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Ymddiriedolaeth GIG
Prifysgol Felindre
Velindre University
NHS Trust



Pencadlys Ymddiriedolaeth GIG Prifysgol Felindre
Velindre University NHS Trust Headquarters
2 Cwrt Charnwood
Heol Billingsley
Parc Nantgarw
Caerdydd/Cardiff
CF15 7QZ



Ffôn/Phone : (029) 20196161

<https://velindre.nhs.wales>

Date: 22nd February 2024

Ref: CORP 2023 - 211

Dear xxx

Freedom of Information request: Correspondence from Stonewall or/and other diversity, equality and inclusion organisations (CORP 2023 – 211)

Thank you for your request for information which the Trust received on 19th December 2023. We apologise for the delay in response.

Your Request:

- 1. what correspondence you have had with Stonewall or /and other equality diversity and inclusion organisations.*
- 2. Please can you supply copies of any correspondence that you have had with Stonewall or/and other diversity equality and inclusion organisations.*

Please find the documents in Appendix 1.

I trust this answers your request for information, however, should you not be satisfied with the information supplied or the process of supplying it, you have a right to complain and request a review. Please note that you must submit a request for a review within 40 days of the date of this letter.

You should forward your complaint to:-

Mr Ian Bevan via FOI.VUNHST@wales.nhs.uk
Head of Information Governance
Velindre University NHS Trust
2, Charnwood Court
Heol Billingsley
Parc Nantgarw
Cardiff / Caerdydd
CF15 7QZ
Tel / Ffon - 029 20196161

Should you wish to take your complaint further, if you are still unhappy with the decision after review, you can contact the:-

Mae Ymddiriedolaeth GIG Prifysgol Felindre yn hapus i dderbyn gohebiaeth yn y Gymraeg neu'r Saesneg.
Velindre University NHS Trust is happy to receive communication in Welsh or English.





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Information Commissioner's Office - Wales

2nd Floor,
Churchill House,
Churchill Way,
Cardiff,
CF10 2HH
Telephone: 0330 414 6421
email: wales@ico.org.uk

Yours sincerely,

Lauren Fear
Director of Corporate Governance and Chief of Staff
Velindre University NHS Trust
2 Charnwood Court
Heol Billingsley
Parc Nantgarw
Cardiff
CF15 7QZ

Mae Ymddiriedolaeth GIG Prifysgol Felindre yn hapus i dderbyn gohebiaeth yn y Gymraeg neu'r Saesneg.
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(Velindre - Head of Organisational Development)

From: [REDACTED] (Velindre - Workforce and OD)
Sent: 24 February 2023 16:40
To: [REDACTED]
Subject: RE: Stonewall Cymru Follow Up

Hi [REDACTED]

Thank you for responding so promptly.

After a very long discussion it was decided that whilst we support the Stonewall charity unfortunately the cost of membership isn't feasible at this time.

I really appreciate the time it's taken for you to send over the relevant information, hopefully in the future we will be able to support in a more fiscal manner.

Warmest regards,
[REDACTED]

From: [REDACTED]@stonewall.cymru>
Sent: 21 February 2023 15:22
To: [REDACTED] (Velindre - Workforce and OD) [REDACTED]
Subject: RE: Stonewall Cymru Follow Up

WARNING: This email originated from outside of NHS Wales. Do not open links or attachments unless you know the content is safe.

Hi [REDACTED]

The Workplace Equality Index is a completely voluntary undertaking. There is no obligation to complete it. If you do choose you complete it we can offer you support throughout the process.

Best wishes,
[REDACTED]

Uwch Swyddog Rhaglenni / Senior Programmes Officer – Stonewall Cymru
Rhagenwau / Pronouns: She / Her / Hi
[REDACTED]

From: [REDACTED] (Velindre - Workforce and OD) [REDACTED]
Sent: 21 February 2023 14:58
To: [REDACTED]@stonewall.cymru>
Subject: RE: Stonewall Cymru Follow Up

Hello [REDACTED]

Many thanks for your detailed email.

Please could I double check with you; is the Stonewall Equality Index a compulsory part of the membership to the Diversity Champion's Program?

Regards,

From: [REDACTED]@stonewall.cymru>

Sent: 21 February 2023 12:27

To: [REDACTED] Velindre - Workforce and OD) [REDACTED]@wales.nhs.uk>

Subject: Stonewall Cymru Follow Up

WARNING: This email originated from outside of NHS Wales. Do not open links or attachments unless you know the content is safe.

Hi [REDACTED]

It was nice speaking with you today. It's clear you're really committed to improving LGBTQ+ inclusion at Velindre and that's so encouraging to see. As promised, I have attached information on our Diversity Champions programme and have also outlined additional details of our programme benefits below. You can also read through some frequently asked questions about our DC programme [here](#). At the end of this email, I have included some information about the events I mentioned. This is quite a long email I do apologise.

Advice & Support

Central to your membership will be advice and support from your Client Account Manager – your dedicated LGBTQ+ inclusion expert. Throughout your membership they'll be able to talk you through anything LGBTQ+ relevant. They will support you but also challenge you to do better for LGBTQ+ people, though the work ultimately will be led by your organisation. We can review policies, help with your monitoring questions, help build an LGBTQ+ Employee network, and connect you with our wider network of over 800 Champions, to name a few things we can support with. We will also be able to signpost you to helpful resources. One of the first things they will work on with you is developing an action plan, which will inform how we would go about working together during your membership.

Policy Reviews

In each year of your membership, our team can review your key workplace policies and make recommendations for improvements. We advise policies are reviewed every 2-3 years. Most Diversity Champions undertake 3-4 reviews with us each year. Please note the attached documents state that we will review up to 7 policies a year – this limit does not apply to organisations in Wales.

Just as a recap our standard policies to review are:

- Anti-bullying, harassment, and discrimination policies
- Family leave policies (Maternity, paternity, adoption, special leave, compassionate leave etc.)
- Trans inclusion policies
- Transition at work policies

We can also assist with reviews on job pages/packs/descriptions to ensure you are reaching prospective LGBTQ+ candidates and accurately portraying your commitment to building an inclusive workplace.

Resources

[Here](#) you can see all the resources you get access to once becoming a member. We also have a [workplace trans inclusion hub](#) which includes both free to view and DC only content, this is a great place to start with trans inclusion work.

You will also have access to Stonewall's newsletters and our Diversity Champions Events Calendar. Stonewall Cymru also creates our own Wales-centric newsletter that focuses on promoting local news, events, and groups.

Workplace Equality Index - [Top 100 Employers Report](#).

The Workplace Equality Index is a definitive benchmarking tool that helps employers measure their progress on LGBTQ+ equality in the workplace. You can find out more about the Index [here](#) (this page highlights the benefits of

participating in the Index). You might also find our [Workplace Equality Index entrant FAQs](#) helpful, where you can find info on how we assign our Bronze, Silver and Gold awards. While the Index is free to submit to, and every WEI entrant will receive their rank and score by section, only Stonewall Diversity Champions benefit from in-depth, tailored feedback on their submission.

I have attached a copy of the 2023 WEI criteria for your reference. As a reminder, the WEI framework highlights the aspects of work where we can provide advice and good practice during your membership. Results of the 2023 UK index were announced on 16 February 2023 and submissions for the 2024 index will open in June 2023 (the annual submission cycle lasts from June – September). The 100 best-performing organisations are celebrated publicly. We also celebrate the work of a wider range of employers through our awards.

Empowerment - Stonewall workshops

I have attached a document which details our empowerment programmes, which include our full-day facilitated sessions. As a champion, you would receive discounted rates on our workshops and programmes.

Research

You might also find our [LGBT in Britain reports](#) helpful with any internal discussions, particularly our work report and the bi report which is our latest release.

Proud Employers

As a member, you will have access to our [Proud Employers jobs board](#), which is great for attracting LGBTQ+ talent. Starting off in your membership, you would be able to display five free advertisements worth £500. After that, it would be £100 per job advert, though there are discounted bundles that you can take advantage of.

Next Steps

If you would like to become a member, we will send you a membership proposal to be signed along with our T&Cs. Membership would begin upon receipt of the signed proposal. The cost of membership is **£2575 + VAT** per year.

Take time to digest all the information, and don't hesitate to email me if you have any questions.

Thank you for your commitment to supporting your LGBTQ+ colleagues and community. I hope we get to work together in the future.

Upcoming Stonewall Cymru Events

[Voices that Shaped the Movement | Stonewall Cymru Café](#)

28 February 2023 – 4pm-5.30pm – Online – Free to attend (Booking essential)

This LGBTQ+ History Month, join Stonewall Cymru for Voices that Shaped the Movement. This online event will centre around the lived experiences of LGBTQ+ people in Wales throughout its rich history of LGBTQ+ rights campaigning. Learn about historical Welsh LGBTQ+ figures and hear from our panelists as they discuss their own experiences of working toward equality for all LGBTQ+ people, inclusive of class, ethnicity, disability, and the way these identities intersect. Book your free place at the link above.

[Inclusive Service Delivery](#)

15 March 2023 – 10am-4pm – Swansea Village Hotel – Free to attend (Booking essential)

LGBTQ+ people often face significant barriers when accessing services. Understanding how to deliver inclusive face-to-face services is key to building trust between LGBT service users and your organisation. Join the Stonewall Cymru team for a day designed to help organisations understand the barriers LGBTQ+ people may face when accessing your services, and discover ways to overcome these barriers and improve the inclusivity of your services. This full day session is designed for blue light organisations but is open to all services. Book your free place at the link above. Lunch and refreshments will be provided on the day.

[Stonewall Cymru Workplace Conference: Intersectional Approaches to LGBTQ+ Inclusion](#)

02 June 2023 – 9.30am-4.30pm – Cardiff City Stadium

Understanding the differing experiences within the LGBTQ+ community, and the role intersecting identities can have in shaping people's experiences is key to building strong, sustainable, and impactful inclusion work. Join us to explore what is meant when we discuss intersectionality, and how you can embed this in your inclusion practices.

Join us for the opportunity to learn from Stonewall inclusion experts, speakers from leading Diversity Champions, as well as specialist partner organisations.

As well as access to inspiring opening and closing sessions, you will have the choice of two of the below workshops:


- Wellbeing at work: taking action on mental health
- Delivering Inclusion on a budget
- Advocating for trans and non-binary inclusion
- Building Effective Allies Programmes
- Empowering Communities to Tackle Hate
- What is Intersectionality? *
- Identity and Wellbeing: QTPOC*
- Identity and Wellbeing: LGBTQ+ People with disabilities*

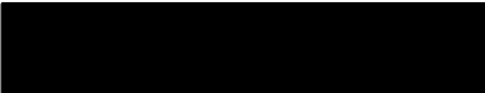

* These sessions will be designed and delivered by partner organisations.

Early Bird tickets are now on sale until the **end of February only**. Book now at the link above to take advantage of this discounted price!

Please do reach out if you have any questions!

