

# Workforce Disability Equality Standard 2021-2022

Bolton NHS Foundation Trust 2022 Data Analysis Report

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# Introduction

- Fostering a culture of inclusion remains a critical priority for our organisation. An inclusive work environment provides a place where everyone feels welcome and can be the best version of themselves. This in turn enables our staff to thrive and deliver the best possible services and care to the people of Bolton.
- Nationally, it is known that colleagues living with disabilities have a poorer experience of working within the NHS. The past 12 months have further highlighted the health inequalities which exist and how COVID-19 has impacted people from these communities.
- The importance of inclusion is embedded into the NHS People Plan and our Trust's Strategy 2019-2024. In addition, the Trust has articulated its' vision and priorities for improving EDI practice and health outcomes through its' new EDI Plan 2022-2026.
- Each year the Trust publishes **Workforce Disability Equality Standard (WDES) data**. Although not mandated by the WDES, we report metrics data and publish WDES annual reports in the spirit of transparency.
- The WDES provides a framework for NHS organisations to report, demonstrate and monitor progress against a number of indicators which compares the workplace and career experiences of disabled and non disabled staff
- The following information in the report details key findings from the data collated for 2021/2022, comparisons of data from previous years and actions that will be put in place to address the findings.

# Key findings

## Workforce Representation

The proportion of disabled staff increased to **3.3%** in 2021/2022 compared with **2.9%** in 2020/2021. An increase of **0.4%**. The highest proportion of Disabled staff are represented at Band 8d and Band 9 (**8%**)

## Recruitment

The relative likelihood of non-disabled staff compared to disabled staff being appointed from shortlisting across all posts has reduced by a relative likelihood of **0.53**.

## Capability

The numbers of staff entering the capability process for both disabled and non-disabled staff have been proportionally so low that the relative likelihood is 0.

## Bullying & Harassment

There has been an increase in bullying and harassment towards disabled staff from patients/service users, their relative or other members of the public. Also a reduction in the number of disabled staff reporting incidents.

## Career progression

There has been significant **reduction of 25.9%** in the number of Disabled staff believing that the trust provides equal opportunities for career progression or promotion

## Pressure to come to work and Feeling Valued

There has been a reduction in the percentage of Disabled staff saying they felt pressure to come to work and an increase in feeling their work is valued

## Adequate adjustments

There has been a **reduction of 3.2%** in the number of disabled staff saying their employer has made adequate adjustment(s) to enable them to carry out their work.

## Staff Engagement and Voting membership

There has been an **increase** in the engagement of disabled staff but a decrease in non-disabled staff.  
**There is no disabled representation on the Board.**

# Key findings

WDES metric		2019	2020	2021	2022	Difference between 2021 & 2022	
1	Workforce representation of Disabled staff (AfC)	Overall	2.8%	2.6%	2.9%	3.3%	0.46% ↑
		8c and above	0.0%	0.0%	0.0%	0.0%	0% ↔
2	Relative likelihood of non-disabled staff applicants being appointed from shortlisting across all posts compared to Disabled staff	1.41	1.57	1.57	1.04	-0.53 ↑	
3	Relative likelihood of Disabled staff entering the performance management capability process compared to non-disabled staff	0	0	0	0	0 ↔	
4(i)	Percentage of staff experiencing harassment, bullying or abuse in the last 12 months by patients/service users, their relative or other member of the public	Disabled	34.0%	26.1%	30.8%	33.7%	2.9% ↓
		Non-disabled	24.0%	21.9%	24.2%	24.2%	0% ↔
4(ii)	Percentage of Disabled staff compared to non-disabled staff experiencing harassment, bullying or abuse from managers	Disabled	10.0%	19.1%	15.7%	12.5%	-3.2% ↑
		Non-disabled	11.0%	9.9%	9.4%	9.7%	0.3% ↓
4(iii)	Percentage of Disabled staff compared to non-disabled staff experiencing harassment, bullying or abuse from other colleagues	Disabled	20.0%	29.9%	23.3%	20.4%	-2.9% ↑
		Non-disabled	16.0%	14.6%	14.3%	15.2%	0.9% ↓
4(iv)	Percentage of Disabled staff compared to non-disabled staff saying the last time they experienced harassment, bullying or abuse at work, they or a colleague reported it	Disabled	68.0%	42.1%	54.0%	49.0%	5.0% ↑
		Non-disabled	50.0%	41.3%	49.8%	46.0%	-3.8% ↑

