



South Tees Hospitals
NHS Foundation Trust

NHS Workforce Disability Equality Standard (WDES)

Annual Report 2020

South Tees Hospitals NHS Foundation Trust

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1 Introduction

The Workforce Disability Equality Standard (WDES) was launched in 2019 and aims to improve the workplace and career experiences of disabled colleagues in the NHS. The annual national WDES reporting reviews a series of 10 measures (metrics) to review and improve the experience of disabled staff in the NHS.

The purpose of this report is to provide an update regarding the Trust WDES data reporting for 2020/19 and the actions taken by the Trust. The data provided is for the period April 2019 to March 2020. The timescale for completion of WDES data reporting has been adjusted this year due to the COVID-19 pandemic and data collection was completed by 31 August 2020.

An overview of the data from the national NHS Staff Survey 2019 (6 metrics) is included as part of this report.

The WDES Metrics are in Appendix 1 and the Trust's Action Plan in Appendix 2.

The Trust will publish on their Trust Website the WDES following being ratified by the Board.

2 Executive summary

The information provided within this report includes the data for the 10 key WDES metrics and describes the actions taken and planned. The examples of current actions to support the above include:

- The development of the Disability and Long-Term Conditions Staff Network Group, chaired by a member of the EDI Steering Group.
- The Trust continues to offer Recruitment and Selection training which supports fair recruitment processes.
- Work is on-going to improve declaration rates regarding disability on the Electronic Staff Record (ESR).
- There has been review of staff survey WDES data to support action planning.
- There is on-going support to staff through Occupational Health, staff counsellors to support health and wellbeing and reasonable adjustments. There is on-going support to managers in relation to managing health and wellbeing of their staff.
- As part of the COVID-19 staff welfare strategy, there continues to be access to staff direct support from the Trust's Psychology team.
- The Trust has written to all staff and is currently undertaking work to provide risk assessments to staff who have declared underlying health conditions and provide further support and adjustments as required.
- The Trust has contacted staff who have been required to 'shield' due to COVID-19, offering risk assessments to ensure they feel secure and safe to return to work.

Further actions include the following (See Appendix 2):

- Further communication and development of the Disability and Long-Term Conditions Staff Network Group reporting to the EDI Steering Group and Trust Board, to increase membership and share experiences, feedback ideas and support objectives.
- Continue to invest in leadership and staff development which supports equality, diversity and inclusion via our leadership development programmes and workforce development.
- Further development of the Trust's Wellbeing Group, linking with both internal and external networks to better support staff health and wellbeing.
- Ongoing staff welfare support e.g. via Occupational Health and counselling.
- Review of WDES data to support action planning.
- Continue to promote the Freedom to Speak Up processes (FTSU) and Incident reporting processes.
- Continue to publish wellbeing support and events to staff, including planning a calendar of events.
- Take steps to ensure that our workforce is broadly representative of the communities we serve at all levels of our organisation by 2023.
- By 2021 to ensure all recruiting managers have attended unconscious bias training.

3 WDES progress in 2019/20

In 2019/20, the Trust took the following steps to support workforce disability and improve staff disability data.

3.1 There has been work to improve declaration rates regarding disability on the Electronic Staff Record (ESR), for example the redesign of the new starter form to make the section more prominent, to heighten the importance in capturing this data and improve overall data quality.

3.2 The Trust continues to implement fair and transparent recruitment processes for all positions at all levels of the organisation and offers Recruitment and Selection training which enables appointing managers to structure and conduct the process in a non-discriminatory, positive, objective and constructive manner. At least one member of each interview panel must have attended Recruitment and Selection training.

3.3. The Equality Diversity and Inclusion (EDI) Steering Group meeting is attended by the Disability and Long-Term Health Conditions staff network group lead representative, who is also the Occupational Health Manager and leads on the Health and Wellbeing Strategy.

In 2019, the staff Network Group for Disability and Long-Term Health Conditions Group was established led by the Occupational Health Manager. This group is in the early stages of development but is a priority objective. During the COVID-19 Pandemic, a Wellbeing Group has been established and will continue to meet to support staff health and wellbeing.

