



SHSC Workforce Disability Equality Standard 2019

July 2019

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The Workforce Disability Equality Standard (WDES)

Introduction

The Workforce Disability Equality Standard (WDES) is comprised of a set of ten 'metrics' (see appendix 1. These aim to compare the experiences of Disabled and non-disabled staff in the NHS.

The WDES has been commissioned by the NHS Equality and Diversity Council (EDC) and is mandated through the NHS Standard Contract.

The This information will then be used by the relevant NHS organisation to

Use of the WDES is required from the 1 April 2019 trusts are required to review and submit their WDES data and to develop local action plans. There are no specific targets in terms of progress required against each metric.

This report is the trust first WDES report and aims to:

- Report on progress in terms of the specific requirements of the WDES
- Report on the full set of WDES metrics prior to these being reported to the Trust Board in September.
- Undertake an initial analysis
- Propose an action plan to progress a response to areas where the experience of Disabled staff is poor compared to the experience of staff who are not disabled.

Progress on specific reporting requirements

The WDES spreadsheets has been received this will be completed and submitted by the 1st August 2019 in line with WDES reporting requirements.

The Trust must publish WDES data and an action plan, no later than 30th of September. This must be ratified by the Trust Board. Following this report WODC this paper will be submitted to Board in September prior to meeting the publication date in September. The report will be published on the Trust web site in the section 'About us' alongside other Equality and Inclusion reports.

WDES Metrics Report

Information about number of disabled staff in the trust is useful to provide some context to the following information.

The legal definition of disability is found in the Equality Act 2010 which says:

A person (P) has a disability if—

(a) P has a physical or mental impairment, and

(b) the impairment has a substantial and long-term adverse effect on P's ability to carry out normal day-to-day activities.

For metrics 1,2 ,3 and 10 staff data is drawn from the Electronic Staff Record (ESR) and for metrics 4,5,6,7 and 8 from the Staff Survey. The ESR system and the Staff Survey ask the question about Disability differently and this can therefore affect the number showing in ESR and responding to the staff survey. Despite this research suggests that more staff are willing to disclose a disability when responding to the staff survey than they are when providing this information for the ESR system.

- **The Percentage of Disabled staff – ESR (as of the 31st of March each Year)**

Disability	2016	2017	2018	2019	2019 Without Bank
Yes	7.89%	6.14%	6.60%	6.9%	7.2%
No	60.53%	78.08%	78.80%	79.1%	79.5%
Not Stated	31.58%	15.78%	14.60%	14.1%	13.2%

The trust appears to have a relatively good level of reporting on disability which has improved year on year since 2016.

- **The Percentage of Disabled staff who responded to the 2018 Staff Survey**

Overall 803 responses to the staff survey were received, **25.7%** of these were from Disabled staff. Although this figure is high the average percentage for the benchmark group was 22%.

127 staff said they required reasonable adjustments and of these **78%** had had these met.

The average percentage for the benchmark group was 76.5%.

The following section describes the WDES metric and the trust data in relation to the metric, as this is the first report there is no comparison with previous years.

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.

This metric is must be split by *non-clinical* and *clinical staff*.

Non – Clinical	Disabled	Not disabled	Not Known
Cluster 1 (Bands 1 - 4)	8%	84%	9%
Cluster 2 (Band 5 - 7)	4%	86%	10%
Cluster 3 (Bands 8a - 8b)	4%	83%	15%
Cluster 4 (Bands 8c - 9 & VSM)	16%	81%	0%

Clinical	Disabled	Not Disabled	Not Known
Cluster 1 (Bands 1 - 4)	6%	75%	19%
Cluster 2 (Band 5 - 7)	9%	81%	10%
Cluster 3 (Bands 8a - 8b)	6%	85%	10%
Cluster 4 (Bands 8c - 9 & VSM)	4%	74%	22%
Cluster 5 (Medical & Dental Staff, Consultants)	4%	82%	14%
Cluster 6 (Medical & Dental Staff, Non-Consultants career grade)	13%	50%	38%
Cluster 7 (Medical & Dental Staff, Medical and dental trainee grades)	14%	72%	19%

The data above needs to be treated with caution as some of the numbers in each cluster /group are low. The trust reporting spreadsheet includes numbers and percentages of staff however due to low numbers in some groups numbers are not included in this report. Of note in terms of numbers the largest group of Disabled staff are in A4C band 6 in the clinical group (40 staff).

Metric 2

Relative likelihood of Disabled staff compared to non-disabled staff being appointed from shortlisting across all posts.

