



**Liverpool Women's**  
NHS Foundation Trust

## **NHS Workforce Disability Equality Standard (WDES)**

Annual Report 2020

Liverpool Women's Foundation Trust

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# 1 Introduction

The Workforce Disability Equality Standard (WDES) was introduced in 2019 and entails a set of 10 specific measures/metrics that will enable NHS organisations to compare the experiences of disabled and non-disabled staff.

The WDES annual report details Liverpool Women's hospital WDES data and action plan which highlights our progress to-date and details any actions that the Trust have completed to support disabled colleagues in the workplace and demonstrate our commitment to improve staff disability data.

The Trust is committed to improving the employee and career experience of disabled colleagues at the Liverpool Women's Hospital.

## 2 Executive summary

Overall the number of disabled staff in the Trust has not changed at 3% compared to the figure reported in 2019. Challenges remain in encouraging disabled staff to self-declare their disability on ESR and this is the focus of ongoing communication and engagement.

In terms of band distribution, there are no disabled staff above band 8a in non-clinical roles, but 2 individuals at Band 8a and Band 8b respectively, in clinical roles. There are no medical staff reported to have a disability.

In terms of recruitment, non-disabled staff above band 8a are 2.32 times more likely to be appointed from shortlisting stage than disabled candidates.

No one with a disability entered into a formal disciplinary process in the 12 months prior to 31 March 2020 within the Trust.

It is however concerning that (22%) of disabled staff stated in the 2019 Staff Survey that they have experienced bullying, harassment or abuse in the workplace from other colleagues, although this is lower than the national average for disabled staff (27%). Disabled staff at the Trust are slightly more likely to report it (58%) than non-disabled staff (56%).

(82%) of disabled staff believes the Trust provides equal opportunities for career progression compared to (90%) of non-disabled employees.

## 3 WDES progress in 2019/20

As a Trust we have made improvements to the data collection of staff declaring a disability by raising awareness at the start of an employee's journey at corporate induction and communicating regularly requesting employees to update personal details held on ESR. This will improve consistency in reporting and data collection.

Regular recruitment audits take place to monitor applications for employment with the Trust which enables us to review the number of applications and appointments of disabled employees.

We have trained managers on reasonable adjustments and a supportive approach to attendance management and promoted awareness in relation to both short term and long term disabilities across the Trust to support staff with disabilities to remain in employment.

The Trust has launched a Staff Supporters network who will provide regular visible presence in the Trust and offer staff support, advice and signpost employees to other services which may be of particular beneficial to employees with disabilities.

We have expanded our programme of internships for disabled staff via our widening participation scheme. Previous schemes have focused on young people with autism

and additional learning needs and were delivered in partnership with a local college. Although pre-employment programmes are currently on hold due to Covid-19, this will improve opportunities for disabled people.

A review of Equality, Diversity and Inclusion training has been undertaken and updated training will be rolled out in early 2021 to improve the employee experience and engagement and to increase awareness of equality, diversity and inclusion across the Trust.

Lunch and learn sessions have taken place to increase awareness for line managers about the meaning and prevention of bullying, harassment, abuse. We have issued regular communications trust-wide about bullying, harassment and abuse to capture all employees.

We are in the process of establishing a staff network for staff with disabilities, building on the successful model of our BAME staff network.

We are in the process of rolling out a career coaching programme to nursing and midwifery staff initially, targeting colleagues with protected characteristics including disability.

## 4 Conclusion and next steps

As a Trust, some positive action has been taken with the objective of increasing the diversity of the workforce but whilst LWH compares favourably in many indicators compared with other Trusts, there has been no increase in the diversity of our workforce compared with the 2019 report.

It is recognised that there is a lack of disabled staff above band 8a – 8b in non-clinical roles and we will continue to both a) develop staff from within and b) promote ourselves as a 'Disability confident employer' to wider audiences.

At board level, our approach to ED&I has been revised to ensure that LWH ambition to be the best Trusts in the UK in creating an inclusive culture across all levels of the organisation.

