

## Northumberland, Tyne and Wear NHS Foundation Trust

### Board of Directors Meeting

Meeting Date: 27 July 2016

Title and Author of Paper: Workforce Directorate Quarterly Update – Lynne Shaw, Deputy Director of Workforce and OD

Executive Lead: Lisa Crichton-Jones

Paper for Debate, Decision or Information: : For Information

#### This report includes/supports the following areas:

<b>WORKFORCE STRATEGIC AIMS:</b>	✓
<b>We will develop a representative workforce which delivers excellence in patient care, is recovery focussed and champions the patient at the centre of everything we do.</b>	✓
<b>We will embed our values, improve levels of staff engagement, create positive staff experiences and improve involvement in local decision-making.</b>	✓
<b>We will lead and support staff to delivery high quality, safe care for all</b>	
<b>We will help staff to keep healthy, maximising wellbeing and prioritising absence management</b>	✓
<b>We will educate and equip staff with the necessary knowledge and skills to do their job</b>	✓
<b>We will be a progressive employer of choice with appropriate pay and reward strategies</b>	✓

The Workforce Directorate quarterly report outlines some of the key work and developments within the Directorate. The report supports the six key aims of the Workforce Strategy which was ratified by the Trust Board in summer 2015.

Includes updates on:

1. Workforce Disability Standard
2. National Freedom to Speak Up Guardian Appointed
3. Training for Freedom to Speak Up Champions
4. Investors in People and Health and Wellbeing Good Practice Awards
5. Vocational Training Team Supporting Primary Care
6. CIPD Award for Employee Engagement Initiative
7. Streamlining Programme across the North East

Risks Highlighted to Board : N/A

Does this affect any Board Assurance Framework/Corporate Risks?

Please state: No

Equal Opportunities, Legal and Other Implications: N/A

Outcome Required: Information only

Link to Policies and Strategies: Workforce and OD Strategies

# **Workforce Directorate Quarterly Report**

**27 July 2016**

## **Strategic Aim 1**

### **1. Workforce Disability Standard**

NHS Employers on behalf of NHS England attended the Trust's Equality and Diversity Steering Group on 23 June 2016 to deliver a workshop on the proposed introduction of the Workforce Disability Equality Standard from April 2017. The decision by NHS England's Equality and Diversity Council to move to implement the standard followed research involving Disabled NHS Employees by Disability Rights UK.

Key findings from the research were:

- Majority had disability-related leave not listed separately – triggering sanctions or reduced A/L
- Patchy implementation of disabled staff groups
- Failure to understand and use Access to Work
- Poor practice around delivery of Equality and Diversity training
- Fear around disclosure of disability – national average 17% in Staff Survey (3% recorded in ESR)
- Managers' mixed abilities to support disabled staff
- Benefit of lived experience at planning and delivery.

The report makes 4 key recommendations:

- Develop an explicit, values-based, proactive rights, and strengths-based approach to disability in the work place
- Allocate sufficient resources to ensure staff at all levels have access to Disability Equality Training delivered by disabled people and their organisations
- Establish jointly with stakeholders a series of co-produced action learning sets exploring with disabled people and their organisations the development of an inclusive culture where staff feel supported and safe to disclose disability
- Draft metrics for a Workforce Disability Equality Standard.

The draft metrics have been published and the Trust has agreed to help pilot these metrics. The Equality and Diversity Lead will be attending a meeting of the Technical Advisory Group hosted by NHS Employers on 7 September 2016.

## **Strategic Aim 2**

### **2. National Freedom to Speak Up Guardian Appointed**

The Care Quality Commission announced on 7 July 2016 that Dr Henrietta Hughes has been appointed as the new national guardian for speaking up freely and safely within the NHS. Dr Hughes will take up the role in October 2016.

### **3. Training for Freedom to Speak Up Champions**

On Friday 15 July 2016 Capsticks carried out training for those staff who have expressed an interest in becoming a Freedom to Speak Up Champion in the Trust. It was an informative session looking at all aspects of this Francis Report recommendation including the background, duty of candour, the role of the Independent National Officer and local Freedom to Speak up Guardians, etc. The group then discussed the role of the champions across the Trust and reviewed paperwork and process. A further session will be arranged for those staff who were unable to attend.

### **Strategic Aim 4**

#### **4. Investors in People and Health and Wellbeing Good Practice Awards**

Preparation is underway for the re-assessment of the Investors in People (IIP) and Health and Wellbeing Good Practice Awards. The assessment dates are over a two week period from 3 October 2016 and meetings/focus groups are currently being arranged. The IIP assessor will randomly select staff she wishes to meet in a focus group setting from a staffing list provided by the Trust in early August. There are also some members of staff she has already indicated she would like to meet individually, eg, Freedom to Speak Up Guardian, Equality and Diversity Lead, Staff Side and some members of Trust Board. Communication has already commenced and will continue over the summer months as the detail is being worked through.

### **Strategic Aim 5**

#### **5. Vocational Training Team Supporting Primary Care**

The vocational training team has been supporting a small number of GP practices in the area regarding the provision of apprenticeships since 2012/13. Initially this support focused on business administration apprenticeships only but more recently the team worked with one practice to recruit and train a health care assistant (HCA) apprentice on an 18 month programme to work alongside their Practice Nurse. This is still a relatively new approach although one encouraged by Skills for Health and Health Education England.

As an example of successful joint working this was showcased by the National Skills Academy for Health who have featured the Trust as a Case Study of Good Practice.

In addition, the Practice (Gosforth Memorial) recently contacted the team to advise that they have recently been assessed by the CQC and have achieved an 'outstanding' rating. One area of good practice highlighted was that they were the first practice in the area to have an Apprentice HCA. The Practice now wishes to discuss with the team further ways of working together in the future and they have also shared the information with colleagues in the CCG which has resulted in contact from several other GP Practices throughout the region.

## **Strategic Aim 6**

### **6. CIPD Award for Employee Engagement Initiative**

The CIPD Awards is an annual event to celebrate good practice across all fields of Human Resource Management and Development. On 16 June 2016 members of the Trust attended an awards ceremony of the North East branch of the CIPD which was held at the Gosforth Marriott Hotel and were delighted to be announced the winner of the employee engagement initiative category. This was for the introduction of “speak easy”.

### **7. Regional Streamlining Programme**

The North East is about to embark on a Streamlining Programme sponsored by the Directors of Workforce from all NHS Trusts across the region.

This North East Programme will take approximately two years to complete and will build on the success of work carried out in other parts of the country through reducing duplication and achieving a standardised approach across a number of areas such as recruitment, induction, and essential training. Such benefits have included reductions in the time taken to hire staff and reduction in agency spend, along with increased satisfaction of staff with the NHS joining process.

The programme structure is currently being set up to include a Programme Director (one day per week) and a full time Programme Manager which is currently out to advert.

The regional Executive Sponsor for this programme is Lisa Crichton-Jones and Lynne Shaw has been appointed as workstream lead for the statutory and mandatory training workstream.

**Lynne Shaw**  
**Deputy Director of Workforce and OD**