
Safe Staffing Report: June 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. A contributing factor could be because of a reduction in annual leave requests.

	Total number temporary staffing shifts requested	Number of temporary shifts requested to fill registered staff gap	Total temporary shifts unfilled
PPH	2639	252	58
West Community Wards	744	166	116
East Community Wards	240	50	36
Campion	84	36	5

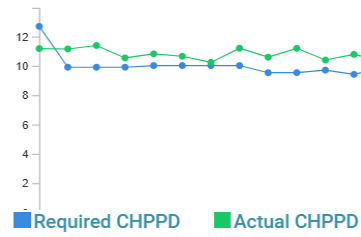
Appendix

Safecare Data for all Berkshire Healthcare Wards May 2026.

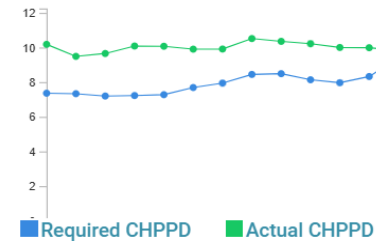
Prospect Park Hospital.

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 were some suboptimal staffing levels on all of the acute mental health wards on occasion, but available data demonstrated that the wards were safely staffed during April and staff are moved as necessary to cover shortfall.

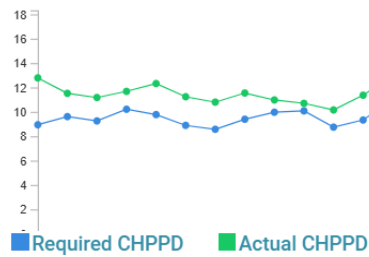
Bluebell:



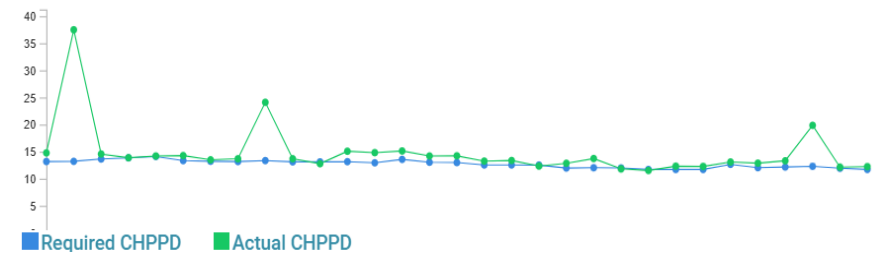
Daisy:



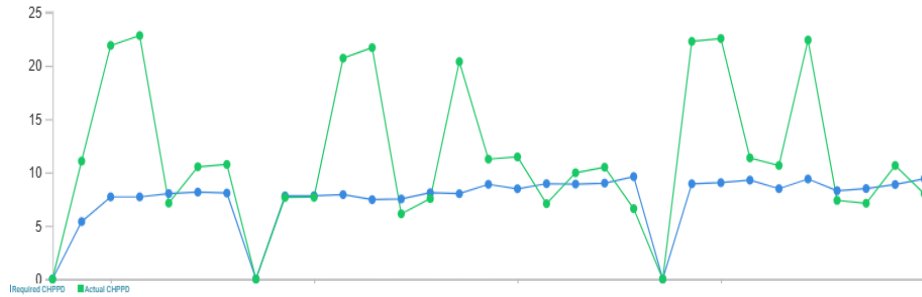
Rose:



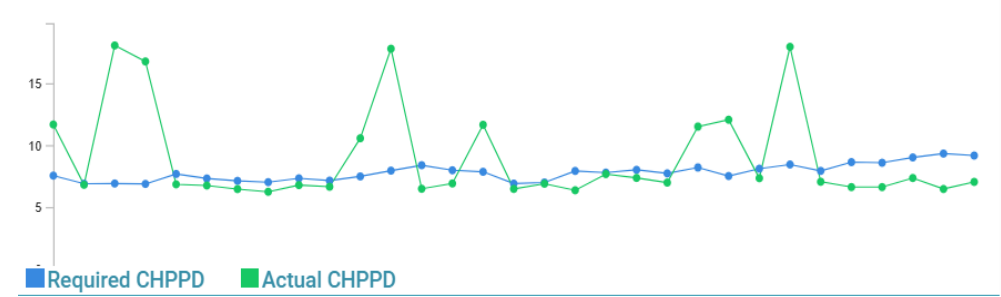
Snowdrop:



