

WMAS Workforce Disability Equality Standard Action Plan 2024-2025

****WORKFORCE DISABILITY EQUALITY STANDARD (WDES) ACTION PLAN 2024/25****

Introduction

WMAS have committed to meeting the requirements of the Workforce Disability Equality Standard for NHS Trusts' and this will be our third publication. WMAS have submitted the Trust's workforce data, for disabled and non-disabled staff, to the national WDES team in line with the requirements to publish by 31st October 2024.

We have identified gaps through our data which will allow the Trust to use this as a basis for the WDES Action Plan. The plan covers the next 12 months and the Trust Disability, Carers & Advocates [DCA] have been involved in developing this Action Plan.

The focus has been on five key elements;

- **Bullying & Harassment**
- **Equality Of Opportunity**
- **Presenteeism**
- **Reasonable adjustments**
- **Disabled staff engagement**

Monitoring and Evaluation

The action plan will be monitored by the Diversity and Inclusion Steering Group (DISAG) on a bi-monthly basis and People Committee on a quarterly basis, and through the Trust Management Group and Trust Board for end of year assessment and evaluation.

WMAS Workforce Disability Equality Standard Action Plan 2024-2025

Metric	Action	Outcome	Lead	Timeline	Progress	RAG
Metric 1 % of disabled staff in AfC paybands and very senior managers compared with the percentage of staff in the overall workforce.	Continue to promote all disabled people to declare their disability status on ESR, regular WB articles, online webinar drop in to demonstrate how to do this and offer support.	There will be an accurate recording of disability status of people in our workforce who have a disability	Ellie Huddleston	Ongoing		
Metric 3 Relative likelihood of Disabled staff compared to non-disabled staff entering the formal capability process	Continue to offer and promote management training on capability processes – a minimum of 3 training dates will be offered this year. This session includes information about reasonable adjustments and advice about a compassionate and support approach to managing workplace performance concerns	Managers will be trained appropriately to deal with workplace capability issues and consider disability and reasonable adjustments as part of any processes	Lucy Mackcracken	March 2025	1 session delivered April, 3 further sessions scheduled for October, January and March which are now available for booking	
Metric 4 Percentage of Disabled staff compared to non-disabled staff experiencing Harassment, Bullying or Abuse	4.1 Q14A Press to continue to promote news stories of our staff that experience that are abused by members of the public, with a particular focus if there is a case study from a disabled member of staff	The public are educated that these behaviours are not acceptable, and our staff feel supported by this being raised publicly.	Press Team	31 March 2025		

WMAS Workforce Disability Equality Standard Action Plan 2024-2025

Metric	Action	Outcome	Lead	Timeline	Progress	RAG
(HBA) from: Q14a - Patients/Service users, their relatives or other members of the public Disabled staff more likely to experience HBA at 60.36% Q14b – Managers 26.44%. Q14c – Other Colleagues 30.12%	4.2 Q14b&c- Promotion of the Micro-aggressions' toolkit, which has been developed, to managers and senior managers across the Trust.	Micro-aggressions toolkit will have informed managers and staff around behaviours which are not acceptable leading to a reduction in incidents	Mohammed Ramzan	Dec 2024		
	4.3 Q14b&c – Embed expected Trust behaviours in civility & respect for all.	Through education and influence we will promote professionalism and ethical behaviours that are aligned with our values, resulting in change in behaviours and hence a safer working environment for all.	EMB Barbara Kozłowska DCA	March 2025	A development package on civility and respect is delivered and the NHS package is promoted	
	4.4 Q14b&c Include elements of Micro-aggressions toolkit as part of the induction for new starters – both employee and external students	Micro-aggressions toolkit and accompanying slides to be written &	Mohammed Ramzan Louise Jones	March 2025	Ramzan to provide content to be included	

WMAS Workforce Disability Equality Standard Action Plan 2024-2025

Metric	Action	Outcome	Lead	Timeline	Progress	RAG
		<ol style="list-style-type: none"> 1. Included in Onboard with WMAS programme 2. Shared with placement students 	Suman Bhambra-Thompson			
	Develop and deliver a formal “Co-mentoring” programme for staff with a disability to engage with a manager /supervisor in order to raise understanding of challenges faced by our disabled staff members.	Managers and supervisors have an increased awareness of disabilities and are able to use this knowledge to influence safer working environments for disabled staff and support them through challenges.	Barbara Kozłowska & DCA	March 2025		
	Offer mentor training for DCA members.	Opportunity to have mentor training for DCA members in order to support / mentor colleagues with disabilities providing the right support and	Barbara Kozłowska & DCA	March 2025		

WMAS Workforce Disability Equality Standard Action Plan 2024-2025

Metric	Action	Outcome	Lead	Timeline	Progress	RAG
		development to help them do the best job they can.				
Metric 5 Percentage of Disabled staff compared to non-disabled staff believing that the Trust provides equal opportunities for career progression or promotion. The belief in equal opportunities for career progression or promotion has decreased slightly for both disabled and non-disabled staff in 2023 but still stands at 38.92%	5.1 To promote and raise awareness of all vacancies within the Trust to DCA members as opportunities for career development or progression.	Louise Jones to attend a DCA meeting to discuss with the group the NHS Jobs application system and support that can be offered to individuals on a 1:1 basis. All staff who have a disability will be aware of development opportunities.	Louise Jones	Sep 2024		
	5.2 Career conversation/coaching and mentoring for all staff declaring LTC Use People Promise Drop ins to encourage disabled staff to have conversations about what needs to happen to make them feel more engaged.	All staff who have a disability will be aware of development and career progression opportunities and will know how to access these opportunities.	Barbara Kozłowska	March 2025		
	5.3 Use positive action in targeting disabled staff to attend the internal	All staff who have a disability will be	Barbara Kozłowska/UR	March 2025		

