

Agenda Item

Title	Workforce Disability Equality Standard (WDES)
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Meeting:	Executive Directors/Workforce Assurance Committee	Purpose	Assurance	
Date:	20 th June 2022/22 nd June 2022		Discussion	
Author	Tina Daniels		Decision	
Exec Sponsor	Louise Ludgrove		Confidential y/n	

Summary <i>(what)</i>	This paper provides the Executive Team with options to consider to improve the monitoring of the Trust’s staff data to ensure recruitment, promotion and career development processes and procedures are fair particularly towards staff who have a disability or long term health condition.
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Implications <i>(so what)</i>	<p>There are several options to consider, all of which carry some level of financial implication.</p> <p>The implications of not acting on the recommendations of the report will cause both reputational damage to the organisation and could potentially result in discrimination claims.</p>
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Link to Strategic objectives	Our People Ensuring our patients receive the relevant care in a safe environment whilst meeting the Trust's legal duty to undertake safer recruitment practices.
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Proposed Resolution <i>(What next)</i>	The Executive Directors are asked to:
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Purpose of paper

To provide an annual report which can be benchmarked against the Trust's own work to promote career opportunities for staff who have a long-term disability or long-term health condition, and with that of other Trusts both locally and nationally.

Background

This is an NHS Employers initiative to assist Trust's in identifying problems in processes and procedures in the career progression of staff who have a long-term health condition or disability across all levels of the organisation.

Current position

This is the first year in which the workforce Disability Equality Standard has been implemented. The report is based on data from ESR as at the 31 March 2022. NHS England will ensure reporting is completed and their templates populated by the 31st August 2022, in order to produce the national report.

Key issues

- Representation at VSM, Board and Non-Executive levels not clear due to poor data.
- Low return rate for the staff survey may bring into question the reliability of the results.

Actions

- Monitor and compare reports to identify any ongoing problems for career progression or accessing training opportunities for our staff who have a long-term health condition or disability.
- Make reasonable adjustments in order to support the above staff group stay in work and progress their careers.

Recommendations

- Continue monitoring and reporting to identify any ongoing trends or problems for staff with a long-term health condition or disability in accessing training or promotional opportunities.
- Promote local, regional and national training schemes for staff with a long-term health condition or disability.
- Support staff with a long-term health condition or disability to attend training programmes/schemes.
- Note the contents of this report
- Receive an update on the Action Plan in November 2022

Workforce Disability Equality Standard

REPORTING TEMPLATE

Name of provider organisation

Blackpool Teaching Hospitals

Date of report: May 2022

Name and title of Board lead for the Workforce Disability Equality Standard

Louise Ludgrove Director of People and Culture

Name and contact details of lead manager compiling this report

Tina Daniels Equality and Diversity Lead 01253 957375

Names of commissioners this report has been sent to

Blackpool CCG; Fylde and Wyre CCG; North Lancashire CCG

Name and contact details of co-ordinating commissioner this report has been sent to

NHS England

Unique URL link on which this report will be found (to be added after submission)

<http://www.bfwh.nhs.uk/about/equality/default.asp>

This report has been signed off by on behalf of the Board on (insert name and date)

Louise Ludgrove Director of People and Culture - 23 June 2022

Report on the WDES indicators

1. Background narrative

a. Any issues of completeness of data

The Trust hosts Trinity Hospice and the North West Leadership Academy on VPD 382 which are excluded from the Trust data that follows as these are entirely separate organisations to BTH. The Trust endeavours to promote and develop staff surveys to reflect indicators 4 - 8 year on year.

b. Any matters relating to reliability of comparisons with previous years

None identified at this time

2. Total numbers of staff

a. Employed within this organisation at the date of the report

7955

b. Proportion of disabled staff employed within this organisation at the date of the report

3.9%

3. Self-Reporting

a. The proportion of total staff who have self-reported their disability

Data relating to disability is collected as part of a supplementary and non-compulsory page during the recruitment process, so this could be assumed as being all 'self-reported'.

b. Have any steps been taken in the last reporting period to improve the level of self-reporting by disability?

