

Workforce Committee Board Update

Trust Board	Item: 25
25th May 2016	Enclosure: U
Purpose of the Report: To report on the main areas of discussion at the Workforce Committee meeting held on 11 th May 2016	
FOR: Information <input checked="" type="checkbox"/> Assurance <input checked="" type="checkbox"/> Discussion and input <input type="checkbox"/> Decision/approval <input type="checkbox"/>	
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Risk Implications – Link to Assurance Framework or Corporate Risk Register:	Staff satisfaction is linked to improved organisational performance and patient outcomes
Link to Relevant Corporate Objective:	Strategic Objective 2 - To have a committed, skilled and highly engaged workforce who feel valued, supported and developed and who work together to care for our patients
Link to Relevant CQC Domain: Safe <input checked="" type="checkbox"/> Effective <input checked="" type="checkbox"/> Caring <input checked="" type="checkbox"/> Responsive <input checked="" type="checkbox"/> Well Led <input checked="" type="checkbox"/>	
Document Previously Considered By:	
Recommendation & Action required by the Trust Board : The Trust Board is asked to note the main areas of discussion at the May 2016 Workforce Committee	

Issues Discussed	Actions/Update/Comments
Workforce Priorities	<p>The Director of Workforce presented the Trust Workforce priorities (appendix 1), the evidence bases used to inform the approach and broad time scales for delivery. The committee discussed some revision to the timescales and suggested leadership development was of sufficient importance to become a standalone objective.</p> <p>The committee welcomed the clarity and endorsed the strategic priorities and asked for a brief high level review of progress every 6 months.</p>
Workforce KPI Targets	<p>The committee were asked to approve the key workforce performance targets for the year ahead. Specifically;</p> <p>Vacancy – target 95% fill rate</p> <p>Sickness – target 2.5%</p> <p>Turnover – target 17% (reducing to 15% in 17/18)</p> <p>Mandatory training – target 85%</p> <p>Appraisals – target 90% by Q3</p> <p>Bank/agency ratio – target 60/40%</p> <p>A revised Trust Workforce dashboard was reviewed. It was approved within the deletion of Apprenticeship targets.</p>
Respirator success story	<p>The respiratory service line trio supported by their HR business partner presented their progress against their workforce KPI's during the course of the year and gave the committee examples of where sound leadership aided retention and development.</p>
Education and Training Strategy	<p>The Director of Workforce advised the committee that this important piece of work was to be initiated by a facilitated discussion between the CEO, Medical Director and Nursing Director. The committee noted that an outcome of the discussion could be a recommendation to appoint a senior education to and training professional to report to the Director of Workforce.</p>

Appendix 1

WORKFORCE PRIORITIES

Attracting		Rating	ED lead
1.	Create an Employer brand that articulates the Kingston proposition	1	
2.	Become recognised as a great place to work by valuing everyone as an individual	2	
3.	Develop and implement a Health & Wellbeing strategy to promote a healthy lifestyle and good practice in relation to workplace health	2	

Valuing		Rating	ED lead
1.	Improve patient safety and patient and staff experience by reducing reliance on bank and agency staff	1	
2.	Develop equality objectives and implement the Equality & Diversity system to ensure good practice and compliance with legislation and provide a platform for change and improvement in demonstrating and realising equality in the workplace with an initial focus on the BAME community	1	
3.	Reduce instances of bullying and harassment experienced by staff, from other staff	1	



WORKFORCE PRIORITIES

Retaining		Rating	ED lead
1.	Collaborate in local health economy projects e.g. South West London Staff Bank project	1	
2.	Review options around junior doctors contract and implement	1	
3.	Develop and implement recognition and reward strategy	3	
4.	Ensure optimum implementation and roll out of e-rostering across the organisation	1	
5.	Research and develop specific initiatives to retain generation Y	2	



WORKFORCE PRIORITIES

Developing		Rating	ED lead
1.	Develop and implement a multi-professional education and training strategy to meet current and future workforce needs	1	
2.	Identify priority areas for expanding professional roles and create career pathways e.g. nurse prescribers	2	
3.	Develop career pathways for bands 1-4	2	
4.	Create education partnerships with leading universities	1	
5.	Develop workforce models and career pathways in line with future care requirements	3	
6.	Develop leadership capability	2	

