Berkshire Healthcare
NHS Foundation Trust

Safe Staffing Report: November 2026.

Safe Staffing Declaration.

Across the last month, based on available data, all the wards and community nursing services have been considered to have been safe and staffed to levels required to meet patient need. There continues to be a reliance on temporary staffing to achieve this position, due primarily to staffing vacancies and alongside this absence-related factor have also contributed to reduced staffing availability. Whilst there is much support available to the wards from senior and specialist staff not factored into staffing rotas as well as therapy staff to achieve the right numbers, the continual reliance on temporary nursing staffing and reduced registered nursing staff on some shifts means that continuity of staffing was not always optimal, and patient experience may have been compromised.

Analysis of staffing position.

Right staff, right place, and time.

All our Mental Health and Community Wards are staffed to provide two registered staff on every shift, and the shifts with less than two registered staff on duty are seen as a red flag and highlighted in the local dashboard. For Campion Unit (Learning Disability unit) the agreed staffing levels are two registered nurses during the day and one registered nurse at night.

On shifts with less than two registered nursing staff there were senior clinical staff on the wards (Ward Manager, Matron and for the mental health wards there is also a Clinical Development Lead/Charge Nurse) and therapy staff based on the wards 9-5pm during the week that provided support. Out of Hours there is a senior nurse covering Prospect Park mental health wards as well as on call arrangements covering all wards. These staff are not counted within the safer care tool and need to be factored in when assessing the provision of safe and appropriate care.

At Prospect Park staff were moved across the hospital (including APOS staff) to assist wards including where there were less than 2 registered staff on duty to support

meeting their minimal staffing requirements (shifts with less than 2 registered nursing staff are detailed in the dashboard spreadsheet attached to the report).

In the Community West wards, some of the vacancies are planned to enable use of NHSP, which supports flexibility. All the CHS wards are functioning normally.

Triangulation of complaints, patient feedback and clinical patient safety incident data sets involving medication, falls, pressure ulcers, absent and missing patients, seclusions, prone restraints, self–harm and assaults did not reveal any incidents of moderate harm or above during the month because of staffing levels.

Temporary staffing.

The need for temporary staff continues to be driven by vacancies, absences, and the need to increase staffing numbers to meet acuity and the need of patients, and there has been a decrease in need at PPH this month compared to the previous month.

	Total number temporary staffing shifts requested	Number of temporary shifts requested to fill registered staff gap	Total temporary shifts unfilled
PPH	2494	376	63
West Community Wards	705	218	145
East Community Wards	203	62	12
Campion	246	75	2

Appendix

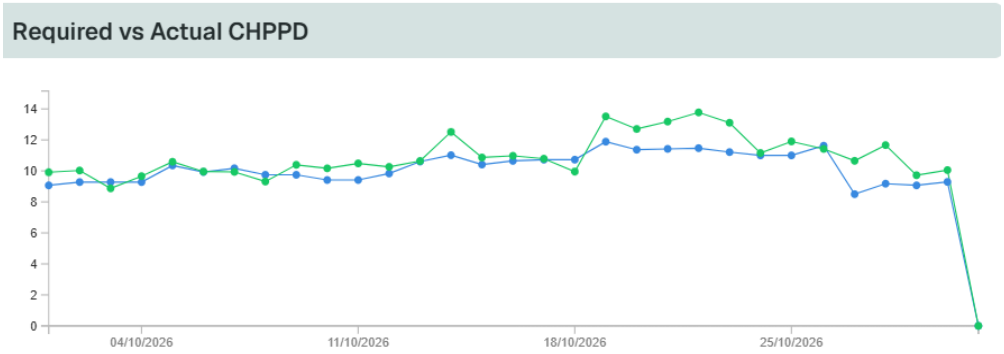
Safecare Data for all Berkshire Healthcare Wards October 2026.

Prospect Park Hospital.

