

Workforce Disability Equality Standard Objectives 2019/2020 Action Plan

WDES Indicator	WDES Descriptor	Actions: KPIs	Lead	Progress	RAG
01	Percentage of Disabled staff in Bands 8 – 9, Very Senior Managers (VSM) (including Executive Board members and senior medical staff) compared with the percentage of Disabled staff in the overall workforce	<ul style="list-style-type: none"> To use external support as necessary to encourage diverse applicants and promote roles 	Maria Watson	All vacancies are advertised on NHS Jobs and have a Positive Action Statement encouraging People with Disabilities. The Trust also uses the logos we have attained from; <ul style="list-style-type: none"> ➤ Mindful Employer ➤ Disability Confident Leader 	
		<ul style="list-style-type: none"> Encourage staff with a disability to attend development programmes as appropriate 	Barbara Kozlowska	All development programmes are advertised across the Trust but are also promoted and signposted directly to the Disability, Carers & Advocates Network.	
02	Relative likelihood of Disabled staff being appointed from shortlisting compared to that of non disabled staff being appointed from shortlisting across all post	<ul style="list-style-type: none"> Ensure recruitment panels are aware of providing reasonable adjustments to applicants with a disability 	Louise Harris	All Recruitment panels have undergone training and awareness and briefed prior to assessment and interview to ensure reasonable adjustments are in place	
		<ul style="list-style-type: none"> Communicate the disability confident standard to prospective candidates 	Louise Harris	Promoted through all jobs advertised with use of the Disability Confident Logo.	
		<ul style="list-style-type: none"> Audit a selection of applications from people with a disability to identify any areas that can be improved upon in the recruitment and selection of disabled applicants 	Louise Harris	A full audit was undertaken by the Recruitment team to ensure all applicants with disabilities were assessed in a fair and equitable manner. The audit was found to be positive with no concerns highlighted.	

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03	Relative likelihood of disabled staff entering the formal capability process compared to that of non disabled staff, as measured by entry into a formal capability process (based on a two year rolling average of the current year and previous year)	Continue to audit disabled staff entering the capability process.	Carla Beechey	The numbers of staff are extremely low in entering the formal capability process. There are no issues identified to date. The Trust has a sickness absence policy. Reasonable adjustments are in place and staff have a Health & Wellbeing conversation during their annual appraisal with their Line Manager. Any member of staff who does enter the formal capability process is advised and offered support from a staff side representative.	
04 Staff survey Q13	Percentage of Disabled staff compared to non disabled staff experiencing harassment, bullying or abuse from patients, relatives or the public in the last 12 months	Ensure staff are aware of the policies that protect staff from bullying, harassment, discrimination and how they are implemented.	Pam Brown	Policies are accessible to all staff in various forms. B, H & D is covered in corporate induction and mandatory training. The Trust has ACAS trained Mediators. Enav learning has a Managers response and a staff response in terms of what to do if you feel bullied or harassed. The CEO has written a position statement on Zero Tolerance for bullying.	
04 Staff survey Q13 [11]	Percentage of staff experiencing harassment, bullying or abuse from Managers in the last 12 months	Develop and deliver a communication guide on micro aggressions for managers.	Pam Brown	The micro- aggressions document is due for consultation with the Disability, Carers and Advocates Network in 2020. It will be open for discussion at the DCA meeting 3/12/20 work has already commenced on this tool. Carried forward to 2020-2021 action plan.	
04 Staff survey Q13	Percentage of Disabled staff experiencing harassment, bullying or abuse from staff in the last 12 months	Support managers and supervisors in understanding disability.as required	Pam Brown	The Zero Tolerance of bullying is regularly promoted by the CEO's Position Statement. A Civility & Respect web site is under construction but has been delayed due to Covid demands. This has been carried over into the 2020-2021 Action Plan.	

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05 Staff Survey Q14	Percentage of Disabled staff believing that Trust provides equal opportunities for career progression and promotion	Network to highlight development opportunities to members	Maria Watson	As development opportunities become available they are circulated to the membership. i.e Engaging Managers and Leaders, Recruitment panel training, Springboard training, One to one development plans. Ongoing.	
06 Staff survey Q11	Percentage of Disabled staff compared to non Disabled staff saying that they felt pressure from their manager to come to work, despite not feeling well enough to perform their duties	Analysis of staff survey data for any significant patterns.	Usha Ramnatsing	This is an area that needs to have work undertaken on. Due to covid many staff are working from home so this action is to be carried forward. Feedback off members is that they do come to work when they are not feeling well which is Presenteeism. Carried over until 2020-2021 action plan	
07 Staff survey Q5	The percentage of disabled staff compared to non disabled staff saying that they are satisfied With the extent to which their organisations value their work.	Network to ascertain base facts on what disabled staff believe value looks like in the first instance	Maria Watson	Survey monkey survey to be developed in consultation with the DCA to ascertain the perception of value and if staff feel they are valued. Delayed due to Covid demands. Carried over to 2020-2021 action plan	
08 Staff Survey Q28B	Percentage of Disabled staff saying their employer has made adequate adjustments to carry out their work	Highlight good practice in the Trust to demonstrate our approach to supporting reasonable adjustments in the workplace	Carla Beechey	Reasonable adjustments have been provided throughout the Trust some very diverse in terms of equipment and adaption required. Others are hidden disabilities ie Mental health or Dyslexia adjustments are provided and medical intervention as part of the Reasonable adjustment.	

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		Greater understanding by Managers of what is a Reasonable Adjustment and the legal implications. Training has been provided by the Trust law firm and will be updated if necessary	Carla Beechey	A Reasonable adjustment training session was delivered by the Trust Solicitors to HR staff and managers.	
09	The staff engagement score for Disabled staff compared to Non Disabled staff and the overall engagement score for the organisation	The formation of a staff network for staff with a Disability and those who are caring for Disabled people	Pamela Brown	<ul style="list-style-type: none"> ➤ Network formed ➤ Committee identified and in post ➤ Terms of Reference drafted ➤ Consultation has taken place in relation to the WDES action plan 	
10	Percentage difference between the organisations Board voting membership and its organisation's overall workforce disaggregated	Data analysis and cleansing to ensure accurate reflection of people declaring a disability. Staff to review their data on ESR	Rachael Belleini	Staff who have not declared their characteristics are sent a reminder annually if they wish to declare their missing characteristic but this is a personal decision which the Trust respects.	