Best wishes,


Uwch Swyddog Rhaglenni / Senior Programmes Officer – Stonewall Cymru
Rhagenwau / Pronouns: She / Her / Hi



Switsfwrdd / Switchboard: 020 7593 1850
Llinell wybodaeth / Info Line: 08000 50 20 20
www.stonewall.cymru


 [StonewallCymru](#)  [@StonewallCymru](#)  [@StonewallCymru](#)

: Stonewall Equality Ltd, 192 St John Street, London EC1V 4JY

Rhif TAW / VAT no 862 9064 05

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Cofrestrwyd â'r Rheoleiddiwr Codi Arian / Registered with Fundraising Regulator


Mae Stonewall yn falch o ddarparu gwybodaeth, cymorth ac arweiniad ar gynhwysiant LGBTQ+; gweithio tuag at fyd lle rydyn ni i gyd yn rhydd i fod. Nid yw hyn yn gyfystyr â chngor cyfreithiol, ac ni fwriedir iddo gymryd lle cwnsler cyfreithiol ar unrhyw bwn.

Mae'r e-bost hwn yn gyfrinachol a gall gynnwys gwybodaeth freintiedig. Os nad chi yw'r atodiad, gall fod yn anghyfreithlon i chi ddarllen, copïo, dosbarthu, datgelu neu ddefnyddio'r wybodaeth fel arall yn yr e-bost hwn. Os nad chi yw'r derbynnydd a fwriadwyd, rhowch wybod i ni ar unwaith.

Stonewall is proud to provide information, support and guidance on LGBTQ+ inclusion; working towards a world where we're all free to be. This does not constitute legal advice, and is not intended to be a substitute for legal counsel on any subject matter. This e-mail is confidential and may contain privileged information. If you are not the addressee it may be unlawful for you to

Stonewall Workplace Equality Index 2023

THIS DOCUMENT IS FOR REFERENCE PURPOSES ONLY.

All submissions should be made online through [Stonewall Submit](#).

This document shows you all the questions that you'll be required to answer on Stonewall Submit for your 2023 Workplace Equality Index submission.

Where questions ask for evidence from a specific time period (e.g. the past year), this is counted back from the submissions deadline of 20 September 2022.

For any queries about the Workplace Equality Index, contact indices@stonewall.org.uk.

If you're unsure of any terms within this document, you may want to refer to Stonewall's [glossary of terms](#).

Section 1: Policies and Benefits

This section examines the policies and benefits the organisation has in place to support LGBTQ+ staff. The questions scrutinise the policy feedback process, policy content and provision of specific support.

1.1 Does the organisation have a process to ensure all employees can feedback on the inclusiveness of relevant policies (for example, HR policies)?

What we're looking for:

- *A process that's open to all employees and applies across all relevant policies. Relevant policies include HR policies, for example leave policies.*
- *If feedback does not trigger immediate reviews, regular, periodic policy reviews that consider the feedback.*

Yes

No

Describe the process, how it is communicated, and what action the feedback triggers (max. 500 words).

Describe any previous outcomes of the process (max. 500 words).

1.2 Does the organisation have a policy (or policies) that includes the following? Tick all that apply.

What we're looking for:

- *A and B – a policy or policies clearly stating that the organisation will not tolerate discrimination, bullying or harassment against employees on the basis of the Equality Act 2010 protected characteristics of sexual orientation or gender reassignment. These may be listed along with other protected characteristics.*
- *B – inclusion of gender identity and expression.*

- A. Explicit ban on discrimination, bullying and harassment based on sexual orientation
- B. Explicit ban on discrimination, bullying and harassment based on gender identity and gender expression
- C. An example of biphobic bullying or harassment
- D. An example of homophobic bullying or harassment
- E. An example of transphobic bullying or harassment
- F. Clear information about how to report an incident and how complaints are handled
- G. None of the above

Upload the selected policies with the relevant sections highlighted.

Provide a brief description of the policy/policies you have uploaded (max. 200 words).

1.3 Where the organisation has the following family and leave policies, do they use inclusive language and explicitly state that they are applicable regardless of gender and sexual orientation? Tick all that apply.

What we're looking for:

- *Policies explicitly stating that they apply regardless of the employee or the employee's partner's gender.*
- *Policies using gender-neutral or gender-inclusive language throughout to make it clearer how LGBTQ+ employees are covered.*

- A. Adoption Policy
- B. Special or Compassionate Leave Policy
- C. Maternity Policy
- D. Paternity Policy
- E. Shared Parental Leave Policy
- F. None of the above

Upload the selected policies.

Provide a brief description of the policy/policies you have uploaded (max. 200 words).

1.4 Does the organisation have a trans inclusion policy that covers the following? Tick all that apply.

What we're looking for:

- *A policy containing information about the inclusion of all trans employees, regardless of whether they are currently transitioning.*

- *C – inclusive guidance that all trans employees can use the facilities that align with their lived gender and explaining your commitment to introducing gender-neutral facilities, if not already widely available.*
 - *D – guidance on dress code offered regardless of whether you have a uniform or dress code policy. Guidance making clear that all employees, including trans and non-binary employees, are encouraged to wear the uniform or dress that they feel most comfortable in. Provision for gender fluid employees to have multiple uniforms.*
- A. A clear commitment to supporting all trans people, including those with non-binary identities
 - B. Information on language, terminology and trans identities, including non-binary identities
 - C. Guidance on facilities for trans employees, including non-binary employees
 - D. Guidance on dress code for trans employees, including non-binary employees
 - E. A clear commitment to confidentiality and data protection for trans staff
 - F. None of the above

Upload the selected policies.

Provide a brief description of the policy/policies you have uploaded (max. 150 words).

1.5 Does the organisation have a policy (or policies) to support employees who are transitioning that covers the following? Tick all that apply.

What we're looking for:

- *Guidance contained within a trans inclusion policy, separate guidance alongside a trans inclusion policy, or guidance in a stand-alone transitioning at work policy.*
- *Explicit non-binary inclusion.*
- *A and C – a commitment that the employee will be allowed the time off that they need for transition-related treatments or appointments and that any leave will be recorded separately to sick leave.*

- A. Work related guidance for an employee who is transitioning
- B. Work related guidance on the process for an employee to change their name and gender marker on workplace systems
- C. Work related guidance around data protection and confidentiality
- D. Work related guidance for managers on how to support an employee who is transitioning
- E. Work-related guidance for employees on how to support a colleague who is transitioning
- F. None of the above

Upload the selected policies.

Provide a brief description of the policy/policies you have uploaded (max. 200 words).

1.6 Does the organisation have a formal commitment to introduce gender-neutral facilities in all its buildings?

What we're looking for:

- *If gender-neutral facilities are not already available in all buildings, a formal commitment to introduce some gender-neutral facilities in any new builds or to include some gender-neutral facilities as a requirement of any new leases.*
- *A commitment that's signed off by senior leaders and published internally.*
- *Provision of gender-neutral facilities that's in addition to accessible facilities.*

Yes

No

Provide a brief description of the organisation's current provision, its commitment to introducing gender-neutral facilities and how this has been formalised (max. 500 words).

1.7 Does the organisation provide its employees with private healthcare insurance?

Yes

No

If 'Yes': Does the organisation's private healthcare insurance include the following? Tick all that apply.

What we're looking for:

- *A – provision beyond mental health treatment, which can be awarded for under B*
- *B – work you've carried out to ensure your mental health provision is LGBTQ-inclusive – looking at sexual orientation and gender identity – for example by finding out about LGBTQ-specific training for frontline practitioners.*
- *C – a policy that explicitly states this provision applies regardless of gender.*

A. Transition-related treatments

B. LGBTQ-inclusive mental health treatments

C. Coverage for spouse/partner and children, regardless of gender

D. None of the above

Provide a description of the provision (max. 500 words).

Copy and paste the relevant sections of your insurance policy.

If 'No': In the last three years, has the organisation scrutinised and developed the LGBTQ+ inclusivity of its mental health support provision?

What we're looking for:

- *At least one action you've taken in the last three years.*
- *Provision could include your employee assistance programme, affiliated counselling services or internal mental health first aiders.*
- *Scrutiny should be specific, such as asking about a provider's LGBTQ-specific training for frontline employees.*

Yes
No

Describe how you scrutinised the provision and what the actions were. Please provide specific dates or time periods within the last three years.

The following question is for information gathering purposes only and is not scored.

1.8 Has the organisation reviewed other policies to ensure they are LGBTQ+ inclusive?

What we're looking for:

- *This might include menopause or andropause policies.*
- *This might also include domestic abuse policies.*

Yes
No

Upload the policies.

Provide a brief description of the policy/policies you have uploaded (max. 150 words).

The following question is for information gathering purposes only and is not scored.

1.9 Are the organisation's compassionate and/or special leave policies inclusive of employees' most important relationships, regardless of biological or legal status?

What we're looking for:

- *LGBTQ-inclusive examples of expansive compassionate and special leave policies. This might include:*
 - *Clarity that employees are entitled to the same leave when it relates to their loved ones/chosen family/close support networks as when it relates to their biological or legal family members.*
 - *Special leave policies that explicitly include provision to support someone through transition, for example accompanying them to medical appointments.*
- *Chosen families are people who an employee considers to be family, but who have no legal or biological connection to them.*
- *Chosen families, loved ones and close support networks can be particularly significant to those who are estranged from their families, an issue that disproportionately affects LGBTQ+ people.*

Yes
No

Copy and paste the relevant sections of your policies.

Section 2: The Employee Lifecycle

This section examines the employee lifecycle within the organisation, starting with recruitment practices and finishing with exit processes. The questions scrutinise how the organisation engages and supports employees throughout their journey in the workplace.

2.1 When advertising for external appointments, how does the organisation attract LGBTQ+ talent? Tick all that apply.

- *What we're looking for: Actions that are not limited to HR or Diversity & Inclusion related roles.*
- *A – activity that has taken place in the past year. This can include taking recruitment materials to Pride events.*
- *B – screenshots of a job pack or job page from the last year.*
- *C – this can be a link to a webpage.*

- A. Advertising on or recruiting from LGBTQ+ or diversity websites, fairs and events
- B. Include a statement around valuing diversity, explicitly inclusive of LGBTQ+ people in job packs and pages
- C. Include information about your LGBTQ+ employee network group or LGBTQ+ inclusion activities in all job packs and pages
- D. None of the above

Upload evidence for the selected options.

Describe the evidence uploaded (max. 200 words).

2.2 Does the organisation provide guidance or training for all employees with recruitment responsibilities on how to carry out inclusive recruitment?

What we're looking for:

- *Guidance or training that is specific to recruitment and includes LGBTQ+ content.*
- *Content that is provided to all employees involved in recruitment, not just HR teams.*
- *Good practice would be a checklist of inclusive practices that recruiters complete when they carry out a recruitment round. This might include, for example, sharing their pronouns at the start of an interview, if they feel comfortable doing so.*

Yes

No

Upload evidence of guidance or training.

Describe the format of the guidance or training and the content you have uploaded (max. 500 words).

2.3 What information does the organisation supply to all new employees (external appointments) when being inducted into the organisation? Tick all that apply.

What we're looking for:

- *Content for all options can be supplied in person, online (through a video or post), or on paper.*
- *A – messages that explicitly reference LGBTQ+ inclusion, including bi, non-binary and trans inclusion.*
- *C – relevant policies are those covered in Section 1.*

- A. Explicit message on the organisation's commitment to LGBTQ+ inclusion
- B. Information on the LGBTQ+ employee network or allies programme/initiative
- C. Information on relevant policies and the organisation's commitment to ensuring they are LGBTQ- inclusive
- D. None of the above

Briefly describe the induction process and at what point the new starter receives the above information (max. 500 words).