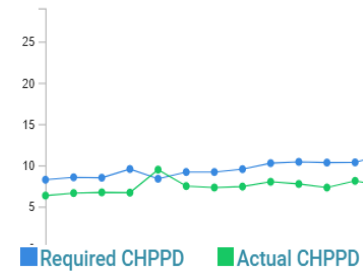
Wokingham In Patient Unit:



West Berkshire Inpatient Unit:



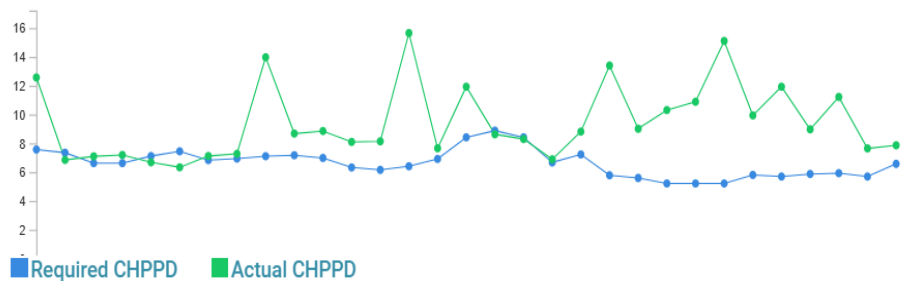
Oakwood Ward:



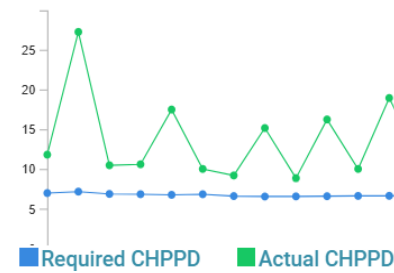
East Community Health Service Wards.

The East wards staffing to patient ratios appear to be sufficient for the acuity of patients on the ward for the month of May but there are some inconsistencies in reporting. Henry Tudor ward has high levels of sickness amongst both qualified and non-qualified staff. 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.

Henry Tudor Ward:

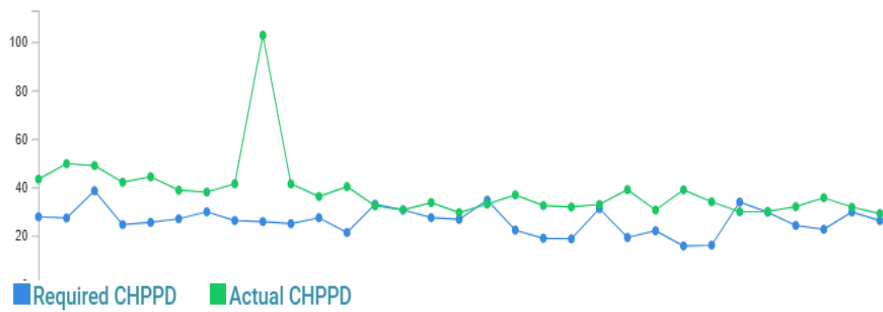


Jubilee Ward:



Campion Unit.

Campion unit staffing appears sufficient for the acuity of the patients, but some data is not optimal. 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.



