

## Workforce Disability Equality Standard Metrics Report & Action Plan July 2019

### Workforce Disability Equality Standard (WDES) - Overview<sup>1</sup>

As set out in the NHS Long Term Plan, respect, equality and diversity are central to changing culture and will be at the heart of our workforce implementation plan. The NHS draws on a remarkably rich diversity of people to provide care to our patients. But we fall short in valuing their contributions and ensuring fair treatment and respect. NHS England, with its partners, is committed to tackling discrimination and creating an NHS where the talents of all staff are valued and developed – not least for the sake of our patients and the delivery of high quality healthcare.

The NHS Workforce Disability Equality Standard (WDES) is designed to improve workplace experience and career opportunities for Disabled people working, or seeking employment, in the National Health Service (NHS). The WDES follows the NHS Workforce Race Equality Standard (WRES) as a tool and an enabler of change.

The WDES is a series of evidence-based Metrics that will provide NHS organisations with a snapshot of the experiences of their Disabled staff in key areas. By providing comparative data between Disabled and non-disabled staff, this information can be used to understand where key differences lie; and will provide the basis for the development of action plans, enabling organisations to track progress on a year by year basis. The WDES provides a mirror for the organisation to hold up to itself, to see whether or not it sees a reflection of the communities that it serves.

Organisations will be encouraged to introduce new measures and practices which positively support disability equality in the workplace and further the involvement and engagement of Disabled communities more widely in the work and aims of the NHS.

### Purpose

This report provides the information which will be included in the Trust's published WDES report this year. It includes the data for the ten metrics which was submitted to NHS England via the Strategic Data Collection Service by 1<sup>st</sup> August 2019. This data forms the basis of NHS England's report into the WDES which is due in late 2019. It also includes actions to support disability equality in the workplace, linking them to the Year 1 actions to deliver the Trust's Workforce Diversity & Inclusion Strategy Plan.

The Trust's forum for disabled staff (ABLE+) is engaged in development of this plan.

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<sup>1</sup> The Overview is taken from the NHS England NHS Workforce Disability Equality Standard Technical Guidance  
WDES Report & Action Plan – July 2019  
Final Sept19

## Workforce Disability Equality Standard (WDES) – 2019 Report

The data which has been submitted to NHS England and planned actions to deliver improvements are shown below.

**Workforce Metrics – for each of the three workforce metrics, compare the data for both Disabled and non-disabled staff.**