Upload evidence for the selected options.

2.4 Does the organisation enable non-binary employees to have their identities recognised on all employee-facing workplace systems?

What we're looking for:

- *Two or more examples of mechanisms that support non-binary identities to be recognised on workplace systems.*
- *Examples could include the option to choose a gender marker other than male or female and being able to use gender-neutral titles, such as Mx.*
- *Alternatively, you could consider removing gender markers and titles from your systems altogether.*
- *You will receive more marks if at least one example is specific to gender fluid people, for example the ability to have multiple passcards with different forms of gender expression or linked email accounts/intranet accounts with different names and photos.*

- A. Yes
- B. No

Describe how non-binary identities are recognised on workplace systems, including at least two examples (max. 500 words).

2.5 Does the organisation provide all-employee training on compliance with its discrimination, bullying and harassment policies, including the following:

What we're looking for:

- *Training that reaches as many employees as possible across your organisation.*
- *Training content that explicitly mentions LGBTQ+ people and covers lesbian, gay, bi and trans in the context of each option selected.*
- *Examples of content you could upload are case studies, e-learning screenshots or PowerPoint presentations.*
- *Training can be provided in-person or digitally.*

Employee completion rate

	76– 100%	51– 75%	26– 50%	1– 25%	None
A. Organisational policy and legislation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
B. Examples of biphobic, homophobic and transphobic discrimination, bullying and harassment	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
C. Examples of discrimination, bullying and harassment on the basis of multiple identities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
D. How to challenge biphobic, homophobic and transphobic discrimination, bullying and harassment	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
E. How to report biphobic, homophobic and transphobic discrimination, bullying and harassment	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
F. A clear route for feeding back on the inclusion or representation of employees' identities in the training	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Describe how you estimate completion rates (max. 500 words).

Describe the format of the training and the content you have uploaded (max. 500 words).

Upload evidence for selected options.

2.6 In the past year, which of the following messages have appeared in internal communications to all employees? Tick all that apply.

What we're looking for:

- *Communications that have been sent or made available to all employees (or as many as geographically possible through the specific communication method). In your uploaded evidence, please make clear who/how many employees the communication reached.*
- *Evidence could include emails and screenshots of intranet posts.*
- *A – communications can focus on specific awareness days/events, such as LGBTQ+ History Month, Pride and/or IDAHOBILIT (International Day Against Homophobia, Biphobia, Lesbophobia and Transphobia).*
- *B – communications can focus on specific awareness days/events, such as Bi Visibility Day and/or Pan Visibility Day.*
- *C – communications can focus on specific awareness days/events, such as Trans Day of Visibility, Trans Day of Remembrance and/or Trans Pride.*
- *D – communications can focus on specific awareness days/events, such as Non-Binary People's Day.*

- A. Information about LGBTQ+ identities and experiences
- B. Information about bi identities and experiences
- C. Information about trans identities and experiences
- D. Information about non-binary identities and experiences
- E. Information about the LGBTQ+ Employee Network Group and/or allies activity
- F. Information about LGBTQ-inclusive policies
- G. Information about the importance of pronouns and pronoun introductions
- H. None of the above

Upload evidence for selected options.

Provide date for option A.

Provide date for option B.

Provide date for option C.

Provide date for option D.

Provide date for option E.

Provide date for option F.

Provide date for option G.

2.7 Does the organisation proactively recognise contributions to LGBTQ+ inclusion activity during employee performance appraisals?

What we're looking for:

- *An onus on the employer/manager to make clear that contributions to LGBTQ+ inclusion (such as network group activity) align with organisational values and count towards diversity and inclusion objectives.*
- *A systematic approach that is applied to all performance appraisals, not just those of the network leads.*
- *Recognition doesn't have to be financial.*

Yes

No

Describe how contributions are recognised (max. 300 words).

2.8 Does the organisation identify and act on any LGBTQ+ inclusion issues raised at exit interviews or on exit surveys?

What we're looking for:

- *Detail about how all employees are given opportunities to raise any issues relating to discrimination (homophobia, biphobia and/or transphobia) they may have experienced or become aware of in the organisation.*
- *A clear process by which issues are referred and acted on by the organisation.*
- *This can be part of a wider question about diversity and inclusion at the organisation.*

Yes

No

Describe the exit interview/survey process and how LGBTQ+ issues would be identified or raised (max. 200 words).

Describe how any issues raised would be acted upon by the organisation (max. 200 words).

The following question is for information gathering purposes only and is not scored.

Does the organisation have a mental health or wellbeing strategy that explicitly addresses the needs of LGBTQ+ people?

What we're looking for:

- *A strategy that addresses the specific needs of people from all LGBTQ+ communities.*

Yes

No

Upload your mental health or wellbeing strategy.

Describe how this was developed and any actions that have come from it (max. 500 words).

The following question is for information gathering purposes only and is not scored. It will only be asked if your organisation provides apprenticeships.

When advertising for its apprenticeships, does the organisation run initiatives to specifically attract LGBTQ+ job seekers?

What we're looking for:

- *This might include LGBTQ-specific content in recruitment materials or advertising at LGBTQ-specific events.*

Yes

No

Describe the initiatives (max. 500 words)

The following question is for information gathering purposes only and is not scored.

In the past year, which of the following messages have appeared in internal communications to all employees?

What we're looking for:

- *This question follows the same format as 2.6 but is unscored.*
- *Communications can focus on specific awareness days/events, such as International Asexuality Day.*

- *Ace and aro spectrum is an umbrella term used to describe the wide group of people who experience a lack of, varying, or occasional experiences of romantic and/or sexual attraction, including a lack of attraction. People who identify under these umbrella terms may describe themselves using one or more of a wide variety of terms, including, but not limited to, asexual, ace, aromantic, aro, demi, grey, and abro. People may also use terms such as gay, bi, lesbian, straight and queer in conjunction with ace and aro to explain the direction of romantic or sexual attraction if and when they experience it.*

Information about the experiences of people with ace and aro spectrum identities

Upload evidence for the selected option.

Provide the date on which this was shared internally.

Section 3: LGBTQ+ Employee Network Group

This section examines the work of your LGBTQ+ employee network group. The questions scrutinise the support the group is given by the organisation, its commitment to inclusivity, and the activities it carries out.

3.1 Does the organisation have an LGBTQ+ employee network group for LGBTQ+ employees? Select one option.

What we're looking for:

- *A – this option scores maximum marks for this question.*
- *B and C – these options score lower marks for this question.*

- A. Yes, with a defined role and terms of reference
- B. No, but we have a Diversity & Inclusion group with formal LGBTQ+ representation
- C. No, but we have a formal agreement with an external network in our sector/region
- D. None of the above

Option A and B: Upload the group's terms of reference.

Option C: Describe the formal agreement and your organisation's role in the network (max. 500 words).

3.2 In the past year, has the organisation supported the work of the LGBTQ+ employee network group in the following ways? Tick all that apply.

What we're looking for:

- *C – time that is formally agreed.*
- *D – training to develop practical skills relevant to the role of the network group, for example peer support, mentoring or conflict resolution.*
- *E – general or LGBTQ-specific programmes that are communicated to members through the employee network group.*

- A. Provided a network group budget
- B. Provided a formal senior champion
- C. Allowed time for committee members to carry out network group activity
- D. Facilitated network members' participation in skills training
- E. Facilitated network members' participation in leadership or professional development programmes
- F. Facilitated network members' participation in external LGBTQ-specific seminars and conferences
- G. None of the above

Describe the support provided and how it is communicated to the network (max. 200 words per option).

3.3 In the past year, which of the following activities has the LGBTQ+ employee network group undertaken to improve its inclusivity? Tick all that apply.

What we're looking for:

- *C –reference to specific marginalised or underrepresented groups (for example, trans people or LGBTQ+ people of colour).*
- *D – this could be a physical or digital space, for example a meet-up for LGBTQ+ people of faith or a closed bi digital group on your intranet.*

- A. Implemented a formal mechanism to ensure bi issues are engaged with (for example, bi reps)
- B. Implemented a formal mechanism to ensure trans issues are engaged with (for example, trans reps)
- C. Promoted itself as being open to all and inclusive of marginalised and underrepresented LGBT groups
- D. Introduced specific spaces for marginalised and underrepresented LGBTQ+ groups
- E. None of the above

Describe the activities you have undertaken (max. 200 words per option).

3.4 Does the LGBTQ+ employee network group have a formal strategy to ensure it is inclusive of and accessible to marginalised or underrepresented LGBTQ+ groups?

What we're looking for:

- *Strategies that focus on the inclusion of at least three specific marginalised or underrepresented LGBTQ+ groups. This might include (but is not limited to):*
 - *BAME LGBTQ+ people / LGBTQ+ People of Colour*
 - *Bi people*
 - *LGBTQ+ carers*
 - *LGBTQ+ people of faith*
 - *LGBTQ+ parents*
 - *LGBTQ+ people with accessibility needs*
 - *Non-binary people*
 - *Older LGBTQ+ people*

- *Trans people*
- *Ace and aro spectrum people*
- *A description of how you identified which marginalised or underrepresented groups to focus your strategy on. This might include insights from:*
 - *LGBTQ+ network group membership and event attendance*
 - *LGBTQ+ network group satisfaction surveys*
 - *Employee satisfaction surveys*
 - *WEI Staff Feedback Questionnaire report*
 - *Sectoral, regional or national research*
- *Any actions the network group has taken so far and has committed to take in the future. These might include (but are not limited to):*
 - *Introducing an inclusion rep*
 - *Holding events within working hours*
 - *Holding regular alcohol-free social events*
 - *Holding events at accessible venues*
 - *Avoiding holding events at the same time as religious festivals/holy days*
- *Actions that go beyond those referenced in 3.3*

Yes

No

Upload your strategy document.

Describe how the strategy was formulated, actions the network has taken so far and outcomes so far (max. 500 words).

3.5 Which of the following support activities does the LGBTQ+ employee network group undertake? Tick all that apply.

What we're looking for:

- *A and B – support for individuals that is available and advertised to all staff.*
- *A – this could be on an individual basis and/or through a closed digital group for LGBTQ+ employees.*
- *C – consultations that relate to policies that impact upon employee welfare (for example, reviewing an updated adoption policy).*

- A. Provide confidential support to all employees on LGBTQ+ issues
- B. Provide support to enable employees to report homophobic, biphobic and transphobic bullying and harassment
- C. Consultation on improving internal policies and practices
- D. None of the above

Describe the options selected (max. 200 words per option).

3.6 In the past year, which of the following activities has the LGBTQ+ employee network group undertaken? Tick all that apply.

What we're looking for:

- *Activities that are carried out by the LGBTQ+ employee network group or by other parts of the organisation (for example, the diversity and inclusion team) in consultation with the network group.*
- *'Awareness raising events' refers to activities that serve to educate or inform the wider organisation, for example panel discussions, lunch and learns, or stalls during diversity events.*
- *Events can be physical or digital.*
- *G – this could either be a specific programme run by the network or alternatively an organisation-wide programme that proactively incorporates LGBTQ+ mentoring.*

- A. Social networking event for members
- B. LGBTQ+ equality awareness-raising event
- C. Bi equality awareness-raising event
- D. Non-binary equality awareness-raising event
- E. Trans equality awareness-raising event
- F. Collaborated with other LGBTQ+ network groups
- G. Mentoring or coaching programme
- H. None of the above

Describe the activities selected and when they occurred (max. 200 words per option). Please provide specific dates or time periods within the last year.

