

APPENDIX B: WORKFORCE DISABILITY EQUALITY STANDARD. ACTION PLAN - 2021 - 2022

This document supports the Workforce Disability Equality Standard Report 2021 - 22 which was approved at Trust Board on 29/09/2021

Slippage / Critical	Slippage likely / Not Critical	On Track, Good Progress	Delivered			
Metric	Result	Action Required	Rationale / Intended outcome	Lead	Due Date	Progress
<p>Metric 1 Percentage of staff in National NHS pay-bands for medical and dental subgroups and very senior managers (including Executive Board members) compared with the percentage of staff in the overall workforce.</p> <p>(Full Breakdown in Report, 3.6% of Staff declare that they have a disability within the workforce) [Higher score is better]</p> <p>2020: 3% 2021: 3.6%</p>	<p>Improvement: Higher rate of staff disclosing they have disabilities in the Trust on ESR.</p> <p>These percentages across the bands are lower than national medians. See Appendix A for further details.</p>	[1.1] Compare staff declaring Disability status compared to last year by area and establish gaps and carry out a campaign to increase declaration status of staff.	Ensures we are accurately reporting the amount of Disabled Staff within the Trust. Identifying potential areas where staff may not be doing so already.	Director of Equality	31 March 2022	
		[1.2] Work closely with the KickStart Scheme and encourage more young people to join via apprenticeships	Kickstart programmes encourage young people with disabilities back to work and would help us to encourage disabled people to work in the Trust in future.	Director of Equality, Equality and Inclusion Sub-Committee members	31 March 2022	
<p>Metric 2 Relative likelihood of non-disabled staff compared to Disabled staff being appointed from shortlisting across all posts.</p> <p>[Lower score is better, with a score of 1 showing an equal likelihood]</p> <p>2020: 0.95 2021: 1.17</p>	<p>Deterioration: Higher than National Medians (+0.9), See Appendix A for further details</p>	[2.1] Produce a drilldown of this Metric by Directorate to ascertain if there are hotspot areas that need to be addressed.	Assess performance against the existing Disability Confident scheme and identify gaps and improvements in process.	HR Business Partner for Resourcing Associate Director of Human Resources	31 March 2022	
<p>Metric 3 Relative likelihood of Disabled staff compared to non-disabled staff entering the formal capability process, as measured by entry into the formal capability procedure.</p> <p>[Lower score is better, with a score of 1 showing an equal likelihood]</p> <p>2020: 1.41 2021: 2.61</p>	<p>Deterioration: This figure is taken as an average score over the past two years from the point of collection. Disabled Staff are more than 2.61 times more likely to enter formal capability procedure than non-disabled staff.</p> <p><i>(It should be noted that the data set used for these were based on small sample sizes; see Appendix A)</i></p>	[3.1] HR Representative to report on a Quarterly Basis to D&MH Network with an anonymised list of examples of those entering the Formal Capability Procedure due to Disability and Mental Health.	Involvement of the D&MH Network in reviewing staff entry into the formal capability procedure will help identify key issues and help develop systems that take Disability and Mental Health into account.	Associate Director of Human Resources	Quarterly	

Metric	Result	Action Required	Rationale / Intended outcome	Lead	Due Date	Progress
<p>Metric 4</p> <p>a) Percentage of Disabled staff compared to non-disabled staff experiencing harassment, bullying or abuse from:</p> <p>i. Patients/Service users, their relatives or other members of the public</p> <p>ii. Managers</p> <p>iii. Other colleagues</p> <p>[Lower % is better]</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> <p>[Higher % is better]</p> <p>2020 - 21</p> <p>i) 39% - 39%</p> <p>ii) 20% - 18%</p> <p>iii) 26% - 22%</p> <p>b) 52% -52%</p>	<p>i) No Change</p> <p>ii) Improvement</p> <p>iii) Improvement</p> <p>b) No Change</p> <p>Compared to National Medians</p> <p>i) Lower</p> <p>ii) Higher</p> <p>iii) Higher</p> <p>b) Lower</p>	[4.1] Monitor, Maintain and Continue to Improve. Ensure that HR and LSMS are represented at each D&MH Network to update on current progress.	Regular involvement in D&MH Network will allow our members with Lived Experience to advise and work alongside LSMS and HR Department.	Associate Director of Human Resources, Local Security Management Specialist	Bi-Monthly (in conjunction with D&MH Network Sessions)	
		[4.2] Review September 2021 Staff Survey Data, continuing to review this on a Quarterly Basis from January 2022 following introduction of quarterly Staff Survey updates.	Regularly reviewing Staff Survey Data will give the D&MH Network a clear picture of these factors across the year.	Head of Staff Engagement	Quarterly	
		[4.3] Review Pulse Survey Data by Disabled Vs. Non-Disabled staff members and identify any patterns and trends. Share with the Disability Network and Executive Team as appropriate.	Regular monitoring of staff feedback allows us to effectively target negative trends and develop actions throughout the year to mitigate them.	Equality Director	Quarterly	
<p>Metric 5</p> <p>Percentage of Disabled staff compared to non-disabled staff believing that the Trust provides equal opportunities for career progression or promotion.</p> <p>[Higher % is better]</p> <p>2020: 75%</p> <p>2021: 79%</p>	<p>Improvement</p> <p>Lower than National Median (-.03%), See Appendix A for further details</p>	[5.1] Monitor, Maintain and Continue to Improve by implementing new tools and processes related to Talent Management and Personal Development Plans within the Trust	Improvements observed after last year's WDES Actions, further plans by Workforce Development Team to improve the Talent Management within the Trust to ensure this is Merit-Based and ensure Equality in career opportunities and progression.	Associate Director of Learning and Development Head of Organisational Development.	30 September 2022	
		[5.2] Run additional cohorts of the Trust's Reverse Mentoring Programme for Disabled staff.	Reverse Mentoring allows staff to share learning with senior leads and develop new skills and opportunities within the Trust.		30 September 2022	