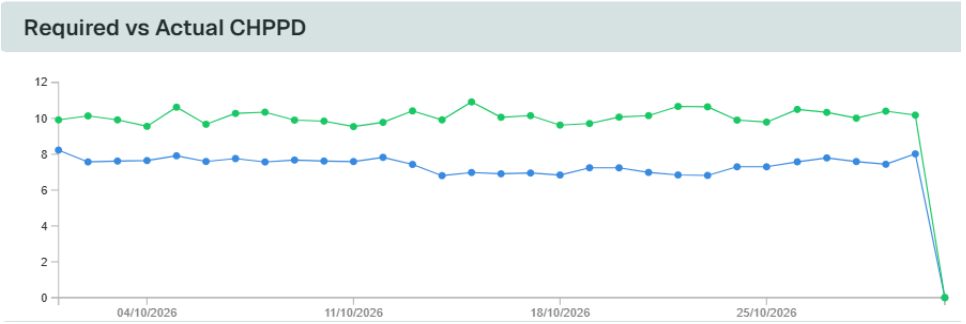
At PPH, all the wards have dedicated therapy resources which provide care to patients. There are also matrons and clinical development leads/charge nurses who are not included in the ward numbers or data below. There was some erratic recording of staffing levels on Sorrel ward on occasion, but available data demonstrated that the wards were safely staffed during October and staff are moved as necessary to cover shortfall.

Key: Required ------- Actual -------

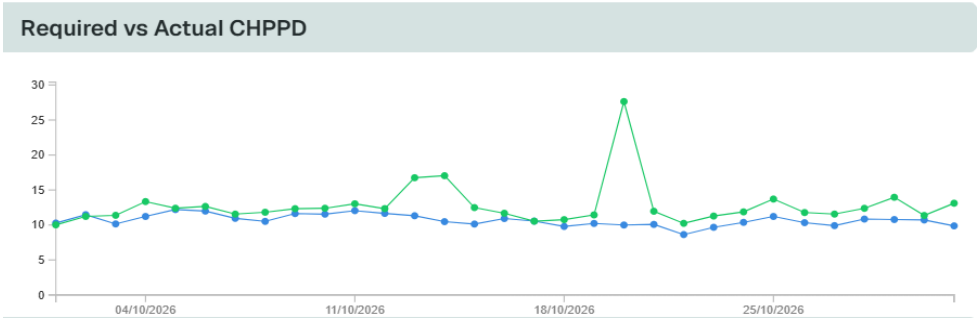
Bluebell:



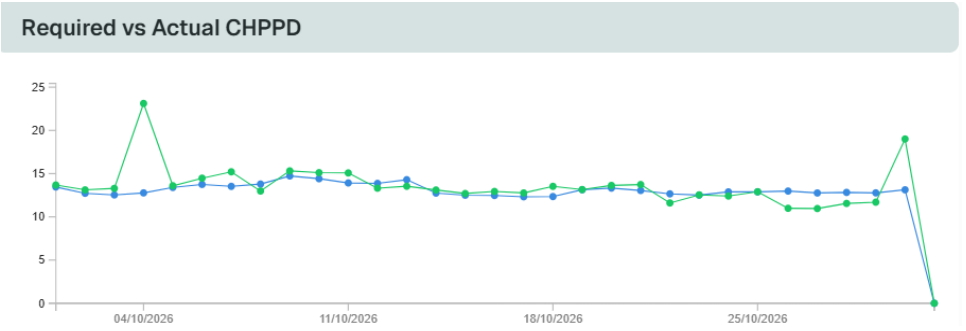
Daisy:



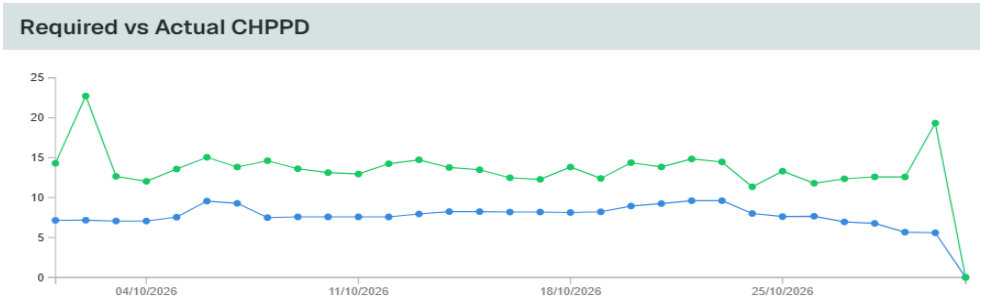
Rose:



