Workforce Disability

Equality Standard

(WDES)

Annual Report 2023/4

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**Introduction**

We are committed to building a workforce which is valued and whose diversity reflects the communities we serve, enabling as aTrust to deliver the best healthcare to those communities.

The WDES report enables the Trust to publish data on the employment experiences of our disabled staff compared to our non-disabled staff. As we continue to develop and deliver our Trust People Plan, it is vital that we foster and grow a culture of inclusion and belonging.

Throughout this report you will see the term disabled used. The WDES uses the term disability in the context of the social model of disability which is defined as follows:

*A person is disabled by failure of an organisation or society to make adjustments that remove barriers, for example, changes to the environment, ways of doing things or attitudes*.

**2023 WDES Results**

The 2023 WDES results demonstrate improvements in eight out of the ten metric areas. These areas include experiences of bullying and harassment from managers (-2%), experiences of bullying and harassment from members of the workforce (-2%), staff feeling that their work is valued (+8.4%), feeling that the Trust provides equal opportunities for career progression (+7.4%) and staff sharing that they have a disability (+1.3%) which is again encouraging.

Progress areas relating to disabled staff or applicants are as follows.

* The number of staff who have recorded a disability or long-term health condition via ESR has increased by 1.3% to 7.5%.
* The probability of disabled applicants being appointed following shortlisting has increased to 0.87. This is now within the national range aiming to be within 0.8 and 1.25.
* The number of staff entering the formal capability process on the grounds of performance has reduced to zero.
* The percentage of staff experiencing bullying or abuse from patients, relatives or the public has decreased slightly (0.3%).
* The reported experiences of bullying or harassment from a manager has reduced by 2.5% and reported experiences of bullying and harassment from colleagues has reduced by 2.6%.
* A 7.4% increase in the percentage of disabled staff reporting feelings that the trust provides equal access to career progression.
* The percentage of staff saying that they had felt pressure from their manager to come to work when not feeling enough to perform their duties has reduced slightly (0.8%).
* An 8.4% increase in the percentage of staff saying they are satisfied with the extent to which our organisation values their work.
* The percentage of staff reporting that our Trust has made reasonable adjustments to enable them to do their work has increased by 2.5%.
* There has been an increase in disability representation on our Trust board.

There has however been a worsening result in percentage of disabled staff who said that they had reported harassment and bullying (-7.5%). This figure is slightly below the national average by 1%.

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.

The 2023 WDES results demonstrate improvements in several of the metric areas. Despite these improvements we know that further focus is required to improve the experience of our disabled staff.

**Metric 1**

This metric looks at the percentage of staff in Agenda for Change pay-bands or medical and dental subgroups and very senior managers (including Executive Board members) compared with the percentage of staff in the overall workforce.

The 2024 data shows that 10.4% of our workforce (excluding bank) have a disability or long-term health condition. This is an increase of 2.9% when compared to 2023.

**“Relative Likelihood” WDES Metrics Two and Three**

**Table 7**

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| --- | --- | --- | --- |
| **WDES Metric** | **Metric Description** | **2023****Score** | **2024 Score** |
| 2 | Relative likelihood of non-Disabled staff being appointed from shortlisting compared to that of Disabled staff being appointed from shortlisting across all posts. | 0.87 | 0.92 |

The probability figure continues to show that Disabled staff are more likely to be appointed from shortlisting compared to non-disabled staff.

In 2023/24 there were a total of 1002 appointments where Disability status was known. Of this total

11.9% were Disabled, this is above the disability representation of our overall workforce at 10.4%.

**Table 8**

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| --- | --- | --- | --- |
| **WDES Metric** | **Metric Description** | **2023****Score** | **2024 Score** |
| 3 | Relative likelihood of Disabled staff entering the formal capability process compared to non-Disabled staff. | 0 | 0 |

This metric is based on data from a two-year rolling average (2022/23 and 2023/24). During this period there were no Disabled and 2 non-Disabled staff entering the formal capability process on the grounds of performance.

**Metrics 4 to 8 Staff Survey Responses**

Seven out of the eight national staff survey WDES metric areas show a favourable change, as detailed in Table 9 below. With one area showing a significantly favourable change for the percentage of staff with a Long Term Condition or illness experiencing bullying, harrasment or abuse from patients, relatives, or the public in the last twelve months.