3.4 There is on-going support to staff through Occupational Health, staff counsellors to support health and wellbeing and reasonable adjustments and support to managers in relation to health and wellbeing for themselves and their teams.

3.5 As part of the COVID-19 staff welfare strategy the following actions have been implemented by the Trust.

- Direct support has been available to staff from the Trust's Psychology team.
- The Trust has written to all staff and is currently undertaking to provide risk assessments to those staff who have declared staff underlying health conditions and provide further support and adjustments where required.
- The Trust is providing a positive experience to staff who have are currently shielding due to COVID-19 by undertaking risk assessments prior to their return to work and implement appropriate support measures where necessary to ensure they feel sufficiently safe to return to the workplace.

3.5 The Trust is developing a Wellbeing Strategy to improve the health and wellbeing of our employees and for health and wellbeing to be seen as embracing the whole person – physical and mental health both within and external to the workplace. Linked to this is the development of the Trust's Staff Engagement Strategy with objectives to build trust, involvement and a sense of common purpose and identity where staff are actively encouraged to maximise opportunities to influence and contribute to the Trust's success. One of the current actions is a review of our Trust values and defining the supporting behaviours.

4 Conclusion and next steps

The Trust has taken a number of important actions, in 2019/2020 to support the Workforce Disability Equality Standard. The Trust will focus on the following areas of action in the next 12 months:

4.1 The Trust will continue to review available Trust data e.g. NHS National Staff Survey along with other data sources e.g. regional and national data to help inform action planning. The Trust will encourage further improvement of declaration rates

4.2 The Trust will make plans to meet the following objectives

- Take steps to ensure that our workforce is broadly representative of the communities we serve at all levels of our organisation by 2023.
- By 2021 to ensure all recruiting managers have attended unconscious bias training.

4.3 The Trust will continue to develop and promote the Equality Diversity and Inclusion (EDI) Staff Network Groups, including the Disability and Long-term Condition Staff Network Group. The Network Group will report to the Trust's EDI Strategy Group.

4.4 The Trust will continue to invest in leadership and staff development which supports equality, diversity and inclusion via our leadership development programmes and workforce development.

4.5 The Trust will continue to promote the Freedom to Speak Up processes (FTSU) and Incident reporting processes. The EDI Steering Group will invite a representative of the FTSU Guardians to attend the group on a regular basis.

4.6 The Trust will continue to publishing wellbeing support and events to staff, including planning a calendar of events.

4.7 The Trust will take steps to ensure that our workforce is broadly representative of the communities we serve at all levels of our organisation by 2023.

4.8 The Trust will take steps to ensure by 2021 that all recruiting managers have attended unconscious bias training.

Appendix 1 WDES metrics report

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: Trust ESR data

1a. Non-clinical workforce

	Disabled staff in 2019	Disabled staff in 2020	Disabled staff in 2019/2020	Non-disabled staff in 2019	Non-disabled staff in 2020	Non-disabled staff in 2019/2020	Unknown/null staff in 2019	Unknown/null staff in 2020	Unknown/null staff in 2019/2020	Total staff in 2019	Total staff in 2020
	Percentage (%)	Percentage (%)	% points difference (+/-)	Percentage (%)	Percentage (%)	% points difference (+/-)	Percentage (%)	Percentage (%)	% points difference (+/-)	Headcount	Headcount
Cluster 1 (Bands 1 - 4)	4%	3.2%	0.8% (-)	56%	61.3%	5.3% (+)	40%	35.5%	4.5% (-)	1359	1433
Cluster 2 (Band 5 - 7)	3%	2.5%	0.5% (-)	67%	68.5%	1.5% (+)	30%	29%	1% (-)	258	279
Cluster 3 (Bands 8a - 8b)	2%	1.3%	0.7% (-)	79%	81.3%	2.3% (+)	19%	17.3%	1.7% (-)	63	75
Cluster 4 (Bands 8c - 9 & VSM)	0%	0%	No change	69%	78%	9% (+)	31%	22%	9% (-)	36	41

