

BOARD SUBCOMMITTEE ASSURANCE REPORT

Presented for:	Information/Escalation
Committee Name:	People and Performance
Presented by:	Beverley Shears, Non-Executive Director (Committee Chair)
Date of Committee Meeting:	27 th July 2021

Items received by the committee for assurance:

Agenda Item	Level of Assurance	Board Action Required? <small>(double click to select)</small>
WRES and WDES reports	Reasonable Assurance	<input type="checkbox"/>
Staff survey action plan	Reasonable Assurance	<input type="checkbox"/>
Annual Health and Safety Report	Reasonable Assurance	<input type="checkbox"/>
Health and Safety Executive Progress Report	Reasonable Assurance	<input type="checkbox"/>
Recruitment and retention TF Group progress	Reasonable Assurance	<input type="checkbox"/>
Non-medical workforce update	Substantial Assurance	<input type="checkbox"/>
Workforce Risk Register	Reasonable Assurance	<input type="checkbox"/>
BAF and Workforce Performance Report July 2021 aligned to BAF	Reasonable Assurance	<input type="checkbox"/>

POINTS OF ESCALATION

Staff Survey Action Plan the Committee wanted to bring to the Boards attention the robust and comprehensive strategy and plan to improve staff satisfaction. This is based around the key priorities approved by the Board - Increasing staff survey participation rates, Leadership: Engagement: Addressing bullying and harassment and Health and Wellbeing and the focus for July to October was approved at Committee. The Committee recognised that this was a long-haul culture change and the organisation needed to hold its nerve and stick with it. The Committee asked the Chief People Officer to produce a paper for future Board discussion which sighted the Board fully on the work and made recommendations on how best the Board could demonstrate supporting the leadership expectations we have of all of our leaders.

KEY ISSUES

Workforce Race Equality Standards (WRES) and Workforce Disability Standards (WDES) The Committee approved the mandatory data presented for submission as required by NHS England of all providers and reviewed and approved the improvement programmes presented.

HSE Progress report. The Committee moved this item from partial assurance last time to reasonable assurance because of the progress made on environmental audits and action plans.

Recruitment and Retention Update. The Committee were assured that the key priorities actions in progress and the next steps were comprehensive and good progress was being made but acknowledge that resourcing continued to be a national challenge where outcomes did not always materialise because of other factors. The Committee noted good performance and progress but

<p>BOARD ASSURANCE FRAMEWORK & RISKS</p> <p>CELEBRATING OUTSTANDING PRACTICE & INNOVATION</p>	<p>recognised that the creation of additional staffing levels including maternity which was the right thing to do for patients and quality had increased the challenges</p> <p>Employee Relations Cases. The Committee received an update for information and was pleased to see the steps taken to meet the NHS requirements for Case Management particularly welfare support.</p>
	<p>The BAF and the People metrics report were scrutinised. It was good to see the People metrics report was now aligned with the BAF and the metrics were scrutinised. The Committee discussed the wider resourcing risk which triangulated people performance and quality and how that risk is managed and mitigated when it covered recruitment and retention, difficulty in filling bank shifts due in part to fatigue but also the opening of lockdown, balancing holiday, sickness and self-isolation.</p>
	<p>Safe Staffing systems continue to go from strength to strength and demonstrated outstanding practice and teamwork between Safe Staffing Team, Line managers and HR. The report is of high quality and continues to be refined and improved.</p> <p>The Annual Health and Safety report was well written, accessible, and comprehensive.</p>

LEVELS OF ASSURANCE

Level	Description of Level of Assurance
Substantial Assurance	The report highlighted a sound system of control, designed to address the relevant risks with controls being consistently applied. Highly unlikely to impair the achievement of both system and strategic objectives.
Reasonable Assurance	The report did not highlight any material weaknesses in the system of internal control that would present material risks to the achievement of both system and strategic objectives.
Partial Assurance	The report highlighted some material weaknesses in the system of internal control that would present material risks to the achievement of system objectives. May also impair achievement of strategic objectives.
Limited Assurance	The report highlighted significant material weaknesses in the system of internal control that would present material risks to the achievement of both system and strategic objectives.