



Bwrdd Iechyd Prifysgol
Bae Abertawe
Swansea Bay University
Health Board



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| Meeting Date | 20 February 2020 | Agenda Item | 2.1 |
| Report Title | IMTP Education Commissioning Figures and Workforce Templates | | |
| Report Author | Joanne Wood, Senior Workforce Manager | | |
| Report Sponsor | Sharon Vickery, Assistant Director of Workforce and OD | | |
| Presented by | Sharon Vickery, Assistant Director of Workforce and OD | | |
| Freedom of Information | Open | | |
| Purpose of the Report | To update the Workforce and OD Committee on progress against completion of the workforce templates as part of the IMTP process. | | |
| Key Issues | <ul style="list-style-type: none"> • Education commissioning figures have been received from professional, service and education leads. • These figures have been provided to the relevant Executive lead for comment prior to submission to Executive Team and Board. • The majority of the final versions of workforce plans have been received. • These workforce plans will now be triangulated with finances and planning prior to submission to Welsh Government. | | |
| Specific Action Required (please choose one only) | Information | Discussion | Assurance |
| | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Recommendations | <p>That the Workforce and OD Committee:-</p> <ul style="list-style-type: none"> • NOTE progress to date. • NOTE the IMTP Workforce Chapter • NOTE the IMTP Educational Commissioning Figures • NOTE the IMTP Workforce Templates | | |

IMTP EDUCATION COMMISSIONING FIGURES AND WORKFORCE TEMPLATES

1. INTRODUCTION

The report accompanies a presentation being given by Sharon Vickery, Assistant Director of Workforce and OD.

2. BACKGROUND

Education Commissioning

- a. Each year we submit our education commissioning requirements as part of the IMTP process. These figures are attached to this paper for noting.
- b. Heads of Profession, Clinical Leads, Education Leads and Heads of Service review the education commissioning requirements for the existing workforce in addition to future requirements for graduates.
- c. When developing education commissioning requirements, professional leads consider;
 - i. Current vacancies.
 - ii. Age profile.
 - iii. Turnover rates.
 - iv. Investment or disinvestment in services.
 - v. National policy drivers.
 - vi. Our ability to support student placements.
 - vii. Our ability to offer employment to students following graduation. It is not in the interest of the NHS to train professionals whose skills and knowledge cannot be used. Students who accept a bursary have to commit to working in Wales for two years. NHS Wales need to be in a position to offer jobs for this length of time.
 - viii. Previous numbers who have graduated or due to graduate over the next three years.
- d. Once these figures are collated they are provided to Executive Directors to review and discuss with their professional leads and comment, before being forwarded to the Executive Team and Board with the IMTP/Annual Plan and then Welsh Government (WG). These figures are then forwarded onto HEIW.
- e. Training numbers submitted for undergraduates from NHS Wales to HEIW, together with workforce analysis and evidence, are presented to WG in November each year for their approval.
- f. Last year as a consequence of the Bridgend boundary change professional leads were asked to try to identify their education requirements for the services and staff that would remain with Swansea Bay.

Workforce Plans

Attached to this paper is the draft IMTP Workforce Chapter for noting.

- g. Workforce Templates have been designed to inform the Welsh Government issued mandatory NHS Wales Planning Framework Templates. These have been attached to this paper for noting.
- h. Guidance issued with the templates stressed the need to ensure that any workforce changes/additionality could be funded through external funding or achieved through workforce redesign.

- i. The template also made explicit the links between the workforce changes and specific actions within the Delivery Unit Plans enabling a stronger process of prioritisation and integration between service, workforce and financial planning.
- j. Finance, Planning and Workforce have undertaken a large amount of work to triangulate the three areas and provide challenge where these have not aligned. Some Delivery Units asked for significant increases for staff without identified funding or the ability to recruit.
- k. Delivery Units were asked to submit their final workforce plans on Friday 7th February. Plans that have been received are attached for information.
- l. Further triangulation will now be undertaken between Workforce, Finance and Planning leads to ensure that the templates are aligned.

3. GOVERNANCE AND RISK ISSUES

There has been strong alignment between the various stakeholders and so therefore the governance around the plan is as robust as anticipated at this stage. There are risks that WG will continue to challenge the plan leading to further changes. A number of Executive Directors are working with WG to ensure that this plan is accepted by WG.

4. FINANCIAL IMPLICATIONS

It has still not proved possible to arrive at a balanced financial plan.

5. RECOMMENDATION

That the Workforce and OD Committee:-

- **NOTE** progress to date.
- **NOTE** the IMTP Workforce Chapter
- **NOTE** the IMTP Educational Commissioning Figures
NOTE the IMTP Workforce Templates

| Governance and Assurance | | |
|--|---|-------------------------------------|
| Link to Enabling Objectives <i>(please choose)</i> | Supporting better health and wellbeing by actively promoting and empowering people to live well in resilient communities | |
| | Partnerships for Improving Health and Wellbeing | <input type="checkbox"/> |
| | Co-Production and Health Literacy | <input type="checkbox"/> |
| | Digitally Enabled Health and Wellbeing | <input type="checkbox"/> |
| | Deliver better care through excellent health and care services achieving the outcomes that matter most to people | |
| | Best Value Outcomes and High Quality Care | <input type="checkbox"/> |
| | Partnerships for Care | <input type="checkbox"/> |
| | Excellent Staff | <input checked="" type="checkbox"/> |
| | Digitally Enabled Care | <input checked="" type="checkbox"/> |
| | Outstanding Research, Innovation, Education and Learning | <input type="checkbox"/> |
| Health and Care Standards | | |
| <i>(please choose)</i> | Staying Healthy | <input type="checkbox"/> |
| | Safe Care | <input type="checkbox"/> |
| | Effective Care | <input type="checkbox"/> |
| | Dignified Care | <input type="checkbox"/> |
| | Timely Care | <input type="checkbox"/> |
| | Individual Care | <input type="checkbox"/> |
| | Staff and Resources | <input checked="" type="checkbox"/> |
| Quality, Safety and Patient Experience | | |
| Our ability to have the right staffing levels in the right place will impact on Quality, Safety and Patient Experience. | | |
| Financial Implications | | |
| Failure to have the right staffing compliment at the most appropriate cost may impact adversely upon the HB's sustainability. | | |
| Legal Implications (including equality and diversity assessment) | | |
| . No specific implications to highlight | | |
| Staffing Implications | | |
| As above | | |
| Long Term Implications (including the impact of the Well-being of Future Generations (Wales) Act 2015) | | |
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| Report History | First report of this planning cycle | |
| Appendices | IMTP Workforce Chapter IMTP Educational Commissioning figures IMTP Workforce Templates | |