

To: • ICBs:

- chief executives
- chief operating officers
- chairs
- chief people officers/HR directors

• Trusts:

- chief executives
- chief operating officers
- chief people officers/HR directors

• CSU managing directors

NHS England  
Wellington House  
133-155 Waterloo Road  
London  
SE1 8UG

**10 February 2023**

cc. • Regional:

- directors
- directors of nursing
- heads of EPRR

Dear Colleagues,

**Industrial Action – 13, 17, and 20 February 2023: Pre-action assurance, cancer services, rescheduled activity, and workforce situation report (SitRep) data collections**

This letter concerns the approach to workforce and activity impacts of the following industrial action:

- GMB members at Mersey Care NHS Foundation Trust on 13 February
- GMB and Unite members at West Midlands Ambulance Service from 06:00 on 17 February through until 08:00 hours on 18 February
- GMB members at North East, Yorkshire, North West, East Midlands, South East Coast, South Central, and South Western Ambulance Services and Unite members at North East and East Midlands Ambulance Services on 20 February (times vary)
- GMB members at East Suffolk & North Essex NHS Foundation Trust on 20 February

**GMB action at Mersey Care on 13 February**

NHSE will liaise with regional colleagues to conduct pre-action readiness assurance (if required) for GMB industrial action on 13 February, using the previously issued Excel template.

An excel template will be used to collect rescheduled appointments data from Mersey Care NHS Foundation Trust on 14 February. SDCS will be used to collect workforce data on the day following action (14 February) from this Trust only.

**Ambulance industrial action on 17 and 20 February**

## **Pre-action assurance for Ambulance industrial action (Excel)**

NHSE will again request Ambulance Trusts affected by industrial action to report their confidence in ability to provide critical services and the level of agreement on derogations in key service areas, using the previously issued Excel template.

For the first return, both the industrial action taking place at West Midlands Ambulance Service (17 February) and at the seven affected Ambulance Trusts (20 February) will be in scope.

The template will be issued at 12:00 on 15 February with a deadline for return of 12:00 on 16 February.

Dependent on the level of assurance in the initial return, the template will be re-issued late afternoon on 16 February for the seven Ambulance Trusts with industrial action taking place on 20 February, with a deadline for return of 12:00 on 17 February. However, a return will only be required if there has been a material change in circumstances since the first return.

### **Submission requirements for pre-action assurance**

Pre-action readiness assurance documents will be cascaded via NHS England's National Operations Centre (NOC) and each Regional Operations Centre (ROC) to NHS Trusts and ICBs affected by the IA.

Our expectation is that the returns are completed by Operational and/or EPRR leads in Trusts affected by the IA. Trusts are asked to complete the templates and to submit returns to their Regional Operations Centre.

### **Ambulance industrial action on 17 and 20 February - workforce and rescheduled activity situation report (SitRep) data collections**

NHS England will conduct two SitRep data collections via Strategic Data Collection Service (SDCS) as follows:

- 1) Industrial Action workforce SitRep.** This will collect numbers of staff taking part in the IA, and total numbers of staff due to be at work. This data will be collected on 21 February, from the West Midlands Ambulance Service with regards to the industrial action taking place on 17 February and the seven affected Ambulance Trusts with industrial action on 20 February.
- 2) Industrial Action rescheduled activity SitRep.** This will collect information on activity that has been rescheduled as a result of industrial action. The collection will be open to all acute, community and mental health trusts. However as there is no Ambulance action occurring in London or East of England on either 17 or 20 February, Trusts in these regions will not be expected to provide returns unless impacted by border issues.

These data collections will run on two occasions - on 16 February (to provide an initial internal estimate and aid in planning), and 21 February (to provide final figures for the impact of the industrial action, highlights of which will be published on our website as we have done previously).

The collection will request the figures of rescheduled activity for the seven-day period of 15 February to 22 February inclusive.

A schedule highlighting which data will be collected on each of the upcoming dates are included at **Annex A**.

