



<b>REPORT TO THE BOARD OF DIRECTORS - Public</b>	REF:	<b>BoD: 23/10/05</b>
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<b>SUBJECT:</b>	<b>WORKFORCE DISABILITY EQUALITY STANDARD ANNUAL REPORT AND ACTION PLAN 2023</b>
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<b>DATE:</b>	05 OCTOBER 2023
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<b>PURPOSE:</b>		<i>Tick as applicable</i>			<i>Tick as applicable</i>
	<i>For decision/approval</i>			<i>Assurance</i>	✓
	<i>For review</i>			<i>Governance</i>	✓
	<i>For information</i>	✓		<i>Strategy</i>	

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<b>SPONSORED BY:</b>	<b>Steven Ned, Director of People</b>
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<b>PRESENTED BY:</b>	<b>Steven Ned, Director of People</b>
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**STRATEGIC CONTEXT**

This report supports the Trust’s Strategic Goal (2022-2027): **Best for People**

We will make our Trust the best place to work by:

- Ensuring a caring, supportive, fair and equitable culture for all
- Creating an organisational climate that supports Equality, Diversity and Inclusion
- Supporting our staff’s health and wellbeing

This paper also supports the Trust’s People Plan 2022-2027 which sets out the Trust’s actions on staff wellbeing, recruitment, retention, inclusion, employee voice & engagement, leadership and culture.

**EXECUTIVE SUMMARY**

The Workforce Disability Equality Standard (WDES) is a set of 10 specific metrics that will enable NHS organisations to compare the experiences of disabled and non-disabled staff. In addition, the information is then used to develop an action plan to demonstrate progress against the metrics to improve equality and inclusion for disabled staff.

This report provides a summary of the Workforce Disability Equality Standard indicators, for the period of April 2022 – March 2023 and compares performance for the previous year reporting period. It outlines the Trust’s WDES data submitted in May 2023 to the Data team as part of the NHSE/I data collection framework. The report shows areas of progress and areas of greatest challenge, alongside, actions to be undertaken over the next 12 months to improve the performance against the standard are illustrated.

The key findings from the WDES 2022 metrics data are as follows:

- **Workforce representation** - The overall percentage of reported disabled staff working in the Trust in 2023 has increased to 4.48% compared to 3.91% in 2022.
- 5.4% of the non-clinical and 4.5% of the clinical workforce declared a disability through the Electronic Staff Record (ESR). However, we know that there are considerably more staff declaring they have a disability within the anonymised NHS annual staff survey. The 2022 survey results showed 194 disabled staff participated in the survey out of 2092 total staff respondents, which equates to 9.27% of respondents.
- The experiences of disabled staff continue to be less positive compared to non-disabled staff. As a result, this can discourage disabled staff to disclose their disability.
- **Relative likelihood of appointment from shortlisting** - Non-disabled job applicants are 1.62 times more likely to be appointed from shortlisting compared to disabled job applicants. The picture shows an increase from 1.1 in 2022 to 1.62.
- **Harassment, bullying and abuse from patients, service users, relatives, public-** Disappointingly we have seen an increase from 26.3% in 2021 to 30.8% in 2022 of disabled staff experiencing harassment, bullying and abuse from patients, service users, relatives, public. This is below the national average of 33%. For non-disabled staff it is 24.5%.
- **Harassment, bullying and abuse from other colleagues** - There is a slight decrease in the percentage of disabled staff experiencing harassment, bullying or abuse from other colleagues (24.1% to 23.3%). For non-disabled staff it is 13.6%.
- **Equal Opportunities for career progression** - Furthermore, there is an increase in the number of disabled staff believing that the Trust provides equal opportunities for career progression or promotion (55.8% to 63.4%). For non-disabled staff it is 66.7%.
- **Presenteeism** - It is encouraging that disabled staff feel less pressurised to come into work despite not feeling well enough to perform their duties (34.6% to 31.7%). However, there is still a large disparity compared to non-disabled staff which is 17.1%.
- **Reasonable adjustments** - Despite a continued improvement plan for reasonable adjustments, the number of disabled staff, saying that they feel their employer has made adequate adjustments has declined slightly from 81.4% in 2021 to 80.7% in 2022. However, this is above the national average of 71.8%.
- **Board representation** - No board members have declared a disability and this has remained consistent over the previous year, compared to 4.48% of declared disabled staff in the wider workforce.

We are committed in actively reducing the disparities that disabled staff experience and provide an environment where staff can thrive.

Investments are being made to increase disabled staffs' voice and feeling of being valued, by strong engagement, involvement and advocacy being developed through the Ability Staff Network, compassionate and inclusive leadership through the developing Organisational Development & Culture Strategy, and the Trust commitment and publicity of its status as a Disability Confident Employer.

The Trust continues to work with leaders, managers, staff and trade union colleagues, to develop a positive workplace culture with a focus on shaping our values and behaviours framework to develop all our leaders and colleagues to live our Trust Values. A wide range of initiatives are scheduled to foster a compassionate and inclusive culture. In the report, the WDES action plan 2023 provides a comprehensive summary of the activities to be undertaken.

### **Priority areas**

- Indicator 2 – Further progress on: Relative likelihood of Disabled applicants being appointed from shortlisting
- Indicator 4 – Further progress on: Disabled staff experiencing bullying, harassment & abuse from Patients / Service users / Relatives / Public and Managers and Colleagues
- Indicator 7 – Feeling valued, Extent to which organisation values their work
- Indicator 9 – Staff Engagement

### **RECOMMENDATION**

It is requested that the Board of Directors approve the WDES Annual Report and Action Plan 2023 and agree that the report will be published on the Trust's website by the reporting deadline of 31st October 2023.