Equality objectives (currently in place until 2023) are;

- Enhanced training offer and career coaching for under-represented groups
- Commitment to appoint % of senior staff to under-represented groups
- Pilot reverse mentoring for under-represented groups
- Launch a staff network group for staff with disabilities

## Appendix 1 WDES metrics report

Detailed below is the organisation's WDES data which was submitted in August 2020 covering the period 1 April 2019– 31 March 2020

**Metric 1** Percentage of staff in AfC pay bands or medical and dental subgroups and very senior managers (including executive board members) compared with the percentage of staff in the overall workforce.

(Data source: ESR).

### 1a. Non-clinical workforce

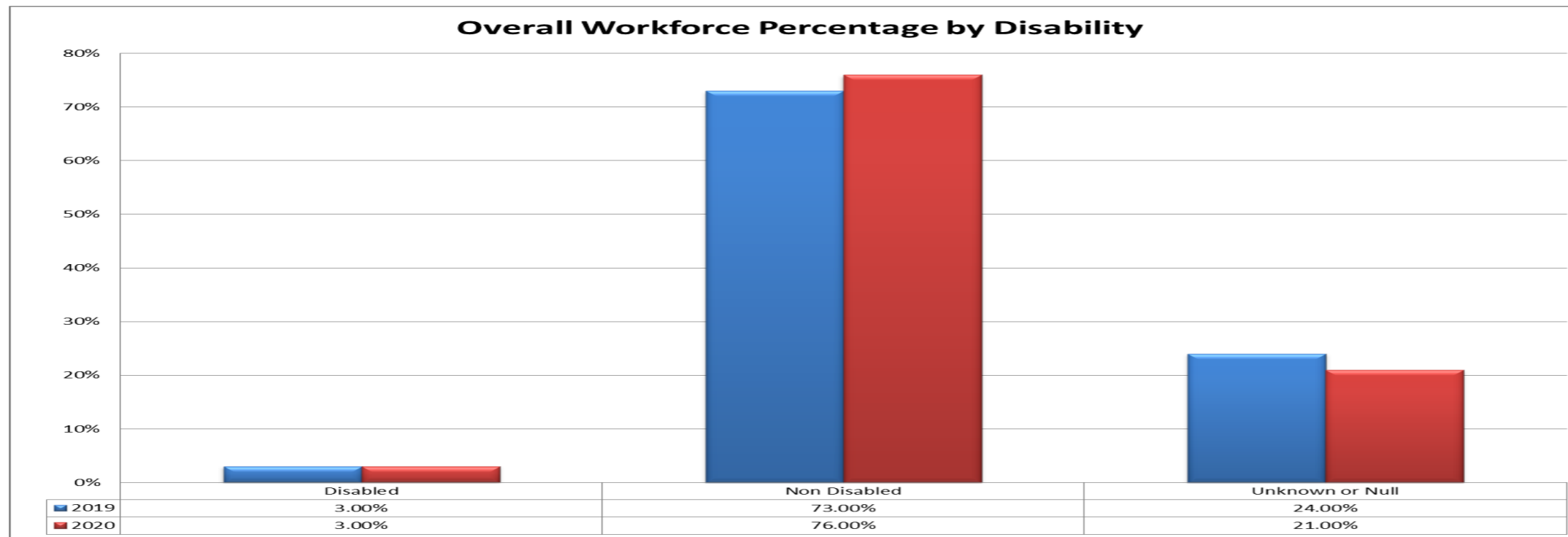
	Disabled staff in 2019	Disabled staff in 2020	Disabled staff in 2019/2020	Non-disabled staff in 2019	Non-disabled staff in 2020	Non-disabled staff in 2019/2020	Unknown/null staff in 2019	Unknown/null staff in 2020	Unknown/null staff in 2019/2020	Total staff in 2019	Total staff in 2020
	Percentage (%)	Percentage (%)	% points difference (+/-)	Percentage (%)	Percentage (%)	% points difference (+/-)	Percentage (%)	Percentage (%)	% points difference (+/-)	Headcount	Headcount
<b>Cluster 1 (Bands 1 - 4)</b>	4.93%	4.00%	-0.93%	80.30%	83.40%	3.10%	14.78%	12.60%	-2.18%	203	223
<b>Cluster 2 (Band 5 - 7)</b>	8.11%	5.00%	-3.11%	82.43%	80.00%	-2.43%	9.46%	15.00%	5.54%	74	80
<b>Cluster 3 (Bands 8a - 8b)</b>	8.70%	7.10%	-1.60%	82.61%	82.10%	-0.51%	8.70%	10.70%	2.00%	23	28
<b>Cluster 4 (Bands 8c – 9 &amp; VSM)</b>	0.00%	0.00%	0.00%	94.44%	69.60%	-24.84%	5.56%	30.40%	24.84%	18	23

