Action Plan to Support the Workforce Disability Equality Standard (WDES) Submission 2020/21

Metric	EDI Objective	Action	Details	Responsible
All	-	Inform Trust about WDES results	Inform Disability Networks Inform Trust Board/WOD Inform Divisions Inform Staff Inform Staffside	EDI Lead Director of HR and OD HRBP's Communications/HR Director of HR and OD
1	3	Increase declaration rate of disabled staff Consider how we can better attract and retain disabled staff	Report on and monitor declaration rate compared to disabled staff survey response rate Review starters and leavers data in ESR to see if there are any trends and report on this Further promote Alder Hey's benefits to attract disabled staff Regularly review Exit Interview data to understand trends and themes, implement actions accordingly	EDI Lead Workforce Analyst/ESR Team Workforce Analyst/ESR Team and EDI Lead Recruitment Manager HRBP's and EDI Lead
2	3	Work towards being a level 3 disability confident leader	Continue and build on workplace initiatives to support application to this membership Liaise with other Trusts to share best practise and successful initiatives	Recruitment Manager with support from HRBP's and EDI Lead EDI Lead
3	5	Continue to report staff on capability processes separately for reason of illness and performance on ESR	Review this data on a monthly basis to understand any trends themes and any areas of intervention required	EDI Lead Workforce Analyst HRBP's/HRA's
4	1	Improve year on year staff survey results relating to bullying and harassment of staff by staff and the by the public to be better than the sector median	Scope other datasets to support this metric e.g. Freedom to Speak Up data Continue to Promote the 'Freedom to Speak Up' role	Deputy Director of HR and OD FTSU Guardian / LIA Lead HRBP's/HRA's and staffside

			to disabled staff	
			Continue to encourage more disabled staff to take up 'Freedom To Speak Up' roles	FTSU Guardian / LIA Lead
			Support the implementation of the revised Bullying and Harassment Policy, which includes encourage resolution at an early stage.	HRBP's/HRA's and EDI Lead
			Provide training to leaders and managers to understand the impact and signs of bullying and harassment	OD Team
			Promote the revised Policy, now called Respect at Work, which highlights that the abuse of staff will not be tolerated, implications and contact details to report and seek help.	HRBP's and EDI Lead
5	2	Improve disabled staff support for career development opportunities	Evaluate the reciprocal mentorship programme Evaluate the take up by disabled staff of the pre-employment programme	EDI Lead Recruitment Manager
			Continue to promote the 'Time to Change' Pledge	HRBP's and EDI Lead
			Promote the Step into Work Programme, Offer rotational healthcare and administrative placements within Paediatric services that could progress onto apprenticeships or other positions.	Recruitment Manager
		Monitor and evaluate promotion opportunities for disabled staff in the Trust	Evaluate what percentage of disabled employees gain promotions at the Trust, identify any trends/barriers.	Recruitment Manager

				Gain feedback from the Networks	EDI Lead
6 to 8 and 9	4 and 5	Continue to resource and involve the disability network		To evaluate the effectiveness of the disability network so far and steps have to be taken to make this work better going forward	EDI Lead/Director of HR and OD/ Disability Network/Staff Side
6 to 8	5	Monitor and review reasonable adjustments and their implementation		Promote the renewed Sickness Absence Policy, which contains advice and guidance about reasonable adjustments for staff Consider how we can successfully monitor reasonable adjustments, across the Trust.	EDI Lead, HRBP, Health and Safety Adviser, Disability Network Representatives, Occupational Health Representative, Staff Side
		Continue to Provide training and development to leaders and managers on how to better meet the individual needs of disabled staff		Evaluate feedback from the 'Being an inclusive Leader' module of the leadership programme to devise assess impact and effectiveness Evaluate feedback from the Trust Sickness Absence management Training session	L&D and OD team in addition to above Wellbeing Lead/ HRBP's
10	3	Increase the diversity of board members		Work with executive team recruitment agency Encourage disabled staff and board members to participate in the reciprocal mentorship programme	Director of Corporate Affairs Director of HR and OD EDI Lead/Network Chair

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