Workforce Disability Equality Standard 2018-2019

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Introduction

The Workforce Disability Equality Standard (WDES) is a set of ten specific measures (metrics) that will enable NHS organisations to compare the experiences of Disabled and non-disabled staff. This information will then be used by the relevant NHS organisation to develop a local action plan, and enable them to demonstrate progress against the indicators of disability equality. The WDES will be mandate for all Trust and Foundation Trust from April 2019. The WDES has been commissioned by the Equality and Diversity Council (EDC) and developed through a pilot and extensive engagement with Trusts and key stakeholders. It is mandated through the NHS Standard Contract and is restricted to NHS Trusts and Foundation Trusts for the first two years of implementation.

The purpose of the WDES is to improve the experience of Disabled staff and those seeking employment within the NHS and to mandate the reporting of data by NHS Trust's and Foundation Trusts and outline steps they will take to improve the experience of Disabled staff through the provision of action plans. The Trust will need to outline how they have elevated the voices of disabled staff as well as the action the organisation plans to take to improve their experience which is evidenced to be poorer than that of non-disabled Staff. At Manchester University NHS Foundation Trust (MFT) we are committed to an inclusive workplace for our staff and welcome the first implementation of the WDES.

The Metrics for the data presented in this report are determined by NHS England as outlined in the Workforce Disability Equality Standard Technical Guidance.

Scope

The WDES data has been obtained from the following sources:

- Electronic Staff Records.
- Human Resource Team records.
- Staff Survey.

The WDES introduces for the first time this year a reporting category of, 'Other Locally Agreed' pay. These are staff who are not on Agenda for Change contracts, who are not Very Senior Managers or Medical and Dental staff. They include for example staff who remain on Whitley pay scales and Apprentices on specific pay points. There are 104 of staff at the Trust on, 'Other Locally Agreed' pay.

WDES Results-Manchester University NHS Foundation Trust 2018/2019

WDES Metrics	MFT 2017/2018	MFT 2018/2019

Metric 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.
 	
Organisations should undertake this calculation separately for non-clinical and for clinical staff.
Cluster 1: AfC Band 1, 2, 3 and 4
Cluster 2: AfC Band 5, 6 and 7
Cluster 3: AfC Band 8a and 8b
Cluster 4: AfC Band 8c, 8d, 9 and VSM (including Executive Board
members)
Cluster 5: Medical and Dental staff, Consultants
Cluster 6: Medical and Dental staff, Non-consultant career grade
Cluster 7: Medical and Dental staff, Medical and dental trainee grades
 	
Note: Definitions for these categories are based on Electronic Staff Record occupation codes with the exception of medical and dental staff, which are based upon grade codes
	Cluster 1: 2.7%
	Cluster 2: 4.1%
	Cluster 3: 2.2%
	Cluster 4: 1.3%
	
	Overall: 2.6%
		Other locally agreed: 2.88%
		Cluster 1: 2.87%
		Cluster 2: 3.09%
		Cluster 3: 2.27%
		Cluster 4: 1.70%
		Cluster 5: 0.63%
		Cluster 6: 1.05%
		Cluster 7: 1.81%
		  Overall: 2.84%
		
		Clinical
		Other locally agreed: 3.13%
		Cluster 1: 2.68%
		Cluster 2: 3.03%
		Cluster 3: 1.86%
		Cluster 4: 1.71%
		Cluster 5: 0.63%
		Cluster 6: 1.05%
		Cluster 7: 1.81%
		  Overall: 2.62%
		
		Non-Clinical
		Other locally agreed: 2.50%
		Cluster 1: 3.55%
		Cluster 2: 3.63%
		Cluster 3: 3.35%
		Cluster 4: 1.69%
		  Overall: 3.48%

WDES Metrics	MFT 2017/2018	MFT 2018/2019
Metric 2. Relative likelihood of Disabled staff compared to non-disabled staff being appointed from shortlisting across all posts. Note: i) This refers to both external and internal posts. ii) If your organisation implements a guaranteed interview scheme, the data may not be comparable with organisations that do not operate such a scheme. This information will be collected on the WDES online reporting form to ensure comparability between organisations.	0.6 times more likely	1.43 times more likely
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. Note: i. This Metric will be based on data from a two-year rolling average of the current year and the previous year. ii. This Metric is voluntary in year one.	1.9 times more likely	1.9 times more likely
Metric 4. Staff Survey Q13 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 b) Percentage of Disabled staff compared to non-disabled staff saying that the last time they experienced harassment, bullying or abuse at work, they or a colleague reported it.	(a) Disabled 21% Non-Disabled 12% (b) Disabled 25% Non-Disabled 16%	(a) i. Disabled 27% Non-Disabled 21% ii. Disabled 19% Non-Disabled 11% iii. Disabled 25% Non-Disabled 16% (b) Disabled 45% Non-Disabled 44%