## 1b. Clinical workforce

	Disabled staff in 2019	Disabled staff in 2020	Disabled staff in 2019/2020	Non-disabled staff in 2019	Non-disabled staff in 2020	Non-disabled staff in 2019/2020	Unknown/null staff in 2019	Unknown/null staff in 2020	Unknown/null staff in 2019/2020	Total staff in 2019	Total staff in 2020
	Percentage (%)	Percentage (%)	% points difference (+/-)	Percentage (%)	Percentage (%)	% points difference (+/-)	Percentage (%)	Percentage (%)	% points difference (+/-)	Headcount	Headcount
<b>Cluster 1 (Bands 1 - 4)</b>	2.20%	1.77%	-0.43%	66.08%	68.14%	2.06%	31.72%	30.09%	-1.63%	223	226
<b>Cluster 2 (Band 5 - 7)</b>	3.71%	2.34%	-1.37%	71.32%	75.39%	4.07%	24.97%	22.27%	-2.70%	770	768
<b>Cluster 3 (Bands 8a - 8b)</b>	6.15%	3.33%	-2.82%	70.77%	73.33%	2.56%	23.08%	23.33%	0.25%	65	60
<b>Cluster 4 (Bands 8c - 9 &amp; VSM)</b>	7.14%	0.00%	-7.14%	50.00%	100.00%	50.00%	42.86%	0.00%	-42.86%	12	6
<b>Cluster 5 (Medical and Dental staff, Consultants)</b>	1.39%	0.00%	-1.39%	68.06%	77.33%	9.27%	30.56%	22.67%	-7.89%	71	75
<b>Cluster 6 (Medical and Dental staff, Non-consultant career grade)</b>	5.56%	0.00%	-5.56%	61.11%	81.82%	20.71%	33.33%	18.18%	-15.15%	17	22
<b>Cluster 7 (Medical and Dental staff, Medical and Dental trainee grades)</b>	0.00%	0.00%	0.00%	0.00%	100.00%	100.00%	100.00%	0.00%	-100.00%	1	2



## Overall Workforce percentage by Disability



## Metric 2 – Relative likelihood of Disabled staff compared to non-disabled staff being appointed from shortlisting across all posts

(Data source: Trust's recruitment data)

	Relative likelihood in 2019	Relative likelihood in 2020	Relative likelihood difference (+/-)
Relative likelihood of non-disabled staff being appointed from shortlisting compared to Disabled staff	1.63	2.32	0.69

**Metric 3 – Relative likelihood of Disabled staff compared to non-disabled staff entering the formal capability process, as measured by entry into the formal capability procedure.**

(Data source: Trust’s HR data)

	Relative likelihood in 2018/19	Relative likelihood in 2019/20	Relative likelihood difference (+-)
Relative likelihood of Disabled staff entering formal capability process compared to non-disabled staff	0.00	0.00	0.00

**Metric 4 – Percentage of Disabled staff compared to non-disabled staff experiencing harassment, bullying or abuse.**

(Data source: Question 13, NHS Staff Survey)

