

**Integration Joint Board**

**Agenda item:**

**Date of Meeting: Wednesday 29<sup>th</sup> May 2023**

**Title of Report: Workforce Report Quarter 4 (2023/24)**

**Presented by: Geraldine Collier, People Partner, A&B HSCP.**

**The Integrated Joint Board is asked to:**

- Note the content of this quarterly workforce report.
- Take the opportunity to ask any questions on issues that may be of interest or concern;
- Discuss the overall direction of travel, including future topics that they would like further information on.

**1. EXECUTIVE SUMMARY**

- 1.1** This workforce report is part of the staff governance suite of reports and focuses on workforce data for financial quarter 2 (1<sup>st</sup> October 23 – 31<sup>st</sup> December 23).
- 1.2** It aims to show the current demographic position, highlighting trends and advising of changes and progress made, as well as actions taken to address areas of concern. Providing information on:
- How the HSCP is performing,
  - how it is progressing over time and in comparison to others (where available)
  - How it is developing as an integrated partnership.

**2. DETAIL OF REPORT**

- 2.1** The attached report provides data on the following:
- Introduction
  - Headcount and WTE
  - Workforce Profile
  - Equality and Diversity
  - Vacancies
  - Sickness Absence
  - Employee Relations
  - Redeployment
  - Mandatory Training

- 2.2** The information is provided in relevant sections with observations and actions contained. It will continue to evolve as more data becomes available.
- 2.3** Workforce dashboards are available at operational levels and are work in progress with SLTs (via our People Partners).
- 2.4** Staff Governance reporting provides committee with themed information ensuring oversight of:
- Culture and wellbeing
  - Workforce planning
  - Workforce reporting

#### **4. CONTRIBUTION TO STRATEGIC PRIORITIES**

- 4.1 This report contributes to the strategic priorities by informing decision making at all levels contributing to delivery plan objectives, supporting best value and evidencing performance and progress.

#### **5. GOVERNANCE IMPLICATIONS**

##### **5.1 Financial Impact**

A reduction in sickness absence will provide reduce costs and can evidence a direct saving. However, improved data also informs decision making at all levels supporting best value.

##### **5.2 Staff Governance**

- 5.2.1 The workforce report is part of the suite of staff governance reports which evidence their contribution to the [Staff Governance Standard](#) headings; Well Informed, Appropriately Trained and Developed, Involved in Decisions, Treated Fairly and Consistently and Continuously
- 5.2.2 There is also linkage back to improving strategic priorities aligning to the relevant work streams.

##### **5.3 Clinical Governance**

None.

#### **6. EQUALITY & DIVERSITY IMPLICATIONS**

Equality and Diversity implications are considered within the NHS People and Change and Council HROD teams as appropriate when policies and strategies are developed.

#### **7. RISK ASSESSMENT**

Risks are considered medium. Individual HROD risks identified on the Risk Register. Risk assessments have been completed in relation to remobilisation.

#### **8. PUBLIC & USER INVOLVEMENT & ENGAGEMENT**

No public or user involvement to report within this current report

## 9. CONCLUSIONS

It is recommended that the Integration Joint Board:

- Note the content of this quarterly workforce report.
- Take the opportunity to ask any questions on issues that may be of interest or concern;
- Discuss the overall direction of travel, including future topics that they would like further information on.

## 10. DIRECTIONS

Directions required to Council, NHS Board or both.	<b>Directions to:</b>	tick
	No Directions required	X <input type="checkbox"/>
	Argyll & Bute Council	
	NHS Highland Health Board	
	Argyll & Bute Council and NHS Highland Health Board	

## 14. PREVIOUS REVIEW OF THE REPORT

NIL

## REPORT AUTHOR AND CONTACT

Officers that contributed information to the report are:

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