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## Workforce Disability Equality Standard Report 2019

1. Background

The Workforce Disability Equality Standard (WDES) is a set of ten specific metrics to enable NHS organisations to compare the career and workplace experiences of disabled and non-disabled staff. To note, 2018/19 is the first year of reporting for NHS Trust and Foundation Trusts.

The WDES is an important step for the NHS and is a clear commitment in support of the Government's aims of increasing the number of disabled people in employment. This paper provides an overview of the year 1 WDES metrics for Imperial College Healthcare NHS Trust to guide the formulation of an action plan.

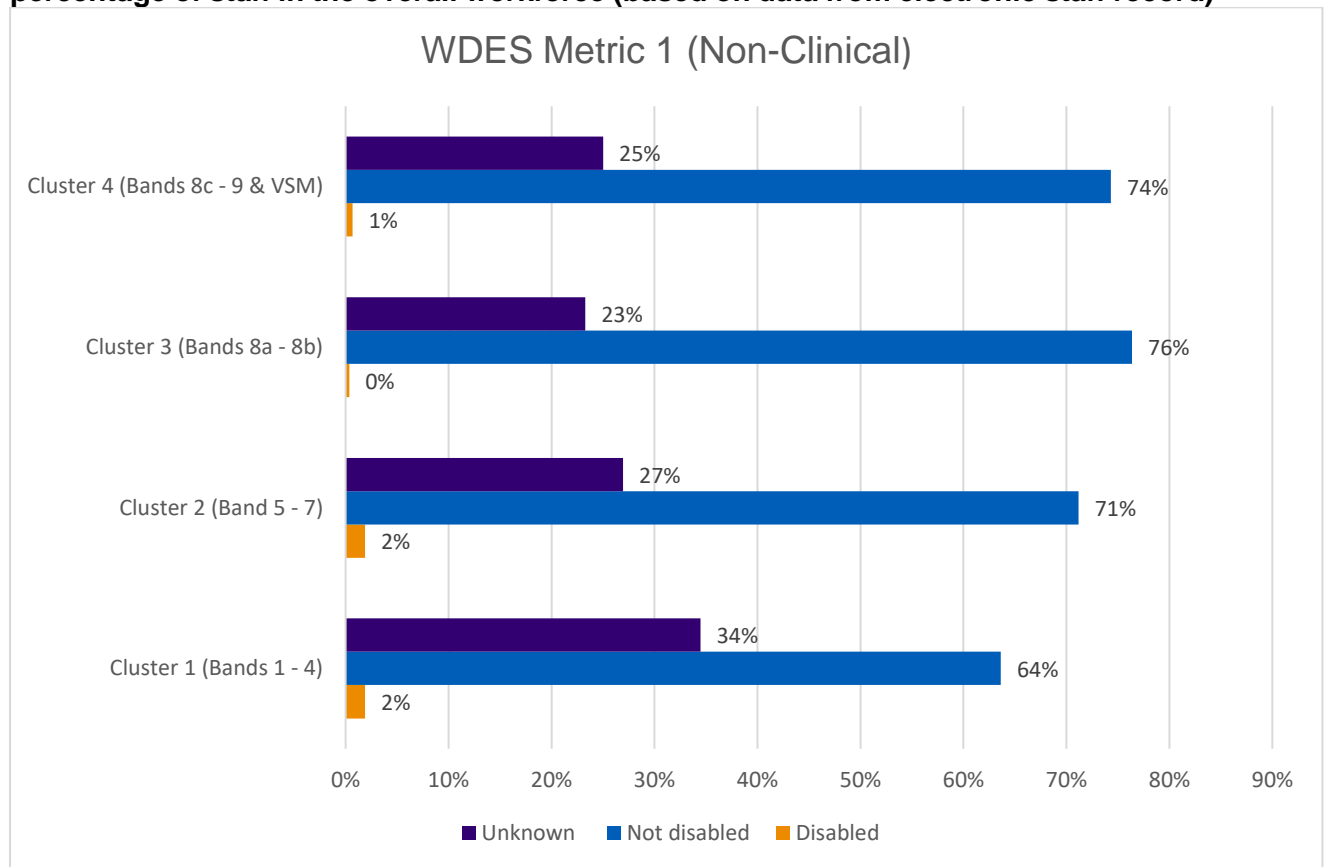### 2. Organisational Breakdown by Disability

