

**REPORT TO THE TRUST BOARD** *August 2014*

<b>Paper Title:</b>	<b>Workforce report</b>
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<b>Purpose:</b>	<i>Regular workforce report to update the board on workforce issues.</i>
<b>Action required by the board:</b>	<b>For information</b>
<b>Document previously considered by:</b>	<b>Workforce and education committee</b>
<p><b>Executive summary</b>  <i>Key points in the report and recommendation to the board</i></p> <p><b>1. Key messages</b></p> <p>The August workforce report includes the following items:</p> <ul style="list-style-type: none"> <li>• The workforce activity report July 2014</li> <li>• Notes of the workforce and education committee meeting held in July 2014</li> <li>• The actions for the next quarter against workforce KPIs of concern are included in the narrative of workforce report</li> </ul> <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>The quarterly divisional performance review meetings provide an opportunity to hold divisions to account for their overall progress on the workforce indicators and any areas of specific concern.</p> <p><b>2. Recommendation</b></p> <p>That the Trust Board receives the report.</p>	
<p><b>Key risks identified:</b>  <i>Key workforce risks include:</i></p> <ul style="list-style-type: none"> <li>• Failure to reduce the unacceptable levels of bullying and harassment reported by staff in the annual staff survey.</li> <li>• Possible reductions in the overall number of junior doctors available with a possible impact on particular speciality areas.</li> <li>• Failure to maintain required levels of attendance at core mandatory and statutory training (MAST)</li> </ul>	
<p><b>Related Corporate Objective:</b>  <i>Reference to corporate objective that this paper refers to.</i></p>	<p><b>To develop a highly skilled and engaged workforce championing our values that is able to deliver the trust's vision.</b></p>
<p><b>Related CQC Standard:</b>  <i>Reference to CQC standard that this paper refers to.</i></p>	<p><b>Are services well led?</b></p>