

Revised Action		Owner
WOR 01	Continue to undertake workforce planning activity in line with existing statutory responsibilities and forthcoming national plans and priorities.	James Andrew
WOR 05	Develop a range of key performance measures in areas such as absence, vacancies, turnover etc. for each service that can be referenced and utilised to support workforce planning (may link to National Plan over time).	Elaine Hill
WOR 06	Regular (quarterly) workforce profile reporting across service areas, focusing on key themes.	James Andrew
WOR 07	Approach Third and Independent Sector organisations for further workforce clarity, using existing communication mechanisms such as the Care at Home Forum.	Sheila Tyson
WOR 08	Engage and input into new ways of working, with reference to remote, agile and office based strategies post-Covid. Links with Premises Working Group.	James Andrew
WOR 09a	Consider and implement contract amendments, staffing strategies and the proposed scheduling assistant to reduce the reliance on overtime, ensuring service demand is still met.	Eddie Gilmartin
WOR 09b	Consider and implement a range of workforce planning tools and staffing strategies to meet current and future requirements and ensure best value.	Elaine Hill
WOR 11	Develop, implement, and consider a range of staff engagement opportunities, ensuring an effective communications/feedback strategies.	Elaine Hill
WOR 12	Develop wider digital opportunities and enhanced digital skills, with a specific focus on analogue to digital.	Eddie Gilmartin
WOR 14	Develop and implement an OD plan for the partnership	James Andrew

WOR 16	Ensure all registration requirement are captured, with associated plans and mitigations in place where risks apply.	Billy Fisher
WOR 18a	Continue to develop effective and innovative recruitment and 'on-boarding' solutions, with particular emphasis on those under-represented.	Elaine Hill
WOR 18b	Understand recruitment risks and career pathways. Identify actions to mitigate risks and make HSCP attractive to local potential workforce	Elaine Hill

Priority	
3	<i>WOR 01</i>
	<i>WOR 02</i>
	<i>WOR 03</i>
	<i>WOR 04</i>
1	<i>WOR 05</i>
2	<i>WOR 06</i>
3	<i>WOR 07</i>
3	<i>WOR 08</i>
3	<i>WOR 09a</i>
2	<i>WOR 09b</i>
	<i>WOR 10</i>
3	<i>WOR 11</i>
3	<i>WOR 12</i>
	<i>WOR 13</i>
3	<i>WOR 14</i>
	<i>WOR 15</i>

3	<i>WOR 16</i>
	<i>WOR 17</i>
3	<i>WOR 18a</i>
2	<i>WOR 18b</i>

Previous Action

Continue to undertake workforce planning activity in line with existing statutory responsibilities and forthcoming national plans and priorities.

Identify and nominate key resources to undertake the proposed national workforce planning training and to identify training opportunities.

Publish a revised plan to the Scottish Government no later than 31st March 2021.

Complete the Workforce Planning Reporting Template to be issued annually by the Scottish Government and returned no later than 30th September of each year.

Develop a range of key performance measures in areas such as absence, vacancies, turnover etc. for each service that can be referenced and utilised to support workforce planning (may link to National Plan over time).

Establish streamlined and more effective workforce data sharing between South Ayrshire Council and NHSA&A.

Approach Third and Independent Sector organisations for further workforce clarity, using existing communication mechanisms such as the Care at Home Forum.

Engage and input further into the respective asset and estates redesign strategies of South Ayrshire Council and NHS A&A.

Consider and implement contract amendments, staffing strategies and the proposed scheduling assistant to reduce the reliance on overtime, ensuring service demand is still met.

Consider and implement a range of workforce planning tools and staffing strategies to meet current and future requirements and ensure best value.

Complete the re-tender of the Occupational Health contract for South Ayrshire Council and further develop early intervention strategies with the appointed supplier.

Develop and implement staff surveys (iMatter), and ensure an effective communications/feedback strategy, with specific focus on workforce planning.

Develop a clear roadmap with regards to analogue to digital transition and wider digital services and resource and skills required.

Issue specific workforce planning survey for managers.

Develop and implement an OD plan for the partnership

Implement and benchmark pan-Ayrshire leavers and new starter surveys, and explore other related benchmarking opportunities.

Develop a clear action plan, identifying any risks, to implement required Scottish Social Services Council registration.

Commence development of the Workforce Development Tool.

Continue to develop effective and innovative recruitment and 'on-boarding' solutions, with particular emphasis on those under-represented.

Understand recruitment risks and career pathways. Identify actions to mitigate risks and make HSCP attractive to local potential workforce

Comments/ Rationale
WR01 encompasses 1-4
No change
Amended - new wording
Paused to reflect impact of Covid on partners, therefore lower priority. Revised approaches to be considered.
Amended - new wording
No change
No change, but Elaine/Val/Rosemary and Scott to look at further, with reference to rehabilitation services, care homes etc.
Completed. HR now responsible for OH provision from SAC perspective.
Amended - new wording
Amended - new wording. Additional owner may be required - now wider in scope.
Completed
No change.
Close - no longer relevant/achievable.

Amended - new wording.
Could be a defined mini-project.

Close - no longer relevant/achievable, however Scott to consider further with Billy.

No change - but now closer links to a Pan-Ayrshire forum

No change - event with managers still required