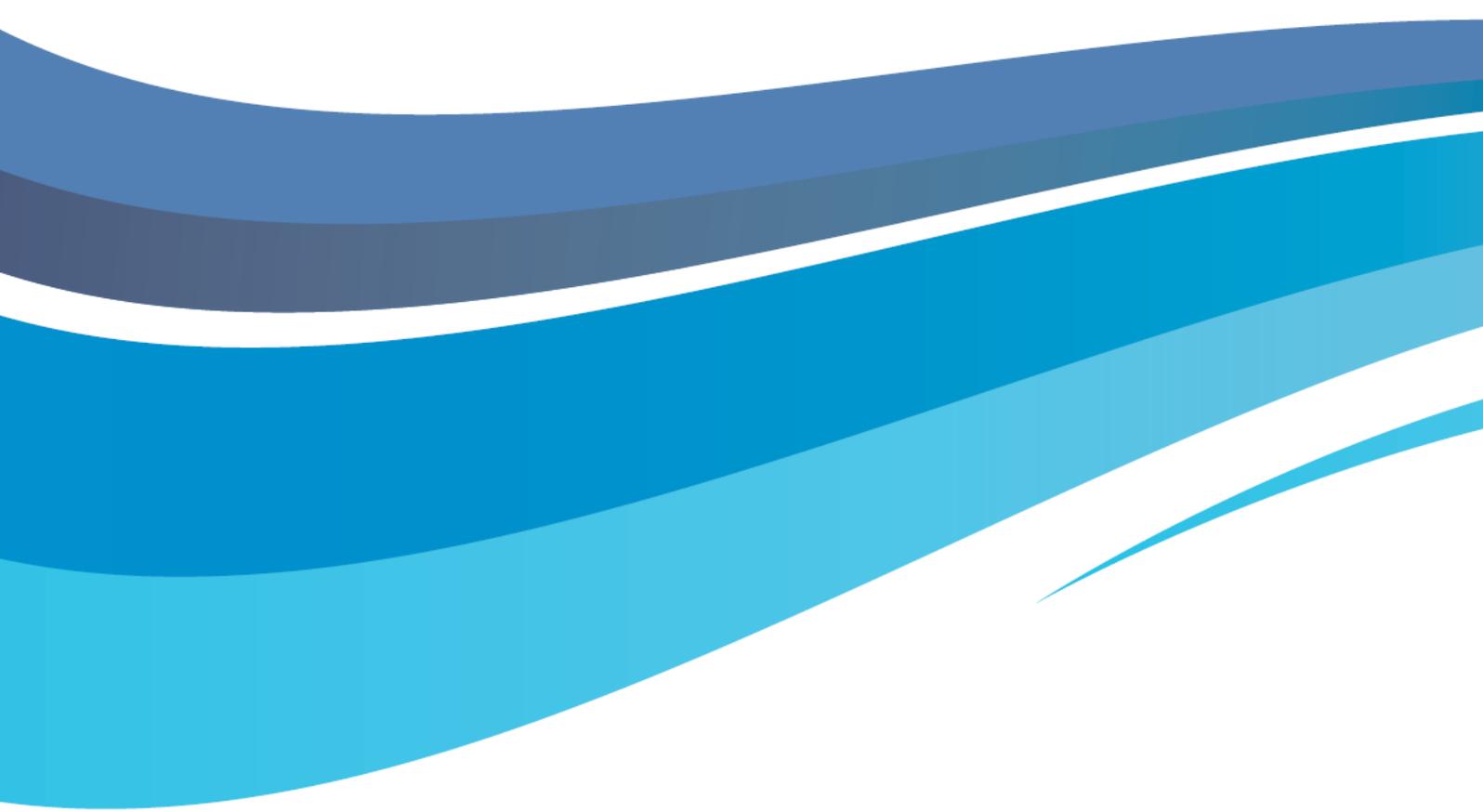




**Bridgewater
Community Healthcare**
NHS Foundation Trust

NHS Workforce Disability Equality Standard

2019 Report & Action Plan



Quality first and foremost

Contents

	Page Number
Introduction	2
About Bridgewater	3
Indicator 1: Staff Pay	4
Indicator 2: Recruitment	5
Indicator 3: Capability	5
Indicator 4 to 9: NHS Staff Survey	
• Indicator 4: Bullying & Harassment	6
• Indicator 5: Equal Opportunities	7
• Indicator 6: Presenteeism	8
• Indicator 7: Feeling Valued	8
• Indicator 8: Reasonable Adjustments	9
• Indicator 9: Engagement	9
Indicator 10: Board	10
Contact Details	10
WDES Action Plan	11

Introduction

Welcome to our NHS Workforce Disability Equality Standard Report and Action Plan 2019.

