**Workforce Disability Equality Standard (WDES) Report**

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| 1 | Name of Organisation | Solent NHS Trust |
| 2 | Date of Report | July 2019 |
| 3 | Name & title of the Board lead for the WDES | Helen Ives, Chief People Officer |
| 4 | Name & contact details of the lead compiling this report | Kathryn Smith and Pamela Permalloo-Bass |
| 5 | Does your organisation participate in any programmes or initiatives that are focused on disability equality & inclusion | • NHS Employers Diversity Partners Programme 2018-19  • Disability Rights UK (DRUK) Leadership Programme (hosted by University Southampton Hospital NHS Foundation Trust)  • Accessible Information Standard   * Disability Confident Employer |
| 6 | Name & contact details of the commissioners this report will be sent to | EGGLETON, Helen (NHS SOUTHAMPTON CCG) [h.eggleton@nhs.net](mailto:h.eggleton@nhs.net)  [alison.lawrence4@nhs.net](mailto:alison.lawrence4@nhs.net)  GRUNDY, Meyrick (NHS PORTSMOUTH CCG) ([meyrick.grundy1@nhs.net](mailto:meyrick.grundy1@nhs.net))  'SCARBOROUGH, Tina (NHS PORTSMOUTH CCG)' [tina.scarborough@nhs.net](mailto:tina.scarborough@nhs.net)  'primarycaresafety (NHS PORTSMOUTH CCG)' [PCCG.primarycaresafety@nhs.net](mailto:PCCG.primarycaresafety@nhs.net) |
| 7 | Unique URL link, or existing web page, on which WDES Metrics data & associated Action Plan will be published | <https://www.solent.nhs.uk/our-story/equality-diversity-and-inclusion/> |
| 8 | Date of Board meeting at which organisation’s WDES Metrics data & action plan were, or will be, ratified | Noted at Board 9th July, agreed at People & OD Committee September. |
| 9 | Total number of staff employed within the organisation on 31st March 2019 with overall percentage of staff in the following groups: | Total: 3555  104 (2.93%) Disabled staff  2561 (72.04%) Non-disabled staff  890 (25.04%) Unknown/Null  Other  Prefer not to say (included in unknown/null)  *‘Other’ is currently not available on ESR as a selection choice therefore we are unable to report on this.. Staff are able to give some indication as to the type of disability they have (ie, learning disability, autism etc) however the national system does not allow us to pull this out into a report.* |
|  | **Data Quality** |  |
| 10. | Did your organisation undertake the NHS staff survey in the past year? | Yes |
|  | If yes, did your organisation undertake a full or sample staff survey | Full |
| 11 | Give the total number and % of responses to the NHS Staff Survey in your organisation | 2036 responses which is 59% (above average for combined mental health/learning disability & community trusts in England) |
| 12 | Give the total number and % of Disabled staff responses to the NHS Staff Survey in your organisation | 2001 responded to this question, 354 staff confirmed they have a ‘physical or mental health condition, disability or illness that has lasted or is expected to last for 12 months or more’. This is 17.7% of staff who answered this question. |
| 13 | Do your staff have access to the ESR self-service portal? | Yes |
|  | **Metric 1: Workforce Representation** |  |
| 14 | Please describe any challenges that your organisation has experienced in reporting data for this Metric | 3% Disabled staff  72% Non-disabled staff  25% Unknown/Null |
| 15 | Have any steps been taken in the last 12 months within your organisation to improve the declaration rate for disability status on ESR? | Yes |
| 16 | Please share any examples of interventions that have increased declaration rates at your organisation | Our self-reporting levels are encouraged through our Equality, Diversity and Inclusion sub-committee membership as well as providing awareness on Equality and Diversity matters that starts on staff members' first day of employment as part of the induction process.  We are working alongside our Occupational Health service to develop a new recording process which will capture disability status and information on temp and permanent adjustments. |
|  | **Metric 2: Shortlisting** |  |
| 17 | Please describe any challenges that your organisation has experienced in reporting data for this Metric | The relative likelihood of disabled staff being appointed from shortlisting than non-disabled staff is 1.56. As this figure is above 1, this shows our non-disabled applicants are more likely to be appointed from shortlisting than disabled applicants. |
| 18 | Has your organisation signed up to the Disability Confident Scheme? | Yes |
|  | If yes, what level of Disability Confident accreditation does your organisation currently hold? | Disability Confident Employer |
| 19 | Does your organisation use a Guaranteed Interview Scheme? | Yes |
|  | **Metric 3 – Capability** |  |
