

**Workforce Disability Equality Standard (WDES)
DRAFT Action Plan, 2022-2023**

**Author: Virginia Golding, Head of Equality, Diversity and Inclusion, Workforce
York and Scarborough Teaching Hospitals NHS Foundation Trust**

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Workforce Disability Equality Standard (WDES) Action Plan 2022-2023**

**Polly McMeekin, Director of Workforce and Organisational Development
Virginia Golding, Head of Equality, Diversity and Inclusion**

APPENDIX 1

**Metric 1: Staff in AfC pay bands or medical and dental subgroups and very senior managers (Including Executive Board members)
compared with the % of staff in the overall workforce**

Objective	Actions / Targets	Responsible Lead	Measurement & Completion Date	Progress/Comments	Status
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Not Started	On Track	Completed	Overdue
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<p>To increase self-declaration of disability and long-term health conditions and dispel myths as to why we collect this data.</p> <p>Increase percentage of staff in post who share their disability status by a minimum of 2% in 2023</p>	<p>Evaluate communication methods used to disseminate information to staff on self-declaration and re-launch Self Service and the ESR app.</p>	<p>Deputy Head of Resourcing, Digital and Insights</p>	<p>Generate quarterly reports from ESR, workforce to evaluate if communications are being effective.</p> <p>Establish ways to aid communication.</p> <p>March 2023</p>		
	<p>Trust Managers to analyse local data and encourage colleagues via local meetings.</p>	<p>HR Business Partners and EDI Workstream</p>	<p>Local quarterly reports provided to the EDI workstream.</p> <p>March 2023</p>		
	<p>Identify perceptions and barriers around self-declaration to feed into Myth Busting Guide</p>	<p>Head of EDI, EDI Workstream and the Staff Networks</p>	<p>Information obtained to aid completion of a Myth Busting Guide</p> <p>April 2023</p>		
	<p>Work towards Disability Confident Level 3.</p>	<p>Workforce Lead</p>	<p>Level 3 achieved, or requirements established to achieve the next</p>		

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			level. Date TBC		
	Launch an Equality Monitoring Myth Busting Guide to dispel myths about sharing disability status	Head of EDI and the Staff Networks	Production and dissemination of a Myth Busting Guide to support self-declaration. May 2023		

Metric 4a: Percentage of staff experiencing harassment, bullying or abuse from patients/service users, their relatives or other members of the public in the last 12 months

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<p>Reduce the percentage of staff experiencing harassment, bullying or abuse from patients/service users, their relatives or other members of the public. Statistically there has been little change over 2 years and whilst 31.2% is below the benchmark group average of 32.4% this figure is still high.</p> <p>Aim to reduce this figure by 2%.</p>	<p>Create a statistical comparison of data – reported through the 2022 Staff Survey, Datix and FTSU. Determine what action is required to address the findings.</p>	<p>Head of EDI, FTSU Guardian, Datix Manager, Staff Engagement Project Lead</p>	<p>This action will enable the Trust to identify if there are any differences in colleagues reporting their experiences. It will also enable the Trust to determine what action is required.</p> <p>Quarterly reports to be provided from</p> <p>April/May 2023</p>		
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Metric 4b: % of staff experiencing harassment, bullying or abuse from managers in the last 12 months

Metric 4c: Percentage of staff experiencing harassment, bullying or abuse from other colleagues in the last 12 months

