

Appendix 1. Workforce Disability Equality Standard Action Plan 2023 – 2024

Leadership Buy In

The Trust has developed a Belonging and Inclusion Plan which is available here [Belonging-and-Inclusion-Plan-V6-Branded .pdf \(bdct.nhs.uk\)](https://bdct.nhs.uk) This plan outlines the Trust CEO's personal pledge to equality, diversity and inclusion and the Trust's plans to deliver on their ambitious EDI plans and aspirations. This strategy has been approved by the Trust Board, Senior Leadership Team (SLT), staff networks and staff side representatives through the EDI Governance structures. The plan was developed using a crowdsourcing platform which included over 1000 comments and inputs from the workforce, 35 meetings with teams, involvement partners and Bradford VCS partners.

Governance and Accountability

The Trust has robust structures for governance and accountability of its EDI priorities and plans including this WRES plan. The staff networks, SLT and staff side representation all attend a Strategic Staff EDI Partnership which feeds into the Workforce and Equality Committee (WEC) which is a subgroup of the Trust Board. The WEC regularly escalates and reports EDI progress to the Trust Board who have regular direct reports on key issues for discussion and approval. In addition, the EDI Team links into the Bradford, Airedale and Craven Act as One Partnership, the Trust wide involvement group and Voluntary, Community Sector Assembly. The EDI Team works closely with West Yorkshire Integrated Care Systems EDI and health inequalities leads.

No.	Metric	Action Planned	KPI	Timescale	Responsible Lead	Evidence Base
1	Percentage of staff in AfC pay bands or medical and dental subgroups and Very Senior Managers (including Executive Board Members) compared with the	Continue to increase the number of staff sharing information with their manager and in ESR about their disability or long-term health condition by:	Increase to 9% 2024	February 2024	Beacon Network Core Team	A guide to improving staff disability data NHS Employers
			110 members	Guidance shared quarterly	Head of EDI	BDCFT data - Our workforce information - BDCT

No.	Metric	Action Planned	KPI	Timescale	Responsible Lead	Evidence Base
	percentage of staff in the overall workforce.	<ul style="list-style-type: none"> Supporting the Beacon Network to increase membership and promote the message of collective voice for disabled staff. Provide guidance on how to update personal information in the ESR record to staff. Implement the Disability Policy. Provide information via SWAY and Corporate Induction. 		September 2024 Review implementation annually using policy governance measures	Disability Policy Author	
				December 2023	OD Team	
2.	Relative likelihood of disabled staff being appointed from shortlisting compared to that of non-disabled staff being appointed from shortlisting across all posts.	<ul style="list-style-type: none"> Embed training relating to the guaranteed interview scheme into the recruitment and selection (R&S) training. Review the impact of having trained BME representatives on selection panels on appointment rates for BME staff and spread learning to impact on all protected groups. Evaluate reasonable adjustment pilot – 	Number of R&S attendees	February 2024	Head of Recruitment	Diversity Wins: How Inclusion Matters, McKinsey & Company, 2020.
			1% increase in disabled staff appointed.	October 2023	Recruitment Manager	
				January 2024	Head of EDI	

No.	Metric	Action Planned	KPI	Timescale	Responsible Lead	Evidence Base
		neurodiversity and implement findings.				
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.	<ul style="list-style-type: none"> Develop live monitoring system through the allocate system. Monitor the data via Strategic EDI Staff Partnership and the Beacon Network. 	Data available and included in the equality dashboard.	November 2023	Head of HR Ops	2023 WDES data
				February 2024	Head of EDI	
4.	Percentage difference between the organisations' Board voting membership and its overall workforce	<ul style="list-style-type: none"> Reissue guidance to Board members about how to record their personal information on ESR. Use positive action to attract disabled candidates into positions that arise at Board level. Executive sponsors for the Beacon Network to ensure understanding and connection with the agenda. 	0% Board members have not completed their diversity data.	November 2023	Trust Secretary	NHS England » Developing your NHS staff network
				Ongoing	Head of EDI	
					Head of Recruitment	
July 2023	Trust Secretary					

No.	Metric	Action Planned	KPI	Timescale	Responsible Lead	Evidence Base
5.	Percentage of staff that feel the organisation values the work that they do.	<ul style="list-style-type: none"> Implement the Kindness into Action project. Including the Praise Model. 	See Kind Life Metrics 2% FTSU concerns and grievances related to bullying.	February 2024	Head of EDI FTSU Guardian	Kindness into Action - A Kind Life
6.	Percentage of disabled staff whose employer made reasonable adjustments.	<ul style="list-style-type: none"> Implement the Disability Policy. Conduct an audit on the Reasonable Adjustment element of the Disability Policy. 	Increase to 85%	September 2023	Policy Author	Yorkshire and Humber Regional EDI Network Workplace Adjustment event evidence.
				July 2023	Policy Author	
7.	Percentage of staff who experienced at least one incident of bullying, harassment or abuse from patients, service users, their relatives or other members of the public.	<ul style="list-style-type: none"> Promote the Managing Racial and Other Types of Abuse from Service Users, Carers and the Public Policy across the Trust ensuring it is being implemented effectively. Develop operating procedures relating to zero tolerance in specific services to ensure consistency in response and escalation processes are in place. 	Increase in the % of staff from inpatients accessing the Beacon Network.	January 2024	Policy Author Head of EDI Clinical Service Leads	NHS England » Combatting racial discrimination against minority ethnic nurses, midwives and nursing associates

No.	Metric	Action Planned	KPI	Timescale	Responsible Lead	Evidence Base
		<ul style="list-style-type: none"> Wellbeing Walk abouts established. 				
8.	Percentage of staff who experienced at least one incident of bullying, harassment or abuse from other colleagues.	<ul style="list-style-type: none"> Implement the Kindness into Action project. 	See above	See above		
9.	Percentage believing that Trust provides equal opportunities for career progression and promotion.	<ul style="list-style-type: none"> Monitor implementation of key related policies and procedures for example. <ul style="list-style-type: none"> Study Leave Policy Appraisal and Pay Progression Procedure People Performance Management Policy and Procedure Implementation of the Trusts strategy, best place to work objectives. Focus on career conversations. 	% of disabled staff in 8a and above positions is equal to % of disabled staff in the workforce.	Review February 2024	Head of HR Ops and Head of EDI Head of Workforce Development	Identifying, managing and retaining talent – Talent Management Toolkit (leadershipacademy.nhs.uk)

No.	Metric	Action Planned	KPI	Timescale	Responsible Lead	Evidence Base
10.	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.	<ul style="list-style-type: none"> Implement the Disability Policy. 	5% increase in use of disability related sickness.	See Above		Focus group feedback, Beacon Network feedback.
11.	The staff engagement score for disabled staff, compared to non-disabled staff and the overall engagement score for the organisation.	<ul style="list-style-type: none"> Continue to develop and support the Beacon Network increasing membership and engagement. EDI Calendar of events. 	Increase of 50% more staff accessing the EDI Calendar events.	October 2023	Beacon Core Team EDI Team	Employee engagement and NHS performance (kingsfund.org.uk)

Plan Author

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11.07.23