

**Workforce Disability Equality Standard (WDES)**

**Action Plan 2022/2023**

There are a total of ten indicators that make up the WDES, split across Workforce Data, National NHS Staff Survey and Trust Board Representation. These are designed to help us track our progress in tackling inequalities in the workplace.

Our WDEs action plan should be read in conjunction with our [LYPFT People Plan 2021-2024](https://www.leedsandyorkpft.nhs.uk/about-us/our-strategy/our-people-plan/belonging-in-the-nhs/belonging-road-map/) commitments and road map.

Our WDES actions are presented under the following thematic areas with details of the related WDES indicator.

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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 comprises of ten indicators. Further details of the indicators and the 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, 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.

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| **Theme 1; Representation, Recruitment and Retention**  **WDES Indicators 1 and 10** | | | | |
| **Action** | | **Responsibility/Contributors** | **Status Update October 2022** | **Timescale** |
| 1.1 | Organise a communications campaign to encourage staff to share or update or share their disability, diversity information on ESR. | Head of Diversity and Inclusion and our Disability and Wellbeing (DaWN) staff network. | Campaign and guidance developed with our Disability and Wellbeing staff network (DaWN). Promotion commenced November 2022 | 30.11.2023 and ongoing |
| 1.2 | Review recruitment policy and process. Revise recruitment panel training content and process in line with this review. Ensuring sufficient focus on unconscious bias and the responsibility of panel chairs and EDI competency. | Head of Diversity and Inclusion and recruitment review group. | Recruitment review group to be established by January 2023. The review will incorporate action areas where we can improve our inclusive practice with relevant stakeholders and actions incorporated in recruitment panel training. | 30.06.2023 |
| 1.3 | Include representative workforce focus in annual workforce data planning packs and discussions. | Head of Diversity and Inclusion and Recruitment and Resourcing Manager. | EDI continues to be a focus within workforce planning data packs and meetings with care services. | Ongoing |
| 1.4 | Evaluate the impact of recruitment cultural inclusion ambassadors, respond to the results, and develop a forward delivery plan for future roll-out. | Head of Diversity and Inclusion and recruitment review group. | The Trust established cultural inclusion ambassadors from March 2022 to advise and constructively challenge within recruitment processes and to influence wider culture change. | 30.06.2023 |
| 1.5 | Develop and deliver a widening participation recruitment plan with our local communities to increase visibility and opportunities and to promote the Trust as an employer of choice. | Talent Development and Resourcing Lead. | Widening participation plans in place to improve engagement with our local communities. | Ongoing |
| 1.6 | Ensure that guidance on applying for posts and the selection process is available in accessible formats. | Widening Participation lead. | Guidance has been developed, including in video format with sub-titles. Areas for further development and improvement will be developed through the recruitment review group (see action 1.2). | Ongoing |
| **Theme 2; Leadership, Learning and Development**  **WDES Indicator 5** | | | | |
| **Action** | | **Responsibility/Contributors** | **Status Update October 2022** | **Timescale** |
| 1.1 | Deliver our year 2 Reciprocal Mentoring (RM) programme to give managers greater insights into the experience of diverse (including disabled) colleagues and to support inclusive and collective leadership development of all participants. | Head of Diversity and Inclusion and Organisational Development Lead. | Year 1 RM programme and evaluation completed.  Second cohort recruited and programme embedded within our management and leadership programme offer. | Commence by 30.11.2022 |
| 1.2 | Develop and commence delivery year 2 EDI communications and engagement campaign and learning events for 2023 with our DaWN staff network and our services. | Head of Diversity and Inclusion, DaWN chair and communications team. | Annual campaign process and task group in place to develop staff disability knowledge and good practice. Year 1 focus included neuro diversity, Deaf awareness, and dyslexia. | Delivery to commence 01.04.2023 |
| 1.3 | Participate in Calibre positive action personal development programme and build on and promote the learning across the organisation with participants. | Head of Diversity and Inclusion. | Programme has commenced October 2022 with eleven participants. | 30.09.2023 |
| 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 Team, 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  WDES Indicators 5,6,7 and 8 | | | | |
| **Action** | | **Responsibility/Contributors** | **Status Update 19.11.21** | **Achieve By** |
| 1.1 | Review hate crime reporting and support pilot. | Head of Diversity and Inclusion and Reducing Violence and Aggression group. | A review of hate crime reporting processes was undertaken in 2022 and actions incorporated within the Reducing Violence and Aggression work-stream areas. Progress actions include the introduction of Critical Incidents Support Pathway to provide emotional and wellbeing support to individuals and teams.  A hate crime reporting pilot working with forensic wards and the West Yorkshire Police commenced in July 2022 to inform the reporting and support processes. The impact and effectiveness of the pilot process will be monitored and evaluated and inform the development of Trust-wide approach and associated guidance. | March 2022 |
| 1.2 | Work with members of DaWN staff network to reduce all forms of discrimination, bullying and harassment. | Head of Diversity and Inclusion, staff network chair and HR. | Involvement of DaWN staff network in policy and process reviews. | Ongoing |
| 1.5 | Continue to provide support and guidance to the DaWN staff network, including the provision of protected time for core roles, and ensure the network is included in relevant decision making. | Head of Diversity and Inclusion, staff network chairs and Engagement Team. | Review of staff network support and development processes completed.  Revised forward support plan for 2023/24 in development with staff network chairs. | Ongoing |
| 1.6 | Undertake an improvement review and refresh of procurement and finance reasonable adjustment related processes. | Head of Diversity and Inclusion, finance and procurement. | Task group established in October 2022, improvement areas include timescales for purchase of reasonable adjustment related equipment and related support and guidance for managers and disabled colleagues. | 30.09.2023 |