Appendix 1 - DES Action Plan - August 2020

DES Metric	DES Metric and Key findings published March 2020	HOW OUR TRUST COMPARES TO NATIONAL POSITION PUBLISHED IN MARCH 2020	Action	Revised Action Due Date due to COVID-19
1. Percentage of staff in AfC pay bands or medical and dental and VSM's compared with percentage of staff in the overall workforce.	Metric 1 - workforce representation- Overall, 3.6% of the non-clinical and 2.9% of the clinical workforce (excluding medical and dental staff) had declared a disability through the NHS Electronic Staff Record. For medical and dental staff, 1.94% of trainee grades, 1.2% of non-consultants career grade and 0.8% of consultants had declared a disability.	Metric 1 - workforce representation- Overall, 0.9% of the non-clinical and 1.0% of the clinical workforce (excluding medical and dental staff) had declared a disability through the NHS Electronic Staff Record. For medical and dental staff, 1.0% of trainee grades, 0% of non-consultants career grade and 0% of consultants had declared a disability.	Communicate to staff what WDES is and what constitutes a disability and explain why it is important to declare a disability. Encourage staff to update their ESR personal data using a data collection campaign. Communication to all staff to update their personal data on ESR self service	*Oct-20* *Oct-20* *Nov-20*
2. Relative likelihood of Disabled staff compared to non-disabled staff being appointed from shortlisting across all posts.	Metric 2 - Recruitment - Disabled people are less likely to be appointed. Non-disabled job applicants are 1.23 times more likely to be appointed from shortlisting compared to disabled applicants.	Metric 2 - Recruitment - Disabled people are less likely to be appointed. Non-disabled job applicants are 1.37 times more likely to be appointed from shortlisting compared to disabled applicants.	Through the E& D committee agree ways forward to provide forum for disabled staff Include information on long term health conditions and disabilities in both recruitment training and absence management training. Ensure all managers who conduct recruitment are made aware of guaranteed interview for disabled applicants that meet the minimum peers spec requirements. Develop bid/assessment to become "disability Confident Committed level 2. Review and strengthen unconscious bias training as part of the recruitment and selection training. Recruitment and selection training to incorporate an understanding of WDES, highlighting inequalities present for disabled staff and how these can be overcome.	*Nov-20* *Nov-20* *completed Mar-20* *Nov-20* *Oct-20* *Oct-20*
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	Metric 3 - Capability - Disabled staff are 1.1 times more likely to go through formal capability processes on the basis of performance compared to non-disabled staff.	Metric 3 - Capability - Disabled staff are 0.0 times more likely to go through formal capability processes on the basis of performance compared to non-disabled staff.	Conduct a deep dive into the cases that resulted in formal capability proceedings to Share real case studies of colleagues who have and reasonable adjustment made for them and how these have positively supported them,. Promote flexible working as an option to support colleagues living with a long term health condition	*Nov-20* *Dec-20* *Nov-20*

