



Anti – Racist Policy

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Ratifying committee or executive director	Transforming Culture and Staff Experience Committee	
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Executive director	Executive Director, People, Strategy and Partnerships	
Policy lead	Associate Director of Equality, Diversity, and Inclusion and OD	
Policy author (if different from above)	Senior Equality, Diversity, and Inclusion Lead	
Exec Sign off Signature (electronic)	XXXX	
Disclosable under Freedom of Information Act 2000	Yes	

Policy context

Racism and any form of discrimination is not tolerated at BSMHFT. We are committed to being an anti-racist, anti-discriminatory organisation. where staff have equal opportunity to access training, development, and progression, irrespective of their race, All staff must be safe and confident to be themselves at work, their individual needs

must be met, and their strengths must be recognised. Our service users, their families and carers must not experience racism and discrimination when accessing our services.

Policy requirement (see Section 2)

Every BSMHFT member of staff has the right to a working environment that is free from any form of racial discrimination, harassment, bullying or victimisation. Our service users and their families have the right to receive services free from racial discrimination.

1: We Introduction must have consisting of: a culture of inclusion, compassion, and commitment. Staff who experience or witness racism and/or racist behaviours must have their concerns listened to and addressed.

	Version	Author (Name & Role)	Reasons for review / Changes incorporated	Ratifying Committee
September 2024	1	XXXX Senior Equality, Diversity, and Inclusion Lead	Brand New Policy	TCSE
January 2025	2	XXXX, Senior Equality, Diversity, and Inclusion Lead and Katherine Allen, lead for recovery, service user, family and carer experience.		

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1. Introduction

1.1 Rationale

Racism and any form of discrimination is not tolerated at BSMHFT. We are committed to being an anti-racist, anti-discriminatory organisation, where staff have equal opportunity to access training, development, and progression, irrespective of their race. All staff must be safe and confident to be themselves at work, their individual needs must be met, and their strengths must be recognised. Our service users, their families and carers must not experience racism and discrimination when accessing our services.

We must comply with the Equality Act 2010. Race is a protected characteristic under the Act. Race includes colour, nationality and ethnic or national origins. Racial discrimination is unlawful and thus a criminal act. Racial discrimination can lead to lawful action under the Act.

About Racism

Racism is when a person is treated worse, excluded, disadvantaged, harassed, bullied, humiliated, violated, or degraded because of their race or ethnicity. Race or ethnicity includes people's colour, and nationality (including citizenship) ethnic or national origins.

Racism can also be the collective failure on an organisational level to provide an inclusive and professional working environment to people because of their race or ethnicity. This is 'institutional racism', based on the definition recommended by Sir William Macpherson in the 1999 Lawrence report (UK). This may then become the culture of a workplace: 'normal' behaviour' that underpins everyday practices.

Sometimes, an amalgamation of identities leads to overlapping discrimination called intersectionality. Intersectionality acknowledges that everyone has their own unique experience of discrimination and oppression. Consideration must be given to everything and anything that can marginalise people such as gender, race, class, sexual orientation, physical ability, and gender identity.

1.2 Scope

All BSMHFT staff are responsible for creating a culture of inclusivity, compassion, and commitment. All staff must not racially discriminate any colleague, service user, family member, carer or member of the public on the grounds of their race.

When racism is perpetuated by a service user, family member or carer, then the [Management of Unacceptable Behaviours Policy](#) should be followed.

1.3 Principles

BSMHFT is committed to a zero-tolerance approach to racism and discrimination towards staff, service users, their families and carers or members of the public. Where incidents involve staff members, the matter will be formally investigated under the Trust's Disciplinary Policy. Proven breaches may result in sanctions up to and including dismissal. In cases involving patients, family members, or carers, the Management of Unacceptable Behaviours Policy will be applied. and all cases are recorded and monitored to ensure consistent action and to protect the rights and wellbeing of staff, patients, and visitors.