The extent to which staff with a Long Term Condition or illness are satisfied with the extent to which our organisation values their work shows an unfavourable reduction of -2.5%. Data is being shared with teams and services to inform their staff and to gather member views in relation to potential improvement actions and areas of planning at team level to inform staff survey intention plans. Discussion has been taken to the DaWN staff network in May, to share the findings with them and to identify improvement actions.

**Table 9**

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| --- | --- | --- | --- | --- | --- |
| **WDES Staff Survey Metrics** **% Staff with a Long-Term Condition (LTC) or illlness** | **2021** | **2022** | **2023** | **Year on Year Change** | **Against Sector Average** |
| % experiencing harassment,bullying or abuse from patients, relatives or the public in the last 12 months | 31.2% | 30.9% | 25.7% | -5.2% |  SignificantlyFavourable | 28.9% | Better |
| % experiencing harassment, bullying or abuse from staff in the last 12 months | 12.2% | 9.6% | 8.7% | -0.9% | Favourable | 11.9% | Better |
| % experiencing harassment,bullying or abuse from colleaugues in the last 12 months | 22.3% | 19.7% | 17.2% | -2.5% | Favourable | 18.9% | Better |
| % sayingthe last time that they experienced arassment bullying or abuse at work, they or a colleaugue reported it | 66.9% | 59.4% | 61.2% | 1.8% | Favourable | 59.9% | Better |
| % believing that the organisation provides equal opportunities for career progression or promotion | 50.0% | 57.4% | 59.3% | 1.9% | Favourable | 56.7% | Better |
| % who felt pressure from their manager to come to work when not feeling well enough to work | 17.0% | 16.2% | 14.9% | -1.4% | Favourable | 19.4% | Better |
| % satisfied with the extent to which their organisation values their work | 41.5% | 49.9% | 47.4% | -2.5% | Unfavourable | 45.4% | Better |
| % saying their employer has made reasonable adjustments to enable them to carry our their work | N/A | 83.5% | 86.5% | 3.0% | Favourable | 79.3% | Better |

**Metric 9**

This focuses on the staff engagment score which is based on three sub themes within the staff survey; motivation, involvement and advocacy.Overall the Trust engagement score is 7.14.

**Long lasting health conditions and illness**

Overall engagement score **6.9**,
-0.35 lower than colleagues who do

not consider themselves to have a long-lasting health condition.



**WDES Progress Actions in 2022/23**

During 2023/24 the Trust has undertaken a number of actions to reduce inequality and develop an inclusive culture for our current and future workforce who have a disability.

The following table provides details of progress and updates against the actions within our 2022 WDES action plan.

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| --- |
| **Theme 1; Representation, Recruitment and Retention-** WDES Indicators 1 and 10 |
| **Action** | **Status Update- August 2024** | **Status** |
| Organise a communications campaign to encourage staff to share or update their disability, diversity information on ESR | Campaign and guidance developed and promoted to staff with our Disability and Wellbeing staff network (DaWN). The percentage of staff declaring a disability as of March 2023 has increased by 1.3% to 7.5% when compared to March 2022 data. | Completed |
| Evaluate the impact of recruitment cultural inclusion ambassadors, respond to the results, and develop a forward delivery plan for future roll-out. | Evaluation completed. A forward plan has been developed to establish representative recruitment panels and increase the number of cultural inclusion ambassadors available to participate in senior recruitment panels. | Completed |
| 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. | Recruitment completed and recruitment policy and process reviewed. Recruitment panel training has been revised in conjunction with the EDI Team and key stakeholders including service user representatives.  | Completed |
| 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. | Widening participation plans in place to improve engagement with our local communities. | Completed |
| Include representative workforce focus in annual workforce planning data packs and discussions. | EDI continues to be a focus within workforce planning data packs and meetings with care services. | Completed |
| Ensure that guidance on applying for posts and the selection process is available in accessible formats. | Guidance has been developed, including in video format with sub-titles. | Completed |
| **Theme 2; Leadership, Learning and Development-** WDES Indicator 5 |
| **Action** | **Status Update- October 2023** |  |
| 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. | Year 2 Reciprocal Mentoring programme delivery completed.  | Completed |
| Develop and commence delivery year 2 EDI communications and engagement campaign and learning events for 2023 with our DaWN staff network and our services. | Communications and engagement plan implemented, and each campaign evaluated. Events and activity have been promoted widely to ensure all staff are informed and able to get involved in celebrating important diversity and inclusion days. | Completed |
| Participate in Calibre positive action personal development programme and build on and promote the learning across the organisation with participants. | Eleven participants completed the Calibre leadership development programme and the knowledge and learning shared via our DaWN staff network. | Completed |
| 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. | Workshops, events and programmes actively promoted as they become available. Examples include leadership development programmes for staff and development programmes for our staff network chairs. | Completed |
| **Theme 3; People Experience-** WDES Indicators 5,6,7 and 8  |
| **Action** | **Status Update- October 2023** |  |
| Review hate crime reporting and support pilot. | 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 evaluation and learning are being used to inform the development of Trust-wide policy and approach. Specific hate crime reporting fields within the Trusts incident management and reporting system Datix introduced in September 2023 to enhance data analysis, reporting and support interventions. | Completed |
| Work with members of DaWN staff network to reduce all forms of discrimination, bullying and harassment. | Active involvement of DaWN chair in our Trust wide Civility and Respect Group and engagement with staff network members to inform and support the development of work in this area. | Completed |
| 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. | Support and development processes implemented and ongoing. The profile and membership of the Trust’s Workforce Disability and Wellbeing Network (DaWN) has increased, and support provided to develop work plans aligned to Trust strategic EDI objectives and regional and national ambitions. | Completed |
| Undertake an improvement review and refresh of procurement and finance reasonable adjustment related processes. | Improvement review in progress led by EDI and Improvement Teams. Revised procurement process and guidance in development and to be implemented by February 2024 following testing phase. | In progress |

