

Report to:	Public Board of Directors	Agenda item:	16
Date of Meeting:	6 September 2023		
Title of Report:	Alert, Advise and Assure Report – People Committee		
Status:	For discussion		
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Key Discussion Points and Matters to be escalated from the meeting

ALERT: Alert to matters that require the board's attention or action, e.g. non-compliance, safety or a threat to the Trust's strategy

- The Guardian of Safe Hours Annual Report: the Committee noted that the Trust is compliant with the terms and conditions of the 2016 junior doctors' contract; and noted the progress made across many fronts regarding implementation of the contract. However, the Committee also noted concerns around the gaps in real time data, in part due to perceived cultural resistance to submission of exception reports which resulted in many potential exceptions going unreported. Greater triangulation and more work around the health and wellbeing issues for staff were required to be integrated within the report.

ADVISE: Advise of areas of ongoing monitoring or development or where there is negative assurance

- Making A Difference: Committee members had some concerns around the very low response rates to the survey and that therefore it did not provide a reliable picture as to real time issues and trends (including burnout). The Committee discussed the potential of a future digital solution which would make the survey completion quicker, easier and more readily available to more staff.

ASSURE: Inform the board where positive assurance has been achieved

- The NHS Long Term Work Plan was presented. The Committee was assured by the in-depth assessment of the LTWP and the high level of alignment between LTWP and the RUH People Plan. Given that alignment and the potential for revisions to the LTWP (including in the event of a change of government), the Committee was content that the primary focus is on delivery of the RUH People Plan whilst maintaining a watching brief on any significant evolution of or changes to the LTWP that would require the Trust to stop, start or change any of our plans.
- The RUH People Plan Dashboard was discussed and the Committee were informed that this would be split into divisional data; issued KPIs; with monitoring and governance arrangements established.

RISK: Advise the board which risks were discussed and if any new risks were identified.

- The committee discussed the Board Assurance Framework (BAF) risks 4& 5 which related to the People Committee noting that there no risk ratings had yet been added to both BAF risks;

- The Committee noted that the BAF did not capture workforce supply risk (which was within the 2022/23 BAF): The Trust could suffer significant staffing risks as a result of the limited supply of healthcare professionals in the national NHS workforce market. This would be added to the Board Assurance Framework.

CELEBRATING OUTSTANDING: Share any practice, innovation or action that the committee considers to be outstanding

- The committee were informed of some excellent improvements within the portering and cleaning teams who had worked hard to empower staff and drive cultural change which had resulted in a positive impact on the morale of the team and hopefully will support recruitment and retention and lead to performance improvements.
- *You Matter Strategy: Basics Matter*: the committee praised the excellent work undertaken by the team to identify, plan and begin to implement improvements to staff 'basics' of food and drink, gym, rest areas, accommodation and much more support, whilst noting that there is still much to do.
- The *Talent Acquisition Strategy* was discussed and the Committee were very pleased with the exceptional progress that had been made to progress with staffing development.

APPROVALS: Decisions and Approvals made by the Committee

- The Committee approved changes made to the Terms of Reference (ToR). The Committee agreed additional changes, including to add a responsibility to gain assurance regarding alignment between the People Plan and the Transformation Programme. The ToR will come back to the next meeting for approval before submission to the Board.
- The Committee had agreed to increase the number of meetings to six a year and these would be aligned with the Board meeting dates to ensure a clear approvals process and allow streamlined and timely upward reporting;
- The Workforce Race Equality Standard (WRES) and Workforce Disability Equality Standard (WDES) with action plans for the year from August 2023 were approved by the Committee (whilst noting ongoing issues and areas of focus, including barriers to representation and progression, and bullying and harassment affecting global majority colleagues; and the significant level of non-declaration of disability),

The Board is asked to NOTE the content of the report.