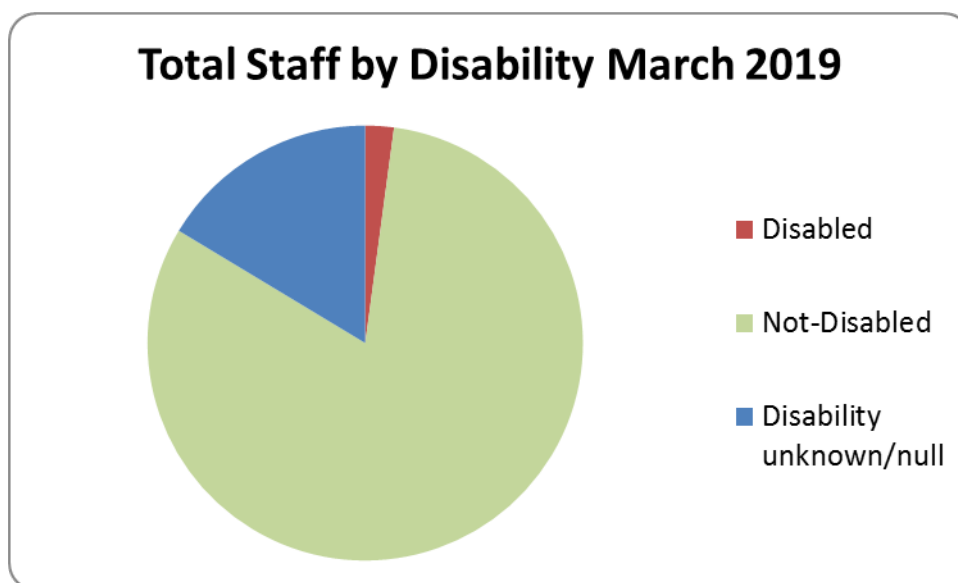


Workforce Disability Equality Standard March 2019

The Workforce Race Equality Standard (WDES) has been mandated, through the NHS Standard Contract. The WDES is a crucial initiative that seeks to improve the experience of disabled staff working in the Trust and contributes to improving the numbers of disabled people employed in the Trust.

At March 2019, a total of 2737 staff were employed by Airedale NHS Foundation Trust. Of these, 2231 (81.51%) were not-disabled and 58 (2.12%) were Disabled. The remaining 448 (16.37%) staff were disability unknown/null.

Disability Group	Headcount	%
Not-Disabled	2231	81.51
Disabled	58	2.12
Disability unknown/null	448	16.37
Total	2737	100.00



There are ten WDES metrics;

- Three metrics on workforce data;
- Five based on the questions from the national NHS Staff Survey
- One on disability representation on Boards
- One metric focuses on the voices of disabled people

Workforce Disability Equality Standard March 2019

Metric 1 - Percentage of staff in AfC pay bands or medical and dental subgroups and Very Senior Manager (including executive Board members) compared with the percentage of staff in the overall workforce.