# Key findings

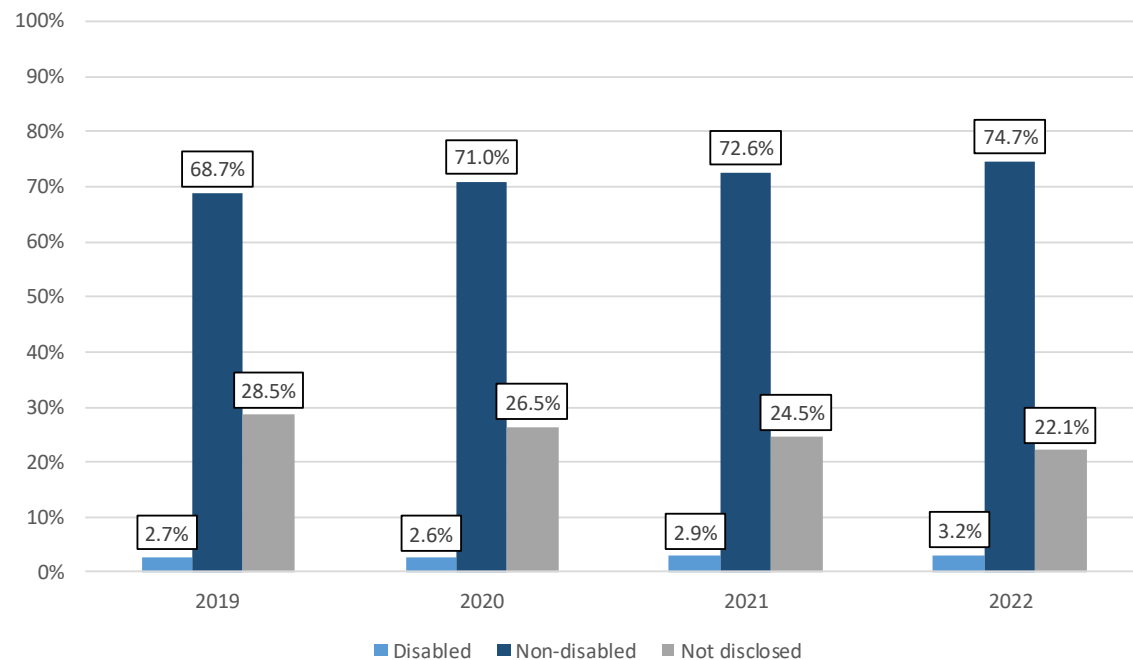
WDES metric		2019	2020	2021	2022	Difference between 2021 & 2022	
5	Percentage of staff believing that trust provides equal opportunities for career progression or promotion	Disabled	85.0%	76.6%	80.9%	55.0%	-25.9% ↓
		Non-disabled	89.0%	86.1%	89.6%	62.1%	-27.5% ↓
6	Percentage of staff saying that they have felt pressure from their manager to come to work, despite not feeling well enough to perform their duties	Disabled	27.0%	31.7%	28.2%	25.0%	-3.2% ↑
		Non-disabled	19.0%	14.7%	21.4%	18.0%	-3.4% ↑
7	Percentage of staff saying that they are satisfied with the extent to which their organisation values their work	Disabled	47.0%	43.2%	37.7%	40.7%	3.0% ↑
		Non-disabled	57.0%	55.4%	51.4%	47.5%	-3.9% ↓
8	Percentage of Disabled staff saying that their employer has made adequate adjustment(s) to enable them to carry out their work	Disabled	74.0%	69.4%	77.0%	73.8%	-3.2% ↓
9	Staff engagement score (a composite based on several questions in the NHS Staff Survey)	Disabled	6.80	7.10	6.70	6.80	0.1 ↑
		Non-disabled	7.40	7.40	7.30	7.20	0.1 ↓

# WDES metric 1

Key supportive data

## Bolton NHS Foundation Trust staff by disability (Data sourced from ESR (Electronic Staff Record))

Year	Headcount			Percentages		
	Disabled	Non-disabled	Not disclosed	Disabled	Non-disabled	Not disclosed
2019	150	3750	1557	2.7%	68.7%	28.5%
2020	144	3982	1485	2.6%	71.0%	26.5%
2021	167	4226	1428	2.9%	72.6%	24.5%
2022	187	4414	1309	3.2%	74.7%	22.1%



### Metric 1: Bolton FT Staff by disability: 2019 – 2022

In 2021-22, **187 staff declared having a disability (3.2%)**, an increase on **167 (2.9%)** in the previous year but lower than the most recently reported national average which stands at **3.7%**. The percentage of 'Unknown' at 22.1% is lower than the most recently report national average of 21.3%. It is important to lower the proportion of 'Unknown' staff.

**518 members of staff (23.64%)** declared having a long term condition or illness - an increase on 424 previous year (**18.9%**). There is still a **significant gap** in people disclosing their disability on ESR (Electronic Staff Record) in comparison to the confidential staff survey.

Over the last 3 years the proportion of staff with non-disclosure of disability has slightly decreased, however the non-disclosure rate remains high at around 1 in 4 staff.