3.7 In the past year, has the LGBTQ+ network group held campaigns, initiatives, seminars or events engaging with the intersection of LGBTQ+ and other diversity strands? Select one option.

What we're looking for:

- *Up to three examples from the last year.*
- *Examples that look at the experiences of specific marginalised or underrepresented groups, which could include (but is not limited to):*
 - *BAME LGBTQ+ people / LGBTQ+ People of Colour*
 - *LGBTQ+ parents or families*
 - *LGBTQ+ people with accessibility needs, for example including LGBTQ+ disabled people and LGBTQ+ neurodivergent people*
 - *LGBTQ+ people with experience of mental ill health*
 - *LGBTQ+ people with experience of poverty or homelessness*
 - *LGBTQ+ people of faith*
 - *LGBTQ+ women*
 - *Older LGBTQ+ people*
- *The reasoning for why you chose to focus on the experiences of these groups. For example, this might be because of a gap in your previous work.*
- *Good practice is for at least two of the groups to be different to those included in your organisation's previous submission.*
- *These activities can be carried out in collaboration with other employee network groups.*
- *If not carried out by the LGBTQ+ employee network group, these activities can be led by other parts of the organisation (for example, the faith employee network group might run an event on being an LGBTQ+ person of faith).*

- *Seminars and events can be physical or digital.*
 - *'Initiatives' and 'campaigns' here refer to specific programmes or projects, for example a series of events, videos or blogs.*
- A. Yes, three examples
 B. Yes, two examples
 C. Yes, one example
 D. No

Describe the campaigns, initiatives, seminars or events and when they occurred (max. 500 words).

Please provide specific dates or time periods within the last year.

3.8 Does the LGBTQ+ employee network group have measures in place to ensure that activity reaches employees in all locations?

What we're looking for:

- *Formalised, consistent work to ensure activity can reach all employees. This might include a commitment in your terms of reference to hold a percentage of your events online or run activities in different regions.*
- *Consideration of dispersed workforces (for example those in retail stores or without regular access to IT), employees who work from home, and employees across all UK nations that you operate in.*
- *If you only have one location or building, consideration of the needs of employees who work remotely or away from desks.*
- *At least two examples of measures you have in place.*

Yes

No

Describe at least two measures in place and how they are formalized (max. 500 words).

Section 4: Empowering Individuals

This section examines the process of engaging individuals to create an LGBTQ+ inclusive culture at the organisation. The questions scrutinise how the organisation empowers LGBTQ+ and non-LGBTQ+ employees to step up as change makers and allies.

4.1 Does the organisation support LGBTQ+ employees at all levels to become change makers through training, programmes and/or resources?

What we're looking for:

- *Support that focusses specifically on steps LGBTQ+ people can take to become active role models or change makers in your organisation.*
- *This could include resources, programmes or training.*

Yes
No

Describe the training, programmes and/or resources (max. 500 words).

4.2 In the past year, has the organisation shared the workplace experiences of LGBTQ+ people with the following identities? Tick all that apply.

What we're looking for:

- *An internal, all-staff communication, such as an all-employee email or blog post.*
- *Content that makes clear the person's identity and that doesn't leave the reader or viewer to make assumptions.*
- *Stonewall uses umbrella terms and we recognise that language and identities are personal. If an employee doesn't identify with a term listed below, be led by them on which option they feel comfortable being included within.*
- *Good practice is to share the experiences of internal employees. However, we would recommend ensuring that no pressure is put on LGBTQ+ employees to be visible in this way. If employees do not want to share their experiences, you could share the workplace experiences of employees outside your organisation, for example from the wider sector.*
- *Marks will not be awarded in this question where the experiences of celebrities are shared.*

- A. BAME LGBTQ+ people / LGBTQ+ People of Colour
- B. Bi people
- C. Binary trans people (e.g. trans men and trans women)
- D. Gay or lesbian people
- E. LGBTQ+ people aged 25 or younger.
- F. LGBTQ+ people aged 50 or older.
- G. LGBTQ+ people at board level
- H. LGBTQ+ people at senior management level
- I. LGBTQ+ people being open about their mental health challenges (including disability relating to mental health)
- J. LGBTQ+ people of faith
- K. LGBTQ+ people who are parents
- L. LGBTQ+ people with accessibility needs (excluding accessibility needs relating to mental health)
- M. Non-binary people (e.g. genderfluid or genderqueer people)
- N. None of the above

For each option selected: submit evidence of sharing these experiences in the last year.

For each option selected: provide the date on which this was shared internally.

4.3 Does the organisation have a formal programme or initiative to engage all non-LGBTQ+ employees to become LGBTQ+ allies? Select one option.

What we're looking for:

- *A formal mechanism to engage non-LGBTQ+ people with LGBTQ+ equality.*
- *This could include allies receiving a visible signal of their commitment to LGBTQ+ equality, where this is conditional on employees participating in a programme and/or receiving training.*
- *Internal awareness-raising sessions or training specifically for allies that covers the importance of allies and actions that individuals can take to be effective allies.*
- *Programmes or initiatives that go beyond a one-off internal communication or event (as awarded for in sections 2 and 3).*

- A. Yes, as part of our LGBTQ+ employee network group
- B. Yes, a separate allies network group
- C. Yes, through another initiative
- D. No

Describe the allies programme or initiative (max. 500 words).

Upload a communication advertising the allies programme or initiative.

4.4 Does the organisation support all non-bi employees (including lesbian and gay employees) to become bi allies through training, programmes and/or resources?

What we're looking for:

- *Examples can include information booklets, programmes or training.*
- *Training, programmes and/or resources that focus specifically on being an ally to bi people and include specific actions employees can take.*
- *More than a one-off internal communication or event (as awarded for in sections 2 and 3).*

- Yes
- No

Describe the training, programmes and/or resources (max. 500 words).

Upload any written content, such as training slides or resources.

4.5 Does the organisation support all cis employees (including lesbian, gay and bi employees) to become trans allies through training, programmes and/or resources?

What we're looking for:

- *Examples can include information booklets, programmes or training.*
- *Training, programmes and/or resources that focus specifically on being an ally to trans people and include specific actions employees can take.*
- *Specific content on being an ally to non-binary people.*
- *More than a one-off internal communication or event (as awarded for in sections 2 and 3).*

Yes
No

Describe the training, programmes and/or resources (max. 500 words).

Upload any written content, such as training slides or resources.

4.6 Does the organisation support all employees (including LGBTQ+ employees) to become allies to other marginalised LGBTQ+ communities through training, programmes and/or resources?

What we're looking for:

- *Training, programmes and/or resources that focus on identities other than bi or trans identities. For example, the support could focus on becoming an ally to groups experience multiple marginalisation, such as LGBTQ+ people of faith.*
- *More than a one-off internal communication or event (as awarded for in sections 2 and 3).*
- *Specific actions employees can take.*

Yes
No

Describe the training, programmes and/or resources (max. 500 words).

Upload any written content, such as training slides or resources.

4.7 Does the organisation have measures in place to ensure that your work to empower individuals reaches employees in all locations?

What we're looking for:

- *Consistent work to ensure activity can reach all employees.*
- *This might include:*
 - *Ensuring you share the stories of LGBTQ+ people from all the regions or UK nations you operate in.*
 - *Ensuring your allies programmes and resources are available in all your locations and/or digitally.*
- *Consideration of dispersed workforces (for example those in retail stores or without regular access to IT), employees who work from home, employees in urban/rural settings, and employees across all UK nations that you operate in.*
- *If you only have one location or building, consideration of the needs of employees who work remotely or away from desks.*
- *At least two examples of measures you have in place.*

Yes
No

Describe at least two measures in place and how they are formalised (max. 500 words).

The following question is for information gathering purposes only and is not scored.

In the past year, has the organisation shared the workplace experiences of LGBTQ+ people with the following identities?

What we're looking for:

- *This question follows the same format as 4.2 but is unscored.*

Ace or aro spectrum people

Submit evidence of sharing these experiences in the last year.

Provide the date on which this was shared internally.

Section 5: Leadership

This section examines how the organisation engages senior leaders and line managers in their responsibility to set an LGBTQ-inclusive culture. The questions scrutinise how the organisation empowers senior leaders, the individual actions senior leaders take, and how all line managers are encouraged to recognise LGBTQ+ inclusion as key to their role.

5.1 In the past year, how has the organisation supported board and senior management employees to understand the issues that affect LGBTQ+ people? Tick all that apply.

What we're looking for:

- *Support that's consistently provided, not on an ad hoc basis.*
- *Options that are available to multiple senior leaders, not just one senior champion.*
- *A – this is a formal process whereby senior employees are mentored on LGBTQ+ issues by more junior LGBTQ+ employees.*
- *Conferences and seminars can be physical or digital.*

- A. Reverse mentoring opportunities
- B. Mentoring or coaching opportunities with other senior leaders
- C. LGBTQ-specific conferences and seminars
- D. Bi-specific conferences and seminars
- E. Non-binary specific conferences and seminars
- F. Trans-specific conferences and seminars
- G. None of the above

Describe each option selected (max. 200 words per option)

5.2 In the past year, which of the following activities have members of the board and/or senior management engaged in? Tick all that apply.

What we're looking for:

- *Activities that are carried out by a range of leaders.*

- *D – this can include organisational LGBTQ+ inclusion strategies and LGBTQ+ staff network strategies*
 - *E – this will only be awarded if you received points for questions 6.4, 6.5 or 6.6.*
 - *F – periodic, rather than ad hoc, meetings.*
 - *G and H – description of how the speech had specific messages of bi, non-binary and trans equality.*
 - *G and H – events can be physical or digital.*
 - *H – this can be a sector-facing or community-facing event.*
- A. Communicated a strong message on LGBTQ+ equality
 - B. Communicated a strong message on bi equality
 - C. Communicated a strong message on trans equality, explicitly including non-binary equality
 - D. Reviewed and/or approved an LGBTQ+ inclusion strategy
 - E. Reviewed top line LGBTQ+ monitoring reports and actions
 - F. Met periodically with the LGBTQ+ employee network group
 - G. Spoken at an internal LGBTQ+ event
 - H. Spoken at an external LGBTQ+ event
 - I. Attended an external LGBTQ+ event, for example Pride
 - J. None of the above

Describe each option selected (max. 200 words per option). Please include specific dates or time periods.

Please list the names and job titles of the individuals named above. Please ensure you have strict permission from them for their name to appear in this submission.

Please upload screenshots of communications, if applicable.

5.3 Does the organisation have measures in place to ensure that senior leader activity reaches employees in all locations?

What we're looking for:

- *Consistent work to ensure activity can reach all employees.*
- *This might include:*
 - *Ensuring activities are carried out by senior leaders in all regions or UK nations that you operate in.*
 - *Ensuring that speeches at internal LGBTQ+ events are recorded and distributed digitally.*
 - *Ensuring that senior leader messages are written as well as verbal.*
- *Consideration of dispersed workforces (for example those in retail stores or without regular access to IT), employees who work from home, and employees across all UK nations that you operate in.*
- *If you only have one location or building, consideration of the needs of employees who work remotely or away from desks.*
- *At least two examples of measures you have in place.*

Yes
No

Describe at least two measures in place and how they are formalised (max. 500 words).

