

Workforce Disability Equality Standard (WDES) Annual Submission 2019/2020



1. Introduction and Background

The purpose of this paper is to provide the annual results against the Workforce Disability Equality Standard (WDES) indicators and propose actions which form part of the Trust's Equality Objectives and overarching Diversity & Inclusion work plan for 2019-20 and beyond.

The WDES was mandated by the NHS Standard Contract in England from April 2018, with a preparatory year from 2017-2018. It builds on the Workforce Race Equality Standard (WRES) which was introduced in 2015 however focuses on disability. The WDES seeks to promote the concept of disability as an asset, as research has found that disabled people have poorer experience of working in the NHS in England than non-disabled colleagues. This standard works alongside the Equality Delivery System (EDS2) to help review performance, set equality objectives and deliver on the Public Sector Equality Duty (PSED).

The WDES is an essential part of and support to the NHS People Plan; creating a healthy, inclusive and compassionate culture, enabling great development and fulfilling careers, and ensuring everyone feels they have voice, control and influence. The interim plan then expands on 'Creating a healthy, inclusive and compassionate culture' by setting out 'action to improve equality will need to run through all elements of the work on this new offer. This will include further action to embed the Workforce Disability Equality Standard...'.

2. WDES Metrics

NHS England provides all Trusts with a standard dataset through the NHS Digital's Strategic Data Collection Service (SDCS). Our data is then extracted from the Electronic Staff Record (ESR) and local datasets and published as a report. The submission of data must be made between 1st July 2020 and 31st August 2020, with the narrative report published externally thereafter. This report provides the findings, an explanation about our results against each WDES indicator and then details the proposed actions to progress this work throughout 2020/21 and beyond.

3. Indicator Findings

WDES Indicator 1		2019
<p>Percentage of staff in AfC paybands or medical and dental subgroups and VSM (including Executive Board members) compared with the percentage of staff in the overall workforce</p>		Table provided overleaf *
Narrative	<p>Different occupational groups have different proportions of disabled staff – however there is little differential between Clinical and Non-Clinical staff groups.</p> <p>As a result of the Covid-19 pandemic and the high risk-factors associated with underlying conditions, the Trusts D-Ability Staff Network group undertook a campaign to increase awareness of the need for employees to declare disabilities. However we know from comparisons to the rates declared in the NHS Staff Survey that we need to continue to promote declaration to improve the reliability of equalities monitoring.</p> <p>Whilst there is a general awareness and understanding in terms of declaring physical disabilities for practical/adjustment purposes or where a disability is visible, there is also the need to promote awareness and ultimately reporting around hidden disabilities. The Health and Wellbeing Steering Group and the D-Ability Network play a key role in increasing awareness and inclusivity across the Trust for all employees with any form of disability. During February 2020 the network group implemented a Mental Health campaign to raise awareness of hidden disabilities by issuing communications and improving signage around the organisation in relation to hidden disabilities.</p>	
Action	<ul style="list-style-type: none"> • Continue to work through D-Ability to understand how we can engage staff to self-report and remove any stigma to declaring a disability. • Continue to improve communication and explanations around the collation of anonymous data. • Work with colleagues across the region as part of the NE&NC 'Great Place to Work' programme to run joint campaigns across the disability agenda. • Ensure recruitment and selection practices are inclusive and free from bias, encouraging more diversity in applicants. • D-Ability to engage with local disabled groups in the community and get targeted feedback in respect of the Trust as a prospective employer. • To continue working with project choice and find placements for young people with learning difficulties to develop their key employment skills and enhance their strength in labour market. 	

Non clinical						
Payscale	2018-2019			2019-2020		
	Disabled	Non-Disabled	Disability unknown or Null	Disabled	Non-Disabled	Disability unknown or Null
Band 1	0%	0%	0%	0%	0%	0%
Band 2	7%	78%	15%	6.2%	78.3%	15.5%
Band 3	8%	82%	10%	10.0%	77.1%	12.9%
Band 4	6%	74%	20%	4.5%	74.2%	21.2%
Band 5	7%	76%	17%	5.8%	82.7%	11.5%
Band 6	6%	75%	19%	11.5%	61.5%	26.9%
Band 7	6%	90%	4%	12.0%	84.0%	4%
Band 8A	0%	91%	9%	0%	91.7%	8.3%
Band 8B	0%	88%	12%	7.1%	92.9%	0%
Band 8C	25%	75%	0%	0%	100%	0%
Band 8D	0%	67%	33%	0%	66.7%	33.3%
Band 9	0%	100%	0%	0%	100%	0%
VSM	0%	100%	0%	0%	100%	0%
Other	0%	0%	100%	0%	100%	0%

