

Ref: FOI/CAD/ID 4204

**Please reply to:**  
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01 September 2017

### **Freedom of Information Act 2000**

I am writing in response to your request for information made under the Freedom of Information Act 2000 in relation to workforce planning and Brexit.

#### *Question 1*

*Please confirm or deny if Maidstone And Tunbridge Wells NHS Trust holds any workforce planning document relating to Maidstone And Tunbridge Wells NHS Trust covering any of the next ten years*

*If confirm, please release any workforce planning document relating to Maidstone And Tunbridge Wells NHS Trust covering any of the next ten years*

#### *Question 2*

*Please confirm or deny if Maidstone And Tunbridge Wells NHS Trust holds information on the number of clinical staff who are non-British EU nationals working on each (a) A&E shift (b) general surgery shift (c) intensive care unit shift (d) critical care shift (e) paediatric ward shift (f) geriatric ward shift (g) maternity unit shift (h) oncology unit shift from (i) Friday 16th June to Thursday 22nd June 2017 (ii) Friday 17th June to Thursday 23rd June 2016 at Maidstone And Tunbridge Wells NHS Trust*

*If confirm, please release:*

- i. The number of clinical staff who are non-British EU nationals working on each (a) A&E shift (b) general surgery shift (c) intensive care unit shift (d) critical care shift (e) paediatric ward shift (f) geriatric ward shift (g) maternity unit shift (h) oncology unit shift from (i) Friday 16th June to Thursday 22nd June 2017 (ii) Friday 17th June to Thursday 23rd June 2016 at Maidstone And Tunbridge Wells NHS Trust*
- ii. The job titles of those non-British EU national clinical staff*
- iii. The pay bands of those non-British EU national clinical staff*

#### *Question 3*

*Please confirm or deny if Maidstone And Tunbridge Wells NHS Trust holds information on whether all (a) A&E shift (b) general surgery shift (c) intensive*

*care unit shift (d) critical care shift (e) paediatric ward shift (f) geriatric ward shift (g) maternity unit shift (h) oncology unit shift from (i) Friday 16th June to Thursday 22nd June 2017 (ii) Friday 17th June to Thursday 23rd June 2016 at Maidstone And Tunbridge Wells NHS Trust met safe staffing levels based on (i) Maidstone And Tunbridge Wells NHS Trust's own workforce planning (ii) safe staffing levels as defined by the Care Quality Commission*

*If confirm, please release all (a) A&E shift (b) general surgery shift (c) intensive care unit shift (d) critical care shift (e) paediatric ward shift (f) geriatric ward shift (g) maternity unit shift (h) oncology unit shift from (i) Friday 16th June to Thursday 22nd June 2017 (ii) Friday 17th June to Thursday 23rd June 2016 at Maidstone And Tunbridge Wells NHS Trust met safe staffing levels based on (i) Maidstone And Tunbridge Wells NHS Trust's own workforce planning (ii) safe staffing levels as defined by the Care Quality Commission*

#### *Question 4*

*Please confirm or deny if Maidstone And Tunbridge Wells NHS Trust has carried out any written assessment of the effects of leaving (a) the European Union (b) the European Medicines Agency (c) Euratom on (i) Maidstone And Tunbridge Wells NHS Trust (ii) Maidstone And Tunbridge Wells NHS Trust's workforce (iii) patient access to medicines and treatments*

*If confirm, please release any written assessment of the effects of leaving (a) the European Union (b) the European Medicines Agency (c) Euratom on (i) Maidstone And Tunbridge Wells NHS Trust (ii) Maidstone And Tunbridge Wells NHS Trust's workforce (iii) patient access to medicines and treatments*

#### *Question 5*

*Please confirm or deny if Maidstone And Tunbridge Wells NHS Trust holds any impact assessments, risk registers or similar documents on the effects of leaving (a) the European Union (b) the European Medicines Agency (c) Euratom on (i) Maidstone And Tunbridge Wells NHS Trust (ii) Maidstone And Tunbridge Wells NHS Trust's workforce (iii) patient access to medicines and treatments*

*If confirm, please release all impact assessments, risk registers or similar documents on the effects of leaving (a) the European Union (b) the European Medicines Agency (c) Euratom on (i) Maidstone And Tunbridge Wells NHS Trust (ii) Maidstone And Tunbridge Wells NHS Trust's workforce (iii) patient access to medicines and treatments held by Maidstone And Tunbridge Wells NHS Trust*

#### *Question 6*

*Please confirm or deny if Maidstone And Tunbridge Wells NHS Trust holds any communications involving (a) any employee of Maidstone And Tunbridge Wells NHS Trust (b) NHS England (c) NHS Improvement (d) Health Education England (e) any other arm's length body of the Department of Health (f) the Department of Health (g) any other government Department on the impact of*

