</li> <li>▪ Trafford Council</li> <li>▪ Community Groups</li> <li>▪ TPS</li> <li>▪ Deliver programme</li> </ul>	Dec 2011 – Feb 2012      Jan – March 12	?????

9	Reconvene and chair the Equality and Diversity Co-ordinators meetings.	Oct 2011	Nil
10	<ul style="list-style-type: none"> <li>▪ Undertake EDS training</li> <li>▪ Specify work plan for CCG's (engagement)</li> </ul>	Sept 2011 Oct 2011	Nil
11	<ul style="list-style-type: none"> <li>▪ Take EDS Training</li> <li>▪ Support TCC EDS submission.</li> </ul>	September 2011 Sept 2011- April 2012	Nil
12	Support the development of health EDHR smart objectives and priorities. For NHS Trafford.	March 2012	Nil
13	Support the development and reporting of E&D outcomes.	March 2012	
14	Develop the E&D section of NHS Trafford webpage. <ul style="list-style-type: none"> <li>▪ Publish EDHR information in line with Equality Act 2010</li> </ul>	December 2011 December 2011 – ongoing until April 2012	

<b>Service Area</b>	Equality, Diversity and Human Rights		
<b>Service Lead</b>	Andrew McCorkle		
<b>Description of Indicators</b>	<b>Equality Diversity Human Rights core business &amp; management</b>		
<b>Service Plan Details</b>			
<i>(list current main initiatives planned for 2011/12 for ensure delivery of Operating Framework requirements)</i>			
<b>No</b>	<b>Initiative Description</b> <i>(provide list outlines below)</i>	<b>Completion Timescale/s</b>	<b>Estimated Expenditure</b>
1	Provide appropriate subject matter expertise to NHS Trafford, and key providers.	On going activity through to April 2012	Nil
2	Facilitate improved partnership working across Trafford borough with key partners and stakeholders.	On going activity through to April 2012	Nil
3	Evaluate & scope EDHR legislation guidance, policy and best practice. <ul style="list-style-type: none"> <li>▪ Provide guidance and briefings.</li> </ul>	On going activity through to April 2012	Nil
4	Work collaboratively with Manchester E&D leads and EDHR regional networks. <ul style="list-style-type: none"> <li>▪ To develop standardise best practice</li> <li>▪ Scope E&amp;D functionality post the NHS reform.</li> <li>▪ Provide effective input at the GM cluster level.</li> </ul>	On going activity through to April 2012	Nil
5	Respond to regional and national E&D monitoring and evaluation requirements.	On going activity through to April 2012	Nil
6	Facilitate the review, monitoring and evaluation of NHS Trafford	On going activity through	Nil

	legislative compliance. (Including systems, process, procedure and structures)	to April 2012	

DRAFT

<b>Service Area</b>	Equality, Diversity and Human Rights		
<b>Service Lead</b>	Andrew McCorkle		
<b>Description of Indicators</b>	<b>Commissioners to promote EDHR throughout the local health system.</b>		
<b>Service Plan Details</b>			
<i>(list current main initiatives planned for 2011/12 for ensure delivery of Operating Framework requirements)</i>			
<b>No</b>	<b>Initiative Description</b> <i>(provide list outlines below)</i>	<b>Completion Timescale/s</b>	<b>Estimated Expenditure</b>
1	Review Trafford NHS commissioning function for legal compliance. <ul style="list-style-type: none"> <li>▪ Develop improvement plan.</li> <li>▪ Roll out plan.</li> </ul>	November 2011 December 2011-10-05 Jan 2012	Nil
2	Work with procurement and commissioning staff to build EDHR considerations in NHS Trafford relationship with providers. <ul style="list-style-type: none"> <li>▪ Processes</li> <li>▪ Procedures</li> <li>▪ Strategic commissioning/procurement role</li> </ul>	Oct 2011 - Dec 2012	Nil
3	Review and embed E&D planning, monitoring , reporting , strategy and programme development arrangements in key PCT departments, <ul style="list-style-type: none"> <li>▪ F&amp;P&amp;C</li> <li>▪ CSS</li> <li>▪ HR</li> <li>▪ PH</li> <li>▪ Performance</li> </ul>	October 2011 – April 2012	Nil

	■ Policies		
4	Build EDS into contract requirements	December 2011 ?	Nil
5	Build EDHR into contract targets and performance.	????????	Nil

DRAFT