Racism can be classed as gross misconduct and can lead to suspension or dismissal and where necessary, referral to law enforcement agencies will be made. Hate crime is a serious offence and can lead to prosecution. We are a NO HATE ZONE, this means BSMHFT have zero tolerance towards any forms of racism. Racism is a choice we make every day. Make the right one.

- All staff should be able to come to work without facing any form of discrimination.
- All staff must not discriminate against anyone because of their race, including colleagues, service users, families and carers or members of the public.
- All staff must treat colleagues, service users, families and carers are with respect and dignity.
- All staff must not to engage in any behaviour that could be interpreted as or constitute racism.
- All staff must take accountability and be responsible for their own actions to ensure that they do not racially discriminate colleagues, service users, families and carers or members of the public.
- All staff will be supported and encouraged to report racist behaviour that they have either experience or witnessed using the procedure set out below.

Examples of Racism

- Not addressing allegations of racism appropriately or treating those who raise a concern as 'troublemakers.'
- Blocking career progression
- Avoiding or isolating people
- Subjecting people to greater scrutiny or monitoring
- Using negative language or making 'jokes' about people's race/ethnicity
- 'Colour blindness' (ignoring race and its impacts)
- Not providing appropriate support or not responding to cultural or religious needs
- Stereotyping (generalising or making assumptions about all people from a specific ethnic group, culture or religion are the same)

- Using 'other' when referring to individuals or group (perceiving them as different from what is 'normal')
- Behaviours that signal that someone does not belong or is not welcome.
- Directly insulting or hurting people in relation to race, ethnicity, or religion
- A one-off action or covert everyday behaviours that can add up to negatively affect a person (known as microaggressions).

This is not an exhaustive list. If behaviours displayed are unacceptable to an individual, then they must be acted upon.

Microaggression

Microaggression is a form of racism. It is patterned behaviours by individuals in a majority group that undermine, belittle, stereotype, or insult those in minority groups – usually global majority individuals.

There are three main types of microaggression:

Microinsults

Insensitivity, rudeness, or demeaning an individual's identity or heritage.

Microinvalidations

Excluding, negating, or nullifying an individual's thoughts or feelings.

Microassaults

Overt discrimination with a regard to micro considerations. Individuals deliberately behave in discriminatory ways, but they contend their intention is trivial, not to offend others and think their actions are not noticed by others or more widely accepted as harmful.

2.The Policy

It is our duty as staff within BSMHFT to report any racist behaviour or discrimination whether experienced or witnessed. The Trust will provide support and encourage all staff to report by using any of the below methods. This will enable us to make BSMHFT a better place of work and ensure we all have a fair opportunity to be the best that we can be.

3. Procedure

Procedure for Reporting Racism

When a member of staff witnesses or experiences racial discrimination, they must:

1. Manage the immediate situation if safe to do so.
 - Assess Safety
 - De-escalation: Interrupt the behaviour by distracting or redirecting attention
 - Active Bystander Training - Refer to Anti Racist Framework
2. Inform their manager.
3. Record the incident on Eclipse (all incidents are shared with the EDI Team on a weekly basis to ensure offer of support and monitoring of themes and hotspot areas)
4. If they are not able to speak to their manager, contact freedom to speak up guardian or EDI Team

5. Various support options are available informal support such as Mediation, Values in Practice or formal process such as the Dignity at Work Policy

Managers receiving reports of racism:

Managers who receive reports of racism are expected to take all concerns seriously, act promptly, and ensure that staff feel heard and supported. On receiving a report, managers must record the incident accurately in the appropriate reporting system (Eclipse) and escalate it following internal procedures.

They must assess immediate risks to staff safety and wellbeing and, where necessary, implement protective measures. Managers will be supported through access to HR advice, senior leadership input, and, where appropriate, external mediation or legal guidance.