### **GMB action at East Suffolk & North Essex on 20 February**

NHSE will liaise with regional colleagues to conduct pre-action readiness assurance (if required) for GMB industrial action on 20 February, using the previously issued Excel template.

Pre-action assurance for East Suffolk and North Essex will be issued on Thursday 16 February, no later than 12:00, with a deadline for return of 12:00 to the ROC on Friday 17 February.

SDCS will be used to collect workforce and rescheduled appointments data on the day following action (21 February).

### **Submission requirements**

Submissions will be made through the SDCS, and on any day that the collection is running we will open the collection at 09:00 and the deadline for submission will be 13:00 that day. **The template will be available to download from SDCS from 09:00 on the day the collection is running.**

Detail on the submitters list for each organisation is included at **Annex B**.

### **How we will use this information**

Data from the assurance and SDCS collections prior to each day of industrial action will be used to understand the anticipated operational position of each Trust and help NHSE target regional support and follow-up - it will not be published.

The data on rescheduled activity collected following each strike (on 14 February for Mersey Care, and 21 February for all other relevant Trusts) will confirm the position following each period of industrial action and highlights of the data will be published.

**It is important that all relevant Trusts submit data returns so we can fully understand the impacts. Regional Operations Centre and the national SDCS team will follow up to ensure all relevant Trusts make returns.**

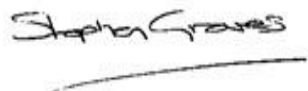
### **Guidance and support**

Templates illustrating the data required for each submission are shown in **Annexes C-F**. More detailed guidance notes will be shared with registered submitters ahead of the first collection.

If you have any questions, please contact your regional team.

Many thanks for your continued cooperation and support in providing this information and ensuring a high return rate.

Yours sincerely,

A handwritten signature in black ink that reads "Stephen Groves". The signature is written in a cursive style and is positioned above a solid horizontal line.

**Stephen Groves**  
Director of NHS Resilience  
NHS England

## Annex A - Schedule of data collections and assurance returns

<b>Date</b>	<b>Return or collection</b>	<b>Method</b>
Thursday 09/02/2023	Pre-assurance template issued for Mersey Care action	Excel via NOC and ROCs
Friday 10/02/2023	Pre-assurance template return due for Mersey Care action	Excel via NOC and ROCs
Sat 11/02/2023	<i>No SDCS collections or assurance returns</i>	-
Sun 12/02/2023	<i>No SDCS collections or assurance returns</i>	-
Mon 13/02/2023	<i>No SDCS collections or assurance returns</i>	-
Tues 14/02/2023	SDCS IA workforce sitrep for Mersey Care (to cover action on 13 February)	SDCS collection
	Excel IA rescheduling sitrep for Mersey Care (to cover action on 13 February)	Excel via NOC and ROCs
Weds 15/02/2023	Pre-action assurance for Ambulance Services with action on 17 or 20 February issued	Excel via NOC and ROCs
Thurs 16/02/2023	SDCS IA rescheduling sitrep for all relevant Trusts (impacts of Ambulance action on 17 or 20 February and at East Suffolk and North Essex)	SDCS collection
	Pre-action assurance for Ambulance Services with action on 17 or 20 February - returns due by 1200	Excel via NOC and ROCs
	Pre-action assurance for Ambulance Services with action on 17 or 20 February - Template re-issued (if required) - 1600	Excel via NOC and ROCs
	Pre-action assurance for East Suffolk and North Essex - issued	Excel via NOC and ROCs
Fri 17/02/2023	TBC Pre-action assurance for Ambulance Services with action on 20 February - returns due by 1200	Excel via NOC and ROCs
	Pre-action assurance for East Suffolk and North Essex - returns due by 1200	Excel via NOC and ROCs
Sat 18/02/2023	<i>No SDCS collections or assurance returns</i>	-
Sun 19/02/2023	<i>No SDCS collections or assurance returns</i>	-
Mon 20/02/2023	<i>No SDCS collections or assurance returns</i>	-
Tues 21/02/2023	SDCS IA workforce sitrep for Ambulance Services (to cover with action on 17 or 20 February)	SDCS collection
	SDCS IA workforce sitrep for East Suffolk and North Essex (to cover action on 20 February)	SDCS collection
	SDCS IA rescheduling sitrep for all relevant Trusts (impacts of Ambulance action on 17 or 20 February and at East Suffolk and North Essex)	SDCS collection
Weds 22/02/2023	<i>No SDCS collections or assurance returns</i>	-

