

Response ID ANON-VQQ5-M7T8-W

Submitted to **Workforce Disability Equality Standard (WDES) online reporting form**
Submitted on **2019-07-31 11:52:32**

Trust information

1 Name of organisation:

Name of organisation::

Alder Hey Children's NHS Foundation Trust

2 Date of report:

Month/year::

31 July 2019

3 Name and title of the Board lead for the Workforce Disability Equality Standard:

Name and title of Board lead for the Workforce Disability Equality Standard::

Melissa Swindell, Director of Human Resources and Organisational Development

4 Name and contact details of the lead compiling this report:

Name and contact details of lead compiling this report:

Hannah Ainsworth, Equality and Diversity Manager

Tel: 0151 252 4807

hannah.ainsworth@alderhey.nhs.uk

5 Does your organisation participate in any programmes or initiatives that are focused on disability equality and inclusion?

Yes

If yes, please provide details::

1. The Trust encourages staff to attend the North West NHS Dyslexia Network. We are currently scoping the possibility of staff undertaking the British Dyslexia Association (BDA) Workplace Assessor Course and Dyslexia Champions Course.

2. In 2018/19 on average 30% of absence across the Trust was due to Stress, Anxiety and Depression making it evident that we needed to do more to support our staff and colleagues. As part of our Health and Wellbeing strategy the Trust is changing how we think and talk about mental health by signing the Time to Change Pledge. The Trust has developed a time to change action plan which identifies a number of initiatives to empower people to challenge stigma and speak openly about their own mental health experiences.

3. The Trust has recently submitted a joint expression of interest to Health Education England to join the Step into Work programme with Liverpool Women's Foundation Trust. The programme is a work experience programme to promote healthcare careers to people from minority groups including disabilities.

The aim of the collaborative arrangement would be to offer rotational healthcare and administrative placements within Paediatric and Maternity services that could progress onto apprenticeships or bank positions.

4. We also have our current pre-employment programme in place as well as multiple vocational placement opportunities which are available to all learners including disabled people. To allow us to focus on specific groups such as people with disabilities we work closely with local charities promoting our initiatives in addition to working towards our level 3 Disability Confident membership.

Trust information

6 Name and contact details of the commissioner(s) this report will be sent to:

Name and contact details of commissioner(s) this report will be sent to:

Alison Picton - alison.picton@liverpoolccg.nhs.uk

Jan Lloyd - Jan.Lloyd@liverpoolccg.nhs.uk

Liverpool Clinical Commissioning Group, NHS Liverpool CCG
The Department Lewis' Building, Renshaw Street, Liverpool L1 1JX

7 Unique URL link, or existing web page, on which the WDES Metrics data and associated Action Plan will be published:

Unique URL link, or existing web page, on which the WDES Metrics data and associated Action Plan will be published::

<https://alderhey.nhs.uk/about-us/our-board/publications>

8 Date of Board meeting at which organisation's WDES Metrics data and action plan were, or will be, ratified:

Date of Board meeting at which organisation's WDES Metrics data and action plan were, or will be, ratified::

28th September 2019

9 Total number of staff employed within the organisation on 31 March 2019:

Total number of staff employed within the organisation on 31 March 2019:

3,568

% Disabled staff::

3% (119)

% Non-disabled staff::

61% (2,170)

% Unknown/Null::

36% (1,279)

% Other::

0%

% Prefer not to say::

0%

Data quality

10 Did your organisation undertake the NHS Staff Survey in the past year?

Yes

Full staff survey

11 Give the total number and % of responses to the NHS Staff Survey in your organisation:

Give the total number and % of responses to the NHS Staff Survey in your organisation::

2001 (60%)

12 Give the total number and % of Disabled staff responses to the NHS Staff Survey in your organisation:

Give the total number and % of Disabled staff responses to the NHS Staff Survey in your organisation::

342 (17%)

13 Do your staff have access to the ESR self-service portal?

Yes

Metric 1 - Workforce representation

14 Please describe any challenges that your organisation has experienced in reporting data for this Metric:

Please describe any challenges that your organisation has experienced in reporting data for this Metric::

No Challenges.