	Disabled	Not Disabled
Number of shortlisted applicants	122	1343
Number appointed from shortlisting	16	180
Relative likelihood of shortlisting/appointed	0.13	0.13
Relative likelihood of Disabled staff being appointed from shortlisting compared to Non-Disabled staff	1.02	

This indicates that Disabled applicants that have been shortlisted appear to be equally likely to be appointed as applicants that are not disabled.

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.

This is not a required report in year one of reporting.

Metric 4

This metric is in two parts:

Percentage of Disabled staff compared to non-disabled staff experiencing harassment, bullying or abuse from:

- i. Patients/service users, their relatives or other members of the public
- ii. Managers
- iii. Other colleagues

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.

	Disabled	Not Disabled
% of staff experiencing harassment, bullying or abuse from patients/service users, their relatives or other members of the public in the last 12 months	36.9%	29.8%
% of staff experiencing harassment, bullying or abuse from managers in the last 12 months	16.7%	10.7%
% of staff experiencing harassment, bullying or abuse from other colleagues in the last 12 months	17.6%	13.0%
% 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	61.0%	59.7%

Metric 5

Percentage of Disabled staff compared to non-disabled staff believing that the Trust provides equal opportunities for career progression or promotion.

	Disabled	Not Disabled
% of staff believing that the Trust provides equal opportunities for career progression or promotion.	75.4%	84.6%

A greater percentage of staff who are not disabled say that they believe the trust provides equal opportunity for career progression

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.

	Disabled	Not Disabled
% of staff saying that they have felt pressure from their manager to come to work, despite not feeling well enough to perform their duties.	24.8 %	14 %

A higher percentage of trust Disabled staff have to come to work, despite not feeling well enough to perform their duties.

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.

	Disabled	Not Disabled
% staff saying that they are satisfied with the extent to which their organisation values their work.	34.5%	46.8 %

The percentage of staff who feel that the organisations values their work appears to be significantly lower than for staff who are not Disabled

Metric 8

Percentage of Disabled staff saying that their employer has made adequate adjustment(s) to enable them to carry out their work.

127 Disabled staff responded to this question of these **78%** said that the trust had made adequate adjustment (s) to enable them to carry out their work.

Metric 9

This metric is in two parts:

- a) The staff engagement score for Disabled staff, compared to non-disabled staff and the overall engagement score for the organisation, and
- b) Has your Trust take action to facilitate the voices of Disabled staff in your organisation to be heard? (Yes) or (No)

a) Staff Engagement Score

	Disabled Staff Engagement score	Not Disabled Engagement score	Whole Organisation Engagement score
The staff engagement score for Disabled staff, compared to non-disabled staff and the overall engagement score for the organisation.	6.2	6.9	6.7

The engagement score data comes from the annual NHS staff survey – the engagement score for Disabled staff responding to the survey is lower than for staff who are not disabled and for the organisation as a whole.

- b) Has your Trust taken action to facilitate the voices of Disabled staff in your organisation to be heard? (Yes) or (No)

In 2018/19 which is the period covered by this report the trust has not undertaken any specific engagement with Disabled staff however when considering the WDES guidance on examples the trust can support some examples given specifically the significant role played by experts by experience in the trust particular in training roles, for this reason it is recommended that the response to this question is **yes** however there is significantly more that can be done in this area.

Metric 10

Percentage difference between the organisation's Board voting membership and its organisation's overall workforce, disaggregated:

- By voting membership of the Board.
- By Executive membership of the Board.

There are 11 voting members of the Board 5 are executive members and 6 are non-executive members.

- The percentage difference between the organisation's Board voting membership and its organisation's overall workforce, disaggregated by voting membership of the Board is **2%**.
- The percentage difference between the organisation's Board voting membership and its organisation's overall workforce, disaggregated by Executive membership of the Board is **-7%**.

Initial Analysis

Workforce Data (metrics 1,2 and 3)

Metric one allows the trust to review the percentage of Disabled staff in different workforce groups. Key areas to focus on in this first report are the actual reporting levels as this has been an issue in some trusts and the percentage of Disabled staff in senior roles. This data is also useful to review if there are areas where there are small numbers of Disabled staff.

- The trust reporting percentage appears to be reasonable however this could be improved.

