

**Personal Development Plans (PDPs)**

**Core Standard C8b** states that *Healthcare organisations support their staff through personal development programmes, which recognise the contribution and value of staff and address where appropriate under representation of minority groups.*

In May 2008 the Trust set out its commitment in an action plan to achieve this element of the standard.

It will always be difficult for the Trust to achieve 100% compliance for appraisal and PDPs for all staff in post, as there will always be staff who are either absent on long term sick leave, maternity leave or are very new in post and as a consequence will not have a PDP in place.

It was proposed therefore that the Trust's target should be 100% of those staff that are in work and available to participate in the appraisal and PDP process.

The Trust Board agreed that only 80% to 85% of all employees are in work at any point in time and that the Trust would complete a minimum of 80% of all staff having had a PDP by October 2008.

As at October 2008 and to date the Trust is able to report that more than 80% of staff have a PDP that has been updated within the previous 12 months.

The monitoring of PDP compliance will continue in order to assure the target continues to be met. Over the next year the Human Resources Department will aim to monitor and log PDPs undertaken through the Electronic Staff Record System (ESR) and the Oracle Learning Management System which feeds supports it.