

# Report to the Meeting of the

**BOD 138(i)/2018**

(Agenda item: 7)

# Oxford Health NHS Foundation Trust

# Board of Directors

**30 November 2018**

**Human Resources Report**

**For: Information**

This report shows the position on the workforce performance indicators as at the end of October 2018.

The report includes brief details of actions already in place to address some of the challenges as well as plans being developed.

The accompanying slide pack shows the HR KPIs reported under the new operational directorate structure.

**CQC**

Oxford Health along with other providers in the system took part in the CQC’s system-wide audit in Oxfordshire and the CQC noted that good progress is now being made in terms of collaboration and joint working on the people agenda, primarily around recruitment, retention and engagement.

**HCA Agency Reduction**

On 14 May 2018 the Trust stopped using Agency HCA workers across inpatient units. Where a HCA Flexible Worker cannot be sourced Registered Nurses are used. The number of temporary staffing shifts worked across inpatient units reduced by 157 between September and October the number of unfilled shifts also reduced.

Agency use has remained constant for the last 3 months with the number of agency grade swops increasing slightly in October. This is thought to be due to the October half term.

Availability of training remains a significant barrier to growing the bank. As an interim measure the Director of Nursing has agreed for Flexible Workers with previous care experience to commence prior to completing their PPST training. A review of the amount of training courses required to meet the demand driven by Flexible Workers is to take place.

**Recruitment**

Discussions are taking place about the costs / benefits of implementing TRAC to assist with the streamlining of recruitment processes.

We are working with the Senior Team in Forensic services to review areas with vacancies and high agency use.

**Health & Wellbeing**

The 3 identified workstreams in relation to the HSE Management Standards for stress continue to make progress and have identified some quick wins and longer term pieces of work.

We’ve teamed up with experts from Sleepio to help employees test their sleep app on a pilot basis. A further launch will take place in January to support “a healthy new year”.

An EAP has been agreed and is currently going through the procurement process. In the interim, a compendium of all available support which is available throughout the trust has been compiled. This will be forwarded to managers and they will be asked to print off locally to enable easy access for all employees.

MSK business case to improve access for employees as both a treatment and proactive approach is currently being reviewed and progressed.

Wellbeing Champions continue to support this years’ flu campaign. The number of flu jabs administered is currently ahead of the same period last year with 2138 vaccines given to front line clinical staff (36.4%).

Physical Health campaigns are being promoted with laminated posters being made available throughout the trust:

* Menopause in the workplace
* Signs & symptoms of testicular & prostate cancer
* Signs & symptoms of bowel cancer

**Management of Concerns (Whistle Blowing)**

3 current cases, 1 in Mental Health Directorate, 1 Specialised Services and one relating to a flexible worker. All are currently under investigation.

**Retention**

Work on retention continues and as shown in the data slides, turnover has continued its steady reduction over the last 5 months to stand at 13.7% in October.

**NHS Staff Survey**

The survey launched in October and closes soon. To date the Trust’s response rate is 39% which is behind where it has been in previous years at this point.

**Staff from the European Union**

We are working with the other Trusts in the BOB STP area to ensure that we give consistent messages to staff from EU countries about the support available to them to ensure that they are able to remain in the UK and in their jobs after Brexit. Advice has been sought from Capsticks and communications materials are being developed. The aim is to provide staff with as much clarity and certainty as possible and to do so at the earliest possible date.

**Recommendation**

To note the report for information.

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