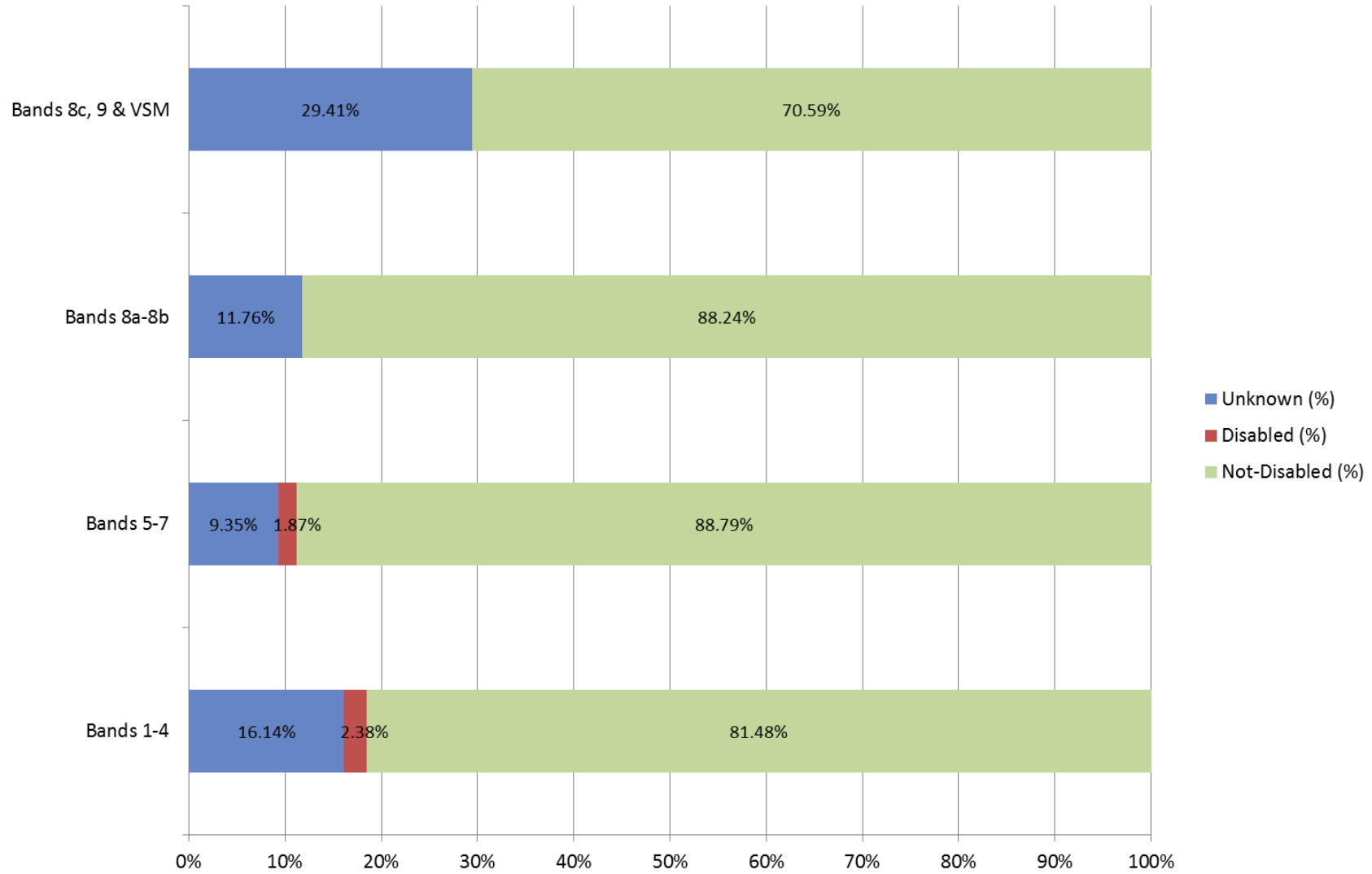
As shown in the tables below, as of March 2019, 2.05% of non-clinical staff and 2.14% of clinical staff declared their disability.

Band	Non-Clinical Staff					
	Disabled %	Average Disabled across the workforce	% Difference	Not-Disabled %	Disability Unknown %	Band % of non-clinical workforce
Other	0.00%	2.05%	-2.05%	100.00%	0.00%	0.19%
Bands 1 - 4	2.38%	2.05%	0.33%	81.48%	16.14%	70.39%
Bands 5 - 7	1.87%	2.05%	-0.18%	88.79%	9.35%	19.93%
Bands 8a-8b	0.00%	2.05%	-2.05%	88.24%	11.76%	6.33%
Bands 8c-9 & VSM	0.00%	2.05%	-2.05%	70.59%	29.41%	3.17%

Band	Clinical Staff					
	Disabled %	Average Disabled across the workforce	% Difference	Not-Disabled %	Disability Unknown %	Band % of non-clinical workforce
Other	0.00%	2.14%	-2.14%	100.00%	0.00%	0.18%
Bands 1 - 4	1.20%	2.14%	-0.94%	83.86%	14.95%	30.41%
Bands 5 - 7	2.66%	2.14%	0.52%	79.36%	17.98%	51.32%
Bands 8a-8b	2.33%	2.14%	0.19%	83.72%	13.95%	3.91%
Bands 8c-9 & VSM	7.69%	2.14%	5.56%	76.92%	15.38%	0.59%
Medical: Consultants	1.63%	2.14%	-0.51%	67.48%	30.89%	5.59%
Medical: Non-Consultant Career Grades	2.00%	2.14%	-0.14%	80.00%	18.00%	2.27%
Medical: Trainee Grades	2.38%	2.14%	0.24%	94.44%	3.17%	5.73%