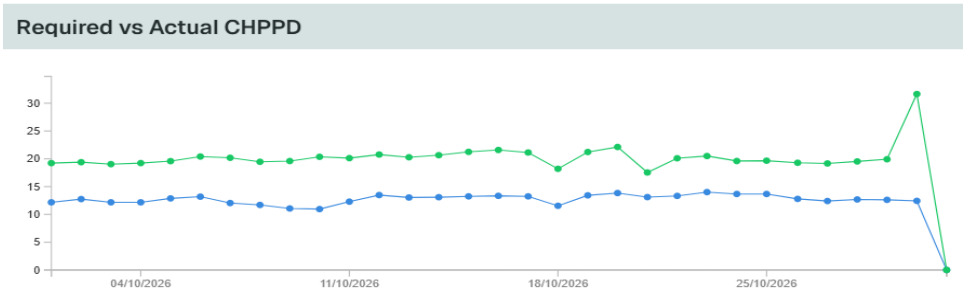
Snowdrop:



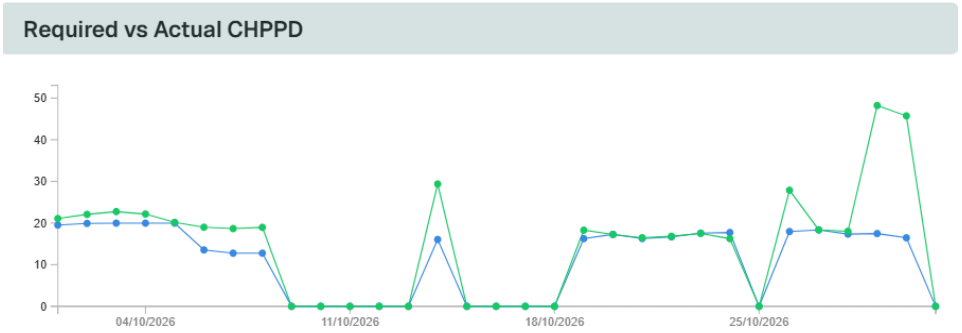
Orchid:



Rowan:



Sorrel:

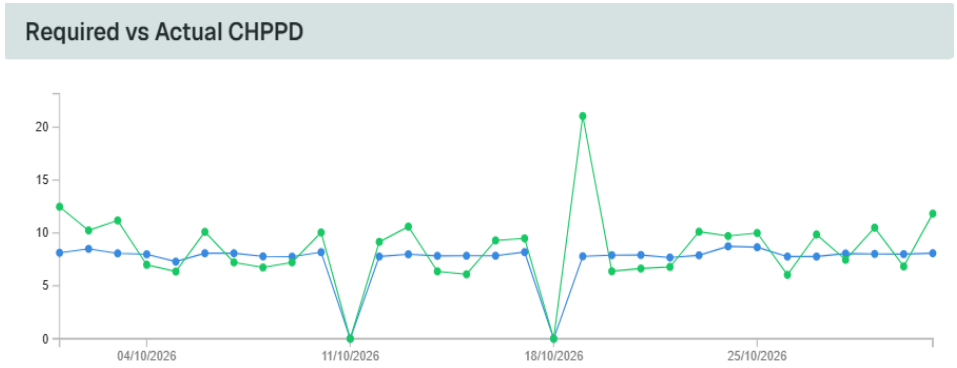


West Community Health Service Wards.

