Agenda Item 11a

The Queen Elizabeth Hospital King's Lynn NHS Foundation Trust

People Committee Chair's Assurance Report to the Board of Directors (Public)

Title of Report:	Chair's Assurance Report from the People Committee	**Date of Meeting:** Board of Directors (in Public) – 7 February 2023
Prepared By:	Jo Humphries – Director of People	
Approved By:	Simon Roberts – Non-Executive Director, People Committee Chair	
Presented By:	Simon Roberts – Non-Executive Director, People Committee Chair	
Purpose		
The report summarises the assurances received, approvals, recommendations and decisions made by the People Committee on 25 January 2023		

Matters of Concern or Key Risks to Escalate	Major Actions Commissioned / Work Underway
• The Committee expressed concern regarding the status of key HR metrics as reflected in the summary dashboard, whilst acknowledging the severe operational pressures the organisation currently faces. • Appraisal compliance continues to be below target and further work to provide visibility of improvement trajectories is requested for the March Committee. • Concerns remain regarding the accuracy of establishment, vacancy and recruitment data although recognising this work is due to complete by the end of March. • Medical job planning remains behind schedule and the proposed trajectory is unlikely to be achieved. Further assurance is required in March that the work will be completed by the end of the financial year. • Noted the escalations from the People Executive Group regarding attendance at sub committees and escalated to the CEO challenges regarding the outstanding compliance actions dating back to the CQC visit 2022.	• NSS response planning has commenced with a view to providing a full summary in the March Committee. • In refining the Strategic Objectives for S02 (and associated KPIs), introduce mechanisms and metrics that provide a more current reflection of staff mood and morale, whilst maintaining focus on improving response rates to quarterly and annual surveys. • Detailed appraisal compliance improvement plan to be provided in March. • To provide greater clarity of messages within apprenticeship and early careers data, as reflected in Workforce Report • Job planning trajectories and assurance to be provided in March
Positive Assurances to Provide	**Decisions Made**
• Whilst there have been National concerns raised about the quality of surgical training provision and supervision, support from the Deanery and actions regarding the recruitment of substantive consultants is addressing this issue. The increasing number of FY1 and FY2 doctors is progressing well with additional funding obtained for a 3rd training resource. The Junior Doctor Forum is operating effectively in terms of wellbeing, support and a place to raise and resolve any day-to-day concerns. • Positive assurance around spiritual and pastoral care to both patients and staff provided from the chaplaincy team who outlined their significant contribution to support the end of life and palliative care teams, patients and their families. Also noted the provision of local bereavement support otherwise not easily accessible for people within West Norfolk. • Noted the patient centred approach taken by the Estates and Facilities teams throughout the various estates and hospital development programmes. Also the development of the estates and facilities teams in establishing their enabling role in providing an efficient and safe hospital for our patients and staff.	• Add FTSU as a standing agenda item on all future meetings to obtain a verbal commentary on themes in between formal reporting schedules.

• Following incumbent retirement and promotion respectively, Independent and Lead Freedom to Speak Up (FTSU) Guardian recruitment processes are in progress and consideration is being given to the opportunity for shared resource across the ICB. • Noting the continued challenges concerning low response rates, clear next steps were presented in terms of actioning the National Staff Survey (NSS) and detailed results to be presented at the March meeting. • Whilst workforce metrics are behind target in many areas, it is noted that there are robust improvement plans and monitoring arrangements in place behind each.	
Comments on Effectiveness of the Meeting	