Non Clinical

Band Disabled Average Difference Not Disabled Unknown Band % of non clinical

1-4 3% 0.7% 2.3% 57% 39% 72.98%

5-7 6% 0.28% 5.72% 68% 27% 18.14%

8a-8b 5% 0.08% 4.92% 75% 20% 6.55%

8c-9 0% 0% 0% 65% 35% 2.31%

&VSM

Clinical

Band Disabled Average Difference Not Disabled Unknown Band % of Clinical

1-4 4% 0.47% 3.53% 58% 38% 18.17%

5-7 3% 1.51% 1.49% 63% 34% 62.83%

8a-8b 3% 0.14% 2.86% 47% 50% 6.51%

8c-9 & VSM 7% 0.05% 6.95% 68% 25% 1.09%

Cluster 5 1% 0.05% 0.95% 56% 43% 8.85%

Cluster 6 0% 0% 0% 64% 36% 1.09%

15 Have any steps been taken in the last 12 months within your organisation to improve the declaration rate for disability status on ESR?

Yes

16 Please share any examples of interventions that have increased declaration rates at your organisation:

Please share any examples of interventions that have increased declaration rates at your organisation::

The Workforce Analyst undertakes ongoing data cleanse work to encourage staff to complete gaps in their personal data.

The ESR Portal allows staff to make amendments to their data at any time and regular drop in sessions provide an opportunity for staff to obtain support with the system.

Metric 2 - Shortlisting

17 Please describe any challenges that your organisation has experienced in reporting data for this Metric:

Please describe any challenges that your organisation has experienced in reporting data for this Metric::

No Challenges.

• Number of shortlisted applicants:

Non-disabled: 3,221

Disabled: 160

• Number appointed from shortlisting:

Non-disabled: 485

Disabled: 24

• Relative likelihood of shortlisting/appointed:

Non-disabled = 0.15

Disabled = 0.15

Relative likelihood of non-disabled staff being appointed from shortlisting compared to Disabled staff is therefore the same.

A figure below 1.00 indicates that Disabled candidates are more likely to be appointed from shortlisting.

18 Has your organisation signed up to the Disability Confident Scheme?

Yes

Level 2 - Employer

19 Does your organisation use a Guaranteed Interview Scheme?

Yes

Metric 3 - Capability

20 Did your organisation submit data for Metric 3 this year?

Yes

If yes, please describe any challenges that your organisation has experienced in reporting data for this Metric::

We are aware of two staff entering the formal capability procedure (related to performance) in the last two years.

The data may include staff who have chosen not to report that they have a disability or staff that are not aware that they have a disability that may be progressed through the capability procedure and therefore reported as not disabled for the purpose of this metric.

The Trust is currently looking at more detailed guidance or a policy for line managers regarding the provision of reasonable adjustments for disabled staff.

If no, please explain why you did not submit data for this year::

21 Is capability on the grounds of ill health and capability on the grounds of performance managed by different policies in your organisation?

Yes

If yes, please state the policies::

Performance is managed via the capability procedure and ill health via the sickness absence and management of attendance policy.

22 What are your views about including capability on the grounds of ill health and performance as two parts of a future Metric?

What are your views about including capability on the grounds of ill health and performance as two parts of a future Metric?:

They should be included as two parts of a future metric because these are two distinct elements of capability.

Metric 4 - Harassment, bullying and abuse

23 Are there any issues with the data for this Metric?

Are there any issues with the data for this Metric?:

Yes. The data suggests that disabled staff compared to non-disabled staff are more likely to be experience bullying and harassment from

- the public 33.1% compared to 22.7%
- managers 14.5% compared to 7.3%
- colleagues 24.6% compared to 13.9%
- and are less likely to report it 47.1% compared to 50.2%

24 Has your organisation compared Staff Survey results against other datasets that may be held, e.g. bullying and harassment advisers, Freedom to Speak Up guardians, grievances, etc.

No

If yes, please provide further details on what comparison your organisation has undertaken::

25 Please summarise any actions taken to reduce harassment, bullying and abuse in relation to Disabled staff:

Please summarise any actions taken to reduce harassment, bullying and abuse in relation to disabled staff::

Our Workforce EDI Objectives 2018 to 2021 plan objective 1 is to 'Improve the experience of staff (disabled staff) with specific focus on bullying and harassment' and suggests we will do the following:

- Encourage disabled staff to take up 'Freedom to Speak Up Guardian' roles
- Review the bullying and harassment policy with disability network input including case studies of how to challenge disrespectful offensive behaviour.
- Implement a new resolution procedure with disability network input to supplement the reviewed bullying and harassment policy.
- Train line managers to understand the impact and signs of bullying and harassment
- Widely advertise that the abuse of staff will not be tolerated, implications of this and contact number/person to report bullying and harassment and to seek help.

Metric 5 - Career promotion and progression

26 Are there any issues with the data for this Metric?

Are there any issues with the data for this Metric?:

Yes. The data suggests that fewer disabled staff (75.8%) compared to non-disabled staff (88.8%) believe there are equal opportunities for career progression or promotion.

