

Workforce Disability  
Equality Standards Action  
Plan for 2019/2020



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## Summary

This report is the inaugural report which Sandwell and West Birmingham Trust has compiled as this is the first year we have been required to report on the Workforce Disability Equality Standards (WDES). The report contains information in relation to the SWB workforce and the NHS Workforce Disability Equality Standard (WDES). The WDES has ten metrics and this report is written in response to each of the 10 metrics.

The report details the WDES workforce data and presents the information in a very visual format, particularly the Disabled/Non-Disabled employee ratios at each Band, the graphs are a visual representation and may be an appropriate way to share our information with our workforce and embed the actions in this plan.

## 1.0 Employee Disability in Workforce

### 1.1 Population demographics

The local population for the Sandwell and West Birmingham area has the disability and health breakdown as follows (2011 Census Data)

	<b>Sandwell</b>	<b>West Birmingham</b>
Day-to-day activities limited a lot	10.8%	9.0%
Day-to-day activities limited a little	10.1%	9.0%
Day-to-day activities not limited	79.1%	82.0%
<b>Total</b>	<b>100%</b>	<b>100%</b>
Very Good Health	41.9%	45.6%
Good Health	34.8%	33.9%
Fair Health	15.6%	13.6%
Bad Health	5.9%	5.2%
Very Bad Health	1.8%	1.7%
<b>Total</b>	<b>100%</b>	<b>100%</b>

The SWBH workforce data below demonstrates the % distribution of Disabled and Not Disabled employees in 2019. The data for SWBH in 2019 reports Disabled staff % below that of the local population, however 19.9% of employees have their disability status unknown and therefore this may be a contributory factor in showing under the local population numbers.

