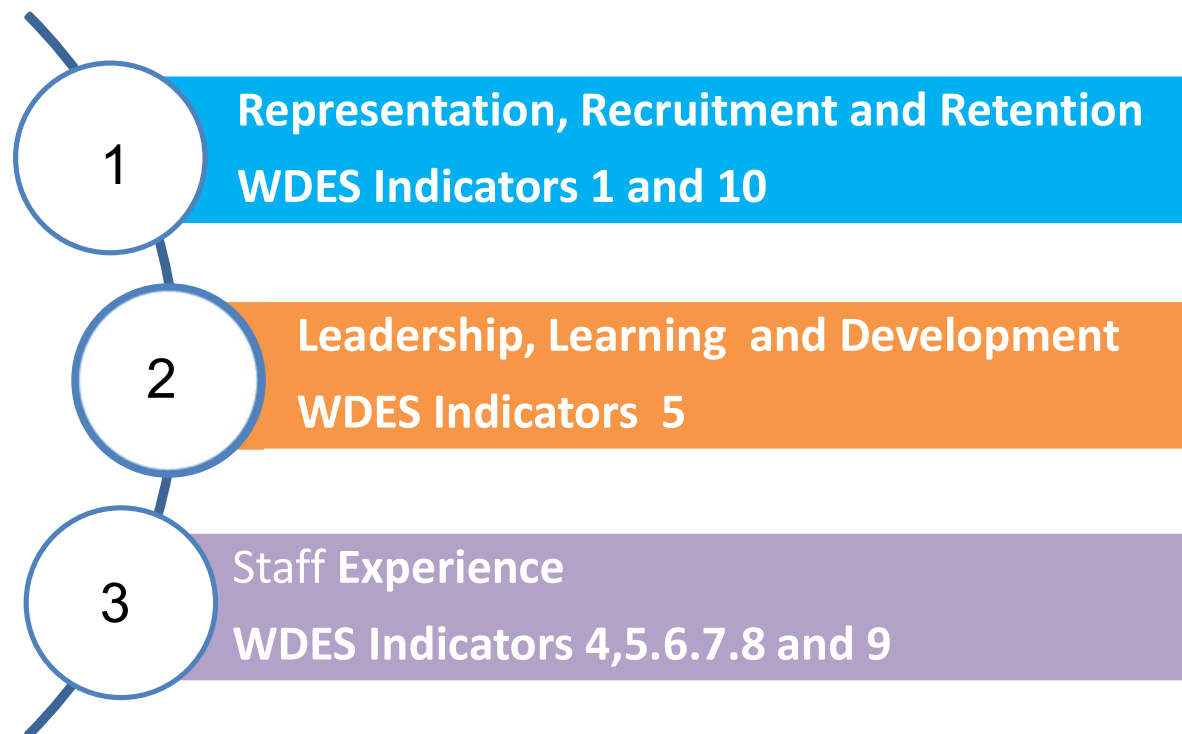


**Workforce Disability Equality Standard (WDES)**

**Action Plan 2021/2022**

The Workforce Disability Equality Standard (WDES) actions are presented under the following thematic areas;

Valuing our people to improve the care and health outcomes for our service users, carers and communities.



## **Workforce Disability Equality Standard (WDES) Indicators**

The WDES is comprised of ten indicators and further details of the indicators and required breakdown are as follows:

**Workforce indicators - for each of these three workforce indicators, compare the data for disabled and non-disabled staff.**

1. Percentage of staff in each of the Agenda for Change (AfC) Bands 1-9 or Medical and Dental subgroups and VSM (including executive Board compared with the percentage of staff in the overall workforce disaggregated by:

Cluster 1: AfC Bands - under 1, 1, 2, 3 and 4

Cluster 2: AfC Band 5, 6 and 7

Cluster 3: AfC Band 8a and 8b

Cluster 4: AfC Band 8c, 8d, 9 and VSM (including Executive Board members)

Cluster 5: Medical and Dental staff, Consultants

Cluster 6: Medical and Dental staff, Non-consultant career grade

Cluster 7: Medical and Dental staff, Medical and dental trainee grades

2. Relative likelihood of staff being appointed from shortlisting across all posts.

3. Relative likelihood of staff entering the formal capability process, as measured by entry into the formal capability process.

**National NHS Staff Survey indicators (or equivalent) - for each of the four staff survey indicators, compare the outcomes of the responses for disabled and non-disabled staff**

4a. Percentage of staff experiencing harassment, bullying or abuse from;

- patients, relatives or the public in last 12 months
- managers in last 12 months

- colleagues in last 12 months

4b. Percentage reporting harassment, bullying or abuse.

5. Percentage believing that trust provides equal opportunities for career progression or promotion.

6. Percentage who felt pressure to come to work, despite not feeling well enough to perform their duties.

7. Percentage of staff satisfied with the extent to which the Trust values their work.

8. Percentage of disabled staff saying their employer has made adjustments to enable them to carry out their work.

9. Staff engagement score.

**Board representation indicator. For this indicator, compare the difference for disabled and non-disabled staff**

10. Percentage difference between the organisation's Board voting membership and the overall workforce disaggregated by:

- By voting membership of the Board.
- By Executive membership of the Board.

