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| **Action Required:** | **Note** | **Assurance** | **Discussion** | **Decision** |
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| |  |  | | --- | --- | |  | **Quality & Performance Committee** | | **Title of Report:** | **Safer Staffing Report (incorporating skill mix review)** | |  | **30 October 2024** | | **Executive Lead:** | **Sarah Rushbrooke, Executive Director Nursing, Therapies and Quality Assurance** | | **Report Author:** | **Liz Hanley, Associate Director Nursing and Quality** | | **Agenda Item Number:** |  |   **Strategic ambitions this paper supports:** | |
| **1. Quality care, every day** |  |
| **2. Person-led care, when and where it is needed** |  |
| **3. A great place to work** |  |
| **4. Sustainable for the long term, innovating every day** |  |
| **5. Working with and for our communities** |  |

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| **Committee / Meetings where this item has been considered** | |  | **Management meetings where this item has been considered** | |
| Audit |  |  | Business Delivery Group – Finance |  |
| CEDAR Programme Board |  |  | Business Delivery Group – Quality and Performance |  |
| Charitable Funds Committee |  |  | Business Delivery Group - Risk |  |
| Mental Health Legislation |  |  | Business Delivery Group - Workforce |  |
| People |  |  | Executive Management Group |  |
| Quality and Performance |  |  | Local Operational Management Group |  |
| Resource and Business Assurance |  |  | Trust-wide Safety Group |  |
| Remuneration |  |  |  |  |
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| Other/external (please specify |  |  |  |  |
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| **Does the report impact on any of the following areas *(please check the box and provide detail in the body of the report)*** | | | |
| Commercial |  | Finance / Value for Money |  |
| Compliance / Regulatory |  | Quality, Safety and Experience |  |
| Environmental |  | Service user, carer and stakeholder involvement |  |
| Equality, diversity and Inclusion |  | System-wide Impact |  |
| Estates and Facilities |  | Workforce |  |

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| **Board Assurance Framework/Corporate Risk Register risks this paper relates to:** |
| SA1 Working together with service users and carers we will provide excellent care. Supporting people on their personal journey to wellbeing.  There is a risk that high quality, evidence based safe services will not be provided if there are difficulties accessing inpatient services in a timely manner due to bed pressures resulting in the inability to sufficiently respond to demands (SA1.4).  SA4 The Trust’s mental health and disability services will be sustainable and deliver real value to the people who use them.  A failure to develop flexible robust Community mental health services may well lead to quality and service failures which could impact on the people we serve and cause reputational harm (SA4). |

**Report to the Quality and Performance Committee**

**30th October 2024 (September 2024 data)**

**Safer Staffing Report**

**Executive Summary**

The purpose of the report is to provide assurance on the position across all in-patient wards within CNTW, in accordance with the National Quality Board (NQB) Safer Staffing Requirements. There is also a requirement to provide Care Hours Per Patient Day (CHPPD) planned and actual for registered and unregistered nursing via Unify monthly. The narrative in the report reflects the staffing position for September 2024.

Safer Staffing issues to note.

The following safer staffing issues are of note:

* Newly Registered Nurses (74) have taken up post in September or have start dates in October 2024 and will require support from experienced registered nurses to complete their preceptorship. Registered Nurse Degree Apprentices qualifying in January 2025 have been appointed to vacancies. Workforce planning is in progress with reference to the groups of MSc registered nurses who will be qualifying in January (25) and March (5) 2025. The overall experience and support needs of registered nurse staffing will continue to be monitored and experienced registered nurses will be rostered to provide ‘in charge’ cover.
* The winter Influenza and Covid-19 vaccination campaign is in progress for patients and staff, which impacts on registered nurse staffing.
* High acuity and complexity of patient need continues, with a high level of observation and engagement and seclusion.
* Physical health needs, including frailty and palliative care needs, require additional staffing resource (South and North Inpatient CBU); the requirement for staff to escort patients off-site to receive diagnosis and/ or treatment continues.
* Standalone units have been identified as being at increased risk of the effects of staffing pressures, including Yewdale ward; Elm House; Rose Lodge; Lotus ward and the Mitford unit; taxi costs to transport temporary workers to Yewdale ward are agreed on a regular basis.
* There is a high incidence of violence and aggression and self-harm (Secure Services; Children and Young People’s Services; Mitford Unit and Adult Acute respectively).
* Allied Health Professions staffing at Walkergate Park continues to be identified as not meeting the guidelines of the British Society of Rehabilitative Medicine.

Staffing related improvements include:

* A range of support and improvement work is in progress on the Mitford Unit and Rose Lodge.
* Care Group plans are in place to improve the identified position with reference to Clinical Supervision being undertaken.
* The continued implementation of the e-Rostering system (Allocate) enables staffing information to be monitored ‘at-a-glance’ and prospectively where this is in operation.

**Risks and mitigations associated with the report**

Risks and mitigations are summarised in the narrative pages of the attached safer staffing report.

**Recommendation/summary**

It is recommended that the Quality and Performance Committee accepts this report.

**Name of author**

Liz Hanley

Associate Director Nursing and Quality

**Executive Lead**

Sarah Rushbrooke

Executive Director Nursing, Therapies and Quality Assurance