

Sandwell and West Birmingham NHS Trust

Board Committee Chair's Report

Meeting:	People and OD Committee
Chair:	Lesley Writtle
Date:	29 th June 2022
Present:	<p>Members: Lesley Writtle, Non-Executive Director (Chair), David Carruthers, Medical Director, Kate Thomas, Non-Executive Director, Mel Roberts, Chief Nurse Officer, Frieza Mahmood, Chief People Officer, Liam Kennedy, Chief Operating Officer, Dave Baker, Director of Partnerships and Innovation</p> <p>In Attendance: Jo Wass, Assoc- Non-Executive Director Val Taylor, Assoc- Non-Executive Director</p>

Key points of discussion	
1.	<p>National staff survey – Update on response</p> <p>Chair's opinion: Good discussion and detailed understanding of this year's staff survey. Clear focus on problem areas discussed. Plan in place for improvement focussing on Fairness, Equity and leadership from line managers. Working with 3 exemplar organisations for best practice ideas. Incentives for this year's survey completion discussed. Believe implementing a trust wide QI approach would be beneficial</p>
	Reasonable Assurance
2.	<p>MMUH Recruitment Approach and Delivery</p> <p>Chair's opinion: Discussed the detailed recruitment plan which was agreed, explored future monitoring of recruitment, cost envelope and reduction of agency cost. POD Supported the request for additional capacity to deliver recruitment plan and in fact feel it's a big risk if not supported. Will monitor progress bi monthly.</p>
	Reasonable Assurance
3.	<p>People Plan Draft Operational Delivery Framework (ODF)</p> <p>Chair's opinion: POD received the People plan accompanied by the first draft of the operational delivery plan. POD confident that this work is coming together well. Further iteration of work will be received in July for sign off and supporting performance metrics</p>
	Reasonable Assurance

4.	Leadership Development Framework	
	<p>Chair's opinion: Detailed discussion about the Leadership framework and the learning Campus, very informative. POD felt that an overarching piece of work to show linkages with QI methodologies, FOC, Values and behaviour work, OD approach would be very beneficial and would help when implemented in the organisation. Next iteration July</p>	Partial Assurance
7.	Development of the Advanced Clinical Practice Roles	
	<p>Chair's opinion: Very informative presentation received and supported by POD, welcome a cohesive approach and strong governance to working with ACPs in the organisation and ensuring growth of the work force for the future. Further work to be received on Workforce planning and funding</p>	Partial Assurance
10.	POD performance metrics	
	<p>Chair's opinion: Detailed data received on Sickness and Turnover, further work to be received in July</p>	Partial Assurance
Positive highlights of note		
<ul style="list-style-type: none"> POD received strong plan to move forward to address staff survey 		
Matters of concern or key risks to escalate to the Board		
<ul style="list-style-type: none"> Capacity and skill to deliver MMUH recruitment plan 		
Matters presented for information or noting:		
<ul style="list-style-type: none"> Board Level Metrics 		
Decisions made:		
Actions agreed:		
<ul style="list-style-type: none"> Role out of staff survey actions Agreed plan for MMUH recruitment for discuss at MMUH opening committee 		

Assurance classification

	<p>Management cannot clearly articulate the matter or issue; something has arisen at Committee for which there is little or no awareness and no action being taken to address the matter; there are a significant number of risks associated where it is not clear what is being done to control, manage or mitigate them; and the level of risk is increasing.</p>
	<p>There is partial clarity on the matter to be addressed; some progress has been made but there remain a number of outstanding actions or progress against any plans so will not be delivered within agreed timescales; independent or external assurance shows areas of concern; there are increasing risks that are only partially controlled, mitigated or managed.</p>
	<p>There is evidence of a good understanding of the matter or issue to be addressed; there are plans in place and these are being delivered against agreed timescales; those that are not yet delivered are well understood and it is clear what actions are being taken to control, manage or mitigate any risks; where required there is evidence of independent or external assurance.</p>
	<p>There is evidence of a clear understanding of the matter or issue to be addressed; there is evidence of independent or external assurance; there are plans in place and these are being actively delivered and there is triangulation from other sources (e.g. patient or staff feedback)</p>