Theme 1; Representation, Recruitment and Retention		Indicator 1 and 2		
Action		Responsibility/Contributors	Status Update	Achieve By
1.1	Work with the Disability and Wellbeing Network (DaWN) to develop an engagement and communications campaign; to support and increase psychological safety and highlight the benefits of staff declaring they have a disability, with the aim to increase the number of staff sharing they have a disability via ESR from current figure of 5.7%.	Diversity and Inclusion Project Manager, with support from stakeholders; DaWN network, Human Resources Communications, Health and Wellbeing.	Engagement and communications campaign in development, finalise by December 2021.	August 2022
1.2	Develop and launch workplace adjustments toolkit to increase greater awareness of reasonable adjustments good practice.	Diversity and Inclusion Project Manager, with support from stakeholders; DaWN network, Human Resources Communications, Health and Wellbeing.	Toolkit in development, to be launched January 2022.	January 2022
1.3	Roll out inclusive recruitment and selection training model to all staff that sit on appointment panels, including the unbiasing of recruitment and values based practice.	Recruitment Team Manager, working in partnership with the Diversity and Inclusion Project Manager.	Implementation commenced May 2021 targeting top 60 most frequent recruitment panel chairs.	September 2022
1.3	Review policies and practices and undertake equality impact assessment on both HR and operational policies and processes, for issues of systemic discrimination by involving disabled staff (and other staff equality groups).	Associate Director of Employment, in partnership with Head of Diversity and Inclusion and Staff network Chairs/Vice Chairs	At each policy's review date via Employment Policy Review Group, process in place July 2021.	Ongoing
1.4	To establish and develop Cultural Inclusion Ambassador (independent person) role, to advise and constructively challenge recruitment processes to help eliminate any potential bias.	Head of Diversity and Inclusion, working in partnership with Associate Director of Employment.	Role developed working in partnership with RCN, recruitment commenced September 2021. Roles to be operational by March 2022.	March 2022

Theme 2; Leadership, Learning and Development		Indicators 1,2 and 5		
Action		Responsibility/Contributors	Status Update	Achieve By
1.1	Scope extending Reciprocal Mentoring model to focus on disability, to give senior managers greater insights into the context and experience of disabled colleagues in the workplace.	Head of Diversity and Inclusion in partnership with Organisational Development.	Pilot reciprocal mentoring programme with focus on ethnicity commenced -October 2020. Mid - programme evaluation completed- September 2021. Programme completion and evaluation planned- March 2022.	June 2022
1.2	Embed Cultural Intelligence (CQ) and Inclusion learning and development; to expand the learning more widely across the Trust for example through participating in reciprocal mentoring.	Head of Organisational Development.	Evaluate the pilot of Cultural Intelligence and Inclusive Leadership programme and develop future delivery options- December 2021. Aim to roll out programme- September 2022.	September 2022
1.3	Scope extending the 'Moving Forward' career development programme aimed at supporting BAME staff at Bands 5 and 6, in partnership with South West Yorkshire, Bradford District Care and Mid Yorkshire NHS Trusts to disabled colleagues.	Learning and Organisational Development Lead.	Partnership programme commenced in 2021 and due to be completed by June 2022.	June 2022
1.4	Increase awareness of the opportunities for training, continuous professional development (CPD) and work-based learning, through promotion of the West Yorkshire and Harrogate System, regional, and national programmes and event through internal promotion/communications.	Organisational Development , in partnership with Diversity and Inclusion project Manager, DaWN network, West Yorkshire and Harrogate System leads and Trust Communications Team.	Workshops, events and programmes actively promoted as they become available.	Ongoing

Theme 3; People Experience		Indicators 4,6,7,8 and 9		
Action		Responsibility/Contributors	Status Update	Achieve By
1.1	Develop guidance regarding the prevention of discrimination, harassment or abuse from patients and service users. This will provide clear guidance for managers on how to manage such situations, and empower colleagues to ensure cases are promptly reported and robustly dealt with.	Head of Diversity and Inclusion with support from Associate Director of People Experience.	Task group planned to be established by November 2021, with clinical service, health and safety and staff network representatives to co-develop and promote the guidance.	March 2022
1.2	Undertake a review, using root cause analysis, of workforce bullying and harassment data, to identify trends, clinical areas, professional groups where detailed interventions are required.	Head of Diversity and Inclusion in partnership with HR and Workforce Information.	Task group to be established by December 2021 to co-ordinate and support the review.	March 2022
1.3	Review hate crime reporting processes and develop clear guidance, including available health and wellbeing support, for managers and colleagues.	Head of Diversity and Inclusion with support from Associate Director of People Experience.	Task group planned to be established by November 2021, with clinical service, health and safety and staff network representatives to co-develop and promote the guidance.	March 2022
1.4	Develop a programme of awareness sessions in conjunction with DaWN members to increase knowledge and to enable and empower staff to contribute to creating a working environment free from discrimination and harassment.	Diversity and Inclusion Project Manager, with support from stakeholders; DaWN network, Human Resources, Communications, Health and Wellbeing.	In development, awareness sessions planned in November and December 2021 with focus on Disability Confidence and neurodiversity.	September 2022
1.5	To develop a plan of action to promote DaWN staff network in conjunction with members to increase active membership to enable and empower more disabled staff to have their voices heard and to contribute to disability equality actions and culture change.	Diversity and Inclusion Project Manager, with support from stakeholders; DaWN network, Human Resources, Communications, Health and Wellbeing.	Plan developed and actions commenced including promotional blogs from members. DaWN network executive sponsor in place from September 2021 to support promotion activity.	September 2022
1.6	Review our DaWN staff network and identify options for closer involvement with the Trust Board.	Head of Diversity and Inclusion in partnership with DaWN executive sponsor and network chair.	Review process to be agreed by December 2021.	March 2022