<b>Metric 1</b>	<b>Percentage of staff in AfC payband or medical and dental subgroups and very senior managers (including executive Board members) compared with the percentage of staff in the overall workforce. (The calculation is undertaken separately for non-clinical and for clinical staff.)</b>
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<b>Data for reporting year (snapshot as at 31<sup>st</sup> March 2019)</b>	<b>Notes:</b>																																								
<p>Overall workforce = 3% Disabled, 93% not disabled and 4% not declared/unknown/null</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;">Non-clinical staff</th> <th style="width: 15%;">Disabled % (of cluster)</th> <th style="width: 15%;">Not disabled % (of cluster)</th> <th style="width: 15%;">Disability unknown or null % (of cluster)</th> </tr> </thead> <tbody> <tr> <td>Cluster 1 (Bands 1 - 4)</td> <td>4%</td> <td>92%</td> <td>4%</td> </tr> <tr> <td>Cluster 2 (Band 5 - 7)</td> <td>5%</td> <td>94%</td> <td>2%</td> </tr> <tr> <td>Cluster 3 (Bands 8a - 8b)</td> <td>1%</td> <td>95%</td> <td>4%</td> </tr> <tr> <td>Cluster 4 (Bands 8c - 9 &amp; VSM)</td> <td>2%</td> <td>89%</td> <td>9%</td> </tr> </tbody> </table> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;">Clinical Staff</th> <th style="width: 15%;">Disabled % (of cluster)</th> <th style="width: 15%;">Not disabled % (of cluster)</th> <th style="width: 15%;">Disability unknown or null % (of cluster)</th> </tr> </thead> <tbody> <tr> <td>Cluster 1 (Bands 1 - 4)</td> <td>3%</td> <td>94%</td> <td>3%</td> </tr> <tr> <td>Cluster 2 (Band 5 - 7)</td> <td>2%</td> <td>96%</td> <td>2%</td> </tr> <tr> <td>Cluster 3 (Bands 8a - 8b)</td> <td>1%</td> <td>97%</td> <td>2%</td> </tr> <tr> <td>Cluster 4 (Bands 8c - 9 &amp; VSM)</td> <td>2%</td> <td>90%</td> <td>8%</td> </tr> </tbody> </table>	Non-clinical staff	Disabled % (of cluster)	Not disabled % (of cluster)	Disability unknown or null % (of cluster)	Cluster 1 (Bands 1 - 4)	4%	92%	4%	Cluster 2 (Band 5 - 7)	5%	94%	2%	Cluster 3 (Bands 8a - 8b)	1%	95%	4%	Cluster 4 (Bands 8c - 9 & VSM)	2%	89%	9%	Clinical Staff	Disabled % (of cluster)	Not disabled % (of cluster)	Disability unknown or null % (of cluster)	Cluster 1 (Bands 1 - 4)	3%	94%	3%	Cluster 2 (Band 5 - 7)	2%	96%	2%	Cluster 3 (Bands 8a - 8b)	1%	97%	2%	Cluster 4 (Bands 8c - 9 & VSM)	2%	90%	8%	<p>Data is derived from the ESR.</p> <p>Clusters of pay bands/groups are used to allow a better understanding of Disabled staff across the workforce because of the low percentages of Disabled staff recorded in ESR.</p> <p>The total number of staff recorded in ESR as disabled is 265.</p> <p>The number of staff who responded to the 2018 NHS Staff Survey and said they had a physical or mental health condition, disability of illness lasting more than 12 months was 715 (16%).</p> <p>Nationally, there is significant under-reporting of the numbers of staff who declare themselves to be disabled. (On average, 3% of people state that they are disabled on ESR, on average 18% declare that they have a disability on the NHS Staff survey- a 15% difference in the disability declaration rate.)</p> <p>The NHS (and the Trust) can only know whether significant improvements are being made to the</p>
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Cluster 5 (Medical & Dental Staff, Consultants)	1%	89%	10%	number of Disabled people working in the NHS if the disability declaration rate improves year on year.
Cluster 6 (Medical & Dental Staff, Non-Consultants career grade)	1%	89%	10%	
Cluster 7 (Medical & Dental Staff, Medical and dental trainee grades)	3%	81%	16%	

**Planned action(s) from the Workforce Diversity & Inclusion Strategy Plan April 2019 – March 2020:**

- Agree our approach to inclusive Talent Management ensuring this complements the career pathway work in the education strategy.
- We will ensure our appraisal framework includes a Diversity and Inclusion objective so every leader is able to demonstrate their commitment to diversity, inclusion and fairness.
- Ensure all recruitment processes are reviewed to ensure an inclusive approach from application to appointment.

The above are included in the Workforce D&I Strategy plan as actions to support delivery of the following objectives:

**We are committed to inclusion in everything we do including Recruitment, Induction, Training, Appraisal and Talent Management  
We will be recognized as an inclusive employer committed to ensuring our workforce reflects the community it serves**

**Additional planned action(s) for 2019/2020**

- Increase ESR disability declaration rates and reduce the number in the ‘Not known/not declared’ categories by:
- Increased focus on using the Health Appraisal section of Appraisals as an opportunity to discuss any change in health status (and update via ESR self-service)
- Promotion of ESR self-service to add or amend disability information
- Reinforcing the importance of transferring/collecting/recording diversity data for ALL starters

Measures of success: Year on year decrease in ‘Not known/not declared’ status on ESR, and year on year increase in disability declaration rates

