

Trust Board

Subject:	People, Organisational Development and Culture Committee Update		Date: 7 th November 2019	
Prepared By:	Robert Simcox Deputy Director of HR and Lee Radford Deputy Director of Training Education and Development			
Approved By:	Manjeet Gill: Non-Executive Director and Committee Chair			
Presented By:	Manjeet Gill: Non-Executive Director and Committee Chair			
Purpose				
To provide a summary of the key discussion areas and decisions taken at the People, Organisational Development and Culture Committee held on 25 th October 2019			Decision	
			Approval	
			Assurance	X
			Consider	
Strategic Objectives				
To provide outstanding care to our patients	To support each other to do a great job	To inspire excellence	To get the most from our resources	To play a leading role in transforming health and care services
X	X	X	X	X
Overall Level of Assurance				
	Significant	Sufficient	Limited	None
		X		
Risks/Issues				
Financial	Improving productivity and workforce utilisation and impact			
Patient Impact	Maintain safe staffing levels and a good patient experience			
Staff Impact	Improve working lives			
Services	Staffing levels impact service and bed availability			
Reputational	SFH recommended as a great place to work			
Committees/groups where this item has been presented before				
None				
Executive Summary				
<p>The latest meeting of the People, OD and Culture Committee took place on 25th October 2019. The committee was chaired by Manjeet Gill Non-Executive.</p> <p>There were a number of items on the agenda for assurance, discussion and approval. Below are the main highlights:</p> <p>The Committee recognised the various awards and achievements that had occurred since the meeting that including a Highly Commended award for the work undertaken on Impacting clinical and performance targets at the 2019 annual Allocate Awards by the Trust Temporary Staffing Office. In addition to the Trusts Recruitment Team were asked to speak at the national TRAC conference in October and were presented with an award for achieving consistent high performance. In the forthcoming weeks the Trust are attending the National Retention Awards by the Nursing Times where the Trust has been shortlisted for the best health and wellbeing, rewards and benefits offer and best retention offer to support equality, diversity and inclusion.</p>				

The **Board Assurance Framework** was discussed and it was recommended that the tolerable risk is amended to the target risk that still remains at a 12. Additions were made in regards to aspects of Primary risk controls and how assurances have been obtained in the last quarter to mitigate these through a variety of additional sources of assurance. The current level of risk remains at a 16, but noted the progress that has been made around Pensions agenda.

An assurance item was presented regarding **interim NHS People Practices** and a request from Trust board to establish progress. The vast majority of the actions and activity are on the Trust's workforce agenda and are included within the Trusts Workforce Strategy "Maximising our Potential" with a strong emphasis and success on recruitment, leadership and workforce development and staff engagement.

However, the Trusts Workforce Strategy "Maximising our Potential" expires within 2020 and in light of the full NHS People Plan being available in early 2020 this provides an opportunity for the workforce vision of the Trust to be fully aligned and will be a key priority in Q4 2019/20.

An updated Workforce Strategy "Maximising our Potential" and associated Delivery Plan will be required in order to fully align priorities and to, also consider these alongside the workforce priorities of the ICS and outcomes from our Staff Survey to help improve our culture.

Quarterly reports regarding aspects of **Culture and Leadership** and **Resourcing** were presented providing assurance in aspects that underpin the Trusts Workforce Strategy "Maximising our Potential".

Performance at quarter 2 of the 2019/20 commitments made in the **Workforce Strategy "Maximising our Potential"**, were presented identifying performance against plan. The group noted progress and positive work undertaken.

The committee was provided with a assurance items regarding aspects of **Workforce, OD and ICS/ICP developments** demonstrating of how SFH's Maximising our Potential Workforce Strategy is aligned to the ICS People and Culture Strategy.

The **Annual Training, Education and OD Report** was presented, providing an overview of the key achievements and celebrations of how the Training, Education and OD Department has delivered the objectives of the Maximising our Potential Strategy and showcasing its on-going work through our annual report. The Committee noted the outstanding work that has been achieved over the past 12 months.

The quarterly **Raising Concerns Assurance Report** was provided identifying key points around the agenda in recent months. During September, the recruitment and training of 16 new Freedom to Speak Up Champions took place, with a further 4 Champions awaiting training. Champions now include representatives from all Trust sites and a staff groups from across the Trust. The Trusts index score had increased to 6th with the greatest overall increase, measured between 2015-2018, a rise from 70 in 2015 to 79 in 2018. Reflecting the impact of the work that has been done since the arrival of the dedicated **Freedom to Speak up Guardian**.

In the past quarter 22 concerns were raised, the committee was provided with assurance around the actions taken to address the concerns presented along with a reflective case study. **National Guidance from the Freedom to Speak Up office** has requested a self-review tool' is completed that will be completed and provided back to the committee for assurance. The Committee noted the progress made on the agenda and how additional assurance has been obtained in regards to staff members in feeling able to raise concerns.

The Committees **Terms of Reference** were updated to include a revised membership and following a recent board workshop it was highlighted that there were inconsistencies in the content of Board Committees' Terms of Reference with regard to risk management that were amended to reflect said changes.