

# Workforce Disability Equality Standard (WDES) Online Reporting Form List of questions

## Trust information

1. Name of **organisation** Warrington & Halton Hospitals NHS Foundation Trust
2. Date of report 22/7/2019
3. Name and title of the Board lead for the Workforce Disability Equality Standard  
Michelle Cloney. Director of HR & OD
4. Name and contact details of the lead compiling this report  
Qurban Hussain. Equality, Diversity & Inclusion Specialist
5. Does your organisation participate in any programmes or initiatives that are focused on disability equality and inclusion?

Disability Confident scheme  
The Trust is currently developing disability staff networks  
The Trust has strong community links with Warrington Disability Partnership and has recently taken part in the Warrington Disability Awareness Day.

6. Name and contact details of the commissioner(s) this report will be sent to Nicola Griffiths, E,D&I Business Partner  
Warrington & Halton CCG
7. Unique URL link, or existing web page, on which the WDES Metrics data and associated Action Plan will be published  
<https://whh.nhs.uk/about-us/corporate-publications-and-statutory-information/equality-diversity-and-human-rights>
8. Date of Board meeting at which organisation's WDES Metrics data and action plan were, or will be, ratified. 25th September 2019
9. Total number of staff employed within the organisation on 31 March 2019 with Overall percentage of staff in the following groups:
  - % Disabled staff
  - % Non-disabled staff
  - % Unknown/Null
  - % Other
  - % Prefer not to say

Warrington and Halton Hospitals NHS Foundation Trust 4397 staff  
Disabled - 1.68%  
Non-Disabled - 56.99%  
Do not wish to disclose - 19.42 %  
Prefer not to say - 0.09%  
Unknown /Null (Unspecified) - 21.81%

Based on full headcount report

## Data quality

10. Did your organisation undertake the NHS Staff Survey in the past year? Yes/No **If yes, did your organisation undertake a full or sample staff survey?** Yes, the Trust carried out a full census survey

11. Give the total number and % of responses to the NHS Staff Survey in your organisation **e.g. survey sent to 1000 staff – 400 (40%) returned**

1,990 staff completed the 2018 Staff Opinion Survey and this equates to 51% response rate.

12. Give the total number and % of Disabled staff responses to the NHS Staff Survey in your organisation **e.g. 80 Disabled staff responded - 20% of survey respondents.**

338 disabled staff responded to the 2018 NHS Staff Survey and this equates to 17% of survey respondents. However some disabled staff chose not to answer specific questions and this is reflected in the question analysis.

13. Do your staff have access to the ESR self-service portal? Yes/No  
Yes

## Metric 1 - Workforce representation

14. Please describe any challenges that your organisation has experienced in reporting data for this Metric

Low disclosure rates for disability recorded on ESR, however we have recently launched a campaign to encourage staff to update their protected characteristics on ESR.

15. Have any steps been taken in the last 12 months within your organisation to improve the declaration rate for disability status on ESR?

A campaign to encourage staff to check and self report on ESR was launched by the Trust in June 2019. Staff have been provided with guidance on how to update their protected characteristics on ESR and this includes declarations in relation to disability. The communication campaign focusses on the reasons why and the benefits to staff of ensuring equality monitoring data is up to date and accurate.

16. Please share any examples of interventions that have increased declaration rates at your organisation

The campaign to increase self-disclosure is in the early phases and it is too early to establish the impact. Data on the numbers of staff disclosing disability will be monitored going forward. The Trust also plans to develop a Disabled staff network Autumn 2019.

## Metric 2 – Shortlisting

17. Please describe any challenges that your organisation has experienced in reporting data for this Metric

No issues with reporting of this metric data.

18. Has your organisation signed up to the Disability Confident Scheme? Yes/No **If yes, what level of Disability Confident accreditation does your organisation currently hold?** Yes level 2

19. Does your organisation use a Guaranteed Interview Scheme? Yes/No Yes

## Metric 3 - Capability

20. Did your organisation submit data for Metric 3 this year? Yes/No **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.**

Yes no issues with reporting, however there are a low number of cases.

Is capability on the grounds of ill health and capability on the grounds of performance managed by different policies in your organisation? Yes/No **If yes, please state the policies**

Yes, Attendance Management Policy and Performance Management Policy.

21. What are your views about including capability on the grounds of ill health and performance as two parts of a future Metric?

The Trust believes that the metrics should be kept as separate parts of the metric as they are distinct issues managed under different processes.

