

---

Trust Board –12 February 2015

**Report of the Workforce Committee – 3 February 2015**

**Presented by: Ginny Edwards, Chair of Finance Committee**

---

**1. Purpose**

- 1.1 This paper provides a summary of the items discussed at the Workforce Committee on 3 February 2015.

**2. Items discussed**

- 2.1 The following items were reviewed and discussed

- Workforce Report
- Education Report
- DO Programme and Engagement Report. It was noted that there is an intention to review the progress of the DO Programme.
- Workforce Risk Register
- Retention report

**3.0 Matters escalated to the Board**

- Whilst the Committee appreciated the need for longer term planning and action in tackling key workforce issues, it also wants equal focus to be placed upon key actions which can have a more immediate impact.
- The Committee appreciates that progress has been made in relation to appraisals being completed, however it is concerned by the very significant disparity in appraisal completion rates between divisions/directorates and is keen that key leaders within the Trust take greater responsibility for ensure that appraisals are completed as required.
- The Committee continues to be concerned by the very high level of turnover seen within the Trust and wishes to see clear plans for short and longer term action to address this issue.

**4.0 Recommendation**

- Board members are asked to note the summary of the items discussed at the meeting.

**Ginny Edwards**  
Chair of Finance Committee  
February 2015