5.4 Does the organisation require all senior leaders and line managers to meet an inclusion-based competency on recruitment?

What we're looking for:

- *A standard competency in all job descriptions and/or a mandatory question in all interviews.*
- *This does not need to just be one standard question – you could provide a range of competencies and/or interview questions for the recruiting team to choose from.*
- *Inclusion of internal promotions as well as external appointments.*
- *This does not need to be LGBTQ+ specific.*

- A. Yes, all senior leaders and line managers
- B. Yes, all senior leaders
- C. No

Copy and paste the standard competency or interview question wording.

Describe how inclusion-based competencies are implemented across all roles (max. 200 words).

5.5 Does the organisation require all senior leaders and line managers to have an inclusion-based objective?

What we're looking for:

- *A standard practice across all performance appraisal structures and documents.*
- *A range of objectives senior leaders and line managers might consider based on their roles. This could include template wording.*
- *This does not need to be LGBTQ+ specific.*

- A. Yes, all senior leaders and line managers
- B. Yes, all senior leaders
- C. No

Describe how inclusion-based objectives are implemented across all roles (max. 500 words).

Section 6: Monitoring

This section examines how the organisation uses monitoring to understand the representation and experiences of its LGBTQ+ employees. The questions scrutinise data collection methods, analysis and outcomes.

Please ensure that no personally identifiable information is contained in your answers or evidence, e.g. names, job titles (where a single person or small number of people share the same job title), and job grades (where a single person or small number of people share the same grade).

6.1 Does the organisation gather data on employee sexual orientation through diversity monitoring forms and/or systems?

What we're looking for:

- *Question wording that is in line with latest good practice. Please contact us if you are unsure of this.*
- *The same good practice question wording across all diversity monitoring forms and systems. Please state in your description if different question wording is used elsewhere.*

Yes

No

Copy and paste the question you ask and the options employees can select (max. 500 words).

If yes, what proportion of employees have answered this question on your HR system?

What we're looking for:

- *Data from an HR system, not an anonymous staff survey.*
- *Proportions that do not include those who prefer not to say.*

90-100%

80-89%

70-79%

60-69%

50-59%

Under 50%

Upload an analysis report demonstrating the declaration rate. Note that this must not contain individual responses or personally identifiable data.

Provide a brief description of the report you have uploaded (max. 200 words).

6.2 Does the organisation gather data on employee gender, inclusive of non-binary identities, through diversity monitoring forms and/or systems?

What we're looking for:

- *Question wording that is in line with latest good practice. Please contact us if you are unsure of this.*
- *The same good practice question wording across all diversity monitoring forms and systems. Please state in your description if different question wording is used elsewhere.*

Yes

No

Copy and paste the question you ask and the options employees can select (max. 500 words).

If yes, what proportion of employees have answered this question on your HR system?

What we're looking for:

- *Data from an HR system, not an anonymous staff survey.*
- *Proportions that do not include those who prefer not to say.*

90-100%

80-89%

70-79%

60-69%

50-59%

Under 50%

Upload an analysis report demonstrating the declaration rate. Note that this must not contain individual responses or personally identifiable data.

Provide a brief description of the report you have uploaded (max. 200 words).

6.3 Does the organisation gather data on employee trans status through diversity monitoring forms and/or systems?

What we're looking for:

- *Question wording that is in line with latest good practice. Please contact us if you are unsure of this.*
- *The same good practice question wording across all diversity monitoring forms and systems. Please state in your description if different question wording is used elsewhere.*

Yes

No

Copy and paste the question you ask and the options employees can select (max. 500 words).

If yes, what proportion of employees have answered this question on your HR system?

What we're looking for:

- *Data from an HR system, not an anonymous staff survey.*
- *Proportions that do not include those who prefer not to say.*

90-100%

80-89%

70-79%

60-69%

50-59%
Under 50%

Upload an analysis report demonstrating the declaration rate. Note that this must not contain individual responses.

Provide a brief description of the report you have uploaded (max. 200 words).

6.4 Does the organisation monitor and analyse success rates from application to appointment across the following characteristics? Tick all that apply.

What we're looking for:

- *Analysis of external appointments to the organisation.*
- *Comparisons of applicant diversity forms to new starter diversity forms.*
- *Analysis that has taken place in the past two years.*
- *A – note that you will only be eligible for marks if you have been awarded marks in 6.1.*
- *B – note that you will only be eligible for marks if you have been awarded marks in 6.2.*
- *C – note that you will only be eligible for marks if you have been awarded marks in 6.3.*

- A. Sexual orientation
- B. Gender
- C. Trans status
- D. None of the above

A – upload the most recent report showing analysis by sexual orientation.

B – upload the most recent report showing analysis by gender.

C – upload the most recent report showing analysis by trans status.

Note that these must not contain individual responses or personally identifiable data.

Describe who the analysis was seen by and what action was taken (max. 500 words).

6.5 Does the organisation monitor and analyse the number of employees at different pay grades across the following characteristics? Tick all that apply.

What we're looking for:

- *Analysis looking at pay grades, pay rates and/or seniority levels.*
- *Data collected through your HR system, rather than an anonymous staff survey.*
- *Analysis that has taken place in the past two years.*
- *A – note that you will only be eligible for marks if you have been awarded marks in 6.1.*
- *B – note that you will only be eligible for marks if you have been awarded marks in 6.2.*
- *C – note that you will only be eligible for marks if you have been awarded marks in 6.3.*

- A. Sexual orientation
- B. Gender
- C. Trans status
- D. None of the above

- A – upload the most recent report showing analysis by sexual orientation.
- B – upload the most recent report showing analysis by gender.
- C – upload the most recent report showing analysis by trans status.

Note that these must not contain individual responses or personally identifiable data.

Describe who the analysis was seen by and what action was taken (max. 500 words).

6.6 When running staff satisfaction surveys, does the organisation break down and analyse the satisfaction of employees by the following characteristics? Tick all that apply.

What we're looking for:

- *Diversity data collected on a staff satisfaction survey.*
- *Data collection and analysis that have taken place in the past two years.*
- *A – note that you will only be eligible for marks if you have been awarded marks in 6.1.*
- *B – note that you will only be eligible for marks if you have been awarded marks in 6.2.*
- *C – note that you will only be eligible for marks if you have been awarded marks in 6.3.*

- A. Sexual orientation
- B. Gender
- C. Trans status
- D. None of the above

- A – upload the most recent report showing analysis by sexual orientation.
- B – upload the most recent report showing analysis by gender.
- C – upload the most recent report showing analysis by trans status.

Note that these must not contain individual responses or personally identifiable data.

Describe who the analysis was seen by and what action was taken (max. 500 words).

6.7 Which of the following activities has the organisation carried out in the last year to improve confidence in LGBTQ+ monitoring and boost declaration rates? Tick all that apply.

What we're looking for:

- *A, B and C – communications that are available to all employees, not just your LGBTQ+ employee network group.*
- *D and E – definitions that are included within the questions themselves, with a link to a glossary, or within communications promoting the monitoring exercise.*
- *Evidence could include screenshots of the relevant communications or monitoring questions.*

- A. Communicated why LGBTQ+ monitoring matters
- B. Provided information about confidentiality and data security
- C. Communicated how previous monitoring exercises have led to improvements
- D. Provided a definition of 'bi' that is explicitly inclusive of pan and queer identities
- E. Provided a definition of 'trans' that is explicitly inclusive of non-binary identities

F. None of the above

Upload evidence for each option.

Provide a brief description of the communication and how it was shared with employees (max. 200 words). Please include specific dates or time periods.

The following question is for information gathering purposes only and is not scored. It will only be asked if your organisation provides apprenticeships.

6.8 For apprenticeships, does the organisation monitor and analyse success rates from application to appointment across the following characteristics? Tick all that apply.

What we're looking for:

- *Comparison of applicant diversity forms to new starter diversity forms.*
- *Analysis that has taken place in the past two years.*

- A. Sexual Orientation
- B. Gender
- C. Trans status
- D. None of the above

A – upload the most recent report showing analysis by sexual orientation.

B – upload the most recent report showing analysis by gender.

C – upload the most recent report showing analysis by trans status.

Note that these must not contain individual data.

Describe who the analysis was seen by and what action was taken (max. 500 words).

Section 7: Supply chains

This section examines how the organisation affects change in its supply chain. The questions scrutinise the steps taken to ensure suppliers are LGBTQ-inclusive, from tendering new suppliers to monitoring current contracts.

7.1 Before awarding a contract, does the organisation scrutinise the following in the tender process? Tick all that apply.

What we're looking for:

- *An explanation of how contracts are prioritised systematically, if scrutiny is limited to more major contracts.*
- *Description of how the procurement team is trained to scrutinise each of these areas.*

- A. Whether the potential supplier has a policy that explicitly bans discrimination, bullying and harassment based on sexual orientation and gender identity

- B. Whether the potential supplier monitors incidents of bullying and harassment based on sexual orientation and gender identity
- C. Whether the supplier has a transitioning at work policy
- D. Whether the potential supplier has a diversity and inclusion strategy
- E. None of the above

Describe the selected options below (max. 500 words per option).

Describe how teams with procurement responsibilities are trained on these requirements (max. 200 words).

7.2 When a potential supplier does not meet LGBTQ+ inclusion scrutiny, how does the organisation respond? Select one option.

What we're looking for:

- *An explanation of how contracts are prioritised systematically, if scrutiny is limited to more major contracts. Options A and B are worth an equal number of points.*
- *A and B – clear and consistent criteria for when either of these steps will be taken.*

- A. By not awarding the contract
- B. By requiring improvements as a condition of contract
- C. None of the above

Describe how this decision is reached (max. 500 words).

Option B only: describe how the requirement is enforced (max. 500 words).

7.3 Once a contract is awarded, how does the organisation hold the supplier to account? Tick all that apply.

What we're looking for:

- *An explanation of how contracts are prioritised systematically, if scrutiny is limited to more major contracts. A – inclusion of LGBTQ-related issues, or a specific focus on them.*
- *B – monitoring of internal or external feedback, depending on the nature of the supplier. For example, if they employ your frontline staff, involving monitoring service user feedback and complaints.*

- A. Include a broad diversity and inclusion slot in contract monitoring meetings, inclusive of LGBTQ+ issues
- B. Monitor and analyse LGBTQ-related feedback on supplier
- C. None of the above

Describe the selected options below (max. 500 words per option).

7.4 In the past year, how has the organisation engaged or collaborated with its suppliers? Tick all that apply.

What we're looking for:

- *A –developing and running training together, or sharing your existing training with the supplier.*
- *B – for major contracts, this could include inviting procured staff to join your LGBTQ+ employee network group.*
- *C –specific advice that you have given, for example a consultancy session with your Diversity & Inclusion team on setting up an LGBTQ+ employee network group. This could also include period roundtables with your major suppliers on specific topics.*

- A. Held joint LGBTQ+ diversity and inclusion training
- B. Invited suppliers' employees to take part in LGBTQ+ employee network group events
- C. Advised on LGBTQ+ inclusion initiatives
- D. None of the above

Describe the selected options below (max. 500 words per option). Please include specific dates or time periods.