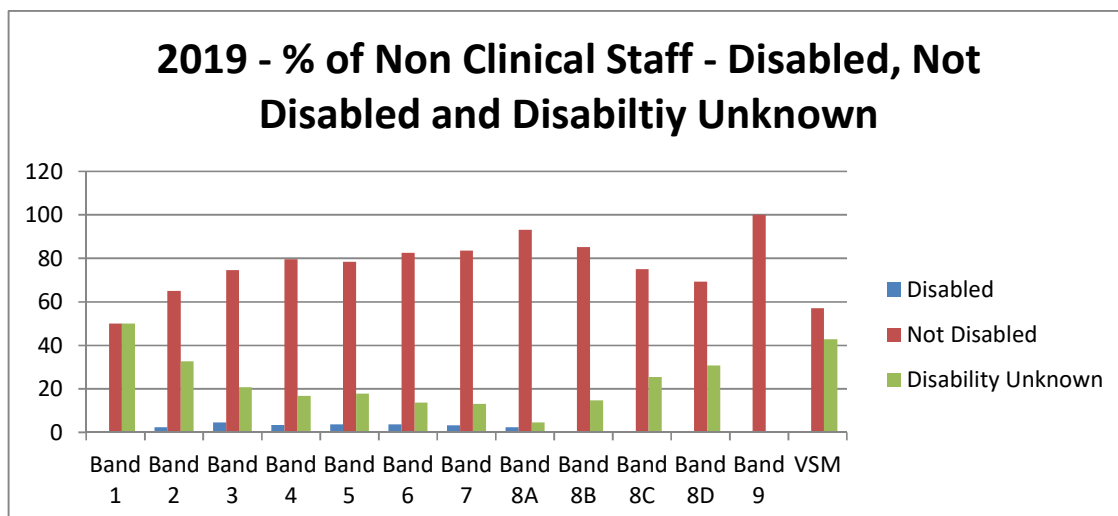
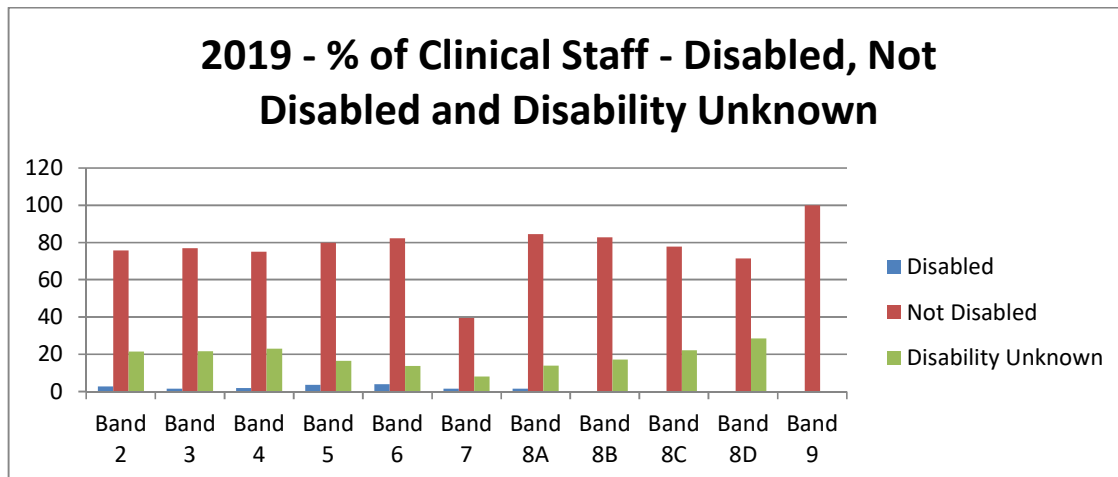
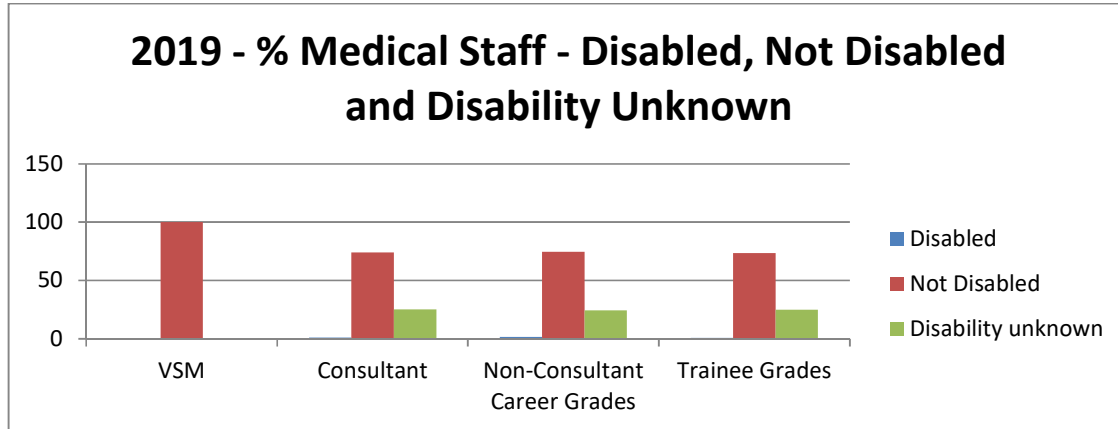
<b>2019</b>	<b>No. of Staff</b>	<b>%</b>
Disabled	181	2.7
Not Disabled	5182	77.4
Unknown	1335	19.9

The tables below demonstrate the Medical, Clinical and Non Clinical workforce % numbers as a total of the whole Trust total (headcount).

<b>Medical Workforce</b>	<b>2019</b>	<b>No of staff</b>	<b>%</b>
	Disabled	7	0.90
	Not Disabled	579	74.2
	Unknown	194	24.9
<b>Clinical Workforce</b>	<b>2019</b>	<b>No of staff</b>	<b>%</b>
	Disabled	134	3.0
	Not Disabled	3584	79.4
	Unknown	796	17.7
<b>Non Clinical Workforce</b>	<b>2019</b>	<b>No of staff</b>	<b>%</b>
	Disabled	40	2.8
	Not Disabled	1019	72.6
	Unknown	345	24.6

### 1.2 SWBH Workforce by Band

The graphs below demonstrate for Medical, Clinical and Non Clinical staff by Band the proportion of the workforce who are Disabled, Not Disabled and Disability Unknown in each of the Bands.