	Disabled staff responses to 2018 NHS Staff Survey	Non-disabled staff responses to 2018 NHS Staff Survey	% points difference (+/-) between Disabled staff and non-disabled staff responses 2018	Disabled staff responses to 2019 NHS Staff Survey	Non-disabled staff responses to 2019 NHS Staff Survey	% points difference (+/-) between Disabled staff and non-disabled staff responses 2019
	Percentage (%)	Percentage (%)		Percentage (%)	Percentage (%)	
4a) Staff experiencing harassment, bullying or abuse from patients/ service users, their relatives or other members of the public in the last 12 months	30%	20%	10%	19%	28%	9%
4b) Staff experiencing harassment, bullying or abuse from managers in the last 12 months	25%	9%	16%	15%	7%	8%
4c) Staff experiencing harassment, bullying or abuse from other colleagues in the last 12 months	27%	13%	14%	22%	13%	9%
4d) 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	49%	56%	7%	58%	56%	2%

## Metrics 5 – 8

(Data source: Questions 14, 11, 5, 28b, NHS Staff Survey)

	Disabled staff responses to 2018 NHS Staff Survey	Non-disabled staff responses to 2018 NHS Staff Survey	% points difference (+/-) between Disabled staff and non-disabled staff responses 2018	Disabled staff responses to 2019 NHS Staff Survey	Non-disabled staff responses to 2019 NHS Staff Survey	% points difference (+/-) between Disabled staff and non-disabled staff responses 2019
	Percentage (%)	Percentage (%)		Percentage (%)	Percentage (%)	
<b>Metric 5 - Percentage of Disabled staff compared to non-disabled staff believing that the trust provides equal opportunities for career progression or promotion.</b>	82%	89%	7%	82%	90%	8%
<b>Metric 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.</b>	35%	30%	5%	37%	23%	14%
<b>Metric 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.</b>	36%	46%	10%	39%	50%	11%
<b>Metric 8 - Percentage of Disabled staff saying that their employer has made adequate adjustment(s) to enable them to carry out their work.</b>	69%	N/A	N/A	77%	N/A	N/A

## Metric 9 – Disabled staff engagement

(Data source: NHS Staff Survey)

	Disabled staff engagement score for 2018 NHS Staff Survey	Non-disabled staff engagement score for 2018 NHS Staff Survey	Difference (+/-) between disabled staff and non-disabled staff engagement scores 2018	Disabled staff engagement score for 2019 NHS Staff Survey	Non-disabled staff engagement score for 2019 NHS Staff Survey	Difference (+/-) between Disabled staff and non-disabled staff engagement scores 2019
a) The staff engagement score for Disabled staff, compared to non-disabled staff.	6.5	7.0	-5	6.9	7.3	-4

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

Please provide at least one practical example of action taken in the last 12 months to engage with Disabled staff.

**Example 1:** The Trust has implemented staff supporters to engage with all staff and in particular those staff who are covered under equality, diversity and inclusion in view of the pandemic, in particular disabled employees may be disadvantaged and may require additional support.

**Example 2:**

**Example 3:**

**Metric 10 – Percentage difference between the organisation’s board voting membership and its organisation’s overall workforce**

(Data source: NHS ESR and/or trust’s local data)

	Disabled Board members in 2019	Non-disabled Board members in 2019	Board members with disability status unknown in 2019	% points difference (+/-) between Disabled Board members and Disabled staff in overall workforce	Disabled Board members in 2020	Non-disabled Board members in 2020	Board members with disability status unknown in 2020	% points difference (+/-) Between Disabled and non-disabled Board members in 2020
	Percentage (%)	Percentage (%)	Percentage (%)		Percentage (%)	Percentage (%)		
<b>Percentage difference between the organisation’s Board voting membership and its organisation’s overall workforce, disaggregated by Exec/non-exec and Voting/non-voting.</b>	Exec = 0% Non-exec = 0% Voting = 0% Non-voting = 0%	Exec = 100% Non-exec = 0% Voting = 43% Non-voting = 0%	Exec = 0% Non-exec = 100% Voting = 57% Non-voting = 0%	Total Board = Overall workforce = Difference =	Exec = 0% Non-exec = 0% Voting = 0% Non-voting = 0%	Exec = 86% Non-exec = 17% Voting = 86% Non-voting = 17%	Exec = 14% Non-exec = 83% Voting = 14% Non-voting = 83%	Total Board = Overall workforce = Difference =

