

## OCCUPATIONAL HEALTH (OH)

- **AIM:** For our colleagues to provide what they see as the enablers and barriers to the implementation of the changes, in the OH work-stream.
- **OUTPUT:** Participants are informed and summariser selected.
- **APPROACH:** Work round around as many tables as possible and discuss/record the barriers and how we can break through them.
- **DISCUSSIONS**
  - **Systems:**
    - Request to enable interface with ESR for upload/download
    - Categorise roles e.g to put EPP marker
    - Strike deal with Cohort and OPAS for data cleanse amongst all organisations requiring it.
  - **Processes:**
    - Engage IT teams
    - Share outcomes with other Trusts to avoid re-invent the wheel.
    - Lack of PM and lack of direction in the GM patch
    - Lack of meetings, coordination and communication in the C&M patch
    - Lack of consistent message across patches
    - Constant focus on desired end result is required
    - Wider dissemination of HRD meetings
- **3 KEY MESSAGES:**
  - Share information/progress
  - Achieve quick wins (categorise job roles – EPP marker etc)
  - Negotiate cost for duplicate removal with Cohort/OPAS

## TRAINING

- **AIM:** To reflect on the first year of the Streamlining Programme and consider what enablers and barriers there are in the year ahead when considering the Year 2 milestones.
- **OUTPUT:** Participants are informed.
- **APPROACH:** Work in group(s) to discuss the progress, noting the key points raised and feedback.
- **DISCUSSIONS**
  - **Systems:**
    - IAT is positive and an enabler but is time consuming. Give Trusts option to use other LMS noting that none of the London Trusts use ESR OLM.
  - **Processes:**
    - Concerns on capacity to apply core skills to other framework. Trust to establish CSTF and apply the principles to other frameworks.
    - Proposition for different regions to focus on different things to reduce the pain as Trusts seem to be doing the same things.
    - Request for more information on what is happening in the other regions and region wide network or event.
    - Clarification of what onboarding means to the training workstream. Define its expectations for the various workstreams.
- **3 KEY MESSAGES:**
  - Can we get the detail of how benefits have been achieved in other regions?
  - We need a clear definition of what we are measuring e.g. onboarding means different things to different people
  - Would it be more sensible to realise the benefits from this year and apply these to additional frameworks?

## POLICY ALIGNMENT (PA)

- **AIM:** To review how each of the 3 regions have approached policy alignment, what they have been working on, where we can all learn from each other and share information to avoid duplication of effort.
- **OUTPUT:** Participants are informed.
- **APPROACH:** Round table discussions.
- **DISCUSSIONS**
  - **Systems and Processes**
    - Externally drafted contract template which led to MOU and checklist pending consensus and sign off.
    - For Trusts to have the same notice period.
    - TUPE toolkit was considered and a broad guidance created to accommodate Trust views.
    - Investigations on 'starting salary on appointment' concluded that a standard form be produced for audit trail of any decision made by a Trust.
    - Most trusts have similar probationary period and 30-40% of Trusts have escalation in their policies. There needs to be clarity on the purpose and guidelines
    - Personal Responsibility Framework amongst other initiatives were proposed and discussed. Trust cover aspects in various local policies.
    - Staff side and other stakeholder engagement was encouraged to exhaust discussions and make informed progress.
- **3 KEY MESSAGES**
  - SAMs to collect honorary contracts and secondary agreements templates from Trusts.
  - Streamlining to plan on updating stakeholders on governance process/approvals.
  - Streamlining to plan on collaboration of the 3 areas.

## RECRUITMENT

- **AIM:** To introduce VBR and discuss the options of its application.
- **OUTPUT:** Participants are informed and thoughts gathered.
- **APPROACH:** Group exercise with flipchart and spider diagram of the recruitment journey.
- **DISCUSSIONS**
  - **Systems:**
    - Questions around all Trusts using the same system
  - **Processes:**
    - Clarification of expectation and specification of stages and benefits
    - Sharing of knowledge
    - Senior representation at meetings
    - Final agreement put in place before implementation to ensure all trusts are engaged.
    - Reflection of the possibilities and challenges of implementing VBR.
- **3 KEY MESSAGES**
  - Clarification from the Streamlining Programme of the key elements of VBR to be considered by Trusts in their local environment.
  - Support from other areas that have been successful – sharing of knowledge and tools – documentation from London ('can we have the London templates') to be replicated in the Northwest.
  - Celebration of achievements to demonstrate overall progress and relevance.