The below details the overall breakdown of employees who have and have not declared a disability, and where this is unknown, based on data from electronic staff record. This data excludes bank and locum staff, students on placement and staff employed by contractors. The data is correct as of 31 March 2019.
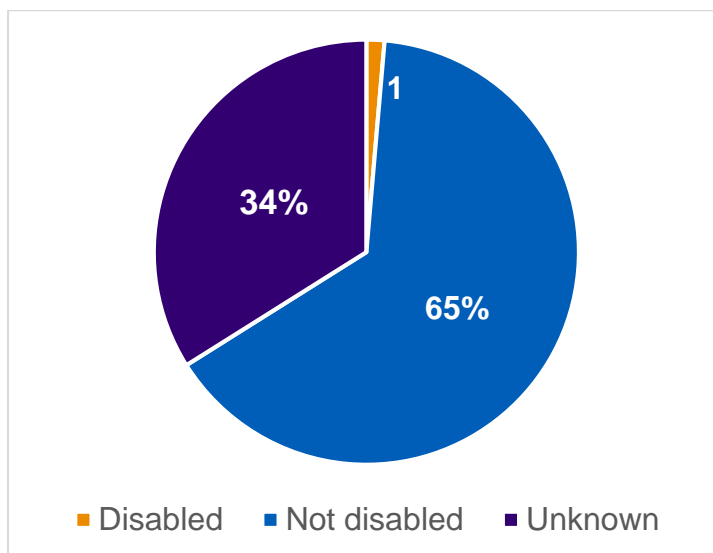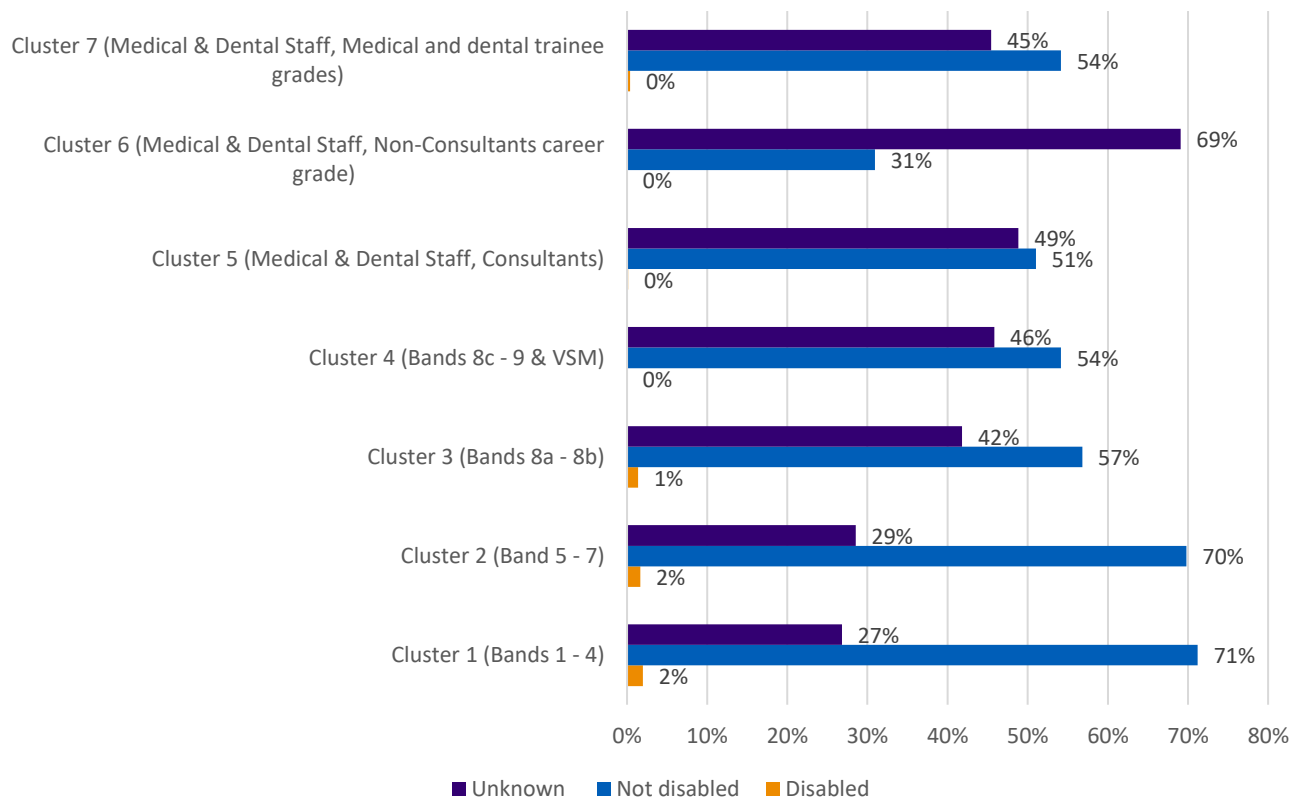

Out of 12021 employees, 1% (165 people) have disclosed a disability and 65% (7778) are recorded not to have a disability. Out of the 34% (4078 people) where the disability status is unknown, 94% are coded as 'unspecified', 1% prefer not to answer and 5% are listed as 'not declared'.

