



Sandwell and West Birmingham NHS Trust

Board Committee Chair's Report

Meeting:	People Committee		
Chair:	Lesley Writtle		
Dates:	29 th November 2023		
Present:	Name	29th November 2023	
	Lesley Writtle, Non-Executive Director (Chair)	Attended	
	Jo Wass, Assoc- Non-Executive Director (Member)	Attended	
	Val Taylor, Non-Executive Director	Attended	
	Mark Anderson, Chief Medical Officer (Member)	Attended	
	Mel Roberts, Chief Nursing Officer (Member)	Attended	
	Daren Fradgley, Managing Director/Deputy CEO Core Org (Member)	Attended	
	Simon Sheppard, Director of Operational Finance (Member)	Apologies	
	Jo Newens, Chief Operating Officer (Member)	Attended	
	Meagan Fernandes, Deputy Chief People Officer	Attended	
Dan Conway, Assoc Director of Corporate Governance	Attended		

* See Reading Room for assurance classification

1.	<p>People Committee Metrics</p> <p><u>Chair's opinion:</u></p> <ul style="list-style-type: none"> Received a new summary people metrics report, which summarises and aligns the key metrics from the People, Finance and Board Metrics reports and focuses the Committees attention to areas of note and then quickly to actions. Well received and prompted a focused and targeted conversation. This new report does not replace the SPC data. Exploring a more pro-active approach to managing sickness absence, supporting healthy attendance at work and promoting workplace health and well-being, incorporating learning from others nationally. A full report in February. A clear correlation highlighted between vaccination and sickness rates was presented. This data will be captured going forwards. PDR compliance identified as a new area of concern. 	<p>Reasonable Assurance</p>
2.	<p>Finance Update on 23/24 Plans, incl. CIP and workforce.</p> <p><u>Chair's opinion:</u></p> <ul style="list-style-type: none"> Good grip and control being seen on workforce from oversight group, vacancy levels are consistent, reduction in bank and agency for 2 months. Recruitment remains a challenge. Discussions regarding the effectiveness of the existing recruitment supplier contract and lack of robust recruitment performance metrics. Additional recruitment capacity has been identified to improve recruitment success in 'hard to fill' areas. Full report to the People Committee in January 2024. 	<p>Partial Assurance</p>
3.	<p>BAF – Quarterly Update</p> <p><u>Chair's opinion:</u></p> <ul style="list-style-type: none"> No change to risk score, given performance against key people metrics, but will review target score in February 	<p>Noted</p>
4.	<p>Community Workforce</p> <p><u>Chair's opinion:</u></p> <ul style="list-style-type: none"> Committee heard about risks in recruitment of therapy roles for the community. Holding some posts that won't be filled until the new year. HBIC and Icares impacted the most. Looking at options to enhance the experience in these roles : greater work with partners, targeted recruitment, better career and development support 	<p>Partial Assurance</p>
5.	<p>MMUH MOC Update</p> <p><u>Chair's opinion:</u></p> <ul style="list-style-type: none"> The MOC process has been strengthened since the November Committee report, including a simplification of the process, and associated shortening of the consultation timeline. Also, some successful work to strengthen partnership working with staff side and trade unions, including a 're-set' event in November. More responsibility is being placed on the core organisation so this, which needs to be monitored in terms of capacity. Some additional clinical change capacity is being provided to the Groups from December to support the MOC work that is required by the Groups. 	<p>Partial Assurance</p>
<p>Staff Survey</p>		

6.	<p>Chair's opinion:</p> <ul style="list-style-type: none"> Extremely disappointing initial feedback with circa 29% completion rate. This is significantly below the national average for similar types of Trusts (45%). A new approach to engaging and working with staff to complete the survey and implement improvements was discussed, which reflects success achieved in other Trusts, including locally. A paper setting this out for fuller discussion will be presented to the Committee in February 2024. This involves culture change at all levels of the organisation (compassionate leadership). 	<p>Inadequate Assurance</p>		
7.	<p>Workforce Race Equality Plan</p> <p>Chair's opinion:</p> <ul style="list-style-type: none"> Targeted work is urgently required with Staff Inclusion Networks to focus on fewer higher impact actions (with alignment to the ICB Equality Plan). There are currently a range of initiatives that are not reaching maturity. Work with staff networks is taking place this month to draw this out and agree a re-fresh for the Networks, to put in place clear goals, work plans, support, senior championship (Exec/NED) and visibility at Board. Revised and focused WRES Plan to be developed in partnership with the Network and presented to the Committee in March 2024. 	<p>Partial Assurance</p>		
8.	<p>Update Trade Union relationships</p> <p>Chair's opinion:</p> <ul style="list-style-type: none"> Good progress was reported from the CPO with work ongoing to develop relationships further 	<p>Reasonable Assurance</p>		
9.	<p>Annual Revalidation and Medical Appraisal Report 2022 - 23</p> <p>Chair's opinion:</p> <ul style="list-style-type: none"> Report received and approved 	<p>Substantial Assurance</p>		
	<p>Positive highlights of note</p>	<p>Matters of concern or key risks to escalate to the Board</p>	<p>Matters presented for information or noting</p>	<p>Actions agreed</p> <ul style="list-style-type: none"> Improvement plan for staff survey February Engagement with staff networks December, to inform a targeted plan for WRES Recruitment improvement plan January
<ul style="list-style-type: none"> Quality of metrics Annual medical appraisal 	<p>Staff survey</p>	<ul style="list-style-type: none"> Annual Revalidation and Medical Appraisal Report 2022 - 23 		