Clinical						
Payscale	2018-2019			2019-2020		
	Disabled	Non-Disabled	Disability unknown or Null	Disabled	Non-Disabled	Disability unknown or Null
Under Band 1	0%	0%	0%	0%	100%	0%
Band 1	67%	33%	0%	66.67%	33.33%	0%
Band 2	6%	75%	19%	5.42%	77.45%	17.13%
Band 3	6%	71%	23%	5.17%	75.86%	18.97%
Band 4	5%	85%	10%	5.17%	86.21%	8.62%
Band 5	5%	83%	12%	5.73%	83.81%	10.46%
Band 6	5%	79%	16%	4.77%	80.12%	15.11%
Band 7	4%	77%	19%	4.27%	76.87%	18.86%
Band 8A	4%	74%	22%	4.23%	74.65%	21.13%
Band 8B	24%	65%	11%	10%	75%	15%
Band 8C	0%	100%	0%	33.33%	33.33%	33.33%
Band 8D	0%	80%	20%	0%	100%	0%
Band 9	0%	0%	100%	0%	50%	50%
VSM	0%	100%	0%	0%	100%	0%
Medical & Dental – Consultants	4%	73%	23%	2.73%	78.14%	19.13%
Medical & Dental – Career grade	3%	89%	8%	3.45%	89.66%	6.90%
Medical & Dental - Trainee grade	3%	61%	36%	3.08%	90.77%	6.15%
Other	0%	0%	0%	0%	0%	0%

WDES Indicator 2	2018 - 19	2019-2020
Relative likelihood of non-Disabled staff compared to Disabled staff being appointed from shortlisting across all posts.	1.33	1.53
Narrative	<p>A figure above 1.00 indicates that disabled candidates are less likely than non-disabled candidates to be appointed from shortlisting.</p> <p>Further examination is needed of the situations where candidates who declare a disability during the recruitment process are shortlisted but then unsuccessful at interview. This will enable us to identify any potential issues to address with recruitment processes and will also enable us to identify the different considerations we give to 'reasonable adjustments' for candidates.</p> <p>In addition, further investigation is needed to understand the number of recruitment episodes where there were disabled candidates apply and are shortlisted but not subsequently invited to interview.</p> <p>The Trust has retained its Disability Confident employer status this year.</p>	
Action	<ul style="list-style-type: none"> • Examination and analysis of recruitment processes to understand data regarding disabled candidates. • Continue to promote the Bitesize Recruitment and Selection training to all staff who are involved in the recruitment process. This training includes sections on diversity and inclusion (including disability), and fair recruitment practices. Explore the introduction of unconscious bias training as part of the bitesize training. • Further recruitment attraction campaigns specifically aimed at disabled communities and use of inclusive language. • Implement standardised documentation as part of value based recruitment to ensure fair and consistent processes are followed and impact of unconscious bias reduced. • Work with colleagues across the NE&NC as part of the 'Great Place to Work' programme to implement a Disability Passport. • Ensure selection panels are diverse and have attended the relevant training within a recent timeframe. • D-Ability to offer feedback on recruitment and selection training and processes. 	

WDES Indicator 3	2018 - 19	2019-2020
Relative likelihood of Disabled staff compared to non-Disabled staff entering the formal capability process, as measured by entry into the formal capability procedure	*voluntary indicator in 2018-19	0.00
Narrative	<p>The Trust's equivalent to a 'Capability Policy' is the Managing Performance Policy.</p> <p>The small number of employees who entered the formal capability process in 2019-2020 did not have their disability information recorded in ESR. As outlined in indicator 1, further work needs to take place to ensure staff feel comfortable sharing their disability information and updating this on ESR. It should be noted however that ESR is currently only used to record employees on step 3 (formal) of the policy, therefore the data captured would not identify those on step 1 and step 2 (informal) of the policy.</p> <p>In addition we recognise that the level of declaration in ESR does not reflect the number of cases involving underlying medical conditions the Occupational Health (OH) team deal with. For example, an individual is referred to the OH team as a result of the capability process and it then transpires there is an underlying condition that hasn't been previously declared. As managers then become aware of this they can make relevant adjustments however had the condition been known at the outset this would have been considered at the earlier stages.</p>	
Action	<ul style="list-style-type: none"> • D-Ability to be involved in a review of the formal capability process. • Continued effort to improve declaration rates. • Support for managers in having conversations at an earlier stage to potentially identify sensitive, underlying condition related issues. 	