<b>Metric 2</b>	<b>Relative likelihood of Disabled staff compared to non-disabled staff being appointed from shortlisting across all posts</b>
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<b>Data for reporting year (1<sup>st</sup> April 2018 – 31<sup>st</sup> March 2019)</b>	<b>Notes</b>									
<p>Disabled people are 1.76 times less likely to be appointed from shortlisting than non-disabled people.</p> <p>This is calculated from the following figures for all recruitment episodes recorded on TRAC:</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width: 60%;"></th> <th style="width: 20%;">Disabled</th> <th style="width: 20%;">Non-disabled</th> </tr> </thead> <tbody> <tr> <td>Number of shortlisted applicants (headcount)</td> <td style="text-align: center;">390</td> <td style="text-align: center;">5,863</td> </tr> <tr> <td>Number appointed from shortlisting (headcount)</td> <td style="text-align: center;">51</td> <td style="text-align: center;">1,346</td> </tr> </tbody> </table>		Disabled	Non-disabled	Number of shortlisted applicants (headcount)	390	5,863	Number appointed from shortlisting (headcount)	51	1,346	<p>The data is taken from the TRAC system used for all recruitment episodes.</p> <p>More detailed data is published on the Trust's website at <a href="#">Equality Performance &amp; Objectives</a></p> <p>The number of shortlisted applicants who either did not state or did not wish to disclose whether or not they have a disability was 171.</p> <p>The number appointed from shortlisting was 52 (outnumbering the number of Disabled people appointed from shortlisting.)</p> <p>The Trust operates a Guaranteed Interview Scheme which ensures those applicants declaring a disability are interviewed provided they meet all of the essential criteria of the role. The scheme provides positive action for Disabled staff, and NHS England supports and encourages all NHS Organisations to use the Guaranteed Interview Scheme in their recruitment processes.</p>
	Disabled	Non-disabled								
Number of shortlisted applicants (headcount)	390	5,863								
Number appointed from shortlisting (headcount)	51	1,346								

**Planned action(s) from the Workforce Diversity & Inclusion Strategy Plan April 2019 – March 2020:**

- Review of shortlisting process to provide assurance that the anonymised process removes opportunities for bias
- Review interview template and interview question bank with a view to including D&I section / specific question (eg: "What have you done in your previous role(s) to promote diversity and inclusion?")
- Research/commission/develop refresher training for recruiting managers – Inclusivity in Recruitment – to be delivered as one hour, back to back sessions over two days. (Will include launch of refreshed JDs, advertising and interview Qs)

Refresh panel composition with a view to including an extra, independent, person as part of the selection process to challenge on aspects of inclusivity. (For interviews of B7 or B8a and above roles initially)

Review recruitment processes for Board appointments, including executive search agencies.

The above are included in the Workforce D&I Strategy plan as actions to support delivery of the following objective:

**We will be recognized as an inclusive employer committed to ensuring our workforce reflects the community it serves.**

<b>Metric 3</b>	<b>Relative likelihood of Disabled staff compared to non-disabled staff entering the formal capability process, as measured by entry into the formal capability procedure</b>
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<i>Data for the reporting period (1<sup>st</sup> April 2017 – 31<sup>st</sup> March 2019)</i>	<i>Notes</i>
<p>Disabled staff are 3.44 times more likely than non-disabled staff to enter the formal capability process.</p> <p>This is measured by the number of Disabled and non-disabled staff entering the formal part of the process in the Performance Management Policy as recorded on the Case Management System.</p>	<p>For the purpose of this year’s reporting, capability is defined as capability on the grounds of performance, not ill health.</p> <p>Data is for all cases live on the Case Management System between 1<sup>st</sup> April 2017 and 31<sup>st</sup> March 2019.</p> <p>The diversity information about staff on our case management system is pulled through from ESR. Disability status is not always declared or up to date, which has an impact on the accuracy of the data on the case management system.</p>

**Planned action(s) from the Workforce Diversity & Inclusion Strategy Plan April 2019 – March 2020:**

- Review of our people policies (as they fall due for review) to ensure a consistent message and approach to inclusion
- Ensure we continue to offer to Investigating Officers training to all managers undertaking HR related investigations

