

Workforce Committee Report

Trust Board	Item: 18
Date: 30th September 2020	Enclosure: M
Purpose of the Report: To report on the main areas of discussion at the Workforce Committee meeting held on 19 th August 2020.	
FOR: Information <input checked="" type="checkbox"/> Assurance <input checked="" type="checkbox"/> Discussion and input <input type="checkbox"/> Decision/approval <input type="checkbox"/>	
Sponsor (Non-Executive Lead):	Sylvia Hamilton, NED Chair of the Workforce Committee
Author:	Kelvin Cheatle Director of Workforce
Author Contact Details:	Ext 3148 k.cheatle@nhs.net
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:	N/A
Recommendations: The Trust Board is asked to note the main areas of discussion at the August 2020 Workforce Committee meeting.	

Issues Discussed	Actions/Update/Comments
The Committee discussed the following items in their August meeting.	
Review of workforce measures during COVID	The Director of Workforce reviewed the various interventions made during COVID with a particular focus on Occupational Health, staff nursery, redeployment hub, enhanced rotas and pay, agile working and the enhanced range of Health & Wellbeing interventions. The Committee acknowledged the significant HR contributions during the pandemic but highlighted the need to sustain some of these interventions going forward, including the provision of food and rest, the work of the Clinical Psychologist and an extended roll-out of agile working.
Retention project – Admin & Clerical deep-dive	The Committee received a report from the Assistant Director of Workforce tracking the progress of the cohort recruitment and induction programme for Patient Pathway Coordinators. 30 posts have been filled and the quality and calibre of candidates has improved. The Committee noted the progress made but asked about the potential for using apprentice levy monies to support entry level roles into the organisation. They also asked for a report to the next Workforce Committee on apprenticeship issues, and further information on progress in the Estates department on their own admin and clerical issues.
Draft People Strategy for KHFT	The Director of Workforce presented a new People Strategy to the Committee to take over where the former Workforce Strategy left off. The strategy had four main pillars: design and transformation of the workforce; attracting and retaining staff including equality and inclusion; staff deployment and development and care and compassion. The Committee endorsed the four pillars and made suggestions about how the strategy could be improved, particularly around KHFT's role as an anchor organisation, learning from COVID and links to the Trust's corporate objectives. The Director of Workforce agreed to take these points on board and to present a revised strategy to the September board meeting.
Collaborative Update	The Deputy Director of Workforce presented her report summarising the key work programme under the SWL Acute Provider Collaborative umbrella relating to Workforce. The main projects for this year are the recruitment hub, Occupational Health service and establishment of a single staffing bank. The transfer would take place on 1 st September 2020; staff would transfer to East Street Epsom in early October ready for launch on 12 th October 2020; staff were very positively engaged. She also reported on the four-phase implementation plan including standardisation, migration, transition and optimisation. The Committee noted the excellent work that had taken place to date and noted the pragmatism between approaching risk and mitigating it.
Review of Sub-Committee meetings	Health & Wellbeing Steering Group – The Trust Chairman reported that the group had overseen the range of COVID measures reported above and plans to further refresh the Health & Wellbeing strategy in the autumn. She also noted Alison Smith's appointment in the post of

Issues Discussed	Actions/Update/Comments
	<p data-bbox="475 145 847 181">Head of Health & Wellbeing.</p> <p data-bbox="475 212 1369 360">Local Negotiating Committee – the Director of Workforce reported there had been two virtual meetings of the doctors’ forum with a new Chair, Tapeshe Pakrashi, in post and that these meetings had been positive.</p> <p data-bbox="475 392 1406 504">Trust Partnership Forum – the Director of Workforce reported two virtual meetings during the recent period and the meetings he held with unions across the ICS in SWL.</p>
Matters for Information	<p data-bbox="475 537 1417 723">The Committee received reports on employee relations monitoring, where emerging trends were noted; updated workforce KPIs, which were largely positive but with a need to improve appraisal figures; and a updated report on international recruitment and the support that was being given to medics and nurses from abroad in settling into the UK.</p>