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# **WORKFORCE DISABILITY EQUALITY STANDARD ANNUAL REPORT AND ACTION PLAN 2023**

## **1 Introduction**

The Workforce Disability Equality Standard (WDES) is important, because research shows that a motivated, included and valued workforce helps to deliver high quality patient care, increased patient satisfaction and improved patient safety.

The benefits of retaining an experienced, skilled employee who has acquired an impairment are usually greater than recruiting and training new staff. It is also good for the individual and helps create a workforce that reflects the diverse range of patients it serves.

Like the Workforce Race Equality Standard on which the WDES is in part modelled, it will also allow us to internally measure our progress since last year, identify good practice and compare performance regionally, nationally and by type of Trust. Similar to the Workforce Race Equality Standard, the WDES has been included in the NHS standard contract, and performance outcomes may well be considered during Care Quality Commission's (CQC) inspections / reviews under their 'Well Led' domain theme. There is a statutory requirement to publish our metrics data and action plan internally and externally on the Trust's website.

The report provides an insight of the Trust's position against the WDES 2022/23 indicators. It presents key findings, and highlights the continued focus and actions to improve the experience of disabled staff and to foster an inclusive culture.

Overall, the experiences of disabled staff are less positive compared to non-disabled staff. These experiences can discourage other staff from disclosing their disability. ESR records show lower disclosure rates than the NHS staff survey which confirms that staff are likely to declare disability status via an anonymous source. Respondents may be fearful of how they will be perceived by colleagues and managers. There is a clear need for colleagues to be supported in establishing an inclusive culture in which they feel comfortable to be open about their condition without fear of reproach or discrimination.

## WDES METRICS 2022 /2023

### Workforce indicators

For each of these four workforce indicators, compare the data for disabled and non-disabled staff

1. Workforce Representation – Overall staff with a disability 4.48%  (positive increase)	
2. Relative likelihood of disabled applicants being appointed from shortlisting across all posts compared to non- disabled applicants	1.62  (negative increase)
3. Relative likelihood of disabled staff entering formal capability processes compared to non-disabled staff	0.0 Disabled staff more likely entering formal capability

**National NHS Staff Survey indicators (or equivalent) For each of the four staff survey indicators, compare the outcomes of the responses for disabled and non-disabled staff**

4. Percentage of disabled staff experiencing bullying, harassment & abuse from: <ul style="list-style-type: none"> <li>• Patients/Service users/Relatives/Public</li> <li>• Managers</li> <li>• Colleagues</li> </ul>	30.8%  Non-disabled 24.5% 11.6%  Non-disabled 5.4% 23.3%  Non-disabled 13.6%
5. Percentage believing the Trust provides equal opportunities for career progression and promotion	Disabled 63.4%  (positive increase) Non-disabled 66.7%
6. Pressure to come to work despite not feeling well enough to perform duties	Disabled 31%  (positive decrease) Non-disabled 17.1%
7. Feeling valued – Extent to which organisation values their work	Disabled 35.8%  (negative decrease) Non-disabled 49.2%
8. Workplace adjustments to enable Disabled staff to carry out their work.	80.7%  slight decrease
9. Staff engagement	6.5  negative decrease Non-disabled 7.1
10. Board representation	Exec = 0.0% Non-exec = 0.0% Voting = 0.0% Non-voting = 0.0%

## 2 WDES Metrics

The overall percentage of reported disabled staff working in the Trust in 2023 is 4.48%, an increase from 3.91% in 2022.

Year	2019	2020	2021	2022	2023
<b>Overall Disability %</b>	3.8%	4.07%	3.94%	3.91%	4.48% 

### Metric 1 – Workforce representation

#### Non-Clinical

	2022		2023	
	Disabled	Non-Disabled	Disabled	Non-disabled
<b>Bands 1 - 4</b>	3.7%	93.7%	5.4% 	90.8%
<b>Bands 5 - 7</b>	4.1%	93.0%	5.7% 	90.9%
<b>Bands 8a – 8b</b>	5.4%	94.6%	6.7% 	93.3%
<b>Bands 8c – 9 &amp; VSM</b>	9.1%	77.3%	0.0% 	85%

#### Clinical

	2022		2023	
	Disabled	Non-disabled	Disabled	Non-disabled
<b>Bands 1 - 4</b>	3.0%	92.7%	3.0% 	91.3%
<b>Bands 5 - 7</b>	4.8%	91.1%	5.3% 	90.8%
<b>Bands 8a – 8b</b>	3.3%	96.7%	5.2% 	94.8%
<b>Bands 8c – 9 &amp; VSM</b>	0.0%	100%	0.0% 	100%
<b>Medical, Dental staff, Consultants</b>	1.1%	96.7%	0.55% 	97.27%
<b>Medical, Dental staff, Non-Consultant career grade</b>	0.0%	98.8%	0.0% 	98.8%
<b>Medical, Dental staff, Medical and Dental trainee</b>	6.9%	92.3%	5.60% 	92.80%

Within the pay clusters, the highest percentage of disabled staff are in the non-clinical workforce bands 8a – 8b at 6.7%, an increase from 5.4% in 2022.

The cluster with the highest increase in percentage is the clinical bands 8a – 8b at 5.2% compared to 3.3% in 2022 (an increase of 1.9%), followed by non-clinical bands 1 – 4 at 5.4% compared to 3.7% in 2022 (an increase of 1.7%).