1b. Clinical workforce

	Disabled staff in 2019	Disabled staff in 2020	Disabled staff in 2019/2020	Non-disabled staff in 2019	Non-disabled staff in 2020	Non-disabled staff in 2019/2020	Unknown/null staff in 2019	Unknown/null staff in 2020	Unknown/null staff in 2019/2020	Total staff in 2019	Total staff in 2020
	Percentage (%)	Percentage (%)	% points difference (+/-)	Percentage (%)	Percentage (%)	% points difference (+/-)	Percentage (%)	Percentage (%)	% points difference (+/-)	Headcount	Headcount
Cluster 1 (Bands 1 - 4)	3%	3.21%	0. (+)	58%	66.47%	8.47% (+)	39%	30.32%	8.68% (-)	1988	4044
Cluster 2 (Band 5 - 7)	2%	1.64%	0.36% (+)	60%	56.46%	3.54% (-)	37%	41.90%	4.90% (+)	3848	2129
Cluster 3 (Bands 8a - 8b)	1%	0%	1% (-)	47%	44.23%	2.77% (-)	53%	55.77%	2.77% (+)	188	52
Cluster 4 (Bands 8c – 9 & VSM)	4%	5.56%	1.56% (+)	56%	83.33%	27.33% (+)	41%	11.11%	30% (-)	27	18
Cluster 5 (Medical and Dental staff, Consultants)	1%	0.58%	0.42% (-)	44%	46.03%	2.03% (+)	56%	53.38%	2.62% (-)	516	517
Cluster 6 (Medical and Dental staff, Non-consultant career grade)	1%	1.35%	0.35% (+)	46%	52.70%	6.70% (+)	53%	45.95%	7.05% (-)	83	74
Cluster 7 (Medical and Dental staff, Medical and Dental trainee grades)	2%	1.83%	0.17% (-)	80%	77.44%	2.56% (-)	19%	20.73%	1.73% (+)	283	328

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)

	Relative likelihood in 2019	Relative likelihood in 2020	Relative likelihood difference (+-)
Relative likelihood of disabled staff being appointed from shortlisting compared to Non- disabled staff	1.64	1.55	0.9 (-)

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)

	Relative likelihood in 2018/19	Relative likelihood in 2019/20	Relative likelihood difference (+/-)
Relative likelihood of Disabled staff entering formal capability process compared to non-disabled staff	9.96	6.12	3.84 (-)

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 2018 NHS Staff Survey	Non-disabled staff responses to 2018 NHS Staff Survey	% points difference (+/-) between Disabled staff and non-disabled staff responses 2018	Disabled staff responses to 2019 NHS Staff Survey	Non-disabled staff responses to 2019 NHS Staff Survey	% points difference (+/-) between Disabled staff and non-disabled staff responses 2019
	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	33.8%	27.2%	6.6% (+)	31.7%	25.3%	6.4% (+)
4b) Staff experiencing harassment, bullying or abuse from managers in the last 12 months	12.9%	8.2%	4.7% (+)	15.9%	10.7%	5.2% (+)
4c) Staff experiencing harassment, bullying or abuse from other colleagues in the last 12 months	31%	15.4%	15.5% (+)	26.4%	16.3%	10.1% (+)
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	46.4%	38.5%	7.9 (+)	42.8%	40.4%	2.4% (+)

Metrics 5 – 8

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

	Disabled staff responses to 2018 NHS Staff Survey	Non-disabled staff responses to 2018 NHS Staff Survey	% points difference (+/-) between Disabled staff and non-disabled staff responses 2018	Disabled staff responses to 2019 NHS Staff Survey	Non-disabled staff responses to 2019 NHS Staff Survey	% points difference (+/-) between Disabled staff and non-disabled staff responses 2019
	Percentage (%)	Percentage (%)		Percentage (%)	Percentage (%)	
Metric 5 - Percentage of Disabled staff compared to non-disabled staff believing that the trust provides equal opportunities for career progression or promotion.	80.5%	90.2%	9.7% (-)	80.8%	87.7%	6.9% (-)
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.	44%	24.2%	19.8% (+)	35.8%	25%	10.8% (+)
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.	31%	34.3%	3.3% (-)	22.9%	37.7%	14.8 (-)
Metric 8 - Percentage of Disabled staff saying that their employer has made adequate adjustment(s) to enable them to carry out their work.	72.7%	N/A	N/A	66.5%	N/A	N/A