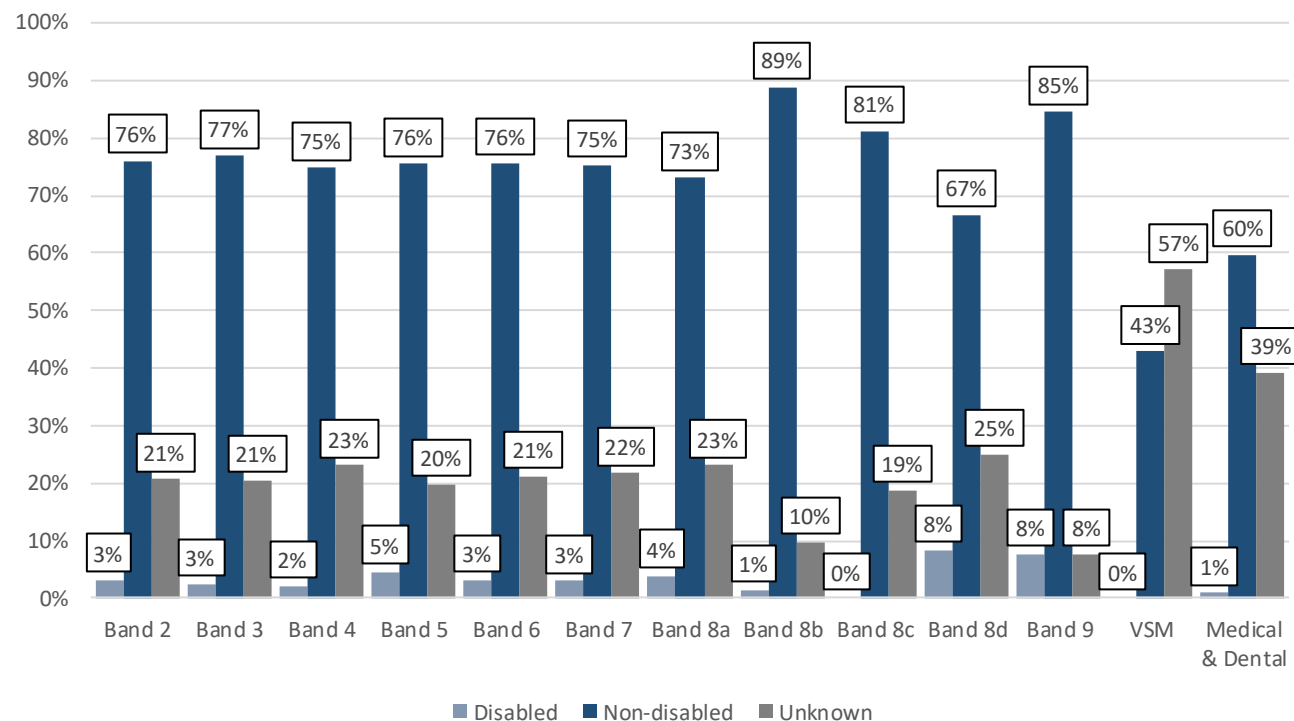
# WDES metric 1

Key supportive data

**Bolton NHS Foundation Trust staff by disability**  
(Data sourced from ESR (Electronic Staff Record))

**Metric 1: Bolton FT Staff by disability:  
2019 – 2022**

The largest proportion of disabled staff are  
at Band 8b and Band 9



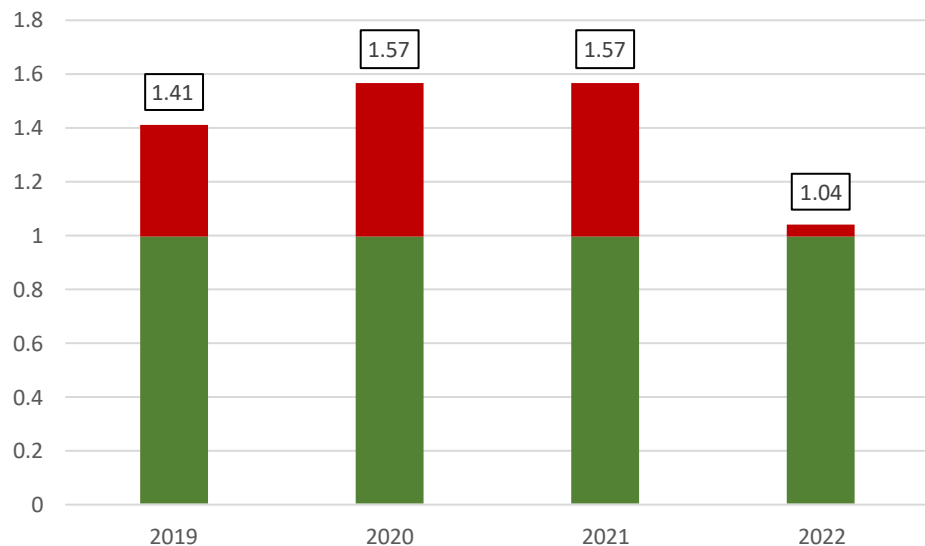


# WDES metric 2

## Key supportive data

**Relative likelihood of non-disabled staff compared to disabled staff being appointed from shortlisting across all posts  
(Data sourced from ESR (Electronic Staff Record))**

Year	Relative likelihood
2019	1.41
2020	1.57
2021	1.57
2022	1.04



**Metric 2: Relative likelihood of non-disabled staff compared to disabled staff being appointed from shortlisting across all posts: 2019 – 2022**

If this metric is above 1 it indicates a higher likelihood of non-disabled staff being appointed from shortlisting than disabled staff.

The relative likelihood of non-disabled staff compared to disabled staff being appointed from shortlisting across all posts has reduced by a relative likelihood of 0.53.

It has reduced but is still above 1.

# WDES metric 3

Key supportive data

**Relative likelihood of disabled staff compared to non-disabled staff entering the formal capability process\***

**(Data sourced from ESR (Electronic Staff Record))**

Year	Relative likelihood
2019	0.00
2020	0.00
2021	0.00
2022	0.00

The numbers of staff entering the capability process for both disabled and non-disabled staff have been proportionally so low that the relative likelihood is 0.