| 20 | Did your organisation submit data for Metric 3 this year? | Yes |
|  | If yes, please describe any challenges that your organisation has experienced in reporting data for this Metric. If no, please explain why you did not submit data for this year. | Within the reporting period of the last 2 years, 200 staff have entered the formal capability process with under 9 of those being disabled. The relative likelihood of disabled staff entering this process compared to non-disabled staff is 0.65. A figure below 1.00 indicates that disabled staff are less likely to enter formal capability process that non-disabled staff. |
| 21 | Is capability on the grounds of ill health and capability on the grounds of performance managed by different policies in your organisation? | Yes |
|  | If yes, please state the policies | **Managing Absence & Wellbeing Policy (HR51)** – provides guidance to managers on the importance of supporting staff health & wellbeing and procedure to be followed when managing both long and short term sickness absence. Covers performance capability due to an underlying medical condition (6.4)  **Performance Management Policy (HR034)** - provides a standard framework to address issues of staff performance in a fair and consistent manner, so staff are aware of the level of performance expected from them. The policy identifies what the consequences of failing to meet the required standards are. It excludes medical staff. Sickness capability due to ill health is excluded from this policy.  **Medical Performance Management Policy (HR17)** - 3.11 Procedures for handling concerns relating to a practitioner’s health. |
| 22 | What are your views about including capability on the grounds of ill health and performance as two parts of a future Metric? | These are currently recorded separately if moving through formal stage on an HR tracker system (manual excel spread sheet), and any formal outcome with a warning or dismissal would be recorded on ESR. Because of how the data is held this type of query often has to be completed manually and we will be looking to see how improvements can be made in Employee Information Systems. |
|  | **Metric 4 – Harassment, bullying and abuse** |  |
| 23 | Are there any issues with the data for this Metric? | Staff experiencing harassment, bullying or abuse from:  % of Disabled/Non Disabled staff  Patients etc: 32% 21%  Managers: 11% 7%  Colleagues: 13% 11%  Reported: 49% 59%  This data shows that our disabled staff are more likely to experience harassment, bullying or abuse from patients, managers and colleagues. Just under 50% have reported this which is 10% lower than non-disabled staff who reported this experience. |
| 24 | Has your organisation compared Staff Survey results against other datasets that may be held, e.g. bullying and harassment advisers, Freedom to Speak Up guardians, grievances, etc? | No |
|  | If yes, please provide further details on what comparison your organisation has undertaken |  |
| 25 | Please summarise any actions taken to reduce harassment, bullying and abuse in relation to Disabled staff | Further work required to triangulate staff survey and FTSU data . We are considering introducing mental health first aid training through Solent Mind. |
|  | **Metric 5 – Career Promotion & Progression** |  |
| 26 | Are there any issues with the data for this Metric? | 87% of disabled staff believe the Trust provides equal opportunities for career progression or promotion, which is slightly lower than the 91% of non-disabled staff. |
| 27 | Does your organisation provide any targeted career development opportunities for Disabled staff? | We have one member of staff attending the Disability Rights UK (DRUK) Leadership Programme (hosted by University Southampton Hospital NHS Foundation Trust) |
|  | **Metric 6 – Presenteeism** |  |
| 28 | Are there any issues with the data for this Metric? | 29% of disabled staff said that they felt pressure from their managers to come to work, despite not feeling well enough to perform their duties, which is nearly twice as many as the 15% of non-disabled staff. |
| 29 | Does your organisation provide any targeted actions to reduce presenteeism i.e. feeling pressured to come to work when not feeling well? | We support & promote a number of national campaigns, such as Time to Talk, Mental Health Awareness Week, & Carer’s Week. We also provide online self help guides for a range of long term conditions, such as arthritis, asthma & diabetes  **Health and wellbeing screening tool:**  Using initially with New Entrants and at Induction. The tool is aimed is help people to reflect on how they feel about their H&WB and how to seek help with identified areas: mental wellbeing, diet, weight, physical activity, sleep, alcohol intake, smoking and work-life balance. Lifestyle checks and support programmes on offer.  **Client Wellbeing appointments**  Wellbeing Practitioners available to see clients who could benefit from support with healthy lifestyles, improving fitness for / coping at work.  Working with Teams to promote wellbeing messages and resilience  **Wellbeing Practitioners:** working alongside managers to both provide interventions, but also to help them develop a sustainable wellbeing approach/strategy and equipping them with new tools and ideas. |