The above are included in the Workforce D&I Strategy plan as actions to support delivery of the following objective:

**Inclusion is integral in our people policies encouraging positive conversation and introducing informal processes where possible**

**National NHS Staff Survey Metrics – for each of the following four Staff Survey metrics, compare the responses for both Disabled and non-disabled staff.**

<p><b>Metric 4 Staff Survey Q13</b></p>	<p>(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</p> <p>(b) 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</p>
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<i>Data for 2019 (2018 Survey results)</i>	<i>Notes</i>												
<p><b>% of staff who experienced at least one episode of harassment, bullying or abuse in the last 12 months</b></p> <table border="1"> <caption>Harassment Experiences Data</caption> <thead> <tr> <th>Category</th> <th>Disabled staff</th> <th>Non-disabled staff</th> </tr> </thead> <tbody> <tr> <td>Patients, service users, relatives, other members of the public</td> <td>30.2%</td> <td>23.0%</td> </tr> <tr> <td>Managers</td> <td>18.2%</td> <td>9.9%</td> </tr> <tr> <td>Other colleagues</td> <td>28.3%</td> <td>16.0%</td> </tr> </tbody> </table>	Category	Disabled staff	Non-disabled staff	Patients, service users, relatives, other members of the public	30.2%	23.0%	Managers	18.2%	9.9%	Other colleagues	28.3%	16.0%	<p>Data is based on the National Staff Survey results. (All substantive staff receive a Staff Survey to complete.)</p> <p>The percentages are of the number of responses from that group of staff. (For example, 30.2% = 723 Disabled staff)</p> <p>Of the bullying and harassment cases reported to the Employee Services team and recorded on the Case Management System, only one was reported by a Disabled person.</p> <p>The diversity information about staff on our case management system is pulled through from ESR. Disability status is not always declared or up to date, which has an impact on the accuracy of the data on the case management system.</p>
Category	Disabled staff	Non-disabled staff											
Patients, service users, relatives, other members of the public	30.2%	23.0%											
Managers	18.2%	9.9%											
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<p><b>% of staff who reported, or had a colleague report, their last experience of harassment, bullying or abuse</b></p> <table border="1"> <caption>Reporting of Harassment Data</caption> <thead> <tr> <th>Staff Type</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>Disabled staff</td> <td>47.5%</td> </tr> <tr> <td>Non-disabled staff</td> <td>45.6%</td> </tr> </tbody> </table>	Staff Type	Percentage	Disabled staff	47.5%	Non-disabled staff	45.6%							
Staff Type	Percentage												
Disabled staff	47.5%												
Non-disabled staff	45.6%												

**Planned action(s) 2019/2020:**

- A Senior Leadership Plan to develop different ways to reduce bullying and harassment and to support staff to feel they have a voice – to be agreed September 2019
- Divisions to identify service actions and interventions to improve this result as part of Divisional Improving Staff Experience Plans – measured by Staff Survey results in 2020

<b>Metric 5 Staff Survey Q14</b>	<b>Percentage of Disabled staff compared to non-disabled staff believing that the Trust provides equal opportunities for career progression or promotion</b>
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<b>Data for 2019 (2018 Survey results)</b>	<b>Notes</b>						
<p><b>% of staff believing the Trust provides equal opportunities for career progression or promotion</b></p> <table border="1" style="margin: 10px auto;"> <thead> <tr> <th>Staff Group</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>Disabled staff</td> <td>78.1%</td> </tr> <tr> <td>Non-disabled staff</td> <td>86.1%</td> </tr> </tbody> </table>	Staff Group	Percentage	Disabled staff	78.1%	Non-disabled staff	86.1%	<p>Data is based on the National Staff Survey results. (All substantive staff receive a Staff Survey to complete.)</p> <p>The percentages are of the number of responses from that group of staff. (78.1% = 423 Disabled staff and 86.1% = 2,519 non-disabled staff)</p>
Staff Group	Percentage						
Disabled staff	78.1%						
Non-disabled staff	86.1%						