### 1.3 Actions Plan

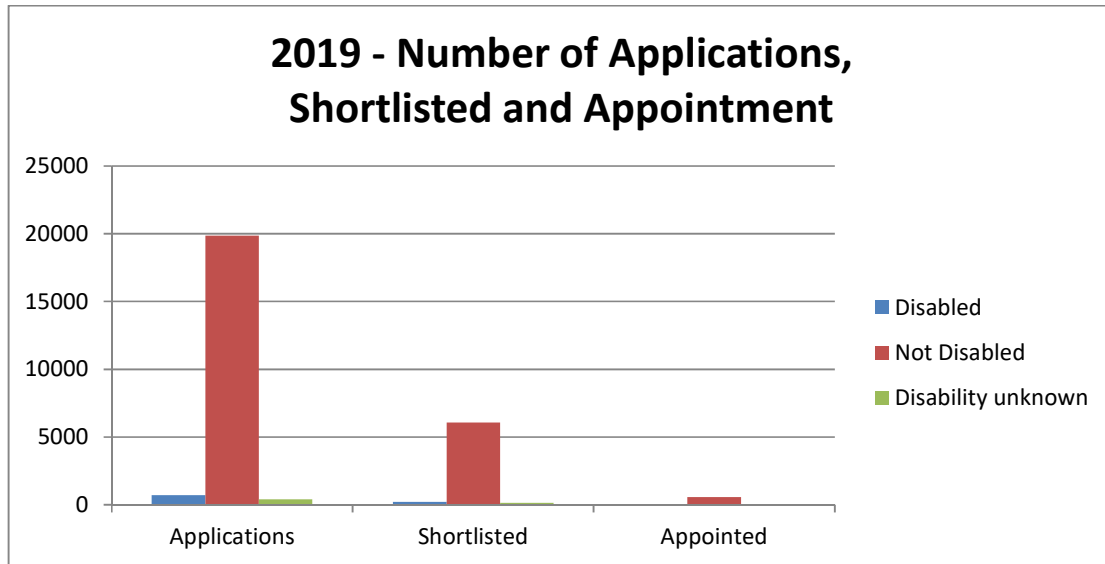
#### Disability Declaration Rates

- Provide information on how data is captured, stored and kept confidential and also how the data is used to make improvements

### 2.0 Recruitment of Disabled Employees

This section describes the relative likelihood of staff being appointment from shortlisting across all posts.

The table below demonstrates the number of candidates who applied, were shortlisted and appointed by Disabled, Not Disabled and Disability Unknown in 2019.



This data shows that candidates who are not disabled are 1.56 times more likely than Disabled candidates to be appointed from shortlisting.

### 2.1 Action Plan

- Audit the recruitment process to ensure that shortlisting is carried out anonymously

### 3.0 Formal Capability Process

The data below describes staff entering the formal capability process, as measured by entry into the formal capability procedure for both Disabled, Not Disabled and Unknown Disability.

There were a total of 61 capability cases during 2019 of which only 1 declared no disability, the remaining 60 cases were undeclared.

### 3.1 Action Plan

- CIU to ensure that all protected characteristic data is captured.