We continue to actively roll out the ESR self service module allowing individuals to access and amend their own record and so improving our self-reporting. This also gives staff that have worked for the Trust for a long period of time that may not reported initially the opportunity to add in their details. A notification is sent via the Trust's Communications team on a regular basis reminding staff to update their information on ESR particularly in respect of the protected characteristics.

c. Are any steps planned during the current reporting period to improve the level of self-reporting by disability?

We will continue to run the self-service awareness and advice sessions to improve access to this for all employees.

4. Workforce data

a. What period does the organisation's workforce data refer to?

1st April 2021 to 31st March 2022 or as at 31st March 2022 for data extracted from ESR.

Workforce Metrics				
For the following 3 workforce metrics, <u>compare the data for Disabled and non-disabled staff.</u>				
Indicator	Data for reporting year 2021/22	Data for previous year 2020/21	Narrative – the implications of the data and any additional background explanatory narrative	Action taken and planned including e.g. does the indicator link to EDS2 evidence and/or a corporate Equality Objective
<p>1. Percentage of staff in AfC pay bands or medical and dental subgroups and VSM (including executive Board members) compared with the percentage of staff in the overall workforce.</p> <p>Organisations should undertake this calculation separately for clinical and non-clinical staff.</p> <p>Note: Definitions for these categories are based on Electronic Staff Record occupation codes with the</p>	<p>2021/22 Overall Workforce 3.9%</p> <p>Clinical Bands 1-4 Disabled 4% Non-disabled 77%</p> <p>Bands 5-7 Disabled 4.1% Non-Disabled 71%</p> <p>Bands 8a & 8b Disabled 3% Non-Disabled 77.7%</p> <p>Band 8c, 8d & VSM (inc. Execs) Disabled 2.9% Non-Disabled 70.6%</p>	<p>2020/21 Overall Workforce 2.8%</p> <p>Clinical Bands 1-4 Disabled 2.8% Non-disabled 71.5%</p> <p>Bands 5-7 Disabled 3.6% Non-Disabled 72.8%</p> <p>Bands 8a & 8b Disabled 1.3% Non-Disabled 72.4%</p> <p>Band 8c, 8d & VSM (inc. Execs) Disabled 3.4% Non-Disabled 72.3%</p>	<p>The largest number of disabled staff in non-clinical AfC Bands are in bands 1-4 at 5.2 and 8c/8d/9, VSM and Executives at 3.8%.</p> <p>The percentage of disabled staff in Clinical bands are in bands 5-7 at 4.1% and band 1-4 at 4%.</p>	<ol style="list-style-type: none"> 1. Consider stretch targets for disabled staff representation at Bands 8a, 8b-9 to address any disproportion. 2. Consider reverse mentoring scheme i.e. disabled staff mentors a member of the senior team. 3. Succession planning and corresponding processes have been embedded into appraisals for all staff which includes positive action for all board and senior positions. 4. Talent monitoring has been commenced for staff at Bands 8a to identify potential career advancement to Executive Directors and VSM.

