

## Workforce Disability Equality Standard (WDES) Action Plan 2019-20

<b>Presented for:</b>	Approval
<b>Presented by:</b>	Simon Howard – Equality, Diversity and Inclusion Lead
<b>Scrutinised by:</b>	Hospital Management Committee People and Performance Committee
<b>Strategic goal:</b>	Recruiting, developing and retaining our workforce
<b>Date:</b>	27th September 2019
<b>Regulatory relevance:</b>	Equality and Diversity Human Rights Commission Care Quality Commission
<b>NHS Constitution delivery</b>	The NHS provides a comprehensive service, available to all The NHS is accountable to the public, communities and patients that it serves
<b>Equality and Diversity</b>	This report reflects equality and diversity actions throughout
<b>Freedom of Information Release</b>	This report can be released under the Freedom of information Act 2000
<b>Private Debate</b>	This report is being considered in the private section of the Board due to Commercial Confidentiality.

## **Summary**

The Trust is required under the NHS England Workforce Disability Equality Standard to submit an annual online report. The report summarises the Trust's position in the previous financial year and provides a conclusion for the information.

Using the data submitted in the WDES Annual Report the Trust is required to identify key areas of work and develop an action plan to resolve these areas.

## **Integrated Performance Report**

Not required

## **Board Assurance Framework Context**

Contribution to achievement of strategic objectives, identified risks and mitigating actions.

## **Key Points for Decision and Discussion**

- Understanding of the Trust's work in relation to the Workforce Disability Equality Standard with effect from 1<sup>st</sup> October 2019

## **Action required from the Board of Directors**

- To read and approve the content of the action plan for publication on the Trust website.

## **The following papers make up this report**

- Workforce Disability Equality Standard (WDES) Action Plan

**Simon Howard**

**Equality, Diversity and Inclusion Lead**

<b>Red</b>	<b>Amber</b>	<b>Yellow</b>	<b>Green</b>	<b>Blue</b>
Evidence in place demonstrates the action has not been/will not be met	Evidence demonstrates the action is/will be mostly met but not within timescales	Evidence demonstrates the action is/will be mostly met but not within timescales	Evidence demonstrates action implemented	Item completed and/or no further action

<b>ACTION PLAN LOG</b>			
VERSION 1	SEPTEMBER 2019		

<b>EQUALITY OBJECTIVE</b>	<b>SUB-OBJECTIVE</b>	<b>ACTION</b>	<b>LEAD</b>	<b>TARGET DATE</b>	<b>PROGRESS UPDATE AND RAG RATING</b>
<b>Improve understanding</b>	<b>Create an atmosphere within the organisation that is supportive of Disability</b>	Highlight disability events	Divisional Leads	Throughout Year	
	<b>Develop staff networks</b>	Create disabled staff network	SH	October 2019	
		Create staff carers network	SH	October 2019	
	<b>Improve senior leadership knowledge</b>	Add disability to reverse mentoring programme	SH JC	October 2019	
<b>Improve reporting rates</b>	<b>MPA</b>	Include data validation as part of MPA process	JC	April 2020	
	<b>Update Training</b>	Include data form as part of EDI update training	SH	April 2020	

	<b>Induction Process</b>	Review demographic monitoring form and use vs ESR	DDL SH	December 2019	
	<b>Data validation exercise</b>	Hold supernumerary data validation exercise	SH	December 2019	
<b>Improve recruitment processes for people with disabilities</b>	<b>Application Process</b>	Look for accessible recruitment processes and/or providers.	SH TP	April 2020	
		Adapt recruitment process to account for individual's opportunity to have attained educational requirements.	SH TP	April 2020	
	<b>Adapting Interviews</b>	Look for alternative methods to face-to-face interviews.	TP SH	April 2020	
		Design parallel scoring system for alternative interview process outcomes to be graded fairly.	TP SH	April 2020	
	<b>Countering Bias</b>	Provide specific bias training	SH EM	October 2019	
		Increase uptake of Managing Diverse Workforce Training	JC SH	April 2020	
		Create additional disability specific training options alongside charity sector.	SH External Providers	April 2020	

	<b>Improve knowledge of reasonable adjustments among recruiters.</b>	Develop training on Reasonable Adjustments	SH EM	October 2019	
		Provide clear system for managers to identify standard reasonable adjustments that can be made.	SH JC	April 2020	
	<b>Essential Criteria</b>	Create system to provide justification of essential criteria.	TP SH	April 2020	
<b>Adapt Training for people with disabilities</b>	<b>Induction Training</b>	Add accessibility to all induction training through RA or alternative delivery models	SH BA All SMEs	April 2020	
	<b>Instructional techniques</b>	Develop systematic instruction models for training programs	SH External Support	August 2020	
	<b>Supported Internships</b>	Introduce supported internships	ND SH External Provider	April 2020	
	<b>Apprenticeships</b>	Introduce parallel and adapted apprenticeships	ND SH External Provider	April 2020	

<b>Support employees with disabilities</b>	<b>Personal supported development planning</b>	Create development planning model for people with neurodiversities	SH	April 2020	
	<b>Advice for managers on how to support and manage people with disabilities.</b>	Create information hub e.g. intranet portal	SH Comms	October 2019	
		Create specific training	SH External Providers	April 2020	

<b>INITIAL</b>	<b>NAME</b>	<b>TOTLE/ROLE</b>
<b>LT</b>	Louise Tibbert	Director of Workforce and OD
<b>SH</b>	Simon Howard	Equality, Diversity and Inclusion Lead
<b>JBa</b>	Joanna Bainbridge	Deputy Director of Workforce and OD
<b>JW</b>	Jane Wells	HR Business Partner, Corporate Services
<b>MW</b>	Mandy Ward	Head of Communications
<b>BA</b>	Brian Aird	Assistant Director of Learning and Development
<b>JC</b>	Jo Catlin	Assistant Director of Organisational Development
<b>DDL</b>	David De Lisle	Senior Workforce Information Analyst
<b>NE</b>	Natasha Emery	Staff Side Chair
<b>TP</b>	Tracy Priestman	Resourcing Manager
<b>BP</b>	Barbara Petrie	Medical and Dental Education Manager
<b>HRA</b>	n/a	Human Resources Advisors
<b>HRBP</b>	n/a	Human Resources Business Partners
<b>EM</b>	Emma Morley	HR Business Partner
<b>ND</b>	Nikki Davis	Widening Participation Officer
<b>SME</b>	n/a	Subject Matter Expert with training responsibility