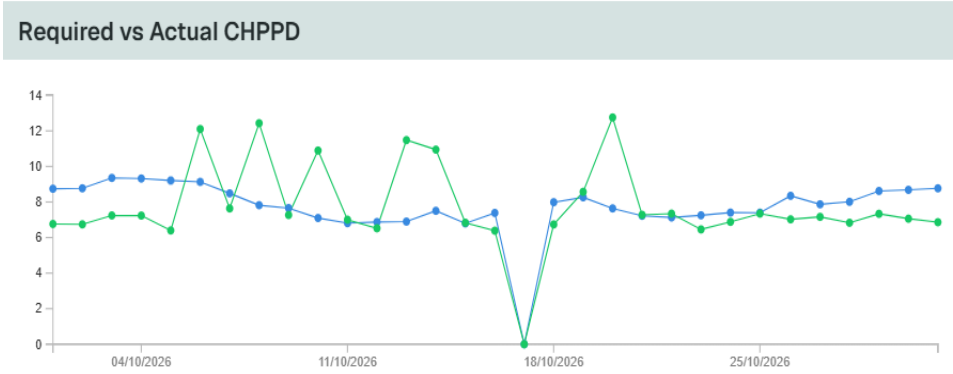
All the rehabilitation wards across the Trust have therapy staff (Oakwood 6.18 WTE, Wokingham wards 13.67 WTE and West Berkshire wards 14.21 WTE). Across all the wards the data indicates that the staffing was suboptimal for the acuity of patients on occasion, and data demonstrates some inconsistency in reporting on Wokingham wards and West Berkshire wards to determine accuracy. All the West wards had high acuity in patients. Wokingham wards. Wokingham wards and Oakwood ward had

high levels of sickness amongst qualified staff and Wokingham wards had high levels of sickness amongst non-qualified staff resulting in the need for a higher level of temporary staffing. High acuity is part of the reason for the difference between the actual and required at West Berkshire, Wokingham, and Oakwood wards. In addition, there are staff vacancies across all the wards. There are staff not counted within Safecare, including ward managers and therapy staff who were on the ward to provide care and support to the patients. There was some inconsistency with reporting on the Wokingham wards and West Berkshire wards which has caused the variation in the data recording.

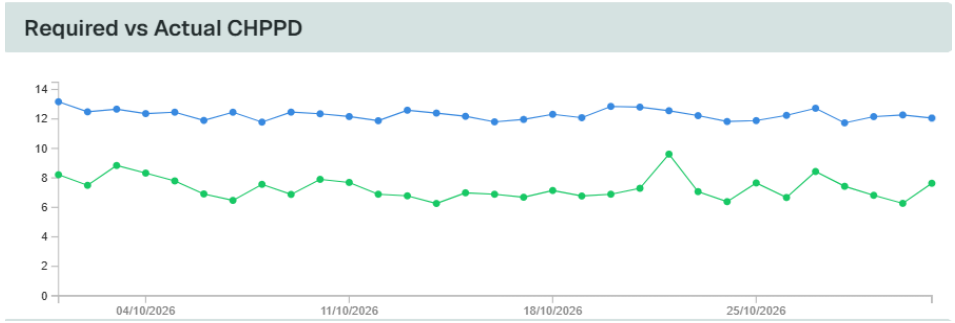
Wokingham In Patient Unit:



West Berkshire Inpatient Unit:



Oakwood Ward:

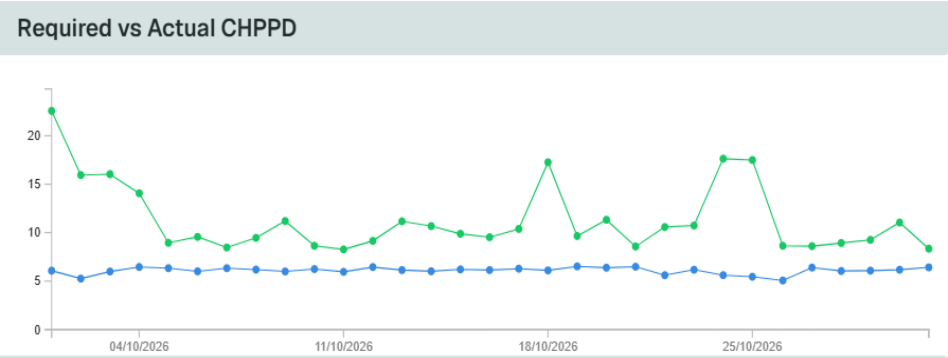


East Community Health Service Wards.