Ward		Vacancy		Sickness % Mat leave		No. of bank /agency used		Total available workforce		Fill rate analysis (NQB)														Patient experience feedback				
										Day Shift							Night Shift											
										% Fill rate Registered nurses.	Total monthly planned registered nurses	Total monthly actual hours registered nurses	Total monthly planned hours unregister ed staff	Total monthly actual hours unregister ed staff	% Fill rate unregister ed nurses (including N/As)	% Fill rate Registered nurses.	Total monthly planned hours registered nurses	Total monthly actual hours, register ed nurses	Total monthly planned hours unregister ed staff	Total monthly actual hours, unregister ed staff	% Fill rate unregister ed nurses (including NAs)	Overall CHPPD	No. of Incidents reported where moderate harm or					Patient experie nce scores (out of 5) lwGC
Bluebell	42.90	4.26	6.62	0.9	6.09	4.6	12.1	11.7	30.05	0	98.6	101.61	930	945	2325	2295	98.71	100.00	666.5	666.5	1333	1988.75	149.19	11.5	0	4.02	0	
Daisy	42.90	1.73	14.53	0.61	0.56	1.7	12.7	11.62	28.27	0	98.6	108.06	930	1005	2325	2295	98.71	100.00	666.5	666.5	1333	1999.5	150.00	10.7	0	4.21	2	
Rose	42.90	-1.1	11.75	1.24	0.44	3.5	24	13.81	42.02	1	97.3	101.61	930	945	2170	2932.5	135.14	87.12	765	666.5	1333	2268.25	170.16	10.8	0	4.02	0	
Snowdrop	42.90	0.26	3.79	0.14	3	2.2	10.5	14.06	34.37	0	98.7	100.00	900	900	2250	2970	132.00	100.00	645	645	1290	2117.75	164.17	12.6	0	3.32	0	
Orchid	61.30	1.09	20.82	0.37	1.5	3.7	20.2	14.5	46.94	0	94.5	114.52	930	1065	2325	4020	172.90	100.00	666.5	666.5	1333	3375.5	253.23	12.0	0	4.22	0	
Rowan	61.30	1.26	17.74	0.14	2.21	2.1	17.2	12.96	44.46	0	69.5	116.13	930	1080	2325	3945	169.68	100.00	666.5	666.5	1333	2741.25	205.65	15.6	0	4.31	0	
Sorrel	42.90	3.62	15.02	0.55	0.14	1.5	21.5	9.59	37	0	92.7	100.00	930	900	2325	2872.5	123.55	100.00	666.5	666.5	1333	2236	167.74	19.6	0	3.97	0	
Campion	33.00	-0.2	2.6	0.05	0.37	2.7	4.8	13.65	23.08	0	51.6	221.77	930	2062.5	1860	2587.3	139.10	200.02	333.25	666.58	1333	1214.75	91.13	45.4	0	4.84	0	
Donnington Highclere	64.30	-0.7	6.57	2.43	2.15	4.3	7.4	27.77	35.47	0	94.5	109.14	1395	1522.5	2557.5	2445	95.60	103.87	1007.5	1046.5	1333	1314	98.57	7.6	0	4.78	0	
										1	92.4	99.19	930	922.5	1162.5	1132.5	97.42	102.22	697.5	713	697.5	517.5	74.19	7.7	0			
Oakwood	41.70	4.53	7.3	1.03	2.17	2.4	4.6	13.74	19.03	0	92.2	100.00	1395	1395	2464.5	2617.5	106.21	100.00	713	713	806	1102	136.72	8.5	0	4.70	0	
Ascot Windsor	55.80	2.31	-0.61	1.55	2.23	4	4.7	24.81	32.33	0	96.2	713	1534.5	756	1357.5	713	821.5	713	848.5	106.03	88.47	100	103.29	7.5	0	4.52	0	