## APPENDIX 2 - WDES action plan 2020/21

Metric	Objective	Action/s	Timescales	Lead/s	Why
Metric 1	Encourage an increase in the number of Disabled employees declaring disability with the Trust as an employer.	Raise awareness from the start of an employee's journey at corporate induction Regular requests via communications to update personal details held on 'My ESR' Updates on the HWB newsletters Supportive campaigns via Occupational Health Do quarterly audit to establish if there has been an improvement in reporting.	July 2020	EDI Advisor/Workforce Information Manager/Occupational Health	Raise awareness of reporting, consistency in reporting and a clear understanding of how many employees have a disability within the Trust.
Metric 9	Launch a Staff Supporters Network of staff members who provide a regular visible presence in the Trust and can offer all staff support, advice and signposting to other services.	Identify staff who would like to become a staff supporter Provide training to all staff supporters Launch staff supporters initiative and communicate across the trust who the staff supporters are, purpose of the role and photographs to easily identify who they are	September 2020	EDI Advisor/Deputy Workforce Director	To provide support to all staff across the Trust and improve engagement.
Metric 8	Develop a Support Disability in the Workplace policy to include reasonable adjustments	Reasonable adjustments guidance developed and introduced. Communication throughout the Trust to take place. Virtual Training for all Managers to take place.	December 2020	EDI Advisor	To ensure Managers are aware of the support available to support disabled colleagues and it is applied consistently across the organisation.
Metric 2	Implement supported interns with a local college to provide the opportunity for three placements for individuals with disabilities to gain work experience in three different departments each term	Continued links to work with the community Monitor through Putting People First strategy Identify departments for interns, clinical coding, L & D and Pharmacy. On hold due to Covid-19	December 2020	Learning & Development Facilitator	To improve opportunities for disabled people and improve widening participation and community links for the Trust.
Metric 8	Promote awareness across the Trust to support staff members with both short term and long term disabilities  Increase awareness about the meaning and prevention of bullying, harassment, abuse across the Trust.	Develop and deliver HR 'Lunch & Learn' sessions for Managers across the Trust to raise awareness of short and long terms disabilities, the impact and support required alongside legal implications. Communicate across the Trust dates for the sessions.  Deliver further lunch and learn sessions to line managers to raise awareness and understanding of bullying, harassment and abuse across the trust and develop trust wide communications Communicate across the Trust dates for sessions..	December 2020	HR Team	To raise awareness and educate Managers to support short and long term disabilities within the Trust.
Metric 1, 2 & 5	Monitor applications for employment within the Trust throughout the recruitment & selection process on a quarterly basis to review if there have been any increases in applications and appointments of disabled staff.	Undertake an exercise to encourage employees to declare any disabilities (as above) Conduct quarterly audits and an annual audit to ensure data is captured correctly Review staff survey response to the previous years' survey to establish if there is an increase to the question "disabled staff believe that the trust provides equal opportunities for	August 2020	EDI Advisor/HRBP	To increase the number of disabled staff within the trust and opportunities for career progression and promotion.

		career progression or promotion”			
Metric 4, 6, 7 & 9	A review of Equality, Diversity and Inclusion training is to be undertaken and any gaps identified and training provision sourced.	Conduct an audit of current ED & I training Identify any gaps in training provision. Source appropriate training provision Communicate additional training provision and delivery of additional training across the Trust	January 2021	EDI Advisor/HRBP/L&D Manager	To improve the employee experience and engagement for all staff and to increase awareness of equality, diversity and inclusion across the Trust.
<p><b>Note: Explain how Disabled staff have been involved in developing and delivering the actions.</b> We are in the process of setting up a Disability Network Group and once this is in place we will work with the group to enable them to develop and deliver the actions going forward.</p>					