

Report Title	Speak Up action plan – part 1		
Sponsoring Executive	Kam Dhami, Director of Governance		
Report Author	Kam Dhami, Director of Governance		
Meeting	Trust Board	Date	6 th June 2019

1. Suggested discussion points *[two or three issues you consider the Trust Board should focus on]*

Notwithstanding our commitment to speaking up and data points which suggest real and sustained progress, it is clear that regulatory focus remains on standardising approaches in line with national guidance – some of which reflects evidence.

The approach set out in this plan merits discussion and comment, with a particular emphasis on what we would consider success to be by when.

We are working with NHS Improvement and the National Guardian's office to ensure that we hear from them what they consider to be important.

2. Alignment to 2020 Vision *[indicate with an 'X' which Plan this paper supports]*

Safety Plan	<input type="checkbox"/>	Public Health Plan	<input type="checkbox"/>	People Plan & Education Plan	<input type="checkbox"/>
Quality Plan	<input type="checkbox"/>	Research and Development	<input type="checkbox"/>	Estates Plan	<input type="checkbox"/>
Financial Plan	<input type="checkbox"/>	Digital Plan	<input type="checkbox"/>	Other <i>[specify in the paper]</i>	<input checked="" type="checkbox"/>

3. Previous consideration *[where has this paper been previously discussed?]*

Board discussions in 2018-19

4. Recommendation(s)

The Trust Board is asked to:

- a. **ACCEPT** the action plan as drafted
- b. **NOTE** the timetable and approach being taken on the balance of work
- c. **INVITE** the Audit and Risk Management Committee to take oversight of implementation of the plan (notwithstanding that the Quality and Safety Committee remains the routine committee for the Speak Up culture within the Trust)

5. Impact *[indicate with an 'X' which governance initiatives this matter relates to and where shown elaborate]*

Trust Risk Register		n/a					
Board Assurance Framework		n/a					
Equality Impact Assessment	Is this required?	Y	X	N		If 'Y' date completed	Sept 19
Quality Impact Assessment	Is this required?	Y		N	X	If 'Y' date completed	

SANDWELL AND WEST BIRMINGHAM HOSPITALS NHS TRUST

Report to the Trust Board: 6th June 2019

Speak Up action plan

1. Background

- 1.1 The Board routinely discusses learning from speaking up, sometimes known as whistleblowing. We have also used a variety of techniques to find out how safe and effective employees believe these systems are. Typically these results are positive but with salient exceptions.
- 1.2 In 2018-19 we reviewed our practice against the National Guardian office self-assessment tool. Both the executive view and the Guardians' view was considered in completing that. Subsequently Marie Perry has met with the Guardians in her role as chair of audit and risk management, which under our procedures also carries lead non-executive responsibility for speaking up. The Board agreed to take forward an action plan in response to the self-review.
- 1.3 When we reviewed the tool we noted that some items were specific to the FTSU Guardian function, and others covered wider speaking up. Our Part 1 action plan covers only the latter issue. Part 2 will come to the September Trust Board after we have (a) engaged further with our Guardians (b) reviewed our operation of the FTSU function with help from NHS Improvement and (c) engaged with other relevant groups notably our Staff Networks and staff-side partners.
- 1.4 Separately we will revert for approval of our revised Speaking Up policy. The Board may also be interested to know that our Manager's Code of Conduct will be launched at the start of July in direct response to feedback via the FTSU guardians about concerns they observed or were party to.

2. Part 1 action plan - annex A

- 2.1 We have identified important actions to be taken across a variety of director portfolios over the course of the remaining months of the year. They commence with agreeing the policy next month and conclude with an audit of cases during Q4.
- 2.2 A large number of the actions in the self-assessment tool are duplicative. The actions and evidence would be the same for different data items.
- 2.3 ***The Board is asked to consider whether the actions described would give rise to the evidence we had previously indicated was necessary for assurance.***

3. Recommendations

3.1 The Trust Board is asked to:

- a. **ACCEPT** the action plan as drafted
- b. **NOTE** the timetable and approach being taken on the balance of work
- c. **INVITE** the audit and risk management committee to take oversight of implementation of the plan (notwithstanding that the quality and safety committee remains the routine committee for the Speak Up culture within the Trust)

Kam Dhami
Director of Governance

31st May 2019

Annex 1: Self review action plan – not FTSU Guardian items