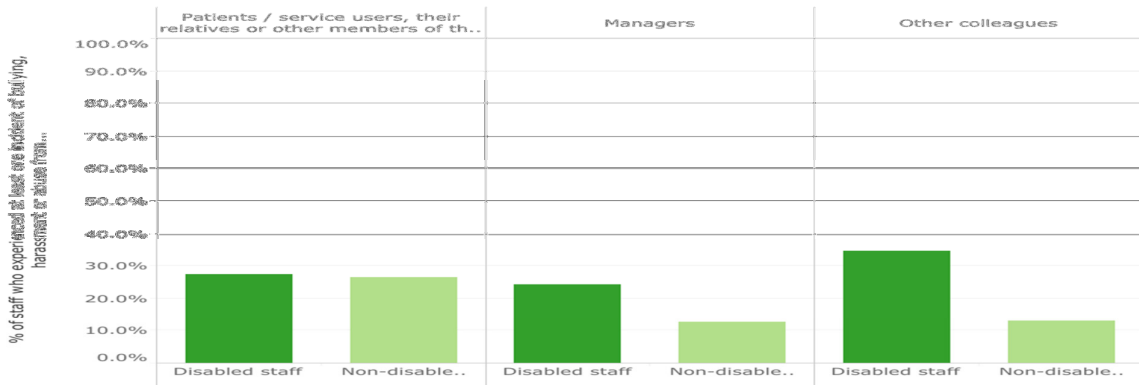
## 4.0 Harassment, Bullying and Abuse

### 4a Staff experiencing Harassment, bullying or abuse

The graph below shows that

- there is a slight (1%) higher chance of disabled staff than non-disabled staff experiencing harassment, bullying or abuse from patients/services users, their relatives or other members of the public.
- The percentage difference between disabled and non-disabled staff experiencing bullying and harassment from managers is 11.8%
- The percentage difference between disabled and non-disabled staff experiencing bullying and harassment from other colleagues is 21.8%

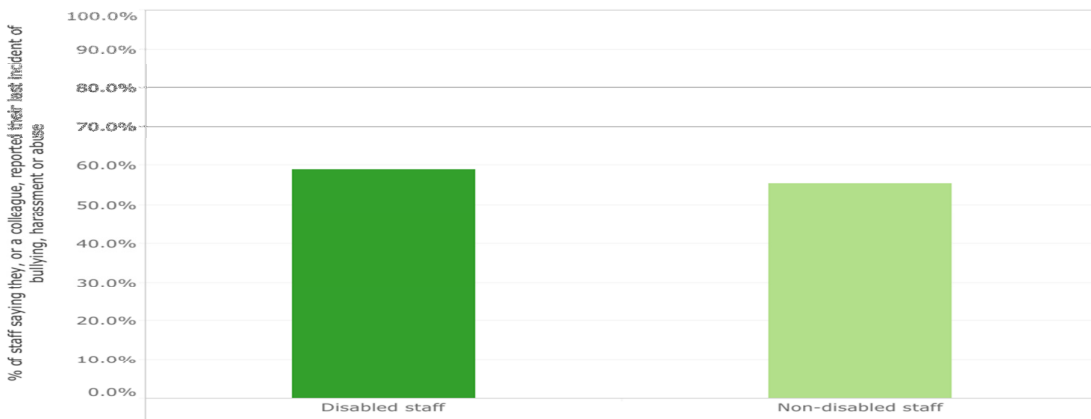
Select an organisation:  
Sandwell and West Birmingham Hospitals NHS Trust  
Select a WDES indicator to view:  
Indicator 4a: Harassment, bullying or abuse (q13a-c)



### 4b Reporting Harassment, Bullying or abuse.

The graph below shows that 58.8% of disabled staff say the last time they experienced harassment, bullying or abuse at work they or a colleague reported it, whilst 55.3% of non-disabled staff reported it.

Select an organisation:  
Sandwell and West Birmingham Hospitals NHS Trust  
Select a WDES indicator to view:  
Indicator 4b: Reporting harassment, bullying or abuse (q13d)



#### 4.1 Action Plan

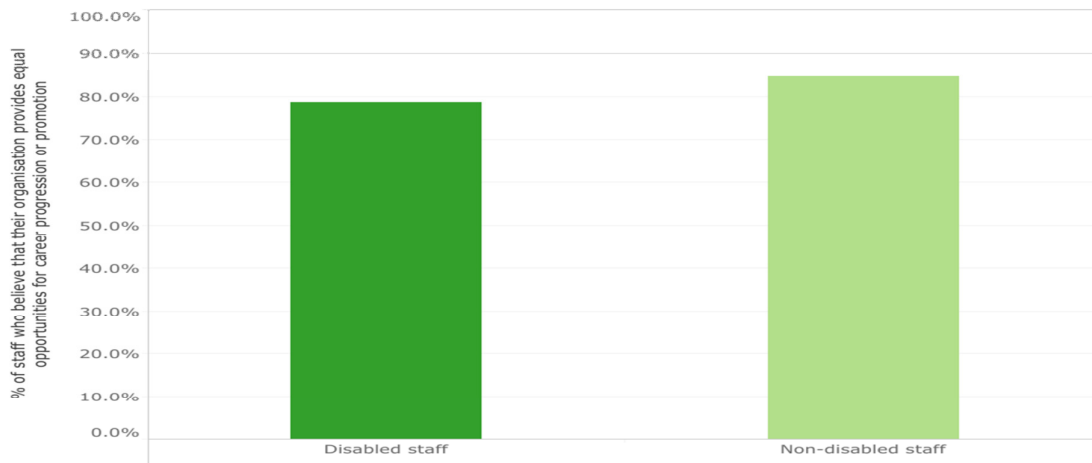
The Trust has an open culture and one of “speak up” where employees are asked to be open and honest and to report adverse incidents and experiences where they may not have been declared previously. This culture, although increases likelihood of reporting also enables the Trust to respond where improvements are required.