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<p>Metric 4b - Reduce the number of staff experiencing harassment, bullying, or abuse from managers. The last 12 months has seen a slight increase from 18.2% in 2020 to 19.4% in 2021. This figure is above the benchmark group average of 18.0%.</p> <p>Aim to reduce this figure by 2%.</p>	<p>Embed a culture of civility and respect through communication and training.</p>	<p>Head of EDI and the Enable Staff Network</p>	<p>Reduction of B&H complaints through HR, FTSU and data in the Staff Survey.</p> <p>May 2023</p>	<ul style="list-style-type: none"> • Develop a RESPECT Charter through the Enable Staff network and launch within the Trust. • Include the Charter in corporate or local the induction of all new starters. • Implement a variety of disability awareness training to increase colleague's knowledge and skills (this will require funding and resources.) 	
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	For all of metric 4 - review the Trust's processes for addressing experiences of bullying and harassment. (As per the Listening to Employee Voice: Our way forward action plan)	Head of Employee Relations & Engagement	Launch of new Harassment and Bullying Policy 31 March 2023		
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<p>Metric 4c - Reduce the percentage of staff experiencing harassment, bullying or abuse from other colleagues in the last 12 months. This has seen a decrease from 29.7% in 2020 to 28.8% in 2021 but is still above the benchmark group average of 26.6%.</p> <p>Aim to reduce this figure by 3%.</p>	<p>The Trust's Behaviour Framework was launched in 2022.</p>	<p>Head of Employee Relations & Engagement.</p>	<p>Evidence communication methods used to launch the BF July 2022.</p>		
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	Develop a Microaggressions poster with all Staff Networks for communicating throughout the Trust.	Head of EDI and the Staff Networks.	Raise awareness of everyday incivilities that cause unwanted behaviour. April 2023		
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Metric 4d: % of 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

Objective	Actions / Targets	Responsible Lead	Measurement & Completion Date	Progress/Comments	Status
<p>Metric 4d - Ensure all staff are aware of the behaviour expected and how to report bullying and harassment / unwanted behaviour should it occur.</p> <p>This metric has seen a deterioration from 48.7% in 2020 to 45% in 2021 and is above the benchmark group average of 47%.</p> <p>Implement an action to see a 2% positive change in 2023.</p>	<p>Workforce and FTSU to provide quarterly figures on complaints to the EDI Workstream.</p>	<p>Workforce / FTSU Guardian</p>	<p>Data to compare with 2023 Staff Survey Results and to pinpoint areas of focus</p> <p>July 2023</p>		
	<p>General Allyship/Bystander training implemented in the Trust.</p>	<p>Head of EDI</p>	<p>TBC</p>	<p>Financial resources required to implement this.</p>	

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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

Objective	Actions / Targets	Responsible Lead	Measurement & Completion Date	Progress/Comment	Status
<p>The percentage of Disabled staff compared to non-Disabled staff saying that they are satisfied with the extent to which their organisation values their work has seen a continuous deterioration, and the figure is below the benchmark group average of 32.6%.</p> <p>34.4% in 2019 33.3% in 2020 30.6% in 2021</p> <p>Aim to reduce this figure by 2%.</p>	Re-introduce the Celebration of Achievement Awards for 2022.	Director of Communications	Awards will focus on valuing colleagues contribution, hopefully will impact on all colleagues.	Correlation will be difficult to prove.	
	Introduce an Equality, Diversity and Inclusion Category in the Celebration of Achievement Awards for 2023.	Director of Communications	New category introduced in 2023 demonstrating the value of diversity and inclusion.	Discussed with the Director of Communications on 27/9/22.	
	Enable Staff Network Chair to discuss this metric with members to ascertain	Enable Staff Network Chair	Engage with staff to delve into the data.		

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	actions required for improvement. Feedback to the Head of EDI and EDI Workstream.		Improvement actions considered for implementation. March 2023		
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Metric 8 Percentage of Disabled saying that their employer has made adequate adjustment(s) to enable them to carry out their work

Objective	Actions / Targets	Responsible Lead	Measurement & Completion Date	Progress/Comment	Status
Percentage of Disabled staff saying that their employer has made adequate adjustment(s) to enable them to carry out their work. This metric has deteriorated, in 2020 it was 77.1% and in 2021 it was 74.4%. This is still above the benchmark	Previous Enable Staff Network discussions identified issues with the IT process. Review the process with a view to identifying the blockages and creating a new streamlined process.	IT, Head of EDI and Enable Staff Network	New process in place and communicated to staff, Staff Networks and managers. A positive increase in 2023 data. April 2023	Head of EDI met with Matthew Chappell on 27/2/2022 to identify the issues.	

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group average of 70.9% which is commendable but anecdotal examples regarding the problems experienced means the organisation should review its process.	Implement a Health Passport to ensure that staff's reasonable adjustments are communicated and met.	Workforce Lead	A Health Passport co-produced with staff, piloted and launched. Date TBC	Almost ready to launch, waiting for IT solution.	
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Status - Key			
Action Not Started	Action Commenced	Action completed	Action not completed

Not Started	On Track	Completed	Overdue
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