



3As Highlight Report
 Meeting Name: People and Culture Committee (PCC)
 Date: 30 April 2024
 Quorate: Yes
 Policies & expiry date: See assurance below

Agenda Item:	Reference:	Lead:	Description:	BAF Reference:	Directorate Risk Register Reference:
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ALERT:
 Alert to matters that need the Board’s attention or action, e.g., an area of non-compliance, safety, or a threat to the Trust’s strategy

No alerts to the Board at 2023/24-year end position on workforce, recruitment, and agency reduction plan

ADVISE:
 Advise the Board of areas subject to on-going monitoring or development or where there is negative assurance

Workforce, Recruitment and Agency Reduction Plan	Agency Reduction	SW	Although the year end position is not on plan the latest March figures are showing the positive impact of additional actions taken to reduce both cost and use. The trajectory is encouraging as we move into addressing the continuing challenge in 2024/25. Committee noted that there are robust plans in place to stop off framework agency bookings from 1 July but impact of this on achieving safer staffing will need to be monitored.	BAF06	
	Recruitment and retention work stream	SW	Below plan target for recruitment to Consultants, Admin (NB vacancy control in place for this cohort), Nursing Associates, Health Care Assistants and bank Health Care Assistants (HCA) although amount of successful recruitment over the year with a changing establishment has been significant. On balance Committee decided sufficient positive assurance on progress not to include as an alert issue to the Board. Overall, Trust turnover below target and is a positive picture with higher turnover rates for HCAs and in FYPC being addressed. Workforce Recruitment and Agency Reduction Plan will be reviewed with priorities and targets rebased from May aligning to submission to NHSE.	BAF06 also link to BAF01	
	Recruitment productivity	SW	Improvement in ‘time to recruit’ continues. Confirmed no correlation identified between losing successful applicants and time taken to recruit following question at last committee. Speed of	BAF06	

			improvement likely to increase significantly with new electronic system although introduction of the system itself will cause disruption.		
	Medical Workforce Plan	SW	Although many actions on track and we have had success in specialist areas the year end position for recruitment particularly in adult inpatients and adult community is below target. Estate/environment issues affecting medical staff are still outstanding and have been rated red assurance for the last year. Impact of actions in plan on successful recruitment to be made clearer.	BAF06 also link to BAF01	
	Growth and Development	SW	Committee looking forward to seeing the impact on this workstream following the reformation and change in direction of the Grow Our Own group which now reports to SWG. This will bring a strategic focus to looking at what is needed by the Trust moving forward with performance measures of success and a more accelerated programme.	BAF06 also link to BAF01	
ASSURE:					
Inform the Board where positive assurance has been received					
Strategic Workforce Group	Mandatory training compliance	SW	Training compliance achieved in priority areas of: BLS. ILS, safeguarding level three, and disengagement with improvement in bank staff compliance too.	BAF06	
	OD/Health and well being		Leadership programme specifically for 'managers in the middle' running to support and develop leaders.	BAF07	
	Sickness		Quarterly review undertaken by SWG. Audit of actions against policy highlighted some areas for further improvement.	BAF06	
	Policies	SW	Policies to be reviewed in hand. Schedule updated and received.	BAF06	
BAF	BAF	PCC	Committee discussed the new BAF risks and template. It was agreed that following the planned review of the Terms of Reference the work plan needs to reflect assurances required to mitigate BAF risks.	BAF06 BAF07	
CELEBRATING OUTSTANDING:					
Share any practice, innovation, or action that the Committee considers to be outstanding					
	NHSE	SW	NHSE are feeling more assured on action taken on agency reduction, recruitment and retention and have reduced monitoring meetings. Committee thanked staff for providing high quality assurance data on a regular basis.	BAF06	