Training and resources will be provided to help managers handle these sensitive situations confidently and in line with the Trust's values and policies. Follow-up actions must include checking in with the affected staff member, reviewing lessons learned, and contributing to a culture of openness and accountability

Appendix 2

Guidance and Support for Staff: Anti Racist Framework

We have an Anti-Racist Framework that is a resource to support implementation of this policy. It supports staff, service users and their families and carers. The framework enables us all to bring our most authentic self to work without any form of discrimination. The framework was co-produced with colleagues from different backgrounds, roles, and teams. It has been developed through a wide consultation to ensure this framework incorporates the representative voice, and can therefore be used, by us all.

The framework is a valuable resource in equipping us all to monitor the progress towards becoming an anti-racist organisation and facilitate our individual accountability as a leader or anti-racist colleague. Our framework will also empower all BSMHFT colleagues to improve the experiences of everyone within the Trust. [Resources \(sharepoint.com\)](#)

BSMHFT colleagues should follow and support these principles within the Anti Racist Framework [The Anti-Racist Framework \(sharepoint.com\)](#)

We recognise people face discrimination in other aspects, and focusing on race does not undermine the severity of any discrimination a person may experience within any protected characteristics identified in the Equality Act 2010. Our Trust has zero tolerance towards any forms of racism, and we all have a responsibility to report and act upon incidents of racism.

Issues raised	Report to	Rationale and any actions following reporting
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Witness or experience racism	Eclipse	As part of the Trust Reporting Process, all incidents are required to be reported on Eclipse
Witness or experience racism	Line Manager	Line Managers should be notified of all issues and support staff where necessary.
Witness or experience racism from Line Manager	EDI Team/People Team	If the issue is with the line manager, the Trust offers support via the EDI Team, The People Team, Values in Practice Campaign and Freedom to Speak Up Guardians and Champions.
Witness or experience racism. Line Manager can raise on behalf of staff	EDI Team/People Team	The Trust offers support via the EDI Team, The People Team, Values in Practice Campaign and Freedom to Speak Up Guardians and Champions.
Witness or experience racist behaviour (including gaslighting)/discrimination. Line Manager can raise on behalf of staff	EDI Team	The EDI Team will provide further support and ensure all confidentiality is maintained
Witness or experience racism. Line Manager can raise on behalf of staff	Freedom to Speak Up Guardian (FTSU)	The FTSU service is committed to supporting you when you raise any concern. Guardians and Champions work confidentiality, inclusively and provide a psychologically safe space.
Witness or experience racist behaviour/discrimination.	Values in Practice	Establish whether the colleague wishes to raise a formal or informal complaint. If the colleague wishes to raise a formal complaint, they will be supported to access the Senior People Business Partner who will advise on how to apply our Dignity at Work Policy, to ensure that the complaint is managed in line with this policy.
Experience racist behaviour/discrimination	West Midlands Police	Anyone who experiences racism should report this to the police. The Trust work closely with West Midlands Police to support criminal proceedings against those who commit racially motivated offences.

The assurance of this policy will be monitored through the EDI Team due to the multiple routes of reporting. Therefore, to mitigate risk and opportunity for lessons learned, EDI Business Partner will be monitoring for individual areas and report to AD for EDI/OD and to Transforming Culture and Staff Experience Committee.

