

**Board of Directors (in Public)**  
**30 January 2025**  
**Agenda Item: 3.9**



Report Title	People Committee Chair Report
Author (name and title)	Amanda Moat, Non-Executive Director, Deputy Chair of People Committee Dawn Adams, Associate Director of People Development
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 meeting:** 21 January 2025

Key discussion points at the meetings and matters to be escalated to board:
<b>Alert:</b>
None
<b>Advise:</b>
<ul style="list-style-type: none"> <li>Increasing sickness absence rates above the usual seasonal trend (9.2%), in line with sector, affected by the 'quademic' of 4 viruses. Low take-up rate of flu vaccination, generally in line with sector, with more clinics scheduled in Jan-Mar.</li> </ul>
<b>Assure:</b>
<p><b>21 January 2025 meeting</b></p> <p>The Committee was quorate and:</p> <ul style="list-style-type: none"> <li>Received and noted the risks aligned to the People Committee including the new risk of Associate Ambulance Practitioner (AAP) apprentices past their planned end date (PPED). Assurance was received as to the actions being taken to reduce the number below the acceptable Education and Skills Funding Agency 15% threshold.</li> <li>Received and noted higher than usual seasonal Sickness Absence rates (9.2% Dec 2024, in line with sector) and the measures being taken to manage and reduce rates, including adopting a prevention focus and bespoke business area plans with local ownership.</li> <li>Received and noted the highlight report from the People &amp; Culture Group.</li> <li>Received and noted the Gender Pay Gap data (as of 31 Mar 2024) with analysis showing that although the mean gap has increased, all other indicators show positive improvements with actions built into the Equality, Diversity and Inclusion Plan 2024-27.</li> <li>Received and noted the progress of recruitment and retention for core workforce roles including strong fulfilment rates in 24/25 and a reduction in attrition rates resulting in the reprofiling of 2025/26 requirements.</li> <li>Received and noted the progress of the YAS Together culture development programme including a successful visit from NHS England exemplifying the retention work ongoing in YAS, particularly in Remote Patient Care.</li> <li>Received a presentation of the four (4) Major Incident risks aligned to the People Committee, noting the actions being taken to reduce and mitigate for these risks: major incident capability, major incident exercising, continuous improvement (incidents and exercising) and commander training compliance.</li> </ul>
<p><b><u>Risks discussed:</u></b></p> <p>Focused assurance regarding sickness absence, AAPs past their planned end date and major incident risks.</p>
<p><b><u>New risks identified:</u></b></p> <p>No new risks identified that are not captured as part of the corporate risk register and BAF.</p>