3. WDES Metrics

Metric 1: Percentage of staff in AfC paybands or medical and dental subgroups and very senior managers (including Executive Board members) compared with the percentage of staff in the overall workforce (based on data from electronic staff record)

WDES Metric 1 (Non-Clinical)

Cluster	Unknown	Not disabled	Disabled
Cluster 4 (Bands 8c - 9 & VSM)	25%	74%	1%
Cluster 3 (Bands 8a - 8b)	23%	76%	0%
Cluster 2 (Band 5 - 7)	27%	71%	2%
Cluster 1 (Bands 1 - 4)	34%	64%	2%

Legend: ■ Unknown ■ Not disabled ■ Disabled

WDES Metric 1 (Clinical Staff)

Cluster	Unknown	Not disabled	Disabled
Cluster 7 (Medical & Dental Staff, Medical and dental trainee grades)	45%	54%	0%
Cluster 6 (Medical & Dental Staff, Non-Consultants career grade)	69%	31%	0%
Cluster 5 (Medical & Dental Staff, Consultants)	49%	51%	0%
Cluster 4 (Bands 8c - 9 & VSM)	46%	54%	0%
Cluster 3 (Bands 8a - 8b)	42%	57%	1%
Cluster 2 (Band 5 - 7)	29%	70%	2%
Cluster 1 (Bands 1 - 4)	27%	71%	2%

While the proportion of disabled staff is low across all clusters, it is evident within both clinical and non-clinical areas; there are higher proportions of disabled staff in clusters 1 and 2, which represent the junior levels of the organisation.

Metric 2: Relative likelihood of Disabled staff compared to non-disabled staff being appointed from shortlisting across all posts.

Data from this metric is taken from the online applicant tracking system. Candidates are given a yes or no option regarding whether they wish to declare a disability, and this question is compulsory. This includes medical and non-medical staff. It is noted that Trust runs a guaranteed interview scheme for disabled candidates who meet essential criteria.

Note: Data is drawn from Trac the Trust recruitment system. The total headcount varies year to year, depending on when posts were advertised, when people applied and when the appointment was made. The relative likelihood of applicants with no disability or none declared being appointed from shortlisting compared to applicants with a declared disability is roughly 1.55 times greater.

	Disability	No disability
Shortlisted	407	9068
Appointed	68	2342

Likelihood	0.17	0.26

Metric 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

This metric relates to capability on the grounds of performance (not ill-health). This metric is voluntary in year 1 and ICHT have chosen to participate. Staff whose disability is unknown are excluded for the purpose of this metric. The data is based on a 2 year rolling average of the number of staff in workforce over 2017-19 and the annual average number of formal performance meetings recorded on the employee relations tracker system for non-medical staff across this time.

The likelihood of non-disabled employees entering the formal performance procedure was 0.11% and the likelihood for those with a disability was 0.63%.The relative likelihood of staff with a disability entering the formal performance procedure, compared to staff without a disability was 5.92 times greater. While on the face of it this figure is high, it is important to note that there was only one formal performance management case with a disabled staff member.

|	Disability	No disability
Average no. of staff (2017-2019)	158	7481
Average no. of formal performance cases (2017-2019)	1	8
Likelihood	0.63%	0.11%

Metrics 4 to 9: National Staff Survey Responses

Metrics 4 to 9 relate to the 2018/2019 national staff survey results, comparing the responses of disabled and non-disabled staff. This is based on a sample of 522 staff who responded to the survey. Within the demographic section of the staff survey, respondents are asked if they have any physical, mental health conditions, disabilities or illness that have lasted or are expected to last for 12 months or more. There are only 'yes' or 'no' responses to this question. 499 staff chose to answer this question, Out of these staff, 11.6% answered yes to having a disability. This is lower than the national average of other acute Trusts (17.1% of staff saying yes to this question).

Staff survey declaration data at 11.6% is considerably higher than the electronic staff record, where 1% of staff are recorded to have a disability.

The below graph compares responses by number of disabled/ non-disabled staff and their responses to each question. Where yes is answered to the question, the respondent agrees with the statement. Staff survey questions are not compulsory, so the number of responses fluctuates per question.