Within the non-clinical workforce bands 8c – 9 & VSM there has been a reduction in 2023 to 0.0%, from 9.1% last year.

Within Medical & Dental Consultants, there is a reduction from 1.1% to 0.55%. Within Medical & Dental trainees, there is a reduction from 6.9% to 5.6%.

We know that there are considerably more staff declaring they have a disability within the anonymised NHS staff survey. The 2022 survey results showed 194 disabled staff participated in the survey out of 2092 total staff respondents, which equates to 9.27% of respondents.

Because of these disparities it is hard to obtain a true picture of disabled staff representation by pay clusters, so we need to encourage more staff to declare disability through ESR. It is pleasing to see the increase in staff recording their disability within ESR (3.91% to 4.48%) but we know we can do more.

Some staff may not identify or recognise an impairment as a disability. Other factors that may affect disclosure are stigma, lack of confidence in disclosing information or fear of discrimination. Understanding, identifying and reducing barriers are vital to create an inclusive environment where disability stories are shared, role models are promoted and clear consistent messages are provided to reduce stigma.

### **Actions and further interventions planned**

Increase the number of staff declaring their disability status via ESR:

- The workforce information manager has collaborated with the staff network to increase awareness of declaring disability status. Campaigns took place during Disability History month encouraging staff to declare their disability and update ESR. A survey was conducted to establish the reason why staff have not updated ESR. There were several reasons such as staff not being aware of recording status on ESR, unaware of the need to review and update ESR during their course of employment and one staff identified dyslexia as a factor.
- The disability staff network has increased its membership to include neurodivergent disability colleagues. The network has recently refreshed its name to 'Ability' staff network to reduce negative views of disability and instead adopt a positive term.
- Further campaigns to support the staff network will be undertaken to increase declarations and promote the benefits of equality monitoring.

**Metric 2 – Recruitment – Relative likelihood of disabled staff compared to non-disabled staff being appointed from shortlisting**

Year	2022	2023
Ratio	1.1	 1.62

The data regarding the relative likelihood of non-disabled staff being appointed from shortlisting compared to disabled staff has negatively increased and non-disabled staff is 1.62 times more likely to be appointed from shortlisting compared to disabled applicants.

**Actions and further interventions planned**

We have plans to strengthen our recruitment initiatives:

- Promote our status and responsibilities as a ‘Disability Confident Employer’ in our recruitment campaigns and in our manager interview training.
- Undertake a gap analysis to assess our readiness to upgrade our accreditation to become a ‘Disability Confident Leader. A video is to be produced to demonstrate the inclusivity of our workplace for people with protected characteristics to encourage diverse candidates to apply for suitable positions.

**Metric 3 Capability – Relative likelihood of disabled staff compared to non-disabled entering the formal capability process**

It is encouraging that there are no reports of disabled staff entering the formal capability process. The data (0.0) is unchanged from 2022 to 2023 This shows the proactive effort which is put in by managers to intervene and support staff to prevent escalation to the formal process.

Year	2022	2023
Ratio	0.0	 (same) 0.0

**Metric 4 – Harassment, bullying and abuse – Percentage of disabled staff compared to non-disabled staff experiencing harassment, bullying or abuse from a) patients/relatives/public, b) managers, c) other colleagues in the last 12 months**

	2020		2021		2022	
	Disabled	Non-disabled	Disabled	Non-disabled	Disabled	Non-disabled

<b>Patients/ Service Users Relatives / Public</b>	30.9%	24.5%	26.3%	22.1%	30.8% ↑	24.5%
<b>Managers</b>	19.3%	10.8%	11.5%	7.5%	11.6% ↑	5.4%
<b>Colleagues</b>	26.9%	17.8%	24.10%	14.2%	23.3% ↓	13.6%
<b>Staff / colleague reported harassment / bullying/ abuse within last 12 months</b>	47.0%	45.8%	45.3%	44.4%	53.2% ↑	49.2%

Results of this metric are based on the NHS staff survey. Disabled staff are more likely to experience harassment, bullying and abuse than non-disabled staff.

**Patients/Relatives/Public** – unfortunately there is an increase in disabled staff experiencing harassment, bullying or abuse compared to the previous year. (30.8% vs 26.3%), an increase of 4.5 percentage points from 2022 data. The national data shows a higher figure of 33% disabled staff have reported that they have experienced similar incidents. For non-disabled staff it is 24.5%.

**Managers** – 6.2 percentage points more likely from managers (11.6% vs 5.4%)

**Colleagues** – whilst there has been a reduction, disabled staff are still 9.7 percentage points more likely to experience harassment, bullying and abuse from other colleagues compared to non-disabled staff (23.3% vs 13.6%).

**Reporting in last 12 months - disabled staff reporting harassment, bullying or abuse at work in the last 12 months** - has positively increased (7.9 percentage points) from 45.3% in 2021 to 53.2% in 2022. Staff are encouraged and supported to report incidents and that actions are taken in response.

### **Actions taken and further interventions planned**

There is still work to be undertaken to improve the disabled staff experience and create a compassionate and inclusive culture to address bullying and harassment. Addressing harassment, bullying and abuse is one of the six high impact actions within the NHS EDI improvement plan.

- The Ability Staff Network provides a safe place for staff to discuss issues / concerns and is being strengthened to increase membership
- Our new Freedom to Speak Up Guardian has been appointed and will be engaging with staff across the Trust and encouraging staff to speak up and

report incidence of bullying and abuse. The Freedom to Speak Up Guardian is the Chair of the Ability staff network and this will enable strong links to be established and increase awareness and disability disclosures.