# WDES metric 4(i)

## Key supportive data

Percentage of disabled staff compared to non-disabled staff experiencing harassment, bullying or abuse from:

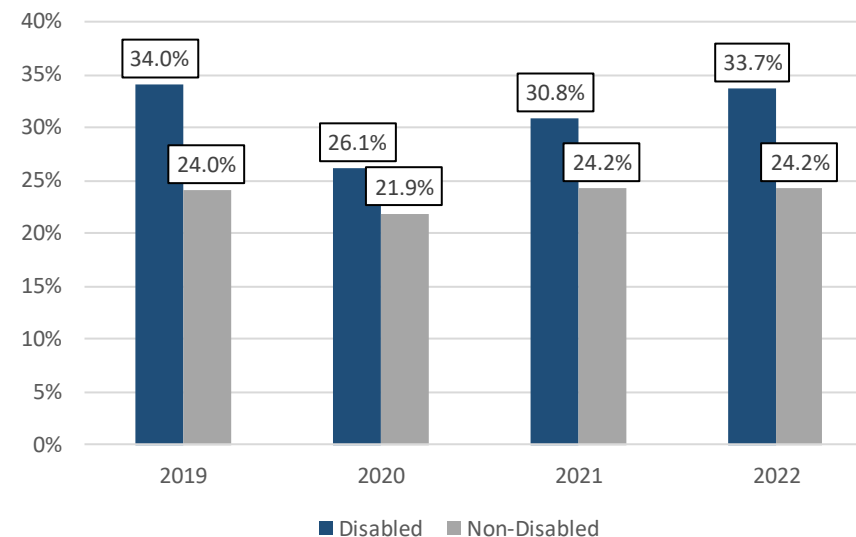
### (i) Patients/service users, their relative or other member of the public

Year	Disabled	Non-Disabled
2019	34.0%	24.0%
2020	26.1%	21.9%
2021	30.8%	24.2%
2022	33.7%	24.2%

This data is from the National Staff Survey results.

There has been an increase in bullying of disabled staff from patients/service users, their relative or other members of the public by 2.9%.

A higher proportion of disabled staff experience bullying, harassment and abuse from the public than non-disabled staff.



# WDES metric 4(ii)

## Key supportive data

Percentage of disabled staff compared to non-disabled staff experiencing harassment, bullying or abuse from

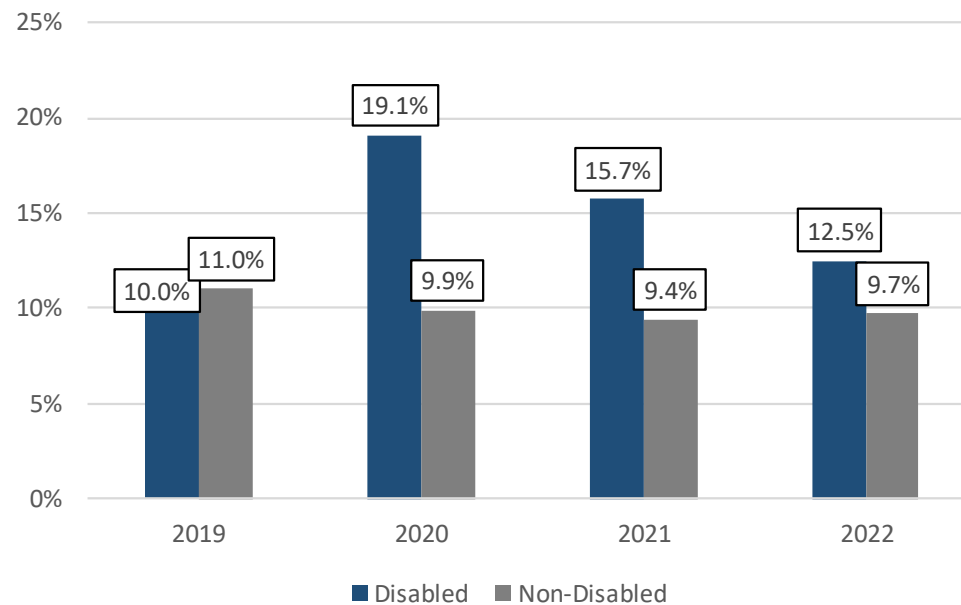
### (ii) Managers

Year	Disabled	Non-Disabled
2019	10.0%	11.0%
2020	19.1%	9.9%
2021	15.7%	9.4%
2022	12.5%	9.7%

This data is from the National Staff Survey results

There has been a reduction of 3.2% in the number of disabled staff experiencing bullying or abuse from managers

A higher proportion of disabled staff experience bullying, harassment and abuse from managers than non-disabled staff.



