

Appendix 5 - WRES 2018/19 Action Plan

Work Stream	Action	Date	Lead
Resources	Recruit a senior specialist advisor post for NBT to lead the E&D agenda for NBT.	31 st December 2018	Deputy Director of People
Management information, reporting and analysis	Launch and evaluate the standard WRES report within ESR business intelligence with a view to producing quarterly WRES updates for E&D and workforce committee to monitor progress throughout the year.	31 st October 2018	ESR leads
	Conduct a 'drill down' into indicators 2-8 to better understand the root cause analysis of our performance. This would include further breakdown by: <ul style="list-style-type: none"> • Department • Profession • BAME group • Pay band • Internal verses external recruitment (indicator 2) • Other stages of the recruitment process (indicator 2) • Methods of recruitment • Types of disciplinary and sanction 	31 st October 2018	E&D manager/ Workforce Programme Manager

	<p>Cross reference WRES data set with other sources of information i.e. happy app</p> <p>Review potential initiative list in light of findings and identify the top 3 priorities.</p>		
	<p>Identify and implement an employee relations case management system to accurately capture and report employee relations activity.</p>	31 st March 2019	Head of People and Transformation, Workforce Programme Manager
	<p>Take a decision on data submission methodology in advance of the 2018/19 submission namely:</p> <ul style="list-style-type: none"> - data submitted as at 31st December or 31st March - data inclusive or exclusive of bank - Remove students from training figures 	31 st March 2019	E&D manager
Governance	<p>Quarterly progress reports presented to E&D committee and workforce committee.</p>	Ongoing	E&D manager
Supporting initiatives with local partners	<p>Finalise the Trust's pledge to support the Bristol Learning City Partnership's 'Works' programme providing opportunities for work experience within the local community.</p>	30 th November 2018	Non-medical Education Manager