- Inclusion & Wellbeing Champions have received EDI training and further training will be provided to equip champions with knowledge, skills and confidence to listen and signpost colleagues. Bi-monthly peer support meetings are held.
- Key learning to be shared and implemented from the Restorative and Just culture programme
- Passport to Management Diversity & Inclusion training has been refreshed and updated, and ongoing training is delivered
- Raising awareness campaign is being undertaken – the Violence & Aggression Management Group is looking at a number of interventions e.g. Respect Posters have been displayed across the hospital. New hashtag #NoPlaceForHateInBarnsley being adopted in partnership with Barnsley Council.
- Disability History month was held and the next event will focus on harassment, bullying and abuse
- Ability staff network / Diverse & Inclusive Culture Subgroup are collaborating and looking at staff experiences and measures to put in place to improve staff experience
- Courageous conversation training is available for all staff
- A Health & Wellbeing Conversations toolkit is being developed for managers and staff to facilitate supportive and meaningful conversations
- In-house counselling support is available and via Vivup employee assistance programme
- Supporting staff involved in an incident policy has been updated to incorporate a debrief support checklist for managers.

**Metric 5 – Career progression - Percentage of disabled staff compared to non-disabled staff believing that the trust provides equal opportunities for career progression or promotion**

2020		2021		2022	
Disabled	Non-disabled	Disabled	Non-disabled	Disabled	Non-disabled
79.6%	86.3%	55.8%	64.6%	63.4% 	66.7%

This metric is obtained from the Staff survey

Disabled staff are less likely to believe that their Trust provides equal opportunities for career progression or promotion compared to non-disabled staff (63.4% vs 66.7%). However, this is a positive increase from 55.8% of disabled staff in 2021.

High impact action two in the NHS EDI improvement plan, requires organisations to ‘embed fair and inclusive recruitment processes and talent management strategies that target under-representation and lack of diversity’.

### **Actions taken and further interventions planned**

- The Learning & OD Manager will be attending the Ability staff network to promote learning and organisational development offers e.g. coaching/mentoring
- The Ability staff network creates a safe space where staff can share their concerns The Disability history month campaign in November 2023 will promote career progression resources
- The developing Organisational Development (OD) and Culture Strategy will include a talent management framework to support a structured and inclusive approach to career progression.

### **Metric 6 – Presenteeism – Pressure to come to work despite not feeling well enough to perform duties**

2020		2021		2022	
Disabled	Non-disabled	Disabled	Non-disabled	Disabled	Non-disabled
33.0%	23.4%	34.6%	22.3%	31.7% 	17.1%

(Obtained from staff survey)

Disabled staff are 14.6 percentage points more likely than non-disabled staff to feel pressurised to come into work despite not feeling well enough to perform their duties (31.7% vs 17.1%) in 2022. The percentage has decreased slightly for disabled staff from 34.6% in 2021.

### **Actions taken and further interventions planned**

- Managing and supporting performance, discipline, grievance and sickness absence training is delivered as part of the Passport to Management course and includes being mindful about factors that may affect an employee’s performance and attendance, i.e. disability/health related issues.
- There are specific sections in the capability and sickness absence policies which cover health and disability needs and providing guidance on reasonable adjustments and referrals to services such as Occupational Health.
- Also, supporting neurodivergent colleagues guidance for managers is being developed.

### Metric 7 – Feeling valued – Extent to which the organisation values their work

2020		2021		2022	
Disabled	Non-disabled	Disabled	Non-disabled	Disabled	Non-disabled
37.4%	49.3%	37.3%	47.3%	35.8% 	49.2%

Disabled staff are 13.4 percentage points less likely to say that they feel their organisation values their work when compared to non-disabled staff (35.8% vs 49.2%). This is a deterioration in the score from 2021 (37.3%).

#### Actions taken and further interventions planned

- Disabled staff and neurodivergent colleagues are encouraged to attend the Ability staff network and related network events to share concerns and create a platform for staff to be heard
- Staff with a disability or long-term condition shared stories at the Disability History Month including staff who are positive about working in the Trust. Further campaigns e.g. disability history month to be promoted to create a platform and increase disability awareness
- Collaboration with Board allies have taken place
- Executive sponsor to be identified
- Regular meetings are taking place with the Chair and staff network members
- Staff network representative attended the Senior leaders inclusive culture meeting
- Our Trust participation in the NHS Employers Diversity in Health and Care Partners 12 months programme commenced in September 2023 which should assist in improving staff experiences, and organisational leadership and culture.

### Metric 8 – Workplace adjustments to enable disabled staff to carry out their work

2020		2021		2022	
Disabled	Non-disabled	Disabled	Non-disabled	Disabled	Non-disabled
76.5%	N/A	81.4%	N/A	80.7% 	N/A

80.7% of disabled staff in 2022 felt that their employer has made adequate adjustments to enable them to carry out their work. This shows a decrease of 1.3% points since 2021. However, the data is above the national average data of 71.8%.

### Actions taken and further interventions planned

- The Ability Staff Network and the Diverse & Inclusive Culture sub-group have developed a reasonable adjustments guidance for managers and staff which is planned to be launched as part of a new toolkit to support the new Supporting Attendance/Sickness Absence Policy.
- The Sickness Absence policy includes reference to a health/disability passport. The current review of the policy includes the introduction of a health & wellbeing personalised action plan to support employees to be able to stay at work.

