

Trust Board meeting (Part 1)	Date: 30/9/2015
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Agenda item	Title	Executive Director lead and presenter	Report author
BD/15/141.1	Employee Strategy and Engagement Committee Chair's Report	Ruth Brunt	Ruth Brunt

This report is for:

Decision	
Discussion	
To Note	X

History

As a Board Committee, the ESEC Committee met quarterly and has been responsible for providing assurance to the Board on workforce priorities in accordance with the Trust Strategy and Annual Objectives. This was the last meeting of the Committee in its current form. Future arrangements will ensure appropriate assurance to Board through Quality and Standards and Finance and Planning Committees.

The following impacts have been identified and assessed within this report

Equality	None on this occasion
Quality	None on this occasion
Privacy	None on this occasion

Executive summary of key issues

This report updates the Board on business undertaken at the Employee Strategy and Planning Committee (ESEC) meeting held on 6th August 2015, including assurance relating to:

- Strategy and Planning
- Capability and Culture
- Process and Structure
- Performance measurement

The Board is asked to **note** the report.

This report addresses these strategic priorities:

We will deliver the best care	X
We will support and develop our staff	X
We will continually improve what we do	X
We will use our resources wisely	X
We will be future focussed	X

1 Business Undertaken

1.1 Strategy and Planning

- The Committee considered a proposal for the governance and assurance changes which would underpin the transition of ESEC. This included the formation of a Strategic Workforce Group, providing assurance to both the Quality and Standards and Finance and Planning committees. The proposal was approved with minor changes, subject to agreement by F&P and Q&S in respect of the reallocation of assurance responsibilities.
- Discussion regarding updating of the Organisational Development Strategy and timescales for inclusion in the IBP.

1.2 Capability and Culture

- Updated report received on the NHS Workplace Race Equality Standard, with further analysis in respect of the Trust position against the 9 indicators. The proposed action plan was approved.
- Report received on current position regarding the Public Sector Equality Duty, with associated action plan.
- Report on professional registration and revalidation provided assurance that AWP has processes in place to ensure 100% of clinical staff have up to date registration. The system for medical appraisal and revalidation is well established and robust and the committee was assured regarding plans for implementing nurse revalidation by January 2016.

1.3 Process and Structure

- Four policies were approved: P117 Grievance Policy; P043 Conduct and Capability Policy; P131 Payment of Expenses Policy; Job Planning Policy.

1.4 Performance Measurement

- Deep Dive into South Gloucestershire and Specialised and Secure services demonstrated progress in both areas with workforce plans and development priorities.
- IQ metrics for March show Appraisal rates had dropped over the last quarter with Bristol and Corporate services still under the previous 85% target. After a drop in May, Supervision rates had improved and overall continue on an upward trend. No significant change in sickness absence over the last quarter.
- Statutory/Mandatory training rates for bank staff remain unacceptably low.
- Staff Friends and Family. The committee noted corrected results for Q4 and agreed a revised approach for 2015/16.
- Progress report against Annual Objectives noted.
- Quarterly HR report highlighted turnover at 18.4% with work underway in localities to understand this in more detail. 11% WTE vacancies with intensive recruitment campaign continuing. Top reasons for leaving the Trust are work/life balance, relocation and promotion.

2 Key Risks and their impact on the Organisation

- Continued high vacancies in some areas, with attrition rates exceeding recruitment.
- Supervision and stat/man training rates for bank staff have not improved despite introduction of new initiatives.
- Need to ensure effective transition of workforce assurance to Q&S and F&P in accordance with proposed changes

3 Key Decisions

- Proposal for workforce assurance responsibilities to be agreed by Q&S and F&P committees.

4 Exceptions and Challenges

- None specific.

5 Governance and Other Business

- ESEC formerly concluded.

6 Future Business

- None for this committee.