<p>exception of medical and dental staff, which are based upon grade codes.</p>	<p>Med&Dental Cluster 5 Consultants Disabled 0.4% Non-Disabled 53.6%</p> <p>Cluster 6 Non Consultant career grade Disabled 1% Non-Disabled 41.3%</p> <p>Cluster 7 Medical and dental trainee grades Disabled 0 % Non-Disabled 22.9%</p> <p>Non-Clinical Bands 1-4 Disabled 5.2% Non-Disabled 73.7%</p> <p>Bands 5-7 Disabled 3.5% Non-Disabled 78.3%</p> <p>Bands 8a & 8b Disabled 1.7%</p>	<p>Med&Dental Cluster 5 Consultants Disabled 0.0% Non-Disabled 51.3%</p> <p>Cluster 6 Non Consultant career grade Disabled 1.1% Non-Disabled 38.8%</p> <p>Cluster 7 Medical and dental trainee grades Disabled 0.0% Non-Disabled 11.9%</p> <p>Non-Clinical Bands 1-4 Disabled 3.8% Non-Disabled 73.6%</p> <p>Bands 5-7 Disabled 1.7% Non-Disabled 77.1%</p> <p>Bands 8a & 8b</p>		
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	Non-Disabled 72.6% Bands 8c, 8d &VSM (inc. Execs) Disabled 3.8% Non-Disabled 51.9%	Disabled 1.8% Non-Disabled 69.6% Bands 8c, 8d &VSM (inc. Execs) Disabled 2.7% Non-Disabled 62.2%		
<p>2. Relative likelihood of Disabled staff compared to that of non-disabled staff being appointed from shortlisting across all posts.</p> <p>Note: i) This refers to both external and internal posts ii) If your organisation implements a guaranteed interview scheme, the data may not be comparable with organisations that do not operate such a scheme. This information will be collected on the WDES return form to ensure comparability between organisations.</p>	2021/22 S/LIST Disabled: 590 Non-Disabled: 1100 APPTD Disabled: 64 Non-Disabled: 982 Disabled: 6.5% Non-Disabled: 15.3%	2020/21 S/LIST Disabled: 764 Non-Disabled: 14191 APPTD Disabled: 61 Non-Disabled: 1421 Disabled: 4.29% Non-Disabled: 23.3%	<p>For the year 2021/22 the relative likelihood of disabled applicants being appointed from shortlisting compared to non-disabled is 6.5%</p> <p>For the year 2020/21 the relative likelihood of disabled staff being appointed from shortlisting compared to non-disabled is 4.29%</p>	<ol style="list-style-type: none"> 1. Auditing will be linked to our quarterly E&D reports and any changes will be reported and actions taken. 2. Review reasons for non-appointment/appointment of Disabled applicants 3. Investigate if any difference between professions in relation to the success of Disabled applicants. 4. Identify if there are any barriers preventing Disabled applicants attending interview. 5. E&D training, to include unconscious bias for interview panels. 6. Link in with engagement events with local Disabled communities to encourage applications. 7. Review wording on adverts for Band 8-9 and VSM to include clear statement encouraging applicants with a disability to apply.

<p>3. Relative likelihood of Disabled staff compared to non-disabled staff entering the formal disciplinary process, as measured by entry into a formal capability investigation*</p> <p>Note: this indicator will be based on data from a two year rolling average of the current year and the previous year.</p>	<p>2021/22 W/FORCE Total number of staff – Disciplinary 48</p> <p>Disabled – 1 Non-Disabled – 18</p> <p>Sickness/Capability 17</p> <p>Disabled – 2 Non-Disabled - 8</p>	<p>2020/2021 W/FORCE Total number of staff 61</p> <p>Disabled 1 Non-Disabled 7</p>	<p>There were 48 Formal disciplinary cases in 2021/2022 (18 non-disabled, 29 non-disclosed and 1 disabled)</p> <p>There was a total of 17 Stage 3 Sickness / Capability Hearings in 2021/2022 (8 non-disabled, 7 non-disclosed, and 2 disabled)</p> <p>There is no indication that Disabled employees are more likely to enter the capability process than non-disabled employees.</p>	<p>Based on the figures obtained in 2021/2022, there is no evidence to suggest that employees with a disability are more likely to have formal disciplinary cases.</p> <p>Capability cases are continually monitored and there were 2 cases where it was necessary for a formal hearing to be convened with employees who have declared they have a disability.</p>
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National NHS Staff Survey Metrics

For each of the following 4 staff survey Metrics, compare the responses for Disabled and non-disabled staff

