

'You matter, we care'

Trust Board Meeting (Part 1)	Date: 30th July 2014
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Title:	Committee Chair's report – Employee Strategy & Engagement Committee (ESEC)
Item:	BD/14/112

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

History:	n/a
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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 30th June 2014, including levels of assurance provided, and risks or concerns the Committee would like to bring to Board' attention. The Board are asked to NOTE this report.

Background
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. 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.

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Business undertaken

This meeting was held at Fountain Way, Salisbury and was attended by the local Managing Director.

The meeting agenda included:

- Wiltshire Locality report Focus was on staff engagement activity across the locality, together with recruitment and leadership challenges. CQC concerns about staffing levels were noted.
- IQ performance indicators . Significant progress in percentage of staff appraised. On-going concern regarding supervision of bank staff, but assurance that this is a priority for action. A stretch target of 90% for appraisals was agreed. Reduction in the overall sickness absence target to 3.5% not yet incorporated in the data analysis, although it was confirmed that locality specific improvements have been agreed.
- OD update Review of progress against staff survey improvement themes. Benchmarking with the top 4 performing Trusts in respect of staff engagement has indicated significant variation across some indicators. Benchmarking confirmed that six improvement themes provide an appropriate response to staff survey results. Initial results of staff Friends and Family test received and noted. Staff experience and engagement strategy approved.
- Equality and Diversity Discussion about future strategy and Board ambition to ensure that E&D is an underpinning element of our business approach. Concern at significant under representation in certain staff groups.
- Unregistered Practitioners Update on training and development including development of competency framework.
- Learning and Development. Analysis of compliance with Statutory and Mandatory training indicates a particular challenge with bank staff . Development of workforce strategy noted.

Key risks and their impact on the organisation

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

- **Supervision and training of bank staff**; on-going challenges. Concern that staff who work less frequently need to be targeted
- **Recruitment difficulties in Wiltshire**. Inability to fill vacancies in certain areas may require more innovative solutions to ensure agreed staffing levels can be maintained.
- **Staff Friends and Family test. Improvement noted in key questions when compared with 2013 staff survey**. Staff rate quality of care in their own team more highly than the care provided by other services across AWP.

Key decisions

- Supervision data to be split between community and inpatients
- Appraisal target to be reset as 90%
- 6 month review of new Occupational Health provider
- Plan to communicate staff Friends and Family results
- Committee needs to focus more on receiving assurance rather than very detailed

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reports as there is on-going pressure on the agenda.

Exceptions and challenges

Committee needs to focus more on receiving assurance rather than very detailed reports as there is on-going pressure on the agenda.

Governance and other business

The Committee self-assessed on a scale 1-5 at the end of the meeting. An overall score of 3 was agreed due to inadequate time to address items at the end of the agenda.

Future Business

The work plan for the committee will target key areas of assurance

Progress with the staff Friends and Family test will be scrutinised by ESEC together with feedback on the quality of Supervision and Appraisal.

Key Learning and Development indicators to be incorporated

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	X
We will use our resources wisely	
We will be future focussed	X