

BOARD SUBCOMMITTEE ASSURANCE REPORT

Presented for:	Information/Escalation
Committee Name:	People and Culture
Presented by:	Ray Harding, Non-Executive Director (Committee Chair)
Date of Committee Meeting:	28 September 2021

Items received by the committee for assurance:

Agenda Item	Level of Assurance	Board Action Required? <small>(double click to select)</small>
Gender Pay Gap	Reasonable Assurance	X
Framework of Quality Assurance	Substantial Assurance	X
Recruitment and retention TF Group progress	Reasonable Assurance	
Medical Workforce Update	Substantial Assurance	
Non-medical workforce update	Substantial Assurance	
Workforce Risk Register	Reasonable Assurance	
Workforce Performance Report	Reasonable Assurance	

POINTS OF ESCALATION	<p>The Committee reviewed the annual Gender Pay Gap Report on data for March 2020. Progress and actions were noted, however the gender pay gap remain significant for the Trust and will take some years to address. A new Gender staff network lead had volunteered and will help the Trust to work with staff to address policy and practice. A male Executive had also stepped forward to be the Ally for this network.</p>
KEY ISSUES	<p>Framework of Quality Assurance – The framework was reviewed and the Trust is compliant with all Responsible Officer regulations. The submission is recommended to the Board for approval.</p> <p>Recruitment and Retention Update – progress has been made but vacancy rates remain significant in some areas or for some staff grades and reflects some increases in establishment since April as well the challenging recruitment market. Focus is now on finding different approaches to attract, recruit and retain staff.</p> <p>Non-Medical Workforce – high rate of unfilled Bank and Agency shifts in a tightening market. Mobility and flexibility of staff are being utilised to mitigate risk.</p> <p>Workforce Performance Report – Health and Wellbeing of Staff the main priority following the Pandemic. Rota gaps/absence and vacancies continue to place pressure on staff with increasing levels of absence due to stress and anxiety and depression, Covid Staff Risk Assessments much improved - up to 95%.</p>

BOARD ASSURANCE FRAMEWORK & RISKS	<p>The BAF and Risk Register were received by the Committee, and updates were noted from the previous meeting.</p>
CELEBRATING OUTSTANDING PRACTICE & INNOVATION	<p>Medical Workforce Update Obstetrics and Gynaecology at PCH was noted as an area with excellent performance in the GMC Training Summary. The Revalidation of Doctors exercise had been successful, demonstrating good practice.</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.