Section 8: External Engagement and Service Delivery

This section comprises of three parts. Part 1 (Community Engagement) examines the outreach activity of the organisation and how it supports wider LGBTQ+ communities. Part 2 (Sector Engagement) examines how the organisation promotes LGBTQ+ equality to other organisations in its sector. Part 3 (Service Delivery) examines how the organisation ensures it meets the needs of its service users or customers.

Please choose the option that describes your organisation:

Option 1: Organisation with individual service users, customers, members, or audience members.

You will complete all questions from 8.1 to 8.12.

Option 2: Organisation without individual service users, customers, members or audience members.

You will only complete questions 8.1 to 8.4. Note that scores available will be weighted to be equal to option 1.

Part 1: Community Engagement

8.1 In the past year, has the organisation supported LGBTQ+ community groups in the following ways? Tick all that apply.

What we're looking for:

- *Support for external LGBTQ+ community groups. This could include LGBTQ+ Pride organisations, LGBTQ+ equality charities, LGBTQ+ youth groups or grassroots LGBTQ+ networks.*
- *Evidence of the role of your organisation. Your support can be in collaboration with other employers in your sector or region.*

- Your support can be led by any part of your organisation, including your LGBTQ+ employee network group.
- Your support can be directly financial (e.g. event sponsorship) or in-kind (e.g. your digital team developing a group's website)
- For B, C and D, you can evidence supporting a specific initiative within a wider LGBTQ+ group (for example, for B, funding a bi-specific strand of an LGBTQ+ Pride event).
- D –a group or initiative engaging with LGBTQ+ communities that experience multiple forms of marginalisation, for example LGBTQ+ people of colour, LGBTQ+ disabled people or older LGBTQ+ people.
- More marks are awarded for higher grades of work. You will be given marks for the highest awarded grade for each sub-question (A, B, C, D), but you should provide evidence for all applicable grades. You do not need to complete work at lower grades in order to be eligible for marks for higher grades (e.g. you can be awarded at Grade 3 without being awarded for Grade 1).
- Grade 1: One-off financial/in-kind support, e.g. Providing space for a group's event
- Grade 2: Support for one year or support of one kind for more than a year, e.g. Funding a local Pride's series of events throughout one year, or developing a group's website for multiple years
- Grade 3: Partnership of a year or more with multiple forms of support, supporting a group's long-term sustainability, e.g. Supporting a group's programme of activity for three years, including sponsorship, skill sharing and providing event space
-

	None	Grade 1	Grade 2	Grade 3
A. LGBTQ+ group or initiative		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
B. Bi-specific group or initiative		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
C. Trans-specific group or initiative		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
D. Intersectional group or initiative		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Describe each option selected (max. 500 words per option). Please include specific dates or time periods.

8.2 In the past year, has the organisation utilised its social media accounts and online presence to demonstrate support of the following? Tick all that apply.

What we're looking for:

- *How you demonstrate to the largest possible audience that your organisation is committed to LGBTQ+ equality.*
- *Use of your social media accounts with the widest reach.*
- *This can be the LGBTQ+ employee network group being re-posted by an account with bigger reach.*

- A. LGBTQ+ equality
- B. Bi equality
- C. Non-binary equality
- D. Trans equality
- E. None of the above

For each selected option: upload screenshots of social media activity.

For each selected option: provide the date of this activity.

8.3 In the past year, has the organisation supported LGBTQ+ equality campaigns?

What we're looking for:

- *An external equality campaign and support from your organisation that reaches beyond social media and internal awareness-raising activities.*
- *Examples might include promoting an anti-HBT (homophobic, biphobic and transphobic) bullying campaign or taking part in the Rainbow Laces campaign.*

Yes

No

Describe how the organisation has support LGBTQ+ equality campaigns (max. 500 words). Please include specific dates or time periods.

Part 2: Sector Engagement

8.4 In the past year, has the organisation promoted LGBTQ+ equality in its sector?

What we're looking for:

- *Co-organising sector network activity, and/or other Diversity and Inclusion initiatives and events within your sector.*

Yes

No

Describe how the organisation has promoted LGBTQ+ equality in its sector (max. 500 words). Please include specific dates or time periods.

Part 3: Service Delivery

8.5 In the past year, has the organisation examined service user or customer journeys to ensure there are no barriers to LGBTQ+ people accessing products or services?

What we're looking for:

- *A formal mapping process of the touch points between the service user/customer and the service/product.*
- *Examination of a different service user or customer journey to previous submissions within this or the last cycle, for example examining a different area of the business.*

Yes

No

Describe the process by which you examined the customer journey (max. 500 words). Please include specific dates or time periods.

Describe the outcome and impact (max. 500 words). Please include specific dates or time periods.

8.6 Does the organisation collect LGBTQ+ monitoring information on service users or customers for the following analysis? Tick all that apply.

What we're looking for:

- *Demonstration of how you collect the data and how it is analysed.*
- *A breakdown of the experiences of service users and customers by sexual orientation, gender and trans status.*

A. Assessing whether LGBTQ+ people are accessing your services

B. Assessing the satisfaction of your LGBTQ+ service users in comparison to other groups

C. None of the above

Copy and paste the questions you ask and the options service users/customers can select (max. 500 words).

Describe the process of collecting and analysing the data (max. 500 words).

Upload an analysis report from last three years.

8.7 Does the organisation systematically monitor LGBTQ-related complaints made by service users or customers?

What we're looking for:

- *Demonstration of how the complaints process is communicated, how you collect the data and how it is analysed.*

Yes

No

Describe the process (max. 500 words).

Upload an analysis report from the last year.

8.8 Does the organisation enable non-binary service users or customers to have their identities recognised on all systems?

What we're looking for:

- *This might include providing gender options other than male and female and providing gender-neutral title options, such as Mx.*
- *You will only receive a mark for gender-neutral title options if you collect no other gender marker data.*

Yes

No

Describe how non-binary identities are recognised on systems (max. 500 words).

8.9 Has the organisation consulted with LGBTQ+ service users or customers in the past year to tailor services or products to their needs?

What we're looking for:

- *Involvement of lesbian, gay, bi and trans (including non-binary) service users or customers.*

Yes

No

Describe the consultation process (max. 500 words). Please include specific dates or time periods.

Describe the outcome and how services were tailored to the needs of LGBTQ+ people (max. 500 words). Please include specific dates or time periods.

8.10 What percentage of frontline employees have been trained on the needs of LGBTQ+ service users or customers? Select the completion rate for the training.

What we're looking for:

- *Training that reaches as many frontline employees as possible and is specific to the services they are providing.*
- *Content that includes the steps frontline employees can take to eliminate discrimination and ensure LGBTQ+ service user and customer needs are met.*
- *Content that explicitly covers lesbian, gay, bi and trans (including non-binary) identities.*
- *Examples of content you could upload are case studies, e-learning screenshots or PowerPoint presentations.*

A. 76 - 100 percent

B. 51 - 75 percent

- C. 26 - 50 percent
- D. 1 - 25 percent
- E. No training completed

Describe how you estimate completion rates (max. 500 words).

Describe the format of the training and the content you have uploaded (max. 500 words).

Upload training content.

8.11 Does the organisation have a public-facing policy that bans biphobic, homophobic and transphobic discrimination in its services?

What we're looking for:

- *A policy that clearly states that you will not tolerate discrimination, bullying or harassment on the grounds of sexual orientation or gender identity and/or trans identity. These may be listed along with other protected characteristics.*
- *A policy that covers incidents towards service users from employees, towards employees from service users, and between service users.*
- *Clear information about how to report an incident and how complaints are handled.*
- *The policy does not need to be published as a formal document and could, for example, be displayed on your website.*

Yes

No

Upload the policy or relevant screenshots.

Describe where this policy is published and how it is made available to service users (max. 500 words).

8.12 In the past year, has the organisation communicated or promoted its services or products as being explicitly LGBTQ-inclusive?

What we're looking for:

- *Digital or physical communication.*

Yes

No

Describe the reach of the communication (max. 500 words). Please include specific dates or time periods.

Upload an example communication.

Stonewall

**DIVERSITY
CHAMPIONS
PROGRAMME
BROCHURE**

About Stonewall

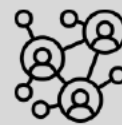
At Stonewall, we imagine a world where all lesbian, gay, bi, trans, queer, questioning, and ace (LGBTQ+) people everywhere are free to be themselves. We believe we're stronger united, so we partner with organisations that help us create real, positive change. We've extended our reach across the world so that LGBTQ+ communities can continue to flourish and individuals can reach their full potential.

Why Become A Diversity Champion?



Unlock the potential of your staff

Our programme gives you the tools you need to create a workplace where LGBTQ+ staff can be themselves, driving performance, engagement and innovation.



Build your professional network

Join the UK's largest community of professionals dedicated to equality, diversity and inclusion. Collaborate, learn and share cutting edge best practice and initiatives.



Attract and retain the best talent

Partnering with Stonewall helps to showcase your values to staff and jobseekers, letting them know you are committed to inclusion and recruiting diverse talent.



Live your values, wherever you are in the world

We've got global organisations covered with tailored resources and expertise. We'll ensure your values are embedded across offices worldwide.

About The Programme

We know that people perform better when they can be themselves. That's why we created our Diversity Champions programme. We now work with over 900 organisations across the UK and globally, all of whom share our core belief in the power of a workplace that is truly equal. Together, we've become Britain's leading employers' programme for ensuring all LGBTQ+ staff are welcomed and respected in the workplace, no matter where they work.

What You Receive

Expertise and resources

- Your dedicated account manager will guide you through our library of research and best practice guides.
- We'll review your policies and support you when implementing initiatives such as LGBTQ+ staff networks.
- Your account manager will act as a critical friend, offering you in person, email, and telephone support throughout your membership; answering any queries you might have and helping you get the most out of your membership.

Visibility and branding

- You'll be able to use our logo and branding.
- You'll be able to raise your profile as an LGBTQ+ employer of choice in our careers guide and on our job site.
- When you're ready, you'll have the opportunity to be profiled in our best practice guides and speak at our events.

Networking and events

- You'll gain access to our vibrant network of more than 900 organisations.
- You'll have the chance to meet peers from your sector and region.
- You'll receive discounted rates on conferences and be able to attend our free seminars, hosted across the UK.

Benchmarking and assessment

- Stonewall's Workplace Equality Index is the definitive benchmarking tool used by employers to measure their progress on LGBTQ+ inclusion.
- Diversity Champions can participate and will receive in-depth, tailored feedback on their submission, as well as comparative information on their sector and region.
- Top-performing organisations will be celebrated as our Top 100 Employers, a list published in national media.

Global Diversity Champions

We have built a strong and persuasive model to advance the rights of LGBTQ+ people globally by working with a wide range of key actors who share our vision to achieve change. Holistic approaches are needed to empower LGBTQ+ people – ones that integrate Stonewall’s work with global employers and our international work with civil society. Our networks with these groups now represent a powerful voice and capacity to create change beyond the UK.

With a membership of over 200 global employers and years of experience, the Global Diversity Champions programme is Stonewall’s best-practice forum for multinational employers committed to global LGBTQ+ equality.

