

## Board of Directors Meeting Cover Sheet

<b>Subject:</b>	OD and Workforce Committee Report	<b>Date:</b> 30 <sup>th</sup> March 2017		
<b>Prepared By:</b>	Julie Bacon Director of HR & OD			
<b>Approved By:</b>	Julie Bacon Director of HR & OD			
<b>Presented By:</b>	Claire Ward – Non-Executive Director and Committee Chair			
<b>Purpose</b>				
To provide the Board with an update about key areas of assurance provided to the OD and Workforce Committee at its meeting in March 2017.			<b>Decision</b>	
			<b>Approval</b>	
			<b>Assurance</b>	X
<b>Strategic Objectives</b>				
<b>To provide outstanding care to our patients</b>	<b>To support each other to do a great job</b>	<b>To inspire excellence</b>	<b>To get the most from our resources</b>	<b>To play a leading role in transforming health and care services</b>
X	X		X	
<b>Overall Level of Assurance</b>				
	<b>Significant</b>	<b>Sufficient</b>	<b>Limited</b>	<b>None</b>
		X		
<b>Risks/Issues</b>				
<b>Financial</b>	n/a			
<b>Patient Impact</b>	n/a			
<b>Staff Impact</b>	Mitigation of workforce related risks			
<b>Services</b>	n/a			
<b>Reputational</b>	n/a			
<b>Committees/groups where this item has been presented before</b>				
None				
<b>Executive Summary</b>				
<p>1. Guardian of Safe Working Hours</p> <p>The Committee received a report from Dr Sihota, the Guardian of Safe Working Hours. The report provided an update on the Guardians role, the Junior Doctors Forum and the process for “exception reporting” which is a key part of the new junior doctor’s contract. Exception reporting identifies where a Doctor has worked additional hours above their contract or where they are not receiving appropriate education / training. It was noted that between 7<sup>th</sup> December 2016 and 28<sup>th</sup> February 2017, 25 exception reports had been raised.</p> <p>Dr Sihota’s report set out a number of recommendations which are currently being addressed in conjunction with the Director of Post Graduate Medical Education.</p>				
<p>2. IR35</p> <p>An update report was received on the changes to the intermediaries (IR 35) legislation and its potential impact on the supply of medical locums which poses a significant risk to the Trusts services. The committee received assurance that steps were being taken to mitigate the risk or develop contingency plans.</p>				
<p>3. Maximising our Potential</p> <p>The Committee approved the Trusts workforce strategy called Maximising our Potential a strategy for enabling dedicated people to deliver outstanding healthcare. The Committee noted that it focuses on the Trusts intention to Attract, Engage, Develop, Nurture and Retain its workforce and support outstanding performance. The strategy will be underpinned by a detailed 5 year workforce</p>				

plan and six detailed implementation plans.

#### 4. Staff Survey

A report on the 2016 NHS Staff Survey was received which showed significant improvement in many areas. The paper provided assurance that the survey results and themes will be taken into account by Divisions and local actions developed in order to address any areas of concern. For those action areas that can be best addressed corporately or on a Trust wide basis, the key themes will be built into the Workforce Strategy (Maximising our Potential) Implementation Plans.

#### 5. Sickness Deep Dive

As requested by the Trust Board the Committee received a deep dive report on long term sickness absence which provided assurance that this is being managed proactively by Divisions. It also received information about the Trusts level of sickness absence as compared with other local Trusts. It was noted that, whilst SFH is not quite the best performer on sickness absence, it does compare well with similar Trusts.

#### 6. Board Committee Health Check

The Committee completed and approved the Board Committee Health Check.

#### 7. Diversity and Inclusivity

The Committee received an update on the Disability Confident Scheme and noted that the Trust has been awarded level 2 status which will be reviewed in a years' time. The report also contained the Equality Delivery System 2 (EDS2) 2016 results. It was disappointing that some of the results were less positive than the previous year. However, it was noted that several respondents had referred to GPs and social workers in their answers which did not directly relate to SFH.

#### 8. Nursing associate

A progress report was received on the 14 trainee Nursing Associates who commenced at the end of January. One has subsequently withdrawn from the programme. The report provided assurance concerning the infrastructure that the Trust has put in place to support them. The NMC have now confirmed that the role will be regulated, through them, although final details of the scope of practice are still awaited.