Sheffield Teaching Hospitals

Workforce Disability Equality Standard (WDES) Action Plan – 2020 to 2021

Measure	Area of development / Action	Impact	Timescale
Metric 1 - Leadership	We will increase the representation of disabled staff in the workplace at all levels, including in leadership roles. We will do this by:	To ensure disabled colleagues are included in leadership roles and thereby influencing decisions regarding service and workforce development.	
	• Organising a campaign to reduce the number of staff whose disability status in ESR is recorded as "Not Stated". This will be linked to the campaign as part of the WRES action plan to encourage all staff to update their diversity data.		Dec 2020
	• Analysing recruitment data for Bands 8a and above to understand the level of interest from disabled candidates and to identify the reasons why they were not successful.		Sept 2020
	• Empowering our disabled staff to realise their potential and to secure career progression by reinforcing the message that leadership development is open to all staff, including those with any type of disability or long-term condition. This will be reflected in all relevant promotional material.		Sept 2020 and ongoing
	• Supporting disabled staff at all levels of the organisation by raising awareness of the need for, and responsibility on us to provide, reasonable adjustments to support people's working lives. This understanding will be reinforced by an amendment to the Appraisal Policy.		Dec 2020

Metric 2 - Recruitment	• Produce and implement a Workplace Adjustments Policy that communicates the organisations approach to the provision of reasonable adjustments for staff with a disability or long-term condition.	Increased confidence in systems; raise awareness of abilities.	Dec 2020
	• Produce and ensure use of a Reasonable (or Workplace) Adjustments Passport (RAP) that is for the benefit of the individual and would negate the need to renegotiate their reasonable adjustments when changing job roles or having new management.		Dec 2020
	• Create and roll out a comprehensive communications campaign addressing the many myths and misconceptions around disability and ability that affect the job prospects and career progression of disabled people.		Mar 2021
	• Apply to become a Disability Confident Leader.		June 2021
Metric 3 - Capability	The numbers identified this year are still relatively high. This is due to the fact that we have not had a system in place to adequately distinguish the formal stage from the informal stage. Moving forward this will be resolved through a new system.	To ensure fairness and that issues experienced by disabled colleagues are taken in to account	
	• Reviewing and revising the Capability Policy and associated guidance.		Dec 2020
	• Continuing to monitor hotspots and work with the Staff Disability Network Group to address issues identified or flagged.		Dec 2020
	• Supporting our BAME, Disability and LGBTQ+ Staff Network		

	Group chairs and trade union representatives to raise the visibility of their work and be encouraged to engage further in the equalities agenda including the WRES and WDES programmes of work. • Developing a communications campaign that shares the positive work of the networks, what has already been achieved and plans for the future.		Oct 2020 and ongoing Dec 2020 and ongoing
Metric 4 Metric 5 Metric 6 Metric 7 Metric 8 - Staff experience	• Develop a policy regarding the prevention of discrimination, harassment or abuse from patients and service users. This will provide clear guidance for managers on how to manage such situations and empower colleagues to ensure cases are promptly reported and robustly dealt with. • Develop specific communications for patients and service users that reiterate STH's zero tolerance approach to discrimination and the consequences of this. • Create a "No bullying here" campaign to be delivered in partnership with the Communications Team, Staff Side and chairs of all the Staff Network Groups. This will be tied into a similar action in the WRES and developed and promoted in conjunction with the Time to Change movement. The campaign will be timed to coincide with National Anti-bullying Week in the UK. • Supporting our BAME, Disability and LGBTQ+ Staff Network Group chairs and trade union representatives to raise the visibility of their work and be encouraged to engage further in the equalities agenda including the WRES and WDES	To ensure disabled employees feel able to raise concerns and feel safe and supported at work.	Dec 2020 Dec 2020 Dec 2020 Oct 2020 and

	programmes of work (as for Metric 3).		ongoing
	• Developing a communications campaign that shares the positive work of the networks, what has already been achieved and plans for the future (as for Metric 3).		Dec 2020 and ongoing
Metric 9 – Staff engagement	• Continue to provide support and guidance to the Staff Disability Network Group to include the provision of protected time for key roles and ensure that the group is included in relevant decision making.	To ensure that the staff network group grows from strength to strength and that our employees with a disability or long-term condition have a voice.	Sept 2020 and ongoing
Metric 10 - Board representation	• Consider the roles staff from protected groups hold on decision making boards and consider opportunities to chair/deputy chair.	To ensure disabled employees are represented in strategic decision making.	Dec 2020 and ongoing