

Chair's Report Workforce and organisational Development Committee

7 October 2019

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Agenda Item No:9.3

WOD CHAIRMAN'S SUMMARY REPORT	
Meeting Date:	7 th Oct 2019
Title:	Workforce & Organisational Development (WOD) Committee – Chairman's Summary Report from 23 rd Aug 2019
Executive Summary:	<p>This report provided a chairman's summary of WOD and the key areas of discussion covered are as follows:</p> <ul style="list-style-type: none"> • Apprenticeships • STP Workforce Agenda • Health & Wellbeing Approach • Annual Equalities Report • Learning Lessons to Improve People Practices • Staff Engagement/Surveys • Workforce Deployment Systems • HR Training Sessions • Review of BAF Risk
Action Requested:	Receive and note
For the attention of the Board	
Advise	Advise
Author + Contact Details:	Alan Duffell – Director of Workforce Junior Hemans – Committee Chair
Links to Trust Strategic Objectives	4. Attract, retain and develop our staff, and improve employee engagement 6. Be in the top 25% of all key performance indicators
Resource Implications:	N/A
CQC Domains	Well-led: the leadership, management and governance of the organisation make sure it's providing high-quality care that's based around individual needs, that it encourages learning and innovation, and that it promotes an open and fair culture.
Equality and Diversity Impact	
Risks: BAF/ TRR	SR1
Risk: Appetite	No change
Public or Private:	Public
Other formal bodies involved:	Board Committee
References	N/A

NHS Constitution:	In determining this matter, the Board should have regard to the Core principles contained in the Constitution of: <ul data-bbox="451 281 1036 455" style="list-style-type: none">• Equality of treatment and access to services• High standards of excellence and professionalism• Service user preferences• Cross community working• Best Value• Accountability through local influence and scrutiny
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Workforce & OD Committee – 23 August 2019
Summary Report

The key headlines/issues and levels of assurance are set out below, and are graded as follows:

Assurance level	Color to use in 'Assurance level*' column below
Not assured	Red - there are significant gaps in assurance and we are not assured as to the adequacy of current action plans If red, commentary is needed in "Next Actions" to indicate what further steps are required to address the gap
Partially assured	Amber - there are gaps in assurance but we are assured appropriate action plans are in place to address these
Assured	Green – there are no gaps in assurance

Key issue	Assurance level*	Committee update	Next action(s)	Timescale
Apprenticeships	Amber	As part of the Executive Workforce Report, the committee discussed at length the progress being made with regards to apprentices and any additional areas for improvement.	It was agreed for the next WOD to understand: <ul style="list-style-type: none"> How apprenticeships are being promoted Clarify if leadership programmes were included within the data The position in relation to achievement of targets and attrition rates 	Oct 2019
STP Workforce Agenda	Green	The committee was provided with a high level outline of the key objectives/focus of the workforce agenda from an STP perspective.		
Health & Wellbeing Approach	Green	The H&WB approach was discussed and supported	It was agreed to bring back to WOD both an interim and full year progress report.	Feb 2020 (interim) Aug 2020 (full)
Annual Equalities Report	Amber	The committee considered the report, however recognising that it was not at the final draft stage it was agreed to circulate to members	Circulate to WOD for final comments before publication	Sep 2019

Key issue	Assurance level*	Committee update	Next action(s)	Timescale
		for formal approval before signing off.		
Learning Lessons to Improve People Practices	Green	Following the report to Trust board, the committee reviewed and supported the progress that had been made.		
Staff Engagement/ Surveys	Green	The committee was provided with a brief update on the progress of the mobilisation plans, developed from the 2018 staff survey, along with preparation for the 2019 survey. In addition, the committee noted the strong performance on the Q1 FFT results with 88% recommending RWT as a place to receive care and 79% as a place to work. Both figures being above the national average.		
Workforce Deployment Systems	Green	An update was provided on the national picture, on the progression of workforce systems and was informed that the Trust aims to submit a bid for additional national funding to help expand our use of such systems.		
HR Training Sessions	Amber	Resulting from a previous WOD matters arising action, the committee discussed the HR related training that was being offered to managers and the need for a greater understanding on this topic.	An outline of all HR training offers and attendance levels to be presented to WOD	Dec 2019
Review of BAF Risk	Green	The most recent version of the workforce risk was reviewed and it was agreed that there were no new risks that needed to be added.	Risk level to be reviewed at the next WOD meeting.	Oct 2019