

Workforce Committee

Key summary points from the Workforce Committee held on Monday 23rd April 2018:

1. Board Assurance Framework

The Committee received the Board Assurance Framework report and held a full discussion regarding this. The Committee agreed that the ratings would remain the same. The Committee will undertake a Deep Dive in May focused on the Emergency Department.

2. DBS

The Committee received the DBS Check Assurance Statement and congratulated the team on the progress to date. The expectation of the Committee is that the update work will be completed by the end of April 2018, apart from those small numbers of cases with exceptional personal circumstances (e.g. extended sickness absence). The Committee discussed some of the areas in the Trust that do not have DBS checks carried out and asked for sight of the risk assessment carried out on all roles in the Trust to provide assurance to the Committee that the appropriate staffing groups are being checked.

3. Staff leavers, Staff Survey, Values Guardians updates

The Committee received updates on 'exit surveys', the Staff Survey and the Values Guardians. These three updates indicate common themes that impact the employment experience of staff. Work will be completed by May with the intention of addressing these themes. The common themes include aspects of behaviour and people management.

4. Peoples priorities

The Committee received a proposal for the future focus of work. An initial draft of high level priorities linked to outputs for 2018 / 2019 was presented. The two highest level priorities identified for the Workforce Committee are (a) growing and developing Team SaTH and (b) ensuring people feel supported. The Committee agreed:

- Support for the high level priorities
- That the overall structure and plan requires more detailed work and this will be presented to the Committee in May 2018
- That outputs expected of the work should be Comprehensive, Specific, Measureable, Realistic and Timely
- A desire to see outcomes that can be tracked on a monthly or quarterly basis rather than relying on infrequent measures that do not lend themselves to driving improvement
- That the active management of risks within the Board Assurance Framework should be included within the high level priorities and all work should clearly be linked to preventing, reducing or mitigating risk within our system
- A clear framework, with performance indicators that allows effective management and governance around the priorities to be in place and fully operational by July 2018
- This work will be a standing item on the Committee's agenda and given a high focus of attention.

5. 8 High impact for junior doctors

The Committee received a report on improving the working environment for Junior Doctors presented by the Deputy Medical Director. The Committee ran through the 8 key areas that require improvements and held a focused discussion around the provision of food for junior doctor's especially hot food at night. The Committee agreed that a full proposal was needed and it was agreed that this would come back to the Workforce Committee in August, following agreement at the Executive Directors. It was highlighted that this aspect of work could and should benefit all staff.

6. NHS70

The Committee received an update on the NHS70 celebrations throughout 2018 by the Director of Corporate Governance. The Committee were asked to support the recommendation that the two HSJ finalists attend the AGM Spotlight Session which is Cancer App and the Stroke Team which was agreed.