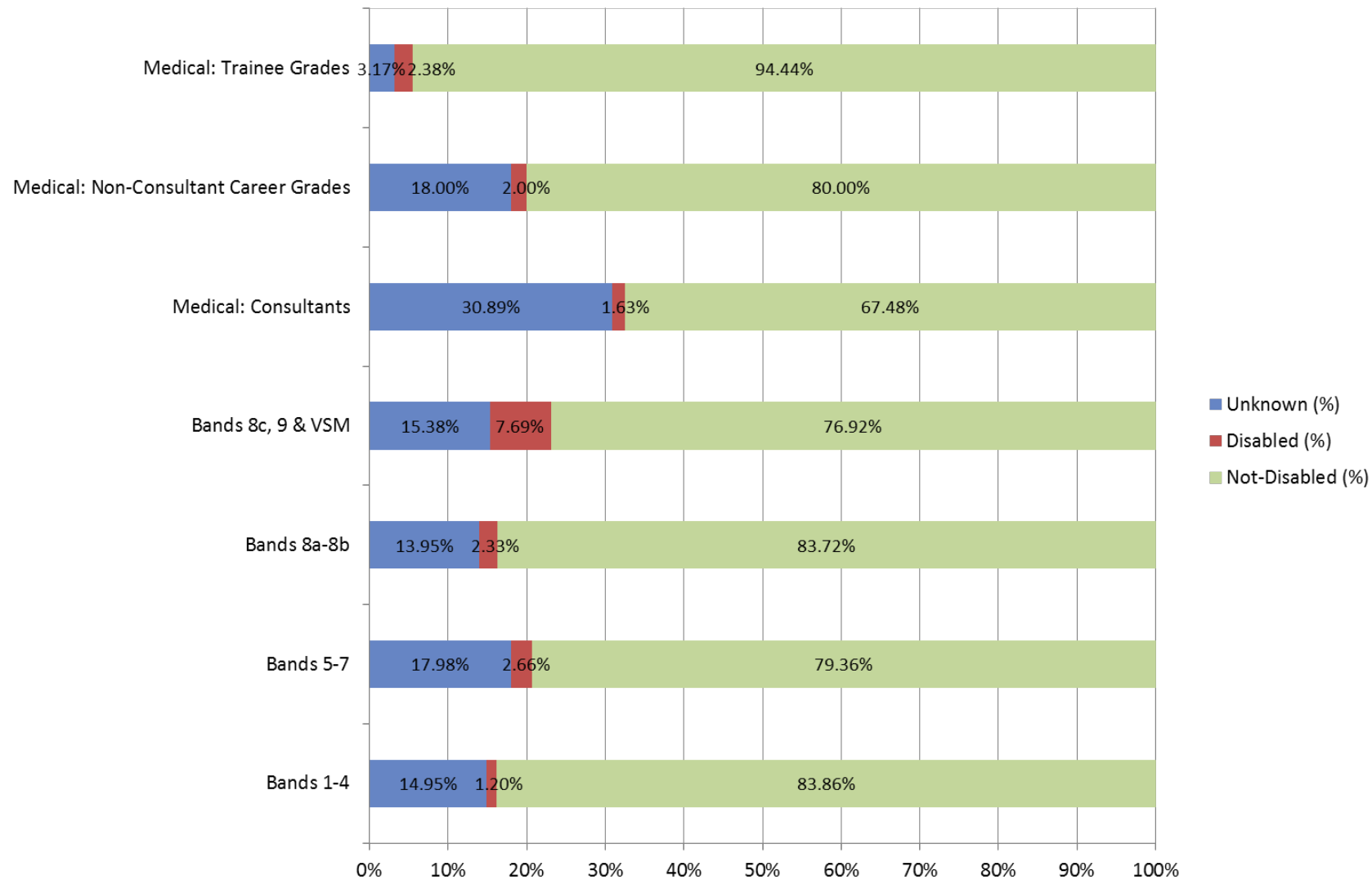
Workforce Disability Equality Standard March 2019