### Metric 9 – Disabled staff engagement

2020		2021		2022	
Disabled	Non-disabled	Disabled	Non-disabled	Disabled	Non-disabled
6.7	7.1	6.6	7.1	6.5 	7.1

Disabled staff are less likely to feel engaged with an NHS staff engagement score of 6.5 compared to 7.1 for non-disabled staff. This is a difference in score of 0.6., One of the Trust objectives this year is to increase our staff overall engagement score. A score of 10 is the maximum score possible.

### Actions taken and planned

- The Ability Staff Network has created a platform for disabled staff to come together and support each other and the organisation with engagement initiatives. The network is being strengthened and membership increased.
- Disabled staff have been invited to attend events including regional events e.g. the SY ICS Power of staff networks event to engage, learn, share best practices and better understand how they can be effective in the workplace.
  - The Power of staff networks video was produced by SY ICS and the Trust's staff network Chairs took part in the video. A staff network newsletter was produced and disseminated across the Trust. Staff roadshows have taken place to promote the staff networks and engage with staff.

### Metric 10 – Board representation

	Disabled 2021	Disabled 2022	Disabled 2023
Exec Board Members	0%	0%	0%
Non-Exec Board Members	0%	0%	0%

<b>Voting</b>	0%	0%	0%
<b>Non-voting</b>	0%	0%	0%

No board members have a declared disability in 2023 compared to 4.48% of declared disabled staff in the wider workforce.

### **Actions taken and interventions planned**

- Board members have been approached to update their disability status, if applicable on ESR.
- Considerations should be made for the board to have supportive open, one to one conversation about declaring any disability.
- Video to be produced to demonstrate inclusivity of workplace for people with protected characteristics to encourage them to apply for suitable positions, including Board positions.
- Working in partnership with our local partners to encourage people with disability to apply for suitable positions, including Board positions.
- Stronger relationships to be established with the Board and the Ability Staff Network. Executive Sponsor to be identified.

## **3 WDES progress in 2022/23**

### **Ability Staff Network**

The staff network provides a safe space to share experiences, raise awareness and support colleagues with disability. The network members have engaged with staff groups and this opportunity provides valuable insight and expertise to benefit our staff and our patients. The network members play an active role on the EDI agenda providing critical challenge, influencing and driving forward the Trusts progress with the EDI and Health & wellbeing agenda and Public Sector Equality duties. The staff network has been involved in shaping and reviewing the WDES action plan.

Staff with a disability or long-term condition have shared powerful stories and personal experience of working in Barnsley Hospital during Disability History Month in 2022 and the next awareness month will be taking place in November 2023.

The Ability staff network has refreshed the name of the staff network to reflect a positive message. Neurodivergent colleagues have joined the staff network and there will be further campaigns to increase the numbers of active members and strengthen the network. A new Deputy Chair has recently been elected; the Learning & Disability Lead nurse and her insight and knowledge will play a key role in working with the members to develop a thriving network.

**AccessAble** – subscription has been renewed. During 2022 AccessAble has seen a significant increase in user rates across its website. For the Trust, this has led to 34,000 detailed guides being used by 18,000 people in 12 months. The detailed guides assist the patient and visitor journey step by step from arrival on site to the facilities available throughout the Trust. The next surveying work will be taking place in September 2023 over a 4-week period.

**Diverse & Inclusive Culture subgroup** – the group’s aim is to improve leadership and organisational approach to diversity and inclusion. An action plan was developed including to produce a reasonable adjustment checklist to provide managers and new employees with clear guidance and highlight their rights and requirements for staff with a disability.

**Inclusion & Wellbeing Champions** – A network of Champions has been created with over 65 staff undergoing training to enable them to carry out their role. Bi-monthly meetings take place where good practice is shared and support offered to the Champions role. Work to be undertaken for champions to be actively embedded across the Trust. Plans in the near future will be held to host an informal event to promote the role of the Champions.

**Project Search supported internship programme** - Barnsley Hospital NHS Foundation Trust collaborated with DFN Project SEARCH, Barnsley College and Barnsley Council in hosting the first supported internship programme at the Trust in September 2022. The programme supported young adults with learning disabilities and autism towards improved outcomes into work, and in health to help change their life chances. Over the last year, 4 interns have gained employment within the Trust and external organisations and helped another 5 interns to gain experience and life skills to enable them to gain employment in the future. The second cohort is commencing in September 2023.

#### **4 Conclusion and next steps**

The Trust will continue to strive to promote a positive environment and foster an inclusive and person-centered, just and learning culture in which people want to work and to be a model employer leading in good employment practice. We aim for this to be translated in our behaviours, where everyone can be their themselves, feel valued and reach their full potential without fear of harassment, prejudice or discrimination. Everyone has a responsibility to take positive actions to reduce inequalities, respect differences, promote an open and equitable culture and celebrate diversity.

Although there have been some notable improvements in our efforts to create an inclusive and supportive workplace there are clearly some important work to be undertaken to advance the Workforce Disability Equality Standards further as highlighted in the action plan. The WDES metrics data collection has provided some valuable information to provide us with comparative data from which we can take forward our work in reducing disparities between disabled and non-disabled staff.

Our action plan which accompanies this report is comprehensive and focuses on the need to continue to improve our data quality and disability declaration rates via a staff

communications and engagement plan in order for us to accurately monitor and report our workforce disability representation and help identify areas for improvement.

A continued focus is required to create an inclusive culture that give disabled staff the confidence in declaring their disability. Harassment, bullying and abuse is another area of particular concern. A broad range of interventions and campaigns will be undertaken to promote respectful behaviours and build on the existing initiatives in place. Engagement with the staff network will continue to amplify the voice of the disabled workforce and explore measures to improve their experiences.

