

Council of Governors: 16/10/18  
Agenda Item: CGo.10.18.15

## Report from the Workforce Committee held on 25 July 2018

<b>Presented by:</b>	Selina Ullah, Non-Executive Director	<b>Author:</b>	Jacqui Maurice, Head of Corporate Governance
<b>Previously considered by:</b>	Board of Directors at 13 September 2018		

<b>Key points</b>	<b>Purpose:</b>
This paper provides a brief summary of the key issues that were discussed at the meeting of the Workforce Committee held on 25 July 2018.	To note

<b>Executive Summary:</b>
<p>The following key matters were discussed at the meeting held in July 2018.</p> <p><b>1. Appraisals</b></p> <p>The Committee was concerned at the drop in performance however they did note that the Executive Management Team were focussed on this area and had set a target to achieve 95% performance by the end of December 2018. The actions planned to support achievement of the 95% target included:</p> <ul style="list-style-type: none"> <li>• HR Deputy Director and Head of OD undertaking dedicated work with the Divisions and the Divisional Performance Leads</li> <li>• adding capacity from a Business Intelligence perspective in terms of improvements to divisional reporting</li> <li>• The escalation of monitoring of performance through monthly performance meetings but also picking up any issues through the Executive Management Team on a monthly basis.</li> </ul> <p>The Committee focussed on those areas within the Trust where appraisal is still not consistently undertaken as well as seeking assurance on the additional interventions in place to support increasing appraisal rates. The Committee will remain sighted on performance in relation to appraisal.</p> <p><b>2. Workforce Race Equality Standard (WRES) and Equality &amp; Diversity Update</b></p> <p>The Committee established that going forward this report should be presented to the Workforce Committee for review with any relevant commentary from the Committee included in the Executive Summary presented to the Board as part of the paper for discussion. The Committee discussed the report in detail and were pleased to note the progress against the key indicators but requested a 'Closing the Gap' action plan to be developed with regard to Bands 8a and above.</p> <p><b>3. Women and Children's Division</b></p> <p>The Committee noted their concerns at issues raised with regard to performance within the Women and Children's Division in relation to a number of the key workforce metrics reviewed as part of the discussions in relation to Appraisal and when discussing the Race Equality report. The Committee noted the initiatives that had been put in place in Women and Children's during the last 12 months to address the issues highlighted however, the Committee agreed that it would be paying close attention to all performance metrics within the Division going forward.</p>

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**4. Board Assurance framework**

The Committee agreed that it was comfortable with what had been discussed at Committee and that it held limited confidence still seemed right in relation to the Strategic Objective 'to be in the top 20% of employers in the NHS'. The Committee acknowledged that the evidence presented to the Committee shows significant progress and assurance in a number of areas. However, there were some gaps in assurance identified.

The Committee requested that at the next Committee it receives a report which would demonstrate the nurse/vacancy staffing position over the last 12 months so they could clearly see if any improvements had been made. It was expected that the report would include a review of the nurse vacancy rates for 16/17 and 17/18 which would help support the Committee in adopting a clear position on the Committee's expectations with regard to the level of vacancies the Trust should carry and the point at which the Committee would escalate any concerns to the Board.

The Committee also recognised the need for the Board to think proactively about the Workforce of the Future. The Committee will include a development session with staff from HR and the Chief Nurse's team on Workforce Roles and proposals going forward at its next meeting.

<b>Financial implications:</b>
No

<b>Regulatory relevance:</b>
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<b>Monitor:</b>
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<b>Equality Impact / Implications:</b>	<p><b>Is there likely to be any impact on any of the protected characteristics?</b>          (Age, Disability, Gender, Gender Reassignment, Pregnancy and Maternity, Race, Religion or Belief, Sexual Orientation, Health Inequalities, Human Rights)</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, what is the mitigation against this?</p>
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<b>Strategic Objective:</b>	
<i>Reference to Strategic Objective(s) this paper relates to</i>	To be in the top 20% of NHS employers