**Workforce Disability Equality Standard Action plan 2023**

This document highlights the actions working towards WDES metrics which have been approved at Trust Board on 31st October 2023.

Each action has a lead, timescales and intended outcome and actions alongside progress tracker.

Progress Key

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| On Track  |
| Slippage Likely  |
| Critical  |

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| --- | --- | --- | --- | --- | --- | --- |
| Metric | Actions | Update | Intended Outcome | Lead | Timescales | Progress |
| Percentage of staff in AfC bands or medical and dental subgroups and very senior managers compared to the percentage of staff in the overall workforce. | Touchstone Recruitment Support project. | This project is funded by Health Education England now NHS England and is a pilot partnership project between the Mental Health Learning Disabilities and Autism (MHLDA) Collaborative and Touchstone, focused on.* reducing barriers and increasing awareness of jobs to under-represented groups
* increasing diversity in the workforce
* supporting Trusts to be local anchor institutions, recruiting locally, and supporting a reduction in health inequalities
* engaging with a wider audience
* supporting Trusts to have a more inclusive and diverse culture.
 | Review the annual report from touchstone which will provide an update on the project and present recommendations. These recommendations will be a lined with other project work across the People Directorate in relation to inclusive recruitment to ensure collaboration and learning | Recruitment Group / People Experience team  | Ongoing during 23/24 |  |
| Percentage of staff in AfC bands or medical and dental subgroups and very senior managers compared to the percentage of staff in the overall workforce. And Percentage of disabled staff compared to non-disabled staff believing that the trust provides equal opportunities for career progression and promotion | Project Search | Working in partnership with Mid-Yorkshire Trust and Barnsley Hospital - continue to provide Project Search Internship placements predominately within Facilities and support employment opportunities. Cohort 2023/24 TBC. | Support our inclusive workforce profile. Review the success of this project and review if any internships have moved into permanent position. Explore opportunities to expand placements into other services areas across the Trust.  | HR  | Q4/Q1 24 |  |
| Relative likelihood of non-disabled staff compared to disabled staff being appointed from shortlisting across all posts based on recruitment data year to 31.03.23 | Review recruitment process  | The Trusts Recruitment Review Group (incorporating workstreams from the Inpatient Recruitment Review Group), including key stakeholders across the Trust to review areas of under-representation and a focus on disability recruitment and address any barriers. | A fair and equitable recruitment process which eliminates barriers for disabled applicants.Following review, map out action plan via collaboration across the Trust with key stakeholders to co-design and co-produce improvement plans to address any barriers in recruitment.  | Head of Recruitment & Resourcing | 23/24 |  |
| Relative likelihood of disabled staff compared to non-disabled staff entering the formal capability process, as measured by entry into the formal capability procedure. |  | Very small numbers entering the formal capability process, therefore no specific action developed at this time. |  | n/a | n/a |  |
| Percentage of disabled staff compared to non-disabled staff experiencing harassment, bullying or abuse from:\*Patients/service users, their relatives or other members of the public.\*Managers\*other colleagues | NHS staff survey analysis | Identify any key patterns and trends which affect disabled staff from survey data and work with disabled staff network and other stakeholders to identifying other sources of insight and use this to develop appropriate action plans. | Improve and reduce the number of B&H cases on staff from SU.  | People Directorate Leads/Staff network. | March 24 |  |
| Percentage of disabled staff compared to non-disabled staff experiencing harassment, bullying or abuse from:\*Patients/service users, their relatives or other members of the public.\*Managers\*other colleagues | Preventing Harassment and Bullying Framework | New Policy due to be signed off in Q4. An implementation plan is being developed to support the culture change and new ways of working and is also part of the Trust’s Great Place to work priority programme.  | See a reduction in B&H cases from BME staff from other staff and management.Reduce number of overall B&H cases with the implementation of principles of just and learning culture. | HR & Staff side | End of /Q4  |  |
| Percentage of disabled staff compared to non-disabled staff believing that the trust provides equal opportunities for career progression and promotion | Review the approach to performance and talent development, and how this aligns to our appraisal process and career development frameworks. Consider the current effectiveness and make recommendations to support the Trust’s workforce development strategy. | The Trust has continued to develop its Coaching & Mentoring (C&M) Framework. Our Head of People Experience will be conducting a full review of this framework with the Leadership & Management Development Lead.This review will evaluate existing programmes including 360 feedback, peer coaching, executive coaching programmes and medical mentoring, and will also consider new options such as reciprocal mentoring, career planning and development coaching and peer support mentoring.The Trust continues to develop its offer for aspiring and newly appointed managers, and for leaders at all levels seeking to become more effective.   This work includes defining the behaviours and capabilities required to lead in a way that is compassionate, inclusive and aligned to our core values and golden threads. | Co-produce coaching and mentoring framework Coaching and mentoring framework to include offer for staff from under-represented groups.Support for line managers to promote the Trust’s talent management  | NF/NB | Q4 23/ Q1 24 |  |
| 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.And Percentage of disabled staff saying that their employer has made adequate adjustments to enable them to carry out their work. | Disability Awareness training and Reasonable Adjustment policy  | Roll our disability awareness training for staff and managers linked to the staff disability and reasonable adjustments policy, encouraging the use of supportive disability and wellness planning agreements. | Support and maintain staff wellbeing. Work in collaboration with staff network to map out and lead on communication plan to promote this training and policy.  | L&D/People Directorate Lead/Staff Network | Quarter 4 onwards  |  |
| 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. | NHS staff survey analysis  | The Trust reported figures from the staff survey has reduced from 20.2% in 2021 to 18.2% in 2022. This is now 0.7% better than the average benchmarking group percentage. The Trust is committed in offering a robust OH offer to all staff. | Continue to analyse staff survey results to sustain improvement and develop actions where appropriate.  | People Directorate  | Ongoing |  |
| Percentage of disabled staff compared to non-disabled staff saying that they are satisfied with the extent to which their organisation values their work. | NHS staff survey analysis | Results from the 2022 staff survey reports figures for staff with a disability above the average benchmark Trust by 3%. The Trust is committed in maintaining and improving its performance | Continue to analyse staff survey results to sustain improvement and develop actions where appropriate. | PD/staff network | Ongoing |  |
| Percentage of disabled staff compared to non-disabled staff saying that they are satisfied with the extent to which their organisation values their work. | Disabled Staff Network annual members survey  | Co-create annual members survey to capture lived experience of members of the network and map out how this can be circulated to staff recorded on ESR with a disability and/or LTC. This is in line with NHSE recommendation.  | Capture voice of disabled workforce on a range of key areas in line with employee lifecycle. Develop action plan to address insight generated from survey results  | DIB Lead/ staff network / QAIT | Q3/4 |  |
| Percentage of disabled staff saying that their employer has made adequate adjustments to enable them to carry out their work. | Accessibility  | Continue to identify schemes to improve accessibility and environment as part of the Trust capital plan in conjunction with the staff network. | Eliminate able access barriers for staff | Estates/staff network | Ongoing |  |
| Staff engagement score and action to facilitate the voices of disabled staff a/b | Disabled Staff Network Annual Communication / Action Plan  | Diversity Inclusion and Belonging (DIB) Lead and Disabled Staff Network Steering group to develop an annual communications plan to ensure comms is cascade through the organisation and planned for in a timely manner. Annual action plans will support the network to maintain momentum with key actions led by the voice of disabled staff.  | Maintain engagement of disabled workforce and ensure their voice co-creates and co-designs action plans and communication across the Trust | DIB Lead/Staff Network / Comms | 23/24 |  |