

Board of Directors Meeting in Public

Subject:	People, Culture and Improvement Committee Report of the Committee		Date: 6 th May 2021	
Prepared By:	Robert Simcox Deputy Director of HR			
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, Culture and Improvement Committee held on 27 th April 2021			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 most recent People, Culture and Improvement Committee took place on 27th April 2021. The Committee was chaired by Manjeet Gill Non-Executive Director.</p> <p>There were a number of items on the agenda for assurance and discussion. Below are the main highlights:</p> <p>A number of governance items were presented to the Committee that were for assurance and approval including aspects of the Terms and Reference, Annual Reporting Cycle / Work plan and Annual Review of Committee. Each of the items provided a balance of reflection and assurance around the achievements of the past 12 months and the cycle of work across the forthcoming 12 months.</p> <p>The Board Assurance Framework was discussed and included reference to Principal Risks (PRs) 3: Critical shortage of workforce capacity and capability and 5: Inability to initiate and implement evidence-based improvement and innovation of the Board Assurance Framework (BAF). It was recommended that the risk levels still remain due to the reduce challenges associated with COVID-19. Additions were made in regards to</p>				

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.

An item of assurance was provided regarding a recent **Workforce Audit associated with Pre-employment checks** across a reference period of 12 months. The item provided **significant assurance** associated with the audit which the committee acknowledged.

A lengthy discussion associated with the Trusts **People Culture and Improvement Strategy** was held, where an update and overarching assurance regarding an associated delivery plan across 2021/22. The Committee supported the one year approach that builds upon aspects of the NHS People Plan, the NHS People Promise and the progress made over the past 12 months.

A brief assurance item was presented associated with progress against **NHS Staff Survey and progress provided to date**. The committee welcomed the opportunity to explore and welcomed the assurance and progress made, that will be underpinned by “Together you said, Together we did” supporting themes that have emerged from the 2020 results.

Two assurance papers were provided to the Committee captures aspects of **People and Inclusion** along with **Culture and Improvement**. Both papers provided an overview of the key achievements and celebrations over the period of 2020/21 and how progress was made in relation to metrics captured on the Trust **Single oversight Framework (SoF)**. The Committee wished to express appreciation to all executive colleagues and staff for the agility with which decisions and been taken alongside an emerging picture of national pandemic and the progress that has been achieved.

A paper regarding **Freedom to Speak up agenda** was presented, capturing assurance associated with the agenda and the progress to ensure colleagues have the opportunity to express the opportunity to speak up.

A selection of assurance reports were provided to underpin the aspect of **Safe Staffing for Nursing, Midwifery and AHPs** Report that provided in-depth analysis around Band 5 Nursing Recruitment and Retention that provided an improving picture along with a detailed review of staffing across the past 12 month under an **Annual Staffing Review**.

A further item was presented providing assurance associated with formal **Employee Relation cases** across the Trust. Positive assurance was provided, noting that levels of formal cases are now much lower than 12 months ago.

Further assurance items associated with **Digital Inclusion: Patient and Colleague Perspective** and **Volunteers Report** were presented. Both reports provided an overview of efforts and actions during the past period. It was noted how an effective, clear and approaches had been regarding our approach to Digital Inclusion and how our volunteers can support the delivery of services across the Trust.

A further update report was provided that underpinned aspects of Transformation through a Workforce and Culture lens was shared, the report identified clear opportunities of how transformation can drive workforce efficiency and cultural improvement.

A final report was provided offering assurance into **deep dive aspects of health and wellbeing**, and how absence has been impacted over the past 12 months, due to the global COVID-19 pandemic. The report identified how the **health and wellbeing offer has been developed and enhanced further to ensure colleagues are supported and have access to health and wellbeing interventions**.

At the heart of the report is how the Trust has **emended a personally centred approach to wellbeing** in aspect of support during what has been a challenging period of time.