

REPORT TO THE TRUST BOARD *May 2014*

Paper Title:	Workforce report
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Purpose:	<i>Regular workforce report to update the board on workforce issues.</i>
Action required by the board:	For information
Document previously considered by:	Workforce and education committee
<p>Executive summary <i>Key points in the report and recommendation to the board</i></p> <p>1. Key messages The workforce report includes the following items:</p> <ul style="list-style-type: none"> • The workforce Performance Report April 2014 • Notes of the workforce and education committee meeting held in March 2014 • Nursing Safe Staffing workforce data <p>The workforce and education committee leads on monitoring the implementation of the workforce business plan underpinning the workforce strategy. It reviews progress in achieving the workforce key performance indicators at a trust level and considers any areas where performance is of concern.</p> <p>Nursing workforce data is included for the first time this month. NICE guidance recognises that there is no single nursing staff to patient ratio that can be applied across the wide range of wards to safely or adequately meet the nursing care needs of patients. The guidance therefore recommends the factors that need to be systematically assessed at ward level when determining nursing staff requirements, with the nursing care needs of individual patients being the main driver. The guidance recommends that these factors are then used in a staged approach to set safe nursing staff requirements throughout a 24-hour period.</p> <p>2. Recommendation That the Trust Board receives the report.</p>	
<p>Key risks identified: <i>Key workforce risks include:</i></p> <ul style="list-style-type: none"> • Possible reductions in the overall number of junior doctors available with a possible impact on particular speciality areas. • Staff disengagement as the trust works towards greater productivity and efficiency. • Changes in supply of staff such as nurses over time and as less undergraduate training is commissioned. 	
<p>Related Corporate Objective: <i>Reference to corporate objective that this paper refers to.</i></p>	<p>To develop a highly skilled and engaged workforce championing our values that is able to deliver the trust's vision.</p>
<p>Related CQC Standard: <i>Reference to CQC standard that this paper refers to.</i></p>	
<p>Equality Impact Assessment (EIA): Has an EIA been carried out? (Yes / No) If yes, please provide a summary of the key findings</p> <p>If no, please explain you reasons for not undertaking an EIA.</p>	

Appendix A:

1. EQUALITY IMPACT ASSESSMENT FORM – INITIAL SCREENING

Headline outcomes for the Equality Delivery System (EDS)

- Better health outcomes for all
- Improved patient access and experience
- Empowered, engaged and well-supported staff
- Inclusive leadership at all levels

Service/Function/Policy	Directorate / Department	Assessor(s)	New or Existing Service or Policy?	Date of Assessment
1.1 Who is responsible for this service / function / policy?			Director of HR	
1.2 Describe the purpose of the service / function / policy?			<i>Workforce report</i>	
1.3 Are there any associated objectives?			<i>Set out in workforce strategy</i>	
1.4 What factors contribute or detract from achieving intended outcomes?			N/a	
1.5 Does the service / policy / function / have a positive or negative impact in terms of the protected groups under the Equality Act 2010. These are Age, Disability (physical and mental), Gender-reassignment, Marriage and Civil partnership, Pregnancy and maternity, Sex /Gender, Race (inc nationality and ethnicity), Sexual orientation, Region or belief and Human Rights			Intended to be positive.	
1.6 If yes, please describe current or planned activities to address the impact.				
1.7 Is there any scope for new measures which would promote equality?				
1.8 What are your monitoring arrangements for this policy/ service				
1.9 Equality Impact Rating [low, medium, high]				
2.0. Please give you reasons for this rating				