Non-Clinical staff by disability group: March 2019



Workforce Disability Equality Standard March 2019

Clinical staff by disability group: March 2019



Workforce Disability Equality Standard March 2019

Metric 2 – Relative likelihood of Disabled staff compared to Non-Disabled staff being appointed from shortlisting across all posts

For the reporting period 1 April 2018 to 31 March 2019, the results were as follows:

Data between April and June 2018 has been extracted from NHS Jobs. Trac was implemented in July 2018 so data between July 2018 and April 2019 has been extracted from Trac.

Disability Group	Number of Shortlisted Applicants (headcount)	Number appointed from shortlisting (headcount)
Not-Disabled	2354	163
Disabled	116	4
Not stated	62	4
Total	2532	171

Likelihood of non-disabled staff being appointed from shortlisting (163/2354) = 0.069

Likelihood of Disabled staff being appointed from shortlisting (4/116) = 0.034

*The relative likelihood of non-disabled staff being appointed from shortlisting compared to Disabled staff is therefore 0.069/0.034 = **2.03 times greater***

Metric 4 – Relative likelihood of Disabled staff compared to non-disabled staff entering the formal capability process, as measured by entry into the formal capability procedure - based on a two year rolling period 1 April 2017 – 31 March 2019

Disability Group	Number of staff entering formal capability process	Number in workforce
Not-Disabled	79	2231
Disabled	4	58
Not stated	28	448
Total	111	2737

Likelihood of non-disabled staff entering the formal capability process (79/2231) = 0.035

Likelihood of Disabled staff entering the formal capability process (4/58) = 0.069

*The relative likelihood of Disabled staff entering the formal capability process compared to non-disabled staff is therefore 0.069/0.035 = **1.95 times greater***

Workforce Disability Equality Standard March 2019

Metrics 4, 5, 6, 7, 8, 9a – drawn from the NHS national Staff Survey

			31-Mar-19
Metric 4a (i)	Percentage of Disabled staff compared to non-disabled staff experiencing harassment, bullying or abuse from patient/service users, their relatives or other members of the public.	Not-Disabled	21.7%
		Disabled	19.5%
Metric 4a (ii)	Percentage of Disabled staff compared to non-disabled staff experiencing harassment, bullying or abuse from Managers.	Not-Disabled	9.2%
		Disabled	11.3%
Metric 4a (iii)	Percentage of Disabled staff compared to non-disabled staff experiencing harassment, bullying or abuse from other colleagues.	Not-Disabled	14.8%
		Disabled	21.4%
Metric 4b	Percentage of Disabled staff compared to non-disabled staff saying the last time they experienced harassment, bullying or abuse at work, they or a colleague reported it.	Not-Disabled	42.9%
		Disabled	44.3%
Metric 5	Percentage of Disabled staff compared to non-disabled staff believing that the Trust provides equal opportunities for career progression or promotion.	Not-Disabled	89.9%
		Disabled	90.3%
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.	Not-Disabled	24.8%
		Disabled	35.9%
Metric 7	Percentage of Disabled staff compared to non-disabled staff saying that they are satisfied with the extent of which their organisation values their work.	Not-Disabled	54.5%
		Disabled	42.8%
Metric 8	Percentage of Disabled staff saying that their employer has made adequate adjustment(s) to enable them to carry out their work.	Disabled	79.3%
Metric 9a	The staff engagement score for Disabled staff, compared to non-disabled staff and the overall engagement score of the organisation.	Not-Disabled	7.2
		Disabled	6.8
		Overall Organisation	7.2

Workforce Disability Equality Standard March 2019

Metric 9b – Has your Trust taken action to facilitate the voices of Disabled staff in your organisation to be heard?