*leaving the European Union on Maidstone And Tunbridge Wells NHS Trust's workforce*

*If confirm, please release any communications involving (a) any employee of Maidstone And Tunbridge Wells NHS Trust (b) NHS England (c) NHS Improvement (d) Health Education England (e) any other arm's length body of the Department of Health (f) the Department of Health (g) any other government Department on the impact of leaving the European Union on Maidstone And Tunbridge Wells NHS Trust's workforce*

1. This information will fall within the Sustainability and Transformation Plan (STP) and can be found on the Trust website using the following link: <http://www.mtw.nhs.uk/wp-content/uploads/2017/07/workforce-planning-for-the-Sustainability-and-Transformation-Partnership.-250717.docx.pdf> Further information can be found on the Kent and Medway STP website [www.kentandmedway.nhs.uk](http://www.kentandmedway.nhs.uk)

2. The Trust does not have this information available on a shift by shift basis in a reportable format. To gather any information would involve working through all the rostering systems in turn for the relevant period. The Trust has estimated that it will cost more than the appropriate limit to consider this part of your request. The appropriate limit is specified in regulations and represents the estimated cost of one person spending 3½ working days in determining whether the Trust holds the information, locating, retrieving and extracting the information. Under Section 12 of the Freedom of Information Act 2000 the Trust is not obliged to comply with this part of your request and we will not be processing this part of your request further.

3. The Trust does not have this information available on a shift by shift basis in a reportable format. To gather any information would involve working through all the rostering systems in turn for the relevant period. The Trust has estimated that it will cost more than the appropriate limit to consider this part of your request. The appropriate limit is specified in regulations and represents the estimated cost of one person spending 3½ working days in determining whether the Trust holds the information, locating, retrieving and extracting the information. Under Section 12 of the Freedom of Information Act 2000 the Trust is not obliged to comply with this part of your request and we will not be processing this part of your request further. The Trust also monitors a range of workforce metrics on a regular basis to ensure safe staffing levels are maintained (also on the public website in trust board papers).

4. The Trust has not found any reports that have gone to Trust Board explicitly on the impact of Brexit, although it is occasionally referenced in discussion in public board meetings, the minutes of which are available on the website.

5. The Trust has completed a risk assessment which is shown below.

recordid	2327
Title	Failure to attract and retain sufficient substantive staff across the Trust

Risk Type	Human Resources
Unit	Trustwide
Specialty	Human Resources
Sub spec	Human Resources
Location (type)	Hospital Wide
Manager	Richard Hayden
Controls in place	2015 Staff survey showed that staff engagement higher than national average for NHS. 5 Year Workforce Strategy developed. Staff KPI's monitored by TME with assurance provided to the Trust Board - including turnover, number of new recruits by staff group, number of vacancies by staff group. Workforce engagement mechanisms - open staff meetings, PRIDE journal, CEO Newsletter, 'Contact Glenn & Tony', Board Department Visits, JCF, JMNC, anonymous reporting and revised speak out safely policy. National staff survey conducted and results and actions debated at TME, Trust Board & Workforce Committee. 2016/17 Appraisal Cycles completed - 94% Staff Survey outcomes. Held intermediate Friends and Family Test through the year. Recruitment plan being revised as part of 2016/17 Business Planning. Quarterly performance reviews with directorates cover recruitment and retention. Authorisation for clinical areas to build-in turnover to recruitment plans from 2012 onwards. Nurse Recruitment & Retention Group. In depth recruitment report to Workforce Committee, TME, JCF & Trust Board. International campaigns for May, July and September 2015. Recruitment open days throughout 2016/17. Wider community engagement – presented to March 2015 Workforce Committee. New starter and exit questionnaires provide more informed and timely information. Implementation of trust-wide team brief. Designated Nurse Recruitment Lead appointed. Discussed actions with local community and HEKSS to increase availability of registered staff. Monitoring the effects of Brexit on recruitment.
Opened	16-Jul-2015
Likelihood (initial)	LIKELY
Rating (initial)	16
Risk level (initial)	HIGH
Consequence (Target)	SERIO
Likelihood (Target)	UNLIKE
Rating (Target)	8
Risk level (Target)	LOW
Cost/benefit	0
No. of Actions	15
ram_act_count_open	3
Current	SERIO
Likelihood (current)	POSS
Rating (current)	12
Risk level (current)	MOD
Review date	22-Sep-2017
Level	Board
Division	Corporate Services
Risk Subtype	Recruitment

Annual review	Yes
Origin of risk	SRS
Description	Inability to recruit suitably qualified and skilled professionals in some areas. Potential of Brexit to restrict future recruitment of overseas staff.

6. The Trust is not aware of any such communication.