## Metric 4 - Harassment, bullying and abuse

22. Are there any issues with the data for this Metric? No issues with data, however there is a difference identified in the experience of disabled staff.
23. 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? Yes/No **If yes, please provide further details on what comparison your organisation has undertaken**

The Trust has analysed the staff survey results to identify any statistically significant differences in experience between disabled and non-disabled staff and used this information to assess whether the current E,D&I strategy meets all the challenge identified by the data.

24. Please summarise any actions taken to reduce harassment, bullying and abuse in relation to Disabled staff

The Trust has a well developed Freedom to speak up process, including an FTSU Guardian and a number of FTSU champions. The introduction of E,D & I champions is under development as part of the 2019-2022 E,D&I Strategy.

## Metric 5 - Career promotion and progression

26. Are there any issues with the data for this Metric? Yes/No **If yes, please provide further details** No, disabled staff report similar levels of experience
27. Does your organisation provide any targeted career development opportunities for Disabled staff?

The Trust does not currently provide any targeted career development opportunities for disabled staff. However, the Trust is reviewing its talent management strategy as part of the overall People Strategy and also plans to review leadership development programmes as part of the E,D&I strategy work programme. The Trust is awaiting the outcome of a funding bid with the NW Leadership Academy to support development of this programme.

## Metric 6 - Presenteeism

28. Are there any issues with the data for this Metric? Yes/No No
29. Does your organisation provide any targeted actions to reduce presenteeism i.e. feeling pressured to come to work when not feeling well? Yes/No Yes, one of the objectives in the Trust's People Strategy is to help staff be healthy and support them if they are unwell. This includes manager awareness in relation to mental health issues to ensure staff are not pressured to attend work when unwell.

## Metric 7 - Staff satisfaction

30. Are there any issues with the data for this Metric?

We used the staff survey breakdown reports from Quality Health solar reporting to complete the breakdown and the verified headcount figures differ by 1 to the quality health reports.

We also looked at the figures on the national NHS staff survey results website and noticed that the figures are significantly different on the question about % of staff saying that the last time they experienced harassment, bullying or abuse at work, they or a colleague reported it in the last 12 months than they are on the quality health report breakdown report, the website data matches with the pre-populated data. However for consistency we have used the quality health report as that is the source used consistently for the staff survey questions.

31. Does your organisation provide any targeted actions to increase the workplace satisfaction of Disabled staff? Yes/No **If yes, please provide further details**

We have conducted several focus groups with disabled staff in the last year and this formed part of the engagement process which led to the delivery of the E,D&I strategy. The setting up of a disabled staff network is a priority for 2019/20. The Trust is also signed up to the Disability Confident scheme which supports staff applying for vacancies within the Trust.

## Metric 8 - Reasonable adjustments

32. Are there any issues with the data for this Metric?

No, this was sourced from the quality health solar staff survey breakdown report

33. Does your organisation have a reasonable adjustments policy?

Yes/No

No, this is addressed in the Attendance Management policy and the Equality in Employment Policy.

34. Are costs for reasonable adjustments met through centralised or local budgets? Yes/No **If yes, please select either Centralised or Local budgets** Yes, cost are covered through local budgets.

35. Has your organisation taken action to improve the reasonable adjustments process? Yes/No **If yes, please provide further details**

Yes, a new Equality in Employment Policy has been introduced this year which includes advice to staff and managers regarding reasonable adjustments. The Trust has also reviewed it's redeployment process to ensure that staff seeking alternative roles as a reasonable adjustment are dealt with fairly and equitably.

## Metric 9 - Disabled staff engagement

36. Are there any issues with the data (9a) or evidence (9b) for this Metric?

No- this was from the NHS staff survey results website as it was not available in the quality health solar report breakdown.

37. Does your organisation have a Disabled Staff Network (or similar)?

Yes/No **If you answered no, does your organisation plan to establish a Disabled Staff Network (or similar)? If you answered yes to the above, please give details of the expected timescale.**

No, during 2018/19 we held focus groups. The setting up of a disability staff network is a 2019/20 priority.

## Metric 10 - Board representation

38. Please describe any challenges that your organisation has experienced in collecting and reporting data for this Metric

Some unknown/undisclosed data. We have launched a campaign to encourage all staff to self-report on ESR

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**

Not specifically for Disability. Michelle Cloney is the Executive Lead for Equality, Diversity & Inclusion