The Standard was mandated in April 2019 and requires all NHS Trusts to publish information on disability equality within their organisations and to take steps to address areas of inequality identified; thereby improving future results and most importantly the real, lived experience of Disabled staff.

The Standard was mandated in response to evidence that shows Disabled staff face inequalities within the NHS when compared to non-disabled staff. Across all indicators Disabled members of staff experience worse outcomes when compared to non-disabled staff, and evidence shows that this impacts on patients, with poor staff experience leading to poor patient experience.

The Standard focuses on ten indicators:

- career progression and representation at higher pay levels
- recruitment
- formal capability processes
- harassment, bullying and abuse
- equal opportunities
- feeling valued
- feeling engaged
- reasonable adjustments
- equal opportunities
- board level representation.

This report provides the results for these ten indicators and our action plans for 2019/20 in relation to disability equality in employment.

Throughout this document we will use the abbreviations **WDES** for the Workforce Disability Equality Standard.

If you have any questions, queries or comments, please see our contact details at the end of the report.

Figure 1: About Bridgewater

NHS WORKFORCE DISABILITY EQUALITY STANDARD 2019

ABOUT BRIDGEWATER



In 2019 providing NHS community health services, specialist dental, and prison healthcare services to more than half a million people in North West England



Bringing care closer to home by providing services in people's homes, schools and community settings



Delivering specialist services that allow people to live independently at home



Keeping people out of hospital and supporting them throughout their lives

AS AT 31 MARCH 2019

3016

Employing 3016 people across clinical and non-clinical roles.

3.42

Percentage of staff with disabilities known to the Trust

for more info: www.bridgewater.nhs.uk

Indicator 1: Staff Pay



This indicator looks at pay, what percentage (%) of Disabled staff are in each of the pay bands 1 to 9, in medical and dental jobs, and very senior manager jobs (including executive board members).

These figures are compared with the overall workforce.

What we found:

Non clinical staff:

- Low numbers of Disabled staff in any non-clinical role, less than 1% in any pay band compared to the overall workforce, and less than 10% when comparing disability across a single pay band.
- Highest actual number of Disabled staff in Agenda for Change Bands 1 – 4, at 20.
- Within the higher pay bands (Bands 8 – 9 and Very Senior Managers) actual numbers are below 10 so can't be reported here as potentially personally identifiable.
- There are issues of data quality, with high numbers of 'not known' records.

Clinical Staff:

- Low numbers of Disabled staff in clinical roles, less than 1% in any pay band compared to the overall workforce, and 5% or less when comparing disability across a single pay band.
- Most actual Disabled staff in Agenda for Change Bands 5 – 7, at 55 staff members.
- No Disabled staff above band 8a.
- No Disabled staff in Medical & Dental grades.
- There are issues of data quality, with high numbers of 'not known' records.

Most members of Trust staff are paid according to the national Agenda for Change pay scales, the rest are paid in the medical and dental, or very senior manager pay grades. A small number of staff have transferred into the Trust on none of these pay scales, they are BME staff representation in non-clinical roles – investigate the possible reasons for low numbers - are there blockages or barriers, if so where are they, and how can we remove them.

We recognise that a large number of Disabled people become disabled within their working lives and that our ESR data is not regularly updated in relation to disability. A key action for 2019 – 2020 is addressing this data gap, updating ESR records to ensure we have a fuller and more accurate picture of Disability in future years.

Indicator 2: Recruitment



This indicator looks at recruitment, to see how more likely non-disabled applicants are to be successful and to be appointed when compared to Disabled applicants.

(A likelihood figure above one would show that non-disabled applicants are more likely to be appointed than Disabled applicants).

What we found:

- Non-disabled candidates are 1.45 times more likely to be appointed than Disabled candidates.
- 4.64% of applications are from candidates with a Disability, 5.01% are shortlisted, and 3.04% are successful.
- At application stage 1.66% of applications are not disclosed, this jumps to 14.72% of successful candidates on ESR – this is a data quality issue that must be addressed in 2019 – 2020.
- All applicants who declare a disability on their application form and meet the essential criteria of the person specification are guaranteed an interview, as per the old Two Ticks scheme. This forms part of recruiting manager's training.