The Trust established a Disability Group in 2016 to listen to the voices of disabled colleagues and other colleagues interested in disability equality; and to develop actions to address inequalities or poorer workplace experience. The group is supported by the Executive Director of People and OD and sponsored by the Chair of the Foundation Trust. The group has organised and run a Trust Wide Disability Awareness week to listen to colleagues with disabilities; collaborate with external partners; and to enable colleagues to share their experiences of working at Airedale. Listening and awareness raising has also taken place as part of the Trust's annual employee open day, with guest speakers, stands and open sessions aimed at colleagues with disabilities, with the opportunity to talk directly to Board members.

In addition to the national staff survey, the Trust runs local pulse surveys to get feedback from disabled and non-disabled colleagues; and conducted a survey of colleagues to encourage them to identify health issues and/or disabilities and suggest ways the Trust could improve experience. On the back of this survey the disability group developed a reasonable adjustment toolkit for managers to improve the process and management of adjustments.

The Trust has also engaged with a local college to provide supported internship opportunities for students with learning needs. These students have informed the Trust's approach to managing colleagues with particular needs; and will presenting to the Trust Board.

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

In March 2019, the Trust had 2.12% Disabled workforce and 0 of its 11 (0%), voting members on the Board had a declared disability. The percentage difference between the organisations' Board voting membership and its overall workforce was -2.12%.

In March 2019, the Trust had 2.12% Disabled workforce and 0 of its 8 (0%), Executive members on the Board had a declared disability. The percentage difference between the organisations' Board Executive membership and its overall workforce was -2.12%.

Workforce Disability Equality Standard Action Plan 2019-2022

Updated July 2019

N.B previous data and benchmarked data to add

WDES indicator	What Action do we need to take?	Project lead and update	Target Date
<p>1 - Percentage of staff in AfC pay bands or medical and dental subgroups and Very Senior Manager (including executive Board members) compared with the percentage of staff in the overall workforce</p> <p>Current data:</p> <p>2.12%</p> <p>(16.37% unknown)</p>	<p>Improve the quality of the data held on ESR, including :</p> <ul style="list-style-type: none"> • use of ESR self service-communication to remind employees they can update their data • raise awareness of disability and long term health conditions and of the benefits of letting your employer know. 	<p>Kelly Jolly</p>	<p>September 2019</p>
	<p>Expand the Trust's Apprenticeship Programme across other service and occupational groups to create an entry level pipeline for people from the local community</p>	<p>Michael Smith</p>	<p>December 2019</p>
	<p>Explore employment models for supported interns</p>	<p>Matt Smales-Cresswell-established-need to develop communications plan</p> <p>Matt Smales-Cresswell</p>	<p>September 2019</p> <p>October 2019</p>

	Continue to work in partnership with Keighley college to deliver the supported interns programme-new cohort of 5 to launch Oct 2019	Matt Smales-Cresswell	March 2020
	Develop and target a revised work experience programme aimed at people in the local community	Nicola Hawkins-established-need to develop links with local community	September 2019
	Use talent management conversations to identify development needs for disabled colleagues	Nadia Hussain-to review outcomes of PDR conversations	March 2020
	Extend reciprocal mentoring scheme to disabled colleagues	Nadia Hussain	March 2020

Recruitment:	What Action do we need to take?	Project lead and update	Target Date
<p>2 – Relative likelihood of Disabled staff compared to Non-Disabled staff being appointed from shortlisting across all posts</p> <p>Current data:</p> <p>Non-disabled applicants 2.03 times as likely of being employed than disabled applicants</p> <p>(0.8-1.25 is non-advserere zone)</p>	<p>Data on success rates at each stage of the recruitment process to be gathered and analysed</p> <p>Add paragraph to adverts and job descriptions about reasonable adjustments and positive about disability</p> <p>Review approaches to recruitment particularly for entry level jobs to ensure they are 'disability' friendly</p> <p>Review recruitment and selection training to include unconscious bias and reasonable adjustments content for recruiting managers</p>	<p>Lorna Smithson / Kelly Baxter</p> <p>Lorna Smithson / Kelly Baxter</p> <p>Lorna Smithson / Kelly Baxter</p> <p>Nadia Hussain</p>	<p>Under review</p>