- The percentage of staff in senior roles is affected by the actual numbers of staff in each group this is why the WDES is reported by group. Initial consideration of the SHSC data indicates that the highest percentage of staff in senior roles work in clinical areas apart from the 8c to 9 cluster where there is a higher percentage in the non-clinical group. As noted above there are 40 Disabled staff in the Band 6 clinical group. The other area to note is the medical trainee group with 14% disability. More needs to be understood about the experience of different staff groups in relation to Disability.
- Lower percentages of staff are found in the non-clinical cluster Band 5 – 7 and cluster Bands 8a - 8b particularly in the band 5 – 7 group there appears to be a relatively low number of Disabled staff, at 4% particularly when comparing this to the same cluster in the clinical group where there are 9%.

NHS Staff Survey (Metrics 4,5 ,6,7,8)

Initial analysis of the WDES Staff Survey metrics indicates that the experience of Disabled staff is consistently worse. Previous analysis has taken place looking at a comparison across five mental health trusts in the region, in the table below SHSC is trust **C**.

Workforce Disability Equality Standard across Local M H & LD & MH, LD and Community Trusts

1st	2nd	3rd	4th	5th
5	4	3	2	1
Best			Worst	

WDES Indicator	A*			B			C			D*			E*			Average Score National MH	
	Dis	Non	Gap	Dis	Non	Gap	Dis	Non	Gap	Dis	Non	Gap	Dis	Non	Gap	Disabled	Non-Disabled
a. Patients Service Users	31.3	24.3	7	36.6	28.8	7.8	36.9	29.8	7.1	39	29.6	9.4	33.8	22.8	10	37%	30.7%
b. Managers	17.9	8.4	9.5	11.7	6.5	5.2	16.7	10.7	6	15.4	7.6	7.8	13.5	7.1	6.4	17.4%	10.9%
c. Colleagues	23.2	14.2	9	23.8	13	10.8	17.6	13	4.6	23.5	12.1	11.4	18.6	10	8.6	23.1%	15.2%
Reporting Harass, Bullying or Abuse	60.9	61.3	0.4	61.5	63.6	2.1	61	59.7	-1.3	51.4	58	6.6	60.3	60.3	0	57.0%	59.5%
Equal Ops for prom, career develop	80.8	82.8	2	77.8	87.7	9.9	75.4	84.6	9.2	80.9	87.6	6.7	87.7	92	4.3	77.5%	84.5%
Pressure from Manager unwell	28	18.2	9.8	17.4	14.2	3.2	24.8	14	10.8	29.8	17	12.8	27.2	16.2	11	25.5%	16.8%
Work valued by organisation	33.2	47.9	14.7	38.5	53.1	14.6	34.5	46.8	12.3	36.7	47.6	10.9	38.7	52.5	13.8	40.0%	51.3%
Adequate Adjustment	79.2			77.3			78			75.3			74.6			76.5%	
Staff engagement	6.6	7.1	0.5	6.7	7.2	0.5	6.2	6.9	0.7	6.4	6.9	0.5	6.7	7.1	0.4		
**Total	27	18	52.9	33	34	54.1	26	19	49.4	20	20	66.1	34	31	54.5		
***Rank	3rd	5th	2nd	2nd	1st	3rd	4th	4th	1st	5th	3rd	5th	1st	2nd	4th		

* Organisation= Mental Health, Learning Disabilities and Community Trust

** Total= sum of total performance against four neighbouring Trusts

*** Rank= position in comparison to overall performance against other four Trusts

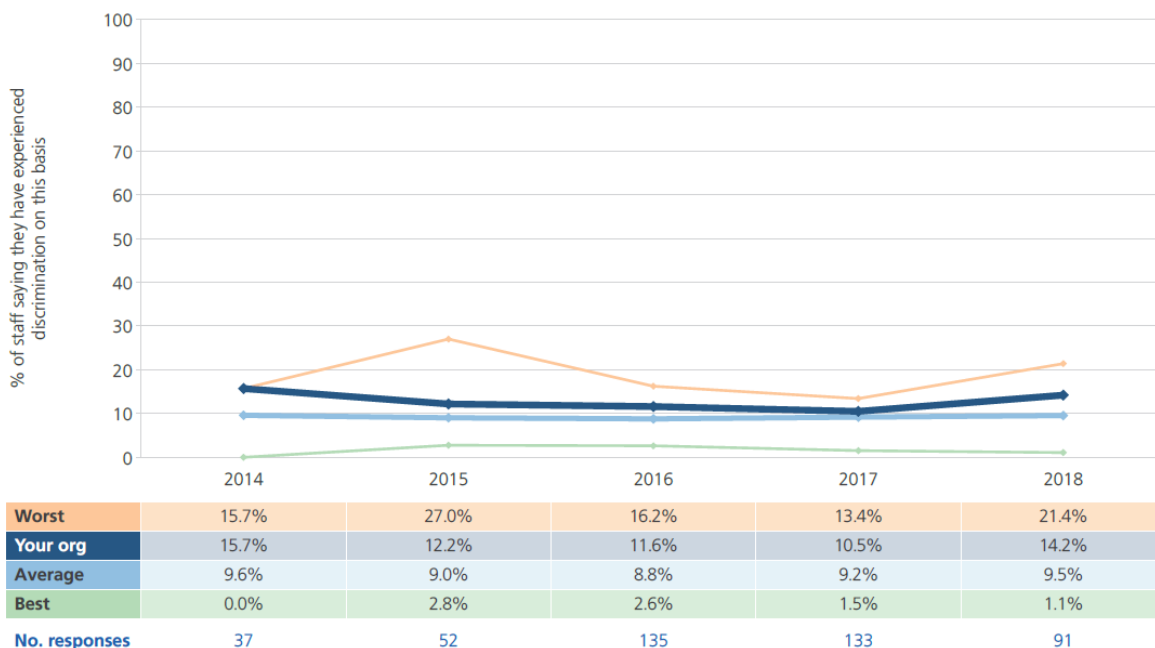
The table ranks these five trusts from 1 to 5 and indicates that the key areas where SHSC Disabled staff fair least well are:

- Experiencing harassment from service users
- Experiencing harassment from managers
- Belief that the trust offers equal opportunity for career progression, and
- Work being valued by the organisation.

However, although SHSC ranks fourth overall it ranks first in terms of the actual gap between Disabled staff and non-disabled staff and has a relatively positive score for staff who require reasonable adjustments having had these met (ranked second).

The staff survey also provides data on the numbers of staff who have stated that they have experienced discrimination on the grounds of Disability – this is not a WDES metric but does provide some useful information relevant to this report. The chart below indicates that of 91 responses 14.2% of staff said they had experienced disability discrimination. This is an increase on previous years other than 2014, however the response rate was considerably lower in 2014.

Note: This question was only answered by staff who reported experiencing at least one incident of discrimination in the last 12 months.



Voices of Disabled staff (Metric 9)

The staff engagement score for the trust is lower for Disabled staff and in relation to other trusts the trust score gap between Disabled and non-disabled staff is the highest for this metric. Although the trust has undertaken some engagement activity there is much more that could be done – Appendix 2 contains examples from the WDES technical guidance of what is considered engagement.

Disability representation on Boards (metric 10)

The overall position in terms of Board membership is + 2%. It is proposed that the trust waits to see the outcome of the national WDES reporting before considering any analysis or action regarding Board membership and Disability, but to ask the Board to consider this further when the WDES paper is submitted to Board. A positive note is that there is 0% not known for Board membership.

Action Plan

There are current workstreams in the trust that can be reviewed in light of the WDES findings these include:

- The health and wellbeing action plan
- The Workforce Race Equality Standard action plan
- Work on bullying and harassment

In addition, when permanent funding for a Build Modify expand lead secondment was agreed by the trust this was on the basis that this role would develop the model to support Disability equality and inclusion in the trust.

One of the areas where the trust is doing less well is engagement with Disabled staff, with this in mind its proposed that the action plan below should be seen as an interim action plan that will be developed in the course of the year in line with development of staff engagement in this area with a 6 month progress report provided through WODC.

	Issue /Objective	Action Proposed	Lead Area	Measure
1	Increase reporting	-Target areas with more than 10% not recorded. - ESR team to publicise use of ESR self-service for updating Disability	ESR Team	Less than 10% not known in all WDES Clusters
2	Improve engagement	- Review the extent to which the trust engages with Disabled staff using the examples in appendix 2 as a guide	Equality and Inclusion	Review completed and further action identified

		- Include a focus on Disability in the 2019 'Build Modify Expand 'Working Together' conference.	Build Modify Expand lead	Action completed
3	Difference in the percentage of Disabled staff in bands 5-7 in clinical and non-clinical areas.	Undertake a focused piece of work to understand the experience of staff/this data	Clinical Networks	Review completed
4	High percentage of Non-Consultants career grade Disability	Undertake a focused piece of work to understand the experience of staff /this data	Medical Staffing	Review Completed
5	Implementation of the Disabled Staff Policy	Review the effectiveness of implementation of this policy.	Equality and Inclusion	Review Completed
6	The trust has been reviewed by Disability Sheffield with a view to being recognised as a disability confident leader	Implement any recommendations made by Disability Sheffield	Equality and Inclusion	Review of recommendations complete and additional action plan agreed
7	Action is already identified to respond to some areas of the staff survey in terms of Health and Wellbeing	Review the interface between the health and wellbeing action plan and the WDES	HR	Health and Wellbeing action plan has been reviewed and interfaces noted – any action required to support this has been completed
8	Percentage of Disabled staff compared to non-disabled staff saying that the last time they experienced harassment, bullying or abuse at work.	Review interface with work on bullying and harassment already taking place. Update incident reporting fields to take account of disability related harassment from service users.	HR Equality and Inclusion	Review complete and any additional action identified. System has been updated