|  | **Metric 7 – Staff Satisfaction** |  |
| 30 | Are there any issues with the data for this metric? | Half of our disabled staff (50%) state that they are satisfied with the extent to which Solent values their work. This is slightly less than the 58% of non-disabled staff. |
| 31 | Does your organisation provide any targeted actions to increase the workplace satisfaction of Disabled staff? | Not targeted specifically to disabled staff. |
|  | **Metric 8 – Reasonable Adjustments** |  |
| 32 | Are there any issues with the data for this metric? | 79% of our disabled staff felt that Solent has made adequate adjustment(s) to enable them to carry out this work. |
| 33 | Does your organisation have a reasonable adjustments policy? | We do not have a separate policy however reasonable adjustments are covered in the following policies: HR51 Managing Sickness & Absence Policy |
| 34 | Are costs for reasonable adjustments met through centralised or local budgets? | Local. |
| 35 | Has your organisation taken action to improve the reasonable adjustments process? | Occ Health services do recommend adjustments for people referred into the service. These adjustments will always be recorded on the individuals Oh notes. However, this data cannot be directly pulled into a report. Adjustments relate to people with a range of disabilities and these adjustments may be recommended on a temporary or permanent basis to support an individual to remain well at work or to be able to return to work following a period of absence. Examples include equipment, environmental changes, working hours and patterns, role changes and other support mechanisms.  We have recently changed our reporting format and should in future be able to capture more detailed information about the number of people requiring temp and permanent adjustments at work.  Example of prevention and management programme for people at risk or with existing long term health problems affecting their MSK wellbeing:  Our Prevention, Posture and Practice programme has been running for past couple of years and continues to run into 2019/20. Last year we focused on:  1. Transporting equipment – do you have the right kit to fit?  2. Workstation set-up - Avoid the not so hot desk  3. Preventing discomfort at work focused on early intervention and rehabilitation (getting the support you need) |
|  | **Metric 9 – Disabled staff engagement** |  |
| 36 | Are there any issues with the data for this metric? | There is a small difference in the staff engagement score for Disabled staff compared to non disabled staff - 70% versus 75%, with 74% (7.4 out of 10) as the overall score for all staff. |
| 37 | Does your organisation have a Disabled Staff Network (or similar)? | Yes.  OWLES: Optimising the Wellbeing & Lived Experience of Staff  We really believe in creating a space where people can safely share their experiences, learn from one another and provide support to each other. As part of our employee health and wellbeing programme, we have worked with people who have experience of mental health problems to develop OWLES & our health and wellbeing group. The role of the group is to help create a culture where we all feel comfortable and inspired to talk about general wellbeing and mental health, and to encourage everyone to support one another. |
|  | **Metric 10 – Board Representation** |  |
| 38 | Please describe any challenges that your organisation has experienced in collecting and reporting data for this Metric | For the reporting period, 1st April 18 to 31st March 2019 we had 13 board members in total. There were no board members specifying a disability and less than nine who had not declared. To keep the anonymity of anyone who has 'not declared' we are unable to report on data that are below nine. We have recently asked our Board to update their Equal Opportunities data and are confident that for next year's report we will be able to report without breaching anonymity. |
| 39 | Does your Board have a champion for Disability Equality? Yes/No If yes, with their permission, please provide name and position of the Board/Executive champion/sponsor | No, however our Chief People Officer is the Executive Lead for Health & Wellbeing and Diversity & Inclusion. |