Indicator	Data for reporting year 2021/22	Data for previous year 2020/21	Narrative – the implications of the data and any additional background explanatory narrative	Action taken and planned including e.g. does the indicator link to EDS2 evidence and/or a corporate Equality Objective
<p>4a. (Q13a-c) Percentage of Disabled staff compared to non-disabled staff experiencing harassment, bullying or abuse from:</p> <p>a) Patients/Service users, their relatives</p>	<p>Disabled =</p>	<p>Disabled =33% (748)</p>	<p>This is the fourth year in which the Workforce Disability Equality Standard has been implemented. Therefore, comparison data is now available for 2020/21 and 2021/22.</p> <p>There were 9 B&H cases in 2020/2021 (4 non-disabled and 5 non-disclosed)</p>	<ol style="list-style-type: none"> Continue to monitor via the action plan. This will be discussed at the Great Place to Work and the new Employee Engagement Sponsor Group (when established post COVID-19) Additional diagnostics will be undertaken to identify factors leading to these results and subsequent actions identified to address these issues

<p>or other members of the public</p> <p>b) Managers</p> <p>c) Other colleagues</p> <p>4b) (Q13d) 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>Non-Disabled= Disabled= Non-Disabled= Disabled= Non-Disabled= Disabled= Non-Disabled=</p>	<p>Non-Disabled=25% (n=2646) Disabled =17% (748) Non-Disabled=10% (n=2646) Disabled =28% (748) Non-Disabled=18 % (n=2646) Disabled =52% (748) Non-Disabled=50% (n=2646)</p>	<p>There was a total of 7 B&H cases in 2021/2022 (2 non-disabled and 5 non-disclosed)</p> <p>There has been a decrease of 2% for 2020/21 for disabled and 3% non-disabled staff experiencing harassment etc. from patients/ service, their relatives and public.</p> <p>Both figures have seen a slight decrease (2% & 1%) since 2021 in staff experiencing harassment etc. from Managers.</p> <p>The figures have shown a decrease with 3% for disabled staff and 2% for non-disabled staff compared to 2021.</p> <p>The figures show a decrease of 4% for disable staff and no change for the non-disable staff compared to 2021 in staff saying that the last time they experienced harassment etc. at work, they or a colleague reported it.</p>	<p>1. Further analysis of the data will be undertaken to establish where issues are occurring</p> <p>2. A breakdown of the type of discrimination will also be undertaken</p>
<p>5. (Q14) Percentage of Disabled staff compared to non-disabled staff believing that the Trust provides</p>		<p>Disabled =83% (748)</p>	<p>The figure for disabled staff has increased since 2021 with 83% stating that they believe the Trust provides equal opportunities for</p>	<p>1. Actions to ensure that a relative proportion of staff attending the Senior Collaborative Leadership Programme have a disability are in place. Participants on this</p>

equal opportunities for career progression or promotion.		Non-Disabled=89 % (n=2646)	career progression or promotion. The figure for non-disabled staff has seen a small increase of 1% since 2021.	programme are those identified in the Trust's succession planning and talent management process
6. (Q11e) 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.		Disabled = 30% (748) Non-Disabled=23 % (n=2646)	The figure for disabled staff reporting that they felt pressure from their manager to come to work, despite not feeling well enough to perform their duties, has remained static. Compared to non-disabled staff who reported a 3% decrease since 2021.	<ol style="list-style-type: none"> 1. Further analysis of the data will be undertaken to establish where issues are occurring 2. A breakdown of the type of discrimination will also be undertaken
7. (Q5f) Percentage of Disabled staff compared to non-disabled saying that they are satisfied with the extent to which their organisation values their work.		Disabled = 44% (748) Non-Disabled=53 % (n=2646)	The figure for disabled staff shows a 2% decrease in staff saying that they are satisfied with the extent to which the organisation values their work compared to 2021. The figure for non-disabled staff has increased by 3% since 2021	<ol style="list-style-type: none"> 1. Continue to monitor via future National Staff Surveys 2. Encourage staff to disclose if they have a disability/long term health condition on ESR
The following NHS Staff Survey Metric only includes the responses of Disabled staff				
8. (Q26b) Percentage of Disabled staff saying that their employer has made adequate adjustment(s) to enable them to carry out their work.		Disabled =75% (748)	The figure has increased to 75% of staff stating that their employer has made adequate adjustment(s) to enable them to carry out their work compared to 73% in 2021.	<ol style="list-style-type: none"> 1. Continue to monitor via future National Staff Surveys
For part a) of the following Metric, compare the staff engagement scores for disabled, non-disabled staff and the overall trust's score For part b) add evidence to the trust's WDES Annual Report				
9. a) The staff engagement score for Disabled staff,		Disabled = 6.8% (748)	Figures have changed marginally since 2021 and show there is a very	<ol style="list-style-type: none"> 1. Continue to monitor via the action plan. This will be discussed at the Great Place

