

Board of Directors (in Public)
27 March 2025
Agenda Item: 3.6



Report Title	People Committee Chair Report
Author (name and title)	Suzanne Hartshorne, Deputy Director of People Tim Gilpin, Deputy Chair/Non-Executive Director and Chair of People Committee
Accountable Director	Mandy Wilcock, Director of People and Organisational Development
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: 18 March 2025

Key discussion points at the meetings and matters to be escalated to board:
Alert:
None
Advise:
None
Assure:
<p>18 March 2025 meeting</p> <p>The meeting was chaired by Tim Gilpin, Deputy Chair and was quorate. The Committee:</p> <ul style="list-style-type: none"> Received and noted the risks aligned to the People Committee including the number of apprentices who were taking longer to complete their end-point assessments than expected; support for completion is in place. A risk related to the recruitment of mechanics was also discussed. The Committee discussed a risk relating to the development of workforce policies, which has arisen as a result of an employee relations matter. Received and noted a summary of the Trust Board members quality visits, with matters relating to people. Themes related to the Trust estates (car parking), A&E operations team-based working and the challenges apprentices have in completing placements. Received and noted the People Dashboard, which sets out the workforce metrics aligned to the Board Assurance Framework. The Committee noted the work ongoing to reduce the number of agency staff in the 111 Call Centres, as agency is now only used for Clinical Advisors. The improvements in turnover and vacancy rates were also noted. It was pleasing to see that the new Appraisal system is now live for the senior leadership community, whose appraisal window opens on 1 April 2025. A concern regarding the declining rates of Essential Learning were noted, as were the planned efforts to rectify. Received and noted the highlight report from the People & Culture Group. Received and noted a report from the Chief Operating Officer on recruitment and retention, noting significant improvements in turnover rates across various service lines. He also mentioned the positive impact of remote care and the need to address financial challenges related to staffing. The financial challenges related to staffing, including the difficulty in achieving the vacancy factor due to the high number of substantive staff and the need to balance operational delivery with financial constraints, were also noted. Received and noted the 2024-25 Health & Wellbeing plan closure report. This was well-received, and the Head of Health & Wellbeing commended for the leadership of this work. The 2025-26 Health and Wellbeing plan was also received and supported for approval. Received and noted an update on the Trust's cultural work programme; YAS Together and the NHS People Promise Exemplar. The improvements in staff engagement and the need to address areas such as inclusion and safety were noted.

- Received and noted that the Equality Delivery System outcome had been published and the Committee were pleased to note the Trust achievement of 'developing'.
- Received and noted the Disability and Ethnicity Pay Gaps 2024, which had been calculated for the first time: Disability: Mean: 1.51% Median: 3.70%, Ethnicity: Mean: 6.53% Median: 5.20%. These have been published to the external website. Publishing is mandated by NHS England for all NHS Trusts. Actions to close the gaps are built into the Equality, Diversity and Inclusion Plan 2024-27.
- Received and noted this year's National Staff Survey results, which were pleasing and showed the Trust's improvement over the last few years. It was particularly pleasing to note that the Trust are the best in sector for 'recommending YAS as a place to work'.
- Received and noted the employee relations case work report, noting the high number of cases due to sexual safety. The Committee were assured that the Sexual Safety Charter is making a difference to our staff and that concerns are being managed carefully and seriously.
- Received and agreed that matters relating to health and safety would now come under the remit of this Committee. The Director of Quality & Chief Paramedic to attend the Committee to present relevant work and updates. The current health and safety risks were noted. It was noted that an amendment to the Committee Terms of Reference is required as is an update to the Committee work plan.

Risks discussed:

Risks relating to

- Apprentice's end-point assessments
- Recruitment and retention of mechanics.
- Workforce policy development

New risks identified:

No new risks identified that are not captured as part of the corporate risk register or BAF

Suzanne Hartshorne
Deputy Director of People
March 2025