

Meeting title:	Public Trust Board	Public Trust Board paper L				
Date of the meeting:	8 June 2023					
Title:	Escalation Report from the People and Culture Committee (PCC): May 2023					
Report presented by:	Mr Ballu Patel – PCC Non-Executive Director Chair					
Report written by:	Ms Ninakshi Patel – Corporate and Committee Services Officer					
Action – this paper is for:	Decision/Approval	x	Assurance	x	Update	x
Where this report has been discussed previously	None.					

To your knowledge, does the report provide assurance or mitigate any significant risks? If yes, please detail which

Yes. BAF risks within the remit of PCC are listed below:

BAF Ref	Risk Cause	Risk Event
10-PCC	Failure to recruit, retain, redesign and transform the workforce	Insufficient workforce capacity, capability and lacking diversity

Impact assessment

N/A

Acronyms used:

People and Culture Committee – PCC

Board Assurance Framework – BAF

University Hospitals Of Leicester NHS Trust – UHL

Equality, Diversity, and Inclusion - EDI

British Association for the Physicians of Indian Origin- BAPIO

1. Purpose of the Report

To provide assurance to the Trust Board on the work of the Trust’s People and Culture Committee (PCC), and escalate any issues as required.

2. Recommendations

2.1 There are 2 items from PCC requiring June 2023 Trust Board approval.

3. Summary

The following items from the PCC meeting of 25 May 2023 are summarised for the 8th June 2023 public Trust Board:

Recommended items:

3.1 Safer Staffing Bi- Annual Establishment Review

Ms E Meldrum, Deputy Chief Nurse, presented the safer staffing bi-annual establishment review. She mentioned the recommendation that the Chief Nurse and Medical Director there is good compliance with the developing workforce safeguards (DWS). The Committee noted the contents of the report and was assured on the planned safe staffing levels within Nursing and Midwifery across the Trust.

Safer Staffing Bi-Annual Establishment Review are endorsed and recommended for Trust Board approval. A standalone report is included on the 8.06.23 Trust Board agenda accordingly.

3.2 PCC Annual Report and Review of Effectiveness

The PCC Non-Executive Chair updated the Committee on the PCC annual report which provided assurance that the meetings from 1st April 2022 to 31st March 2023 have covered all essential areas within its remit. The Committee considered the recommendations and approved for onward submission to the Trust Board.

PCC Annual Report and Review of Effectiveness is endorsed and recommended for Trust Board approval. A standalone report is included on the 8.06.23 Trust Board agenda accordingly.

Discussion items:

3.3 Equality, Diversity and Inclusion Workplan

Ms K Ceesay, Deputy Chief People Officer and Ms S Zavery, Head of Equality, Diversity, and Inclusion provided a summary of EDI Workforce Work Programme progress. The Committee was assured that the programme is monitored via the EDI governance channels.

3.4 UHL NHS Staff Survey 2022 Update

Ms L Milnes, Head of Health and Wellbeing and Staff Experience and The Chief People Officer updated the Committee the response to the NHS Staff Survey Results 2022. The Committee acknowledged and assured on the actions taken towards the commitment to respond 2022 NHS Staff Survey.

3.5 Medical Workforce Report

Ms Z Marsh, Associate Director of Workforce, provided an update to the Committee the local and national updates within the medical workforce. She highlighted that the Trust had successfully received confirmation that General Medical Council is a Trust sponsored organisation. The Committee was provided assurance on the updates on the Trust's Medical Workforce.

3.6 People Services and Employee Relations

Ms Z Marsh, Associate Director of Workforce, provided an update on industrial action and pay award update and noted to the Committee the national changes towards pension, retirement, and national pay awards. The Committee was provided assurance that the team would take proactive approach to communicate the significant changes made across the Trust.

3.7 Overview of the Learning and Development Service

Ms J McCarthy, Senior Learning and Development Manager, presented the overview of the learning and development service. The Committee noted the paper and was provided assurance on the risks prevented by discussion with the Chief People Officer.

3.8 Project Search

The Chief People Officer and Ms L Milnes, Head of Health and Wellbeing and Staff Experience, presented an update around the process for implementation and continued support of Project Search within the Trust. The Committee was provided assurance on the ongoing proactive work to support the work experiences of young adults within the Trust and supported by system partners. The PCC Non-Executive Chair noted a thank you to the Estates and Facilities Department for their incredible support.

3.9 Retention of Employability Trainee Students (aligned to BAF risk 10)

Ms J McCarthy, Head of UHL Apprenticeship Development Centre, provided the Committee with an overview of the approach to retain the employability students to support the Trust Vacancies. The Committee was provided assurance on the update provided and approved the process for the scheme.

3.10 Health and Wellbeing and Staff Experience Work Programme 2023/24

Ms L Milnes, Head of Health and Well-being and Staff Experience, provided an overview on the Health & Wellbeing and Staff Experience Workplan for 2023-24. The Committee was provided assurance on the implementation of the work programme.

3.11 Professional Registration Checks Update

Ms K Ceesay, Deputy Chief People Officer, presented an update to the Committee around the procedure and processes of the verification of the registration of employee's and bank/agency works registration. The Committee was provided assurance that professionally qualified staff within the Trust are appropriately registered within their relevant professional body.

3.12 Review of Risks relating to the Annual Plan 2023/24

Mr S Pizzey, Associate Director of Strategy and Partnerships, presented an overview of the risks within the annual plan. The Committee reviewed all actions presented within the annual plan and acknowledged that the board to receive assurance on the risks on a quarterly basis.

Consideration of BAF risks in the remit of People and Culture Committee:

4. Board Assessment Framework

The Committee reviewed strategic risk 10 on the BAF around insufficient workforce capacity, capability and lacking diversity which was aligned to the committee and its work plan. There are no significant changes proposed to the content this month and controls, assurances and key next steps are aligned to papers on the agenda and discussed at the meeting. There were no changes proposed to the scores of this risk this period: Current rating is 20 (likelihood of almost certain x impact of major), Target rating is 9 and Tolerable rating 12.

5. AOB

- The Chief People Officer highlighted dates for information:
 - 2nd Trust Leadership Event on 21st September
 - Staff Annual Awards Evening on 28th September
 - Apprenticeship Graduation for Staff on 30th June
 - Project Search Graduation on 21st June.
 - BAPIO Conference in early December.

Reports for noting – the following items were received and noted, with no substantive discussion:

- None

6. Supporting documentation

None

7. Date of Next Meeting

Thursday 27th July at 10am – Board Room, Leicester Royal Infirmary.