Metrics 4 to7 by number of responses to staff survey questions
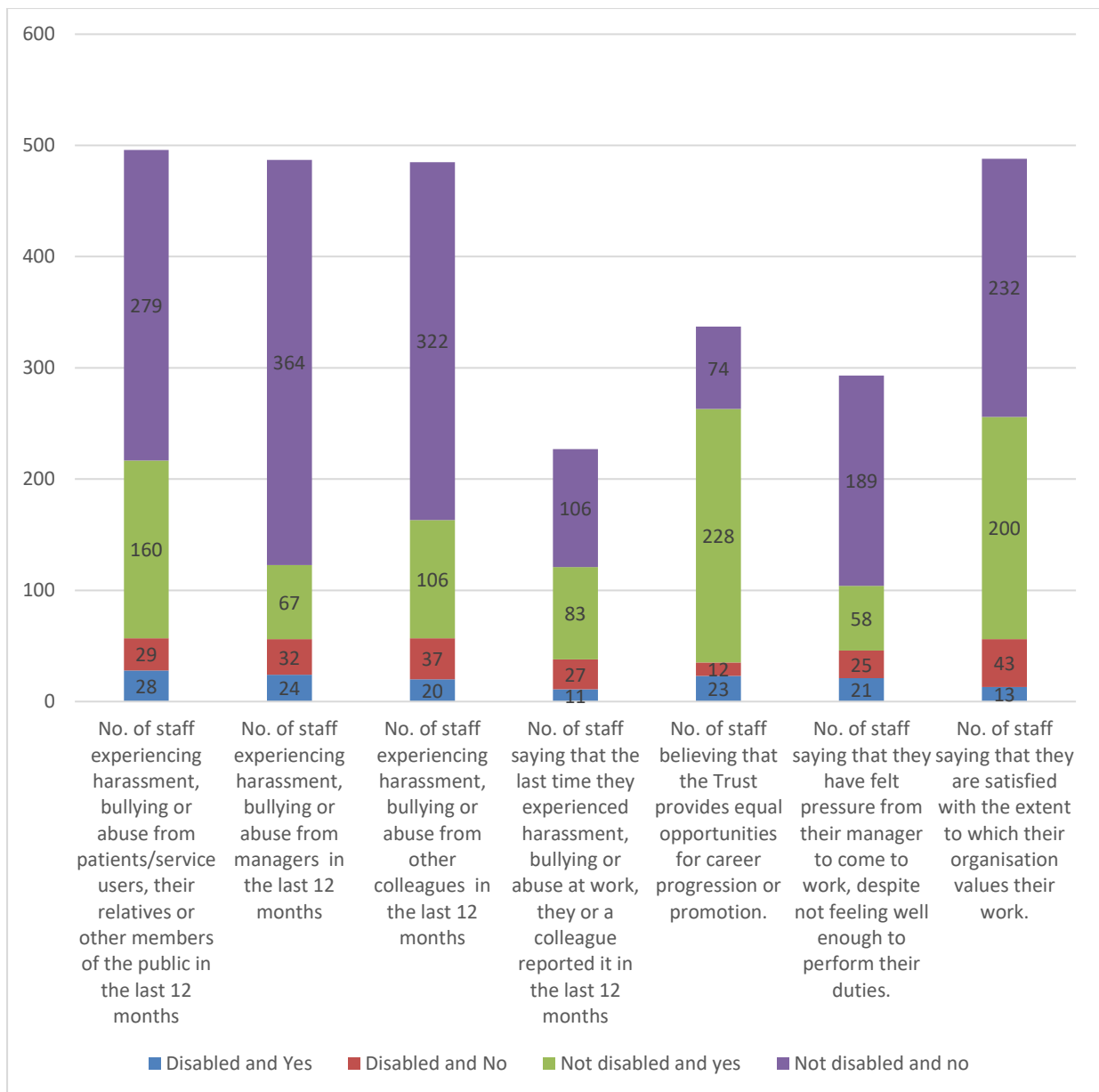
The below details the responses to these questions by percentages, bearing in mind the response rates listed above. It is evident that disabled respondents reported higher instances of negative experiences in the workplace overall.