# WDES metric 4(iii)

## Key supportive data

Percentage of disabled staff compared to non-disabled staff experiencing harassment, bullying or abuse from

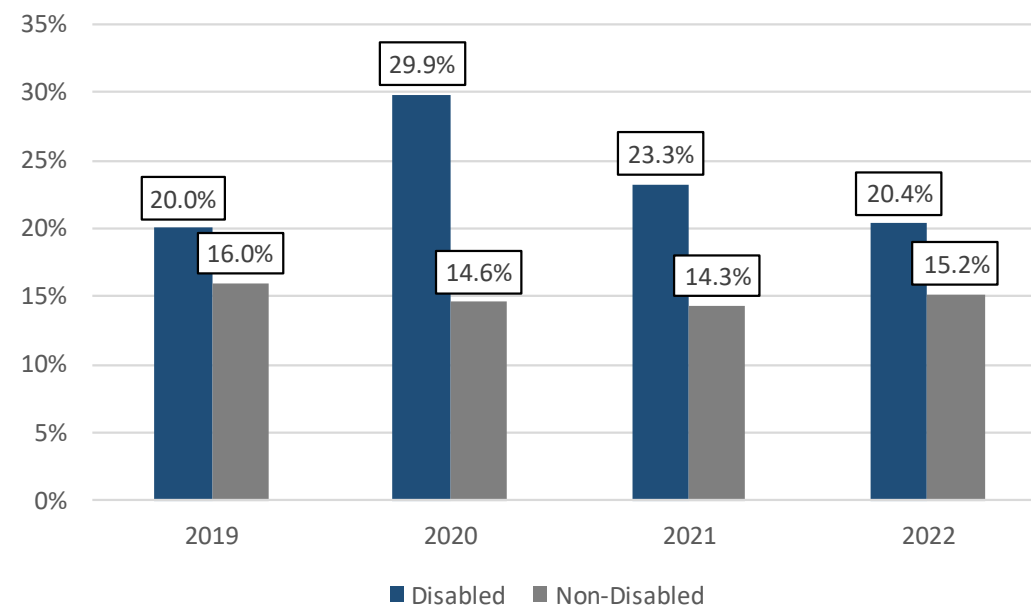
### (iii) Other Colleagues

Year	Disabled	Non-Disabled
2019	20.0%	16.0%
2020	29.9%	14.6%
2021	23.3%	14.3%
2022	20.4%	15.2%

This data is from the National Staff Survey results

There has been a reduction of 2.9% in the number of disabled staff that have experienced harassment, bullying or abuse from managers.

A higher proportion of disabled staff experience bullying, harassment and abuse from colleagues than non-disabled staff.



# WDES metric 4(iv)

## Key supportive data

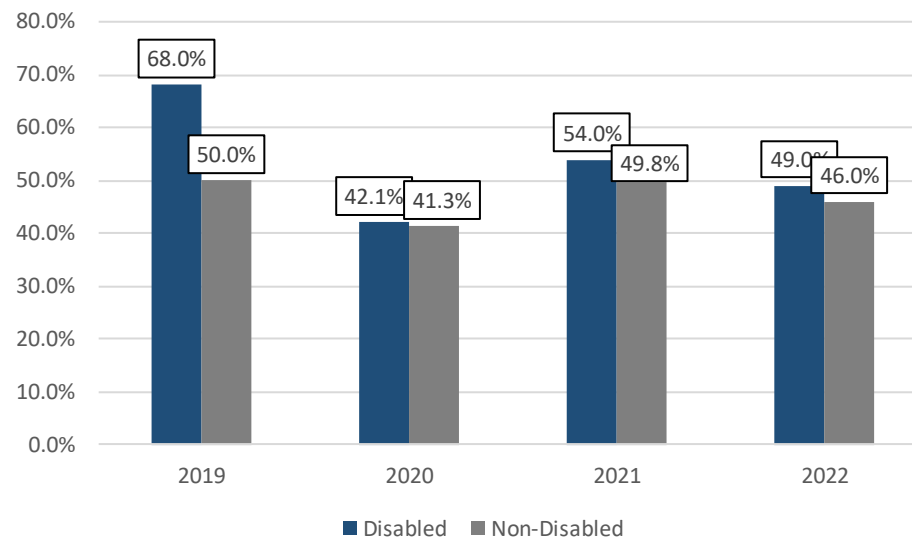
**(iv) Percentage of disabled staff compared to non-disabled staff saying the last time they experienced harassment, bullying or abuse at work, they or a colleague reported it**

Year	Disabled	Non-Disabled
2019	68.0%	50.0%
2020	42.1%	41.3%
2021	54.0%	49.8%
2022	49.0%	46.0%

This data is from the National Staff Survey results

There has been a reduction of 5% in the number of staff saying the last time they experienced harassment, bullying or abuse at work, they or a colleague reported it.

A higher proportion of disabled staff than non-disabled staff said the last time they experienced harassment, bullying or abuse at work, they or a colleague reported it.