WDES Indicator 4				
a) Percentage of disabled staff experiencing harassment, bullying or abuse. b) Percentage of disabled staff compared to non-disabled staff reporting harassment, bullying or abuse at work NB: 42% Staff Survey 2019 response rate				
	2018-19		2019-20	
	Disabled	Non-Disabled	Disabled	Non-Disabled
In the last 12 months, percentage of staff experiencing harassment, bullying or abuse from:				
Patients/service users, their relatives or other members of the public	25.0%	22.2%	22.8%	21.2%
Managers	18.2%	9.2%	12.5%	8.1%
Colleagues	24.6%	15.3%	25.4%	13.5%
Percentage of staff saying that the last time they experienced harassment, bullying or abuse at work, they or a colleague reported it.	36.6%	29.8%	42.5%	39.5%
Narrative	<p>The data available from the staff survey indicates that employees who have declared a disability report higher instances of harassment, bullying or abuse while at work. This is across both categories – patient facing and internally with a greater difference to non-disabled employees from managers and colleagues.</p> <p>There has been a positive change in the last reporting year as the percentage of staff in both Disabled and non-Disabled categories experiencing such behaviours is generally reducing and reporting is increasing.</p> <p>However the one notable exception is a slight increase in relation to the percentage of disabled staff experiencing harassment, bullying or abuse from colleagues which has increased from 24.6% to 25.4%.</p> <p>As part of the range of bitesize training there is a bullying and harassment session. The aim of which is to appreciate the legal background to harassment and bullying, have a shared understanding of the risk factors, triggers, possible warning signs and impact of harassment and bullying, understand the managers role in preventing and dealing with harassment</p>			

	<p>and bullying and to understand how to access information and support when dealing with harassment and bullying.</p> <p>The Trust's D-Ability Staff Network have a key role in increasing awareness amongst all employees of the different protected characteristics, including what different groups find acceptable and unacceptable. Action to tackle harassment and bullying is not restricted to the issues highlighted through the WDES, it is in line with the Trust's core value of 'respect' for all employees.</p>
<ul style="list-style-type: none"> • Action 	<ul style="list-style-type: none"> • A review of formal complaints received from employees will be undertaken (in conjunction with our staff side colleagues and D-Ability) to understand why this figure has increased and to identify initiatives which can be introduced to address any findings. • Further campaigns to encourage people to report bullying and harassment at workplace, and ensure support is available to staff who experience or witness this. • Via D-Ability, encourage staff to share their stories and experiences to enable lessons to be learnt. • Review of any trust statements and messages that bullying is not tolerated. • Analysis of the H&B questions by departments/services will be part of the Staff Survey Action Plans. • D-Ability to promote role models, create myth buster, make videos, arrange group discussions to raise awareness and educate staff to be more inclusive and acceptable of differences.

WDES Indicator 5		2018 – 19	2019-20
Percentage of disabled staff compared to non-disabled staff believing that the Trust provides equal opportunities for career progression or promotion.		Disabled 82.7% Non-Disabled 93.5%	Disabled 84% Non-Disabled 91.8%
Narrative	<p>This year's results show a positive improvement for our disabled colleagues.</p> <p>Our ICORE values are embedded within key workforce policies such as Probation, Performance and Appraisal. This enables us to ensure that all employees are managed consistently and objectively in line with our values and behaviours, which aims to remove the ability to discriminate intentionally or otherwise when decisions are made by managers in respect of individuals progressing through the talent management framework (the next stage of our Talent Management process is in the final stages of development, and alongside training data analysis, will be 'tested' with all of our staff network groups to ensure that it is transparent and inclusive, and offers opportunities for all staff, regardless of disability or any other protected characteristic). One of the recommendations is for staff members from under-represented groups to be able to self-nominate to progress to Talent Boards.</p> <p>The introduction of values based recruitment and a focus on values and behaviours in the key policies mentioned above will further improve the creation of objective approaches which exclude bias in relation to disability.</p> <p>Since the last WDES report our staff network group was established which has given all disabled employees a trusted way of raising issues and concerns and an opportunity to share their stories and be heard.</p>		
Action	<ul style="list-style-type: none"> • The talent management process will be launched and emphasis given to the objectivity of the process. Additional facilities will be given to under-represented groups to self-refer. • Continue to work with Workforce Development colleagues to ensure that all training opportunities are inclusive and that equality of access is monitored. • Mentoring of senior disabled colleagues by executive and non-executive board members to aid progression to senior roles and increase representation. 		

