



MEETING TITLE Trust Board Meeting in Public		MEETING DATE 30/08/2018	
TITLE of PAPER	Freedom to Speak Up: Self-Assessment Tool and draft Strategy	PAPER REF	2.3
STRATEGIC OBJECTIVE(S)	Safe and Sustainable: Provide a safe, effective, caring and sustainable service for all patients		
PURPOSE OF THE PAPER	The purpose of the paper is for the Board to review and approve the Freedom to Speak Up Self-Assessment Tool for Boards and to make comment on the draft Strategy.		
For Approval	<input checked="" type="checkbox"/>	For Assurance	<input type="checkbox"/>
For Decision	<input type="checkbox"/>	Discussion/Information	<input checked="" type="checkbox"/>
AUTHOR / LEAD	Rebecca Mallinder (Head of Investigations & Learning)	ACCOUNTABLE DIRECTOR	Steve Page (Executive Director of Quality, Governance & Performance Assurance)
DISCUSSED AT / INFORMED BY – Review with Executive Director of Quality, Governance & Performance Assurance, Head of Investigations & Learning and the Freedom to Speak Up Guardian on 30 th July 2018. Trust Executive Group – 13 th August 2018 Trust Management Group – circulated 14 August 2018 virtually			
PREVIOUSLY AGREED AT:	Committee/Group: Trust Management Group	Date: 13/08/2018	
RECOMMENDATION(S)	It is recommended that the Board review and approve the tool and comment on the draft Strategy.		
RISK ASSESSMENT		Yes	No
Corporate Risk Register and/or Board Assurance Framework amended <i>If 'Yes' – expand in Section 4. / attached paper</i>		<input type="checkbox"/>	<input checked="" type="checkbox"/>
Equality Impact Assessment <i>If 'Yes' – expand in Section 2. / attached paper</i>		<input type="checkbox"/>	<input checked="" type="checkbox"/>
Resource Implications (Financial, Workforce, other - specify) <i>If 'Yes' – expand in Section 2. / attached paper</i>		<input type="checkbox"/>	<input checked="" type="checkbox"/>
Legal implications/Regulatory requirements <i>If 'Yes' – expand in Section 2. / attached paper</i>		<input type="checkbox"/>	<input checked="" type="checkbox"/>
ASSURANCE/COMPLIANCE			
Care Quality Commission Choose a DOMAIN(s)		All	
NHSI Single Oversight Framework Choose a THEME(s)		2. Quality of Care (safe, effective, caring, responsive) 6. Leadership & Improvement Capability (Well-Led)	

1. PURPOSE/AIM

- 1.1 The purpose of the paper is for the Board to review and approve the Freedom to Speak Up Self-Assessment Tool for Boards and to make comment on the draft Strategy.

2. BACKGROUND/CONTEXT

- 2.1 “Freedom to Speak Up (FTSU): An independent review into creating an open and honest reporting culture in the NHS” (Francis) was published in February 2015. The aim of the review was to provide advice and recommendations to ensure that NHS staff feel it is safe to raise concerns, confident that they will be listened to and the concerns will be acted upon.
- 2.2 Over the last three years the focus on FTSU has become more prominent within the NHS through the development of the National Guardian Office (NGO).
- 2.3 In April 2015 Monitor issued the *Well-led framework for governance reviews: guidance for NHS foundation trusts* and in June 2017 this was refreshed to apply to NHS trusts also. It is acknowledged that providers continue to operate in challenging environments; characterised by the increasingly complex needs of an ageing population, a growing emphasis on working with local system partners to create innovative solutions to long-standing sustainability problems, workforce shortages and the slowing growth in the NHS budget. It is therefore recognised that to respond to these challenges, leaders need to be equipped to be able to do this and robust governance processes should be in place to structure this approach.
- 2.4 The NGO has worked in partnership with the CQC to support the development of the new inspection framework for the well-led domain. The CQC assesses a trust’s speaking up culture during inspections under Key Line Of Enquiry (KLOE) 3 as part of the well-led question which aims to assess that the leadership, management and governance of the organisation assures the delivery of high quality and person-centred care, supports learning and innovation, and promotes an open and fair culture.
- 2.5 Aligned to the well-led framework, NHS Improvement have also issued a self-assessment tool for Boards. This is designed for Trusts to assess themselves against a range of statements to understand how they are performing in this area. It supports Trusts’ review around the eight key lines of enquiry set out in the well-led framework.
- 2.6 The self-assessment tool is not mandatory and Trusts are not expected to submit this but there is an expectation from NHS improvement that Trust Boards will have undertaken a self assessment tool and it may be accessed by the CQC as part of inspections. More importantly it shows a commitment from the Board to speaking up within their organisation.

- 2.7 A draft of the self-assessment tool has been completed by the Head of Investigations & Learning and the Freedom to Speak Up Guardian using evidence from committees, governance meetings and work already undertaken and in progress within the Trust. This has been reviewed and updated in conjunction with the Executive Director of Quality, Governance & Performance Assurance and has been shared with the Trust Management Group (TMG) and Trust Executive Group (TEG).
- 2.8 Following the departure of the previous Non-Executive lead, a new lead has been identified. The Executive Director of Quality, Governance & Performance Assurance is liaising with the new NED lead to support the role in line with the national guidance.
- 2.9 In the summer of 2018 NHS Improvement also mandated that every NHS organisation must have a Freedom to Speak Up Strategy. A draft of the strategy has been developed and is attached for comment. This has been identified as one of the Trust's enabling strategies and will sit as a fully aligned component of the 'People Strategy'.
- 2.10 The vision for the strategy and the underpinning principles have been shared at the Locality Listening Events that took place during July and August and staff feedback sought. This has also been considered in more detail at the Strategic Leadership Forum in August. It is expected that the strategy will be finalised and launched in October 2018 when the Trust strategy launches.

3. PROPOSALS/NEXT STEPS

- 3.1 Once approved the Self-Assessment Tool will remain as an internal document as a point of focus and direction for improvement for Freedom to Speak Up over the next 12 months. This will also be available should any external body request a copy for example the CQC upon inspection.
- 3.2 The draft strategy will be updated in light of comments from the Board with a view to finalising this in time for the launch in October 2018 alongside the Trust overarching strategy and the other enabling strategies.

4. RISK ASSESSMENT

- 4.1 No risks for consideration.

5. RECOMMENDATIONS

- 5.1 It is recommended that the Board review and approve the tool and comment on the draft Strategy.

6. APPENDICES/BACKGROUND INFORMATION

- 6.1 FTSU Self-Assessment Tool
- 6.2 Freedom to Speak Up Strategy – draft