

**Board of Directors (in Public)**  
**26 September 2024**  
**Agenda Item 2.8**

Report Title	People Committee – Chair’s report
Author (name and title)	Tim Gilpin, Non-Executive Director/Chair of People Committee 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	
	Our People	Invest in developing our people (staff and volunteers), ensuring they have the skills, support and resources they need to deliver high-quality care and services, now and in the future. Ensure our culture is one where our people are listened to, encouraged and enabled to speak up when they have concerns about patient or colleague safety and wellbeing, or when they have suggestions for how the Trust might be better run. Become a great place to work and volunteer, with staff survey engagement and feedback scores above average for the NHS.
	Our Partners	
	Our Planet and Pounds	
Link with the BAF Include reference number. (board and level 2 committees only)		6. Develop and sustain an open and positive workplace culture. 7. Support staff health and well-being effectively. 8. Deliver and sustain improvements in recruitment and retention. 9. Develop and sustain improvements in leadership and staff training and development.

## Highlight Report

**Report from:** People Committee

**Date of the meetings:** 10 September 2024

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

#### Alert:

The matter of the non-compliance with the national minimum wage for some staff with salary sacrifice agreements should be noted as an alert and was discussed at length by the Committee.

The breaches could attract a fine, or action being taken, from HMRC (His Majesty's Revenue and Customs), Employment Tribunals or County Court. Conversely, making top-up payments to make a remedy for the breaches, could result in action being taken by HM Treasury for 'Special Payments' as these would be outside of NHS Terms and conditions. Legal advice has been sought and a paper for approval for remedial, retrospective and prospective payments will be presented at the Finance and Performance Committee.

#### Advise:

None

#### Assure:

#### Meeting of 10 September 2024

The Committee was quorate and:

- Received and noted the risks aligned to the People Committee. Noting the new risks relating to Restrictive Interventions/Restraint Practices without training. There was also a discussion regarding actions being taken regarding national minimum wage breaches with some staff continuing to be underpaid due to salary sacrifice agreements. The Committee also noted that Sickness Absence is a risk to 'watch' given levels are notably high for this time of year.
- Received and noted key people themes from the Trust Board Quality Visits.
- Received and noted the People Directorate highlights and risks. Particular discussion focussed on sickness absence and national minimum wage breaches.
- Received and noted the highlight report from the People & Culture Group.
- Received and noted the progress on recruitment and retention. The Committee were assured on progress but wished to continue oversight to ensure current trajectories remain on-track.
- Received and noted the plan for the launch of the 2024 Staff Survey.
- Received and noted the progress on YAS Together as well as the work towards the achievement of the NHS People Promise. The presentation enabled the Committee to understand how the NHS People Promise work is inextricably linked to the YAS Together pillars and work streams.
- Received and noted the Trust Workforce Equality Annual Report that is to be published on our public website as part of our responsibilities under the Public Sector Equality Duty.
- Received and noted the progress on the Diversity and Inclusion Action Plan.

<b><u>Risks discussed:</u></b>
New risks relating to the Restrictive Intervention / Restraint Practices Without Training, which is currently rated at 12 (Possible and Major). Risks regarding breaches of national minimum wage and high sickness absence were also discussed.
<b><u>New risks identified:</u></b>
None

**Report completed by:** Tim Gilpin, Non-Executive Director, Chair of People Committee, Suzanne Hartshorne, Deputy Director of People

**Date:** 12 September 2024