4: Responsibilities

Post(s)	Responsibilities
All Staff	<p>Challenge racism and racist incidents. Listen to those who have experienced racism. Familiarise yourself with policies. Consider your own beliefs and knowledge base. Be aware of responsibilities to promote racial equality. Raise awareness of and engage in anti-racist opportunities. Be aware of EDI / Anti Racist policies or frameworks of the Trust. All staff to be responsible and accountable for their behaviours and actions. Utilise resources and toolkits available to you eg Anti Racist Behavioural Framework Attend training provided by the Trust</p>
Managers	<p>Offer support to your team/staff where requested and witnessed. Utilise and encourage staff to use resources and toolkits available eg Anti Racist Behavioural Framework Attend and encourage staff to attend training provided by the Trust</p>
Service, Clinical and Corporate Leads and Directors	<p>Implementing and properly applying this Policy within their respective portfolios of responsibility. Communicating with staff regarding Anti-Racism issues. Ensuring that confidential information is handled with proper care and discretion. Utilise and encourage staff to use resources and toolkits available eg Anti Racist Behavioural Framework Attend and encourage staff to attend training provided by the Trust</p>
Policy Lead	<p>Ensure this policy is updated and all staff are informed of changes</p>
Executive Directors	<p>Employers are liable for acts of harassment by their employees if they have failed to take all reasonable steps to prevent it happening, for example, by failing to put in place adequate policies and provide training to staff that makes clear that such behaviour will not be tolerated.</p>

Corporate Responsibility	<p>BSMHFT condemns all forms of hate, racism and discrimination and will ensure that these actions are not tolerated within the Trust. We will take immediate comprehensive steps to</p> <ul style="list-style-type: none"> • Support the victim (s) • Fully co-operate with law enforcement (where required) • Conduct a thorough internal review • Hols all individuals accountable
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5: Development and Consultation process:

Consultation summary		
Date policy issued for consultation	September 2024	
Number of versions produced for consultation	1	
Committees / meetings where policy formally discussed	Date(s)	
Where received	Summary of feedback	Actions / Response

6: Reference documents

Workforce Race Equality (WRES) - [NHS England » NHS Workforce Race Equality Standard](#)

Associated policies and Procedural Documents

The Trust is responsible for ensuring compliance with Equality and Human Rights policy and legislation.

This Policy should be read in conjunction with the following: [Policies - Policies](#)

(This is not an exhaustive list)

7: Bibliography:

The Human Rights Act (1998) - [The Human Rights Act 1998 - Citizens Advice](#)

The Equality Act (2010) - [Equality Act 2010 \(legislation.gov.uk\)](#)

[Racism definition \(brighton-hove.gov.uk\)](#)

[Becoming Anti-Racist - John T. Milliken Department of Medicine \(wustl.edu\)](#)

[Discrimination because of race - Citizens Advice](#)).



8:Glossary

- **Direct discrimination** - Direct discrimination consists of treating a person, on racial grounds, less favourably than others are or would be treated in the same or similar circumstances.
- **Indirect discrimination** - Indirect racial discrimination can occur when there is a condition, rule, policy or even a practice in your workplace that applies to everyone, but particularly disadvantages people that belong to a particular racial group.

- **Victimisation** - Victimisation occurs if a person is treated less favourably because of who they are or they have made or supported a complaint under the Equality Act, or because they are suspected of doing so.
- **Harassment** - Harassment is when there is conduct in the workplace that is related to race or ethnic or national origin that has the purpose of violating that person's dignity, or of creating an intimidating, hostile, degrading, humiliating, or offensive environment for that person.
- **Racism** - prejudice, discrimination, or antagonism by an individual, community, or institution against a person or people on the basis of their membership of a particular racial or ethnic group, typically one that is a minority or marginalized
- **Racial Prejudice** - prejudice against or hostility toward people of another race or colour.
- **Unconscious Bias** - How a person thinks can depend on their life experiences and sometimes they have beliefs and views about other people that might not be right or reasonable. This is known as 'unconscious bias' and includes when a person thinks better of someone because they believe they're alike and less of someone because that person is different to them, for example, they might be of a different race, religion or age. This means they could make a decision influenced by false beliefs or assumptions. Sometimes it's also called 'stereotyping'

