

**Board of Directors**

**Report**

**Subject: OD & WORKFORCE COMMITTEE UPDATE**

**Date: 21<sup>st</sup> July 2016**

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**Lead Director: Julie Bacon – Director HR & OD**

**Executive Summary**

**1. Sickness Absence Deep Dive – follow up**

A follow up associated with Sickness Absence was provided to the Committee in relation to actions from absence that occurred April 2015 to March 2016. Assurance was provided to the committee in relation to progress which included introduction of a Deep dive Review of Sicknesses Absence data in May 2016 along with a variety of different engagement approaches with each division, Senior Nursing Leaders, the Trusts Occupational Health Services and hot spot areas. This resulted in revisions to Trust Policy, amendment to divisional / Trust wide Training and Education and positive action on policy application.

It was also identified that progress will be monitored over the next quarter to establish what impact has been made including any possible showcasing of good / excellent practice. Along with a further deep dive taking place towards the end of the year.

**2. TED Annual report**

The 2015/2016 annual Training, Education and Development report was presented to the Committee and was very well received. Many excellent achievements that have contributed to developing our workforce and to improving the quality of patient care were noted in the report. The key headlines included:

**Communicating and Working Together**

- Recognition of our strong reputation for medical and nursing student experiences.
- Successful hosting of the Nottinghamshire Work Experience Hub to attract young people into the NHS and the Trust to support succession planning.

**Aspiring and Improving**

- Recognition by the CQC for our outstanding portfolio of multi-professional leadership development programmes.
- Launch of the Trust's first Administrators conference and admin steering group to develop our non-clinical workforce.

**Respectful and Caring**

- Delivery of the national Care Certificate programme to equip new non-registered clinical staff with the knowledge, skills and behaviours to care for our patients effectively and safely.
- Innovative medical equipment day collaborative initiative to bring key stakeholders together to look at using the latest resources to deliver safe and effective patient care.

**Efficient and Safe**

- Successful rollout of new resuscitation trollies to enhance the quality of patient care.
- Demonstrable changes in clinical practices enabled by mandatory training to improve patient care.

In 2015/2016, 54,361 instances of training were recorded by the department compared to 49,158 instances in 2014/2015. A total of 2,088 training events were also delivered across the Trust in 2015/2016

**3. Recruitment & Retention Review**

The Committee receive a presentation on the progress made with the recruitment and retention (R&R) initiatives contained in the R&R Strategy ratified in 2015; the QIP work stream, the CIP medical and Nursing taskforces and the NUH short term support activity. The presentation included the outcome of the review of the recruitment process and the implementation of the TRAC system which has enabled the Trust to significantly accelerate the speed of recruitment and exceed the East Midlands streamlining target. The Committee agreed that as the original R&R strategy had been superseded by the QIP and the CIP actions, that the strategy would be concluded. This was on the basis that a new one would be developed by the new integrated Trust post-merger.

**4. Annual Diversity & Inclusivity Report and the Workforce Race Equality Standard (WRES)**

The Committee supported and endorsed the Trusts annual review on Diversity & Inclusivity 2014/15 and support points of action. The document captured points of review across 2014/15 and noticeable achievements along with annual Diversity & Inclusivity declarations.

From 1 April 2015 all NHS organisations are required to demonstrate how they are addressing race equality issues in a range of staffing areas. The Workforce Race Equality Standard (WRES) is aimed at helping them to achieve this. There is a mandatory requirement for Trusts to complete and submit a WRES reporting template to NHS England by 31<sup>st</sup> July 2016 and then annually. Following the Committee our WRES was formally ratified by the Committee Chair ahead of the annual WRES submission. The WRES submission is also accompanied by an action plan which was presented to the Committee in March 2016. Further deep dive analysis around Diversity and Inclusivity will be presented to the Committee at a later date as part of regular reporting.

**Recommendation**

**The board are invited to note the contents of this paper**

Relevant Strategic Priorities (please mark in bold)	
<b>Ensure the highest standards of safe care are consistently delivered by, and for, individuals, teams and departments</b>	<b>Ensure that patients experience the very best care, building on good practice and listening and learning from both negative and positive feedback and events</b>
Provide timely access to diagnosis, treatment and care when people need it and safely reduce the time patients spend in hospital	<b>Raise the level of staff engagement through strong leadership, communication, feedback and recognition</b>
Reduce the scale of our financial deficit by reducing costs, improving utilisation of resources and productivity, and achieving best value for money	Work in partnership to keep people well in the community, and enable them to return as soon as they are ready to leave hospital
Develop and implement a programme of work in conjunction with Nottingham University Hospital NHST to create a new combined organisation	

<b>How has organisational learning been disseminated</b>	It is used to update policies and approaches and
<b>Links to the BAF</b>	References the Trust ability to resource staff and to keep them engaged, trained and motivated
<b>Financial Implications/Impact</b>	
<b>Legal Implications/Impact</b>	
<b>Partnership working &amp; Public Engagement Implications/Impact</b>	
<b>Committees/groups where this item has been presented before</b>	