

Trust Board (in Public)
30 May 2024
Agenda Item: People Committee –
Chair’s report 3.5



Report Title	People Committee – Chair’s report
Author (name and title)	Jeremy Pease, Non-Executive Director Suzanne Hartshorne, Deputy Director of People
Accountable Director	Mandy Wilcock, Director of People
Previous committees/groups	N/A
Recommended action(s)	Assurance/Information
Purpose of the paper	The report provides highlights of the People Committee to provide assurance to the Trust Board.
Recommendation(s)	The Board are asked to note the contents of the report.

Executive summary (overview of main points)

The report provides highlights of the People Committee to provide assurance to the Trust Board. The paper aims to update the board on discussions taking place to reduce the risks as set out in the Board Assurance Framework.

Strategic ambition(s) this supports. Provide brief bullet point details of link to Trust strategy.	Our Patients	The Committee’s work supports the ambition to deliver excellent patient care, which is safe and kind. Specifically work to ensure our workforce are well, trained and providing the best patient experience.
	Our People	The Committee’s agenda is solely focussed on our ambition to support the reduction of risk and ensure our people feel valued, are proud to work at YAS and thrive every day.
	Our Partners	We aim to work with our ICS partners to ensure the best patient care for our communities
	Our Planet and Pounds	We use our resources wisely and progress all projects with sustainability in mind.
Link with the BAF Include reference number. (board and level 2 committees only)		2a, 2b, 2c

Highlight Report

Report from: People Committee

Date of the meetings: 14 May 2024

Key discussion points at the meetings and matters to be escalated to board:

Alert:

The Committee discussed that the Trust infrastructure, including estate, vehicles, equipment, parking etc is currently insufficient for further increases in workforce headcount. The estate capacity has been raised by staff during Board Quality Visits, particularly in terms of car parking and volume of staff on stations. A risk has been raised regarding the lack of sufficient capital funding to invest in the estate so other options will need to be considered.

Advise:

The Committee received a 'deep dive' report into recruitment and retention in call centres. The paper referred to actions being taken to ensure recruitment was undertaken in a timely way, inline with the agreed trajectory. The Committee was also updated on actions to improve retention in call centres, given turnover remains very high, compared to other areas of the Trust. The Committee agreed to monitor progress closely.

Assure:

Meeting of 14 May 2024

The meeting was quorate, and chaired by Jeremy Pease, as Tim Gilpin is currently acting as Trust Chair.

The Committee:

- Received an update on the Corporate risks aligned to the People Committee. An emerging risk, regarding staff with salary sacrifice agreements being paid under national minimum wage, pending the NHS annual pay award, was discussed and noted.
- Received an update, and highlight report, from the People and OD Directorate which generated considerable discussion and challenge. All members received assurance that appropriate actions were being taken to progress the people agenda and reduce risks contained with the Board Assurance Framework.
- Received a highlight report from the People and Culture Group regarding discussion regarding people issues and approval of Trust people policies.
- Received a verbal update on work on YAS Together. The Group discussed the interventions and tools that have been designed to improve the Trust culture.
- Discussed and accepted the introduction of Board Quality visit – themes, aligned to people, into the Committee's work plan.
- Discussed a refreshed Fit and Proper Person Policy, which incorporated the recommendations from the KARK Review. The Committee supported its journey to

be approved at Trust Board. The Committee were also given assurance that the annual fit and proper person checks for Board Members were complete.

- Received and approved the Committee's Annual Report 2023-24 (compliance with Terms of Reference). The Committee supported its submission to the Audit Committee and Trust Board.
- Received and approved the Committee work plan for 2024-25. The work plan is aligned to the Board Assurance Framework and Committee Terms of Reference. It was noted that the Committee Terms of Reference required an annual review, and this would be submitted to the next meeting.

Risks discussed:

- Recruitment and retention in Call Centres.
- Issues with staff remuneration under National Minimum Wage, if a salary sacrifice agreement is in place.

New risks identified:

- Infrastructure issues in relations to increasing headcount.

Report completed by: Jeremy Pease, Non-Executive Director

Date: 14 May 2024