

## Appendix 1. Workforce Disability Equality Standard Action Plan 2024 – 2025

### Leadership Buy In

The Trust has developed a Belonging and Inclusion Plan which is available here [Belonging-and-Inclusion-Plan \(bdct.nhs.uk\)](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 WDES plan. The staff networks, SLT and staff side representation all attend a Strategic Staff EDI Partnership which feeds into the People and Culture Committee which is a subgroup of the Trust Board. The People and Culture Committee 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	NHS EDI Improvement Plan Link and Focus	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	<ul style="list-style-type: none"> <li>Continue to increase the number of staff sharing information with their manager and in ESR about their disability or long-term health condition by:</li> </ul>	<b>High Impact Action 2:</b> Overhaul recruitment processes and embed talent management processes.	Increase to 9% 2024 senior representation on equals organisational representation.	<b>February 2025</b>  Guidance shared <b>quarterly</b>	Head of EDI	<a href="#">A guide to improving staff disability data   NHS Employers</a>  BDCFT data - Our workforce

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	percentage of staff in the overall workforce.	<ul style="list-style-type: none"> <li>Supporting the Beacon Network to increase membership and promote the message of collective voice for disabled staff.</li> <li>Provide guidance on how to update personal information in the ESR record to staff.</li> <li>Implement the Disability Policy.</li> <li>Provide information via SWAY and Corporate Induction.</li> </ul>		110 members		Beacon Network Core Team	information - BDCT
					<b>September 2024</b> Review implementation annually using policy governance measures	Disability Policy Author	
					<b>December 2024</b>	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"> <li>Embed training relating to the guaranteed interview scheme into the recruitment and selection (R&amp;S) training.</li> <li>Review the impact of having trained BME representatives on selection panels on</li> </ul>	<p><b>High Impact Action 2:</b> Overhaul recruitment processes and embed talent management processes.</p> <p><b>High Impact Action 3:</b> Eliminate total pay gaps with respect to</p>	<p>Number of R&amp;S attendees</p> <p>1% increase in disabled staff appointed.</p> <p>Disability pay gap analysed and</p>	<p>February 2025</p> <p>October 2024</p>	<p>Head of Recruitment</p> <p>Recruitment Manager</p>	Diversity Wins: How Inclusion Matters, McKinsey & Company, 2020.

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		<p>appointment rates for disabled staff and spread learning to impact on all protected groups.</p> <ul style="list-style-type: none"> <li>Evaluate reasonable adjustment pilot – neurodiversity and implement findings.</li> </ul>	<p>race, disability and gender.</p> <p><b>High Impact Action 5:</b> Comprehensive induction and onboarding for international recruited staff.</p>	<p>reported to the Trust Board annually. Activities in response embedded into the Gender pay gap actions.</p>			
				% retention of staff beyond one year of appointment	March 2025	Head of EDI	
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"> <li>Monitor live monitoring system through the allocate system reporting and KPI's.</li> <li>Monitor the data via Strategic EDI Staff Partnership and the Beacon Network.</li> </ul>		Data available and included in the equality dashboard.	<p>November 2024</p> <p>February 2025</p>	<p>Head of HR Ops</p> <p>Head of EDI</p>	2024 WDES data

No.	Metric	Action Planned	NHS EDI Improvement Plan Link and Focus	KPI	Timescale	Responsible Lead	Evidence Base
4a.	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"> <li>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.</li> <li>Implementing the See it, Say it, Stop it campaign and framework.</li> <li>Wellbeing Walkabouts maintained</li> </ul>	<p><b>High Impact Action 4:</b> Health inequalities within their workforce.</p> <p><b>High Impact Action 6:</b> Eliminate conditions and environment in which bullying, harassment and physical harassment occurs.</p>	<p>Increase in the % of staff from inpatients accessing the Beacon Network.</p> <p>Reduction in the % of disabled staff reporting abuse in the staff survey.</p>	January 2025	Policy Author Head of EDI Clinical Service Leads	<a href="#">NHS England » Combatting racial discrimination against minority ethnic nurses, midwives and nursing associates</a>
4b.	Percentage of staff who experienced at least one incident of bullying, harassment or abuse from managers.	<ul style="list-style-type: none"> <li>Implement the Kindness into Action project, review and create BDCFT owned tools.</li> </ul>	<p><b>High Impact Action 6:</b> Eliminate conditions and environment in which bullying, harassment and physical harassment occurs.</p>	<p><b>See No.4a</b></p> <p>50 staff accessing the Kind Life training offer.</p>	December 2024	Head of EDI Head of Recruitment	
4c.	Percentage of staff who experienced at least one incident of bullying, harassment or abuse from colleagues.		<p><b>High Impact Action 4:</b> Health inequalities within their workforce.</p>	<p>5 targeted Kind Life courses into teams.</p>			

