

'You matter, we care'

Trust Board Meeting (Part 1)	Date: 29 th January 2014
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Title:	Committee Chair's report – Employee Strategy & Engagement Committee (ESEC)
Item:	BD/13/303

Executive Director lead and presenter	Chair of ESEC
Report author(s)	Chair of ESEC

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 Thursday 23 rd January 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 two of the Trust's key quality indicators: Sickness Absence and Supervision/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, "Enabling Excellence", which is 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 Jenner House in Chippenham and was attended by two locality Managing Directors, Paul Townsend (Bristol), and Denise Claydon (Wiltshire). Matters discussed included:

- Key ESEC data including Appraisals, Supervision, Sickness Absence, FTE Headcount, Equality & Diversity, and Bank/Agency
- Staff Engagement, including progress with the Staff Survey, Listening to You actions and early progress with implementation of the Organisational Development Plan.

Key risks and their impact on the organisation

- **Timeliness of IQ data** does not provide assurance to the committee about the effectiveness of systems in place to report performance. The Committee has requested written rather than verbal updates where performance to date differs from the figures shown in IQ. Work is under way to develop a more integrated IQ system which triangulates data from related systems and make reporting easier. The latest figures for ESEC KPIs are provided under Item 14 Quality and Performance.
- **Staff Engagement:** topline messages from this year's staff survey and proposed actions were discussed. A full analysis requires national benchmark data which is not available until 9th February. Meanwhile the new Health and Wellbeing manager has started speaking to staff across the Trust, in order to assess the current position and identify unmet needs.

Key decisions

None – no policies tabled.

Exceptions and challenges

None.

Governance and other business

The Committee self-assessed on a scale 1-5 at the end of the meeting. Scores were at around 3. Most felt that while the meeting itself was challenging but effective, the quality of papers and data tabled still needed to improve. The contribution of local MDs was felt to be very valuable.

Future Business

Over the next few months the Committee will continue to focus on scrutiny of improvement in levels of Appraisal, Supervision and Sickness Absence. The full analysis of the Staff Survey will be reviewed in March prior to its presentation at the Board, together with a draft Staff Engagement Strategy.

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Recommendations

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

This report addresses these Strategic Priorities:

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