

WDES ACTION PLAN 2021 - 2022

1.	Issue	Disability data obtained from ESR does not reflect the declaration rates gathered in the staff survey. Data held in ESR suggests the Trust is not representative of the communities it serves			
	What's already in place?	Self-service which allows staff to update their own equalities data. Equalities monitoring information is collected at recruitment stage.			
	Suggested Actions	Update	By who	Action due date	Measure
1.1	Develop a communications campaign. <ul style="list-style-type: none"> Communicate to staff what the WDES is providing information about, what constitutes a disability in law and give examples of disabilities, highlighting that people can have physical or mental health issues that constitute a Disability which are not always visible but can be 'hidden'. A description of what reasonable adjustments are should also be included Explain why it is important to declare disability status and how this might benefit the individual Encourage employees to ensure their equalities data is up-to-date (with a particular focus on disability and ethnicity data ((to support WRES reporting)) Promote the equalities portal in ESR to encourage greater reporting Executive sponsor to blog/vlog about why they support the network and why the WDES is important Targeted approach to increase declaration rates 		Executive sponsor / Acting Head of HR Services / EDI Lead (Workforce) / Workforce & Information Systems representative / Disability and Carer staff Network chair / Comms	31 September 2021	A 50% reduction in the gap between the number of staff who have declared a disability in ESR (4.62%) and those that have declared a disability on the staff survey (22.5%)
1.2	Disability and Carers, BAME, LGBTQ+ and Menopause staff network chairs and trade union		Executive sponsor / Acting Head of HR	31 September 2021	Promotion of the networks has

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	representatives to be supported to raise the visibility of their work and be encouraged to engage further in the equalities agenda including the WRES and WDES programmes of work. Develop a Comms campaign that shares the positive work of the networks, what has already been achieved and plans for the future.		Services / EDI Lead (Workforce) / Staff side representative / Disability and Carer staff Network chair / Comms		happened with the support of the Comms team including a celebration of work done to date. Network membership has increased by 10% across all networks.
1.3	Explore the possibility of creating a "Disability and Carers' Leave policy".		Executive sponsor / EDI Lead (Workforce) / Staff side representative / Disability and Carer staff Network chair / ER representative	31 December 2021	Paper has been presented to the board for a decision about whether a policy would be supported

2.	Issue	Disabled applicants are almost as likely to be appointed from shortlisting as non-disabled applicants. However, current data suggests that fewer Disabled staff are appointed into more senior roles. The Trust's commitment to offer opportunities for home working will provide greater accessibility and flexibility and this should be promoted to encourage applicants who might otherwise not apply.			
	Suggested Actions	Update	By who	Action due date	Measure
2.1	KCHFT has been awarded "Disability Leader" (Level 3) status. This should be promoted across the organisation and utilised during the recruitment process to demonstrate the Trust's commitment to recruiting individuals with a Disability		EDI Lead (Workforce) / Acting Head of HR Services / Recruitment team manager and business manager / Disability and Carers network chair	31 September 2021	Promotion of the Disability confident level three achievement results in an increase in the number of Disabled applicants being appointed into roles in the Trust resulting in applicants being as likely if not more likely to be

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					appointed following interview
2.2	Targeted work will be undertaken to identify services that could accommodate job carved roles which would support recruitment of new colleagues through KSE to fill these roles.		EDI Lead (Workforce) / ODBP's / Service managers	31 October 2021	Metric 2 of the WDES in 2022 is 1.00% or lower

3.	Issue	Disabled respondents in the staff survey reported higher levels of harassment, bullying or abuse compared to non-disabled respondents from patients, managers and colleagues. Disabled staff also indicated they were less likely to report when they had experienced it compared to their non-disabled counterparts.			
	What's already in place?	Resolution and Accountability Framework, Freedom to Speak Up Policy and Freedom to Speak Up Guardian are promoted regularly. Equality and Diversity is incorporated into the corporate induction, as is information about freedom to speak up and our speak up guardian; Equality element included in all HR policies. Violence and Aggression Policy includes process for advising about violent/aggressive patients.			
	Suggested Actions	Update	By who	Action due date	Measure
3.1	Civility and Respect campaign is fully developed. This should be tied into a similar action in the WRES.		HR Manager (Employee Relations)/ EDI Lead (Workforce), Acting Head of HR Services, Staff Network chairs/Staff side representatives and Comms	31 March 2022	Civility and Respect campaign has been completed and tied into the WRES campaign. A 5 per cent reduction in the number of staff survey respondents experiencing harassment, bullying or abuse by their manager
3.2	Conduct more detailed analysis of the staff survey results to determine by Directorate whether any patterns exist relevant to staff experience of bullying, harassment or abuse from colleagues/managers and target		EDI Lead (Workforce) / ODBP's	31 September 2021	Analysis has been completed and a report produced to present to the WEG to consider further

