

BOARD SUBCOMMITTEE ASSURANCE REPORT

Presented for:	Information/Escalation
Committee Name:	People and Culture
Presented by:	Beverley Shears, Non-Executive Director (Committee Chair)
Date of Committee Meeting:	26 th April 2022

Items received by the committee for assurance:

Agenda Item	Level of Assurance	Board Action Required? <small>(double click to select)</small>
eRostering compliance	Partial Assurance	<input type="checkbox"/>
Employment Related case overview/employment tribunals	Reasonable Assurance	
Medical Workforce Update	Reasonable Assurance	<input type="checkbox"/>
Medical vacancies and recruitment	Reasonable Assurance	<input type="checkbox"/>
Non-medical workforce update	Reasonable Assurance	<input type="checkbox"/>
Workforce risk register	Reasonable Assurance	
Workforce Performance Information	Reasonable Assurance	<input type="checkbox"/>

POINTS OF ESCALATION

eRostering. The committee gave the compliance update on the 6 rostering KPIs partial assurance and so is asking the board to note at this stage. As of 7th February, only 22% of rosters were fully approved by the deadline. There were also unavailability threshold (22% headroom) breaches across all divisions. A report will come to Committee each month to gain assurance on KPIs and progress on roll out. It is a compliance issue not a safety issue, but it does increase workload on safe staffing teams and cost of bank and agency.

KEY ISSUES

Attraction and Recruitment Strategy the Committee discussed the draft strategy ahead of approving the strategy end May. It endorsed the five key areas of focus – attraction and branding, international recruitment, on boarding, values-based recruitment, and retention The committee noted how it supported the people strategy and asked that the next draft to demonstrate how it aligned to the corporate strategy and became the plan for the next 3 years

Appraisals (MPAs) The committee discussed the disappointing audit results and how MPAs are being managed across the Trust and the plans for increasing oversight accountability and control. Regular updates on progress on compliance and a new approach to appraisal in June will come to the committee for assurance

Staff Survey Results 2021 were discussed and how we involve staff in more proactive ways to improve the culture and experience for staff and patients was explored.

Medical Pay Expenditure the committee discussed how medical pay expenditure is being managed across the Trust and the plans for increasing oversight, accountability, and controls in the light of the recent audit. The committee noted that job planning, and medical pay control processes were improving.

ER cases and tribunals the committee was assured that all cases are closely managed to reduce timescales and personal adverse impact for individuals. The

	<p>committee received ER cases by ethnicity for the first time and noted the very small number of cases but that there could be over-representation of BAME staff subject to disciplinary investigation. The committee was assured that suspensions were proportionate under the Just Culture through the Chief People Officer and her Deputy reviewing cases, but the committee asked for a review to ensure the equity in the threshold of taking any disciplinary action to assure we that there was not a tendency to move to more formal processes more quickly for BAME staff. The Committee also asked for a review of whether BAME staff raised no grievances because they had none or because they were concerned regarding consequences. The Committee was pleased to see this information being reported and the good work done in this area.</p> <p>Medical Workforce The committee endorsed and supported not including consultants employed on bank and agency in the payment for Local Clinical Excellence Awards as they have flexible arrangements, may work for other Trusts as well or are working to suit their individual requirements and receive enhanced pay.</p> <p>Non-medical Workforce Performance Information. The committee noted the new regional support and focus on roster levels attainment at Safer Staffing task and finish group. And noted the improving census compliance with 4 wards achieving 100%. Large increase in Nurse and Midwifery starters in March</p> <p>ICS update as part of the wider ICS update the Committee were sighted on the draft system workforce priorities to 2025</p> <p>Workforce Performance information vacancy rates fell by 2.11% to 7.17% from February including trainee and nursing associates and 34 overseas starters. There are challenging pockets of high vacancies – maternity HCAs and admin and clerical. Turnover and retention remains stable and whilst sickness and absence increased slightly and there are covid related pockets we are still in the top quartile performance of model hospital benchmarking.</p>
<p>BOARD ASSURANCE FRAMEWORK & RISKS</p>	<p>Risks were reviewed with good risk-based discussion taking place throughout the meeting. Out of date risk challenged and updates requested for next meeting. Board Assurance Framework was postponed to next meeting pending confirmation of strategic priorities and risks allocated to Committee.</p>
<p>CELEBRATING OUTSTANDING PRACTICE & INNOVATION</p>	<p>Good work on dynamic attraction and recruitment strategy which enabled an effective discussion and good to see the level of new starters in March especially nursing and midwifery</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.