

Sandwell and West Birmingham NHS Trust

Board Committee Chair's Report

Meeting:	People and OD Committee
Chair:	Lesley Writtle
Date:	28 th September 2022
Present:	<p>Members: Lesley Writtle, Non-Executive Director (Chair), David Carruthers, Medical Director, Mel Roberts, Chief Nurse Officer, Frieza Mahmood, Chief People Officer, Jo Newens, Acting Chief Operating Officer, Dave Baker, Director of Partnerships and Innovation</p> <p>In Attendance: Val Taylor, Assoc- Non-Executive Director</p> <p>Apologies: Jo Wass, Assoc- Non-Executive Director</p>

Key points of discussion	
1.	<p>Culture Heatmap Report</p> <p>Chair's opinion: New report received showing areas that are struggling with key metrics at a higher level of concern. Plan to work with directorates to see how this data can be used for instigating change</p>
	<div style="border: 1px solid black; background-color: #f4a460; padding: 5px; text-align: center;">Partial Assurance</div>
2.	<p>Sickness Plan Report</p> <p>Chair's opinion: Paper detailed current sickness levels and hotspots, key causes are stress, anxiety, MH issues and Covid related impact. Groups have now devised plans for improvement, the trust will marry this with work on improving staff experience and a recovery-based approach to improvement. POD will monitor 3 monthly</p>
	<div style="border: 1px solid black; background-color: #f4a460; padding: 5px; text-align: center;">Partial Assurance</div>
3.	<p>OH and Wellbeing Report</p> <p>Chair's opinion: Comprehensive paper received on work of the Occupational health and wellbeing service is delivering. Some areas of development and improvement discussed with a feeling that more could be achieved related</p>
	<div style="border: 1px solid black; background-color: #ffff00; padding: 5px; text-align: center;">Reasonable Assurance</div>

	to sickness improvement by working in new ways. This will be explored and revisited at the end of 2022	
4.	People KPIs - Casework outcomes	
	Chair's opinion: Statistics received on HR Casework outcomes and KPIs. A new model and approach is required to ensure the best and sustainable outcomes are achieved. Groups will take on more responsibility in casework alongside a shift to a Fair Blame /Just Culture process	Partial Assurance
8.	PDR and Mandatory training update	Partial Assurance
	Chair's opinion: Report received on Appraisal and Mandatory training compliance. It is clear a new refreshed approach to Appraisal is required that leads to a meaningful experience for the appraisee. A recommendation will be received in November 2022	
9.	Recruitment Stabilisation Update	Partial Assurance
	Chair's opinion: Report received and shows a clear plan and some improvements, more activity and increased satisfaction from operational areas. POD will receive joint report on improvement monthly from HR/Finance / Operations	
10.	Implementation Timeline to Onboard Additional POD Resource	Partial Assurance
	Chair's opinion: Update provided to POD Appointed 3 of 5 new OD posts Remedium commenced work this week on MMUH recruitment plan POD to receive monthly reporting on appointments and reduction on need for bank and agency	

Positive highlights of note

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Have any of the reports/discussions today mitigated the POD risk included in the BAF?

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Matters of concern or key risks to escalate to the Board

- Sickness continues to be of concern

Matters presented for information or noting:

- Detailed data on sickness presented
- **Recruitment stabilisation plan update shows some improvement**

Decisions made:

Actions agreed:

- To receive new model for appraisal in November 2022

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>