The East wards staffing to patient ratios appear to be sufficient for the acuity of patients on the ward for the month of October. In addition, like the west community wards, there are therapists and therapy assistants working on the wards who support the nursing staff but are not captured in the Health Roster figures. Safecare data and rota data for Henry Tudor and Jubilee wards is now captured jointly under St. Marks in patient wards in preparation for the relocation of Jubilee ward from Upton to

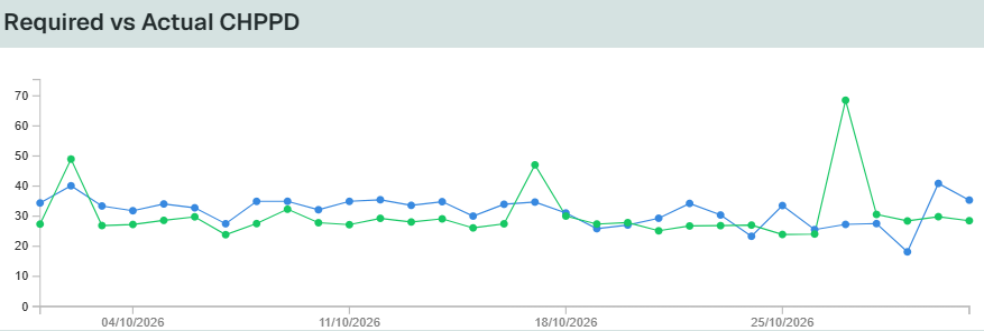
St. Marks hospital in Maidenhead proposed in early 2027.

St. Marks In Patient Wards (Henry Tudor Ward and Jubilee Ward):



Campion Unit.

Campion unit staffing appears sufficient for the acuity of the patients although there are some inconsistencies with data recording on occasion which accounts for the spikes. As on the other in-patient wards, there are therapists and therapy assistants working on the wards who support the nursing staff but are not captured in the Safecare figures.