The Trust is a Disability Confident Employer and is working in a number of areas to improve equality of opportunity for people with disabilities, for example the Apprenticeships for All programme; employment opportunities for people with disabilities is also reflected in our new Workforce Strategy.

Indicator 3: Capability



This indicator looks at formal capability processes in the Trust, at how more likely Disabled staff are to be involved in formal processes when compared with non-disabled staff.

(A likelihood figure above one would show that Disabled staff are more likely to be in formal capability processes than non-disabled staff).

What we found:

- There were no Disabled staff within the formal capability procedures during this two year rolling period (1 April 2017 – 31 March 2019).

- There was a high percentage of 'not known' records, this makes analysing this Indicator accurately potentially difficult.
- The overall number of staff in formal capability procedures was below 10 and therefore can't be reported here as the data is potentially personally identifiable.

Indicator 4a: Bullying, Harassment & Abuse



This indicator compares the percentage of Disabled staff compared to non-disabled staff experiencing harassment, bullying or abuse from:

1. Patients/their relatives/members of the public
2. Managers
3. Other colleagues

(NHS Staff Survey 2018)

What we found:

- There is a data quality issue as Disabled staff figures in the NHS Staff Survey are far greater than those on our Electronic Staff Record.

Patients/service users, their relatives or other members of the public:

- Disabled staff are more likely to face these treatments, at 31.1% compared to 25.3% for non-disabled staff.
- The Trust's Violence and Aggression Policy and Patient Charter highlight expected standards and behaviours in patient contacts, and set down the processes to be followed when these are not met.
- Reporting in the NHS Staff Survey does not reflect staff reporting internally.

Managers:

- Disabled staff are more likely to face this treatment from managers, 12.2% compared to non-disabled Staff 7.8%.
- The Trust's Dignity & Respect at Work Policy sets down the Trust's expectations of staff and managers in relation to these behaviours, including disability discrimination.
- Awareness raising has been undertaken previously in relation to hate crime.
- The Bridgewater Anti Bullying And Harassment (BABAHA) Campaign has been rolled out across the Trust.
- Reporting internally does not reflect the NHS Staff Survey figures.

Other colleagues:

- Disabled staff are almost twice as likely to be bullied, harassed or abused by colleagues of other members of staff, 21.6% compared to 11.4%.
- As for 'managers' above the Trust has policies, procedures, and online anonymous reporting facilities, and yet the figures in the NHS Staff Survey don't match internal reporting.

Indicator 4b: Bullying, Harassment & Abuse



This indicator compares the percentage of Disabled staff compared to non-disabled staff saying that the last time they experienced harassment, bullying or abuse at work, they or a colleague reported it.

(NHS Staff Survey 2018)

What we found:

- Disabled Staff are less likely to report bullying, harassment or abuse in work, 46.2%, compared to non-disabled staff, 51.8%
- There is a data quality issue as Disabled staff figures in the NHS Staff Survey are far greater than those on our Electronic Staff Record.

Indicator 5: Equal Opportunities



This indicator looks at the percentage of staff believing that the trust provides equal opportunities for career progression or promotion.

(NHS Staff Survey 2018)

What we found:

- Disabled staff are less likely to report positively to this question, 84.1% compared to 91.3% for non-disabled Staff.
- There is a data quality issue as Disabled staff figures in the NHS Staff Survey are far greater than those on our Electronic Staff Record.

- The Trust has an Equal Opportunities Policy that sets down the requirements of the Equality Duty and other equality legislation for the nine protected characteristic groups, from recruitment to retirement.
- All training and CPD is open to all staff.
- The figures in Question 1 show us that there is under representation of people with disabilities at higher bandings and medical and dental roles.

Indicator 6: Presenteeism



This indicator looks at the 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

(NHS Staff Survey 2018)

What we found:

- Disabled staff were more likely to report feeling pressured to come into work by their managers when unwell than non-disabled staff, 25.7% compared to 18.7%.
- The Trust's Absence Management Task & Finish Group has started to look at other Trust's provision and practice in relation to disability leave.

Indicator 7: Feeling Valued



This indicator looks at the percentage of Disabled staff compared to non-disabled staff saying that they are satisfied with the extent to which their organisation values their work

(NHS Staff Survey 2018)

What we found:

- Disabled staff are less likely to report feeling valued by the Trust, at 34.7% compared to 45.4% for non-disabled staff.

