

# PAPER

BOD 129/2013

(Agenda Item: 9)

# Report to the Meeting of the

# Oxford Health NHS Foundation Trust

# Board of Directors

**27 November 2013**

**Workforce Performance Report – October 2013**

**For: Information**

The attached report shows the position on the workforce performance indicators as at the end of October 2013 (September sickness).

Turnover and sickness absence figures have improved on last month; Bank and Agency usage fell but sessional use increased slightly. All divisions are below target in bank and agency usage using less costly means of filling flexible staffing requirements.

Intensive management of sickness absence cases has lead to a decrease in long-term sickness with a number of people returning to work or leaving the Trust.

In line with a high number of leavers last month vacancies have increased and recruitment activity is high. Vacancy control and MARS are having little impact on the vacancy rate; although the vacancy rate is at its highest for some time this is likely to be more related to the level of leavers and the difficulty in recruiting to some areas.

The HR team is working proactively in a number of areas – producing guidelines for managers, looking at alternative recruitment campaigns facilitating managers by producing more streamlined processes – for example the manager web portal as a response to its analysis of this data and requests from managers.

**Recommendation**

The Board is asked to note the report for information.

**Author and Title:** **Jayne Halford, Deputy Director of HR**

**Lead Executive Director: Mike McEnaney, Director of Finance and Ros Alstead, Director of Nursing**

[Drafting Note: The following statements must be attached to every report]

1. *A risk assessment has been undertaken around the legal issues that this paper presents and there are no issues that need to be referred to the Trust Solicitors.*
2. *This paper (including all appendices) has been assessed against the Freedom of Information Act and the following applies: [delete as appropriate]*

* *THIS PAPER MAY BE PUBLISHED UNDER FOI*

1. *This paper provides assurance and evidence against the Care Quality Commission Outcome: [Input Outcome number – ie 12,13,14]*