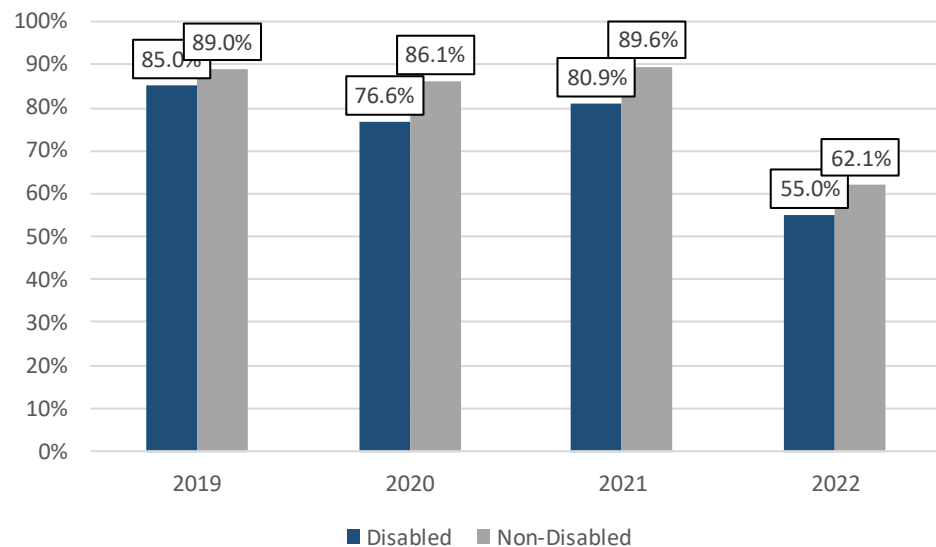


# WDES metric 5

## Key supportive data

### Percentage of disabled staff compared to non-disabled staff believing that the trust provides equal opportunities for career progression or promotion

Year	Disabled	Non-Disabled
2019	85.0%	89.0%
2020	76.6%	86.1%
2021	80.9%	89.6%
2022	55.0%	62.1%



This data is from the National Staff Survey results

There has been significant reduction of 25.9% in the number of Disabled staff believing that the trust provides equal opportunities for career progression or promotion.

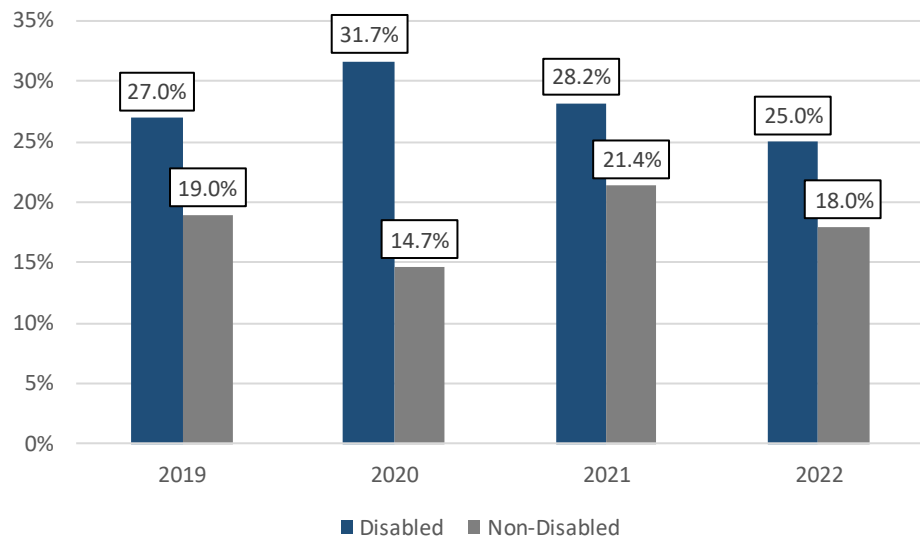
The national WDES data suggests there is a correlation between how well a trust is led overall and how Disabled staff feel about their opportunities for career progression.

# WDES metric 6

## Key supportive data

### Percentage of Disabled staff compared to non-disabled staff saying they felt pressure to come to work despite not feeling well enough to perform their duties

Year	Disabled	Non-Disabled
2019	27.0%	19.0%
2020	31.7%	14.7%
2021	28.2%	21.4%
2022	25.0%	18.0%



This data is from the National Staff Survey results

There has been a **decrease of 3.2%** of disabled staff compared to non-disabled staff saying they felt pressure to come to work despite not feeling well enough to perform their duties

The NHS WDES 2020 shows most Trusts reporting rates of presenteeism for disabled staff at 30% - 35%, significantly higher than Bolton FT.



# WDES metric 7

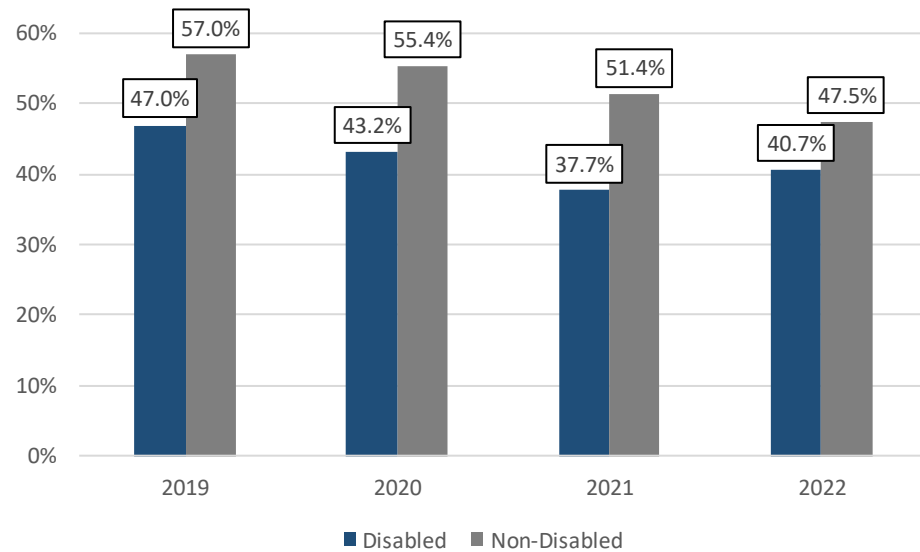
## Key supportive data

**Percentage of Disabled staff compared to non-disabled staff saying that they are satisfied with the extent to which their organisation values their work**