Work will be undertaken to scope the Disability Confident Leader Status Level 3 accreditation with the support of the Ability staff network to demonstrate the Trust commitment in being an inclusive employer of choice.

The Trust's participation in the NHS Employers Diversity in Health and Care Partners programme will support the Trust in creating a more inclusive workplace culture where difference is welcomed and celebrated and assist the Trust in being at the forefront of equality, diversity and inclusion practice.

It is requested that the Board of Directors approve the WDES Annual Report and Action Plan 2023 and agree that the report will be published on the Trust's website by the reporting deadline of 31st October 2023.

## Appendix 1 WDES metrics full data set

Detailed below is the organisation's WDES data which was submitted in August 2023 covering the period 1 April 2022 to 31 March 2023.

### Metric 1 Percentage of staff in AfC 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.

(Data source: ESR).

Unknown/null staff are those who have not responded to the disability monitoring question, or have indicated that they prefer not to say, on ESR

#### 1a. Non-clinical workforce

	Disabled staff in 2021	Non-disabled staff in 2021	Disabled staff in 2022	Non-disabled staff in 2022	Disabled staff in 2023	Non-disabled staff in 2023
	Percentage (%)	Percentage (%)	Percentage (%)	Percentage (%)		
Cluster 1 (Bands 1 - 4)	3.9	93.9	3.7	93.7	5.4 	90.8
Cluster 2 (Band 5 - 7)	3.4	94.3	4.1	93	5.7 	90.9
Cluster 3 (Bands 8a - 8b)	10	87.5	5.4	94.6	6.7 	93.3
Cluster 4 (Bands 8c - 9 & VSM)	5	85	9.1	77.3	0 	85

#### 1b. Clinical workforce

	Disabled staff in 2021	Non-disabled staff in 2021	Disabled staff in 2022	Non-disabled staff in 2022	Disabled staff in 2023	Non-disabled staff in 2023
	Percentage (%)	Percentage (%)	Percentage (%)	Percentage (%)	Percentage (%)	Percentage (%)
Cluster 1 (Bands 1 - 4)	3.0	93.5	3.0	92.7	3.0 	91.3
Cluster 2 (Band 5 - 7)	5.1	94.3	4.8	91.1	5.3 	90.8
Cluster 3 (Bands 8a - 8b)	2	7.5	3.3	96.7	5.2 	94.8
Cluster 4 (Bands)	0.0	85	0.0	100	0.0 	100

8c – 9 & VSM)						
Cluster 5 (Medical & Dental staff, Consultants)	0.5	97.2	0.1	96.7	0.5 	97.27
Cluster 6 (Medical & Dental staff, Non-consultant career grade)	1.0	98.9	0.0	98.8	0.0 	98.8
Cluster 7 (Medical & Dental staff, Medical and Dental trainee grades)	1.0	95	6.9	92.3	5.6 	92.8

**Metric 2 – Relative likelihood of disabled staff compared to non-disabled staff being appointed from shortlisting across all posts**

(Data source: Trust’s recruitment data)

- a) This refers to both external and internal posts employed by the trust
- b) A figure below 1.00 indicates that Disabled staff are more likely than non-disabled staff to be appointed from shortlisting.
- c) The greater the number, the larger the inequality in shortlisting.

	Relative likelihood in 2021	Relative likelihood in 2022	Relative likelihood in 2023	Relative likelihood difference (+-)
Relative likelihood of non-disabled staff being appointed from shortlisting compared to Disabled staff	1.1	1.1	 1.62	-0.52

**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.**

(Data source: Trust’s HR data)

- a) A figure above 1.00 indicates that disabled staff are more likely than non-disabled staff to enter the formal capability process (on grounds of performance).
- b) This metric is based on data from a two-year rolling average of the current year and the previous year.
- c) The number of formal capability cases overall in this period are very low and therefore this statistically distorts the result (1 Disabled staff and 9 non-disabled staff).

	Relative likelihood in 2020/21	Relative likelihood in 2021/22	Relative likelihood in 2022/23	Relative likelihood difference (+/-)
Relative likelihood of Disabled staff entering formal capability process compared to non-disabled staff	0.0	0.0	0.0	same

**Metric 4 – Percentage of disabled staff compared to non-disabled staff experiencing harassment, bullying or abuse.**

(Data source: Question 13, NHS Staff Survey)

	Disabled staff responses to 2020 NHS Staff Survey	Non-disabled staff responses to 2020 NHS Staff Survey	Disabled staff responses to 2021 NHS Staff Survey	Non-disabled staff responses to 2021 NHS Staff Survey	Disabled staff responses to 2022 NHS Staff Survey	Non-disabled staff responses to 2022 NHS Staff Survey
	Percentage (%)	Percentage (%)	Percentage (%)	Percentage (%)	Percentage (%)	Percentage (%)
4a) Staff experiencing harassment, bullying or abuse from patients/ service users, their relatives or other members of the public in the last 12 months	30.9	24.5	26.3	22.1	30.8 	24.5
4b) Staff experiencing harassment, bullying or abuse from managers in the last 12 months	19.3	10.8	11.5	7.5	11.6 	5.4
4c) Staff experiencing harassment, bullying or abuse from other colleagues in the last 12 months	26.9	17.8	24.10	14.2	23.3 	13.6
4d) Staff saying that the last time they experienced harassment, bullying or abuse at work, they or a colleague reported it in the last 12 months	47.0	45.8	45.3	44.4	53.2 	49.2

