Vision | Openness | Integrity | Compassion | Excellence

NHS Bolton NHS Foundation Trust

Workforce Disability Equality Standard 2022-2023 Action Plan - DRAFT v 0.3

	Indicator	Action	Lead	Timescale	Comments
1	**Percentage of staff in each of the Agenda for Change, VSM and Medical & Dental staff**	Develop an internal communications campaign to increase the number of colleagues declaring a disability within ESR.	Catherine Binns / David Mulligan/ Rachel Carter	Mar 23	
		Establish community voices involvement network with local disability groups to co-design solutions and achieve the Trusts EDI plan ambitions.	EDI Team	June 23	
		Consistent and ongoing celebration of colleagues with disabilities and health conditions – not just as part of awareness days, but within case studies, recruitment advertising etc.	Catherine Binns / Rachel Carter	Ongoing	
		Review job adverts with Staff Network to assess how attractive jobs are to people with disabilities and caring responsibilities.	Paul Henshaw	Sept 23	
2	**Relative likelihood of Disabled staff**	Reapply for Disability Confident level 2 accreditation taking stock of what processes and procedures are currently in place.	Carol Sheard/ EDI Team	Jan 23	

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	compared to non-disabled staff being appointed from shortlisting across all posts	Disability staff network so support a review of the recruitment process	Paul Henshaw / Catherine Binns	Sept 23	
3	**Relative likelihood of Disabled staff compared to non-disabled staff entering the formal capability process***	Review mindful employer accreditation	Laura Smoult	Mar 23	
		Develop joint approach and process with Human Resources, Freedom To Speak Up Guardian, Unions and BAME Staff Network, to analyse staff concerns and implement effective interventions.	EDI Team	Sept 23	
		Review dignity and respect policy with staff Network	Carol Sheard/ Catherine Binns	June 23	
4	**Percentage of Disabled staff compared to non-disabled staff experiencing harassment, bullying or abuse from (i) patients/service**	Review existing e-learning EDI module.	Lisa Rigby	June 23	
		Embed EDI considerations into refreshed mandated inclusive leadership programme.	Lisa Rigby	June 23	
		Recruit additional FTSU Guardians, expanding the team to reflect the diversity of the workforce	Tracey Garde	Ongoing	
		Publicise zero tolerance of bullying and harassment and abuse to patients and the public	EDI Team / Rachel Carter	Sept 23	

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	users, their relative or other member of the public, (ii) managers, other colleagues (iv) reported incidents	Review safeguarding incident reporting system fields to allow incident reporting against staff with a disability.	Rick & Assurance	May 23	
		Review and explore rolling out the Trust focus on civility and respect. Embed themes such as macroaggressions and bias.	Jake Mairs	Aug 23	
		Explore other confidential systems and processes for reporting discrimination	EDI Team	Sept 23	
		Support staff to learn about disability and health conditions through celebration of key events	EDI Team	Ongoing	
5	**Percentage of Disabled staff compared to non-disabled staff believing that the trust provides equal opportunities for career progression or promotion**	Raise awareness of the Disability Network to raise concerns and influence policy and practice.	Rachel Carter	Ongoing	
		Promote access to coaching ensuring a diverse portfolio of coaches are available to select from.	Lisa Rigby	March 23	
		Weave EDI into the fabb conversation toolkit.	Lisa Rigby	June 23	

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6	**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**	Raise awareness of the impact of disabilities and health conditions through sharing staff stories at Schwartz rounds.	Emma Wheatley	Nov 23	
		Use national campaigns such as Disability History Month to drive engagement and raise understanding and awareness across the organisation	EDI Team /Catherine Binns	Ongoing	
7	**Percentage of Disabled staff compared to non-disabled staff saying that they are satisfied with the extent to which their organisation values their work**	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.	Rachel Carter/ EDI Team	Ongoing	
		Work with the group to understand the issues that matter to them and identify actions to increase their wellbeing and feeling of value	Rahila Ahmed / Laura Smoult	Ongoing	
		Weave EDI into the fabb conversation toolkit.	Lisa Rigby	June 23	
		Ensure E-learning is accessible to all staff.	Lisa Rigby	Mar 23	

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8	**Percentage of disabled staff saying their employer has made adequate adjustment(s) to enabled them to carry out their work**	Review and relaunch of reasonable adjustment passport.	Carol Sheard	March 23	
		Improve the access to work / reasonable adjustments process, including transitioning the budget to a central pot within OD and	Catherine Binns	June 23	
		Enhance the role of Manual Handling trainers in pro-actively helping with workplace assessments etc.	Catherine Binns / Jake Mairs	June 23	
		Disability and Health Conditions Network to work with I.T and procurement Team to ensure reasonable adjustments are secured in a timely manner (Once finance is finalised)	Catherine Binns	Sept 23	
		Developing hybrid working guidance and tools to support line managers and employees to implement flexible working practices ensuring reasonable adjustments are considered.	Deborah Lowe	Nov 23	
		Review attendance management policy and uptake of disability leave with the Staff network	Carol Sheard	Sept 23	
9	**The staff engagement score for**	Promote the Disability and Health Conditions Network.	Rachel Carter	Ongoing	

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	Disabled staff, compared to non-disabled staff.	Raise awareness of WDES findings and importance of staff involvement.	EDI Team / Laura Smoult	March 23 – Q1	
10	**Percentage difference between the organisation's Board voting membership and its organisation's overall workforce, disaggregated**	Identify and link Disability Network Executive Sponsor	Jake Mairs	March 23	
		Launch cohort 2 Reciprocal Mentorship Programme with the Disability and Long Term Conditions Staff Network	Lisa Rigby	Nov 23	
		Continue to strengthen executive engagement and the voice through partnership working with the Network	EDI Team	Ongoing	