Year	Disabled	Non-Disabled
2019	47.0%	57.0%
2020	43.2%	55.4%
2021	37.7%	51.4%
2022	40.7%	47.5%

This data is from the National Staff Survey results

There has been an **increase of 3%** in the number of disabled staff compared to non-disabled staff saying that they are satisfied with the extent to which their organisation values their work

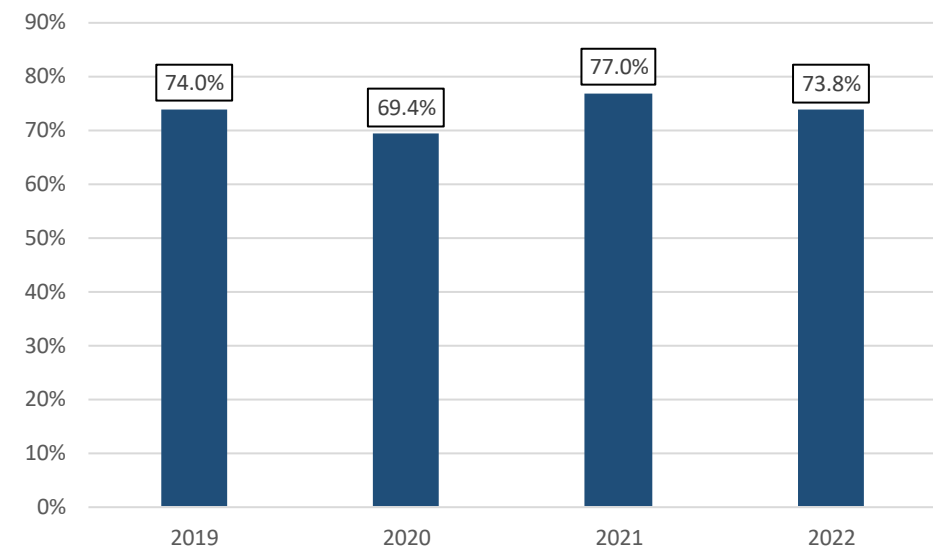


# WDES metric 8

## Key supportive data

### Percentage of disabled staff saying their employer has made adequate adjustment(s) to enabled them to carry out their work

Year	Disabled
2019	74.0%
2020	69.4%
2021	77.0%
2022	73.8%



This data is from the National Staff Survey results

This has decreased slightly between 2021 to 2022 and is slightly lower than the most recently reported national average of 76.6%.

# WDES metric 9

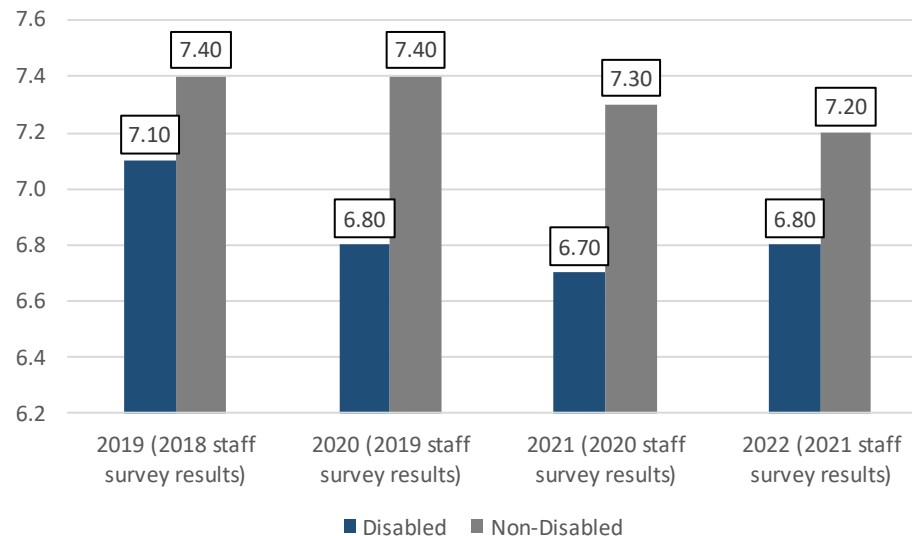
Key supportive data

## Staff Engagement Score

Year	Disabled	Non-Disabled
2019 (2018 staff survey results)	7.10	7.40
2020 (2019 staff survey results)	6.80	7.40
2021 (2020 staff survey results)	6.70	7.30
2022 (2021 staff survey results)	6.80	7.20

There has been an increase in the number of disabled staff that have completed the staff survey this year. **518 disabled staff in total.**

However overall 2191 members of staff from across the Trust completed the survey – a decrease from 2266 in previous year.



# WDES metric 10

**Percentage difference between an organisation's board voting membership and its overall workforce**

For the duration that the WDES data has been reported since 2019 there has been no disabled representation on the Board.

