

## Aled Evans (RRE) MPFT

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**From:** Landick Jane (RRE) MPFT  
**Sent:** 23 April 2019 16:04  
**To:** Wickens Phoebe (RRE) MPFT  
**Cc:** Kaur Balwinder (RRE) MPFT  
**Subject:** FW: Stonewall/LIA follow up  
**Attachments:** Diversity Champions Terms and Conditions.pdf; Stonewall.pdf

Hi Phoebe

See attached signed proposal for our membership of Stonewall. Please can you use cost centre [REDACTED] and raise a requisition to cover this.

Thanks

Jane

Jane Landick  
Company Secretary  
Midlands Partnership NHS Foundation Trust  
Trust Headquarters, St George's Hospital, Corporation Street, Stafford, ST16 3SR  
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[j.landick@mpft.nhs.uk](mailto:j.landick@mpft.nhs.uk)  
[www.mpft.nhs.uk](http://www.mpft.nhs.uk)



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**From:** Kaur Balwinder (RRE) MPFT  
**Sent:** 18 April 2019 13:43  
**To:** Landick Jane (RRE) MPFT  
**Subject:** FW: Stonewall/LIA follow up

Hi Jane

Can you sign off for the Stonewall proposal please so we can commence membership from 1<sup>st</sup> May please?

Thank you in advance- hope you have a good bank holiday weekend.

**Baz**

**Mrs Balwinder Kaur RGN, (RM), MSc.**  
**Head of Equality and Inclusion.**

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**From:** [REDACTED]@stonewall.org.uk]  
**Sent:** 26 March 2019 18:00  
**To:** Kaur Balwinder (RRE) MPFT  
**Subject:** RE: Stonewall/LIA follow up

Hi Baz

No problem in the delay in reply. I've attached

- A membership proposal for you to sign, scan and return
- Terms and conditions for membership

Once this is returned, I can issue the invoice to you for membership to start on 1<sup>st</sup> May 2019.  
I'm available for 13<sup>th</sup> May but not 16<sup>th</sup>. What site would you like to meet on?

Thanks



Client Account Manager

**Pronouns:** He/Him

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[Book your place now](#) for the Stonewall London Workplace Conference and lead your organisation to the forefront on LGBT inclusion.

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Direct: 020 3198 6455

Memberships Department: 020 7593 3473

Switchboard: 020 7593 1850

Info Line: 08000 50 20 20

[www.stonewall.org.uk](http://www.stonewall.org.uk)

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**From:** Kaur Balwinder (RRE) MPFT <Balwinder.Kaur@mpft.nhs.uk>  
**Sent:** 25 March 2019 12:48  
**To:** [REDACTED]@stonewall.org.uk  
**Subject:** RE: Stonewall/LIA follow up  
**Importance:** High

Hi [REDACTED]

Many thanks for your email- apologises for the late response.

Please do send the proposal and invoice- looking at my diary I am on 2 weeks leave in April so can we start the proposal in May and I will send a calendar invite for us to meet in May and begin the membership and look at where we start in partnership. I am looking at May 13<sup>th</sup> or 16<sup>th</sup> are any of these suitable?

Thanks

**Baz**

**Mrs Balwinder Kaur RGN, (RM), MSc.**  
**Head of Equality and Inclusion.**

**Midlands Partnership NHS Foundation Trust**  
**1<sup>st</sup> Floor, Morston House, The Midway, Newcastle-under-Lyme**  
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**From:** [REDACTED]@stonewall.org.uk]  
**Sent:** 11 March 2019 09:07  
**To:** Kaur Balwinder (RRE) MPFT  
**Subject:** Stonewall/LIA follow up

Hi Baz

I hope you enjoyed your birthday-day last Saturday, and have had a good week since then. I've been out of the office a lot, so I'm sorry for the delay in this follow up email.

It was fantastic to be at the Listening in Action morning and see such a passion from Midlands Partnership FT NHS for diversity and inclusion work.

I've attached the business case I left with you. Page 2 lists the full programme features. This includes our policy review service and support and expertise in setting up a staff network. The programme has a lot of transferable learning to other diversity and inclusion strands.

### **Next steps to joining**

I will send you a simple contract for Stonewall Diversity Champions membership, at £2500+VAT per annum. You just need to sign, scan and return this to me by email. We can do this now and have it confirmed to start your membership and invoice you from 1<sup>st</sup> April. Please let me know if you're happy for me to send this over.

We'll then have a face-to-face induction meeting. I think this would be a good opportunity to go through LGBT-specific inclusion work from the action plan you are making, and for me to match up support I can give you. This could take place in April or May.

### **London Workplace Conference**

I mentioned our flagship workplace conference takes place on Friday 26<sup>th</sup> April at London's QEII Centre. You can read more about the event and programme [on our website here](#). You are eligible for discounted members price at £299+VAT if booking by this Friday, 15<sup>th</sup> March. We could include this in one invoice with your membership fee. If you wish to book a place, please let me know by email rather than booking online. It's a really fantastic day to network and learn best practice to kick start your LGBT inclusion work.

Our Manchester Workplace Conference takes places at the end of September, date tbc.

### **New membership timeline**

If you were to join the programme in the next few months, an example timeline could be:

- April 2019: Join programme and attend Stonewall Workplace conference
- May 2019: Face-to-face induction going through action plan. Review of your HR policies using our toolkit and comments from our team to ensure they are fully LGBT inclusive:
  - Bullying and Harassment and Equality and Diversity policies
  - Family polices (Maternity, Paternity, Adoption, Share Parental Leave, Special Leave)
  - Transitioning at Work and Trans Inclusion policies
- June - September 2019: Support in entering the [Stonewall Workplace Equality Index \(WEI\)](#) for the first time. You can enter as many or few of the sections as you like:
  - Policies and benefits
  - The Employee Lifecycle
  - Employee Network
  - Allies and Role Models
  - Senior Management
  - Monitoring
  - Procurement
  - Community Engagement
  - Customers, clients and service users
- September – November 2019: Support in sharing the accompanying Staff Feedback Survey with your staff
- January 2020: Your WEI score and rank shared with you. This score and your participation remains confidential.
- February/March 2020: Detailed section-by-section WEI feedback meeting. This includes analysis of Staff Feedback Survey and your performance compared to other organisations in your sector and region.

Please let me know if you're happy for me to send over the contract now, and any other questions you have.

I'm really excited to be working with you and making a huge impact at Midlands Partnership FT NHS.

Speak soon.

Best wishes

[Redacted]

[Redacted]

Client Account Manager

Pronouns: He/Him

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