WDES Indicator 6		2018 – 19	2019-2020
Percentage of disabled staff compared to non-disabled staff saying that they have felt pressure from their manager to come to work, despite not feeling well enough to perform their duties.		Disabled 34.2% Non-Disabled 20.7%	Disabled 33.8% Non-Disabled 18.9%
Narrative	A slight improvement in this area compared to previous reporting year, as both groups report feeling less pressure. It would be useful to understand the perception of 'pressure' and whether this is created by implementation of the attendance step process, whether this is a more general feeling associated with individuals reflecting on the impact of their absence on their teams and/or whether the amount of pressure people report feeling is appropriate or inappropriate.		
Action	<ul style="list-style-type: none"> Review the content of the sickness absence, supporting mental wellbeing and courageous conversations bitesize sessions, equipping managers with the skills to approach conversations about disability and ensuring that advice about how to support staff with disabilities, including invisible disabilities. Involve members of D-Ability to be involved in delivering sessions. Review the welcome back form and other associated absence management documentation to encourage conversations about underlying conditions and the declaration of those conditions earlier in the absence management process. 		

WDES Indicator 7		2018 - 19	2019-20
Percentage of disabled staff compared to non-disabled staff saying that they are satisfied with the extent to which the organisation values their work.		Disabled 41.5% Non-Disabled 52.5%	Disabled 41.5% Non-Disabled 53.9%
Narrative	There has been no change to this indicator this year. The new approach to appraisal, which focuses on the demonstration of our values and behaviours as much as the achievement of task objectives should have a positive impact on this result. Discussions within the new process should focus on an individuals' contribution and aspirations for the future, regardless of disability. This coaching style of conversation may also encourage individuals to be more open about any underlying conditions.		
Action	Via the D-Ability Staff Network, encourage managers and employees to have open conversations and encourage discussion about disability and how we can accommodate this in the workplace, ensuring that all employees feel equally valued for their contribution.		

WDES Indicator 8		2018 - 19	2019-20
Percentage of disabled staff saying that their employer has made adequate adjustments to enable them to carry out their role.		Disabled 80.7%	Disabled 84.9%
Narrative	<p>This years' results show a positive improvement with more disabled members of staff report that adequate adjustments have been made to enable them to carry out their work.</p> <p>Our results clearly demonstrate that when we are aware of the opportunity to make reasonable adjustments we respond well for the majority of employees. As part of our absence management process the Occupational Health team work closely with managers and employees when providing recommendations for reasonable adjustments to be made. This is also demonstrated by the fact that Access to Work and Remploy have supported a number of employees with adjustments and equipment to enable them to carry out their role.</p>		
Action	<ul style="list-style-type: none"> • Through the case review process, understand where reasonable adjustments could not be made and the reasons why to identify any trends/themes/issues. • D-Ability to seek the view of staff about their experiences of adequate reasonable adjustments to carry out their role and promote good practice. • Continue to work with the 'Great place to work programme' and implement disability passports. 		

WDES Indicator 9		2018 - 19	2019-20
Staff engagement score for disabled staff compared to non-disabled staff and the overall engagement for the organisation (out of 10).		Disabled 6.9 Non-Disabled 7.3	Disabled 6.9 Non-Disabled 7.3
Narrative	<p>There has been no change from last year. Typically an engagement score of 7 is average and positive.</p> <p>It is encouraging to see that the engagement score for both employee groups is very similar. This would indicate that managers are being inclusive in their practice and that at a corporate level all employees feel a high level of engagement with the Trust, its goals and objectives.</p> <p>As the actions outlined in this report are implemented/embedded we would expect to see a rise in the engagement score of disabled employees. Key to this will be creating a culture of openness and honesty, in line with our</p>		

	<p>values, talking openly and dealing constructively with employees with disabilities.</p> <p>The D-Ability staff network plays a key role in engaging with our disabled staff community, encouraging feedback and holding listening events to enable the Trust to hear and reflect on staffs lived experiences.</p>	
Action	<ul style="list-style-type: none"> • Implement the actions outlined in this report. • Continue to work with our disabled staff community via the D-Ability Staff Network to improve engagement. • Analysis of the 3 questions that make up the staff engagement score by services/departments to be part of their Staff Survey Action Plans which are ultimately reported to HR Committee. 	