WMAS Workforce Disability Equality Standard Action Plan 2024-2025

Metric	Action	Outcome	Lead	Timeline	Progress	RAG
	development courses to support them with career progression.	aware of development and career progression opportunities and will know how to access these opportunities leading to them having the right skills, knowledge and behaviour for their work.				
	5.4 Review all OD toolkits, Kit Bag materials and interventions to ensure accessibility.	All staff who have a disability will be aware of development and career progression opportunities and will know how to access these opportunities leading to them having the right skills, knowledge and behaviour for their work.	BK/UR	March 2025		

WMAS Workforce Disability Equality Standard Action Plan 2024-2025

Metric	Action	Outcome	Lead	Timeline	Progress	RAG
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. Disabled staff are 13% more likely, compared to non-disabled staff, to have felt pressured to come into work despite not feeling well enough to perform their duties. Both disabled and non-disabled staff in 2023 saw a decrease in the % of staff that felt pressured by their manager.	6.1 Ensure that any member of staff declaring a disability who may be absent due to sickness, that this has been taken into consideration as part of any formal absence management.	Disabled staff feel supported to come to work and have opportunity to discuss any reasonable adjustments they may require	Lucy Mackcracken	Ongoing		
	6.2 Continue promotion of Access to Work support and support via Maximus		Lucy Mackcracken	Ongoing		
	6.3 Continued promotion of Health and Carer's Passport Schemes, run a minimum of 3 articles in the WB promoting the scheme and the pre-recorded information sessions for staff	Staff and managers will have a greater awareness and understanding of the schemes, how to use them appropriately ensuring people feel supported at work	Lucy Mackcracken	March 2025		
	Offer education and awareness in relation to Neurodiversity – 4 dates	Managers and staff have an	Lucy Mackcracken		Funding for 4 awareness sessions	

WMAS Workforce Disability Equality Standard Action Plan 2024-2025

Metric	Action	Outcome	Lead	Timeline	Progress	RAG
	to be scheduled for 24/25	understanding of neurodivergent conditions. We create a culture of people feeling comfortable to talk about disability and neurodiversity in the workplace			agreed and scheduled in the diary June, August, November, February. Separate session agreed and arranged for tutors 26 th June. Funding also agreed to embed into OM leadership day 24/25	
Metric 8 Percentage of Disabled staff saying that their employer has made adequate adjustment(s) to enable them to carry out their work. In 2023, 59.75% of disabled staff felt that the Trust had made adequate adjustments to enable them to carry out their work. This shows a 6.35% improvement between	8.1 Continue to educate managers about supporting staff with disabilities in the workplace and implementing reasonable adjustments – Ensure managers have access to training in the absence policy with a specific focus on disability awareness as part of support and decision making. Minimum of 4 training sessions to be delivered across the Trust in 24/5	Disabled staff are able to work effectively having had their reasonable adjustments considered and met leading to further improvement in staff experience	Lucy Mackcracken	Dec 2024		
	8.2 EPR accessibility – dyslexia font / different colours to enable		Paul Baker	Dec 2024		

WMAS Workforce Disability Equality Standard Action Plan 2024-2025

Metric	Action	Outcome	Lead	Timeline	Progress	RAG
2022 and 2023.	staff to access information.					
	8.3 Achieve silver accreditation with British Dyslexia Work Place Accreditation Scheme		Lucy Mackcracken & Louise Jones	March 2025		
	8.4 Thrive to work Scheme to be rolled out		Louise Jones	Dec 2024		
	8.5 Create a centralised workplace adjustments budget - NHS employers resource recommendation. Work will begin in 24/25 for all adjustments to be coded by finance to inform what the centralised budget for 25/26 should be, including creation of central approval process		Lucy Mackcracken & Kim da Silva	March 2025		
METRIC 9 NHS Staff Survey - The engagement of Disabled staff In 2023 the engagement score for Disabled staff increased by 0.16 (5.05 to 5.21), however disabled staff remain	9.1 Continue to support the DCA network on events including support during the year re: Disability History month and engage with members on appropriate equality impact assessments. Use People Promise Drop ins to encourage disabled staff to have conversations about what needs to happen to make them feel more	Disabled staff members will be fully engaged and will inform policy and decision making which will result in year-on-year increase of engaged satisfaction	M Ramzan DCA Network Steph Simister	Dec 2024	Face to Face DCA network day arranged for 10/12/2024 to celebrate Disability History Month	

WMAS Workforce Disability Equality Standard Action Plan 2024-2025

Metric	Action	Outcome	Lead	Timeline	Progress	RAG
less likely to feel engaged.	engaged					
	9.2 As well as continuing to include Disabled staff in Staff Stories to the Trust's Board of Directors, feature Disabled staff in the weekly brief, raising awareness promoting good practice and role models		DCA Network M Ramzan	March 2025		