- Monitor the data for this metric through the WEDS to ensure that there is no increase in bullying or harassment.
- Raise awareness of the support offered by the Disability and long Term condition staff network.
- Work with Staff side, and RCN to support Disabled staff at work

#### 5.0 Career Progression / Promotion

The graph below shows that 78.6% of disabled staff say that the Trust provides equal opportunities for career progression and promotion, whilst 84.6% of non-disabled staff say the same.

Select an organisation:  
Sandwell and West Birmingham Hospitals NHS Trust  
Select a WDES indicator to view:  
Indicator 5: Equal opportunities for career progression/promotion (q14)



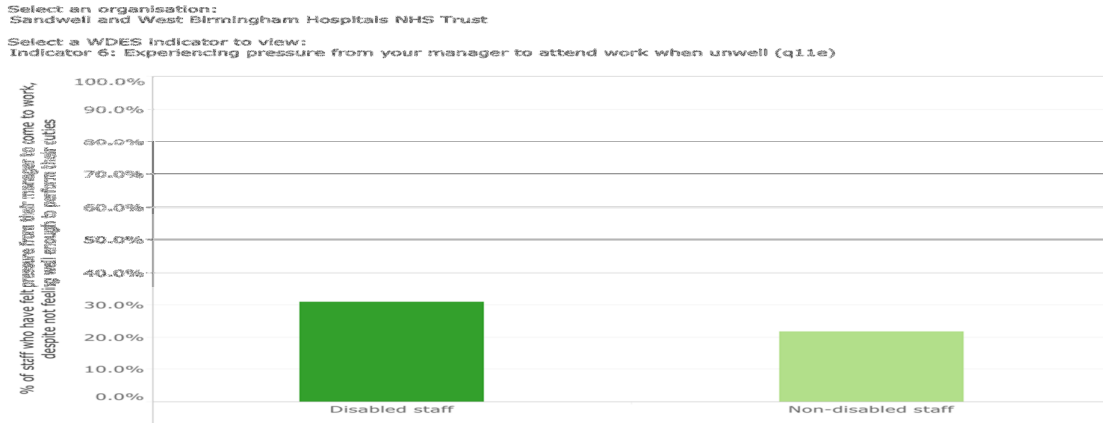
#### 5.1 Action Plan

Develop a photo exhibition / poster campaign to celebrate and acknowledge the diversity of staff and role model diverse leadership at different levels.



## 6.0 Experiencing pressure from your manager to attend work when unwell.

The graph below shows that 30.8% of Disabled staff feel more pressure from their manager to come to work even though they do not feel well enough to perform their duties, whilst 21.8% of non-disabled staff feel the same pressure.

