

Workforce & Organisational Development (WOD) Committee – Chairman’s Summary Report from 24 Aug 2018 1 October 2018

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Agenda Item No: 12.5

WOD CHAIRMAN'S SUMMARY REPORT	
Meeting Date:	1 st Oct 2018
Title:	Workforce & Organisational Development (WOD) Committee – Chairman's Summary Report from 24 Aug 2018
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"> • Workforce Resourcing • Apprenticeships • National Workforce Updates • Mandatory training compliance • Health & Wellbeing • Draft Equalities Report 2018 • 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:	<p>In determining this matter, the Board should have regard to the Core principles contained in the Constitution of:</p> <ul 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 – 24 Aug 2018
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
Workforce Resourcing	Green	<p>There was a deep dive review of the strategic approach to resourcing. The committee discussed the 4 strategic areas of focus:</p> <ul style="list-style-type: none"> • Process & supply • Attraction & retention • Productivity • Staff/role development <p>The committee then went onto discuss in more detail the work that was being undertaken to improve internal recruitment process and the options for filling the supply gap that were being progressed.</p>	It was agreed that a more detailed review of the attraction and retention agenda be brought to the Dec meeting.	Dec 2018

<p>Workforce Resourcing Continued -</p>	<p>Green</p>	<p>A more detailed review of the Trust's current resourcing position followed, which continued to see improvements through the large scale recruitment events and the use of the clinical fellows, all of which were showing an ongoing reduction in the trust vacancy levels.</p>		
<p>Apprenticeships</p>	<p>Green</p>	<p>Following the resourcing discussion, there was acknowledgement that the apprentice agenda would be a significant part of our wider resourcing within the Trust and would require further review at a future meeting.</p>	<p>Review of apprentice programme was identified to come to the Dec meeting</p>	<p>Dec 18</p>
<p>National Workforce Updates</p>	<p>Green</p>	<p>The Director of Workforce updated the committee on a number of national issues, which included:</p> <ul style="list-style-type: none"> • The newly proposed NHS 10 year plan has had the impact of delaying the national workforce strategy • In future the H&WB agenda would be linked to the NHSE H&WB Framework • In relation to the 2018 AfC Pay Deal, many staff had been expecting a universal 3% pay increase, whereas this was not the case for all individuals. 		

Mandatory training compliance	Amber	The committee were updated on the task and finish group that has been established, led by the Director of Workforce, to give greater oversight and focus in this area	It was decided that an update on the progress of this group would come to the next meeting.	Oct 2018
Health & Wellbeing	Amber	The H&WB report was presented to the committee and it was clear that progress was being made, however some of the actions were behind schedule. It was also recognised that future iterations needed to address the new NHSE H&WB Framework	An updated paper should come back to the committee by the end of the year.	Dec 18
Draft Equalities Report 2018	Green	The committee reviewed and commented on the draft annual equalities report.	It was agreed that once published it needed to be supported by a clear and focused delivery plan and subject to routine review	Dec 2018.
Review of BAF Risk	Green	The most recent version of the workforce risk was reviewed and it was recognised that if the current trend in reducing vacancy levels continues, there is the potential to lower the level of SR1	Risk level to be reviewed at the next WOD meeting	Oct 2018