# Key Areas of Progress: 2021-2022

- listening session with staff who have a disability and health conditions.
- Established a Disability and Health Conditions Staff Network with Executive sponsor
- Creation of safe spaces for staff to raise concerns in a confidential manner.
- Restarted Accessible Information Standard (AIS) working group
- Introduced the Trauma Risk Management (TRiM) approach that provides colleagues who have experienced a trauma, with a rapid risk assessment and relevant support guidance and help over a timely period.
- Continued to promote staff wellbeing initiatives including access to counselling, staff physiotherapy service, shiny minds app, vivup etc.
- Guidance on long-Covid and a support group has been established to better support our staff that are suffering with symptoms and raise awareness of long-Covid.

# Actions 2022-2023

	Metric	Actions
1	<b>Percentage of staff in each of the Agenda for Change, VSM and Medical &amp; Dental staff</b>	<ul style="list-style-type: none"> <li>• Develop an internal communications campaign to encourage staff to declare their disability to the Trust.</li> <li>• Work with staff with disabilities as role models to showcase commitment to being an inclusive employer in promotional material.</li> <li>• Review job adverts to assess how attractive jobs are to people with disabilities and caring responsibilities.</li> </ul>
2	<b>Relative likelihood of Disabled staff compared to non-disabled staff being appointed from shortlisting across all posts</b>	<ul style="list-style-type: none"> <li>• Reapply for Disability Confident level 2 accreditation taking stock of what processes and procedures are currently in place.</li> <li>• Develop a network of inclusive recruitment guardians, supported with a training package to participate in selection interviews and provide inclusion expertise to recruitment panels</li> <li>• Disability staff network so support a review of the recruitment process</li> <li>• Continue with the Widening Participation Strategy, and other recruitment initiatives like the guaranteed interview scheme</li> </ul>
3	<b>Relative likelihood of Disabled staff compared to non-disabled staff entering the formal capability process*</b>	<ul style="list-style-type: none"> <li>• Developing and launching a new Be Inclusive Development Programme to help increase EDI awareness, practice, support and behaviour change.</li> <li>• Review mindful employer accreditation</li> <li>• Work closely with our Staff Side colleagues to identify improvements required including reasonable adjustments have been made available.</li> <li>• Review dignity and respect policy.</li> </ul>

# Actions 2022-2023

	Metric	Actions
4	<b>Percentage of Disabled staff compared to non-disabled staff experiencing harassment, bullying or abuse from (i) patients/service users, their relative or other member of the public, (ii) managers, other colleagues (iv) reported incidents</b>	<ul style="list-style-type: none"> <li>Recruit additional FTSU Guardians, expanding the team to reflect the diversity of the workforce</li> <li>Publicise zero tolerance of bullying and harassment and abuse to patients and the public</li> <li>Review safeguarding incident reporting system fields to allow incident reporting against staff with a disability.</li> <li>Develop a suite of Edi training.</li> <li>Review and explore rolling out the Trust focus on civility and respect. Embed themes such as macroaggressions and bias.</li> <li>Explore other confidential systems and processes for reporting discrimination</li> <li>Support staff to learn about disability and health conditions through celebration of key events</li> </ul>
5	<b>Percentage of Disabled staff compared to non-disabled staff believing that the trust provides equal opportunities for career progression or promotion</b>	<ul style="list-style-type: none"> <li>Raise awareness of the Disability Network to raise concerns and influence</li> <li>Promote access to career conversations and coaching to our disabled workforce</li> </ul>
6	<b>Percentage of Disabled staff compared to non-disabled staff saying they felt pressure to come to work despite not feeling well enough to perform their duties</b>	<ul style="list-style-type: none"> <li>Raise awareness of the impact of disabilities and health conditions through sharing staff stories within Schwartz rounds.</li> <li>Use national campaigns such as Disability History Month to drive engagement and raise understanding and awareness across the organisation</li> </ul>
7	<b>Percentage of Disabled staff compared to non-disabled staff saying that they are satisfied with the extent to which their organisation values their work</b>	<ul style="list-style-type: none"> <li>Continue to promote the Disability and Long Term Conditions staff network and increase membership. Work with the group to understand the issues that matter to them and identify actions to increase their wellbeing and feeling of value</li> <li>Continue to promote health and wellbeing conversations with managers to discuss equality, diversity and inclusion as a core component. Review FABB conversation guidance.</li> </ul>

# Actions 2022-2023

	Metric	Actions
8	<b>Percentage of disabled staff saying their employer has made adequate adjustment(s) to enabled them to carry out their work</b>	<ul style="list-style-type: none"><li>• Relaunch of reasonable adjustment passport to take place.</li><li>• Disability and Health Conditions Network to review Workplace Reasonable Adjustments procedure including I.T an procurement procedures.</li><li>• Developing hybrid working guidance and tools to support line managers and employees to implement flexible working practices ensuring reasonable adjustments are considered.</li><li>• Review attendance management policy and uptake of disability leave.</li></ul>
9	<b>The staff engagement score for Disabled staff, compared to non-disabled staff.</b>	<ul style="list-style-type: none"><li>• Promote the Disability and Health Conditions Network.</li><li>• Raise awareness of WDES findings and importance of staff involvement.</li></ul>
10	<b>Percentage difference between the organisation's Board voting membership and its organisation's overall workforce, disaggregated</b>	<ul style="list-style-type: none"><li>• Encourage all Board members to declare their disabilities.</li><li>• Identify Disability Network Executive Sponsor</li><li>• Launch cohort 2 of the Reciprocal Mentorship Programme with the Disability and Long Term Conditions Staff Network</li></ul>