		Vacancy		Sickness % Mat leave		No. of bank /agency used		Total available workforce				Fill rate analysis (NQB)														Patient experience feedback		
												Day Shift						Night Shift										
Ward	Budgeted workforce	RN	HCA	RN	HCA	RN	HCA	RN	HCA	No. of shifts with less than 2 RN's	Occupancy (%)	% Fill rate Registered nurses.	Total monthly planned registered nurses	Total monthly actual hours registered nurses	Total monthly planned hours unregistered staff	Total monthly actual hours unregistered staff	% Fill rate unregistered nurses (including N/As)	% Fill rate Registered nurses.	Total monthly planned hours registered nurses	Total monthly actual hours, registered nurses	Total monthly planned hours unregistered staff	Total monthly actual hours, unregistered staff	% Fill rate unregistered nurses (including NAs)	Overall CHPPD	No. of Incidents reported where moderate harm or	Patient experience scores (out of 5) IwGC	No. of complaints	RAG Rating
Bluebell	42.90	3.26	9.82	0.65 (0.99)	4.28 (1.91)	4.20	19.20	11.56	33.85	1	99.5	106.45	930	990	2325	2835	121.94	100.00	666.5	666.5	1333	2214.5	166.13	12.1	0	4.81	0	
Daisy	42.90	0.73	12.53	0.36	0.00	2.30	13.30	13.47	31.43	0	99.1	100.81	930	937.5	2325	2310	99.35	100.00	666.5	666.5	1333	1999.5	150.00	10.7	0	4.57	1	
Rose	42.90	4.30	11.70	1.22	0.81	4.80	20.20	11.54	38.35	1	98.2	104.03	930	967.5	2170	2985	137.56	77.86	856	666.5	1333	2246.75	168.55	12.4	0	4.50	1	
Snowdrop	42.90	0.26	3.79	0.34 (0.91)	2.39	2.60	18.20	13.35	42.68	2	98.6	100.00	930	1065	2325	3439.5	132.00	100.00	666.5	666.5	1333	2655.25	164.17	14.2	0	3.83	1	
Orchid	61.30	1.09	17.82	0.78	1.94	1.50	13.90	11.89	43.20	2	91.9	106.45	930	990	2325	3675	158.06	100.00	666.5	666.5	1333	2515.5	188.71	13.8	0	4.54	0	
Rowan	61.30	1.26	16.74	0.28	2.29 (1.82)	2.20	15.30	12.92	43.51	0	69	106.45	780	840	2325	3630	156.13	100.00	666.5	666.5	1333	2623	196.77	22.0	0	4.79	1	
Sorrel	42.90	3.62	14.02	0.10	0.07	3.20	15.20	11.74	31.77	1	92.4	99.19	930	922.5	2325	2625	112.90	100.00	666.5	666.5	1333	2128.5	159.68	20.1	0	4.06	2	
Campion	33.00	-0.20	3.00	0.79	2.46 (1.07)	3.40	8.90	13.61	24.57	1	71	254.03	780	2212.5	1860	3202.5	172.18	196.77	333.25	655.75	1333	1558.75	116.94	39.3	0	4.76	0	
Donnington	64.30	2.61	2.57	0.81	3.36	4.30	3.30	26.98	35.57	0	89.8	103.76	1095	1147.5	2557.5	2595	101.47	106.15	1007.5	1069.5	1333	1426	106.98	7.9	0	4.74	0	
Highclere										0	89.6	100.81	780	787.5	1162.5	1067.5	91.83	102.22	697.5	713	697.5	379.5	54.41	8.0	0		0	
Oakwood	41.70	5.53	7.69	1.81	0.73 (0.92)	2.30	8.30	12.76	22.86	4.57	93.1	98.39	1395	1372.5	2464.5	2349	95.31	100.00	713	713	806	1115	138.34	8.3	0	4.57	0	
Ascot	55.80	2.50	1.27	2.71 (1.67)	2.27	4.90	9.20	24.32	35.16	1	102.2	102.24	713	729	1534.5	1330.5	86.71	100.00	713	713	821.5	767	96.59	7.0	0	4.79	0	
Windsor										0	96	98.97	1069.5	1058.5	1580.5	1552.5	98.23	119.40	770.5	920	867.5	983.5	113.37	6.3	0	4.60	0	
Henry Tudor	41.50	5.08	3.03	1.68 (1.84)	1.23 (0.55)	1.10	3.50	13.40	19.29	0	101.5	78.75	1395	1098.5	2092.5	1394.5	66.64	84.31	1023	862.5	666.5	710.5	106.60	7.5	0	4.41	0	
Jubilee	35.40	5.40	6.07			3.30	5.00	8.78	18.15	0	86.2	76.67	930	713	1860	1655.9	89.03	100.00	713	713	713	1069.5	150.00	9.8	0	4.69	0	

Community Nursing.

Across Berkshire, community nursing services use an Internal Escalation Triggers tool, where community nursing teams undertake a daily capacity assessment and the result from the capacity assessments are collated to allow an escalation process when services are unable to meet their commissioned service specifications. The daily capacity assessment produces a RAG rating, and this enables teams to move staffing resources accordingly.

The wider nursing services in attachment two inform the Trust board of the staffing position for the wider Nursing services across Berkshire Healthcare. Whilst there are no national tools available for other community services, we are able to provide and review information in relation to staffing against establishment, sickness absence, and generic organisational metrics related to quality such as incidents, complaints and patient experience.