**Planned action(s) from the Workforce Diversity & Inclusion Strategy Plan April 2019 – March 2020:**

- Review of shortlisting process to provide assurance that the anonymised process removes opportunities for bias
- Review interview template and interview question bank with a view to including D&I section / specific question (eg: “What have you done in your previous role(s) to promote diversity and inclusion?”)
- Research/commission/develop refresher training for recruiting managers – Inclusivity in Recruitment – to be delivered as one hour, back to back sessions over two days. (Will include launch of refreshed JDs, advertising and interview Qs)
- Refresh panel composition with a view to including an extra, independent, person as part of the selection process to challenge on aspects of inclusivity. (For interviews of B7 or B8a and above roles initially)
- Review recruitment processes for Board appointments, including executive search agencies

The above are included in the Workforce D&I Strategy plan to deliver the following objective:

**We will be recognized as an inclusive employer committed to ensuring our workforce reflects the community it serves.**

<b>Metric 6 Staff Survey Q11</b>	<b>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</b>
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<b>Data for 2019 (2018 Survey results)</b>	<b>Notes</b>						
<p style="text-align: center;"><b>% of staff saying that they have felt pressure from their manager to come to work, despite not feeling well enough</b></p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>Staff Category</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>Disabled staff</td> <td>25.5%</td> </tr> <tr> <td>Non-disabled staff</td> <td>19.0%</td> </tr> </tbody> </table>	Staff Category	Percentage	Disabled staff	25.5%	Non-disabled staff	19.0%	<p>Data is based on the National Staff Survey results. (All substantive staff receive a Staff Survey to complete.)</p> <p>The percentages are of the number of responses from that group of staff. (25.5% = 514 Disabled staff and 19.0% = 1,805 non-disabled staff)</p> <p>Whilst the Trust does not currently have a specifically targeted approach to address presenteeism; it has a suite of self-help guides and other support in place which are intended to increase the awareness of staff of the impact on them of attending work when unwell..</p>
Staff Category	Percentage						
Disabled staff	25.5%						
Non-disabled staff	19.0%						

**Planned action(s) for 2019/2020:**

Actions to improve declaration rates on ESR, as for Metric 1, and especially:

- Increased focus on using the Health Appraisal section of Appraisals as an opportunity to discuss any change in health status (and update via ESR self-service)



<b>Metric 7 Staff Survey Q5</b>	<b>Percentage of Disabled staff compared to non-disabled staff saying that they are satisfied with the extent to which their organisation values their work</b>
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<b>Data for 2019 (2018 Survey results)</b>	<b>Notes</b>						
<div data-bbox="152 395 1034 826" data-label="Figure"> <p style="text-align: center;"><b>% of staff sayin that they are satisfied with the extent to which the Trust values their work</b></p> <table border="1"> <caption>Staff Satisfaction Data</caption> <thead> <tr> <th>Staff Group</th> <th>Percentage Satisfied</th> </tr> </thead> <tbody> <tr> <td>Disabled staff</td> <td>39.7%</td> </tr> <tr> <td>Non-disabled staff</td> <td>50.0%</td> </tr> </tbody> </table> </div>	Staff Group	Percentage Satisfied	Disabled staff	39.7%	Non-disabled staff	50.0%	<p>Data is based on the National Staff Survey results. (All substantive staff receive a Staff Survey to complete.)</p> <p>The percentages are of the number of responses from that group of staff. (39.7% = 721 Disabled staff and 50% = 3,701 non-disabled staff)</p>
Staff Group	Percentage Satisfied						
Disabled staff	39.7%						
Non-disabled staff	50.0%						

**Planned action(s) from the Workforce Diversity & Inclusion Strategy Plan April 2019 – March 2020:**


- We will continue to share staff stories at Board and work to develop a series of staff story videos to promote the experiences of our diverse workforce
- Review existing recognition schemes to ensure there is an inclusive approach from the nominations process to the panel