WDES Metrics	MFT 2017/2018	MFT 2018/2019
Metric 5. Staff Survey Q14 Percentage of Disabled staff compared to non-disabled staff believing that the Trust provides equal opportunities for career progression or promotion.	Disabled 73% Non-Disabled 82%	Disabled 75% Non-Disabled 86%
Metric 6. Staff Survey Q11 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.	Disabled 34% Non-disabled 24%	Disabled 57% Non-disabled 34%
Metric 7. Staff Survey Q5 Percentage of Disabled staff compared to non-disabled staff saying that they are satisfied with the extent to which their organisation values their work.	Disabled 35% Non-Disabled 45%	Disabled 36% Non-Disabled 50%
Metric 8. Staff Survey Q28b Percentage of Disabled staff saying that their employer has made adequate adjustment(s) to enable them to carry out their work.	68% - yes	69% - yes
Metric 9. a) The staff engagement score for Disabled staff, compared to nondisabled staff and the overall engagement score for the organisation. b) Has your trust taken action to facilitate the voices of Disabled staff in your organisation to be heard? (Yes) or (No) Note: For your Trust's response to b) If yes, please provide at least one practical example of current action being taken in the relevant section of your WDES annual report.	Disabled 3.62% Non-disabled 3.82% Trust 3.78%	(a) Disabled 6.6 Non-disabled 7.2 Trust 7.1 b) Yes-see analysis
Metric 10 Percentage difference between the organisation's Board voting membership and its organisation's overall workforce, disaggregated:	Overall representation: 0%	Overall representation: 10.4%

• By voting membership of the Board. • By Executive membership of the Board.		Difference: • By voting membership of the Board. +3.05% • By Executive membership of the Board. -2.84%

Analysis

Indicator 1-Workforce Profile

This indicator shows the 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. The data analysis is separate for non-clinical and for clinical staff. The WDES requires organisations to 'group' staff into 'clusters.' The clusters are as follows:

Cluster 1: AfC Band 1, 2, 3 and 4
Cluster 2: AfC Band 5, 6 and 7
Cluster 3: AfC Band 8a and 8b
Cluster 4: AfC Band 8c, 8d, 9 and VSM (including Executive Board members)
Cluster 5: Medical and Dental staff, Consultants
Cluster 6: Medical and Dental staff, Non-consultant career grade
Cluster 7: Medical and Dental staff, Medical and Dental trainee grades

Note: Definitions for these categories are based on Electronic Staff Record occupation codes with the exception of medical and dental staff, which are based upon grade codes.

Overall, disabled staff make up 2.84% (608) of the workforce. At present, 28% (6,144) of the workforce has not declared their status on disability.

The data highlights that disabled staff are slightly more represented in non-clinical roles than in clinical roles by 0.85% (235). The overall representation of disabled staff is low 2.8% (608) when compared to the 17.8% (89,364) of Manchester's surveyed population. However, there has been an increase in representation of disabled staff compared to 2017/18, with the exception of cluster 2, which has seen a 1.1% decrease in the last year.

Indicator 2- Recruitment

Indicator 2 is the same as the WRES and looks at the relative likelihood of disabled staff compared to non-disabled staff being appointed from shortlisting across all posts. The data presented refers to both external and internal posts. The Trust implements a Guaranteed Interview Scheme (GIS) which means that any disabled candidate who meets the essential criteria will be offered an interview. Disabled applicants are 1.43 times more likely to be appointed from shortlisting than non-disabled applicants. Disabled applicants have the option of requesting that their application is considered under the terms of the GIS on the basis that they meet the minimum criteria for the role. During 2019/20, the Trust has provided training to increase disability awareness with a Fast Track to Accessibility Programme training pilot.

Indicator 3-Capability

This indicator looks at the 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 indicator is based on data from a two-year rolling average of the current year and the previous year. The data identifies that disabled staff are 1.9 times more likely to enter the formal capability procedure. The data provided is based on capability in relation to performance and this has remained the same for the last two years.

Indicator 4-8 - Staff Experience

Indicators 4 to 8 look at the experience of disabled staff in the organisation.

Indicator 4 is broken down into two sections:

- Section a) looks at the 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

- Section b) looks at the percentage of disabled staff compared to non-disabled staff saying that the last time they experienced harassment, bullying or abuse at work, they or a colleague reported it.