		Vacancy		Sickness % Mat leave		No. of bank /agency used		Total available workforce		No. of Incidents reported where moderate harm or above was caused related to staffing	Patient experience feedback	
Ward	Budgeted workforce	RN	HCA	RN	HCA	RN	HCA	RN	HCA		Patient experience scores (out of 5) IwGC	No. of complaints
Sexual Health	**17.14**	2.84	-0.5	1.18 (1.00)	0.16	1.1	0.0	8.72	4.84	0	4.96	0
Community nursing Slough	**37.1**	-3.02	0.5	4.28	1.13	0.1	0.0	28.34	5.97	0	4.94	0
Community nursing WAM	**42.05**	4.73	0.54	1.61	3.61	1.3	0.2	24.51	8.55	0.00	4.95	0
Community nursing Bracknell	**38.56**	2.76	0.45	2.46	1.21	2.8	0.0	25.45	9.03	0.00	4.95	0
Community nursing Wokingham	**43.68**	-0.03	2.23	4.53	0.90	0.3	0.1	30.45	6.00	0.00	4.91	0
Community nursing Reading	**47.34**	-1.37	-0.07	3.24 (1.54)	1.20	2.7	0.8	35.75	10.55	0.00	4.89	0
Community nursing West Berks (Newbury)	**42.10**	-0.57	3.13	2.92 (0.99)	0.63	1.8	0.9	30.96	6.74	0.00	5.00	0
UCR East	**8.61**	-1.64	0.00	0.00	0.00	0.0	0.2	10.25	0.20	0.00	4.96	0
UCR West	**36.87**	-0.30	2.00	6.88 (6.11)	0.39	3.3	0.0	18.87	6.22	0.00	4.96	0
CMHT Slough	**15.70**	-5.30	2.00	2.12	0.41	0.9	0.4	17.78	-0.01	0.00	4.33	0
CMHT WAM	**15.37**	0.77	0.00	3.30	0.00	0.4	0.9	9.70	2.90	0.00	4.25	0
CMHT Bracknell	**18.13**	-0.47	0.00	1.17	0.00	0.1	0.0	14.53	3.00	0.00	3.56	0
CMHT Wokingham	**20.60**	-0.50	0.80	1.18 (0.99)	0.13	0.4	0.1	16.73	1.77	0.00	4.81	0

CMHT Reading	**24.60**	-6.56	2.56	3.99 (2.01)	0.68	1.0	1.6	20.60	3.92	0.00	4.81	0
CMHT West Berks	**22.74**	-1.47	0.00	2.00	0.18	0.9	1.0	20.11	3.82	0.00	4.81	0
CCN East	**10.93**	0.79	0.00	0.45 (2.26)	0.04	0.0	0.0	6.55	0.84	0.00	4.81	0
CCN West	**7.81**	0.00	0.00	0.08 (0.45)	0.00	0.0	0.0	7.28	0.00	0.00	4.97	0
Phoenix	**16.41**	1.80	1.42	0.38	0.45 (0.46)	0.0	0.1	6.42	5.58	0.00	4.36	0
HV Bracknell	**19.52**	0.52	1.00	2.3 (0.54)	0.00	0.7	0.0	8.86	7.00	0.00	4.97	0
HV Wokingham	**21.30**	4.37	-0.34	0.68 (0.14)	0.00	1.8	0.1	12.91	5.44	0.00	5.00	0
HV Reading	**33.80**	1.60	1.20	1.63 (0.81)	0.00	0.7	0.6	22.26	7.60	0.00	4.67	0
HV West Berks	**19.50**	1.65	-0.05	1.17 (0.77)	0.00	0.3	0.2	12.71	3.75	0.00	4.96	0
School nursing Bracknell	**3.89**	-0.01	0.01	0.14	0.00	0.2	0.0	2.89	1.06	0.00	5.00	0
School nursing Wokingham	**4.27**	-0.73	-0.01	0.23 (0.99)	0.00	0.0	0.0	2.68	1.11	0.00	4.81	0
School nursing Reading	**7.34**	1.04	-0.09			0.3	0.1	3.98	1.59	0.00	5.00	0
School nursing West Berks	**5.05**	0.12	0.05			0.0	0.0	3.72	1.16	0.00	4.81	0

Debbie Fulton.

Director of Nursing and Therapies 06/11/2026.