

# Report to the Meeting of the

**BOD 31/2020**

(Agenda item: 11)

# Oxford Health NHS Foundation Trust

# Board of Directors

**10 June 2020**

**Human Resources Report**

**For: Information**

**Equality, Diversity and Inclusion**

Although the Government has suspended the requirement for organisations to report gender pay gap due to the Coronavirus emergency, the Trust’s gender pay gap has been calculated and is reported separately.

The reporting requirements on Workforce Race Equality and Workforce Disability Equality have also been suspended but the data gathering and other related work continues. We intend to hold a Board Seminar in the late summer of 2020 to review with the Board the whole Equality programme and workplans.

**COVID-19 Response**

As reported last month the HR Department has been working to provide policies, processes and support the Trust’s response to COVID-19. A good deal of decision making has had to be made at local level and in coordination with the other Trusts in the BOB ICS. National level positions and advice have emerged more slowly than would have been ideal but we remain broadly aligned to national positions.

Collaboration with staff side representatives has been positive throughout with weekly meetings and the normal SPNCC also operating.

A particular recent focus of the Coronavirus work in the last month has been on staff risk assessment. A screening tool has been deployed in order to identify those staff at greater risk. A more detailed Risk Assessment is being done for those who the screening tool places in the High category. This involves the individual, the line manager and Occupational Health. Factors including age, ethnicity, underlying health conditions, pregnancy and the person’s role and potential contact with Covid patients are incorporated.

As reported to the People, Leadership and Culture meeting a significant amount of recruitment work has been ongoing, taking advantage of the public goodwill and support for the NHS. In April we cleared 224 candidates to start work (April 2019 comparison 128) many on the Bank and including students made available while their programmes are suspended. Further recruitment advertising campaigns are being planned.

**HR Casework**

Unlike many other NHS organisations, the vast majority (80%) of formal HR cases are continuing. The Advisory Team has spoken with Case Managers and most are continuing albeit with adjustments and at a potentially slower pace. There are currently 117 formal cases.

We have also experienced an increase in volume and complexity of enquiries to the general Advisory Team inbox. At the same time a number of HR Advisors have been redeployed to support the Central Absence Reporting service.

**Recovery Programme**

The People aspects of the Trust’s Recovery Programme present a unique opportunity to change our culture, modernise leadership style, embrace staff inputs, embed equality, boost engagement, improve confidence and drive retention. A programme workstream including HR, L&D and Quality improvement is being developed.

**Central Absence Reporting**

As a result of NHS Employers introducing temporary variations to NHS Terms & Conditions – particularly to amendments to pay calculations relating to various types of COVID linked absence – it was necessary to ensure absences are coded correctly on ESR. A central desk has been established to undertake this. This will help ensure that staff are paid correctly and that the Trust is able to claim compensation from central government for COVID related costs,

**Health & Wellbeing**

* A wide array of staff support work continues and is being regularly accessed by staff.
* EAP has had a good start with staff accessing counselling
* Support for staff, managers and teams during COVID-19 – we have issued various briefings for managers and staff
* Active Oxfordshire Free Bikes for Oxfordshire (25 mile Radius) further work on this to get to all locations included.
* Top Tips on Remote working, Managing remote workers, healthy at work;
* Mayathon 2020 (encouraging physical health and exercise)
* Various offers to staff from third party entities have been publicised including supermarket discounts and priority access times, mobile phone free data offers, free Will writing for staff, access to public transport, taxi firms and accommodation, support and information in relation to bereavement and funerals.
* Much of the above has been shared with neighbouring Trusts and with the County Councils and Care Home providers.

**Recommendation**

To note the report for information.

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