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The WDES action plan has been update and is detailed below in Appendix one.

**Appendix 1**

**Workforce Disability Equality Standard (WDES)- Action Plan October 2024- September 2025**

**Introduction**

We are committed to meeting the requirements of the Workforce Disability Equality Standard and this is our fifth publication against this standard.

The Trust submitted its workforce data against the national standard, to the national team in May 2024, as per our contractual requirements.

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.

This action plan has been developed to reflect targeted focus, with the aim of bringing about positive change across the Trust in terms of disability equality. In developing this action plan, consideration has been taken regarding disability equality activity taking place at national, regional and place base level and our Trusts [LYPFT People Plan 2021-2024](https://www.leedsandyorkpft.nhs.uk/about-us/our-strategy/our-people-plan/belonging-in-the-nhs/belonging-road-map/).

The Trust’s Disability and Wellbeing Network (DaWN) has been involved in the development of this action plan which is grouped into three key themes to reflect the areas where the data is showing us, we need to focus attention.

**Monitoring and Evaluation**

The Trust’s DaWN staff network will adopt this action plan as a basis for their work programme and will play a key role in monitoring and influencing the actions going forward. The Chair of the network will work closely with the Head of Diversity and Inclusion and will attend the Trust’s Equality and Diversity Group where regular updates on the actions will be provided. Regular updates on the action plan will also be provided to the Trust Workforce Committee and assurance provided to the Board twice a year.

**Workforce Disability Equality Standard (WDES) Metrics**

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| --- | --- |
| **Metric 1** | Percentage of disabled staff in each of the Agenda for Change bands 1-9, medical & dental subgroups and very senior managers (VSM), including executive board members compared with the percentage of staff in the overall workforce. |
| **Metric 2** | Relative likelihood of disabled staff being appointed from shortlisting across all posts. |
| **Metric 3** | Relative likelihood of disabled staff entering the formal capability procedure (due to performance and not-ill health). |
| **National Staff Survey Responses- Metrics 4 to 9** |
| **Metric 4** | **4a)** Percentage of disabled staff experiencing harassment, bullying or abuse from patients, relatives or the publicPercentage of disabled staff experiencing harassment, bullying or abuse from their manager Percentage of disabled staff experiencing harassment, bullying or abuse from colleagues**4b)** Percentage of Disabled staff compared to non-disabled staff saying that the last time they experienced harassment, bullying or abuse at work, they or a colleague reported it. |
| **Metric 5** | Percentage of disabled staff who believe the Trust provides equal opportunities for career progression or promotion |
| **Metric 6** | Percentage of disabled staff who say they have felt pressure from their manager to come to work, despite notfeeling well enough to perform their duties. |
| **Metric 7** | Percentage of disabled staff saying they are satisfied with the extent to which their organisation values their work. |
| **Metric 8** | Percentage of disabled staff saying that their employer has made adequate adjustment(s) to enable them to carry out their work. |
| **Metric 9** | Comparison of the engagement scores for disabled and non-disabled staff. |
| **Metric 10** | Comparison of disabled and non-disabled members of the board (voting membership/ Exec membership) against the overall workforce. |