Disciplinary	What Action do we need to take?	Project lead and update	
<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 - based on a two year rolling period 1 April 2017 – 31 March 2019</p> <p>Disabled colleagues are 1.95 times more likely to enter formal capability process as non-disabled colleagues</p> <p>(0.8-1.25 non adverse zone)</p>	<p>Action plan developed to equip managers with skills to deal with issues informally</p> <p>Review case studies for learning</p>	Holly Tetley	December 2019
Staff Experience	What Action do we need to take?	Project lead and update	
<p>Metric 4a (i) Percentage of Disabled staff compared to non-disabled staff experiencing harassment, bullying or abuse from patient/service users, their relatives or other members of the public.</p> <p>19.5% Disabled colleagues</p>	No action required currently		

<p>21.7% Non-disabled colleagues</p> <p>4a (ii) Percentage of Disabled staff compared to non-disabled staff experiencing harassment, bullying or abuse from Managers.</p> <p>11.3% Disabled colleagues 9.2% Non-disabled colleagues</p> <p>4a (iii) Percentage of Disabled staff compared to non-disabled staff experiencing harassment, bullying or abuse from other colleagues.</p> <p>21.4% Disabled colleagues 14.8% Non-disabled colleagues</p> <p>4b Percentage of Disabled staff compared to non-disabled staff saying the last time they experienced harassment, bullying or abuse at work, they or a colleague reported it.</p> <p>44.3% Disabled colleagues 42.9% Non-disabled colleagues</p>	<p>Explore Trust Wide 'One Team' campaign focused on the value added by diversity</p> <p>Link to pride of Airedale team awards criteria</p> <p>No action required currently</p>	<p>Jo Farn</p> <p>Jo Farn</p>	<p>October 2019</p>
<p>Career progression</p>	<p>What Action do we need to take?</p>	<p>Project lead and update</p>	
<p>5 Percentage of Disabled staff compared to non-disabled staff believing that the Trust provides equal</p>	<p>Explore mechanism for progressing talent conversations e.g transfer of</p>	<p>Jo Farn</p>	

<p>opportunities for career progression or promotion</p> <p>90.3% Non-disabled colleagues 89.9% Disabled colleagues</p>	<p>roles, deployment, talent boards</p>		
<p>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.</p> <p>35.9% Disabled colleagues</p> <p>24.8% Non-disabled colleagues</p>	<p>Action plan developed to equip managers with skills to deal with issues informally</p> <p>Embed reasonable adjustments toolkit</p>	<p>Holly Tetley</p> <p>Michael Smith</p>	
<p>7 Percentage of Disabled staff compared to non-disabled staff saying that they are satisfied with the extent of which their organisation values their work</p> <p>42.8% Disabled colleagues</p> <p>54.5% Non-disabled colleagues</p>	<p>Action plan developed to equip managers with skills to deal with issues informally</p>	<p>Holly Tetley</p>	
<p>8 Percentage of Disabled staff saying that their employer has made adequate adjustment(s) to enable them to carry out their work.</p> <p>79.3%</p>	<p>Embed reasonable adjustments toolkit-include in induction programme</p>	<p>Michael Smith/Michelle West</p>	<p>Reasonable adjustments toolkit developed and communicated</p>
<p>9 aThe staff engagement score for Disabled staff, compared to non-disabled staff and the overall</p>	<p>Survey disabled employees to learn more about their experiences and develop actions to address issues</p>	<p>Michael Smith</p>	

<p>engagement score of the organisation.</p> <p>6.8 Disabled colleagues 7.2 Non-disabled colleagues</p>	<p>raised.</p> <p>Develop awareness raising approaches and training for managers</p>		
<p>9b Has your Trust taken action to facilitate the voices of Disabled staff in your organisation to be heard?</p>	<p>Disability focus group</p> <p>Supported interns programme</p> <p>Pulse surveys</p> <p>Explore design and delivery of an Inclusion Event to be attended by line managers-delivered by all focus groups</p>	<p>Jo Farn</p>	
<p>10 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 <p>Overall workforce: 2.12% disabled Board: 0% Executives: 0%</p>	<p>Proactively encourage disabled applicants to apply for future Board roles to be advertised over the next 2 years; and target through executive search</p> <p>Enhance disclosure of current board</p>	<p>Jo Farn/Joanne Harrison</p>	