<p>compared to non-disabled staff and the overall engagement score for the organisation.</p> <p>b) Has your trust taken action to facilitate the voices of Disabled staff in your organisation to be heard? (yes) or (no)</p> <p>Note: For your trust's response to b) If yes, please provide at least one practical example of current action being taken in the relevant section of your WDES annual report. If no, please include what action is planned to address this gap in our WDES annual report. Examples are listed in the WDES technical guidance.</p>		<p>Non-Disabled=7.2 % (n=2646)</p> <p>Yes</p>	<p>small difference (0.4%) in staff engagement across the disabled and non-disabled groups.</p> <p>The Trust has a Staff ED&I Ambassadors Network which is inclusive of all protected characteristics. Ambassadors can support and advise staff with a disability but also bring concerns to the ED&I Ambassador meetings or the FTSUG.</p> <p>The Trust will be organising a campaign to raise the importance of having personal information around personal characteristics recorded on ESR to improve our data.</p>	<p>to Work and the new Employee Engagement Sponsor Group (Start June 2021)</p> <ol style="list-style-type: none"> 2. Divisional employee engagement Big Conversation sessions have been taking place during April and March 2021 3. Additional diagnostics will be undertaken to identify factors leading to these results and subsequent actions identified to address these issues
<p>Board representation Metric For this Metric, compare the difference for Disabled and non-disabled staff</p>				
<p>10. Percentage difference between the organisation's Board voting membership and its organisation's overall workforce, disaggregated:</p>	<p>Proportion of staff disabled 3.9%</p>	<p>Proportion of staff disabled 3.0%</p>		<ol style="list-style-type: none"> 1. Review Non-Exec terms of office or when appointing new members taking note of the lack of diversity at senior members. 2. Take Positive Action to encourage diverse applicants and declarations of status.

<ul style="list-style-type: none"> By voting membership of the Board By Executive membership of the Board <p>No Yes Not Declared</p>	<p>Proportion of Board disabled 6.67%</p> <p>53.33% 6.67% 40%</p>	<p>Proportion of Board disabled 0.0%</p>		
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Report on the WDES indicators, continued

6. Are there any other factors or data which should be taken into consideration in assessing progress?

Consideration should be given to the data for the disabled communities of the Fylde Coast population which in total is approximately 142,580 of which 12.59% are disabled. As the current figures stand, the Trust appears under-representative of the community it serves. However, it must be remembered that only 3.9% of staff declare a disability on the ESR system compared with the Staff Survey which is 21%.

7. Organisations should produce a detailed WDES Action Plan, agreed by its Board. Such a Plan would normally elaborate on the actions summarised throughout the document, setting out the next steps with milestones for expected progress against the WDES indicators. It may also identify the links with other work streams agreed at Board level, such as EDS2. You are asked to attach the WDES Action Plan or provide a link to it.

www.bfwh.nhs.uk/wp-content/uploads/2022/07/WDES-Indictators-Report-2022.pdf

The Trust's Staff EDS2 consultation and grading event was held in March and May 2022, any actions arising from the grading will be reviewed alongside the WDES recommendations to ensure proposed actions are complementary, relevant, and workable.