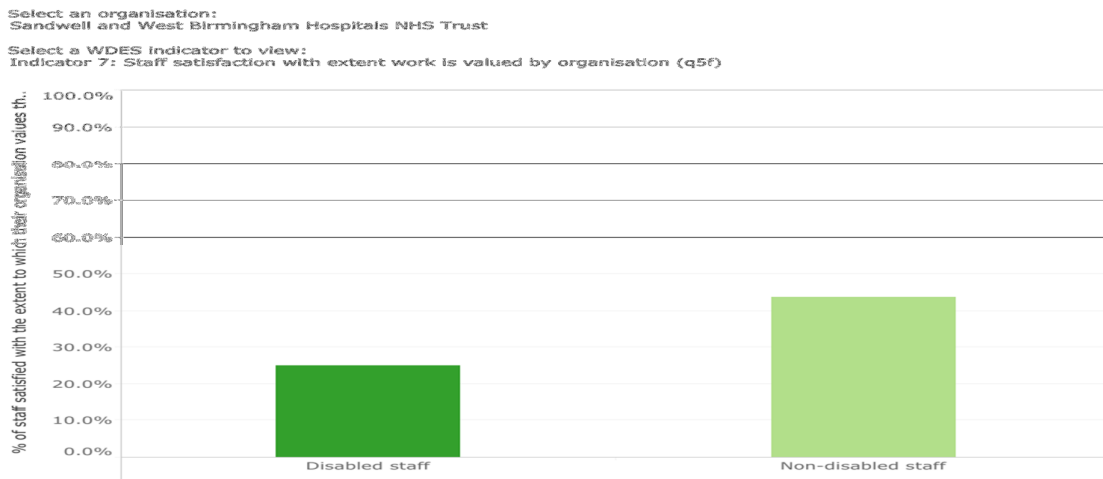


### 6.1 Action Plan

To provide Managers with information to ensure conversations re: sickness are supportive and follow a process to ensure reasonable adjustments are discussed, change in working hours etc”

## 7.0 Staff Satisfaction

The graph below shows that 25.0% of Disabled staff and 43.6% of non-disabled staff say that they are satisfied with the extent to which the organisation values their work.



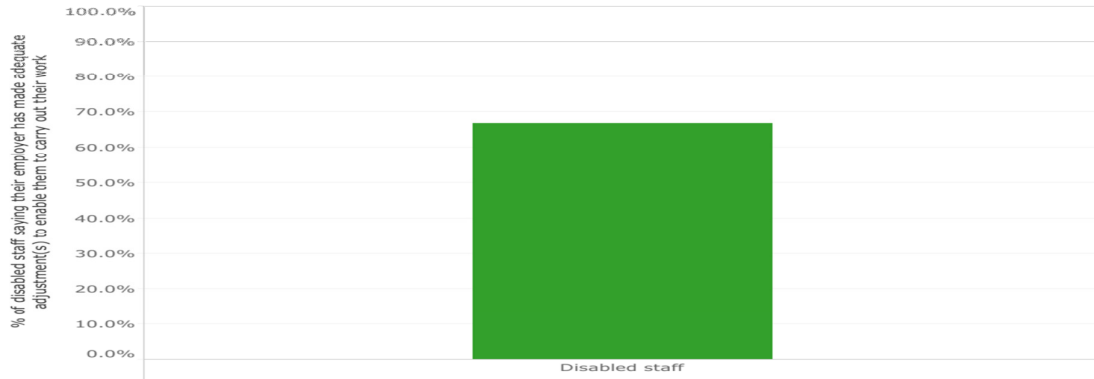
### 7.1 Action Plan

Refer to focus group to gain greater insight on reasons disabled staff are less satisfied to guide action plan to address

## 8.0 Reasonable Adjustments

The graph below shows that 66.7% of disabled staff said that their employer has made adequate adjustments to enable them to carry out their work.

Select an organisation:  
Sandwell and West Birmingham Hospitals NHS Trust  
Select a WDES indicator to view:  
Indicator 8: Adequate adjustments made for disabled staff (q28b)



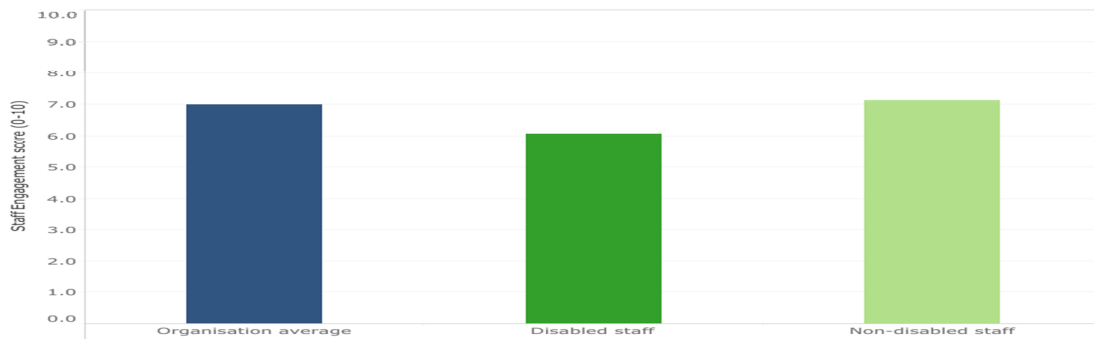
## 8.1 Action Plan

Audit all adjustments to ensure equitability.