The programme empowers you to take a strategic and structured approach to LGBTQ+ equality initiatives globally, allowing you to create equal and inclusive workplaces and contribute to wider social change. It provides expertise and a network to keep you informed of changes in the situation for LGBTQ+ people globally and the implications this has for your staff and operations around the world.

Expertise and resources

- Global resources and policy advice to cater to traveling colleagues and support grassroots civil society organisations.
- We’ll guide you through our detailed country briefings, giving you in-depth information on the LGBTQ+ legal and cultural situation in hotspot countries.
- Get access to our quarterly Global e-Bulletin with news, updates, events and opportunities to participate.

Benchmarking and assessment

- Assess your global and in-country approach to LGBTQ+ equality with Stonewall’s benchmarking tool, the Global Workplace Equality Index. It allows you to track your performance against other global employers.
- Receive support to develop your strategy for improvement through guidance in the submission process, a feedback meeting and report, and a bespoke action plan, with the view of becoming a Stonewall Top Global Employer.

Visibility and branding

- Demonstrate your commitment to LGBTQ+ equality by using the Global Diversity Champions logo in your internal and external branding, including job posts, emails and newsletters.
- Highlight your position as a global leader by profiling your best practice in guides, research and at our events.

Networking and events

- Keep up to date with innovations and learn from top employers with access to six interactive webinars per year, as well as our library of past webinars.
- Be part of a network of over 200 global employers and connect with others to share ideas, approaches and best practice.
- Enhance your in-country expertise by connecting with our network of over 100 local NGOs throughout the world.
- Further your expertise and networking opportunities through discounted rates to our CPD-accredited Workplace Conferences.

Global Founding Partners

The Global Founding Partners are a coalition of leading organisations who work with Stonewall to champion LGBTQ+ equality globally and shape Stonewall's global workplace programmes. Their wealth of knowledge and experience benefits programme members through insights, resources and intelligence, and working in partnership to develop solutions.



"It gives us an opportunity for an impartial review of our progress - to see how far we have come and how much further we need to go. It also helps Barclays to understand the great work that is happening across organisations and industries, providing an opportunity to continue to learn and grow."

Mark McLane, Global Head of Diversity and Inclusion, Barclays

"Maximising our relationship with Stonewall and receiving information, advice and guidance on best practice aids BP tremendously in our efforts to continue to drive an open and inclusive workplace for all LGBT staff."

Alan Haywood, CEO Integrated Supply and Trading, BP

Stonewall

“Being able to display the Stonewall logo helps send out a very positive message of support for LGBT issues both to staff and clients.”

Nick Mott
Partner At Dentons

“We want to create a place where talented people from all backgrounds want to be...Stonewall helps us to do this.”

Anne Poulson,
Chief Operating Officer,
University of Greenwich

“Partnering with Stonewall has enabled us to benchmark our successes, learn from other leaders and inspire other organisations. Through this partnership, we have extraordinary opportunities to introspect, to lead and to drive change.”

Sander van’t Noordende,
Group Chief Executive – Products,
Accenture

DIVERSITY CHAMPIONS PROGRAMME FEATURES

The Diversity Champions programme works with organisations to create knowledge and awareness of LGBTQ+ inclusion with work done internally, externally and in their communities. Working to create a safe space that is inclusive of all identities encourages employees to bring their full selves and full skills, capabilities, and creativity to work. Through the programme, we provide guidance on the most inclusive practices to support with embedding LGBTQ+ inclusion throughout your workplaces.

Expertise and Resources

- **Client Account Manager** — a dedicated inclusion advisor shares advice on LGBTQ+ inclusion practice and facilitates your strategic planning work. They will guide you through our library of resources, advise on embedding inclusion at every stage of the employee lifecycle, and will keep you informed about ways you can support Stonewall's wider initiatives in support of LGBTQ+ communities.
- **Policy reviews** — in each year of your membership, our team will review up to 7 of your key workplace policies and make recommendations to improve the LGBTQ+ inclusivity of the language and content.
- **Network group support** — we provide advice on setting up an effective and diverse LGBTQ+ network group and tips on promoting inclusivity, engagement, and empowerment within the network.
- **Library of resources** — exclusive access to Stonewall's research, inclusive practice guides, toolkits, webinars, and blogs.
- **Monthly newsletter and events calendar** — containing our latest tips and ideas on inclusive practices, upcoming events, and opportunities to get involved in Stonewall campaigns.

Benchmarking and Assessment

The [Workplace Equality Index](#) is our annual definitive benchmarking tool to assess your organisation's work on LGBTQ+ inclusion.

As a Diversity Champion, you will receive:

- **Guidance and support** through the submission process.
- **2-hour feedback meeting** to identify your strengths, to explore areas for development, and to help you build an action plan.
- **A tailored feedback report** breaking down your scores and providing comparisons to other organisations in your region and sector.
- **Employee survey analysis** to give you a temperature check of your employees' attitudes and perceptions on inclusion at your organisation.

Recruitment and Visibility

Throughout membership, we can provide guidance on inclusive recruitment to support you with attracting diverse talent for all levels of the organisation.

You will also have access to:

- **Diversity Champions logos** to use in your internal and external company communications.
- **5 free job listings** for your organisation on the [Proud Employers](#) website, a jobs board for LGBTQ+ candidates where only our Diversity Champions can advertise.
- We celebrate the best performing employers in our Workplace Equality Index through our [Top 100 Employers list](#) and new Gold, Silver and Bronze Employer awards.

Networking and Events

- **Seminars and webinars** — free for all Diversity Champion members to support with your understanding of, and approach to, the Workplace Equality Index.
- **Networking opportunities** — be part of a network of over 900 employers and get in touch with others in your sector or region to share ideas. Introductions can be facilitated remotely.
- **Discounted rates** to our CIPD accredited [conferences](#), [digital workshops](#) and Role Model, Allies and Leadership [programmes](#).

Global Support

The Global Diversity Champions programme empowers you to take a strategic and structured approach to LGBTQ+ equality initiatives globally, allowing you to create equal and inclusive workplaces and contribute to wider social change. In more than half the world, LGBTQ+ people may not be protected by workplace law. LGBTQ+ people still face discrimination in every country, with sexual acts between people of the same sex being criminalised in more than 65 countries. This poses serious legal, ethical and practical challenges to global employers, which our Global Index enables organisations to navigate, supporting with their progress towards LGBTQ+ equality, no matter where in the world they operate.

Expertise and Resources

- **Account Manager and Global team** — working alongside our global team, your Account Manager can support with reviewing your overarching global policies and advise on global mobility support for LGBTQ+ staff. Global Diversity Champions are entitled to 9 policy reviews per year as a maximum.
- **Global resources** — access to our library of global resources, including recorded webinars and our global workplace briefings.
- **Global newsletter and events calendar** — containing global resources on good practice, upcoming events, and opportunities to get involved in global campaigns and initiatives.

Benchmarking and Assessment

The scope of the [Global Workplace Equality Index](#) gives you a chance to assess your progress on LGBTQ+ inclusion in your workplaces around the world. You can also compare your performance with other global organisations. A global DC membership entitles you to:

- **Guidance and support** through the submission process.
- **2-hour feedback meeting** to identify your strengths, to explore areas for development, and to help you build an action plan.
- A tailored feedback report breaking down your scores and providing comparisons to other organisations in your region and sector.

Recruitment and Visibility

- Access to our **Proud Employers** jobs board and **Global Diversity Champions logos**.
- We celebrate the best performing employers in our Global Workplace Equality Index through our [Top Global Employers list](#) and new Gold, Silver and Bronze Employer awards.

Networking and Events

- **Global seminars and webinars** — free for all employees of Global Diversity Champion member organisations. The sessions cover a range of topics to share ideas and keep you up to date with innovation in diversity practice.
- **Networking opportunities** — we can facilitate introductions to organisations within our network of over 200 global champions.
- **Civil society organisations** — where appropriate, our global team can connect you with civil society organisations across the globe to gain insight on ways to engage with and support their local campaigns, and to obtain region-specific guidance on LGBTQ+ inclusion.
- **Discounted rates** for our workplace conferences, workshops, and programmes, which can be accessed and streamed globally.

From: [REDACTED] ([Velindre - Workforce and OD](#))
To: [REDACTED]
Subject: Query
Date: 24 February 2023 16:06:00
Attachments: [image001.jpg](#)

To whom it may concern,

I am emailing as the Diversity, Equality and Inclusivity Manager at Velindre University NHS Trust. I am currently looking at charities that would help give us the right information and support as a professional body regarding LGBTQIA+ issues and engagement. I understand that you are currently working on ways to get support as a professional body, is there a timeline on when this support would be available?

Cofion/Regards

[REDACTED]

(Fy rhagenwau ydy 'Hi' a 'Hithau' My pronouns are 'She' and 'Her').

Rheolwr Datblygu Sefydliadol – Cydraddoldeb, Amrywiaeth & Chynhwysiant

[REDACTED]

Ymddiriedolaeth GIG Prifysgol Felindre
2 Charnwood Court
Parc Nantgarw
Caerdydd
CF15 7QZ

Velindre University NHS Trust
2 Charnwood Court
Parc Nantgarw
Cardiff
CF15 7QZ

Mae Ymddiriedolaeth GIG Prifysgol Felindre yn hapus i dderbyn gohebiaeth yn y Gymraeg neu'r Saesneg. A fydddech cystal â gwneud eich anghenion iaith yn glir i ni ar ôl derbyn yr e-bost hwn a gallwn gynllunio ein Cyfathrebu yn unol â hynny. Os na fyddwch yn darparu eich dewis iaith, byddwn yn cymryd yn ganiataol mai Saesneg yw eich dewis iaith. Diolch

Velindre University NHS Trust is happy to receive communication in Welsh or English. Please make your language preference clear to us upon receipt of this email and we can plan our communication accordingly. If you do not provide your language preference, we will assume that your language preference is English. Thank you.



From: [Pride in Veterans Standard - Fighting with Pride](#)
To: [REDACTED] [Velindre - Chief Executive's Office](#); [REDACTED] [\(Velindre - Workforce and OD\)](#)
Subject: Welcome to Pride in Veterans Standard
Date: 23 June 2023 11:13:06
Attachments: [image001.jpg](#)
[image002.jpg](#)
[image003.jpg](#)
[Velindre University NHS Trust - PiVS Organisation CERTIFICATEv3.pdf](#)
[Sign-up form-Part 2.docx](#)
[2022-07-PiVS-logo-navy-\(smaller boarder\).jpg](#)
[2022-07-PiVS-logo \(smaller boarder\).jpg](#)
[2022-07-PiVS-logo-navy.png](#)
[2022-07-PiVS-logo.png](#)
[2022-07-PiVS logo.pdf](#)

WARNING: This email originated from outside of NHS Wales. Do not open links or attachments unless you know the content is safe.

[REDACTED]
Thank you so much for joining [Pride in Veterans Standard \(PiVS\)](#), and we look forward to working with you in the coming months as you support LGBT+ Veterans, serving personnel and their families.

Your PiVS period is from 22/06/23 to 22/06/24, you will need to renew after that period, which will include updating FWP on what you do to support LGBT+ Veterans.