WDES Indicator 9b		2019-2020
Has your Trust taken action to facilitate the voices of Disabled staff in your organisation to be heard?		Yes
Narrative	<p>The aim of the D-Ability Staff Network is to be a voice for the differently able, and it meets regularly to provide a friendly, safe, inclusive and confidential environment where staff can access support. D-Ability is open to all staff with disabilities or LTC's (long term health conditions), and they activity encourage allies to join and support at network meetings and promotional events.</p> <p>The network supports the 'not every disability is visible' national campaign, and accessible toilets have these signs displayed throughout the trust. They communicate and carry out promotional events using their own twitter feed, flyers, leaflets and other written communication, and on line communication. They also arrange and support promotional events to provide easy access to advice and guidance, and to help raise awareness across the trust.</p> <p>They support Project Choice – a HEE initiative (helping them to secure placements in different departments for young people with learning difficulties). The Project Lead is also a member of the D-Ability Staff Network.</p> <p>The network seeks the views of and engage with disabled staff, and this continued during COVID. They have conducted a staff survey to obtain data and feedback from disabled staff, and this will be used with national research to inform the D-Ability Staff Network plans for further actions and support.</p>	

Action	<ul style="list-style-type: none"> • The Network will continue to use their own twitter feed to provide timely and insightful updates, and to promote inclusion for disabled staff and patients. • Continue to participate in Project Choice. • Continue to seek and share the views and experiences of disabled staff via surveys, questionnaires, and by sharing staff and patient stories.
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WDES Indicator 10						
Percentage difference between the organisation's Board voting membership and the organisation's overall workforce	2018-2019			2019-2020		
	Disabled	Non-Disabled	Disability unknown or Null	Disabled	Non-Disabled	Disability unknown or Null
Total Board	0%	100%	0%	0%	100%	0%
Voting Board	0%	100%	0%	0%	100%	0%
Non Voting Board	0%	0%	0%	0%	0%	0%
Executive Board Member	0%	100%	0%	0%	100%	0%
Non Executive Board Member	0%	100%	0%	0%	100%	0%
Narrative	<p>There are no declared disabilities from our current Trust Board and this has not changed since the last reporting year.</p> <p>There have been no Board appointments within the period covered by this report where the individual has declared a disability despite adverts and assessment processes encouraging disabled applicants and reasonable adjustments.</p>					
Action	<ul style="list-style-type: none"> • Trust Board should consider whether any positive action can be considered in order to improve diversity when further Board positions arise. • Recruitment monitoring will enable us to track the numbers of applicants applying for posts and the conversion rate to hire. This will help inform if the adverts are attracting candidates with a disability. This data will help inform future recruitment strategies. • Encourage Board and senior colleagues to review declarations of disabilities and if applicable to openly share their stories. 					

4. Conclusion

The WDES was developed to help NHS organisations make a positive impact for disabled people working in the NHS. It is built on the Social Model of Disability, which proposes that people are disabled because of societal barriers, rather than a long-term health condition. With the social model in mind, the WDES aims to inform year on year improvements in reducing those barriers that impact most on the career and workplace experiences of Disabled staff; driving changes in attitudes, increasing employment and career opportunities, and implementing long-lasting change for Disabled people.

The data and feedback that we have gathered as part of this process has enabled the trust to gain a greater understanding of the experiences of our disabled staff. We will continue to develop systems and processes, and implement our action plans to enable us to work in partnership with staff side and the D-Ability Staff Network to measure our progress towards improving the experiences of our disabled employees.

Finally the actions will be incorporated into the trust's integrated work plans for equality, diversity and inclusion. These will be further enhanced by any review of the trust's People Strategy, as a result of the publication in August of the NHS People Plan. The HR Committee, a committee of the Trust Board, is responsible for governance and oversight.



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