										0	94.1	1178	1626.5	1174	1518	713	790.5	713	836	99.66	93.33	101.68	105.76	6.7	0	4.53	0	
Henry Tudor	41.50	3.08	2.91	3.06	4.86	1	4.4	15.76	15.77	0	92.4	101.61	1395	1417.5	2092.5	1675	80.05	95.55	1023	977.5	666.5	789	118.38	9.3	0	4.66	0	
Jubilee	35.40	5.4	6.28	0	0.21	1.4	5.2	10.4	19.71	0	84.3	76.67	930	713	1860	1666.5	89.60	96.77	713	690	713	1035	145.16	9.7	0	4.94	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 WTE 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) lwGC	No. of complaints
Sexual Health	17.55	2.84	0.3	0.53 (1.02)	0.4	0.9	0.2	9.15	4	0	4.71	0
Community nursing Slough	35.8	-3.82	0.8	3.42 (2.05)	4.09	0.0	0.0	27.85	2.71	0	4.89	0
Community nursing WAM	41.94	2.44	0.86	7.84	3.40	0.4	0.0	19.67	8.24	0.00	4.88	0
Community nursing Bracknell	34.84	1.27	1.49	8.14	5.57	1.9	0.1	20.36	6.71	0.00	4.94	0
Community nursing Wokingham	42.92	-2.06	0.50	4.09 (1.35)	3.40	0.4	0.2	30.47	6.33	0.00	4.93	0
Community nursing Reading	48.64	-1.49	-0.93	10.38 (3.08)	2.6 (0.63)	1.5	0.4	25.99	8.98	0.00	4.93	0
Community nursing West Berks (Newbury)	38.69	0.57	3.33	18.8 (1.9)	0.60	1.2	0.6	12.43	11.73	0.00	5.00	0
UCR East	9.21	0.64	0.00	0.2 (1.95)	0.00	0.5	0.0	6.32	0.00	0.00	4.91	0
UCR West	35.30	0.92	-1.00	15.64 (4.17)	3.37	1.1	0.0	6.63	6.24	0.00	4.57	0
CMHT Slough	9.80	5.70	-2.00	7.60	0.80	2.2	0.0	2.60	3.20	0.00	4.66	0
CMHT WAM	10.95	2.23	-1.00	4.84	0.80	0.2	0.0	6.10	2.20	0.00	4.57	2
CMHT Bracknell	13.83	2.47	0.00	2.22	1.53	0.7	0.0	11.31	1.47	0.00	4.80	0
CMHT Wokingham	12.77	0.50	-0.80	4.57 (1.03)	1.80	0.7	0.0	12.60	1.60	0.00	4.47	0
CMHT Reading	19.24	3.36	-2.56	0.60	1.40	0.6	0.0	14.48	7.72	0.00	4.60	1
CMHT West Berks	18.31	1.67	0.00	2.86	0.00	1.4	0.1	16.61	3.10	0.00	4.61	0
CCN East	10.61	0.98	0.00	0.73 (1.03)	0.40	0.0	0.0	7.31	0.48	0.00	5.00	0
CCN West	8.11	0.00	0.00	0.00	0.00	0.0	0.0	7.81	0.00	0.00	4.92	0
Phoenix	14.86	1.00	0.94	0.00	1.06	0.0	0.0	7.60	5.81	0.00	4.50	1
HV Bracknell	19.32	-0.52	-1.00	7.8 (0.61)	0.00	1.4	0.0	5.03	8.00	0.00	4.73	0
HV Wokingham	25.67	1.97	-1.60	4.57 (0.84)	1.80	0.9	0.0	9.82	1.60	0.00	5.00	0
HV Reading	31.23	3.40	1.20	0.60	1.40	0.0	0.0	21.60	5.60	0.00	4.96	0
HV West Berks	20.72	-0.73	-0.75	2.86 (0.84)	1.14	0.0	0.0	13.03	3.11	0.00	5.00	0
School nursing Bracknell	5.26	0.01	-0.01	0.00	0.00	0.0	0.0	2.83	1.07	0.00	4.80	0
School nursing Wokingham	5.13	0.73	0.01	0.8 (1.03)	2.40	0.0	0.0	2.14	1.11	0.00	5.00	0
School nursing Reading	6.35	1.34	0.01			0.2	0.0	4.50	1.01	0.00	4.91	0
School nursing West Berks	6.64	0.81	-0.05			0.0	0.0	2.83	1.26	0.00	4.67	0

