

Workforce Committee Board Update

Trust Board	Item: 22
27th July 2016	Enclosure: Q
Purpose of the Report: To report on the main areas of discussion at the Workforce Committee meeting held on 28 th June 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 and Action required by the Trust Board: The Trust Board is asked to note the main areas of discussion at the June 2016 Workforce Committee	

Issues Discussed	Actions/Update/Comments
<p>Promoting Career Progression</p>	<p>The Committee discussed the practicalities of consistent reporting of internal career progression in staff communications. Obtaining accurate and timely data was a challenge, and it was noted that qualifications should also be celebrated.</p> <p>The Committee agreed to return to the next meeting with a plan of how to get reliable, timely data; where to publicise promotions; and how to celebrate training and education.</p>
<p>MEGA (Minority Ethnic Group for All)</p>	<p>The E&D Committee Rep from MEGA presented the work done in the group so far, including a new website, logo, dates set for the first AGM and formal launch on 21.09.16, and links made with other local and national like-minded organisations. MEGA's plan was to work to first define the current position, and then to make a plan setting out their goals based on this, and how to reach them. The Committee agreed this was the best approach, and asked MEGA to also consider the best method to effectively measure their success.</p>
<p>Workforce Dashboards and Heatmap</p>	<p>The Director of Workforce presented the Total Trust Dashboard, which sets out workforce KPIs, and key performance against them. She drew the Committee's attention to encouraging signs in a number of areas, for example the fact that turnover was moving down from the previous figure of 20% to the target of 17%, currently at 18.41%. The target was now within reach by the end of the year. The plan to reduce temporary staff spend had only been achieved for the spend on bank staff, not agency staff, and there was still work to do to improve sickness rates.</p> <p>Performance could now be tracked by month against a plan submitted to monitor. The Committee agreed that was useful and decided at the next meeting to look more closely at bank and agency spending. The Committee agreed that triangulation with dashboards and the heatmap was helpful, and it would further benefit from breakdown by staff grade.</p>
<p>Education and Training Strategy</p>	<p>The Director of Workforce reported that there had been a successful meeting with an experienced educational and training professional. The Strategy Steering Group had agreed that focus groups would be held to decide the elements required to make up the most effective education and training strategy, and to capture the examples of great work already being done in this area to see how they could be applied more widely, and to engage key stakeholders. The strategy is due to be completed in the second half of the current year, and a draft was to be presented to the board on 27.07.16.</p> <p>The Committee agreed that although this was a big piece of work, it would help on many levels, for example improving recruitment, introducing new career pathway rotations. Although improvements would not happen overnight, they could be significant in the long-term.</p>