9: Audit and Assurance

Element to be monitored	Lead	Tool	Frequency	Reporting Arrangements	Acting on Recommendations and Lead(S)	Change in Practice and Lessons to be shared
The Public Sector Equality Duty (PSED)	Head of EDI/EDI Lead	Action Plan	Annually	Transforming Culture & Staff Experience Committee	Analyse and publish equality data on all protected characteristics to improve data	Head of EDI and Service Leads
Progress against WRES Report	Head of EDI/EDI Lead	Action Plan	Annually	Transforming Culture & Staff Experience Committee	Analyse the WRES data, share report and action plan and working with leads on areas of focus	HR and Service Leads
Staff Survey	Staff Engagement Lead	Data	Annually	Transforming Culture & Staff Experience Committee	Analyse the data, share report and action plan and	HR and Service Leads
					working with leads on areas of focus	

10: Appendices

Appendix 1 – Equality Impact Assessment

Equality Analysis Screening Form

A word version of this document can be found on the HR

Title of Proposal	Anti Racist Policy		
Person Completing this proposal	XXXX	Role or title	Senior Equality, Diversity & Inclusion Lead
Division	Corporate	Service Area	EDI
Date Started	October 2023	Date completed	January 2024
Main purpose and aims of the proposal and how it fits in with the wider strategic aims and objectives of the organisation.			
The purpose of the policy is to promote equality and remove any discrimination to ensure that everyone can fulfil their full potential within a Trust that is inclusive, compassionate, and committed.			
Who will benefit from the proposal?			
This policy applies to <u>all</u> , including applicants applying for a job, staff including agency, bank and volunteers, services users and carers, visitors, stakeholders, and any other third-party organisations who work in partnership with the Trust			
Do the proposals affect service users, employees, or the wider community? <i>Add any data you have on the groups affected split by Protected characteristic in the boxes below. Highlight how you have used the data to reduce any noted inequalities going forward</i>			
The proposal will have a positive effect on services users, employees, and wider community. Our WRES Data is showing our Black and minority ethnic workforce representation is 41.5% we showed a slight increase on the 39.1% reported in 2023 (+ive). There are current workstreams underway highlighting the disparities and the EDI teams are working with specific areas.			
Do the proposals significantly affect service delivery, business processes or policy? How will these reduce inequality?			
This is a new policy which will be aligned to the EDI policy as the Trust is working towards a Anti Racist organisation. Being discriminative towards someone due to their race is against the law and this is stated in the policy, therefore this policy should assist in reducing inequality.			
Does it involve a significant commitment of resources? How will these reduce inequality?			

The Trust is fully committed to becoming a Anti Racist organisation and no unacceptable behaviour will be tolerated as mentioned in the policy, this should support the Trust in reducing inequality.

Do the proposals relate to an area where there are known inequalities? (e.g. seclusion, accessibility, recruitment & progression)

The proposal relates to Trust wide and will affect all areas/staff and service users in a positive way.

Impacts on different Personal Protected Characteristics – Helpful Questions:

<p><i>Does this proposal promote equality of opportunity?</i> <i>Eliminate discrimination?</i> <i>Eliminate harassment?</i> <i>Eliminate victimisation?</i></p>	<p><i>Promote good community relations?</i> <i>Promote positive attitudes towards disabled people?</i> <i>Consider more favourable treatment of disabled people?</i> <i>Promote involvement and consultation?</i> <i>Protect and promote human rights?</i></p>
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Please click in the relevant impact box or leave blank if you feel there is no particular impact.

Personal Protected Characteristic	No/Minimum Impact	Negative Impact	Positive Impact	Please list details or evidence of why there might be a positive, negative or no impact on protected characteristics.
Age			√	As part of the Equality Act – Age is a protected characteristic, this is not monitored in terms of EDI, however, is collated through our recruitment process, dependent on individual being open about their age. It is anticipated that age will not have a negative impact in terms of discrimination as this policy ensures that all employees should be treated in a fair, reasonable and consistent manner irrespective of their age.

