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NHS
Bolton
NHS Foundation Trust

Workforce Disability Equality Standard 2023-2024 Action Plan

This WDES action plan forms part of a wider EDI Action Plan that is monitored bi-monthly through an EDI Steering Group who has membership from HR, Recruitment, Communications, Staff Networks, Chaplaincy, Occupational Health, Organisational Development, Wellbeing, Staff Engagement, Patient Experience, Trade Unions, Divisional representatives and is Chaired by the Trust's Deputy CEO. This Steering Group reports to two sub-Board committees and then to the Board on a quarterly basis.

Indicator	Action	Aligned With External Framework or national priorities	Lead	KPIs	Timescale
1. Disability Profiles	Improve self-declaration rates in ESR e.g. Disability categories (Count Me In Campaign), Set up process with HR to ensure new starters are encouraged to declare. Include clearer definition of disability.	National priority: EDI data improvement	BI, HR, EDI	Increase in Disability declaration rates. Increase in percentage of disabled staff at B6 and above.	March 2024
	Positive Action Programme targeted at Disabled staff	NHSE EDI Improvement Plan – High Impact Action 2	OD, EDI		April 2024
	Widen recruitment opportunities within local communities inc apprenticeships, graduate management schemes	NHSE EDI Improvement Plan – High Impact Action 2.2	Recruitment		Dec 2024
	Reciprocal Mentoring offer extended to disabled staff.	National priority: Talent development	EDI, OD, Executives		Oct 2024
2. Relative Likelihood of staff being appointed from shortlisting across all posts	Arrange inclusive recruitment training for hiring managers	NHSE EDI Improvement Plan – High Impact Action 2.2	Recruitment, EDI,		March 2024

Indicator	Action	Link	Lead	Measure	Date
3. Relative likelihood of staff entering the formal capability process	Review informal capability process with the staff network		HR, Network	WDES indicator 3 – decrease.	Jan 2024
	Review Resolution Policy with staff network.	NHSE EDI Improvement Plan – High Impact Action 6	HR, Network		
	Triangulate data HR, FTSU, Unions, Networks, Surveys via EDI steering group to collate and compare experiences of Disabled staff against other staff and act upon the data	EDS2022 2D	Workforce Lead		
4.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	Zero tolerance policy, process and communications campaign for patients, public & colleagues. Staff are supported to report people who verbally or physically abuse them.	EDS2022 Domain 2	HR, EDI, Networks	WDES indicator 4 (as from NSS) – decrease.	April 24
	Ensure psychological support for victims of bullying, harassment, discrimination or violence.	NHSE EDI Improvement Plan – High Impact Action 6.5	Wellbeing, HR		April 24
	Active bystander training rollout.	National Priority: Tackling bullying and Harassment	OD, EDI		Ongoing
5.Percentage of disabled staff compared to non-disabled staff believing their trust provides equal	Discuss and agree actions with the staff network that would improve opportunities available for Disabled staff to advance their careers.	National priority: talent development	OD, Networks,	WDES indicator 5 - increase	Aug 2024
	Widen recruitment opportunities within local communities inc. apprenticeships, graduate management schemes.	National priority: widening participation	L&D, Resourcing		

opportunities for career progression or promotion.	Explore use of skill based assessment tasks in recruitment.	National priority: widening participation	Resourcing, Networks		
	Career progression drop-ins to be held, inc interview practise	National priority: talent development	Head of Resourcing		
6.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.	Review attendance management policy and uptake of disability leave with the Staff network. Promote if necessary.	National priority: retention	HR, Network	WDES metric 6 – decrease *And* Increase in uptake of disability leave and subsequent decrease in long term sickness levels.	Aug 2024
	Use sickness absence data to retain staff	EDS2022 Domain 2D	Wellbeing, HR	Sickness absence rates decrease	
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.	Develop a communication campaign focused on the benefits of employing Disabled people, aligning to the NHS People Plan	National priority: retention	Networks, Comms, EDI	WDES indicator 7 – increase (as per NSS score)	Jan 2024

8. Percentage of disabled staff saying that their employer has made adequate adjustment(s) to enable them to carry out their work.	Strengthen the reasonable adjustment process to ensure timely support and access to aids and adaptations.	CQC, NHSE EDI Improvement Plan – High Impact Actions 2 and 4	Many. Overseen by EDI.	WDES indicator 8 – increase. *And* ESR disability declaration increase	April 2024
	Ensure the flexible working policy and procedure is well structured, easy to implement and is communicated widely. *Including* Enhance the role of Manual Handling trainers in pro-actively helping with workplace assessments etc.				Ongoing
9. Disabled staff engagement	Develop the Disability and LTHC Network incl resource, time, sponsors, strategy/plan	National Priority: retention, wellbeing	EDI team, Comms, Executives	Network membership increases year-on-year.	Oct 2024
10. Percentage of the board's membership who have declared a disability	Resourcing Team to conduct a review of the values based recruitment process for executive appointments	National Priority: recruitment	Recruitment	WDES indicator 10	Jan 2024
	Develop inclusive senior leadership talent plan	NHSE EDI Improvement Plan – High Impact Action 2	OD, Recruitment		June 2024