		Vacancy		Sickness WTE 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) lwGC	No. of complaints
Sexual Health	17.55	2.84	0.3	0.53 (1.02)	0.4	0.9	0.2	9.15	4	0	4.71	
Community nursing Slough	35.8	-3.82	0.8	3.42 (2.05)	4.09	0.0	0.0	27.85	2.71	0	4.89	
Community nursing WAM	41.94	2.44	0.86	7.84	3.40	0.4	0.0	19.67	8.24	0.00	4.88	
Community nursing Bracknell	34.84	1.27	1.49	8.14	5.57	1.9	0.1	20.36	6.71	0.00	4.94	
Community nursing Wokingham	42.92	-2.06	0.50	4.09 (1.35)	3.40	0.4	0.2	30.47	6.33	0.00	4.93	
Community nursing Reading	48.64	-1.49	-0.93	10.38 (3.08)	2.6 (0.63)	1.5	0.4	25.99	8.98	0.00	4.93	
Community nursing West Berks (Newbury)	38.69	0.57	3.33	18.8 (1.9)	0.60	1.2	0.6	12.43	11.73	0.00	5.00	
UCR East	9.21	0.64	0.00	0.2 (1.95)	0.00	0.5	0.0	6.32	0.00	0.00	4.91	
UCR West	35.30	0.92	-1.00	15.64 (4.17)	3.37	1.1	0.0	6.63	6.24	0.00	4.57	
CMHT Slough	9.80	5.70	-2.00	7.60	0.80	2.2	0.0	2.60	3.20	0.00	4.66	
CMHT WAM	10.95	2.23	-1.00	4.84	0.80	0.2	0.0	6.10	2.20	0.00	4.57	
CMHT Bracknell	13.83	2.47	0.00	2.22	1.53	0.7	0.0	11.31	1.47	0.00	4.80	
CMHT Wokingham	12.77	0.50	-0.80	4.57 (1.03)	1.80	0.7	0.0	12.60	1.60	0.00	4.47	
CMHT Reading	19.24	3.36	-2.56	0.60	1.40	0.6	0.0	14.48	7.72	0.00	4.60	
CMHT West Berks	18.31	1.67	0.00	2.86	0.00	1.4	0.1	16.61	3.10	0.00	4.61	
CCN East	10.61	0.98	0.00	0.73 (1.03)	0.40	0.0	0.0	7.31	0.48	0.00	5.00	
CCN West	8.11	0.00	0.00	0.00	0.00	0.0	0.0	7.81	0.00	0.00	4.92	
Phoenix	14.86	1.00	0.94	0.00	1.06	0.0	0.0	7.60	5.81	0.00	4.50	
HV Bracknell	19.32	-0.52	-1.00	7.8 (0.61)	0.00	1.4	0.0	5.03	8.00	0.00	4.73	
HV Wokingham	25.67	1.97	-1.60	4.57 (0.84)	1.80	0.9	0.0	9.82	1.60	0.00	5.00	
HV Reading	31.23	3.40	1.20	0.60	1.40	0.0	0.0	21.60	5.60	0.00	4.96	
HV West Berks	20.72	-0.73	-0.75	2.86 (0.84)	1.14	0.0	0.0	13.03	3.11	0.00	5.00	
School nursing Bracknell	5.26	0.01	-0.01	0.00	0.00	0.0	0.0	2.83	1.07	0.00	4.80	
School nursing Wokingham	5.13	0.73	0.01	0.8 (1.03)	2.40	0.0	0.0	2.14	1.11	0.00	5.00	
School nursing Reading	6.35	1.34	0.01			0.2	0.0	4.50	1.01	0.00	4.91	
School nursing West Berks	6.64	0.81	-0.05			0.0	0.0	2.83	1.26	0.00	4.67	

Debbie Fulton.

Director of Nursing and Therapies 07/06/2026.