Indicator 8: Reasonable Adjustments



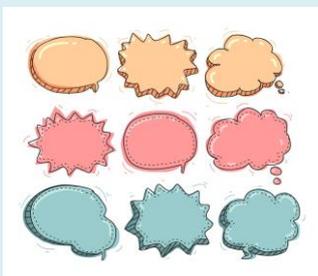
This indicator asked the percentage of Disabled staff saying that their employer has made adequate adjustment(s) to enable them to carry out their work
(*NHS Staff Survey 2018*)

Note: Only includes responses from staff who stated that they had a long term condition or disability in the Survey questions.

What we found:

- 70.3% of Disabled staff reported positively to this.
- Not all staff with disabilities will require reasonable adjustments to support them in work, but for those that do these can be vital for sustaining employment and supporting them to work to the best of their abilities.
- The Duty to Make Reasonable Adjustments is a key part of the Equality Act 2010.
- Some Disabled staff know what adjustments will support them in the workplace and they can discuss this with their manager including at the regular MySpace and MyPlan meetings, others may not know and can be supported along with their managers through Access to Work.
- The Trust has a guidance document for managers on supporting staff with disabilities, and this includes sections on reasonable adjustments and Access to Work.
- For staff who have become disabled during their employment with the Trust support is available through their managers, through HR and the Equality team, and through Occupational Health support including mental health and counselling services.

Indicator 9: Staff Engagement



a) The staff engagement score for Disabled staff, compared to non-disabled staff and the overall engagement score for the organisation.

b) Has your Trust taken action to facilitate the voices of Disabled staff in your organisation to be heard? (Yes) or (No)

(*NHS Staff Survey 2018*)

What we found:

- Disabled staff reported being less engaged than non-disabled staff and the overall workforce, 6.6 compared to non-disabled Staff 7.2, and overall Trust 7.0.

- The Trust has facilitated the voice of staff with disabilities in the past through Survey Monkey's and the Stress Questionnaire, but further work is needed to reach out and hear the voices of these staff and understand better their experience in the workplace.
- In June 2019 a Staff Networks survey was undertaken to better understand what type of networks staff from protected characteristics would like the Trust to develop with them. The results of this survey will be used in the coming months to better support and engage with our Disabled staff.

Indicator 10: Board



This indicator looks at our Board of Directors, and what the difference is, in percentage, compared with the workforce.

What we found:

- The Trust's Board disability figures do not represent the overall workforce.
- The workforce itself does not represent the communities it serves in terms of disability, though we recognise that we have under-reporting of disability in ESR.

Contact Details

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WDES Action Plan

Actions Required	Lead on Action(s)	Timescale for Completion of Action(s)	Progress to Date
ESR Data: <ul style="list-style-type: none"> • Self-reporting • Manager updates • Further analysis following this 	EDI Steering Group	December 2019	<ul style="list-style-type: none"> •
Disability Staff Network/Focus Group	EDI Steering Group	July 2019	<ul style="list-style-type: none"> • Survey of staff undertaken as part of Absence Management Task & Finish Group work in 2018/19 – results provide both further information to consider and also an initial group to invite for new Focus Group • Survey Monkey carried out in June 2019 to identify type of Network preferred and interested staff
Recruitment and Career Development	EDI Steering Group	December 2019	<ul style="list-style-type: none"> •
Unconscious Bias training	EDI Steering Group	March 2020	<ul style="list-style-type: none"> •
Zero Tolerance Project	EDI Steering Group	October 2019	<ul style="list-style-type: none"> •
Disability Leave (inc. disability related sickness absence)	Staff Attendance, Health & Wellbeing, and Resilience Group	September 2019	<ul style="list-style-type: none"> • Task & Finish group established 2018 • Review undertaken of Absence Management Policy • Review of triggers within policy completed – recommendations to be made to W&OD Committee May 2019 • NW EDI Network contacted for information of Trust disability absence policies, round up of comments received completed March 2019 • Staffside to undertake information gathering with other represents across Trusts, July 2019
Reasonable Adjustments for Staff (including Access to Work)	EDS2 Merseyside & Cheshire Partnership		<ul style="list-style-type: none"> • EDS2 Task & Finish Group established January 2019. • Trust benchmarking undertaken March 2019

Actions Required	Lead on Action(s)	Timescale for Completion of Action(s)	Progress to Date
	EDI Steering Group		<ul style="list-style-type: none"> • May 2019 : Reasonable adjustments SOP being discussed, Task and Finish Group members collating examples for June meeting • April/May 2019: Adjustments Passport for staff drafted – currently with Communications team who are drafting a business case for production of Trust document, and making appropriate changes to design. Staff identified to trial.