

Workforce Assurance Committee Key Issues Report

Report Date: 15-06-20		Report of: Workforce Assurance Committee
Date of last meeting: 18-05-200		Membership Numbers: 9 Quoracy met = Yes
1	Agenda	<p>The Committee was conducted virtually and considered an agenda which included the following:</p> <ul style="list-style-type: none"> • Overseas Nurses and OSCE • BAF • CQC from visit • Diversity Strategy • Training agreement option 1 • BAME update
2a	Alert	<p>The Committee wish to alert members of the Board that:</p> <ol style="list-style-type: none"> 1. BAF – The BAF is being reviewed line by line in June as this is overdue a complete update. 2. CQC – Poor feedback received following recent unannounced visit and significant work needed. 3. BAME Risk Assessments are at 86% and focus is being given to complete 100% assessments by end of June. 4. Training – Statutory and mandatory training compliance rate has dropped by 1% during Covid.
2b	Assurance	<p>The Committee wish to assure members of the Board that:</p> <ol style="list-style-type: none"> 1. CQC – The Committee will receive a written monthly update on CQC related issues to monitor progress. 2. Overseas nurses - Support to overseas nurses that remain in lockdown is a high priority and the use of technology such as Zoom to support mandatory training and OSCE preparations is being developed. 3. Training – The Committee approved for Safeguarding Training to separate this from the monthly Trust statutory report providing improved intelligence around this area. 4. Diversity Strategy – The Committee positively received the Equality, Diversity and Inclusivity Strategy which links in to the People Strategy and provides a forward plan. 5. The Committee were the first to join a virtual Genba which was with the Cleanliness Technicians. They often feel invisible and overlooked and their comments will be shared with the Workforce Business Partners to provide support.
2c	Advise	<p>The Committee wish to advise members of the Board that:</p> <ol style="list-style-type: none"> 1. Training – Work is being developed on the recovery for corporate and local induction sessions.

2d	Review of Risks															
<p>a) The Committee reviewed the Board Assurance Framework for Assurance on the following risks:</p> <ul style="list-style-type: none"> • BAF 423 - IF we do not have positive staff engagement THEN we cannot support a culture of safety and continuous improvement. <i>Level of assurance provided: Low</i> • BAF 859 - IF we do not have a recruitment strategy and retention strategy along with demand-based rostering for key clinical staff THEN we cannot ensure the sustainability of services. <i>Level of assurance provided: Low</i> • Click for BAF risk option <i>Level of assurance provided: Low</i> <p>b) In considering these risks, the Committee can confirm:</p> <p style="text-align: right;"><i>Check box to confirm</i></p> <table border="0" style="width: 100%;"> <tr> <td style="width: 5%;">1</td> <td style="width: 85%;">The BAF risks are up-to-date</td> <td style="width: 10%;"><input type="checkbox"/></td> </tr> <tr> <td>2</td> <td>The direction of travel stated is current and correct</td> <td><input type="checkbox"/></td> </tr> <tr> <td>3</td> <td>The current risk rating is correct</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>4</td> <td>There is no additional/updated content (controls/assurances) or new risk(s) that needs to be added?</td> <td><input type="checkbox"/></td> </tr> </table>					1	The BAF risks are up-to-date	<input type="checkbox"/>	2	The direction of travel stated is current and correct	<input type="checkbox"/>	3	The current risk rating is correct	<input checked="" type="checkbox"/>	4	There is no additional/updated content (controls/assurances) or new risk(s) that needs to be added?	<input type="checkbox"/>
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If there are changes to content or new risks identified the Committee recommends to the Board																
<p>Click for BAF risk option Recommendation:</p>																
3	Actions to be considered by the Board	— Report to be noted														
4	Report compiled by	<i>Teresa Boughey Chair of Committee</i>	Minutes available from	<i>Alison Kerr-Gold Committee Support</i>												