

## Board of Directors Meeting in Public

<b>Subject:</b>	Freedom to Speak Up		<b>Date:</b> 1 <sup>st</sup> August 2019	
<b>Prepared By:</b>	Jessica Woodward – Freedom to Speak Up Guardian			
<b>Approved By:</b>	Shirley A Higginbotham Director of Corporate Affairs			
<b>Presented By:</b>	Jessica Woodward – Freedom to Speak Up Guardian			
<b>Purpose</b>				
The purpose this paper is to provide an update to the Board on Freedom to Speak Up issues within the Trust and provide assurance of the Speaking Up service.			<b>Approval</b>	
			<b>Assurance</b>	<b>X</b>
			<b>Update</b>	<b>X</b>
			<b>Consider</b>	
<b>Strategic Objectives</b>				
<b>To provide outstanding care</b>	<b>To promote and support health and wellbeing</b>	<b>To maximise the potential of our workforce</b>	<b>To continuously learn and improve</b>	<b>To achieve better value</b>
		<b>x</b>		
<b>Overall Level of Assurance</b>				
	<b>Significant</b>	<b>Sufficient</b>	<b>Limited</b>	<b>None</b>
		<b>x</b>		
<b>Risks/Issues</b>				
<b>Financial</b>	Potential financial impact of not retaining staff			
<b>Patient Impact</b>	Potential negative impact on patient care if staff not encouraged to report safety issues			
<b>Staff Impact</b>	Potential negative impact on staff motivation, morale and wellbeing if staff feel unsupported in speaking up			
<b>Services</b>	Potential negative impact on service provision if staff feel unsupported in reporting safety concerns			
<b>Reputational</b>	Reputational damage			
<b>Committees/groups where this item has been presented before</b>				
<b>Executive Summary</b>				
<p>This paper is a six monthly report to inform the Board of Speaking Up cases within the Trust, analyse themes of concerns within the organisation and actions being taken.</p> <p>This paper contains details of the newly appointed Freedom to Speak Up Guardian; plans to develop the Speaking Up culture across the Trust and a breakdown of concerns raised through the Guardian during Quarter 1 2019-20.</p> <p>The initial objectives of the Freedom to Speak Up Guardian are to:</p> <ul style="list-style-type: none"> <li>• Raise the profile of Freedom to Speak Up and the Guardian role across the trust</li> <li>• Recruit Freedom to Speak Up Champions whilst ensuring that these roles meet the diverse needs of the trust</li> <li>• Develop a consistent approach to recording concerns, data, themes and feedback which could begin to inform improvement</li> <li>• Widen ways of reporting thus creating more opportunities to raise concerns</li> </ul> <p>Through the implementation of these objectives thus far, the numbers of concerns being raised have risen by 175% since the last quarter and are the highest levels of concerns raised over the last year.</p>				

The most prevalent theme of concerns is ‘bullying and harassment’ which makes up over half of all concerns being raised.

In September 2018 the Board was presented with a completed *Freedom to Speak Up Self-Review Tool*, which highlighted the expectations of the Board and Board members with regards to Freedom to Speak Up. The self-review highlighted key areas for development which will continue to inform the Guardian’s objectives at the Trust.

The table below demonstrates progress against the action thus far and proposed progress by the Guardian over the coming months.

<b>Development area (Sept 2018)</b>	<b>Progress / Proposal (July 2019)</b>
Consideration of the model for the FTSU Guardians, currently this is on a voluntary basis across 4 guardians.	The Guardian role is now undertaken by Jessica Woodward which is a substantive role and her only position within the Trust.
The current guardians do not reflect the diversity of the organisation	There are plans to positively recruit Champions across the Trust which will represent a wider diverse population of the Trust. Thus enabling vulnerable groups to have greater access and support in speaking up.
There is a requirement for a FTSU strategy which aligns with the Trusts vision, values and strategic objectives	This is in development with the Guardian and Executive Lead for Freedom to Speak Up.
More focus is required on understanding the barriers to speaking up in the organisation	The Guardian will be involved in training and workshop sessions which will discuss these issues. Drop-in sessions and listening events will also be promoted. Further analysis of the staff survey and how this can support changes in the Speaking Up culture at the Trust will also be explored.
There should be a more formal approach to auditing of FTSU concerns and process	There is now a formal approach to recording and storing data. All concerns are directed through the Freedom to Speak Up Guardian, who will hold these centrally.
A review of case studies from within and external to the organisation to be reported to the board 6 monthly by the FTSU guardians.	The Guardian will present case studies every 6 months as part of the Board meetings. Learning opportunities will be presented from each and considered alongside the Trust’s current ways of working.

The Freedom to Speak Up Guardian will continue to work against the above actions to further support a culture of Speaking Up within the Trust.