## 9.0 Staff Engagement

9.a The graph below shows that the staff engagement score for Disabled staff is 6.1%, whilst for non-disabled staff the score is 7.1%. This gives the overall engagement score for the organisation of 7.0%

Select an organisation:  
Sandwell and West Birmingham Hospitals NHS Trust  
Select a WDES indicator to view:  
Indicator 9a: Staff Engagement



**9b – In order for** the Trust to facilitate the voices of Disabled staff in the organisation to be heard we have a Disability and long term conditions network group.

## 9.1 Action Plan

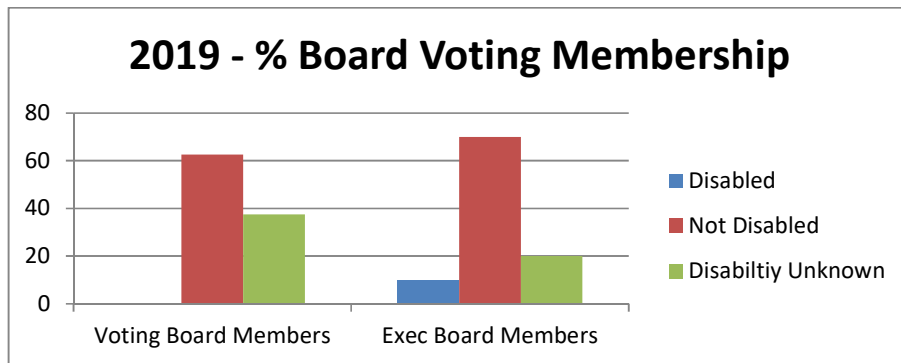
Refer to the Focus group to gain deeper insight.

## 10.0 Board Representation

The table below indicate the Board Voting and Board Executive Membership by Disabled, Not Disabled and Disability Unknown.

The percentage difference between the voting members of the Board and the overall workforce is -3%.

The percentage difference between the executive members of the Board and the overall workforce is 7%.



## 10.1 Action Plan

Monitor board data through the WDES

## 11.0 WDES Action plan

WDES Action plan		Date: September 2019			
WDES Action point	Action	Who	Date	Status	Comments
1	Provide information on how data is captured, stored and kept confidential and also how the data is used to make improvements	Diversity and Inclusion Lead	Dec -19		Not yet started
2	Audit the recruitment process to ensure that shortlisting is carried out anonymously	Diversity and Inclusion Lead	Jan-20		Not yet started
3	CIU to ensure that all protected characteristic data is captured.	Diversity and Inclusion Lead	Nov-19		Not yet Started
4	Monitor the data for Metric 4 through the WDES to ensure that there is no increase in bullying or harassment.	Diversity and Inclusion Lead	Dec-19		Not yet started
5	Raise awareness of the support offered by the Disability and long Term condition staff network.	Diversity and Inclusion Lead	Apr-20		Not yet Started
6	Work with Staff side, and RCN to support Disabled staff at work	Diversity and Inclusion Lead	Apr-20		Not yet Started
7	Develop a photo exhibition / poster campaign to celebrate and acknowledge the diversity of staff and role model diverse leadership at different levels.	Diversity and Inclusion Lead	Jul-20		Not yet Started

8	To provide Managers with information to ensure conversations re: sickness are supportive and follow a process to ensure reasonable adjustments are discussed, change in working hours etc.	Diversity and Inclusion Lead	Apr-20		Not yet Started
9	Refer to focus group to gain greater insight on reasons disabled staff are less satisfied to guide action plan to address	Diversity and Inclusion Lead	Feb-20		Not yet started
10	Audit all Reasonable Adjustments to ensure equitability.	Diversity and Inclusion Lead	Apr-20		Not yet Started
11	Refer to the Focus group to gain deeper insight into why Disabled staff are less engaged than non-disabled staff.	Diversity and Inclusion Lead	Feb-20		Not yet Started
12	Monitor board data through the WDES	Diversity and Inclusion Lead	Aug-20		Not yet Started