**Workforce Disability Equality Standard (WDES) Action Plan 2023/24**

| **WDES Metric** | **Description** | **Action** | **Measures** | **Timescale** | **Lead Responsible** |
| --- | --- | --- | --- | --- | --- |
| **1** | The percentage of staff in each of the AfC Bands1-9 and VSM (including Executive Board members) compared with the percentage of staff in the overall workforce | *(Action #1-23/24)* Promote the equality self-service function on ESR and promote the case to declare/update equality data to reduce the percentage of unknown/not declared on ESR. | Decrease the percentage of “Not declared” staff disability data held on ESR below 10%. (Currently 13%) | Ongoing. | **EDI Team** |
|  |  | *(Action #2-23/24)* Continue to work with, as part of the Leeds One Workforce (LOW) partnership, the Employer and Partnership Team (Disability Confident and Health Model) Dept for Work and Pensions to explore development for local unemployed Disabled people to gain work experience in the Trust! | An increased number of applications and appointments from people with disabilities  Recruit to 100-150 posts based on organisational requirements. | Ongoing. | **Recruitment and Resourcing Team** |
| **2** | Relative likelihood of non-disabled staff compared to Disabled staff being appointed from shortlisting across all posts. | *(Action #3-23/24)* Equality analysis of the recruitment process 2022/23 | A relative likelihood below 1 indicates that non-disabled applicants are less likely to be appointed from shortlisting compared to Disabled applicants *(WDES Technical guidance)* | By the end of Q3 2023. | **EDI Team** |
| **2** | Relative likelihood of non-disabled staff compared to Disabled staff being appointed from shortlisting across all posts. | *(Action #4-23/24)* All recruiting managers to attend the Trust Recruitment and Selection Managers course & refresher courses | All recruitment panels comprise of at least one panel members who has attended the Trust Recruitment and Selection Managers course, | Ongoing | **Recruitment and resourcing Team** |
|  |  | *(Action #5-23/24)* Provide Compassionate & Inclusive leadership sessions for managers as part of the Managers Development Programme | Increased likelihood of disabled staff being appointed across all posts | Ongoing | **ODI Team** |
| **3** | Relative likelihood of Disabled staff compared to non-disabled staff entering the formal capability process | *(Action #6-23/24)* Promotion of Leeds Health & Care Academy (LHCA) Disability Awareness resources for staff development, these include but are not restricted to,   * Unconscious Bias awareness * Disability Confident * Disability Etiquette * Disabled adventures in work and recruitment * Neurodiversity, an introduction * Mental Health in the workplace, managing stress. * Mental Health in the workplace, doing the right thing. | Increased access and completion of LCHA hosted Disability awareness learning.  Improved WDES metric results | Ongoing | **EDI Team** |
| **3** | Relative likelihood of Disabled staff compared to non-disabled staff entering the formal capability process | *(Action #7-23/24)* Wellbeing at Work Policy training/awareness for Managers (content developed with input from Purple) | * Improved NHS Staff Survey results * Delivery of monthly face to face sessions * Increased attendance by managers | Ongoing | **Human Resources** |
|  |  | *(Action #8-23/24)* Review number of formal ER cases twice per year and take corrective action as appropriate | Reduction in number of formal ER cases | Ongoing | **Human Resources** |
| **4a(i)** | Percentage of Disabled staff compared to non-disabled staff experiencing harassment, bullying or abuse.  From the public in the last 12 months | *(Action #9-23/24)* Continued delivery of the No Bystanders actions. | Improved NHS Staff Survey results | Ongoing | **Director of Workforce** |
| **4a(ii)** | Percentage of Disabled staff compared to non-disabled staff experiencing harassment, bullying or abuse;  From the managers in the last 12 months | *(Action #10-23/24)* Continued promotion of national and regional disability and long-term conditions awareness days & events |  | Ongoing | **EDI Team** |
| **4a(iii)** | Percentage of Disabled staff compared to non-disabled staff experiencing harassment, bullying or abuse;  From other colleagues in the last 12 months | *(Action #11-23/24)* Delivery of the Cultural conversations programme and the West Yorkshire Health & Care Partnership Cultural Competency and Humility training. |  | Ongoing | **EDI & Health Inequalities Team** |
| **4a(iv)** | Percentage of Disabled staff compared to non-disabled staff experiencing harassment, bullying or abuse;  Saying last time they experienced harassment, bullying or abuse at work, they or a colleague reported it in the last 12 months | *(Action #12-23/24)* Promote importance of reporting any issues to Line managers and/or the Freedom to Speak Up Guardian. | Improved NHS Staff Survey results | Ongoing | **EDI Team** |
| **5** | Percentage of Disabled staff compared to non-disabled staff believing that the Trust provides equal opportunities for career progression or promotion. | *(Action #13-23/24)* Development of an Organisational Approach to Improving Talent Management | Increased representation across the banding hierarchy and leadership structure.  Elimination unequal experiences at work, where some employees experience or perceive their career progression is limited by their protected characteristics. | End of Q4 23/24 | **Director of Workforce** |
| **6** | Percentage of Disabled staff compared to nondisabled staff saying that they have felt pressure from their Manager to come to work, despite not feeling well enough to perform their duties (presenteeism) | *(Action #14-23/24)* Provide monthly Wellbeing at Work Policy raining/awareness for Managers | Improved NHS Staff Survey results | Ongoing | **Human Resources** |
| **7** | Percentage of Disabled staff compared to nondisabled staff saying that they are satisfied with the extent to which the organisation values their work. | *(Action #15-23/24)* Promotion and release of staff to attend and actively participate in the *Disability, Neurodiversity and Long-Term Conditions staff network*. | Improved NHS Staff Survey results  Increase in membership | Ongoing | **EDI Team** |
|  |  | *(Action #16-23/24)* Provide an administrative resource and budget to the Disability, Neurodiversity and Long-Term Conditions staff network. | Improved NHS Staff Survey results | Ongoing | **EDI Team** |
|  |  | *(Action #17-23/24)* Development of an Organisational Approach to Improving Talent Management. | Improved NHS Staff Survey results | Ongoing | **Director of Workforce** |
|  |  | *(Action #18-23/24)* Continued promotion of Mindful Employer status achieved and positive support around mental health. |  | Ongoing | **EDI Team** |
|  |  | *(Action #19-23/24)* Continued promotion as a Menopause friendly Employer – highlighting the of support available, managers awareness sessions and 1-1 support provided through OH provider. |  | Ongoing | **EDI Team** |
| **7** | Percentage of Disabled staff compared to nondisabled staff saying that they are satisfied with the extent to which the organisation values their work. | *(Action #20-23/24)* Continued promotion that LCH is an Endometriosis Friendly Employer highlighting the condition and support available. | Improved NHS Staff Survey results | Ongoing | **EDI Team** |
| **8** | Percentage of staff with a long-lasting health condition or illness, saying that their employer has made adequate adjustments(s) to enable them to carry out their work | *(Action #7-23/24)* Wellbeing at Work Policy raining/awareness for Managers. | Improved NHS Staff Survey results  80% by 31/3/24  83% by 31/3/25 | Ongoing | **Human Resources** |
|  |  | Promote supporting guidance and Toolkit alongside the Policy |  | Ongoing | **Human Resources** |