

'You matter, we care'

Trust Board Meeting (Part 1)	Date: 28 th November
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Title:	Committee Chair's report – Employee Strategy & Engagement Committee (ESEC)
Item:	BD/14/216

Executive Director lead and presenter	Ruth Brunt, Chair of Employee Strategy and Engagement Committee
Report author(s)	Ruth Brunt, Chair of Employee Strategy and Engagement Committee

History:	<i>n/a</i>
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This report is for:	
Decision	
Discussion	
To Note	X

Purpose
To inform the Board of business discussed at the meeting of the ESEC on Monday 3rd November 2014, including levels of assurance provided, and risks or concerns the Committee would like to bring to the Board's attention.

Background
<p>The Committee meets bi-monthly and is the Board Committee responsible for scrutinising performance against three of the Trust's key quality indicators: Sickness Absence, Supervision and Appraisal.</p> <p>It is also responsible for overseeing progress against the Trust's second Strategic Priority: "to support and develop our staff", which in turn is linked to the 5 year Strategic Objective of becoming "recognised as the best mental health employer in England". These responsibilities involve scrutinising actions agreed to improve staff experience as reflected in the annual Staff Survey, including the development and implementation of a new Workforce Strategy, as well as a 3 year Organisation Development Strategy designed to effect a significant change in staff engagement and wellbeing.</p>

Chair's Report: Employee Strategy and Engagement Committee

Business undertaken

This meeting was held at Fromeside, Bristol and was attended by the local Managing Director and 2 frontline members of staff – one working in an administrative role and the other as a Charge Nurse.

The meeting agenda included:

- Specialised and Secure services report Encouraging to hear from members of staff who were evidently enthusiastic and committed to the service. Discussion about difficulty in recruiting qualified staff – no applicants in last advertising round. Development of bespoke training pathways for staff recognised as good practice. Greater level of IQ scrutiny at team level noted, including presentation of sickness costs. Discussion of latest staff Friends and Family results and management actions.
- IQ and OD performance indicators . Percentage of staff appraised remains above target with 2 Localities and corporate services just under target. Significant improvement in Supervision rates over the last month. Sickness absence reduced over last 2 months. Agreement to review turnover rates by Locality on a quarterly basis. Plan for achieving statutory/mandatory training compliance by the end of December noted .
Proposal for delivering more effective supervision and training for bank staff approved.
- Workplan Agreement to evaluate in light of Governance Review paper considered at the last Board meeting
- Equality and Diversity objectives and Plan Presentation highlighted need for consistent collection of information from staff and service users regarding protected characteristics, before we could evidence progress against key E&D outcomes.
- Staff Friends and Family results. Response rate improved but as anticipated, results have declined. Locality specific results noted.
- Leadership Development Progress with programme noted. Recognition that ward manager and team leader development is critical to the delivery of strategic objectives.
- Policies. Agreement to extend timescale for review of induction policy pending finalisation of Workforce Strategy

Key risks and their impact on the organisation

Key risks identified by the Committee and brought to the attention of Board::

- **Secure Services recruitment** – unavailability of suitably qualified staff will prevent opening of full capacity in the near future
- **Staff Friends and Family** – need for localities to understand underlying reasons for staff responses

Key decisions

- Bank staff will not be booked to work unless they are up to date with supervision and stat/man training.
- Greater focus on staff turnover by Locality on a quarterly basis
- Governance review to be considered in December meeting and workplan revised

Our values: PRIDE – passion, respect, integrity, diversity, excellence

Chair's Report: Employee Strategy and Engagement Committee

accordingly

Exceptions and challenges

None specific

Governance and other business

None specific

Future Business

The workplan for the committee will incorporate changes resulting from the Trust wide governance review.

New Head of HR to ensure committee is sighted on changes in recruitment practice

Evaluation of performance of new Occupational Health provider in December.

Recommendations

The Board is invited to note the Committee's activities.

This report addresses these Strategic Priorities:

We will deliver the best care	
We will support and develop our staff	X
We will continually improve what we do	
We will use our resources wisely	X
We will be future focussed	X