

## Workforce Committee

Key summary points from the Workforce Committee held on Monday 16<sup>th</sup> July 2018:

### 1. Emergency Department – Workforce Fragility

The Workforce Director presented a paper on the fragility and risk of the Emergency Department as part of the Board Assurance Framework (BAF). This paper has been presented to NHS Provider partners to seek support across the system. The committee discussed the staffing challenges in ED and the significant fragility and overspend with regard to medical and nursing staffing. The committee asked for assurance that the staffing in the department is safe. The committee were also informed that exit questionnaires are being sent to all recent leavers. The committee heard that currently reliance on agency staffing has led to last minute fills. An incredible commitment of the ED team to keep the service safe was noted.

The Workforce Director informed the committee that we are looking at different ideas to encourage middle grade recruitment and have grown the consultant workforce in ED by 50%. The committee will be closely monitoring employment in ED.

### 2. Workforce Assurance report

The Workforce Assurance Report highlighted the increase in bank and agency usage to support the vacancy and bed position. The biggest challenges are in unscheduled and scheduled care and the workforce team are developing recruitment and retention strategies to support the care groups. The Recruitment and Retention sub group are focusing on this area, the People Priorities have included these issues within the workforce plan. An increase in work related stress as a reason for absence has been seen and the committee was advised that this is being monitored by the HR team. The committee discussed the SSU compliance rates and will receive a full report in September following the new methodology of recording compliance training.

### 3. Sustainability Annual Report 17/18

The committee received the Sustainability Annual Report for 2017 / 2018. A multi-disciplinary group meet to progress the agenda and the activity is reported on a six monthly basis to Trust Board. The committee congratulated the team for the work and fully supported it.

### 4. Non Consultant Grade Medical Workforce Plan

The committee received a progress report regarding the Medicine Workforce Plan as requested by the Board. The plan includes increasing the number in the medical team from 97 to 127 over a three year period supported by a dedicated recruitment plan for this. An intention to increase the number of Advanced Clinical Practitioners (ACP) and Physician Associates (PA) is included in the plan and further work will be carried out to attract and develop staff.

### 5. Medical Staffing Job Planning

The Medical Staffing Job Planning Policy was presented to the Workforce Committee confirming that this had already been presented and approved by the Local Negotiating Committee (LNC) and the Policy Approval Group (PAG). The Workforce Committee ratified the policy.

### 6. FTSU, Staff Side Chair and Guardian of safe working for Junior Doctors

The Chair of Workforce Committee invited the Freedom to Speak up Guardians (FTSU), Staff Side Chair and Guardian of Safer Working to join the committee on a quarterly basis to provide updates on how it is feeling in the organisation.

The FTSU Guardians shared with the committee that they are seeing recurring themes reported to them. The FTSU Guardians said that bullying and harassment is the biggest theme.

The Staff Side Chair reported that staff feel comfortable to approach the FTSU. There is an increasing demand for support to teams from the FTSU and as a result their hours have been increased. In addition the Freedom to Speak up Policy has been updated to include their role.

The Guardian of Safe Working for Junior Doctors explained her role which was brought in to support the new junior doctor's contract implemented in the UK during 2016. There is an electronic process for doctors to report variations in their contract and the exception reporting tool was implemented. The Guardians' role is to assure the Trust Board that the doctors are working safe hours and getting appropriate breaks and provided the Board with a quarterly report. The committee were informed that the Guardian of Safe Working has not received any exception reports that doctors had not had their breaks and the only reports received were around vacancies.

Chris Weiner  
16<sup>th</sup> July 2018