The above are included in the Workforce D&I Strategy plan to deliver the following objective:

**We celebrate and value the contribution all of our staff make at all levels of the organisation**

The following NHS Staff Survey Metric only includes the responses of Disabled staff

<b>Metric 8          Staff Survey          Q28b</b>	<b>Percentage of Disabled staff saying that their employer has made adequate adjustment(s) to enable them to carry out their work</b>
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<b>Data for 2019 (2018 Survey results)</b>	<b>Notes</b>
<div data-bbox="150 475 1048 911" style="border: 1px solid black; padding: 10px;"> <p style="text-align: center;"><b>% of Disabled staff saying that their employer has made adequate adjustment(s) to enable them to carry out their work</b></p> <p style="text-align: center;">78.1%</p>  <p style="text-align: center;">Disabled staff</p> </div>	<p>Data is based on the National Staff Survey results. (All substantive staff receive a Staff Survey to complete.)</p> <p>This Staff Survey question only includes the responses of staff who answered 'yes' to Staff Survey Q28a, which asks "Do you have any physical or mental health conditions, disabilities or illnesses that have lasted or are expected to last for 12 months or more?"</p> <p>The percentage is of the number of responses from Disabled staff:        78.1% = 420 Disabled staff.</p>

**Planned action(s) for 2019/2020:**

Launch and promote the process developed by Able+ to support managers and staff with advice and guidance about reasonable adjustments

**Planned action(s) from the Workforce Diversity & Inclusion Strategy Plan April 2019 – March 2020:**

- Review of our people policies (as they fall due for review) to ensure a consistent message and approach to inclusion
- Ensure we continue to offer to Investigating Officers training to all managers undertaking HR related investigations

The above are included in the Workforce D&I Strategy plan to deliver the following objective:

**Inclusion is integral in our people policies encouraging positive conversation and introducing informal processes where possible**

**NHS Staff Survey and the engagement of Disabled staff**

**For Metric 9 a), compare the staff engagement scores for Disabled, non-disabled staff and the overall Trust score**

<b>Metric 9 (a)</b>	<b>The staff engagement score for Disabled staff, compared to non-disabled staff and the overall engagement score for the organisation</b>
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<b>Data for 2019 (2018 Survey results)</b>	<b>Notes</b>								
<div style="border: 1px solid black; padding: 10px; text-align: center;"> <p><b>Staff engagement score for Disabled staff, non-disabled staff and the overall engagement score for the Trust</b></p> <table border="1" style="margin: 0 auto; border-collapse: collapse;"> <thead> <tr> <th>Category</th> <th>Score</th> </tr> </thead> <tbody> <tr> <td>Disabled staff</td> <td>6.9</td> </tr> <tr> <td>Non-disabled staff</td> <td>7.3</td> </tr> <tr> <td>Organisation average</td> <td>7.2</td> </tr> </tbody> </table> </div>	Category	Score	Disabled staff	6.9	Non-disabled staff	7.3	Organisation average	7.2	<p>Data is based on the National Staff Survey results. (All substantive staff receive a Staff Survey to complete.)</p> <p>The staff engagement score is a composite score made up of the responses to nine individual questions in the staff survey. (It is a score out of 10)</p> <p>6.9 = responses from 730 Disabled staff          7.3 = responses from 3,721 non-disabled staff          7.2 = organisation average for 4,771 staff</p>
Category	Score								
Disabled staff	6.9								
Non-disabled staff	7.3								
Organisation average	7.2								

**Planned action(s) for 2019/2020:**

The Trust has an Improving Staff Experience plan linked to its People Strategy. This is not specifically targeted, but for all staff.