## Metrics 5 – 8

(Data source: Questions 14, 11, 5, 28b, NHS Staff Survey)

	Disabled staff responses to 2020 NHS Staff Survey	Non-disabled staff responses to 2020 NHS Staff Survey	Disabled staff responses to 2021 NHS Staff Survey	Non-disabled staff responses to 2021 NHS Staff Survey	Disabled staff responses to 2022 NHS Staff Survey	Non-disabled staff responses to 2022 NHS Staff Survey
	Percentage (%)	Percentage (%)	Percentage (%)	Percentage (%)	Percentage (%)	Percentage (%)
<b>Metric 5 - Percentage of Disabled staff compared to non-disabled staff believing that the trust provides equal opportunities for career progression or promotion.</b>	79.6	86.3	55.8	64.6	63.4 	66.7
<b>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.</b>	33.0	23.4	34.6	22.3	31.7 	17.1
<b>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.</b>	37.4	49.3	37.3	47.3	35.8 	49.2
<b>Metric 8 - Percentage of Disabled staff saying that their employer has made adequate adjustment(s) to enable them to carry out their work.</b>	76.5	N/A	81.4 	N/A		

**Metric 9 – Disabled staff engagement**

(Data source: NHS Staff Survey)

- a) The staff engagement score is based on the responses to nine (9) NHS Staff Survey questions.
- b) A score of ten (10) is the maximum score possible.

	Disabled staff engagement score for 2021 NHS Staff Survey	Non-disabled staff engagement score for 2021 NHS Staff Survey	Disabled staff engagement score for 2022 NHS Staff Survey	Non-disabled staff engagement score for 2022 NHS Staff Survey
a) The staff engagement score for Disabled staff, compared to non-disabled staff.	6.7	7.1	6.6 	7.1

**b) Has your trust taken action to facilitate the voices of Disabled staff in your organisation to be heard? Yes**

Please provide at least one practical example of action taken in the last 12 months to engage with Disabled staff.

**Example 1:** Disability History month conducted a bespoke survey to ensure voices are heard, identify needs, promote disclosing disability, promoting reasonable adjustment support and raising awareness and having human library available and celebrating the contribution of staff with a disability

**Metric 10 – Percentage difference between the organisation’s board voting membership and its organisation’s overall workforce**

(Data source: NHS ESR and/or trust’s local data)

For the % points difference columns, this includes data on total percentage of Board known to be disabled, the % of Disabled staff in overall workforce in the trust, and the points difference between these two figures.

	<b>Disabled Board members in 2021</b>	<b>Disabled Board members in 2022</b>	<b>Disabled Board members in 2023</b>
	<b>Percentage (%)</b>	<b>Percentage (%)</b>	<b>Percentage (%)</b>
<b>Percentage difference between the organisation’s Board voting membership and its organisation’s overall workforce, disaggregated by Exec/non-exec and Voting/non-voting.</b>	Exec = 0%	Exec = 0%	Exec = 0%
	Non-exec = 0%	Non-exec = 0%	Non-exec = 0%
	Voting = 0%	Voting = 0%	Voting = 0%
	Non-voting = 0%	Non-voting = 0%	Non-voting = 0%

APPENDIX 2 - WDES action plan - 2023 / 2024

Metric	Objective	Action/s	Timescales	Lead/s	Where reported/ monitored e.g. Committee/ Group	Why	RAG
1	Increase the number of staff declaring their disability status via ESR.	<p>Work with the Ability staff network to develop a communications campaign highlighting the benefits of declaring.</p> <p>Disability History Month event to be held and promote &amp; celebrate disability and encourage staff declare their disability</p> <p>Consider reviewing communications campaign e.g. screen saver etc</p> <p>Appoint an Executive Sponsor</p> <p>Monitor the number of staff who have declared a disability</p>	<p>31 October 2023</p> <p>30 November 2023</p> <p>30 November 2023</p> <p>31 January 2024</p>	<p>Workforce Information Manager</p> <p>Head of I&amp;WB / I&amp;WB Lead Communications Lead</p> <p>I&amp;WB Lead</p> <p>Workforce Information Manager</p>	PEG	Necessary to improve the data quality	
2	Reduce the inequality in recruitment shortlisting.	<p>Review training offer provided to recruiting managers and interview panels</p> <p>Undertake annual review of recruitment equal opportunities activity and present analysis to People &amp; Engagement Group (PEG)</p> <p>Undertake gap analysis to assess our readiness to upgrade our organisation's accreditation status from 'Disability Confident Employer' to 'Disability Confident Leader'</p> <p>Continue to deliver Passport to management course and include unconscious bias and inclusive recruitment</p>	<p>31 March 2024</p> <p>31 March 2024</p> <p>1 September 2023 – 31 August 2024</p>	<p>HR Recruiting Manager</p> <p>Head of I&amp;WB/HR Resourcing Manager</p> <p>Head of I&amp;WB / I&amp;WB Lead</p>	PEG	To improve recruitment prospects for Disabled staff	