Including children and people over 65
 Is it easy for someone of any age to find out about your service or access your proposal?
 Are you able to justify the legal or lawful reasons when your service excludes certain age groups

Disability			√	WDES Data is showing 7.48% colleagues across our Trust have long-term condition or illness. Currently we have the Disability and
				Neuro Diversity Staff Network Group who currently support staff with disability. We also support staff with Reasonable adjustment with the Government 'Access to Work' Grant. Therefore, it is anticipated that disability will not have a negative impact in terms of discrimination as this policy ensures that all employees should be treated in a fair, reasonable and consistent manner irrespective of their disability. This is dependent if the individual feel comfortable about being open about their disability especially where this may be a hidden disability or mental health issues. The current WDES is showing the Trust is ranked in the top 10% nationally in Recruitment and Reporting of harassment, bullying and abuse.
Including those with physical or sensory impairments, those with learning disabilities and those with mental health issues Do you currently monitor who has a disability so that you know how well your service is being used by people with a disability? Are you making reasonable adjustment to meet the needs of the staff, service users, carers, and families?				
Gender			√	Currently gender is collated and there is a disparity around gender pay gap overall with an increase from 6.99% to 11.17%. It is anticipated that gender will not have a negative impact in terms of discrimination as this policy ensures that all employees should be treated in a fair, reasonable and consistent manner irrespective of their gender identity. The Trust has now set up a Women's Network who will be meeting on a monthly basis
This can include male and female or someone who has completed the gender reassignment process from one sex to another. Do you have flexible working arrangements for either sex? Is it easier for either men or women to access your service and proposal?				

Marriage or Civil Partnerships			√	Although this is a protected characteristic, this is not recorded. It is anticipated that marriage or civil partnership will not have a negative impact in terms of discrimination as this policy ensures that all employees should be treated in a fair, reasonable and consistent
				manner irrespective of their marriage or civil partnership. This is dependent on staff feeling comfortable about being open about their Marriage or Civil Partnership
People who are in a Civil Partnerships must be treated equally to married couples on a wide range of legal matters. Are the documents and information provided for your service reflecting the appropriate terminology for marriage and civil partnerships?				
Pregnancy or Maternity			√	Although this is a protected characteristic, this is not recorded. It is anticipated that pregnancy and maternity will not have a negative impact in terms of discrimination as this policy ensures that all employees should be treated in a fair, reasonable and consistent manner irrespective of this. However, the Trust will provide necessary support and reasonable adjustment for an employee who is pregnant or on maternity, paternity or adoption leave and this may be pausing the procedure for a temporary time. This is dependent on staff feeling comfortable about being open about their or their partners pregnancy, including miscarriage. We also have started the Women's Network where these matters can be discussed and shared there.
This includes women having a baby and women just after they have had a baby. This also includes miscarriage, still birth and neo natal deaths and this effects men as well as women. Does your service accommodate the needs of expectant and post-natal mothers both as staff and service users? Can your service treat staff and patients with dignity and respect relation into pregnancy and maternity?				

Race or Ethnicity			√	Our WRES Data is showing our Black and minority ethnic workforce representation is 41.5% we showed a slight increase on the 39.1% reported in 2023 (+ive). There are current workstreams underway highlighting the disparities and the EDI teams are working with specific areas. A new Anti-Racist policy will be created and be aligned to the EDI policy as the Trust is working towards a Anti
				Racist organisation. It is anticipated that Race or Ethnicity will not have a negative impact in terms of discrimination as this policy ensures that all employees should be treated in a fair, reasonable and consistent manner irrespective of this. This is also dependent on staff feeling comfortable about being open about their heritage or refugee status
Including Gypsy or Roma people, Irish people, those of mixed heritage, asylum seekers and refugees What training does staff have to respond to the cultural needs of different ethnic groups? What arrangements are in place to communicate with people who do not have English as a first language to find out about your service or access your proposal?				
Religion or Belief			√	Although this is a protected characteristic, we have some recorded data, and this is subject to staff completing this. The Trust will provide necessary support and reasonable adjustment for an employee, and we also have the Spiritual Care Team. It is anticipated that religion or belief will not have a negative impact in terms of discrimination as this policy ensures that all employees should be treated in a fair, reasonable and consistent manner irrespective of this. This is also dependent on staff feeling comfortable about being open about their religion or belief.

