

Meeting Title	Board Of Directors		
Date	10 January 2019	Agenda item	Bo.1.19.23

Workforce Report

Presented by	Pat Campbell, Director of Human Resources		
Author	HR Team		
Lead Director	Pat Campbell, Director of Human Resources		
Purpose of the paper	This paper has been written to provide the Board of Directors with a summary of key workforce indicators as well as an overview of HR activity in support of the Trust's overall vision and strategic objectives.		
Key control	This paper is a key control for the strategic objective to be in the top 20% of NHS Employers.		
Action required	To note		
Previously discussed at/ informed by			
Previously approved at:	Committee/Group	Date	
	Workforce Committee	28.11.2018	
Key Options, Issues and Risks			
The purpose of this report is to inform the Board of Directors of key workforce metrics and trends as at 31 October 2018 and provides an update on the Organisational Development, engagement and workforce planning agenda for the Trust.			
Analysis			
The Trust has seen an increase in staff in post since the last report particularly in the nursing and midwifery workforce with improved vacancy rates. This is combined with stable staff turnover and a reduction in agency usage.			
We have continued success in Consultant recruitment with specialities highlighted where we have particular challenges and the mitigating actions that have been put in place.			
Appraisal performance continues to improve with our compliance target achieved for core mandatory training compliance.			
Sickness absence continues to slightly increase month on month and has subject to a separate exception report which was presented to the Workforce Committee.			
The report updates the Board of Directors on the OD/engagement plan of work that is underway and ensures that they are sighted on 'Developing Workforce Safeguards' which has been produced by NHSI around strengthening workforce planning and ensuring safe staffing.			
The report also updates the Board of Directors on the outcome of the district wide 'One Workforce Bid' and current plans.			
Recommendation			
It is recommended that the Board of Directors notes the content of this report.			

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Risk assessment						
Strategic Objective	Appetite (G)					
	Avoid	Minimal	Cautious	Open	Seek	Mature
To provide outstanding care for patients			g			
To deliver our financial plan and key performance targets			g			
To be in the top 20% of NHS employers			g			
To be a continually learning organisation				g		
To collaborate effectively with local and regional partners					g	
The level of risk against each objective should be indicated. Where more than one option is available the level of risk of each option against each element should be indicated by numbering each option and showing numbers in the boxes.	Low		Moderate	High	Significant	
	Risk (*)					
Explanation of variance from Board of Directors Agreed General risk appetite (G)						

Risk Implications (see section 4 for details)	Yes	No
Corporate Risk register and/or Board Assurance Framework Amendments	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Quality implications	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Resource implications	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Legal/regulatory implications	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Diversity and Inclusion implications	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Regulation, Legislation and Compliance relevance
NHS Improvement: (please select those that are relevant)
<input type="checkbox"/> Risk Assessment Framework <input type="checkbox"/> Quality Governance Framework
<input type="checkbox"/> Code of Governance <input type="checkbox"/> Annual Reporting Manual
Care Quality Commission Domain: Well Led
Care Quality Commission Fundamental Standard: Staffing
Other (please state): NA

Relevance to other Board of Director's Committee: (please select all that apply)					
Workforce	Quality	Finance & Performance	Partnerships	Major Projects	Other (please state)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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1 PURPOSE/ AIM

The paper has been written to provide the Board of Directors with a summary of key workforce indicators and an overview of HR / OD activity.

2 BACKGROUND/CONTEXT

The last detailed report was presented to the Workforce Committee in November 2018. The report picks up key workforce themes and trends.

3 PROPOSAL

The paper shows the Trust's position as at 31 October 2018 unless dated separately.

4 RISK ASSESSMENT

Workforce risks are managed at both Divisional and Corporate level and reviewed by the Education and Workforce Committee. The content of this paper should be used to understand the effectiveness of the mitigations in place.

5 RECOMMENDATIONS

It is recommended that the Board of Directors notes the content of this report.

6 Appendices

Appendix 1 – Workforce report.