## Annex B - Data collection submitters

We will create submitters list for each organisation as per the table below:

<b>Organisation type</b>	<b>Source of submitter list</b>
NHS Acute Trusts	We will use the same submitters as for previous IA collections.
NHS Ambulance Trusts	We will use the same submitters as for previous IA collections.
NHS Community and Mental Health Trusts	We will use the same submitters as for previous IA collections

If you want to make changes to the submitter list for your organisation, then please contact [emergency.collections@nhs.net](mailto:emergency.collections@nhs.net).

Please also contact this email address if you have any issues in accessing the return for your organisation.

# Annex C – Workforce SitRep

## IA Workforce Sitrep

You can now upload your data.

Occupation / group		Total number of staff absent from work as a result of IA (headcount) for period of action	Total number of staff who should have been working (headcount) for period of action
<b>Scientific, Therapeutic and Technical Staff</b>			
1	Occupational therapy	0	
2	Physiotherapy		
3	Radiography – diagnostics and therapeutic		
4	Pharmacy		
5	Operating Theatres		
6	Applied Psychology		
7	Psychological Therapy		
8	Chiropody/Podiatry, Dietetics, Orthoptics/Optics, Art/Music/Drama Therapy, Speech and Language Therapy, Osteopathy		
9	Qualified Other Scientific, Therapeutic and Technical Multi Therapies, Dental		
10	Assistant Practitioner, Student/Trainee Assistant		
<b>Medical and Dental</b>			
11	Medical / Dental - Consultant		
12	Medical / Dental - In Training (e.g. Foundation Y1 & Y2, STRs (incl FTSTAs & LATs), SHOs, SpRs / SpTs / GPRs)		
13	Medical / Dental - Other (e.g. Staff, Associate Specialist and Specialty (SAS))		
14	General Medical/Dental Practitioner		
<b>Ambulance staff</b>			
15	Consultant Paramedic, Advanced Paramedic, Specialist Paramedic		
16	Paramedic		
17	Assistant Practitioner, Emergency/Urgent Care Support Worker		
18	Ambulance Technician/Associate Practitioner		
19	Emergency Call Handlers, Emergency Medical Dispatchers		
20	Non-emergency Call Handlers, Non-emergency Medical Dispatchers		
21	Ambulance Care Assistant		
<b>Healthcare Science and Public Health Scientific Staff</b>			
22	Life Sciences		
23	Physiological Sciences		
24	Physical Sciences and Biomedical Engineering		
25	Clinical Bioinformatics		
26	Public Health Sciences		
<b>Nursing staff and Midwives</b>			
27	Adult / General		
28	Mental health		
29	Learning disabilities		
30	Children and Young People		
31	Midwives		
32	Maternity Support Workers		
33	Health Visitors		
34	District / Community		
35	Other Registered Nurses		
36	Student Nurses		
37	Nurse Associates		
38	Trainee Nurse Associates		
39	Nursing auxiliary / Nursing assistant / Healthcare assistant (including Health / Clinical / Nursing Support Worker)		
<b>Social Care</b>			
40	Social Workers		
41	Social Care Managers		
42	Social Care Support Staff		
<b>Administration and Estates Staff</b>			
43	Central Functions		
44	Hotel, Property and Estates		
45	Scientific, Therapeutic and Technical Support		
46	Clinical Support		
47	Other occupational group		