Metrics 4-7 by percentage of responses to staff survey questions

Staff survey question	% of disabled respondents	% of non-disabled respondents	Difference
% of staff experiencing harassment, bullying or abuse from patients/service users, their relatives or other members of the public in the last 12 months	49.1%	36.4%	12.7%
% of staff experiencing harassment, bullying or abuse from managers in the last 12 months	42.9%	15.5%	27.4%
% of staff experiencing harassment, bullying or abuse from other colleagues in the last 12 months	35.1%	24.8%	10.3%
% of staff saying that the last time they experienced harassment, bullying or abuse at work, they or a colleague reported it in the last 12 months	28.9%	43.9%	-15.0%
% of staff believing that the Trust provides equal opportunities for career progression or promotion.	65.7%	75.5%	-9.8%
% of staff saying that they have felt pressure from their manager to come to work, despite not feeling well enough to perform their duties.	45.7%	23.5%	22.2%
% of staff saying that they are satisfied with the extent to which their organisation values their work.	23.2%	46.3%	-23.1%

Metric 8: Adequate Adjustments

This metric relates to the % of disabled staff saying that their employer has made adequate adjustment(s) to enable them to carry out their work. This is only answered by those who have declared a disability within the staff survey. 31 staff who declared a disability chose to answer this question. 48.4% said employer has made adequate adjustments.

Metric 9a: Engagement Score

The staff engagement score is calculated based on 9 questions in the staff survey relating to motivation, ability to contribute to improvements and recommendation of the organisation as a place to work/receive treatment. The engagement score for disabled staff is 6.5 compared to 7 for staff without a disability.

Metric 9b: Has your trust taken action to facilitate the voices of Disabled staff in your organisation to be heard? (Yes) or (No)

The Trust answered 'no' to Metric 9b. The questions refers to action specifically related to disabled staff, rather than all staff engagement exercises. One current area of good practice is the Project SEARCH internship for young people with learning disabilities. Delegates' voices have been facilitated through presenting to the Trust Board in March 2019 and through being profiled on the intranet. Metric 9b is area that the Trust will work towards as part of the WDES action plan.

Metric 10: Board Representation Metric

This metric looks at the percentage difference between the organisation's board voting membership and its organisation's overall workforce, disaggregated by voting membership of the board and by executive membership of the board. The below data is based on board membership as of 31st March 2019 and disability declaration data from electronic staff record. No members of the board have declared to have a disability.

	Disabled	Not disabled	Unknown
Number of staff in overall workforce	165	7778	4078
Total Board members - % by Disability	0%	56%	44%
Voting Board Member - % by Disability	0%	56%	44%
Non Voting Board Member - % by Disability	0%	0%	0%
Executive Board Member - % by Disability	0%	25%	75%
Non Executive Board Member - % by Disability	0%	80%	20%
Overall workforce - % by Disability	1%	65%	34%
Difference (Total Board - Overall workforce)	-1%	-9%	11%
Difference (Voting membership - Overall Workforce)	-1%	-9%	11%
Difference (Executive membership - Overall Workforce)	-1%	-40%	41%

WDES Action plan

As a result of wider engagement of the WDES metrics, additional actions have been added to the Workforce Disability Equality Standard Action Plan (1c). The year 1 WDES metrics were shared with staff networks, the EDI committee, staff side and key stakeholders from People and Organisational and feedback sought on actions, which have then informed new actions.

Refer to Appendix 1, Workforce Equality and Diversity Work Programme, 1c WDES Action Plan.

Objectives	Baseline performance 17-18	Key focus 2019/20
A flexible work environment where disabled staff are treated equitably	• Disability data on ESR – c.70%	• Improve quality of disability data on ESR • Produce and publish 1st WDES report

Key deliverables (* actions added following WDES Metric Engagement)	Lead	Milestones
Improve quality of disability data on ESR		
1. Thorough data collection and input for new joiners, both medical and non-medical	Dawn Sullivan	Quarter 3
2. Promote data input via employee self service	Dawn Sullivan	Quarter 2
Identify Trust priorities for disability equality work		
3. Review staff survey outcomes, national & local, by disability group to identify areas for improvement	Sue Grange	Quarter 1
4. Divisional representatives to identify priorities for their divisions and suggest recommendations	Divisional E&D reps	Quarter 2
5. Produce and publish 1st WDES report in Aug 2019 and identify key issues for action plan	Gemma Glanville	August 2019
Supporting a positive working culture for staff with disabilities		
6.Identify a Board level champion for staff with disabilities *	Kevin Croft	Quarter 3
7. Call out to establish staff interest in establishing a disability network*	Gemma Glanville	Quarter 3
8. Identify and implement mechanisms to facilitate the voices of disabled staff to be heard*	Gemma Glanville	Quarter 4
9. Communications campaign to share stories of disabled staff across the Trust*	Gemma Glanville	Quarter 4
10. Review how the values and behaviour framework can be utilised to support the workplace experience of disabled staff*	Sue Grange	Quarter 4
Improving the capacity of line managers and colleagues to support staff with disabilities		
11. Explore roll out of Mental Health First Aider training*	Sue Grange	Quarter 4
12. Explore the benefits of a Business Disability Forum membership*	Gemma Glanville	Quarter 3