

Sussex Partnership NHS Foundation Trust Workforce Disability Equality Standard (WDES) Action Plan 2019

WDES 1: Percentage of staff in AfC pay bands or medical and dental subgroups and very senior managers (including Executive Board members) compared with the percentage of staff in the overall workforce					
Index	Action	Outcome	Lead	Update	Timescale
1.1	To implement the national talent management scheme pilot	To have a clear process in place for identifying and building talent in our staff group with a Disability	Disability Reference Group, EDI Lead & Chair of Disability & Neurodivergent Network		October 2019 – October 2020
1.2	Apply to become Apprenticeship Diversity Champion Network. If successful positively recruit a staff that have a disability into	To encourage more people from underrepresented groups, including those with disabilities, women and members of the black, Asian and minority ethnic (BAME) communities, to consider apprenticeships at Sussex Partnership NHS FT.	Workforce Transformation Manager	The Trust has been successful in being awarded Apprenticeship Diversity Champion Network Status on 30 August 2019	September 2019
WDES 2 (1.09) : Relative likelihood of Disabled staff compared to Non- Disabled staff being appointed from shortlisting across all posts					
Index	Action	Outcome	Lead	Update	Timescale
2.1	Update the recruitment policy and include the Sheffield Hospital model of interview questions and the scoring system across the Trust to include	Improve the feedback process with additional information on areas for development for the unsuccessful applicants	Head of HR Operations & Resourcing		January – March 2020

	detailed feedback to unsuccessful candidates				
2.2	Bitesize training for interview panels on Unconscious Bias	Better understanding interviewer's own bias through the recruiting process	Associate Director of E&D HR Business Partners		October 2019 - October 2020
WDES 3: To address that Disabled Staff are 2.8 times more likely to enter the formal disciplinary process when compared to Non –Disabled staff					
Index	Action	Outcome	Lead	Update	Timescale
3.1	All potential disciplinary cases are reviewed ahead of entering the formal process to ensure this is the correct action to be taking or whether there is a more appropriate way of managing	Less over representation of Disabled staff in formal disciplinary cases	Head of Employee Relations, HR Business Partners and EDI Lead	Progress is being made in this area but continue to review all potential disciplinary cases against principles of fairness, learning, accountability and responsibility. Cases are discussed on a quarterly basis.	Ongoing
3.2	To produce and introduce a Health Passport for all staff Trustwide to address the over representation on formal capability and sickness formal process	All staff have a health passport for Health & Wellbeing so that there is a clear and supporting agreement between staff member and manager for Reasonable Adjustments (RA) if required	Associate Director of Peoples Participation, Health & Wellbeing Team and Occupational Health Team		31 January 2020
3.3	To produce a Sick Leave policy/protocol for staff that have disclosed a disability	Better understanding to support Staff that have disclosed a disability and the Bradford scoring for sickness absence	WDES Working Group		April 2020

WDES 4: a) Percentage of Disabled staff compared to Non- Disabled staff experiencing harassment, bullying or abuse from:					
i. Patients/service users, their relatives or other members of the public					
ii. Managers					
iii. Other colleagues					
4.1	Re-launch Operation Cavell at front facing services	Services aware of protocols around Operation Cavell and encouraging staff to make use of this where appropriate	Operation Cavell Team and Head of Security	Incidents by protected characteristics will be reported and monitored at the OP Cavell meetings held quarterly	Ongoing
4.2	Develop a protocol to support staff with a protected characteristic that have experienced abuse	Staff and managers feel more confident to support staff that experience harassment, bullying or abuse from patients, relatives	Secure and Forensic Leadership Team and EDI Lead		December 2019
4.3	Continue to promote the Employer Assist programme	More up-take from Disability staff and reduction in Staff Survey results	Health and Wellbeing team & Disability Network Chair		Ongoing
4.4	Undertake a communications campaign reminding staff of expected behaviours and also the	Greater understanding by staff around expected behaviour and greater confidence by those	Director of Comms, Head of Employee		February 2020

	action staff should take if they believe they have been subjected to bullying, harassment or abuse	experiencing harassment, bullying or abuse around how they can report incidents	Relations, EDI Lead		
4.4	Include awareness of bullying, harassment and abusive behaviour as part of Middle Management Development programme	Increased understanding by middle managers on these issues and how to address bullying and harassment at local level	Director of HR & OD Associate Director of E&D		April 2020
WDES 5: Percentage believing that trust provides equal opportunities for career progression or promotion					
Index	Action	Outcome	Lead	Update	Timescale
5.1	Correlates to Action 1.1 & 1.2	More movement for Bandings for both Clinical and Non-clinical Roles	Disability Reference Group, EDI Lead, Workforce Transformation Manager & Chair of Disability/Neurodivergent Network		September 2019 – October 2020
WDES 6: Percentage of staff saying that they have felt pressure from their manager to come to work, despite not feeling well enough to perform their duties					
Index	Action	Outcome	Lead	Update	Timescale
7.1	Correlate's to WDES Action 3.1 – 3.3	A more systematic approach to supporting disability related sickness absence	WDES Working Group	WDES working Group established	April 2020
7.2	Work with the STP Leadership and Talent Management collaborative to commission a Leadership Academy Stepping up programme. This is the leadership development programme specifically aimed at supporting staff	To provide a focused STP wide career development programme for Disability staff Bands 4 - 7	Associate Director of E&D		31/03/2020

	with a disability.				
	Work with the Nursing Associates team to recruit develop more support workers and Healthcare Assistants into a career of Nursing	Retain and develop current non-qualified staff at the Trust and attract more nursing staff as an employer of choice.	Nursing Associates team & Ward Managers		Ongoing
WDES 7: Percentage of staff saying that they are satisfied with the extent to which their organisation values their work					
Index	Action	Outcome	Lead	Update	Timescale
7.1	To be reviewed at Supervision	Better staff survey results	HR Business Partners and Local managers		31 March 2020
WDES 8: Percentage of disabled staff saying that their employer has made adequate adjustment(s) to enable them to carry out their work.					
Index	Action	Outcome	Lead	Update	Timescale
8.1	A Trust wide communications campaign to gain a better understanding of the definition of a disability as stated in the Equality Act 2010	More staff having the physiological safety to self-disclose their disability status on ESR Become an Employer of choice and work towards Disability Confident Level 3	Director of Communication s, Disability Reference Group and EDI Lead		February 2020
8.2	Scoping exercise around Reasonable Adjustments	To Improve the effectiveness around Reasonable Adjustments for staff	Disability Reference Group, Occupational Health, Head of Employee Relations & Facilities and Estates.		December 2019

WDES 9: The staff engagement score for Disabled staff, compared to Non- Disabled staff and the overall engagement score for the organisation					
Index	Action	Outcome	Lead	Update	Timescale
9.1	Build Membership for the Staff Disability Network	More staff platform for support and engagement	Disability Executive Sponsor & Disability Staff Network Chair		October 2020
9.2	Build membership for the Neurodivergent staff network	More staff platform for support and engagement	Neurodivergent Executive Sponsor & Neurodivergent Staff Network Chair		October 2020
WDES 9: Percentage difference between the organisations' Board voting membership and its overall workforce					
Index	Action	Outcome	Lead	Update	Timescale
9.1	Ensure that the Board of Directors are inclusive	Board membership to be represented to the population of its demographics	SPFT Chair	100% Declaration on disability from the Board The are no Board members that have disclosed a disability	April 2020