

| 3As Highlight Report | | | | | |
|--|---|-------|--|---------------------------|--------------------------------------|
| Meeting Name: People and Culture Committee (PCC) | | | | | |
| Date: 18 June 2024 | | | | | |
| Quorate: Yes | | | | | |
| Policies & expiry date: See assurance below | | | | | |
| Agenda Item: | Reference: | Lead: | Description: | BAF Reference: | Directorate Risk Register Reference: |
| ALERT: | | | | | |
| Alert to matters that need the Board's attention or action, e.g., an area of non-compliance, safety, or a threat to the Trust's strategy | | | | | |
| No alerts to the Board | | | | | |
| ADVISE: | | | | | |
| Advise the Board of areas subject to on-going monitoring or development or where there is negative assurance | | | | | |
| Workforce, Recruitment and Agency Reduction Plan | Agency Reduction, Recruitment and Retention | DN | <p>We are sustaining the reduction in off framework agency usage due to an increase in on framework agencies.</p> <p>We have significantly increased our Bank workforce, HCA overall demand has reduced due to the amount of substantive recruitment that has taken place, a positive picture.</p> <p>Registered nursing improved off framework usage as transferred some long-serving staff to our Bank giving us an agency spend within plan.</p> <p>Registered nurses recruitment on plan, HCAs is a workforce we can recruit to but do not expect to have zero vacancies due to turnover. We are now released from the NHSE direct support plan which is positive.</p> <p>Productivity re time to recruit is an improving picture.</p> | BAF06 also links to BAF01 | |
| Strategic Workforce Group | | DN | Further work required on populating the BAF's with more detail. | BAF06 BAF07 | |
| ASSURE: | | | | | |
| Inform the Board where positive assurance has been received | | | | | |
| Policy Compliance | Policies | SW | All our policies currently in date. | BAF06 | |

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| Board Assurance Framework | BAF | PCC | <p>Detailed oversight of the 2 BAFs under the remit of this committee provided.</p> <p>BAF06 - Noted a gap in terms of planned actions, sources of information and evidence, action to be fully populated.</p> <p>BAF07 - Noted going forward to capture the actions, sources of information and evidence on culture.</p> | BAF06 BAF07 | |
| Annual Committee Effectiveness Review 2023/24 Terms of Reference Review 2024/25 | | | <p>The survey questionnaire identified the PCC terms of reference for last year have been fulfilled along with the work programme. There is a proposal to expand the remit of PCC (also supported by the verbal comments received from the Deloitte Well Led review). The revised terms of reference for 2024/25 reflects the full and wider PCC remit.</p> <p>Committee agreed that there are merits to exploring potential opportunity for joint workshops with members from all level 1 committees to discuss relevant cross-cutting topics. Along with the possibility of enhanced staff voice at these sessions. Committee Chairs to discuss.</p> <p>Assurance was sought that the PCC with its expanded role will not replicate work done at SWG. SW and KD to discuss refreshed discussion points to reduce any overlap.</p> <p>The committee approved the proposals made.</p> | | |
| Committee Non-Executive members | | | <p>Non-Executive members going forward will be Manjit Darby as Chair, Alexander Carpenter and Elizabeth Anderson. People and Culture Committee to continue in its expanded role.</p> | | |
| CELEBRATING OUTSTANDING: | | | | | |
| Share any practice, innovation, or action that the Committee considers to be outstanding | | | | | |
| | | | No items. | | |