**Create your own action plan, using our template below:**

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| --- | --- | --- | --- | --- | --- |
| **Topic and objective** | **Action** | **Owner** | **Timescales** | **Steps to take**  | **Success criteria** |
| Flexible working: to improve staff access to flexible working opportunities across the trust | Review data and information to understand staff views on flexible working and develop a board paper suggesting a new approach | HR team with support from: Analytics colleagues, HR Director and Chief Nurse | 2 months | Review data and information Develop board paper Address any cost implications or issues by speaking to colleagues | Board agrees to new approach to flexible working |
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