## Annex D – Rescheduled activity SitRep (acute Trusts)

IA Elective Activity Reschedule Sitrep							
You can now upload your data							
Provide the number of elective procedures that you are rescheduling as a result of industrial action (NB reschedules should be submitted against the date the procedure was due to take place).							
	In patient	of which P1/P2 cancer surgery	of which P3/P4 cancer surgery	of which Colonoscopy	of which radiotherapy treatments	Day case	of which radiotherapy treatments
15 January 2023							
16 January 2023							
17 January 2023							
18 January 2023							
19 January 2023							
20 January 2023							
21 January 2023							

Provide the number of outpatient appointments that you have rescheduled as a result of industrial action (NB reschedules should be submitted against the date the appointment was due to take place).						
	New (Exc 2 week waits)	New 2 week waits	Reviews	Of which are Cancer related		
				New (Exc 2 week waits)	New 2 week waits	Reviews
15 January 2023						
16 January 2023						
17 January 2023						
18 January 2023						
19 January 2023						
20 January 2023						
21 January 2023						

## Annex E – Rescheduled activity SitRep (mental health and learning disability Trusts)

### Mental Health and Learning Disability activity sitrep

← PLEASE SELECT YOUR TRUST

Provide the number of rescheduled appointments on the following services which are applicable to your trust as a result of industrial action (NB cancellations should be submitted against the date the procedure was due to take place, not the day it was cancelled).								
OLD	15/01/2023	16/01/2023	17/01/2023	day of action (18th)	day of action (19th)	20/01/2023	21/01/2023	Comments
- Core Community Mental Health Services								
- Forensic Services								
- Specialist Services								
- Health & Justice and Vulnerable Groups								
- Learning Disability and Autism Services								
- Specialist Community Mental Health Services								
- Other – Mental Health Services								



## Annex F - Rescheduled activity SitRep (Community services)

### Community activity sitrep



← PLEASE SELECT YOUR TRUST

Provide the number rescheduled appointments on the following services which are applicable to your trust as a result of industrial action (NB cancellations should be submitted against the date the procedure was due to take place, not the day it was cancelled).

NEW	15/01/2023	16/01/2023	17/01/2023	day of action (18th)	day of action (19th)	20/01/2023	21/01/2023	Comments
Adult Continuing Health care								
Adult Safeguarding inc. case conferences								
Cardiac Service								
Children and Young people continuing care								
Children's Community Nursing Service								
Clinical Psychology Service								
Community Dental Service								
Community Paediatrics Service								
Continence Service								
Counselling Service								
CYP & Adult audiology services								
CYP Safeguarding inc. case conferences								
Dermatology Service								
Diabetes Service								
Diagnostic Service								
District Nursing Service								
Drug and Alcohol services								
Ear, Nose and Throat Service								
Enablement Service								
End of Life Care CYP								
End of Life Care Service								
EOLC Adults								
Equipment and adaptation services								
Family Support Service								
Frailty Service inc Geriatrician services								
Gastrointestinal Service								
Haematology Service								
Health Visiting Service								
Home-based Intermediate Care Service								
Immunisations								
Infrastructure/Facilities								
Integrated Multidisciplinary Team (jointly commissioned)								
Intermediate Care Service								
LD & Autism Adults								
LD & Autism CYP								
Long Term Conditions Case Management Service								
Mental health adults (inc Dementia)								
Mental health children and young people (to include psychological services)								
Musculoskeletal Service								
Neonatal audiology services								
Neurology Service								
NHS @Home								
Nutrition and Dietetics Service								
Occupational Therapy Service								
Orthoptist Service								
Other								
Pain Management Service								
Phlebotomy Service								
Physiotherapy Service								
Podiatry Service								
Prosthetic Service								
Rapid Response inc falls service								
Reablement Intermediate Care Service								
Rehabilitation Service								
Respiratory Service								
Respite Care Service								
Rheumatology Service								
School Nursing Service								
Sexual Health								
Specialist Palliative Care Service								
Speech and Language Therapy Service								
Tissue Viability Service								
Treatment Room Nursing Service								
Urgent community response (UCR)								
Virtual ward								
Wheelchair Service								