**WDES Action Plan 2024-2025- Key Themes**

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

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| 1. **Representation, Recruitment and Retention- WDES Metrics 1 and 10**
 |
| **Our Aim** | **Action** | **Responsibility/Contributors** | **Timescale** |
| **1** | Ensure our recruitment & selection processes are inclusive, raising the profile of the Trust as an “Employer of Choice” and reducing inequality in recruitment. | Develop and roll out a representative recruitment panel model, with initial focus on senior appointments. | Head of Diversity and Inclusion/ Recruitment and Resourcing Manager | April 2025 |
| Develop and roll-out career development & interview skills sessions. | Talent and Resourcing Manager.  | In Progress |
| Review and develop retention strategic plan and talent management actions to support the diversity of executive and senior leadership teams. | Recruitment and Resourcing Manager / Associate Director of OD and Resourcing | In progress |
| Review recruitment and widening participation plans to review impact and focus on widening recruitment opportunities for disabled applicants within local communities aligned to the NHS Long Term Workforce plan. | Widening Participation Officer, Recruitment and Resourcing Manager and Head of Diversity and Inclusion. | In progress |
| **2** | To hold and effectively use workforce data on all protected characteristic staff. | Monitor and analyse demographic recruitment data for international and high- volume recruitment to provide assurance on disability equality impact of access to employment.  | Recruitment and Resourcing Manager and Head of Diversity and Inclusion. | In progress |
| Test and implement workplace adjustments process improvement actions. Monitor uptake and impact for disabled staff. | Head of Diversity and Inclusion and Improvement Team | April 2025 |
| 1. **Leadership, Learning and Development- WDES Metrics 2,5,7 and 9**
 |
| **1** | Embed and mainstreaming diversity and inclusion in all that we do. | Review Trust-wide equality, diversity and inclusion strategic forward plan aligned to the Trust’s People Plan, with a refreshed set of equality objectives, accompanied by an action plan. | Head of Diversity and Inclusion | In progress |
| **2** | Managers equipped with having meaningful and compassionate conversations. | Scope options for the development and delivery of additional EDI training for line managers. Providing them with the tools and strategies to empower them to be inclusive and compassionate leaders, with focus on creating a culture of civility and respect. | HR Business Partners and Head of Organisational Development/ Head of Diversity and Inclusion | On-going  |
| Evaluate the success of the Trust Reciprocal Mentoring scheme and launch the third cohort. | Organisational Development Lead. | May 2025 |
| **3** | Increase awareness across the Trust; so that senior managers, middle managers, and the wider workforce are aware of our diversity and inclusion priorities. | Discussion at service and management level meetings about diversity and inclusion priorities. To raise the profile of disability equality through analysis of service level equality data, empowering managers to agree their own priority areas for action and influencing operational plans. | Head of Diversity and Inclusion | September 2025 |
| 1. **Staff Experience WDES Metrics 4,5,6,7,8 and 9**
 |
| **1** | Prevent and challenge bullying, harassment and abuse against staff and create a culture of Civility and Respect. | Increased focus on civility in the workplace. 1. Continued development and roll out of our Civility and Respect work programme.
2. Review the bullying and harassment policy and procedure.
3. Promote the importance and encourage Disabled staff to report instances of bullying, harassment or abuse.
 | Associate Director of Employment/ HR Business Partners/Head of Diversity | In progress  |
| Develop a hate crime policy and procedure and associated communications and engagement plan to provide clarity on reporting and support processes. | Head of Diversity and Inclusion/Staff Network Chairs and members/Associate Director of People Experience | Complete  |
| **2** | To develop a culture of inclusion and belonging. | Work with system colleagues and staff equality networks to develop a revised cultural calendar. Promoting this widely to ensure all staff are informed and able to get involved in celebrating important inclusion and diversity days with focus on exploring the power of lived experiences and stories. | Head of Diversity and Inclusion/Disability and Wellbeing Network Chair and members | In progress |
| Review and develop the dedicated EDI intranet page with EDI related information to increase awareness of our diversity and inclusion priorities, actions and opportunities for involvement. | Diversity and Inclusion Project Manager/ Communications Manager | In progress |
| **3** | Ensure that all staff have access to a thriving staff equality network, providing our diverse staff with a mechanism to influence change. | Develop a blue-print plan for continued development of staff network chairs/networks aligned to our People Plan priorities and regional and national equality and diversity ambitions. | Head of Engagement / Disability and Wellbeing Network chairs. | In progress |