WDES Metrics

Workforce Metrics	
For the following three workforce Metrics, compare the data for both Disabled and non-disabled staff.	
Metric 1	<p>Percentage of staff in AfC paybands or medical and dental subgroups and very senior managers (including Executive Board members) compared with the percentage of staff in the overall workforce.</p> <p>Organisations should undertake this calculation separately for non-clinical and for clinical staff.</p> <p>Cluster 1: AfC Band 1, 2, 3 and 4 Cluster 2: AfC Band 5, 6 and 7 Cluster 3: AfC Band 8a and 8b Cluster 4: AfC Band 8c, 8d, 9 and VSM (including Executive Board members) Cluster 5: Medical and Dental staff, Consultants Cluster 6: Medical and Dental staff, Non-consultant career grade Cluster 7: Medical and Dental staff, Medical and dental trainee grades</p> <p>Note: Definitions for these categories are based on Electronic Staff Record occupation codes with the exception of medical and dental staff, which are based upon grade codes.</p>
Metric 2	<p>Relative likelihood of Disabled staff compared to non-disabled staff being appointed from shortlisting across all posts.</p> <p>Note:</p> <ul style="list-style-type: none"> 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 online reporting form to ensure comparability between organisations.
Metric 3	<p>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>Note:</p> <ul style="list-style-type: none"> i) This Metric will be based on data from a two-year rolling average of the current year and the previous year. ii) This Metric is voluntary in year one.
National NHS Staff Survey Metrics	
For each of the following four Staff Survey Metrics, compare the responses for both Disabled and non-disabled staff.	
Metric 4 Staff Survey Q13	<p>a) Percentage of Disabled staff compared to non-disabled staff experiencing harassment, bullying or abuse from:</p> <ul style="list-style-type: none"> i. Patients/service users, their relatives or other members of the public ii. Managers iii. Other colleagues <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>



WDES Metrics

Metric 5 Staff Survey Q14	Percentage of Disabled staff compared to non-disabled staff believing that the Trust provides equal opportunities for career progression or promotion.
Metric 6 Staff Survey Q11	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.
Metric 7 Staff Survey Q5	Percentage of Disabled staff compared to non-disabled staff saying that they are satisfied with the extent to which their organisation values their work.
The following NHS Staff Survey Metric only includes the responses of Disabled staff	
Metric 8 Staff Survey Q28b	Percentage of Disabled staff saying that their employer has made adequate adjustment(s) to enable them to carry out their work.
<p>NHS Staff Survey and the engagement of Disabled staff</p> <p>For part a) of the following Metric, compare the staff engagement scores for Disabled, non-disabled staff and the overall Trust's score</p> <p>For part b) add evidence to the Trust's WDES Annual Report</p>	
Metric 9	<p>a) The staff engagement score for Disabled staff, 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 your WDES annual report. Examples are listed in the WDES technical guidance.</p>
Board representation Metric	
For this Metric, compare the difference for Disabled and non-disabled staff.	
Metric 10	<p>Percentage difference between the organisation's Board voting membership and its organisation's overall workforce, disaggregated:</p> <ul style="list-style-type: none"> • By voting membership of the Board. • By Executive membership of the Board.

Appendix 2 – Suggested Evidence for Engagement with Disabled Staff

- Evidence of a Disabled staff network, including support for the Network's activities
- The percentage of Disabled staff who act as Freedom to Speak Up Champions
- Evidence of Board members meeting with Disabled staff to discuss WDES/Metrics/Action plan
- Evidence of partnership working with Disabled staff on priority areas, including the WDES Metrics and action planning
- Evidence of co-produced policies, such as Disability Leave, Reasonable adjustments, bullying and harassment and capability policies and guidelines
- Evidence of jointly produced actions to increase the declaration rate of disability in the Trust
- Evidence of co-produced, co-delivered training, or the involvement of Disabled staff in the production of training/materials for managers and staff; covering key areas such as increasing disability awareness, reasonable adjustments, Access to Work.