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	interventions to address this. Provide data to WEG.				actions where required
3.3	Survey/Focus group undertaken with the Disability and Carers staff network to identify what forms of discrimination colleagues have experienced to understand the targeted actions that need to be implemented		EDI Lead (Workforce) / Disability and Carers network chair / Staff side representative	31 September 2021	Survey completed, results analysed and action plan created to address survey outcomes.
3.4	Explore procuring Inclusion training to deliver to managers. In determining which session to use consideration should be given to whether one exists that covers more than one protected characteristic which can be commissioned. To help identify what training is required a survey of colleagues who do not have a Disability will be undertaken to identify where individuals' knowledge gaps are so the training can be designed to address these gaps.		EDI Lead (Workforce), Acting Head of HR Services/WEG/BAME network chair/Education and Development Lead	31 November 2021	Options have been explored and an assessment made on the most appropriate training and what will provide the best ROI. This assessment has been presented for a decision and the training procured and in place if agreed.

4.	Issue	Disabled respondents in the staff survey reported they were less satisfied with the extent to which the organisation values their work.			
	What's already in place?	Staff Awards, Weekly bulletin from Comms with message from Paul Bentley thanking all staff for their contribution, Flo rewards, Hero-grams, Regular 1-1 meetings with managers, appraisal and opportunities for training, development and involvement in wider projects			
	Suggested Actions	Update	By who	Action due date	Measure
4.1	Survey/Focus group undertaken with the Disability and Carers staff network to identify what forms of discrimination colleagues have experienced to understand the targeted actions that need to be implemented to ensure they feel valued		EDI Lead (Workforce), Acting Head of HR Services/WEG/BAME network chair/Education and Development Lead	31 September 2021	Survey completed, results analysed and action plan created to address survey outcomes A 5 per cent increase in the number of disabled staff who report feeling satisfied with the extent to which their

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					organisation values their work
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5.	Issue	Trust board is currently under-representative of the overall workforce			
	What's already in place?	Executive Sponsor for Staff Disability and Carer network attends network meetings.			
	Suggested Actions	Update	By who	Action due date	Measure
5.1	Work with Disabled staff in senior positions to develop and share personal stories about their lived experience in blogs/Vlogs.		Executive Sponsor/Disability and Carers network Chair/ EDI Lead (Workforce)	31 September 2021	Blog/vlog has been shared along with staff from the network and staff side and this has been publicised widely in Flo mail, on Flo and dissemination through the Directorates
5.2	Reciprocal Mentoring programme is in place to enable colleagues to share with senior leaders' their experience of living with a disability, their experience of work and to speak on behalf of staff with disabilities		Executive Sponsor/Disability and Carers network Chair and members/ EDI Lead (Workforce)	31 October 2021	20% of those on the reciprocal mentoring programme have a declared disability
5.3	Positive action is considered during the next recruitment round to address under-representation of Disabled colleagues amongst voting members of the board.		Director of Workforce, OD and Comms	31 August 2021	Voting board membership is representative of the workforce

6.	Issue	Impacts of COVID			
	What's already in place?	Risk assessments have been completed and are reviewed. Executive sponsor attends meetings with the Disability and Carers network.			
	Agreed Actions	Update	By who	Action due date	Measure

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6.1	Continued monitoring and evaluation of the effects of COVID will be undertaken for Disabled colleagues as well as all other colleagues with a protected characteristic.		Executive Sponsor / ODBP's / EDI Lead (Workforce) Disability and Carers network chair/network members	31 March 2022	Disabled and Covid with caring responsibilities feel well supported and that the impact of COVID on them has been considered and acted upon appropriately. Staff survey results demonstrate KCHFT are amongst the top 3 Trusts in its comparator group.
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