This data is taken from the national staff survey and shows that overall disabled staff at are:

- More likely to experience bullying or abuse than their non-disabled colleagues.
- Most likely to experience harassment, bullying or abuse from patients/service users, their relatives or other members of the public, and least likely to experience this from their Manager.
- There has been a 20% increase in the reporting of bullying and abuse by disabled staff or colleagues, and a 28% increase in reporting by non-disabled staff in report.
- The overall reporting of harassment, bullying and abuse at the Trust is increasing when compared to last year's data.

Indicator 5 compares the percentage of disabled staff to non-disabled staff who believe that the Trust provides equal opportunities for career progression or promotion. The data shows that 75% of disabled staff feel that the Trust provides equal opportunities for career progression or promotion. This is 11% less than their non-disabled colleagues.

Indicator 6 compares the percentage of disabled staff to non-disabled staff who said that they have felt pressure from their Manager to come to work, despite not feeling well enough to perform their duties. The data shows that 57% of disabled staff have felt pressured to come to work despite not feeling well enough to perform their duties. This is 23% more than their non-disabled colleagues

Indicator 7 compares the percentage of disabled staff to non-disabled staff who said that they are satisfied with the extent to which their organisation values their work. The data indicates that 36% of disabled staff feel that their work is valued by the Trust. This is 14% less than their non-disabled colleagues.

Indicator 8 shows the percentage of disabled staff who said that they feel the Trust has made adequate adjustment(s) to enable them to carry out their work. 69% of disabled staff reported that they felt that adequate reasonable adjustment to enable them to carry out their work had been made.

Indicator 9-Engagement

Indicator 9 looks at disabled staff engagement including an analysis of the staff engagement score for disabled staff, compared to non-disabled staff and the overall engagement score for the organisation. The indicator also asks NHS organisations to outline their engagement with disabled staff.

The data shows that non-disabled staff feel more engaged than disabled staff. The Trust has an active Disabled User Patient Forum, which disabled staff regularly attend. However, the focus of this forum is on the patient's experience rather than staff's experience. Whilst the Trust has successfully established a BME and LGBT staff network, a disabled staff network has not yet gained momentum. MFT is doing more work to engage with staff with disabilities and are working to establish a Disabled Staff Network. This network will facilitate a safe and supportive space for staff to share their concerns and experiences, and act as a platform to elevate the voices of disabled staff whilst helping the Trust to better understand the barriers faced by our disabled staff and service users.

Indicator 10-Board Representation

Indicator 10 compares the percentage difference between the organisation's Board voting membership and the overall workforce. 10.4% of the Trust Board self-reports to be disabled. The difference between the organisation's Board voting membership and the overall workforce is +3%, which indicate that the Trust Board is representative of the overall workforce.

Actions to Address WDES Key Priority Areas

Overall the Trust has seen an increase of representation of disabled staff rising from 2.6% to 2.84% between 2017-2018 and 2018-2019. However, disabled staff are under-represented in all clusters compared to the population of Manchester with a disability (17.8%). Disabled staff are also under-represented in bands 8a upwards in comparison to the overall Trust average of 2.84%. A key issue with the data is that at present 28% of disability status is not known.

The data in this report identifies key areas of priority for the Trust:

- Addressing variation in the under representation of the Trust's workforce to reflect the population. The Trust will work towards increasing self-reporting

through the Electronic Staff Record system and through the recruitment and retention processes.

- Building on the recruitment and selection process at MFT to ensure the transparency and inclusiveness of applicants. The Trust will capitalise on the opportunities provided by the development of the new Attraction Strategy to ensure that MFT is an employer of choice for disabled people. MFT will continue its award winning Widening Participation Programme which creates opportunities for disabled people to work with the Trust.

- Understanding the variation in the outcomes of the capability process. The Trust will review capability formal process decisions in the previous year which relate to disabled staff.

- The Trust is introducing a new Absence Management policy, which will aim to increase the awareness of staff on how reasonable adjustments can be made to support people in work.

- The Trust's Employee Health and Wellbeing Service will continue to support new and existing staff and their managers to identify reasonable adjustment. This will be strengthened as the team develop its new delivery model for MFT.

- The Trust will develop an equality and diversity learning and development programme which will include disability employment training and unconscious bias training.

Monitoring Trust Wide Performance

The Trust will monitor progress of the WDES action plan at the Trust Equality, Diversity and Human Rights Committee chaired by the Group Executive Director of Finance. Since this is the first year of the WDES, further work is required to support Hospitals/MCSs/MLCO/Corporate Teams to monitor their progress. Assurance on delivery of the various strands of work will be through the HR Scrutiny Committee.