You will find attached the PiVS logo, which we hope you will be able to incorporate on your website and in posters, publications etc. A great practical way to demonstrate your commitment. We will also send out regular PiVS organisation newsletters, and your first and second contact points (as indicated in your registration form) have been added to that mailing list. We will also update you on PiVS organisation events and activities using this channel. Please let me know if you have other key staff, you would like added to this mailing list.

You will also find a member's area via the PiVS website, this gives you access to resources and support, which we plan to update regularly. Please let us know if you have any suggestions for resources, and we will try to develop them for the member's area.

[REDACTED]
[REDACTED]
[REDACTED]
Can we please ask that you change your password when you first sign on? Please do email [REDACTED] if you have any log-on issues now or in the future.

Can I ask that you complete part 2 attached for us to complete your registration? This just helps FWP understand your LGBT+ journey to date (we understand organisations are at different points of that journey, so please don't worry if there are any gaps) this will help us look at how we can support your LGBT+ journey.

PiVS is new and will expand and develop in the coming months. So, we are really happy to have any feedback or suggestions on how we can make it better and more supportive to organisations.

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]



FIGHTING WITH PRIDE: The LGBT+ Military Charity
Registered Charity No. 1191863

Donate [Here](#)

Signup for our Newsletter Updates [Here](#)

Website: www.fightingwithpride.org.uk

Follow us on Twitter: [@fightingwpride](https://twitter.com/fightingwpride)

Like us on Facebook: [@fightingwithpride](https://www.facebook.com/fightingwithpride)

signature_638213023



signature_3418508705



This email and any attachments are sent in confidence and are not intended to be read by any person other than an intended recipient. The recipient is responsible for conducting the appropriate virus checks and whilst appropriate security measures are in place, we give no warranty, express or implied, that this email is free of viruses or that its transmission has been secure. If you receive this email in error, please contact us at info@fightingwithpride.org.uk and permanently delete this email. Any use, copying or dissemination of this email or any information contained in it to anyone other than an intended recipient is prohibited. Any communications sent to us may be monitored and/or stored by us to ensure compliance with relevant legislation, rules, and policies. All communications are handled in full compliance with current data protection legislation including, but not limited to, EU Regulation 2016/679 General Data Protection Regulation (“GDPR”).



PiVS Sign-up form -Part 2

Thank you so much for registering for PiVS. To finalise your sign-up can you please provide the information below? We appreciate that organisations will be at different stages of their LGBT+ inclusivity journey, so do not worry if you are not able to answer all the questions. This information will help us better understand the support FWP can offer you to progress your LGBT+ Veteran journey.

These questions also form part of your year 1 (self-assessment) and year 2 (joint assessment with FWP) renewal process.

Organisation name	
Warmly welcome LGBT+ Veterans, serving personnel and their families	
Please let us know what you do or plan to do to ensure your organisation is friendly and welcoming to veterans, serving personnel and their families. This could include: <ul style="list-style-type: none">- Everyone has been made aware of LGBT+ Veterans' experiences and the "gay ban" and its impact through awareness training or access to appropriate resources-Organisation promotes and supports LGBT events and activities-Use of Pronouns in emails/letters-LGBT-related posters-Awareness of LGBT Equality, Diversity and Inclusion-LGBT Staff network (visible information is there)-LGBT Veterans groups/networks or maybe LGBT-specific support worker-Code of Behaviour (including referring to Equality, Diversity and Inclusion that all staff, volunteers, members and users are expected to adhere to Use of PiVS logo	

Ensure all staff, volunteers and members have an awareness of the different challenges faced by LGBT+ people, in particular, those who were impacted by the Armed Forces “gay ban”

- Awareness activities around LGBT+ Veteran experiences, impacts and how others were affected by the “gay ban”
- You use research available on LGBT issues and how that affects accessing support
- Particular understanding and focus on the potential mental health impacts for LGBT Veterans

Have a clear understanding of the needs of LGBT+ Veterans, serving personnel and their families, tailoring support to meet their needs

Appreciating that one size doesn't fit all, and any support or service needs to be tailored to the particular needs of the veteran. To tailor that support you also need to understand the veteran themselves, experiences, concerns or issues those experiences bring

Recognise, that for some LGBT+ Veterans, their experiences have impacted their mental health, and tailor support to meet their needs

- This might include
- Staff mental health awareness
 - Mental Health First Aid Training
 - Awareness of mental health services specifically catering to Veterans, as well as those specifically in place to support LGBT+ veterans
 - Staff have awareness of the impact of the “gay ban” on some veterans mental health

-Support for staff themselves

Promote inclusion, dignity and respect for LGBT+ people in everything that you do

Please let us know what you do or plan to do to ensure inclusion, dignity and respect are threaded through all you do

Examples

- All policies and procedures are inclusive of the LGBT+ community, for example, referring to married couples should include specific reference to same-sex couples, or ensuring that the definition of partner or families is inclusive of different types of relationships.
- EDI policy that specifically includes LGBT+
- EDI Training for staff volunteers that specifically includes LGBT+
- Set standards of EDI for members and volunteers
- Proactive in supporting LGBT+ events such as LGBT History Month, Pride Month, and Trans Awareness Week, and being proactive in communicating this support to the whole organisation
- Support for LGBT support networks within the organisation
- Any complaints process specifically includes mention of LGBT+

Recognise the different groups within our community and understand their specific needs

Please let us know what you do or plan to do to ensure your organisation is aware of the different groups within the LGBT+ community and that you support their specific needs

Example:

- Staff have awareness and have an understanding of "intersectionality"
- Knowledge of different experiences of "L" "G" "B" "T" and "+"

- Veterans are treated as individuals and needs are tailored to the individual

Please highlight your complaints process if an LGBT+ veteran had concerns about the support or service they received.

This could be:

- a link to a complaints form or process on the website
- an email for veterans to engage directly with you
- details of a formal complaints policy/process and where to find it.

IF A VETERAN CONTACTS FWP RAISING AN ISSUE WITH THEIR EXPERIENCE WITH YOUR ORGANISATION, THIS IS THE INFORMATION WE WILL SHARE WITH SO THAT THE VETERAN CAN RAISE THEIR CONCERNS DIRECTLY WITH YOUR ORGANISATION.

STONEWALL CYMRU

WORKSHOPS

2023-24

Stonewall

Stonewall Cymru Workshops

Introductory Workshops:

Ideal first steps on your journey to LGBT inclusion or a great way to engage the wider organisation

First steps to LGBT inclusion

Session aims:

- Learn more about the impact of LGBT inclusion in the workplace
- Understand practical steps an organisation can take to be more inclusive of LGBT people
- Discuss how to apply this in the context of your organisation

Perfect for: Those working more closely on LGBT inclusion, e.g. HR and D&I professionals, senior champions, newer LGBT network groups

First steps to Trans inclusion

Session aims:

- Learn more about trans identities, terminology and experiences in order to confidently articulate the need for trans inclusion
- Understand more about practical ways to create a workplace where all trans people can achieve their potential
- Consider how you could step up to be a better ally to trans people at work

Perfect for: All staff, network groups struggling to engage trans people, HR and D&I teams. Ideal way to launch transitioning at work policies

Stonewall Cymru Workshops

Introductory Workshops

Ideal first steps on your journey to LGBT inclusion or a great way to engage the wider organisation.

Introduction to allyship

Session Aims:

- Develop an understanding of LGBT identities and experiences in order to confidently advocate for more inclusive workplaces
- Understand why LGBT inclusion at work is important and the benefits of creating a more inclusive culture on individuals and organisations
- Explore the meaning of the term ally and identify first steps that they might take to be a more active and visible ally

Perfect for: All staff to learn about their role in creating a more inclusive organisation

Championing LGBT inclusion as a senior leader

Session Aims:

- Develop an understanding of LGBT identities and experiences in order to confidently advocate for more inclusive workplaces
- Understand the role senior leaders play in creating inclusive environments
- Discuss how you as a leadership team can take practical action to make your organisation more inclusive

Perfect for: Senior leaders, senior champions and leadership teams

Stonewall Cymru Advanced Workshops

Advanced Workshops:

Excellent ways to develop your inclusion teams or to further educate the wider staff team

Delivering LGBT-inclusive services

Session Aims:

- Understand how to collect and monitor data around the experiences and needs of LGBT service users
- Learn more about common barriers preventing LGBT people from engaging with services
- Discuss how to embed LGBT inclusion in your service delivery and ensure your services remain responsive to the communities they're serving

Perfect for: HR and D&I teams or those who lead service delivery teams or design services

Procurement: Embedding LGBT inclusion in your supply chain

Session Aims:

- Understand the business benefits of ensuring your suppliers are LGBT-inclusive
- Explore how to embed LGBT inclusion in the procurement process and support suppliers to improve their workplaces and services
- Learn more about how to train your procurement teams and provide them with the practical resources to ensure consistently high standards among suppliers

Perfect for: HR and D&I teams, office managers, procurement teams

Stonewall Cymru Workshops

Advanced Workshops

Excellent ways to develop your inclusion teams or to further educate the wider staff team

Being a better ally to LGBT People of Colour

Session aims:

- Understand more about the experiences of LGBT People of Colour in the workplace and in everyday life
- Discuss intersectionality and privilege, what they mean in practice and how they impact on people's experiences at work
- Develop ideas to step up as an ally to LGBT People of Colour and ensure your work is inclusive

Perfect for: All staff, especially useful for LGBT network groups – excellent opportunity to collaborate with BAME network groups

LGBT + Mental Health: Supporting your colleagues

Session aims:

- Understand more about LGBT people's experiences of mental health and wellbeing
- Discuss the barriers that prevent conversations and work on mental health being inclusive of LGBT people
- Explore practical ways to reflect and support LGBT people's experiences in your mental health work

Perfect for: All staff, especially useful for those working on mental health initiatives as well as for LGBT network groups

Delivery

Delivery can be flexible, ahead of each session we'll hold a call with the organisation to learn more about their needs and agree delivery details

Digital Delivery

Sessions can be delivered online by a trained Stonewall facilitator.

Sessions are usually delivered on Zoom for up to 50 staff members*

Some sessions use other tools such as Mural and Sli.do to engage participants – we can be flexible on the platforms we use and will work with you to deliver in a way that mirrors your systems where possible and works for your staff.

In person Delivery

Sessions are delivered at your organisation, or a venue you procure for up to 50 members of staff.*

Stonewall will provide a trained facilitator for the session, all we'll need is access to a projector.

*except for 'Championing LGBT inclusion as a senior leader' which has a maximum of 12 attendees

COSTS (EXCLUDING VAT)

Discounts can be given for block bookings, to find out more and book please email:

programmes@stonewallcymru.org.uk

	1.5 hours	3 hours	Full day
Sector			
Private	£800	£1,300	£2,500
Public	£600	£1,050	£2,000
Third	£400	£800	£1,550
Non-Members	£950	£1,600	£3,100

Bespoke Sessions

The empowerment team can design and deliver bespoke workshops based on your organisational priorities.

Examples of other sessions include:

- Understanding privilege and power in leadership
- 'Coming out' at work
- Ensuring your network group is bi-inclusive
- Equality for LBT women at work
- Equality at University: Creating an inclusive students union

If you'd like to talk more about your needs, please email programmes@stonewallcymru.org.uk and we'll set up a call.