<b>Metric 9 (b)</b>	<b>Has your trust taken action to facilitate the voices of Disabled staff in your organisation to be heard? (Yes) or (No)</b> <b>If yes, please provide at least one practical example of current action being taken.</b>
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<p><b>Response for 2019</b></p> <p>The Trust facilitates the voices of Disabled staff through the Disabled staff forum – ABLE+. The Forum has been active for three years, and is represented on and supported by the Trust’s Workforce Diversity &amp; Inclusion Group, contributing to the work of that group in supporting delivery of the Trust’s Workforce Diversity &amp; Inclusion Strategy.</p> <p>Members of the Forum were involved in development of the Strategy, which includes as a year 1 objective: <b>Staff Forums grow to become an increased staff voice who represent our workforce and the community we serve</b></p> <p>ABLE+ (and the Trust’s other staff forums – the BAMEW Forum and LGBT Forum) promoted their presence and work to colleagues in the Trust at a Staff Forums Event in May, opened by the Trust Chairman.</p> <p>The Forum has been involved in partnership working on the WDES from the beginning, including attendance at one of the early workshops held by NHS England.</p> <p>When members of ABLE+ were asked the question “Has your Trust taken action to facilitate the voices of Disabled staff in your organisation to be heard?” they suggested a third possible answer: ‘to a certain extent’. The majority of them chose this option.</p> <p>They were also asked “What other actions do you think the Trust could/should take to enable the voices of Disabled staff to be heard?” The responses to this question form the basis for the planned actions, below.</p>
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**Planned action(s) for 2019/2020:**

- Hold a ‘Disability Awareness Day’ on 24<sup>th</sup> September 2019 in which Executives have been invited to participate
- Provide more guidance for managers to ensure that they understand their obligations in regard to providing reasonable adjustments
- Continue to raise the profile of ABLE+ and the awareness of support available for staff (including through the Reasonable Adjustments guidance paper)
- Increased focus on using the Health Appraisal section of Appraisals as an opportunity to discuss any change in health status (and update via ESR self-service)

Links to actions to deliver the following objectives from the Workforce Diversity & Inclusion Plan Year 1 (April 2019 – March 2020):

**Staff Forums grow to become an increased staff voice who represent our workforce and the community we serve**

### Board Representation Metric

**For this metric, compare the difference for Disabled and non-disabled staff**

<b>Metric 10</b>	<b>Percentage difference between the organisation’s Board voting membership and its organisation’s overall workforce, disaggregated by voting membership of the Board and by Executive membership of the Board</b>
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<b>Data for 2019 (2018 Survey results)</b>	<b>Notes</b>
<p>The Trust has a 3% Disabled workforce and 6% of the voting members of the Board has a declared disability. The percentage difference between the Trust’s Board voting membership and the overall workforce is +3%.</p> <p>The Trust has a 3% Disabled workforce and 0% of the Executive members of the Board has a declared disability. The percentage difference between the Trust’s Executive Board membership and the overall workforce is - 3%.</p>	<p>The voting membership of the Board is the whole membership – made up of Executives and non-Executives.</p> <p>The Executive membership of the Board are the direct employees of the Trust.</p>

### Planned action(s) from the Workforce Diversity & Inclusion Strategy Plan April 2019 – March 2020:

- Review recruitment processes for Board appointments, including executive search agencies

The above is included in the Workforce D&I Strategy plan to deliver the following objective:

**We will be recognized as an inclusive employer committed to ensuring our workforce reflects the community it serves**

## Conclusion

The relatively low self-declaration rates of Disabled staff at the Trust on the ESR reflects the national picture, and we hope that the publication of national statistics in the Workforce Disability Standard will add urgency to the need to resolve this locally and nationally. Until the declaration rate improves it is difficult to identify where work needs to focus to remove barriers to progression.

We've made a practice of examining the Staff Survey responses from both BAME staff and Disabled staff over the past few years, and recognise that the workplace experience of both groups needs to improve.

The organisation's response has been to develop a Workforce Diversity & Inclusion Strategy for the next five years which sets out our vision of being 'committed to inclusion in everything we do', and how we aim to deliver this over the next five years.

Accountability for improving the experience of Disabled staff sits with the Trust Board. Progress is reported into the Board on a quarterly basis through the People Committee, who will be the approving body for this Report and Action Plan.