

**REPORT TO THE TRUST BOARD** *September 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 August 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>A separate paper on demand and supply for nursing recruitment has been considered by the workforce and education committee.</p> <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. 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>A new risk has been added to the board assurance framework:</p> <ul style="list-style-type: none"> <li>• Staffing levels across the Trust (following review of nursing establishment and subsequent medical staffing review to take place) also in light of staff concerns and various risks captured in divisional risk registers in relation to staffing.</li> </ul>	

<b>Related Corporate Objective:</b> <i>Reference to corporate objective that this paper refers to.</i>	<b>To develop a highly skilled and engaged workforce championing our values that is able to deliver the trust's vision.</b>
<b>Related CQC Standard:</b> <i>Reference to CQC standard that this paper refers to.</i>	<b>Are services well led?</b>