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>Continue to monitor if disabled staff enter formal capability process/reference workplace adjustment guidance for managers</p> <p>Health &amp; Wellbeing Conversations Toolkit to be developed and launched for managers</p> <p>Reasonable Adjustment guidance to be promoted once approved</p>	<p>1 September 2023 – 31 August 2024</p> <p>31 December 2023</p> <p>31 December 2023</p>	<p>HRBP Head of I&amp;WB</p> <p>Head of I&amp;WB</p> <p>HRBP</p>	PEG	To prevent Disabled staff from entering formal capability because of disability.	
4	Reduce the incidence of disabled colleagues experiencing harassment, bullying and abuse from patients, managers and colleagues.	<p>Diverse &amp; Inclusive Culture Subgroup to continue to explore what further work can be done to build an inclusive, compassionate and culturally sensitive workplace and feedback to Positive Culture Group</p> <p>Evaluate the effectiveness of the Equality &amp; Diversity, Passport to Management Training Course to deliver the required manager skills and capabilities</p> <p>Respect Campaigns being promoted New hashtag #NoPlaceForHateInBarnsley being adopted in partnership with Barnsley Council Posters to be displayed widely across the Trust</p> <p>Promote Freedom to Speak Up Guardian (FTSUG), Champions and Staff network</p> <p>Diverse &amp; Inclusive subgroup – disability representatives attending meeting to identify actions to focus on</p>	<p>1 September 2023 – 31 August 2024</p> <p>31 March 2024</p> <p>31 December 2023</p> <p>1 September 2023 / 31 August 2024</p> <p>1 September 2023 / August 2024</p>	<p>Head of I&amp;WB</p> <p>Learning &amp; OD Manager / HRBP/ Head of I&amp;WB</p> <p>Communication Manager</p> <p>FTSUG, Head of I&amp;W, I&amp;W Lead</p> <p>Head of I&amp;W</p>	PEG Positive Culture Group Violence & Aggression Management Group Health & Safety Group	Part of the overall organisational goal to create an inclusive culture	
5	Percentage of disabled staff compared to non-disabled staff believing that the trust provides equal opportunities for career progression or promotion.	<p>Create more visibility of disabled staff with career progression or promotion</p> <p>Disability History Month event – campaign, video to be produced</p> <p>Engage with Ability Staff Network to identify any barriers encountered blocking career progression</p>	30 November 2022	Creating a Positive Workplace Culture Working Group Chair Head of I&W HRBP	PEG	To increase percentage of staff believing trust provides equal opportunities for career progression or promotion.	

		Disseminate training programmes, events or resources to staff network members					
<b>6</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.	<p>More communication and training for managers on presenteeism</p> <p>Ensure disability is taken into consideration in the Management of Sickness Absence</p> <p>Promote meaningful and supportive wellbeing conversations. Toolkit being developed to support managers</p>	<p>1 September 2023 – 31 August 2024</p> <p>31 December 2023</p>	<p>HRBP</p> <p>Head of I&amp;W HRBP</p>	PEG	To reduce the gap between disabled staff and non-disabled staff feeling pressure from managers to come in when not feeling well enough.	
<b>7</b>	Increase percentage of disabled staff satisfaction rate and actions to facilitate the voices of disabled staff in the organisation to be heard.	<p>Ability staff network creates a platform for staff to be heard</p> <p>Work with Ability staff network to produce a staff stories Comms Hub highlighting staff who are positive about working in the trust and feel valued</p> <p>Disability History Month campaign to be promoted</p>	<p>30 April 2022 – 31 March 2023</p> <p>30 November 2023</p> <p>30 November 2023</p>	<p>Ability staff network / I&amp;WB Lead</p>	PEG	Staff stories have been circulated.	
<b>8</b>	Percentage of disabled staff saying that their employer has made adequate adjustment(s) to enable them to carry out their work.	<p>Communications to managers and staff regarding workplace adjustments</p> <p>Reasonable adjustment guidance is being developed and comments being sought before readily available</p> <p>Health &amp; wellbeing conversations toolkit is being developed and will be launched</p>	<p>30 September 2023</p> <p>31 December 2023</p>	<p>Head of I&amp;W Communications Lead Disability staff network / EDI Lead for HWB</p> <p>Head of I&amp;W</p>	PEG	Disabled staff will be able to carry out their role with workplace adjustments in place.	
<b>9(a)</b>	The staff engagement score for disabled staff, compared to non-disabled staff.	<p>Ability staff network to engage with staff and identify any issues that staff is willing to share for key learning</p> <p>Create opportunities to share lived experiences, share achievements and be involved in campaigns such as Disability History Month</p>	<p>1 September 2023 – 31 August 2024</p> <p>31 December 2023</p>	<p>Head of I&amp;W Communications Lead Disabled staff network Lead</p> <p>Disability Staff Network / I &amp;W Lead</p>	PEG	Disabled staff will feel more heard	
<b>9(b)</b>	Action to facilitate the voices to be heard of disabled staff in the organisation	<p>Publish Disabled staff stories/patient experiences at Board</p> <p>Quarterly staff network reports presented at People Engagement Group</p>	<p>1 Sep 2023 – 31 August 2024</p> <p>1 October – August 2023</p>	<p>Head of I&amp;W Communications Lead</p>	PEG	Disabled staff will view the organisation as a caring organisation	

		Collaborate with Board allies Identify an Executive Sponsor	30 November 2023	Disability staff network / I&W Lead			
10	Reduce the gap between Board representation and overall representation of disabled staff in the workforce	Invite board members to check and refresh their personal details recorded in ESR including their disability data, since it was last recorded on their appointment into post.  Stronger relationships to be established with the Board and the Ability Staff Network. Executive Sponsor to be identified.	1 November 2023 – 31 March 2024  1 September 2023 – 31 August 2024	Workforce Information Manager  Head of I&WB/I&WB Lead Ability Staff Network	PEG	To demonstrate visible leadership in this area at senior levels	