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				Access and take up of the Trusts wellbeing offer.			
5.	Percentage believing that Trust provides equal opportunities for career progression and promotion.	<ul style="list-style-type: none"> <li>• Monitor implementation of key related policies and procedures for example. <ul style="list-style-type: none"> <li>○ Study Leave Policy</li> <li>○ Appraisal and Pay Progression Procedure</li> <li>○ People Performance Management Policy and Procedure</li> </ul> </li> <li>• Implementation of the Trusts strategy, best place to work objectives.</li> <li>• Focus on career conversations.</li> </ul>	<b>High Impact Action 2:</b> Overhaul recruitment processes and embed talent management processes.	% of disabled staff in 8a and above positions is equal to % of disabled staff in the workforce.	Review February 2025	Head of HR Ops and Head of EDI  Head of Workforce Development	<a href="#">Identifying, managing and retaining talent – Talent Management Toolkit (leadershipacademy.nhs.uk)</a>
6.	Percentage of disabled staff compared to non-	<ul style="list-style-type: none"> <li>• Implement the Disability Policy.</li> </ul>	<b>High Impact Action 4:</b> Address Health	5% increase in use of	See Above		Focus group feedback,

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	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"> <li>Reasonable Adjustments training launch.</li> </ul>	Inequalities within their workforce	disability related sickness.			Beacon Network feedback.
7.	Percentage of staff that feel the organisation values the work that they do.	<ul style="list-style-type: none"> <li>Implement the Kindness into Action project. Including the Praise Model. Develop and implement BDCFT alternative resources.</li> </ul>		See Kind Life Metrics 2% reduction of FTSU concerns and grievances related to bullying.	February 2025	Head of EDI FTSU Guardian	<a href="#">Kindness into Action - A Kind Life</a>
8.	Percentage of disabled staff whose employer made reasonable adjustments.	<ul style="list-style-type: none"> <li>Implement the Disability Policy.</li> <li>Conduct a review on the Reasonable</li> </ul>	<b>High Impact Action 4:</b> Health inequalities within their workforce.	Increase to 85%	September 2024	Policy Author	Yorkshire and Humber Regional EDI Network
					July 2024	Policy Author	

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		Adjustment element of the Disability Policy.	<b>High Impact Action 3:</b> Eliminate total pay gaps with respect to race, disability and gender.	Review access to training and career development opportunities by Disabled and Non-Disabled categories.			Workplace Adjustment event evidence.
9a.	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"> <li>Continue to develop and support the Beacon Network increasing membership and engagement.</li> <li>EDI Calendar of events.</li> </ul>	<b>High Impact Actions 4:</b> Address Health Inequalities within their workforce	Increase of 50% more staff accessing the EDI Calendar events.  Staff accessing the wellbeing offer.	April 2025	Beacon Core Team  EDI Team	<a href="#">Employee engagement and NHS performance (kingsfund.org.uk)</a>
9b.	Has your Trust taken action to facilitate the voices of Disabled staff in your organisation to be heard (Yes or No)?						
10.	Percentage difference between the organisations' Board	<ul style="list-style-type: none"> <li>Reissue guidance to Board members about</li> </ul>	<b>High Impact Action 1:</b> Measurable objectives on EDI for Chairs Chief	0% Board members have not	December 2024	Trust Secretary	<a href="#">NHS England » Developing</a>

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	voting membership and its overall workforce	<p>how to record their personal information on ESR.</p> <ul style="list-style-type: none"> <li>• Use positive action to attract disabled candidates into positions that arise at Board level.</li> <li>• Executive sponsors for the Beacon Network to ensure understanding and connection with the agenda.</li> </ul>	Executives and Board members	<p>completed their diversity data.</p> <p>Objectives set and evaluated through appraisal processes and BAF.</p>			<a href="#">your NHS staff network</a>

**Plan Author**

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25.04.24