4. Percentage of disabled staff compared to non-disabled staff experiencing bullying, harassment or abuse from: a. patients/service users and their relatives, b.managetrs, c. other colleagues. Percentage of disabled staff compared to non-disabled staff saying the last time they experienced harassment, bullying or abuse they or a colleague reported it.	**Metric 4 - Harassment, bullying and abuse -** Disabled staff are more likely to experience harassment, bullying and abuse. Disabled staff are 7 percentage points more likely from patients (33.8% vs 26.8%, 6.8 percentage points more likely from managers (19.8 vs 13.0%) and 8.7 percentage points more likely from colleagues (26.8 vs 18.1%) compared to nn-disabled staff.	**Metric 4 - Harassment, bullying and abuse -** Disabled staff are more likely to experience harassment, bullying and abuse. Disabled staff are 3.7 percentage points more likely from patients (29.9% vs 26.2%, 6.8 percentage points more likely from managers (20.5% vs 13.7%) and 10.6 percentage points more likely from colleagues (28.7 vs 18.1%) compared to nn-disabled staff.	Conduct more detailed analysis of staff survey results to determine by directorate whether any patterns exist relevant to staff Refresh communications plan regarding Freedom to Speak Up No more bullying campaign to be promoted with staff side and comms.	*Sep-20* *Nov-20* *Nov-20*
5. Percentage of disabled staff compared to non-disabled staff believing that the Trust provides equal opportunities for career progression or promotion	**Metric 5 - Career progression -** Disabled staff are 7.4 percentage points less likely to believe that the trust provides equal opportunities for career progression or promotion, compared to non-disabled staff. (75.3% vs 82.7%).	**Metric 5 - Career progression -** Disabled staff are 7.2 percentage points less likely to believe that the trust provides equal opportunities for career progression or promotion, compared to non-disabled staff. (78.5% vs 85.7%).	Identify key patterns and trends which affect disabled staff from staff survey data. Monitor selection process for acting up and secondment opportunities to identify any potential adverse impact on disabled staff.	*Sep-20* *Nov-20*
6. Percentage of disabled staff compared to non-disabled staff saying they feels pressure from their manager to come to work despite not feeling well enough o do their duties.	**Metric 6 - Presenteeism -** Disabled staff are 9 percentage points more likely, compared to non-disabled staff, to be pressured to come into work despite not feeling well enough to perform.	**Metric 6 - Presenteeism -** Disabled staff are 13.7 percentage points more likely, compared to non-disabled staff, to be pressured to come into work despite not feeling well enough to perform.	Promote swarness of support available through occupational health and FTSU. Review absence management training to ensure includes awareness of disability discrimination.	*Sep-20* *Oct-20*
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.	**Metric 7 - Feeling valued -** Disabled staff are 10.7 percentage points less likely to say that they feel their organisation valued their work when compared to non-disabled staff (37.2% vs 47.9%)	**Metric 7 - Feeling valued -** Disabled staff are 9 percentage points less likely to say that they feel their organisation valued their work when compared to non-disabled staff (37% vs 46%)	Ensure all managers attend appraisal training if they have not completed it in last 12 months.	
8. The percentage of disabled staff saying that their employer has made adequate adjustments to wnble them to carry out their work.	**Metric 8 - Workplace adjustments -** 72.4% of disabled staff felt that their employer had made adequate adjustments to enable them to carry out their work.	**Metric 8 - Workplace adjustments -** 73.2% of disabled staff felt that their employer had made adequate adjustments to enable them to carry out their work.	Ensure the use of reasonable adjustments is included in review of recruitment and selection training.	Oct-20

9. The staff engagement score for disabled staff compared to non-disabled staff and the overall engagement score for the organisation.	**Metric 9 - Disabled staff engagement** - disabled staff are less likely to feel engaged with the NHS staff Survey, with an engagement score of 6.64, compared to 7.01 for non-disabled staff.	**Metric 9 - Disabled staff engagement** - disabled staff are less likely to feel engaged with the NHS staff Survey, with an engagement score of 6.7, compared to 7.0 for non-disabled staff.	Develop a staff disability network.	Sep-20
			Ensure disability EIA has been completed for acting up and secondment.	Oct-20
			Monitor selection processes for acting up and secondment opportunities.	Oct-20
10. The Percentage difference between the organisation's Board voting membership and its organisation's overall workforce, disaggregated: by voting membership of the Board and by Executive membership of the Board.	**Metric 10 - Board representation** - Overall 2.1% of board members were disabled, 1 percentage point lower than the percentage of disabled staff in the woder workforce.	**Metric 10 - Board representation** - Overall 0% of board members were disabled, 1 percentage point lower than the percentage of disabled staff in the woder workforce.	Develop an Exec sponsor role for a staff disability network	Sep-20
			Ensure all future Exe and Non-Exec director vacancies are advertised on diversity group websites.	Sep-20
			Establish clear board accountability for disabil	Sep-20
			Widen diversity senior leadership talent pool to ensure future diversity in succession planning.	Sep-20
			Provide a clear brief including diversity targets to executive team.	Sep-20