**WDES Action Plan 2021 – 23**

**Objective1: To guarantee Dignity at work for all disabled staff (and those with long-term ill health) by creating a culture free from bullying, harassment and discrimination**

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| **Action Number** | **Action** | **Lead** | **Date** | **WDES data 2019/ 2020** | **Progress** | **RAG** |
|  | To ensure that there is full engagement with the disability agenda, in line with Leadership Behaviours leading to demonstrable culture change in respect of attitudes and approaches | Head of EDI  Chair of MAPLE Group | March 2022 | NHS Staff Survey (metrics 4, 5, 6, 7, 8 and 9a) | A series of disability sessions were delivered during 2020 Disability History Month and part of International Day of Disabled People (IDODP). Further sessions are planned for 2021 that will integrate leadership values as part of any education and awareness. Consideration should be given to building in to EDI objectives within appraisals including take up of reverse mentoring opportunities. | Amber |
|  | Ensure disability diversity balance on decision making Forums i.e. Review all Boards/ committees/decision making forums. Do staff from protected groups sit on these boards/groups | Deputy Director of Governance and Risk | March 2022 | WDES Indicator 9 | To be commenced. | Blue |
|  | To ensure that policies and Practices accommodate the needs of staff with disabilities | EDI Coordinator and HR Business Partner FYPC and Hosted Services | November 2021 | NHS Staff Survey (metrics 4, 5, 6, 7, 8 and 9a) | The reasonable adjustments policy is currently under review and will provide an opportunity to create a revised approach which will improve the experience of employees with disabilities. | Amber |

**Objective 2: Examine and prioritise issues facing disabled staff and have strategies in place to support individuals.**

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| **Action Number** | **Action** | **Lead** | **Date** | **WDES data 2019/ 2020** | **Progress** | **RAG** |
|  | Give voice to staff with disability using existing MAPLE network | Chair of MAPLE Group, Freedom to Speak Up Guardian, Director of HR and OD | Ongoing | WDES indicator 9 | The MAPLE Group has grown and there have been changes in the chair and vice-chair positions. Activity of the group has increased during 2020. A Listening Event was held in December 2020 and plans are in place to continue this positive work in order to ensure that disabled staff continue to have safe spaces where they feel they can speak up. | Green |
|  | To promote and communicate a wide range of disability related topics through Team Brief and team meetings. Also use this as a way of getting feedback/ intelligence | Chair of MAPLE, Associate Director of Communications, Head of EDI | March 2022 | NHS Staff Survey (metrics 4, 5, 6, 7, 8 and 9a) | The Chair of MAPLE has run a session with finance. It is planned to communicate more information and guidance through channels such as Team Briefs, staff bulletin and where appropriate the FB closed page and awareness sessions Trust Wide and within teams. | Blue |
|  | To develop a People Library (volunteers from the MAPLE Group who can share their lived experience and expertise through half hour sessions where colleagues can ask them questions) | The MAPLE Group | December 2021 | As above | To be commenced. | Blue |
|  | Identify, share, and engage with “hotspot” areas linked to ‘health and wellbeing’ questions in the additional questions part of the NHS staff survey | Chair of MAPLE Group  Health & Wellbeing Lead | March  2022 | As above | To be commenced. | Blue |
| 5. | Commission access audits LPT Estates and Facilities | Director of Finance  Head of EDI  Director of Estates | March 2022 | Indicator 8 | To be commenced. | Blue |

**Objective 3: All disabled staff have the confidence to declare their disability on ESR**

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| **Action Number** | **Action** | **Lead** | **Date** | **WDES data 2019/ 2020** | **Progress** | **RAG** |
|  | Develop a communication campaign so that staff feel confident declaring disability on ESR | Communication Lead for MAPLE Network | March 2022 | NA | To be commenced | Blue |
|  | Increased promotion of Trust as a ‘Disability Confident’ employer both internally and via recruitment social media sites | Resourcing Manager/ Communication Lead for MAPLE Network | March 2022 | Indicator 1 | Recruitment literature includes Disability Confident logo and criteria such as guaranteeing an interview to candidates who meet the minimum criteria. Further work required. | Amber |
|  | Share Lived Experiences from disabled staff regarding their experiences in the workplace | MAPLE Network, EDI-Coordinator & Communication Lead | March 2022 | Indicators 3, 4, 5, 6, 7, and 9. | MAPLE members shared lived experience during 2020 DHM and IDODP. Plans underway to step this up for 2021 activity. | Amber |

**Objective 4: Embed Inclusive recruitment practice towards the employment and retention of candidates with disabilities to guarantee fairness throughout the process.**

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| **Action Number** | **Action** | **Lead** | **Date** | **WDES data 2019/ 2020** | **Progress** | **RAG** |
|  | Work with Trust communications to ensure that we present an inclusive picture to potential job applicants | MAPLE Communication Lead  Resourcing Manager | March 2022 | Indicator 1 | Review of recruitment and selection policy and procedure planned. | Blue |
|  | Enhance recruitment training so focus is on reducing unconscious bias at all stages of selection | Head of EDI  Resourcing Manager | March 2022 | As above | As above. | Blue |
|  | Expand and mandate diversity of all selection panels | Director HR  Resourcing Manager | March 2022 | Indicator 1 | As above. | Blue |
|  | Recruit inclusion Allies | MAPLE Chair | March 2022 | Indicator 1 | To be commenced. | Blue |

**Objective 5: Ensure Career Progression for staff with disabilities through the Talent management and succession planning approach.**

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| **Action Number** | **Action** | **Lead** | **Date** | **WDES data 2019/ 2020** | **Progress** | **RAG** |
|  | Develop a Disability Confident Training Package for managers | Resourcing Manager and Head EDI | March 2023 | Indicator 1 | To be commenced. | Blue |
|  | Develop disability awareness training for all | Head of EDI  MAPLE Chair | March 2023 | All | Build on the sessions run in 2020. | Amber |
|  | Encourage managers (via training, ongoing education and coaching conversations) to have health and well-being discussions with staff about what reasonable  Adjustments can be made | Head of OD | March 2023 | Indicator 8 and 9. | Health and well Being is included in staff appraisals. Consider further guidance and support to managers to have this discussion. | Blue |