27 Does your organisation provide any targeted career development opportunities for Disabled staff?

Yes

If yes, please provide further details::

The Workforce EDI Objectives Plan 2018-2021 objective 2 is to 'Improve the experience of staff by providing improved communication and support for career development opportunities'

As referenced in question 5 we continue to run our pre-employment programme and have signed up to the 'Time to Change' pledge.

In 2019, the Trust launched a Reciprocal Mentorship Programme (RMP) specifically targeting minority groups that includes disabled staff. Reciprocal Mentoring is an innovative practice that aims to enhance the transcultural learning between participants so that Executive and Senior Leaders are better able to understand the challenges that disabled staff working in Alder Hey may experience in advancing their chosen career path and/or leadership development and offer more appropriate guidance and/or support. The aim is also that staff member participants will develop a greater understanding of the knowledge, skills and attributes required of senior leaders within their given settings. We hope that there will be positive outcomes for all participants including improved career development opportunities for disabled staff.

Metric 6 - Presenteeism

28 Are there any issues with the data for this Metric?

Are there any issues with the data for this Metric?:

Yes. The data suggests that a higher number of disabled staff (26.5%) compared to non-disabled staff (18.3%) feel pressure to come to work despite not feeling well enough to perform their duties.

29 Does your organisation provide any targeted actions to reduce presenteeism i.e. feeling pressured to come to work when not feeling well?

Yes

If yes, please provide further details::

In addition to the sickness absence and management of attendance policy, the Trust operates a flexible working policy. The Trust will consider this aspect when introducing a policy or guidance in relation to reasonable adjustments.

The Trust also has a health and wellbeing committee to define and implement appropriate strategies for managers to be able to support staff who are having difficulties with their health so that appropriate adjustments can be made. As referenced in question 5 the Trust has signed up to the 'Time to Change' pledge. This includes training for managers from 'MIND' to spot the signs of stress.

Metric 7 - Staff satisfaction

30 Are there any issues with the data for this Metric?

Are there any issues with the data for this Metric?:

Yes. Fewer disabled staff (43.6%) compared to non-disabled staff (54.7%) are satisfied with the extent to which the organisation values their work.

31 Does your organisation provide any targeted actions to increase the workplace satisfaction of Disabled staff?

Yes

If yes, please provide further details::

The Workforce EDI Objectives Plan 2018-2021 objective 4 is to 'Resource and involve staff networks to provide a collective voice for staff with protected characteristics'

The Trust has a disability staff network. The terms of reference suggest that the purpose of the network is to empower, encourage and promote equitable opportunities for Trust employees and volunteers with a disability or long term health condition.

Also, to enable employees and volunteers with a *disability or long term health condition to have a voice in the Trust's policies, procedures and strategies, ensuring best practice outcomes in the workplace.

The focus of the group is operational and supportive. It will reflect the views and experiences of its members to the steering group responsible for the delivery of the workforce disability equality standard (WDES) action plan which is a sub-group of the Workforce and OD Committee who are responsible for the strategic direction of the work and ultimately provides assurance to Trust Board.

Metric 8 - Reasonable adjustments

32 Are there any issues with the data for this Metric?

Are there any issues with the data for this Metric?:

Yes. We would look to increase this % year on year from 73.2%

33 Does your organisation have a reasonable adjustments policy?

No

34 Are costs for reasonable adjustments met through centralised or local budgets?

Local

35 Has your organisation taken action to improve the reasonable adjustments process?

Yes

If yes, please provide further details::

The Trust is currently working on more detailed guidance or a policy for reasonable adjustments.

Metric 9 - Disabled staff engagement

36 Are there any issues with the data (9a) or evidence (9b) for this Metric?

Yes

If yes, please provide details::

The data suggests that disabled staff (score of 6.9) are less engaged than non-disabled staff (score of 7.4)

37 Does your organisation have a Disabled Staff Network (or similar)?

Yes

Not Answered

If you answered yes to the above, please give details of the expected timescale.:

Metric 10 - Board representation

38 Please describe any challenges that your organisation has experienced in collecting and reporting data for this Metric:

Please describe any challenges that your organisation has experienced in collecting and reporting data for this Metric::

No challenges.

39 Does your Board have a champion for disability equality?

Yes

If yes, with their permission, please provide name and position of the Board/Executive champion/sponsor::

Melissa Swindell, Director of Human Resources and Organisational Development is the Executive Sponsor of the Disability Staff Network.