Including humanists and non-believers
 Is there easy access to a prayer or quiet room to your service delivery area?
 When organising events – Do you take necessary steps to make sure that spiritual requirements are met?
 Are there any barriers to people of religion or belief to finding out about your service or access your proposal?

Sexual Orientation			√	Although this is a protected characteristic, we have some recorded data, and this is subject to staff completing this. We currently have LGBTQ Staff Network who meet regularly where information is shared. It is anticipated that sexual orientation will not have a negative impact in terms of discrimination as this policy ensures
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				that all employees should be treated in a fair, reasonable and consistent manner irrespective of this
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Including gay men, lesbians, and bisexual people
 Does your service use visual images that could be people from any background or are the images mainly heterosexual couples?
 Does staff in your workplace feel comfortable about being 'out' or would office culture make them feel this might not be a good idea?

Transgender or Gender Reassignment			√	Although this is a protected characteristic, this is not recorded. It is anticipated that Transgender or Gender Reassignment will not have a negative impact in terms of discrimination as this policy ensures that all employees should be treated in a fair, reasonable and consistent manner irrespective of this. This is also dependent on staff feeling comfortable about being open about their being Transgender or undergoing Gender Reassignment There is also a Trans and Non-Binary Policy to support this.
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This will include people who are in the process of or in a care pathway changing from one gender to another.
 Have you considered the possible needs of transgender staff and service users in the development of your proposal or service?

Human Rights			√	<p>This policy is written to promote equality and remove any discrimination to ensure that everyone can fulfil their full potential within a Trust that is inclusive, compassionate, and committed. This is keeping in line with our Trust values, the NHS People’s Plan commitment to equality, diversity and inclusion and reflects the provisions of the Equality Act 2010.</p> <p>This policy applies to all, including applicants applying for a job, staff including agency, bank and volunteers, services users and carers, visitors, stakeholders, an any other third-party organisations who work in partnership with the Trust.</p>
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Affecting someone’s right to Life, Dignity and Respect? Caring for other people or protecting them from danger? The detention of an individual inadvertently or placing someone in a humiliating situation or position?				
If a negative or disproportionate impact has been identified in any of the key areas would this difference be illegal / unlawful? I.e. Would it be discriminatory under anti-discrimination legislation. (The Equality Act 2010, Human Rights Act 1998)				
	Yes	No		
What do you consider the level of negative impact to be?	High Impact	Medium Impact	Low Impact	No Impact

If the impact could be discriminatory in law, please contact the **Equality and Diversity Lead** immediately to determine the next course of action. If the negative impact is high a Full Equality Analysis will be required.

If you are unsure how to answer the above questions, or if you have assessed the impact as medium, please seek further guidance from the **Equality and Diversity Lead** before proceeding.

If the proposal does not have a negative impact or the impact is considered low, reasonable, or justifiable, then please complete the rest of the form below with any required redial actions, and forward to the **Equality and Diversity Lead**.

Action Planning:

How could you minimise or remove any negative impact identified even if this is of low significance?

EDI Leads will work with the organisation to reduce impact of any detriment experienced by reports of concerns

How will any impact or planned actions be monitored and reviewed?

Feedback from reporters of concerns, escalating concerns through governance routes.

Regular audits and policy updates, communication to managers through Operational Meetings

How will you promote equal opportunity and advance equality by sharing good practice to have a positive impact other people as a result of their personal protected characteristic.

EDI Communications plan and trust wide promotion in ways accessible to ALL staff without the reliance upon electronic communications

Please save and keep one copy and then send a copy with a copy of the proposal to the Senior Equality and Diversity Lead at bsmhft.hr@nhs.net . The results will then be published on the Trust's website. Please ensure that any resulting actions are incorporated into Divisional or Service planning and monitored on a regular basis



