

**Appendix 1**

**Progress against May 2018 actions**

<b>Actions from May 2018 Workforce Review</b>	<b>Actions Taken</b>
Support the transfer of acute children's services to NWAFT by November 2018.	The Date of this transfer of service and subsequent transfer of staff has been deferred to April 2019. The Trust continues to support the staff during this time and will formally consult once the transfer of their employment is confirmed.
Support the smooth integration of staff from Bedfordshire Community Health Services within our Luton, Dental and Oliver Zangwill services.	This transfer of services and staff went ahead and feedback from staff has been overwhelmingly positive that they felt supported during and welcomed after. Services transferred into the Trust on 1 <sup>st</sup> April 2018.
Review the use of RRP's across the Trust, in particular in Luton, to address recruitment and retention challenges.	This review has taken place and detail is included in the workforce review report.
Support the development of leadership skills by continuing to implement 'Our Leadership Way'.	The trust has continued to offer existing and new leadership development opportunities, including across our STP footprints.
Continue to embed the Trust behaviours.	These are embedded in all training and development and employment policies and procedures.
Roll out the 2018 staff conversations programme.	The trust continues to have staff conversations as part of the service redesign and OD programme.
Implement phase 2 of the Cultural Ambassador Programme.	Agreement is in place with Cultural ambassadors and implementation is underway. This may include recruiting and training more cultural ambassadors in 2019. The trust is being used as an exemplar by the RCN for its use of this programme and other local trusts are introducing similar programmes following our sharing of the benefits.
Roll out drama based training for diversity and inclusion across all localities.	This was launched in June 2018 with dates for local events planned during 2018 and more planned for 2019. Feedback from staff has been very positive.

Support services in their workforce planning to make the best use of the opportunities offered by new and higher level apprenticeships (on the job clinical training) as our future method of CPD and workforce supply.	On-going and additional central support planned to provide support on workforce planning and supply within the training and education teams.
Continually review our recruitment literature displayed on NHS Job to ensure we take full advantage of the opportunities to promote the Trust to future applicants.	Regularly reviewed and will be reviewed further to promote our support for flexible working.
Review feedback on the appraisal, career and personal development planning conversations, talent mapping and succession planning to ensure that this is effective and embedded across all teams.	Regularly reviewed.
Review and implement any additional recruitment and retention actions to address our hot spot areas.	On-going
Continue to roll out ESR Supervisors service and made best use of the functions of ESR and to improve the working lives of our staff.	On-going
Support the Redesign programmer of electronic personal staff files.	On-going
Support the Redesign programmes of e-scheduling and e-rostering.	On-going
Procure clinical apprenticeship providers to meet the needs identified by services in their workforce plans.	Procurements undertaken with identified HEI and agreements in place,
Work in partnership with local providers on STP wide workforce work streams and share best practice.	On-going
Support a mobile and agile workforce to meet internal and STP wide needs.	On-going