Metric 9 – Disabled staff engagement

(Data source: NHS Staff Survey)

	Disabled staff engagement score for 2018 NHS Staff Survey	Non-disabled staff engagement score for 2018 NHS Staff Survey	Difference (+/-) between disabled staff and non-disabled staff engagement scores 2018	Disabled staff engagement score for 2019 NHS Staff Survey	Non-disabled staff engagement score for 2019 NHS Staff Survey	Difference (+/-) between Disabled staff and non-disabled staff engagement scores 2019
a) The staff engagement score for Disabled staff, compared to non-disabled staff.	6.2	6.7	0.5 (-)	6.1	6.6	0.5 (-)
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.						
<p>Example 1: Early development of the Staff Network Group for Disability and Long-term conditions</p> <p>Example 2: Freedom to Speak Up (FTSU) process/Guardians</p>						

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)

	Disabled Board members in 2019	Non-disabled Board members in 2019	Board members with disability status unknown in 2019	% points difference (+/-) between Disabled Board members and Disabled staff in overall workforce	Disabled Board members in 2020	Non-disabled Board members in 2020	Board members with disability status unknown in 2020	% points difference (+/-) Between Disabled and non-disabled Board members in 2020
	Percentage (%)	Percentage (%)	Percentage (%)	Percentage (%)	Percentage (%)	Percentage (%)	Percentage (%)	Percentage (%)
Percentage difference between the organisation’s Board voting membership and its organisation’s overall workforce, disaggregated by Exec/non-exec and Voting/non-voting.	Exec = 0% Non-exec = 0% Voting = 0% Non-voting = 0%	Exec = 29% Non-exec = 75% Voting = 53% Non-voting = 0%	Exec = 71% Non-exec = 25% Voting = 47% Non-voting = 0%	Total Board = 0% Overall workforce = 3% Difference = -3%	Exec = 0% Non-exec = 0% Voting = 0% Non-voting = 0%	Exec = 50% Non-exec = 71% Voting = 62% Non-voting = 0%	Exec = 50% Non-exec = 29% Voting = 38% Non-voting = 0%	Total Board = 0% Overall workforce = 3% Difference = -3%

APPENDIX 2 - WDES action plan 2020/21

No.	Area/ Objective	Action/s	Timescales	Lead/s
1.	Improve declaration rates	Review options to further Improve declaration rates	Ongoing	EDI Steering Group
2.	Review available Trust data	Review NHS National Staff Survey data 2020 and integrate actions	Spring 2021	EDI Steering Group
3.	Develop Disability and Long-term condition network group	Develop and promote the group to increase membership and develop terms of reference Take part in regional training opportunities for development of staff EDI networks Report to EDI Steering Group	By end 2020/ ongoing	Network Group chair/ Network Group members
4.	Leadership and Staff Development	Continue to invest in leadership and staff development which supports equality, diversity and inclusion via our leadership development programmes and workforce development.	Ongoing	Director of Education and Organisational Development
5.	Support Freedom to Speak Up (FTSU) processes	The EDI Steering Group will invite a representative of the FTSU Guardians to attend the group on a regular basis.	Autumn 2020/ ongoing	EDI Steering Group
6.	Promotion of staff wellbeing events	The Trust will continue to publish wellbeing support and events to staff, including planning a calendar of events. This will be via Staff Briefing, Intranet and Social Media.	Ongoing	Trust's Wellbeing Lead
7.	Review of regional and local data census data and action planning	The Trust will take steps to ensure that our workforce is broadly representative of the communities we serve at all levels of our organisation by 2023.	2023	EDI Steering Group
8.	Unconscious bias training.	By 2021 to ensure all recruiting managers have attended unconscious bias training.	2021	