




## Sandwell and West Birmingham NHS Trust

### Board Committee Chair's Report

<b>Meeting:</b>	People and OD Committee
<b>Chair:</b>	Lesley Writtle
<b>Date:</b>	27 <sup>th</sup> July 2022
<b>Present:</b>	<p><b>Members:</b> Lesley Writtle, Non-Executive Director (Chair), David Carruthers, Medical 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><b>In Attendance:</b> Jo Wass, Assoc- Non-Executive Director Val Taylor, Assoc- Non-Executive Director</p>

Key points of discussion	
1.	<p><b>Recruitment Stabilisation</b> <b>MMUH Recruitment Department Business Case</b></p> <p><b>Chair's opinion:</b> Lengthy discussion on a comprehensive piece of work. <i>Recruitment stabilisation:</i> recognition that the in-house team is functioning under extreme pressure with no resilience for further challenges. Concerns to be placed on risk register <i>MMUH business case :</i> POD approved the business case Option 4 to progress to the MMUH opening committee. There were some considerations to be taken on board:</p> <ul style="list-style-type: none"> <li>- Ensure procurement and SFI rules are followed</li> <li>- Recommend that initial period of term is 9 months not 12 months, so trust can scope longer term solution and test market and options.</li> <li>- Ensure strong accountability in place and clear roles between trust and Remedium</li> <li>- Consider the recruitment service and resource required in the long term.</li> </ul>
	<b>Partial Assurance</b>
2.	<p><b>MMUH OD and Management of Change Approach</b> <b>MMUH OD and Management of Change Business Case</b></p> <p><b>Chair's opinion:</b> Comprehensive discussion took place between POD members, recognition on the scale of work to be undertaken to deliver large scale change for delivery of MMUH and other OD pieces of work and management of change tasks.</p>
	<b>Partial Assurance</b>

	POD has supported option 3A to be recommended to MMUH opening committee but noting the following comments: Need to look at longer term sustainable solution for OD and change management in the trust, benchmarking with other organisations, looking at how teams across the trust could work effectively together.	
<b>3.</b>	<b>Medical Revalidation</b>	
	<b>Chair's opinion:</b> Report received and accepted as a strong piece of work. POD supported the trust to sign off the statement of compliance.	
<b>4.</b>	<b>POD Metrics</b>	
	<b>Chair's opinion:</b> POD received a new report on metrics linked to priority areas, this makes strong links to Trust strategic priorities, BAF and POD operational delivery plan. The focus will be on monitoring performance but receiving a staff story every month. POD will structure its future agenda to ensure coverage of all key outcome areas	
<b>7.</b>	<b>HR Scorecard Summary</b>	
	<b>Chair's opinion:</b> Received for information	N/a
<b>10.</b>	<b>Learning Campus</b>	
	<b>Chair's opinion:</b> Received for information	N/a
<b>11.</b>	<b>Leadership Framework</b>	
	<b>Chair's opinion:</b> Received for information	N/a
<b>12.</b>	<b>HR Policies</b>	
	<b>Chair's opinion:</b> Received a report outlining status of policy renewal/update to ensure compliance. HR team working with Staff side to ensure prioritisation of key policies. Work programme to be complete during early 2023. This leaves trust with some missing and out of date policies	
<b>13.</b>	<b>BAF Quarterly Update</b>	
	<b>Chair's opinion:</b> Dedicated discussion at August POD meeting planned	na

**Positive highlights of note**

- Launch of new approach to POD performance metrics

**Matters of concern or key risks to escalate to the Board**

- Considerable risk related to resilience of recruitment approach
- Continued rise in sickness rates

**Matters presented for information or noting:**

- Board Level Metrics
- Learning Campus final report
- Leadership framework final report

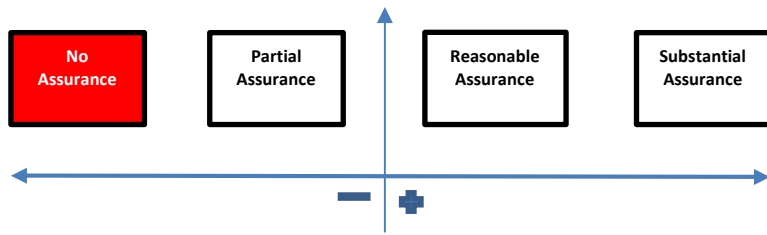
**Decisions made:**

Approval of MMUH recruitment business case

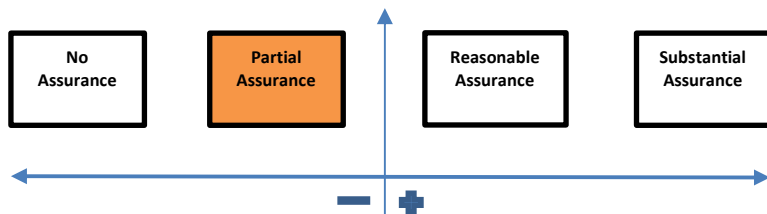
Approval of MMUH OD and management of change business case

**Actions agreed:**

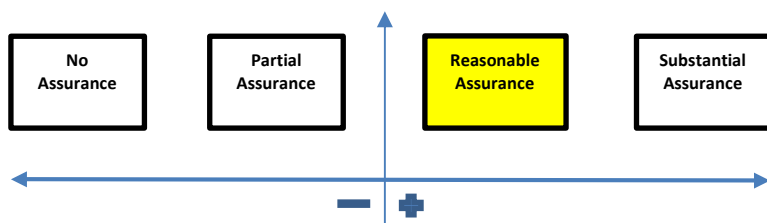
Assurance classification



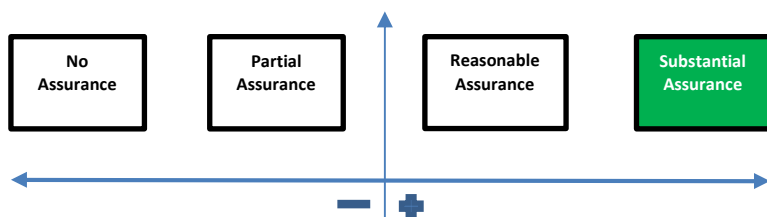
Management cannot clearly articulate the matter or issue; something has arisen at Committee for which there is little or no awareness and no action being taken to address the matter; there are a significant number of risks associated where it is not clear what is being done to control, manage or mitigate them; and the level of risk is increasing.



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.



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.



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)