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<p>Metric 6 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.</p> <p>[Lower % is Better] 2020: 30% 2021: 32%</p>	<p>Deterioration: In comparison, in 2019 this was 31%.</p> <p>Higher than National Medians (+2.2%) See Appendix A for further details.</p>	<p>[6.1] Review the current wellbeing offer to develop resources to encourage and guide managers in better supporting the wellbeing of those with Disabilities in their teams.</p>	<p>Creating new resources and providing guidance to managers on existing resources in the Trust (Appraisal process / Wellness Plans, Reasonable Adjustments Passports) allow managers to better support to those not feeling well enough to perform their duties.</p>	<p>Wellbeing Leads Head of Staff Engagement.</p>	<p>31 March 2022</p>	
<p>Metric 7 Percentage of Disabled staff compared to non-disabled staff saying that they are satisfied with the extent to which their organisation values their work.</p> <p>[Higher % is Better] 2020: 38% 2021: 43%</p>	<p>Improvement Higher than National Medians (+3.7%) See Appendix A for further details</p>	<p>[7.1] Continue to Monitor and Maintain evidence that we as a Trust are effectively showing recognition to the contributions of staff with Disabilities and championing the contributions of the D&MH Network (via outlets including CEO Brief, Wednesday Weekly, Staff Survey Summaries.)</p>	<p>Continue positive progress and build on raising this awareness with EPUT Staff.</p>	<p>Director of Comms Head of Staff Engagement.</p>	<p>30 September 2022</p>	
<p>Metric 8 Percentage of Disabled staff saying that their employer has made adequate adjustment(s) to enable them to carry out their work.</p> <p>2020: 72% 2021: 78%</p>	<p>Improvement Higher than National Medians (+3.4%) See Appendix A for further details</p>	<p>[8.1] Promote Reasonable Adjustments Passport (as part of the Sickness and Wellbeing Policy) to staff and ensure managers are able to use this in support of staff. Ensure this is implemented throughout Trust Practice. Promote "Good News Stories" where this has benefitted staff members.</p>	<p>Reasonable Adjustments Passport appears to have had a significant effect through Staff Training, Promotion and Resources, giving staff the tools to empower them to have these discussions with their supervisors.</p>	<p>Equality Advisor</p>	<p>30 September 2022</p>	

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Metric 9 a) The staff engagement score for Disabled staff, compared to non-disabled staff. [Higher Score is Better] 2020: 6.5 2021: 6.8	Improvement Higher than National Medians (+0.1) See Appendix A for further details	[9.1] Continue to Monitor and Maintain, regularly engaging with our Staff Engagement / Equality Champions Networks to promote our work on the work we do as a Trust to support disabled employees.	Sharing good practice and raising awareness of the positive steps we take to support EPUT Staff.	Head of Staff Engagement.	30 September 2022	
		[9.2] Assess disabled representation in Staff Engagement Champions and campaign accordingly including the Network.	Better representation of Disabled staff in Staff Engagement Champions Network.	Head of Staff Engagement	31 March 2022	
Metric 10 Percentage difference between the organisation's Board voting membership and its organisation's overall workforce, disaggregated: <ul style="list-style-type: none"> • By voting membership of the Board. • By Executive membership of the Board. WDES Metrics 2020: -3% 2021: 8.9%	Improvement See WDES Report Appendix for a full breakdown and summary. Higher than National Medians (+4.1%) See Appendix A for further details	[10.1] Continue to Monitor and Maintain. Encourage Board to ensure their ESR is up to date to ensure accurate representation.	Positive result can be reinforced by ensuring all board are accurately declaring disability status, role-modelling this in the Trust.	Director of Equality, Head of Staff Engagement.	31 March 2022	

	Action Required	Rationale	Lead	Due Date	Progress
GENERAL WDES ACTIONS	Quarterly push for ESR: Encouraging Trust Board / All Staff to complete this on a quarterly basis.	An accurate baseline of the proportion of staff in the workforce who are disabled.	Equality Advisor	Quarterly	
	Submit proposals for funding across the year to support Disability, Mental Health and Long Term Condition awareness campaigns and events via Executive Team. Including training on specific areas for staff.	Funding needs to be provided to facilitate the work of the Disability and Mental Health Network and Equality functions of the Trust to allow them to better raise awareness and promote the Trust's support of these communities.	Director of Equality	31 March 2022	
	Apply as a Trust for Level 3 Disability Confident Employer Status.	Application will encourage the Trust to ensure they provide a higher level of support to disabled staff in the Trust.	Director of Equality	30 September 2022	
	Implement Protected Time for Chair and Administrative Support for the Disability and Mental Health Staff Network.	The Disability and Mental Health Network is a vital function of the Trust and will require investment to better support the Trust and Trust Projects.	Director of Equality	30 September 2022	