

# Report to the Meeting of the

**BOD 04/2019**

(Agenda item: 6)

# Oxford Health NHS Foundation Trust

# Board of Directors

**31 January 2019**

**Human Resources Report**

**For: Information**

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

One area of suggested additional focus is on Values Based Recruitment which we will explore further.

**HCA Agency Reduction**

On 14 May 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 increased by 564 between November and December. 366 of these additional duties were filled by bank and 198 by agency.

NHSI Agency rule overrides rose by 8 to 841, however the use of Thornbury rose from 318 to 457 shifts, similar levels to those seen in October and August. Grade Swops increased by 100 to 592. The number of unfilled shifts remained at 6%, 416 shifts.

Amber, Sapphire and Sandford, had high levels of Thornbury and grade swops in addition to the previous areas of concern Ashurst, Kestrel, Kingfisher, Evenlode, Ruby and Highfield.

Availability of training remains a significant barrier to growing the bank. Recruitment of new bank HCA workers has been halted until this issue is resolved.

**Nurse Associates**

The job description has been written and banded (Band 4). Work is being undertaken to be able to make formal offers to the first cohort of Nurse Associate Trainees who will be obtaining their PIN approx. 2 months after completing their training.

**Health & Wellbeing**

The Stress Steering group and the 3 identified workstreams in relation to the HSE Management Standards for stress continue to make progress and are now looking to identify key pieces of work/projects that will have positive impact

Schwartz Rounds paper has been completed and forwarded to the Trust Charity for consideration to enable a pilot to be carried out

An Employee Assistance Programme (EAP) has been agreed and is currently going through the procurement process.

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.

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)**

2 current cases, 1 in Oxfordshire & South West Directorate, 1 in Specialised Services. Both reports have been completed and we await update from Executive..

**Retention**

Work on retention continues and turnover has continued its steady reduction to stand at 13.6% in December.

**NHS Staff Survey**

52% of our staff completed the 2018 National NHS survey. Results are now being looked at internally and will be available publicly on 26 February 2019.

**Staff from the European Union**

During the Home Office trial period, 21 Trust staff have made claims for settled status and claimed the fee from the Trust. The Home Office pilot has now closed but the main scheme is due to open on 30th March 2019 up until June 2021.

The key themes that have emerged from the pilot were:

* Whether it is possible to support those without access to Android technology to make their applications (the default position from the government is a paper-based process);
* Clarifying communications about reclaiming the fee from the Trust;
* How people evidence that they have received their settled status. This has not yet been enabled by the government.

**Recommendation**

To note the report for information.

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